

CCO Board Performance Review and Evaluation Policy (2008)

Minute Number: 741/08

MINUTE NO. CL/JUN/741/08 – CR COLLEEN BROWN/CR ARTHUR ANAE

That the undermentioned recommendation (Minute No. 600/08) made at a meeting of the Policy and Activities Committee held on 5 June 2008 be adopted:

Minute No. 600/08 CCO BOARD PERFORMANCE AND EVALUATION REVIEW POLICY

1. That the council adopts the following policy for the Review and Evaluation of CCO board performance:
 - (i) All CCOs which are companies be required to conduct an annual board performance and evaluation review;
 - (ii) The form of the annual review to be determined by the board as appropriate to the size and nature of their operations and the boards view of their need for such a review at the time, except where number (v) below applies;
 - (iii) The review to be commissioned by the board with the chairman being required to communicate a summary of the results to the council within six months following the end of each financial year;
 - (iv) Every three years each CCO which is a company to be required to jointly commission, with the council, a board performance and evaluation review (building on the methodology used in (iii) above) to be conducted by an independent consultant suitably qualified in the conduct of these reviews;
 - (v) The chairman of the CCO and the independent consultant to present a report on the results of the review in (v) above to the council within six months of the end of the relevant financial year; and
 - (vi) Council to reserve the right to ask that a review as set out in (iv) above be required to be undertaken if it considers that it is necessary for any reason including but not limited to; the performance of the board at the time or if there has been, or is to be, a change in the nature of the board's responsibilities.
2. That it be noted that for the purposes of this policy the term CCO includes CCTOs.
3. That the policy does not apply to Waste Disposal Services or Watercare Services Limited because (i) Waste Disposal Services is not a company and operates under specific contractual provisions with council's joint venture partner - Trans Pacific Industries Group New Zealand Limited; and (ii) Watercare Services Limited is subject to separate governance and review processes overseen by the Watercare Shareholder Representative Group.
4. That the Chief Executive Officer writes to the chairs of the council's CCOs which are companies, advising them of Board Performance Review and Evaluation Policy and thanking them for their comments on the policy proposal, such correspondence to be tabled at a subsequent meeting of the Policy and Activities Committee.