



Chief Executive Committee

Tuesday, 09 April 2024

Rātū, 09 Paengawhāwhā 2024

Room Miro (Committee Room 1)
Council Building, 14 Commerce Street, Whakatāne
commencing at 1: 00 pm

Chief Executive: Steph O'Sullivan

Publication Date: 4 April 2024

A Membership - *Mematanga*

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Mayor Dr V Luca

Councillor N Tánczos - Chairperson

Deputy Mayor L Immink - Deputy Chairperson

Councillor W James

Councillor J Pullar

Councillor J Jukes

Independent Chair, Risk and Assurance - Stuart Henderson

B Delegations to the Chief Executive Committee - *Tuku Mahi ki te Komiti*

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Chief Executive Committee - Purpose and delegations

- To provide guidance and support to the Chief Executive to deliver on their role.
- To consider and prepare correspondence and address other matters relating to performance and remuneration associated with the Chief Executive; and
- To be responsible for addressing performance issues as they arise as well as making recommendations to the Council for wider consideration.

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1 Apologies - *Te hunga kāore i tae*

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No apologies were recorded at the time of compiling the agenda.

2 Acknowledgements / Tributes - *Ngā Mihimihi*

An opportunity for members to recognise achievements, to notify of events, or to pay tribute to an occasion of importance.

3 Conflicts of Interest - *Ngākau kōnatunatu*

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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 member and any private or other external interest they might have.

The Elected Member Register of Interest is available on the Whakatāne District Council website. If you wish to view the information, please click this [Register link](#).

4 Confirmation of Minutes - *Te whakaaetanga o ngā meneti o te hui*

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**4.1 Public Minutes Chief Executive Performance and Support Committee Meeting
27 February 2024**

	Details of Meeting:	CHIEF EXECUTIVE PERFORMANCE AND SUPPORT COMMITTEE MEETING HELD IN ROOM MIRO (COMMITTEE ROOM 1), WHAKATĀNE DISTRICT COUNCIL, 14 COMMERCE STREET, WHAKATĀNE, ON TUESDAY, 27 FEBRUARY 2024, COMMENCING AT 1:05 PM
	Present:	His Worship the Mayor V Luca, Deputy Mayor L Immink, Councillors N Tánczos (Chairperson), W James and J Jukes.
	In Attendance:	S O'Sullivan (Chief Executive) and C Viljoen (Manager Governance Services)
	Visitors:	P Loof (Consultant)
	Apologies:	Councillor J Pullar and S Henderson (Independent Chair, Risk and Assurance Committee)

1. OPENING KARAKIA

The meeting was formally opened with a Karakia from the chairperson.

2. APOLOGY

Moved Councillor Jukes / Seconded Councillor James

RESOLVED:

THAT the Committee **accept** the apology from Councillor J Pullar.

CARRIED

It was noted that Risk and Assurance Chairperson (S Henderson) was not present at the start of the meeting. The Committee later resolved to formally accept an apology from Chairperson Stuart Henderson after confirmation was received that we would not be attending.

3. ACKNOWLEDGEMENTS / TRIBUTES

NIL

4. CONFLICTS OF INTEREST

No conflicts of interest were declared.

4.1 Public Minutes Chief Executive Performance and Support Committee Meeting 27 February 2024(Cont.)

5. CONFIRMATION OF MINUTES

Moved Councillor James / Seconded Councillor Jukes

RESOLVED:

THAT the public and the public excluded minutes of the Chief Executive Performance and Support Committee meeting held on the 10 October 2023 be confirmed as true and correct.

CARRIED

6. RESOLUTION TO EXCLUDE THE PUBLIC

Moved Deputy Immink / Seconded Councillor Jukes

RESOLVED:

THAT the public be **excluded** from the following parts of the proceedings of this meeting, namely:

1. Chief Executive Key Performance Indicators: End of December 2023
2. Public Excluded Minutes – Chief Executive Meeting 10 October 2023

	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 the passing of this resolution	When item can be released into the public
1	Chief Executive Key Performance Indicators: End of December 2023	Good reason to withhold exists under Section 7	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists. Section 48(1)(a)	Not to be released
2	Public Excluded Minutes – Chief Executive Meeting 10 October 2023	Good reason to withhold exists under Section 7	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists. Section 48(1)(a)	Not to be released

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:

4.1 Public Minutes Chief Executive Performance and Support Committee Meeting 27 February 2024(Cont.)

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

Item No	Interest
1, 2	To protect the privacy of natural persons, including that of deceased natural persons; (section 7(2)(a))

CARRIED

7. CLOSING KARAKIA

Confirmed at the meeting dated:	
CHAIRPERSON	

The meeting was closed at 16:36 pm with a Karakia given by the Chairperson.

5 Resolution to Exclude the Public - *Whakataunga kia awere te marea*

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5.1 Reasons to exclude - CEPSC 9 April 2024

THAT the public be excluded from the following parts of the proceedings of this meeting, namely:

1. Chief Executive Key Performance Indicators: End of March 2024
2. Public Excluded Minutes – Chief Executive Meeting 27 February 2024

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 the passing of this resolution	When item can be released into the public
1	Chief Executive Key Performance Indicators: End of March 2024	Good reason to withhold exists under Section 7	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists. Section 48(1)(a)	Not to be released
2	Public Excluded Minutes – Chief Executive Meeting 27 February 2024	Good reason to withhold exists under Section 7	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists. Section 48(1)(a)	Not to be released

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

Item No	Interest
1, 2	To protect the privacy of natural persons, including that of deceased natural persons; (section 7(2)(a))

5.1 Reasons to exclude - CEPSC 9 April 2024(Cont.)

1 Confirmation of Minutes - *Te whakaaetanga o ngā meneti o te hui*

1 Confirmation of Minutes - *Te whakaaetanga o ngā meneti o te hui*

- 1.1 Public Excluded Minutes Chief Executive Performance and Support Committee Meeting 27 February 2024

2 Reports - *Ngā Pūrongo*

- 2.1 Chief Executive Key Performance Indicators: End of March 2024