

Notice of Meeting:

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

Date: Monday 9 June 2025
Time: 1.30pm
Meeting Room: Elected Members Meeting Room and Audio-Visual Link
Venue: Municipal Building, Garden Place, Hamilton

Lance Vervoort
Chief Executive

CE Review Committee

Komiti kaiwhakahaere matua

OPEN AGENDA

Membership

Chairperson Mayor Paula Southgate
Heamana

Deputy Chairperson Deputy Mayor Angela O’Leary
Heamana Tuarua

Members Cr Tim Macindoe
Cr Moko Tauariki
Cr Ewan Wilson
Cr Maxine van Oosten

Meeting Frequency: As required

Quorum: Three members

Amy Viggers
Mana Whakahaere
Governance Lead

28 May 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: 09 June 2025

Author: Amy Viggers

Authoriser: Amy Viggers

Position: Governance Lead

Position: Governance Lead

Report Name: Confirmation of the CE Review Committee Open Minutes 2 October 2024

Report Status	<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 2 October 2024 as a true and correct record.

Attachments - *Ngaa taapirihanga*

Attachment 1 - CE Review Committee Open Unconfirmed Minutes 2 October 2024

CE Review Committee

Komiti kaiwhakahaere matua

OPEN MINUTES

Minutes of a meeting of the CE Review Committee held in Elected Members Meeting room and Audio-Visual Link , Municipal Building, Garden Place, Hamilton on Wednesday 2 October 2024 at 10:32am.

PRESENT

Deputy Chairperson Deputy Mayor Angela O’Leary (via Audio-Visual Link)
Heamana Tuarua

Members Cr Tim Macindoe
Cr Ewan Wilson
Cr Maxine van Oosten

External Presenters in attendance: Greg Tims – Consultation

Deputy Mayor O’Leary assumed the role of Chair.

5. Apologies – Tono aroha

Resolved: (Deputy Mayor O’Leary/Cr Wilson)
That the CE Review Committee receives the apologies for lateness from Cr Tauariki.

6. Confirmation of Agenda – Whakatau raarangi take

Resolved: (Deputy Mayor O’Leary/Cr Wilson)
That the CE Review Committee accepts the agenda.

7. Declarations of Interest – Tauaakii whaipaaanga

No members of the Council declared a Conflict of Interest.

4. Public Forum

Not applicable.

5. Confirmation of the CE Review Committee Open Minutes 12 June 2024

Resolved: (Deputy Mayor O’Leary/Cr van Oosten)
That the CE Review Committee confirms the Open Minutes of the CE Review Committee Meeting held on 12 June 2024 as a true and correct record.

6. Resolution to Exclude the Public

Resolved: (Deputy Mayor O’Leary/Cr Wilson)

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 12 June 2024) Good reason to withhold) information exists under) Section 7 Local Government) Official Information and) Meetings Act 1987	Section 48(1)(a)
C2. CE's KPIs 2023-24 End of Year review		
C3. Consultant's Report to the CEs End of Year review 2023-24		

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 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)
	to prevent the disclosure or use of official information for improper gain or improper advantage	Section 7 (2) (j)
Item C3.	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)

The meeting moved into the Public Excluded Session at 10.33am.

The meeting was declared closed at 12.24pm.

Council Report

Committee: Chief Executive Review Committee

Date: 09 June 2025

Author: Amy Viggers

Authoriser: Amy Viggers

Position: Governance Lead

Position: Governance Lead

Report Name: Confirmation of the CE Review Committee Open Minutes 27 November 2024

Report Status	<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 27 November 2024 as a true and correct record.

Attachments - *Ngaa taapirihanga*

Attachment 1 - CE Review Committee Open Unconfirmed Minutes 27 November 2024

Chief Executive Review Committee

Komiti kaiwhakahaere matua

OPEN MINUTES

Minutes of a meeting of the Chief Executive Review Committee held in Level 9 Meeting Room, Municipal Building, Garden Place, Hamilton on Wednesday 27 November 2024 at 1:02pm.

PRESENT

Chairperson <i>Heamana</i>	Mayor Paula Southgate
Deputy Chairperson <i>Heamana Tuarua</i>	Deputy Mayor Angela O'Leary
Members	Cr Tim Macindoe
External Presenter:	Greg Tims Consultant

8. **Apologies – *Tono aroha***
Resolved: (Mayor Southgate/Deputy Mayor O'Leary)
That the Chief Executive Review Committee accepts the apologies for absence from Cr Wilson and Cr Tauariki and for lateness from Cr van Oosten.
9. **Confirmation of Agenda – *Whakatau raarangi take***
Resolved: (Deputy Mayor O'Leary/Mayor Southgate)
That the Chief Executive Review Committee confirms the agenda.
10. **Declarations of Interest – *Tauaakii whaipaaanga***
No members of the Council declared a Conflict of Interest.
4. **Resolution to Exclude the Public**
Resolved: (Deputy Mayor O'Leary/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	Reasons for passing this	Ground(s) under section 48(1)
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matter to be considered	resolution in relation to each matter	for the passing of this resolution
C1. Chief Executive Review (self assessment)	<ul style="list-style-type: none">) Good reason to withhold) information exists under) Section 7 Local Government) Official Information and) Meetings Act 1987 	Section 48(1)(a)

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)

The meeting moved into a public excluded session at 1.04pm

The meeting was declared closed at 1.21pm.

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 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)