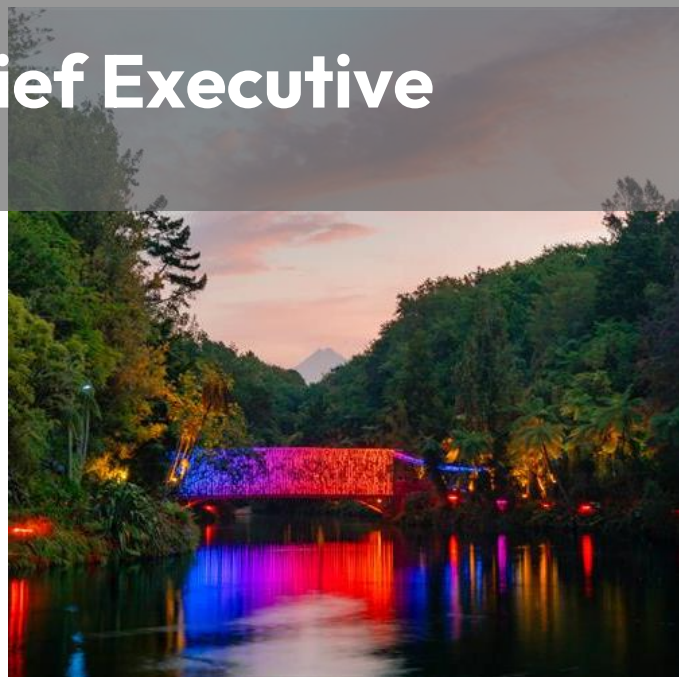




Candidate Briefing Pack for New Plymouth District Council

Opportunity: Chief Executive



Candidate Timeline + Additional Information

Robert—
Walters



Te Kaunihera-ā-Rohe o Ngāmotu

New Plymouth
District Council

Employer Benefits

(not limited to)

- Birthday leave
- EAP and Telus Health access
- 5 weeks of annual leave
- Gym membership subsidy

Additional information

- Mayors & Councillors
- Current Annual Plan
- Executive Leadership Team
- Long Term Plan 2024-2034

Follow the links to explore more about the role and organisation

Timeline

Please note that this timeline is a rough guideline and could change

Applications close	Deadline for applications	Friday, 31 July
Longlist Interviews	Behavioural based interviews conducted by Robert Walters.	Week of Monday, 10 August
Shortlist Panel Interviews	Appointment Committee conduct panel interviews with top 3-4 candidates	Week of Monday, 24 August
Psychometric Assessments	Background checks and psychometric assessments on final 1-2 candidates	Week of Monday, 31 August
Final Interview with panel	Final interviews to be completed	Week of Monday, 31 August or week of Monday, 7 September
Start Date for New Chief Executive Appointment		TBC

Your Robert Walters Team



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Executive Search

Briefing Pack for the Chief Executive Opportunity

**Robert—
—Walters**



Te Kaunihera-ā-Rohe o Ngāmotu

**New Plymouth
District Council**

The Opportunity

This is your chance to lead New Plymouth District Council (NPDC) at a transformative time for local government. As Chief Executive, you will provide strategic leadership to navigate complex reforms, drive organisational transformation, and foster meaningful partnerships that deliver lasting value for the community. You will lead with integrity and purpose, balancing growth, financial sustainability, and community wellbeing while building a culture of innovation, collaboration, and continuous improvement. This is a unique opportunity to shape NPDC's long term direction, lead transformational change across the organisation, and ensure the council remains responsive to the evolving needs of the district. Your leadership will leave a lasting impact on the future of New Plymouth District.

About New Plymouth District Council

NPDC is a forward thinking local authority committed to enhancing quality of life through sustainability, inclusivity, and innovation. Serving a diverse and growing community, NPDC works collaboratively with iwi, regional partners, businesses, and community organisations to deliver services that reflect the aspirations of its people. The council is focused on balancing environmental stewardship, economic development, and cultural identity while delivering high quality infrastructure and services that support thriving communities. With a strong commitment to partnership, innovation, and continuous improvement, NPDC is helping shape a connected, resilient, and prosperous future for all who call New Plymouth home.

NPDC's Core Values

Mana Tangata

Treating people with honesty, fairness and dignity is central. Ethical decision-making and respectful interactions foster trust with communities, partners, and colleagues, ensuring that every action reflects integrity and upholds the council's commitment to strong, respectful relationships.

Oranga Tangata

Supporting the health, safety and wellbeing of individuals and communities is a priority. Initiatives focus on nurturing social, cultural and environmental wellbeing, helping people thrive and creating a resilient district where everyone has the opportunity to flourish.

Kotahitanga

Working openly and cooperatively builds stronger outcomes. Partnerships, collective effort, and shared goals ensure that decisions reflect diverse perspectives, enhance teamwork, and benefit the wider community, creating a culture of unity and collaboration.

