

**WAIKATO REGIONAL COUNCIL'S MISSION**

Working together to build a Waikato region that has a healthy environment,  
a strong economy and vibrant communities

**Waikato Regional Council  
CE Employment and Remuneration Committee Agenda**

**Date:** Wednesday, 26 June, 2019

**Time:** 1:00 pm

**Location:** Council Chamber  
Waikato Regional Council  
401 Grey Street, Hamilton East

**Members:** Cr A Livingston - Chairman  
Cr T Mahuta - Deputy Chairperson  
Cr R Simcock  
Cr J Hennebry  
Cr H Vercoe

**In Attendance:** Jennie Cox

**Notice of Meeting:**

I hereby give notice that an ordinary Meeting of the CE Employment and Remuneration Committee will be held as detailed above.

VRJ Payne  
Chief Executive Officer

1. **Call to Order and Apologies**

Apologies received from Cr Mahuta.

2. **Confirmation of Agenda**

3. **Disclosures of Interest**

4. **Nominations for the Outstanding Contribution to Waikato Award 2019**

Report to provide nominations received for the 2019 Outstanding Contribution to Waikato Award.

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5. **Resolution to Exclude the Public**

**THAT the public be excluded from the following parts of the meeting set out below on the grounds that the public conduct of those parts of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 (the Act).**

**The particular interests protected by section 6 or 7 of the Act which would be prejudiced by the holding of the relevant part of the proceedings of the meeting in public are as follows:**

**Report title:**

- **Protect the privacy of natural persons, including that of deceased natural persons (section 7(2)(a) of the Act)**

**THAT Paul Loof of Loof Consulting be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of Item 5.1, 5.2 and 5.3.**

5.1 **CE Key Performance Indicators 2019/2020**

5.2 **CE Performance and Remuneration**

5.3 **Induction for New Council and Councillor Development**

# CE Employment and Remuneration Committee

## [CEERC]

**REPORTING TO:** Council

**CONSTITUTION:** Council Chair (Committee Chair),  
Council Deputy Chair (Deputy Chair)  
Chair of the Strategy and Policy Committee,  
Chair of the Finance Committee, and  
Chair of the Regional Transport Committee.

**QUORUM:** Three (3) members.

**MEETING FREQUENCY:** As required.

**OBJECTIVE:** To act for and advise Council on matters pertaining to the employment of the Council's Chief Executive [CE], senior staff succession, strategic HR policy and statutory compliance.

**SCOPE OF ACTIVITY:**

1. To manage the remuneration and performance review of Council's Chief Executive.
2. To establish key performance indicators (KPIs) for the Chief Executive for the respective financial year.

**POWER TO ACT:**

1. Establish, as part of the annual Performance Agreement, an annual development plan for the CE to address any training, learning and development needs or opportunities which will enhance the CE's capability and performance.
2. Negotiate with the CE, on behalf of Council, any amendments or adjustments to the terms and conditions of employment and the remuneration of the CE as may be required outside of the annual review described in 1 above including changes to the CE's job description.
3. Receive, consider and inform Council on any advice from the CE concerning the appointment and/or termination of any staff within the second tier senior executives.
4. Receive and consider from the CE, reports on the implementation and management of the personnel policy as defined in section 36(2) of Schedule 7 of the Local Government Act 2002. Ensure, by annual review with the CE, that appropriate succession planning is in place for the CE and for the CE to report on succession planning practices in place for direct reports to the CE.
5. Consult with the CE annually on the proposed annual salary review general movement.
6. Provide opportunity for Councillors to feedback into the annual performance review of Tier 2 Managers.
7. Consider and advise Council on relevant matters pursuant to the Local Government Act 2002 Amendment Act 2012. May, as it sees fit, retain independent advice and assistance in the performance of its responsibilities.

**POWER TO RECOMMEND TO COUNCIL:**

1. Develop, in consultation with the CE, and recommend to Council no later than June each year an annual Performance Agreement for the CE for the upcoming financial year. This Agreement is to include; key result areas (and weightings), performance targets/KPIs and associated methods of measurement and processes of judgement.
2. Negotiate, subject to Council's final approval, any amendments, additions or alterations to the CE's Annual Performance Agreement which may be required during the term of that agreement.
3. Develop, in accordance with the processes agreed by Council, and recommend to Council a formal mid-year and end of year review of the CE's performance. In doing so CEERC will meet with the CE as necessary, receive his self-assessment and in accordance with its process, make such enquiries and investigations as it considers are reasonably required to evaluate the performance of the CE.
4. Review and recommend to Council appropriate amendments or adjustments of the remuneration and terms and conditions of employment of the CE arising from the end of year review. Negotiate with the CE as required to complete this review.
5. Consider and advise Council on all matters relevant to the employment of the Council's CE. Recommend to Council, should this become necessary, a selection and appointment process for the role of CE.

