

SOUTHLAND DISTRICT COUNCIL

EXTRAORDINARY COUNCIL MEETING

14 MAY 2008

Minutes of an Extraordinary Meeting of the Southland District Council held in the Council Chambers, 15 Forth Street, Invercargill on Wednesday, 14 May 2008 at 1.30 pm.

PRESENT: Mayor F Cardno (Chairperson), Crs L Bailey, J Copland, J Douglas, B Ford, G Harpur, W Jack, G Macpherson and D Ridley.

IN ATTENDANCE: Mr H Pipkin - Human Resources Manager,
Mrs J O'Shannessy - Senior Administration Officer.

Mr M Stenhouse - Sheffield Limited.

1.0 **APOLOGIES**

Crs B Dillon, R Dobson, B Drummond and P Duffy.

Moved Cr Ford, seconded Cr Douglas
and RESOLVED THAT THE APOLOGIES BE ACCEPTED.

2.0 **MEMORANDA**

2.1 **TERMS OF EMPLOYMENT - CHIEF EXECUTIVE**

eja/08/3/2667

Memorandum by Mr H Pipkin 7 May 2008.

Moved Cr Macpherson, seconded Cr Jack
and RESOLVED THAT THE MEMORANDUM ON THE TERMS OF
EMPLOYMENT - CHIEF EXECUTIVE BE RECEIVED AS INFORMATION.

The Memorandum covered a report that had been adopted by Council at their meeting held 26 March 2008 and had been included in the current agenda to remind members of the process to be followed.

Mr Stenhouse advised that under Schedule 7, Clause 35 of the Local Government Act 2002, (attached) a Local Authority must, not less than 6 months before the date on which the chief executive's contract of employment for the first term expires, conduct and complete a review of the employment of the chief executive.

The review must assess:

- (a) the performance of the chief executive,
- (b) the mix of skills and attributes possessed by the chief executive, and the degree to which they are consistent with the skills and attributes that the local authority considers necessary for the future,
- (c) any other factors that the local authority considers relevant.

The meeting would then be asked to decide whether they wished to extend the contract for a further two years or to publicly advertise the position, interview candidates and then appoint to the position for a period of five years. The current CEO would be able to apply and Council must give serious consideration to the reappointment.

3.0 **EXCLUSION OF PUBLIC**

Moved Cr Ridley, seconded Cr Douglas
and RESOLVED THAT PURSUANT TO SECTION 48(1) OF THE LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987 THAT THE PUBLIC BE EXCLUDED FROM THE MEETING WHILE THE FOLLOWING BUSINESS IS TRANSACTED:

BACKGROUND MATERIAL TO BE READ IN CONJUNCTION WITH REPORTS IN THE PUBLIC EXCLUDED SECTION
SECTION 7(2)(a) AND 7(2)(f)

CHIEF EXECUTIVE'S PERFORMANCE REVIEW - SELF ASSESSMENT 2006/07
SECTION 7(2)(a) AND 7(2)(f)

CHIEF EXECUTIVE'S PERFORMANCE REVIEW - THIRD QUARTER 2007/08
SECTION 7(2)(a) AND 7(2)(f)

AND THAT THE REASON FOR THE PASSING OF THIS RESOLUTION IS THAT IT IS THE OPINION OF THE COUNCIL THAT IT IS NECESSARY TO:

7(2)(a) PROTECT THE PRIVACY OF INDIVIDUALS, INCLUDING THAT OF ANY DECEASED PERSON;

7(2)(f) MAINTAIN THE EFFECTIVE CONDUCT OF PUBLIC AFFAIRS ARISING DIRECTLY FROM THE NEED TO PROTECT MEMBERS AND STAFF FROM IMPROPER PRESSURE OR HARASSMENT;

3.1 **EXCLUSION OF PUBLIC - STAFF**

Moved Cr Ridley, seconded Cr Douglas
and RESOLVED THAT THE COUNCIL OFFICERS AND PUBLIC LISTED BELOW BE PERMITTED TO REMAIN AT THE MEETING AFTER THE PUBLIC HAVE BEEN EXCLUDED BECAUSE OF THEIR KNOWLEDGE OF (a) MEETING PROCEDURE AND/OR (b) THE SUBJECT MATTER UNDER CONSIDERATION.

HUMAN RESOURCES MANAGER
SENIOR ADMINISTRATION OFFICER.

4.0 **CONFIDENTIAL DECISION RECORDED IN OPEN MEETING**

4.1 Moved Cr Ridley, seconded Cr Douglas
and RESOLVED THAT UNDER THE LOCAL GOVERNMENT ACT 2002, SCHEDULE 7, CLAUSE 35, THE INCUMBENT CHIEF EXECUTIVES EMPLOYMENT CONTRACT BE EXTENDED FOR A SECOND TERM BEGINNING ON 21 JANUARY 2009 AND CONCLUDING ON 20 JANUARY 2011 IN ACCORDANCE WITH SCHEDULE 7, S34 (4) OF THE LOCAL GOVERNMENT ACT 2002,

The meeting closed at 3.08 pm. .

C O N F I R M E D:

CHAIRPERSON:

DATED: