

**Minutes of a meeting of the Nelson City Council to consider the Recruitment of a Chief Executive**

**Held in the Council Chamber, Civic House, Trafalgar Street, Nelson**

**On Wednesday 16 May 2012, commencing at 9.05am**

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Present: His Worship the Mayor A Miccio (Chairperson), Councillors I Barker, A Boswijk (Deputy Mayor), G Collingwood, R Copeland, E Davy, K Fulton, P Matheson, P Rainey, R Reese, D Shaw and M Ward

In Attendance: Manager Human Resources (S Gully) and Administration Adviser (A Rose)

Apologies: An apology was received and accepted for Councillor J Rackley

**Opening Prayer**

Councillor Davy and Councillor Copeland gave the opening prayer.

**1. Conflicts of Interest**

1.1 There were no updates to the Conflicts of Interest Register advised or any conflicts of interest with items in the agenda identified.

**2. Public Excluded Business**

There was discussion why the first two recommendations in the public excluded report could not be considered in public and it was agreed that these recommendations which concerned the timing of the commencement of recruiting for a Chief Executive and discussion of the composition of a Chief Executive Recruitment Working Party, could be discussed in public.

Resolved

***THAT the recruiting for a Chief Executive commence immediately.***

His Worship the Mayor/Davy

Carried

2.1 Composition of Chief Executive Recruitment Working Party

There followed discussion about which Councillors should comprise the Chief Executive Recruitment Working Party.

The question was asked why a first term Councillor was not given the opportunity to be on the Working Party.

His Worship the Mayor said that in his report, in the public excluded section, he was recommending that the Councillors who made up the current Chief Executive Remuneration Review Committee should also comprise the Chief Executive Recruitment Working Party. He said that Committee had been working well with the Chief Executive over the last 18 months and the process needed that experience.

In answer to a question the Manager Human Resources said the main advantage of having a small focus group or working party is to ensure confidentiality, the wider the group, he said, the greater the chance that confidentiality would not be preserved. Mr Gully said that a small group such as had been proposed would be able to recommend a candidate suitable for the job.

Council indicated that they would like to meet with the top one, two, or three preferred candidates recommended by the Chief Executive Recruitment Working Party.

Proposed Councillor Davy seconded Councillor Barker

*THAT a Chief Executive Working Recruitment Working Party comprising the current Remuneration Review Committee (His Worship the Mayor, Deputy Mayor and Councillor Collingwood) plus Councillor Matheson be established and authorised to conduct a recruitment process for the position of Chief Executive.*

*AND THAT the preferred candidate(s) be recommended to Council.*

There was discussion about whether Councillors should meet the preferred candidates and how such a process would be carried out.

It was emphasised that this is one of the most important decisions that Council is going to make and the process has to be robust and stand up to public scrutiny.

It was felt that before the composition of the Working Party could be resolved the public excluded discussion needed to be held with regard to the appointment of the recruitment consultant and the timetable for the process.

Resolved

***THAT the motion establishing a Chief Executive Recruitment Working Party be left to lie on the table until after Council has had its public excluded discussion regarding the appointment of a recruitment consultant and the position requirements.***

Fulton/Reese

Carried

### 3. Exclusion of the Public

Resolved

***THAT the public be excluded from the following parts of the 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:***

<b>Item</b>	<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Particular interests protected (where applicable)</b>
<b>1</b>	Recruitment of a Chief Executive:-  Appointment of Recruitment Consultant  Position Requirements	Section 48(1)(a)  The public conduct of this matter would be likely to result in disclosure of information for which good reason exists under section 7	The withholding of the information is necessary: Section 7(2)(a) To protect the privacy of natural persons Section 7(2)(c) To protect information that is subject to an obligation of confidence Section 7(2)(f)(ii) To protect individuals from improper pressure or harassment Section 7(2)(h) To carry out commercial activities

His Worship the Mayor/Boswijk

Carried

The meeting went into public excluded session at 9.48am and resumed in public session at 12.31pm.

### 4. Re-admittance of the public

Resolved

***THAT the public be re-admitted to the meeting.***

His Worship the Mayor/Davy

Carried

The meeting then turned its consideration to Councillor Davy's motion seconded by Councillor Barker regarding the composition of the Chief Executive Working Party.

Councillor Copeland seconded by Councillor Shaw moved an amendment which added Councillor Fulton to the membership of the Chief Executive Recruitment Working Party.

Following further discussion Councillor Matheson and Councillor Collingwood both withdrew saying for different reasons they would be unavailable to serve on the Working Party.

Attendance: Councillor Copeland left the meeting at 12.39pm.

His Worship the Mayor then directed that neither Councillor Davy's motion nor the amendment could be properly considered if Councillors Matheson and Collingwood were withdrawing from the Working Party.

Resolved

***THAT a Chief Executive Recruitment Working Party comprising His Worship the Mayor, the Deputy Mayor, Councillor Fulton and Councillor Shaw, be established and authorised to conduct a recruitment process for the position of Chief Executive and recommend the preferred candidate(s) to Council.***

Davy/Ward

Carried

There being no further business the meeting ended at 1.44pm.

Confirmed as a correct record of proceedings:

\_\_\_\_\_ Chairperson \_\_\_\_\_ Date