

Remuneration and Development Committee

Extraordinary Public Excluded Minutes

Date: Tuesday, 26 July 2022
Time: 10.04 am – 11.51 pm
Location: Conference Room, Northern Wairoa Memorial Hall,
Dargaville

Members Present: Mayor Jason Smith (**Chair**)
Deputy Mayor Anna Curnow
Councillor Peter Wethey
Councillor David Wills

Apologies: Councillor Eryn Wilson-Collins

In attendance: Councillor del la Varis-Woodcock

The Meeting entered Public Excluded Session at 10.04 am.

3. Public Excluded agenda items - 26 July 2022

3.1 Process for the recruitment of a new Chief Executive and interim measures

The Meeting adjourned at 11.00 am

The Meeting reconvened at 11.05 am

Moved: Mayor Smith

Seconded: Deputy Mayor Curnow

That the Remuneration and Development Committee:

For the interim Chief Executive (CE):

- a) Agrees to an internal recruitment process for the appointment of an interim CE will commence on 28 July 2022 for ten calendar days.
- b) Agrees that an independent advisor be appointed by General Manager People and Capability (GM P&C) to support the process to be undertaken.
- c) Agrees that a qualified shortlist of candidates of be received by the Remuneration and Development Committee by 17 August 2022 for a recommendation on the preferred candidates for consideration.
- d) Agrees that Council will interview and appoint preferred candidate at the 31 August 2022 Council Meeting in Public Excluded Session.

- e) Agrees that in the event of no internal candidates coming forward, the GM P&C will approach an external provider for appropriate applicants for consideration.

Permanent CE recruitment process:

- f) Agrees that the following approach be applied for the appointment of a permanent CE:
- Request for quotes for service and appointment of provider by the GM P&C for decision at the 17 August 2022 meeting of REM to include a proposed position description and other terms and conditions of the CE role
 - Search and presentation of short-list of candidates by provider to the REM committee, maximum 8 candidates (top 8) September and October
 - REM Committee to refine short-list to 3 candidates – end of November
 - The Committee conducts 3 candidate interviews – December
 - Committee decides on preferred candidate and makes recommendation to Council – December council meeting
 - Offer to appoint is made to successful candidate – January 2023.
- g) Agrees to make this decision public at the conclusion of the Meeting.

Carried

3.2 Return to Open Session

Moved: Deputy Mayor Curnow

Seconded: Cr Wills

That the Remuneration and Development Committee:

- a) Returns to Open Session.

Carried

The Meeting returned to Open Session at 11.51 am.