



KOMITI AROTAKE I TE TUMU WHAKARAE CHIEF EXECUTIVE'S PERFORMANCE REVIEW SUBCOMMITTEE

8 June 2026

Order Paper for the meeting to be held in the
Council Chambers, 2nd Floor, 30 Laings Road, Lower Hutt,
on:

Monday 15 June 2026 commencing at 9:30 am

Membership

Mayor Fauono K Laban (Chair)
Deputy Mayor K Brown (Deputy Chair)
Cr S Edwards Cr TA Puketapu

For the dates and times of Council Meetings please visit www.huttcity.govt.nz

Have your say

You can speak under public comment to items on the agenda to the Mayor and Councillors at this meeting. Please let us know by noon the working day before the meeting. You can do this by emailing DemocraticServicesTeam@huttcity.govt.nz or calling the Democratic Services Team on 04 570 6666 | 0800 HUTT CITY

TE KOMITI AROTAKE I TE TUMU WHAKARAE | CHIEF EXECUTIVE'S PERFORMANCE REVIEW SUBCOMMITTEE

Chair:	Mayor Fauono Ken Laban
Deputy Chair:	Deputy Mayor Keri Brown
Membership:	Cr Simon Edwards Cr Te Awa Puketapu
Quorum:	3
Meeting Cycle	Meets twice a year

Area of focus:

Te Komiti Arotake i te Tumu Whakarae | Chief Executive's Performance Review Subcommittee has responsibility for the effective monitoring of the Chief Executive's performance. It has the authority to undertake the annual remuneration review. The subcommittee also has the role of undertaking any review for the purposes of clause 35, schedule 7 of the Local Government Act 2002, making a recommendation to Council under clause 34, schedule 7 of the Local Government Act 2002 and (if applicable) undertaking any recruitment and selection process, for recommendation to Council.

Determine:

The subcommittee will have responsibility and authority to:

- a. agree the annual performance objectives with the Chief Executive.
- b. undertake a six-monthly review to review progress against the annual performance objectives, provide feedback, ongoing monitoring and agree to any modifications to the annual performance objectives with the Chief Executive.
- c. conduct the performance review required in the employment agreement between Council and the Chief Executive.
- d. undertake the annual remuneration review and make decisions regarding remuneration.
- e. represent Council regarding any issues which may arise concerning the Chief Executive's job description, agreement, performance objectives or other similar matters.

Review and make recommendations to Council on:

- a. conduct and complete a review of employment under clause 35, Schedule 7 of the Local Government Act 2002, and make a recommendation to Council as to continued appointment or vacancy under clause 34, Schedule 7 of the Local Government Act 2002.
- b. undertake any recruitment and selection process for a Chief Executive (noting that a decision on appointment must, by law, be made by Council).

HUTT CITY COUNCIL

KOMITI AROTAKE I TE TUMU WHAKARAE
CHIEF EXECUTIVE'S PERFORMANCE REVIEW SUBCOMMITTEE

Meeting to be held in the Council Chambers, 2nd Floor, 30 Laings Road, Lower Hutt
on
Monday 15 June 2026 commencing at 9:30 am.

ORDER PAPER

PUBLIC BUSINESS

1. OPENING FORMALITIES - KARAKIA TIMATANGA

Tuia te mana akiaki	<i>Cease the winds from the west</i>
Rarangahia te mana	<i>Cease the winds from the south</i>
rangatira	<i>Let the breeze blow over the land</i>
Kia tipu, kia puāwai	<i>Let the breeze blow over the ocean</i>
E ripo ngā wai	<i>Let the red-tipped dawn come with a sharpened</i>
O Te Awa Kairangi	<i>air.</i>
He Kaitiaki ki te whenua	<i>A touch of frost, a promise of a glorious day.</i>
He oranga taiao	
He oranga tangata	

Haumi e, hui e Taiki e!

2. APOLOGIES

No apologies have been received.

3. PUBLIC COMMENT

Generally up to 30 minutes is set aside for public comment (three minutes per speaker on items appearing on the agenda). Speakers may be asked questions on the matters they raise.

