



# Chief Executive's Employment Committee Agenda

Wednesday 20 March 2026, 9:00 am

The meeting will be held at Manawatu District Council Chambers, 135 Manchester Street, Feilding, and a video recording made available on.

[www.mdc.govt.nz](http://www.mdc.govt.nz)

## **Terms of Reference**

### **Purpose**

The Chief Executive's Employment Committee has primary responsibility for executing the Chief Executive's performance agreement and monitoring the Chief Executive's performance.

### **Responsibilities**

All matters relating to the employment of the Chief Executive, including monitoring of performance.

### **Delegated Authority**

Responsibility for decision-making around the Chief Executive's performance, remuneration and setting of performance objectives.

The Committee also has the responsibility, if required, of conducting a Chief Executive recruitment process.

The Committee does not have authority to make an offer of employment for the Chief Executive role. In accordance with Clause 32(1)(e), Schedule 7 of the Local Government Act 2002, this power cannot be delegated by the Council. The Committee cannot terminate the Chief Executive's employment.

### **Membership**

Chairperson: Cr Grant Hadfield

Deputy Chairperson: Cr Shelley Dew-Hopkins

Members: Cr Colin Dyer, Cr Alison Short, His Worship the Mayor

### **Quorum**

Three members of the committee.

### **Meeting Cycle**

Meetings held six-monthly or as required from time to time.



Shayne Harris  
**Chief Executive**

# ORDER OF BUSINESS

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1. **MEETING OPENING**

2. **APOLOGIES**

3. **CONFIRMATION OF MINUTES**

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***Recommendation***

*That the minutes of the Chief Executive's Employment Committee meeting held 06 March 2026 be adopted as a true and correct record.*

4. **DECLARATIONS OF INTEREST**

Notification from elected members of:

- 4.1 Any interests that may create a conflict with their role as an elected member relating to the items of business for this meeting; and
- 4.2 Any interests in items in which they have a direct or indirect pecuniary interest as provided for in the Local Authorities (Members' Interests) Act 1968

5. **PUBLIC EXCLUDED BUSINESS**

COMMITTEE TO RESOLVE:

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

1. Confirmation of Minutes; 06 March 2026
2. Chief Executive's Six Month Report on Key Performance Indicators 2025/26

That 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:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Grounds under Section 48(1) for the passing of this resolution
6. Confirmation of Minutes; 06 March 2026	<p><i>To consider the accuracy of the minutes of the public excluded Chief Executive’s Employment Committee meeting on 06 March 2026.</i></p> <p><i>Any changes to previous minutes may require members to discuss the content of the public excluded session.</i></p>	s48(1)(a)
7.1 Chief Executive’s Six Month Report on Key Performance Indicators 2025/26	<p>s7(2)(a) – privacy</p> <p><i>The report discusses private internal information around the Chief Executive and is subject to discussion and approval from the Committee</i></p>	s48(1)(a)

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

## 9. MEETING CLOSURE

MEETING MINUTES	
CHIEF EXECUTIVE'S EMPLOYMENT COMMITTEE	TIME
FRIDAY 06 MARCH 2026	2:30 PM

Minutes of a meeting of the Chief Executive's Employment Committee held on Friday 06 March 2026, which commenced at 2.30 pm in Council Chambers, 135 Manchester Street, Feilding.

PRESENT: Cr Grant Hadfield Chairperson  
Cr Shelley Dew-Hopkins  
Cr Colin Dyer  
Cr Alison Short  
Mayor Michael Ford

IN ATTENDANCE: Shayne Harris Chief Executive

CEE 25-28/001

#### MEETING OPENING

CEE 25-28/002

#### APOLOGIES

There were no apologies.

CEE 25-28/003

#### CONFIRMATION OF MINUTES

There were no minutes for confirmation.

CEE 25-28/004

#### DECLARATIONS OF INTEREST

There were no declarations of interest.

CEE 25-28/005

#### PUBLIC EXCLUDED BUSINESS

#### RESOLVED

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

**1. Performance discussion**

**That 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>MEETING MINUTES</b>	
<b>CHIEF EXECUTIVE'S EMPLOYMENT COMMITTEE</b>	<b>TIME</b>
<b>FRIDAY 06 MARCH 2026</b>	<b>2:30 PM</b>

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Grounds under Section 48(1) for the passing of this resolution
6.1 Performance discussion	S7(2)(a) – privacy	s48(1)(a)

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

**Moved by: Cr Grant Hadfield**

**Seconded by: Cr Shelley Dew-Hopkins**

**CARRIED (5-0)**

*The meeting went into public excluded session at 2.31 pm. For items CEE 25-28/006 to CEE 25-28/007 refer to public excluded proceedings. The meeting returned to open session at 3.30 pm.*

CEE 25-28/008

**MEETING CLOSURE**

The meeting was declared closed at 3.30 pm.

### **Meeting Video**

<https://www.mdc.govt.nz/council/meetings-agendas-and-minutes/videos-of-council-and-committee-meetings/chief-executives-employment-committee-meeting-videos>