

# Chief Executive Review Committee Agenda

**Date:** Tuesday, 27 February, 2018

**Time:** 1:00 pm

**Location:** Council Chamber  
Forum North, Rust Avenue  
Whangarei

**Elected Members:** Her Worship the Mayor Sheryl Mai  
(Chairperson)  
Cr Shelley Deeming  
Cr Cherry Hermon  
Cr Greg Innes  
Cr Greg Martin  
Cr Sharon Morgan

For any queries regarding this meeting please contact  
the Whangarei District Council on (09) 430-4200.

<b>1. Declarations of Interest</b>	
<b>2. Apologies</b>	
<b>3. Decision Reports</b>	
<b>4. Information Reports</b>	
4.1 Professional Development - Local Government Chief Officers Group Conference	3
4.2 Progress Report - Council's Strategic Direction	5
<b>5. Public Excluded Business</b>	
5.1 Chief Executive's Performance Goals	
<b>6. Closure of Meeting</b>	

## Chief Executive Review Committee – Terms of Reference

### Membership

<b>Chairperson:</b>	Her Worship the Mayor Sheryl Mai
<b>Members:</b>	Councillors Shelley Deeming, Cherry Hermon, Greg Innes, Greg Martin, Sharon Morgan
<b>Meetings:</b>	Quarterly.
<b>Quorum:</b>	<b>3</b>

### Purpose

To oversee the chief executive's performance and to recommend to council the terms and conditions of the chief executive's employment and annual remuneration.

### Key responsibilities include:

- Agree with the chief executive the annual performance objectives.
- Conduct the performance review required in the employment agreement between the council and chief executive.
- Undertake the annual remuneration review and recommend to council any decisions regarding remuneration.
- Represent the council in regard to any issues which may arise in respect to the chief executive's job description, agreement, performance objectives or other similar matters.
- Oversee any recruitment and selection process for a chief executive and make a recommendation on the appointment to council.

### Delegations

- (i) All powers necessary to perform the committee's responsibilities, including:
  - (a) establishment of working parties or steering groups.



## **4.1 Professional Development – Local Government Chief Officers Group Conference**

**Meeting:** Chief Executive Review Committee  
**Date of meeting:** 27 February 2018  
**Reporting officer:** Chief Executive (Rob Forlong)

### **1 Purpose**

To report on the Local Government Chief Officers Group Conference.

### **2 Recommendation**

That the Committee notes the update on the Local Government Chief Officers Group Conference.

### **3 Overview**

The Chief Executive attended the Local Government Chief Officers Group Conference held in Perth over three days, 14 to 16 February.

Mr Forlong will report verbally on key topics and learnings from the conference.

### **4 Significance and engagement**

The decisions or matters of this Agenda do not trigger the significance criteria outlined in Council's Significance and Engagement Policy, and the public will be informed via Agenda publication on the website.



## 4.2 Report on progress of strategic directions

<b>Meeting:</b>	Chief Executive Review Committee
<b>Date of meeting:</b>	27 February 2018
<b>Reporting officer:</b>	Her Worship the Mayor Sheryl Mai

### 1 Purpose

To report on progress with strategic directions and initiatives.

### 2 Recommendation

That the Committee note the update on the strategic directions and initiatives.

### 3 Overview

In 2016 Council established a list of strategic directions or goals that would provide direction and key themes for the delivery of their vision for the district during this term of Council. The list is located in attachment 1.

As the initiatives within the strategic directions are implemented, Council moves closer to achieving its goals.

The Chief Executive will summarise progress on key initiatives.

### 4 Significance and engagement

The decisions or matters of this Agenda do not trigger the significance criteria outlined in Council's Significance and Engagement Policy, and the public will be informed via Agenda publication on the website.

### 5 Attachments

List of Council's priorities





## Councillor priorities – Staff Response to date

### Workshop 1 November (3 and 2 tick priorities)

#### 3 ticks

- **Early and better engagement**  
Moving resource from Annual Plan to LTP engagement. Early LTP engagement has been a success, inviting groups to present to Committees (esp Community Services)
- **One building**  
First workshop 3 locations RSA/Forum North/town, decision required shortly re location (town offers potential for PPP)
- **Professional development for elected members**  
9 external PD sessions of 16 in total through induction programme

#### 2 ticks

- **CBD revitalization/parking traffic flow etc**  
Commissioned Traffic Design Group to look at city parking and traffic flow – Council Workshop due early May. Commenced work on effect of Hundertwasser and increased population on Town Basin/Hatea loop. Received preliminary approach from NRC (and others) re apartments at Hihiaua, possibility of using provincial growth fund to revitalize CBD with Council Government and private sector partner.
- **Review city bus services bus service Hikurangi- Whangarei**  
Invited NRC to provide info to Infrastructure Committee.

### “Themes” from 1 November workshop and Toll Stadium workshop (my assessment)

1. **Improved engagement** - (see above for response)
2. **Business friendly** – Rating review (SUIPs), TTNEAP work, creative regulation, council liaison, innovative planning responses, consistent durable council decisions
3. **Core infrastructure** – Complete capital works programme, Manage down carry forwards, reassess at LTP
4. **Making the district welcoming and nice** – recreation infrastructure, blue green, carpark to park, signage refresh, parking/traffic flow review, event, village planning

5. **Strong financial control** – maintain credit rating, provide options for next LTP, keep rates at the lower end for NZ Councils, very strong financial position now.

#### Items from Toll workshop that are “on the go”

- New Marina
- Events review (soon)
- Advocating for tertiary education
- Council navigator
- Business friendly (BAG, decision making certainty)
- Sticking to plans
- Vision and mission statement
- Health and safety
- Waste reduction through solid waste review
- Partnerships (possible volunteer hub)
- Communications and no surprises for Councillors
- Governance values
- Regular Councillor chat
- Environmental Engineering Standards review
- Waste review
- Blue/Green
- One building
- Review Procurement Policy
- Collaborate Auckland and Govt (UNISA, TTNEAP, NTA)
- Improving WDC Image
- Rethinking Engagement (early - prior to draft plans)

#### Items for LTP

- Seal 10 km of road per annum
- International sports event
- Cycleway to falls
- Car and trailer parking in Tutukaka (work currently happening but no budget)
- 20/20 projects
- New sports park
- Auditorium
- Sense of place projects outside city
- Storm water treatment and improvements to network
- Energy self-sufficiency for WDC
- Precinct approach to CBD
- Shared pathway including CBD linkages
- Wellington like art bridge to town basin

## RESOLUTION TO EXCLUDE THE PUBLIC

### Move/Second

That the public be excluded from the following parts of proceedings of this meeting.

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:

General subject of each matter to be considered		Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for passing this resolution
1.1	Chief Executive's Performance Goals	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 the relevant part of the proceedings of the meeting in public, are as follows:

Item	Grounds	Section
1.1	To protect the privacy of natural persons including that of a deceased person.	Section 7(2)(a)

### Resolution to allow members of the public to remain

If the council/committee wishes members of the public to remain during discussion of confidential items the following additional recommendation will need to be passed:

#### Move/Second

"That \_\_\_\_\_ be permitted to remain at this meeting, after the public has been excluded, because of his/her/their knowledge of Item \_\_\_\_\_.

This knowledge, which will be of assistance in relation to the matter to be discussed, is relevant to that matter because \_\_\_\_\_.

*Note: Every resolution to exclude the public shall be put at a time when the meeting is open to the public.*