

Remuneration and Development Committee

Minutes

Date	Wednesday 13 February 2019	
Time	Meeting commenced at 2.45pm Meeting concluded at 3.47pm	
Venue	Kauri Museum Function Centre Board Room - 5 Church Road, Matakohe	
Status	Unconfirmed	

Membership

Chair: Mayor Jason Smith

Members: Deputy Mayor Peter Wethey and Councillors Anna Curnow, Libby Jones and

Andrew Wade

Staff and Associates:

General Manager People and Capability, Governance Advisor

2 **Unconfirmed PUBLIC** R&DC minutes 13 February 2019, Matakohe



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KAIPARA DISTRICT COUNCIL

Minutes of the Ordinary meeting of Remuneration and Development Committee Tuesday 13 February 2019, Matakohe

1 Opening

At 2.00pm, the Committee was informed that Councillor Curnow was unexpectedly delayed so quorum could not be met. Pursuant to Standing Order 10.5, the Chair decided to wait for a longer period.

The meeting opened at 2.45pm.

1.1 Present

Mayor Jason Smith (Chair), Deputy Mayor Wethey and Councillor Curnow.

In Attendance

Name	Designation	Item(s)
Hannah Gillespie	General Manager People and Capability	All
Lisa Hong	Governance Advisor	All (Minute-taker)

1.2 Apologies

Moved Curnow/Wethey

That the apologies of Councillors Jones and Wade be received.

Carried

1.3 Confirmation of Agenda

Moved Smith/Curnow

That the Remuneration and Development Committee confirms the Agenda for 13 February 2019.

Carried

1.4 Conflict of Interest Declaration

Nil.

2 Confirmation of Minutes

2.1 Confirmation of Open Remuneration and Development Committee minutes 06 April 2018

Governance and Procedural Advisor 1613.02

Moved Smith/Curnow

That the unconfirmed Open minutes of the Remuneration and Development Committee meeting held 06 April 2018 be confirmed as a true and correct record.

Carried



3 Decision

3.1 Chief Executive review process

General Mangager Governance, Strategy and Democracy

General Manager People and Capability 22/SPF/D

[Secretarial Note: Additional supporting documents (1) LGNZ Equip Limited's 'Kaipara District Council Executive Performance Programme' dated 31 January 2019ⁱ and (2) Watson Peters' 'Kaipara District Council Executive Performance and Support' dated January 2019ⁱⁱ were tabled at the meeting.]

Moved Smith/Curnow

That the Remuneration and Development Committee:

- Approves that LGNZ Equip Limited is engaged to deliver the Equip Executive Performance Programme for the Chief Executive; and
- 2 Delegates the General Manager People and Capability the authority to finalise the agreement with LGNZ Equip Limited for period ending 30 June 2020 subject to the costs being met in the existing budgets; and
- Notes that once the engagement has been confirmed, LGNZ Equip Limited will commence the process with the Remuneration and Development Committee to conduct the Chief Executive's performance review; and
- 4 Notes that key priorities and performance measures will be developed and finalised with Council and the Chief Executive.

Carried

4 Information

4.1 Elected member collective development

General Manager Governance, Strategy and Democracy 22/SPF/D

Moved Smith/Curnow

That the Remuneration and Development Committee:

- Notes that the priorities for collective elected member development for the remainder of 2019 were identified as iwi relations training and governance development; and
- Notes that a workshop on iwi relations was held on 29 January 2019, and that a suite of on demand webinars covering governance related topics have been made available to elected members.

Carried



5 Public Excluded Committee minute items 13 February 2019

Meeting went into Public Excluded session at 3.45pm.

Moved Smith/Wethey

That the public be excluded from the following part of the proceedings of this meeting namely:

 Confirmation of Public Excluded Remuneration and Development Committee minutes 06 April 2018.

The general subject matter of each matter to be considered while the public is excluded, the reasons for passing this resolution in relation to each matter and the specific grounds under s48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered:

Confirmation of Public Excluded Remuneration and Development Committee minutes 06 April 2018

Reason for passing this Resolution

Section 7(2)(a) protect the privacy of natural persons, including that of deceased natural persons
Section 7(2)(b)(ii) would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information

Ground(s) under Section 48(1) for the passing this resolution:

Section 48(1)(a) that the public conduct of the whole or relevant part of the proceedings of the meeting would likely to result in the disclosure of information for which good reason for withholding would exist

Carried



6 Open Committee minutes 13 February 2019

Meeting returned to Open session at 3.46pm.

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Confirmed :	
Chair:	

Kaipara District Council Dargaville

Meeting closed at 3.47pm.

ⁱ Kaipara District Council Executive Performance Programme (LGNZ Equip Limited, 31 January 2019)

ii Kaipara Distrcit Council Executive Performance and Support (WatsonPeters, January 2019)