

## Notice of Meeting:

I hereby give notice that an ordinary meeting of CEO Review Committee will be held on:

**Date:** Tuesday 19 August 2025  
**Time:** 1.00pm  
**Meeting Room:** Elected Members Meeting Room  
**Venue:** Municipal Building, Garden Place, Hamilton

Lance Vervoort  
Chief Executive

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## Chief Executive Review Committee

### *Komiti kaiwhakahaere matua*

## OPEN AGENDA

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#### Membership

**Chairperson** Mayor Paula Southgate  
*Heamana*

**Deputy Chairperson** Deputy Mayor Angela O'Leary  
*Heamana Tuarua*

**Members** Cr Tim Macindoe  
Cr Moko Tuariki  
Cr Ewan Wilson  
Cr Maxine van Oosten

**Meeting Frequency:** As required

**Quorum:** Three members

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Amy Viggers  
*Mana Whakahaere*  
Governance Lead

**15 August 2025**

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**Purpose and Terms of Reference:**

1. To review the Chief Executive's performance and make recommendations to the Council about all matters relating to the employment of the Chief Executive and the Chief Executive's employment agreement.

**The Committee is delegated the following recommendatory powers:**

- The Committee has no decision-making powers.
- The Committee must make recommendations to Council on all matters relating to the employment of the Chief Executive, including performance measures and remuneration.

**Special Notes:**

- The Committee may request expert advice through the Governance Manager when necessary.

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**1 Apologies – *Tono aroha***

**2 Confirmation of Agenda – *Whakatau raarangi take***

The Committee to confirm the agenda.

**3 Declaration of Interest – *Tauaakii whaipanga***

Members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as an elected representative and any private or other external interest they might have.

# Council Report

**Committee:** Chief Executive Review Committee

**Date:** 19 August 2025

**Author:** Amy Viggers

**Authoriser:** Amy Viggers

**Position:** Governance Lead

**Position:** Governance Lead

**Report Name:** Confirmation of the CE Review Committee Open Minutes 9 June 2025

<b>Report Status</b>	<i>Open</i>
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## Staff Recommendation - *Tuutohu-aa-kaimahi*

That the CE Review Committee confirm the Open Minutes of the CE Review Committee Meeting held on 9 June as a true and correct record.

## Attachments - *Ngaa taapirihanga*

Attachment 1 - CE Review Committee Open Unconfirmed Minutes 9 June 2025

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## **Chief Executive Review Committee**

### ***Komiti kaiwhakahaere matua***

### **OPEN MINUTES**

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Minutes of a meeting of the Chief Executive Review Committee held in Elected Members Meeting Room Level 9, Municipal Building, Garden Place, Hamilton on Monday 9 June 2025 at 1.40pm.

#### **PRESENT**

<b>Chairperson</b> <i>Heamana</i>	Mayor Paula Southgate
<b>Deputy Chairperson</b> <i>Heamana Tuarua</i>	Deputy Mayor Angela O'Leary (via Audio Visual Link)
<b>Members</b>	Cr Tim Macindoe Cr Ewan Wilson Cr Maxine van Oosten

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- 1. Apologies – *Tono aroha***  
There were no apologies recieved.
- 2. Confirmation of Agenda – *Whakatau raarangi take***  
**Resolved:** (Mayor Southgate/Cr Macindoe)  
The CE Review Committee to confirm the agenda.
- 3. Declarations of Interest – *Tauaakii whaipanga***  
No members of the Council declared a Conflict of Interest.
- 4. Confirmation of the CE Review Committee Open Minutes 2 October 2024**  
  
**Resolved:** (Mayor Southgate/Cr Macindoe)  
That the CE Review Committee confirm the Open Minutes of the CE Review Committee Meeting held on 2 October 2024 as a true and correct record.
- 5. Confirmation of the CE Review Committee Open Minutes 27 November 2024**  
  
**Resolved:** (Cr wilson/Cr van Oosten)  
That the CE Review Committee confirm the Open Minutes of the CE Review Committee Meeting held on 27 November 2024 as a true and correct record.
- 6. Resolution to Exclude the Public**  
  
**Resolved:** (Mayor Southgate/Cr Macindoe)  
**Section 48, Local Government Official Information and Meetings Act 1987**  
  
The following motion is submitted for consideration:

That the public be excluded from the following parts of the proceedings of this meeting, namely consideration of the public excluded agenda.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution follows.

General subject of each matter to be considered	Reasons for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
C1. Confirmation of the CE Review Committee Public Excluded Minutes 2 October 2024	) Good reason to withhold information exists under Section 7 Local Government Official Information and Meetings Act 1987	Section 48(1)(a)
C2. Confirmation of the CE Review Committee Public Excluded Minutes 27 November 2024	)	
C3. CE Draft 2025-2026 KPIs		

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, as follows:

Item C1.	to protect the privacy of natural persons	Section 7 (2) (a)
Item C2.	to protect the privacy of natural persons	Section 7 (2) (a)
Item C3.	to protect the privacy of natural persons	Section 7 (2) (a)

**The meeting moved into a public Excluded Session at 1.42pm.**

**The meeting was declared closed at 2.07pm.**

**Resolution to Exclude the Public**

**Section 48, Local Government Official Information and Meetings Act 1987**

The following motion is submitted for consideration:

That the public be excluded from the following parts of the proceedings of this meeting, namely consideration of the public excluded agenda.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution follows.

General subject of each matter to be considered	Reasons for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
C1. Chief Executives End of Year Review 2024-25	) Good reason to withhold ) information exists under ) Section 7 Local Government ) Official Information and ) Meetings Act 1987	Section 48(1)(a)
C2. Confirmation of the CE Review Committee Public Excluded Minutes 9 June 2025		

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, as follows:

Item C1.	to protect the privacy of natural persons	Section 7 (2) (a)
Item C2.	to protect the privacy of natural persons	Section 7 (2) (a)