

<b>To</b>	<b>Management Committee</b>	<b>MX19/021 AA 4/5 18 November 2019</b>
<b>From</b>	<b>Michael Stevenson, General Secretary</b>	

## **Minutes of a meeting of Management Committee held at the Brentwood Hotel, Kemp Street, Kilbirnie, Wellington at 8.10 a.m. on Saturday 16 November 2019**

**Present:** Jack Boyle (Chair), Chris Abercrombie, Glenn Cassidy, Joe Hunter, Henare Hutana, Simon Reid, Wiki Te Tau and Melanie Webber with the General Secretary in attendance

**Apologies:** Angela Roberts

*The chairperson opened the meeting.*

### **SETTLEMENT OF STAFF COLLECTIVE AGREEMENT (MC19/002) [ASO 1/1]**

**MX19/21/01 Moved From the Chair**

1. THAT the report be received.

**Carried**

**MX19/21/02 Moved From the Chair**

2. THAT management committee ratify the terms of settlement in the matter of the PPTA Staff Collective Agreement.

**Carried**

### **GENERAL SECRETARY – LEAVE PLAN (MC19/003) [ASO 1/3]**

**MX19/21/03 Moved From the Chair**

1. THAT the report be received.

**Carried**

**MX19/21/04 Moved From the Chair**

2. THAT cashing up 10 days annual leave be approved.

**Carried**

**MX19/21/05      Moved              From the Chair**

3.                      THAT taking annual leave in the first half of term 2, 2020 (28 April to 8 June) be approved.

**Carried**

**DEPUTY GENERAL SECRETARY (MEMBERSHIP) JOB DESCRIPTION  
DOWNSIZING (MC19/004) [ASO 5/1]**

**MX19/21/06      Moved              From the Chair**

1.                      THAT the report be received.

**Carried**

**MX19/21/07      Moved              From the Chair**

2.                      THAT management committee approve the proposed changes to the Deputy General Secretary (Membership) job description.

**Carried**

*As there was no further business or general business, the meeting closed at 8.35 a.m.*

Minutes approved as a correct record on 20 February 2020.

Chairperson .....

Ratified by the full Executive on 20 February 2020.

Chairperson .....