Hāpaitanga

Proactive leadership and dedication to excellence inspire meaningful impact. Staff are encouraged to take initiative, deliver high-quality services, and continually improve, ensuring the council makes a tangible difference in the lives of residents and the environment.

ELT Organisational Chart

Robert—
—Walters



Te Kaunihera-ā-Rohe o Ngāmotu

New Plymouth
District Council





POSITION DESCRIPTION

Position title:	Chief Executive
Reports to:	Mayor and Councillors
Location:	New Plymouth
Direct Reports:	Executive Director CE Office General Manager Delivery and Enablement General Manager Operational Excellence General Manager Finance and Planning General Manager Te Tiriti Partnerships Establishment CE WSCCO Manager Customer and Communications Manager People and Wellbeing Regional Manager TEMO Executive Assistant to the CE

KEY RELATIONSHIPS

Internal:	Mayor and Councillors, Community Board Members, and all council employees including direct reports.
External:	Media, central government organisations, local government authorities, New Plymouth residents, businesses, Iwi and individuals, organisations, communities with a connection to New Plymouth.

PURPOSE OF THE ROLE

Lead New Plymouth District Council to successfully deliver the vision and priorities of Council while positioning the organisation to thrive in a rapidly changing local government environment. The Chief Executive provides strategic leadership, organisational management and operational oversight to ensure sustainable service delivery, strong community outcomes, sound governance support and enduring partnerships with iwi, stakeholders and the wider community.

KEY ACCOUNTABILITIES

Strategic Leadership

Provide visionary leadership and translate Council's strategic direction into clear organisational priorities, plans and outcomes. Anticipate emerging challenges and opportunities, ensuring Council remains responsive, resilient and future-focused.



Key priorities:

- Provide sound strategic advice to Council that articulates key strategic issues and options.
- Lead the development and implementation of strategic initiatives designed to improve delivery of Council services and contribute to achieving its business goals and objectives.
- Lead and manage the development of affordable long and short-term plans and policies that support the direction of the Council i.e. LTP and Annual Plan.
- Ensure asset management, financial, infrastructure and service delivery strategies align with the Long Term Plan.
- Evaluate the outcomes delivered by existing strategic and policy initiatives.

Measure:

- Clear direction for the district and council is adhered to as outlined by the timeframes and specifications set by Council.

Governance Partnership

Build and maintain a trusted and effective relationship with the Mayor and Councillors. Deliver high-quality advice, promote organisational transparency and open information sharing, enable informed decision-making and support strong governance practices while maintaining clear governance-management boundaries.

Key priorities:

- Facilitate the development and implementation of a governance framework in conjunction with Council to ensure high quality decisions.
- Provide quality, timely reporting and advice to Council on issues to be considered.
- Lead a culture of trust, openness, transparency and mutual respect between Council and staff.
- Provide strategic options and evidence-based advice that enables informed and effective decision-making.
- Maintain effective communication channels between elected members and the organization, ensuring transparency and visibility of organisational performance.
- Support Council to navigate emerging strategic, political and regulatory challenges.
- Carry out all Principal Administrative Officer duties as provided for in the Local Government Act 2002, and/or other legislation.

Measure:

- Having built a positive and constructive relationship, the Mayor and Councillors consider the CE to be a trusted advisor, leader in public policy and local government responsibility.



Change and Reform Leadership

Lead Council through a period of significant local government reform, organisational change and evolving community expectations. Provide clear direction and confidence during uncertainty while ensuring Council remains adaptable, responsive and focused on delivering community outcomes.

Key priorities:

- Lead the organisation through local government reform processes and structural change initiatives.
- Develop and implement transformation programmes that improve organisational effectiveness, efficiency and service delivery.
- Build organisational capability and resilience to respond successfully to changing legislative, regulatory and operating environments.
- Communicate Council's direction and priorities clearly, particularly during periods of change and ambiguity.
- Foster a culture of continuous improvement, innovation and adaptability.

Measure:

- Reform and transformation initiatives are successfully implemented, organisational capability is strengthened, and Council remains well-positioned to respond to future change.

Organisational Performance

Lead a high performing organisation that delivers excellent services, responsible resource management and operates within a continuous improvement ethos. Drive an innovative, accountable and focused culture that delivers visible results by improving ratepayer and customer experiences when dealing with council and driving increased public value.

Key priorities:

- Maintain an effective organisational structure so that the organization has the capability needed to deliver on its strategy and agreed priorities.
- Create and maintain a culture of excellence around Council functions and deliverables, aligning with the Council's goals and aspirations.
- Foster a culture that encourages and enables staff to strive for excellence in performance.
- Ensure employees live our values and foster a proactive, positive and productive culture.
- Lead the continuous review and improvement of systems and processes to ensure they remain fit for purpose.
- Drive organisational performance through clear accountability, measurable outcomes and a strong focus on customer and community experience.
- Promote innovation and encourage new approaches to service delivery that increase public value.