4. CONFLICT OF INTEREST DECLARATIONS

Members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as a member and any private or other external interest they might have

5. MINUTES

Meeting minutes Chief Executive's Performance Review Subcommittee,
9 March 2026

6. QUESTIONS

With reference to section 32 of Standing Orders, before putting a question a member shall endeavour to obtain the information. Questions shall be concise and in writing and handed to the Chair prior to the commencement of the meeting.

7. EXCLUSION OF THE PUBLIC

CHAIR'S RECOMMENDATION:

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

8. MINUTES

9 March 2026

9. CHIEF EXECUTIVE PERFORMANCE OBJECTIVES 2026-2027

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:

(A)	(B)	(C)
General subject of the matter to be considered.	Reason for passing this resolution in relation to each matter.	Ground under section 48(1) for the passing of this resolution.
Minutes of the Chief Executive's Performance Review Subcommittee Komiti Arotake i te Tumu Whakarae held on 9 March 2026: Chief Executive's six-month review to 31 December 2025.	The withholding of the information is necessary to protect the privacy of natural persons. (s7(2)(a)).	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 exist.
Chief Executive Performance Objectives 2026-2027.	The withholding of the information is necessary to protect the privacy of natural persons. (s7(2)(a)).	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 exist.

This resolution is made in reliance on section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or 7 of that Act which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as specified in Column (B) above."

Kathryn Stannard

HEAD OF DEMOCRATIC SERVICES

HUTT CITY COUNCILKOMITI AROTAKE I TE TUMU WHAKARAE
CHIEF EXECUTIVE'S PERFORMANCE REVIEW SUBCOMMITTEE

Minutes of a meeting held in the Council Chambers,
2nd Floor, 30 Laings Road, Lower Hutt on
Monday 9 March 2026 commencing at 9:30 am

PRESENT: Deputy Mayor K Brown Mayor Fauono K Laban
(Chair) (Deputy Chair)
Cr S Edwards Cr TA Puketapu

APOLOGIES: There were no apologies.

IN ATTENDANCE: K Antequil, Sheffield New Zealand
K Stannard, Head of Democratic Services

PUBLIC BUSINESS**1. OPENING FORMALITIES - KARAKIA KAUNIHERA**

Tuia te mana akiaki	<i>Sow the seeds of courage</i>
Rarangahia te mana rangatira	<i>Weave the power of unity</i>
Kia tipu, kia puāwai	<i>To grow and prosper</i>
E ripo ngā wai	<i>There are ripples in</i>
O Te Awa Kairangi	<i>Te Awa Kairangi</i>
He Kaitiaki ki te whenua	<i>There are Kaitiaki on the land</i>
He oranga taiao	<i>Protected environment</i>
He oranga tangata	<i>Thriving people</i>
Haumi e, hui e Taiki e!	<i>Connected, united, affirmed!</i>

2. APOLOGIES

There were no apologies.

3. PUBLIC COMMENT

There was no public comment.

4. CONFLICT OF INTEREST DECLARATIONS

There were no conflicts of interest declarations.

5. QUESTIONS

There were no questions.

6. EXCLUSION OF THE PUBLIC

RESOLVED: (Deputy Mayor Brown/Mayor Laban)

Minute No. CEPRS 26101

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

7. *Chief Executive's six-month review to 31 December 2025*

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:

(A)	(B)	(C)
<i>General subject of the matter to be considered.</i>	<i>Reason for passing this resolution in relation to each matter.</i>	<i>Ground under section 48(1) for the passing of this resolution.</i>
<i>Chief Executive's six-month review to 31 December 2025.</i>	<i>The withholding of the information is necessary to protect the privacy of natural persons. (s7(2)(a)).</i>	<i>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 exist.</i>

This resolution is made in reliance on section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or 7 of that Act, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as specified in Column (B) above. That Katy Anquetil from Sheffield, New Zealand, be permitted to remain after the public section of the meeting as she has knowledge of the matter that will assist the Subcommittee in relation to the item.”

There being no further business, the Chair declared the public part of the meeting closed at 9.34am. The public excluded part of the meeting closed at 11.55am.

Deputy Mayor K Brown
CHAIR

CONFIRMED as a true and correct record dated this 15th day of June 2026