# Report to CE Employment and Remuneration Committee

**Date:** 28 May 2019

**Author:** Leisa Hood, Engagement Coordinator  
Gemma Morgan, Team Leader, Customer Engagement

**Authoriser:** Vaughan Payne, Chief Executive

**Subject:** Nominations for the Outstanding Contribution to Waikato Award 2019

**Section:** B (For recommendation to council)

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## Purpose

1. To provide the committee with the nominations received for the 2019 Outstanding Contribution to Waikato Award.

## Executive Summary

2. In October 2018 it was agreed to establish an award to recognise and celebrate outstanding achievement by an individual, group or organisation that has provided benefit to the Waikato region.
3. Following the presentation of the awards at the December 2018 council meeting it was then decided to make these awards a bi-annual event.
4. The criteria is that the work must have made a long-standing, positive and sustainable impact in the Waikato region over a period of at least ten year and their contribution must align to the strategic direction of our organisation, or our mission statement.
5. The nominations received are outlined below for consideration.
6. The nominees who did not receive the award in the previous round have also been added for further consideration.

## Staff Recommendations:

1. That the report "Nominations for the Outstanding Contribution to Waikato Award 2019" (Doc #14241055 dated 28 May 2019) be received, and
2. That the committee select the 2019 recipient of the 20194 Outstanding Contribution to Waikato Award.

## 2019 Nominations for Outstanding Contribution to Waikato Award

### Group

<b>Nominee</b>	Xtreme Zero Waste
<b>Nominated by</b>	Fred Lichtwark
<b>Length of service (if known)</b>	25 years
<b>How does their work align to the strategic direction of our organisation?</b>	
<p>Resource recovery 70% reuse shop Food waste green waste to compost &amp; sales Employment 30 plus staff.</p> <p>Additional info: Diverting 80% of waste from landfill Employing 40plus locals Runs a resource recovery centre &amp; Refuse drop off Food waste collections &amp; Green waste into compost sales &amp; Deliveries Reuse shop on site Business collections Zero waste research Education Site Tours Zero Waste School Education Composting &amp; Worm-farming advice, and sale of worms and worm by-products. Waste Audits Zero Waste Event Management Rural Recycling Depots Kerbside Recycling Mentoring and consultancy nationally/internationally.</p> <p>Fits WRC strategic direction 100 %</p>	
<b>How has their work made a positive impact on the Waikato region?</b>	
If you don't know you shouldn't be a judge.	
<b>Describe any challenges or barriers they have had to overcome.</b>	
A WDC that didn't want to know about recycling. Difficulty was convincing WDC recycling was do able at all. Competing with outside rubbish collection companies (80% to landfill little or no recycling) via council tenders process.	

### Individual

<b>Nominee</b>	Malcolm Lumsden
<b>Nominated by</b>	Stu Husband
<b>Length of service (if known)</b>	16 years (as Zone Chair)
<b>How does their work align to the strategic direction of our organisation?</b>	
<b>How has their work made a positive impact on the Waikato region?</b>	
<p>Malcolm Lumsden's contribution over many years to the Lower Waikato Zone and the wider community. His willingness to share his knowledge and experience; and commit his time and energy have been greatly appreciated. Malcolm has been the longest serving Zone Chair (16 years) and prior to that was involved in drainage Committee work for the Waikato DC.</p>	

While Malcolm is stepping down from the Chairing role, his institutional knowledge will not be lost thanks to his willingness to continue as a member of the Committee. Rather than viewing Malcolm's approach as sometimes being 'adversarial', it is more about being a good advocate and having an outcomes focus when working through complex issues and comprehensive planning processes, most recently the Lower Waikato Zone Plan and the Catchment Management Plan. Over the period of Malcolm's involvement in the Lower Waikato Zone the Committee's scope and responsibilities have changed and evolved, and the budget has gone from \$800,000 to \$6M per annum covering everything from critical flood infrastructure, to peat management guidelines and fish friendly flood pumps.

**Describe any challenges or barriers they have had to overcome.**

### Group/Organisation

<b>Nominee</b>	Pūtake Taiao Rōpū of Raukawa Charitable Trust
<b>Nominated by</b>	Kataraina Hodge
<b>Length of service (if known)</b>	10 years +
<b>How does their work align to the strategic direction of our organisation?</b>	
Riperian planting all around South Waikato, Totara Legacy, Waihou River Blue Springs, Pure Blue Water Factory not starting, Upgrade around and planting Hatu Patu Rock. All the work done and being done by this rōpū, enhances towards the Health and Wellbeing towards the Waikato River and its tributaries. This rōpū works within the takiwā of Raukawa whose boundaries extend to Matamata, Waipā, South Waikato and beyond.	
<b>How has their work made a positive impact on the Waikato region?</b>	
By helping Māori within their takiwā and beyond understand their obligations as kaitiake, and helping the wider community understanding their obligations to the health & wellbeing of their environmental surroundings.	
<b>Describe any challenges or barriers they have had to overcome.</b>	
Funding is a barrier but is overcome by the enthusiasm of people's willingness to just go out and do the mahi. Local Government & resources consents on occasions Ministerial Agencies, i.e. DOC, MIP, LINZ. Finding the right person to correspond with, waiting for feedback.	

