

**Notice of Meeting:**

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

**Date:** Thursday 9 June 2022  
**Time:** 1.00pm  
**Meeting Room:** Mayor's Boardroom and Audio Visual Link  
**Venue:** Municipal Building, Garden Place, Hamilton

Lance Vervoort  
Chief Executive

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**CE Review Committee**  
***Komiti kaiwhakahaere matua***  
**OPEN AGENDA**

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**Membership**

**Chairperson** Mayor Paula Southgate  
***Heamana***

**Deputy Chairperson** Deputy Mayor Geoff Taylor  
***Heamana Tuarua***

**Members** Cr Rob Pascoe  
Cr Ewan Wilson  
Cr Maxine van Oosten  
Cr Mark Bunting

**Meeting Frequency:** As required

**Quorum:** Three members

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Amy Viggers  
*Mana Whakahaere*  
Governance

**1 June 2022**

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**Purpose and Terms of Reference:**

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 whaipaaanga***

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.

**4 Public Forum – *Aatea koorero***

Not applicable

# Council Report

Item 5

**Committee:** CE Review Committee

**Date:** 09 June 2022

**Author:** Amy Viggers

**Authoriser:** Michelle Hawthorne

**Position:** Governance Lead

**Position:** Governance and Assurance  
Manager

**Report Name:** Confirmation of the Open Minutes of the CE review Committee meeting  
of 10 March 2022

<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 10 March 2022 as a true and correct record.

## Attachments - *Ngaa taapirihanga*

Attachment 1 - CE Review Committee Open Unconfirmed Minutes of 10 March 2022

## CE Review Committee OPEN MINUTES

Minutes of a meeting of the CE Review Committee held in Audio Visual Link, Municipal Building, Garden Place, Hamilton on Thursday 10 March 2022 at 2.34pm.

### PRESENT

<b>Chairperson</b> <i>Heamana</i>	Mayor Paula Southgate
<b>Members</b>	Cr Ewan Wilson Cr Maxine van Oosten Cr Mark Bunting
<b>In Attendance</b>	Lance Vervoort (Chief Executive) Greg Tims (Consultant)
<b>Governance Staff</b>	Michelle Hawthorne - Governance and Assurance Manager Amy Viggers – Governance Lead

- Apologies – Tono aroha**  
**Resolved:** (Cr van Oosten/Cr bunting) Mayor outhagte  
That the apologies for absence from Deputy Mayor Taylor (Council Business) and for lateness from Cr Rob Pascoe are accepted.
- Confirmation of Agenda – Whakatau raarangi take**  
**Resolved:** (Mayor Southgate/cr van Oosten)  
That the agenda is confirmed.
- Declarations of Interest – Tauaakii whaipaaanga**  
No members of the Council declared a Conflict of Interest.
- Public Forum – AAtea koorero**  
No members of the public wished to speak.
- Confirmation of Minutes**  
**Resolved:** (Cr Wilson/ Mayor Southgate)  
That the CE Review Committee confirms the Open Minutes of the CE Review Committee Meeting held on 1 November 2021 as a true and correct record.
- Resolution to Exclude the Public**  
**Resolved:** (Cr Bunting/Cr van Oosten)  
**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 of 1 November 2021	) Good reason to withhold ) information exists under ) Section 7 Local Government ) Official Information and ) Meetings Act 1987	Section 48(1)(a)
C2. Interim Performance Review	)	

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 to prevent the disclosure or use of official information for improper gain or improper advantage	Section 7 (2) (a) Section 7 (2) (j)
Item C2.	to protect the privacy of natural persons to prevent the disclosure or use of official information for improper gain or improper advantage	Section 7 (2) (a) Section 7 (2) (j)

**The meeting moved into a public Excluded Session at 2.36pm.**

**The meeting was declared closed at 3.59pm.**

## 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. Confirmation of the Public Excluded Minutes of the CE review Committee meeting of 10 March 2022	) Good reason to withhold ) information exists under ) Section 7 Local Government ) Official Information and ) Meetings Act 1987	Section 48(1)(a)
C2. Draft Chief Executive 2022-23 KPI's		

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)
	to prevent the disclosure or use of official information for improper gain or improper advantage	Section 7 (2) (j)
Item C2.	to protect the privacy of natural persons	Section 7 (2) (a)