

Executive Employment Committee Agenda

NOTICE IS GIVEN that the next Public Excluded meeting of the Executive Employment Committee will be held in Council Chambers, Regional House, 1 Elizabeth Street, Tauranga on:

Tuesday 5 November 2024 COMMENCING AT 9:30am

Executive Employment Committee

Membership

Chairperson	Cr Jane Nees
Deputy Chairperson	Chairman Doug Leeder
Members	Cr Stuart Crosby Cr Te Taru White
Quorum	Two members, consisting half the number of members
Meeting frequency	As required

Purpose

Act for and advise Council on matters pertaining to the employment of the Council's Chief Executive Officer.

Role

- Develop and consult with Council annually on performance targets and key result area weightings for the Chief Executive, including associated methods of measurement and processes of judgement.
- Negotiate annually with the Chief Executive performance targets and key result area weightings, including associated methods of measurement and processes of judgement.
- Conduct an annual review of the Chief Executive's performance and remuneration in accordance with the agreed processes, in April/May of each year or such other time as agreed with the Chief Executive.
- Develop and consult with Council, appropriate amendments or adjustments to the terms and conditions of employment and the remuneration of the Chief Executive arising from the annual review.
- Negotiate and determine any agreed amendments or adjustments to the terms and conditions of employment and the remuneration with the Chief Executive annually.
- Develop and agree with the Chief Executive, an annual development plan to address any training needs or preferences.
- Meet with the Chief Executive at least once each year to discuss progress on performance targets and key result areas and the agreed personal development plan and negotiate any revision or change as is considered necessary.
- Undertake the management of the Chief Executive recruitment process where required.
- Consider and advise Council on all matters relevant to the employment of the Council's Chief Executive.

Power to Act

To make all decisions necessary to fulfil the role and scope of the committee subject to the limitations imposed.

To negotiate and recommend to Council on performance agreement measures and annual remuneration.

To engage external advisors where required.

The Executive Employment Committee is not delegated authority to:

- approve the Chief Executive's annual remuneration, or
- appoint the Chief Executive.

Power to Recommend

Executive Employment Committee recommends and reports to the Regional Council.

Bay of Plenty Regional Council - Toi Moana

Governance Commitment

**mō te taiao, mō ngā tāngata - our environment and our people
go hand-in-hand.**

We provide excellent governance when, individually and collectively, we:

- Trust and respect each other
- Stay strategic and focused
- Are courageous and challenge the status quo in all we do
- Listen to our stakeholders and value their input
- Listen to each other to understand various perspectives
- Act as a team who can challenge, change and add value
- Continually evaluate what we do

**TREAD LIGHTLY, THINK DEEPLY,
ACT WISELY, SPEAK KINDLY, JOURNEY TOGETHER.**

Recommendations in reports are not to be construed as Council policy until adopted by Council.

Agenda

1. Karakia
2. Apologies
3. Items not on the Agenda
4. Order of Business
5. Declaration of Conflicts of Interest
6. Public Excluded Business to be Transferred into the Open
7. Public Excluded Section

Resolution to exclude the public

Excludes the public from the following parts of the proceedings of this meeting as set out below:

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 are as follows:

Item No.	Subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Grounds under Section 48(1) for the passing of this resolution	When the item can be released into the public
7.1	Short listed CE Recruitment Suppliers presentations	<ul style="list-style-type: none"> • Withholding the information is necessary to enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities; • Withholding the information is necessary to enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations). 	48(1)(a)(i) Section 7 (2)(h); 48(1)(a)(i) Section 7 (2)(i).	On the Chief Executive's approval.

Information Only

7.1 Short listed CE Recruitment Suppliers presentations

The two shortlisted recruitment suppliers will each provide a 10 minute presentation on their proposals followed by an opportunity for members to ask questions or seek clarification.

8. Public Excluded Business to be Transferred into the Open

9. Consideration of Items not on the Agenda