### Individual

<b>Nominee</b>	Didymo Dave aka Dave Cade
<b>Nominated by</b>	Kathy White
<b>Length of service (if known)</b>	At least ten years, I think.
<b>How does their work align to the strategic direction of our organisation?</b>	
Voluntarily educates people about the Check Clean Dry message to prevent the spread of didymo. Also mentors young people in Turangi area and runs trapping network with them.	
<b>How has their work made a positive impact on the Waikato region?</b>	
He's an inspirational speaker. He also helps young people to focus their energies in a positive way. Together, led by Dave, they do a lot of environmental work on a voluntary basis.	
<b>Describe any challenges or barriers they have had to overcome.</b>	
Lack of funds. Cold winters.	

## Individual

<b>Nominee</b>	Robert Hicks, Chair Waihou Piako Catchment Committee
<b>Nominated by</b>	Karen Botting
<b>Length of service (if known)</b>	20+ years
<b>How does their work align to the strategic direction of our organisation?</b>	
<p>Robert has been instrumental in guiding the Waihou Piako Catchment Committee members for many consecutive terms as chair. His mentoring of a complex zone has not stopped with committee members but has included support of staff and community. The Council strategic direction for a healthy environment, strong economy and vibrant communities is supported by Robert through the direction programme work (zone plans etc.) have taken within the Hauraki. Like for like replacement/work is not acceptable, his motto is that 'it needs to add value' or we shouldn't be doing it. He runs a balanced meeting, requesting that all members voice their opinions, encouraging those unfamiliar with the flood networks to learn and understand the connection between flood protection, economy, community and environment.</p>	
<b>How has their work made a positive impact on the Waikato region?</b>	
<p>The flood protection legacy on the Hauraki plains is viewed in different ways by those who do not live on the plains to those who do. A positive impact on the region from the Hauraki plains is evident in the management of the flood protection networks. Silently these schemes enable communities to survive, produce and holiday in the Coromandel :-). Robert's input here has been to maintain a balanced approach to the status quo versus progress. Our zone plan now includes sea change initiatives, increased expectation for catchment management and policy initiatives like investing in fish friendly pumping alternatives. He is a champion for supporting local communities and an eternal optimist.</p>	
<b>Describe any challenges or barriers they have had to overcome.</b>	
<p>Our relationships are key to removing barriers. The Waihou Piako Catchment Committee includes a wide range of stakeholders. This committee is progressive and challenge of chairing a committee to provide clear direction is not to be underestimated. The new Muggerridges Pumpstation proposal for the Piako River, has provided Robert with 20 years of challenge and in today's environment it is a testament to his careful direction that it is now reaching a final decision phase.</p>	

## Individual

<b>Nominee</b>	Sue Yerex
<b>Nominated by</b>	Jane Penton
<b>Length of service (if known)</b>	20+ years
<b>How does their work align to the strategic direction of our organisation?</b>	
<p>Sue's involvement in the following groups aligns directly to healthy environment, strong economy and vibrant communities:</p> <ul style="list-style-type: none"> <li>• Deputy chair of the Lake Taupo Protection Trust</li> <li>• Membership of the National Advisory Committee on Biosecurity</li> <li>• Member and current Chair of the Lake Taupo Catchment Committee</li> <li>• Member of QE II Trust and the work it undertakes to protect biodiversity and natural heritage.</li> </ul>	
<b>How has their work made a positive impact on the Waikato region?</b>	
<ul style="list-style-type: none"> <li>• Success of the Lake Taupo Protection Trust and the consequential reduction in nitrogen from entering the lake.</li> <li>• Her leadership of the Lake Taupo Catchment Committee has provide strong governance and clear direction for WRC's work in the Lake Taupo Catchment</li> <li>• Membership of both the National Advisory Committee on Biosecurity and the QE II Trust has helped place Waikato issues on with respect to biosecurity and biodiversity on the national agenda.</li> </ul>	



***Describe any challenges or barriers they have had to overcome.***

- Balancing a family and farming busy life with her various committee commitments.
- Having to put aside her own farming interests and to be an advocate for all landowners and the wider catchment community to protect Lake Taupo.

**Nomination 8 – Group/Organisation**

Friends of Wainui, by Fred Lichtwark. No further information provided.

**Nomination 9 – Group/Organisation**

Karioi Project, by Fred Lichtwark. No further information provided.

**Nomination 10 – Group/Organisation**

Kokete Centre, by Fred Lichtwark. No further information provided.

**Nomination 11 – Group/Organisation**

Raglan Area School EnviroSchool, by Fred Lichtwark. No further information provided.

**CEERC Committee meeting**

7. Staff from the Customer and Partnerships team will be in attendance at the committee meeting to confirm the winner of the individual and group award.