Measure:

- Employees have a clear understanding of the organisation, follow the behaviors demonstrated by the CE reported on via continual employee engagement.

Financial and Infrastructure Leadership

Ensure the long-term financial sustainability of council through prudent financial management, sound asset management and effective investment in infrastructure to meet current and future community needs. Lead a Long-term process that builds and embeds sound principles at an operational and governance level.

Key priorities:

- Manage the development of annual and long-term financial plans.
- Execute plans for revenue collection that adequately fund the operation of Council.
- Regularly and accurately report on council's financial position as required by Council and legislation.
- Develop financial and capital expenditure plans that address present and future infrastructure needs for the district.
- Monitor delivery of services and budgets against financial plans.
- Ensure the prudent management and utilisation of all Council resources.

Measure:

- Operational and capital expenditure, revenue collection, asset and infrastructure funds meet budgeted plans, maintain Standard and Poor's rating and reflect council direction.

People and Culture

Foster an engaged, inclusive and values-led culture where people are empowered to perform, innovate and grow. Build leadership capability and organisational resilience across the Council.

Key priorities:

- Determine, set and communicate priorities and staff objectives.
- Develop and implement human resource strategies and practices that meet the "good employer" requirements of the Local Government Act 2002.
- Ensure resources required to meet council's priorities are in place.
- Establish and maintain effective two-way communication channels for employees to remain informed and involved.
- To monitor the Council's operations and to take all necessary steps to ensure that they are conducted efficiently and effectively.
- Ensure the Health and Safety of staff and contractors is a top priority and have in place effective systems to reduce risk to a tolerable level.



Measure:

- Employees understand their work objectives, are motivated to maximise performance, are informed, believe they can comment on and influence organisational direction as indicated by employee satisfaction surveys.

Community Leadership

Strengthen relationships with residents, businesses, community organisations and other community interests. Promote meaningful engagement, collaboration and trust to support strong community outcomes and enhance councils' reputation across the district.

Key priorities:

- Strengthen visibility, accessibility and responsiveness of Council through active engagement with residents, businesses and community groups.
- Develop and maintain productive relationships with key community stakeholders to support shared priorities and improve community outcomes.

Measure:

- Improve the Council's annual community satisfaction and trust measures as reported via community engagement surveys.

Iwi and Stakeholder Leadership

Develop and sustain effective partnerships with mana whenua, iwi, government agencies, regional partners and key stakeholders. Advance shared priorities, champion Te Tiriti o Waitangi principles, and influence outcomes that support the long-term success of New Plymouth District.

Key priorities:

- Lead the provision of strategic advice, thought leadership, guidance and support across Council on Te Tiriti o Waitangi, Te Ao Māori and mātauranga Māori.
- Provide strategic guidance and thought leadership across Council on Māori engagement and participation in the work of Council.
- Lead the brokering of effective partnering relationships with tangata whenua and Māori to support the delivery of strategic priorities across Council and the Taranaki region.
- Maintain an overview of the relationships that Council has, and the work that it is doing, with Iwi/hapū and Māori across the region to ensure that it has the relationships it needs to achieve its strategic goals

Measure:

- Compliance and partnership outcomes, with statutory obligations to Māori clearly evidenced through council planning and decision-making processes.

Risk, Reputation and Compliance

Protect and enhance Council's reputation by ensuring effective risk management, legislative compliance, health and safety leadership and ethical decision-making.



Key priorities:

- Corporate, financial and reputational risks are identified, managed and mitigated to reduce or eliminate potential organisational damage.
- Proactive strategies are developed and implemented to build a positive reputation with the media and community.

Measure:

- Organisational threats and risks are managed with a positive increase in reputation.

SUCCESS PROFILE

- Lead confidently through complexity, change and ambiguity.
- Demonstrate exceptional political judgement and stakeholder management.
- Balance strategic thinking with strong execution and delivery.
- Build high-performing teams and a culture of trust, accountability and excellence.
- Be a respected leader who influences through relationships, integrity and credibility.
- Bring a commitment to partnership with mana whenua and Te Tiriti o Waitangi principles.
- Be motivated by shaping the future of New Plymouth District and local government.
- Successfully leads transformational change while maintaining organisational performance and staff engagement.
- Brings clarity, confidence and stability during periods of uncertainty and reform.
- Demonstrates resilience and sound judgement in highly visible political and public environments.
- Creates momentum and delivers outcomes through complex stakeholder environments.

ESSENTIAL EXPERIENCE AND CAPABILITY

- Significant executive leadership experience as a Chief Executive, Deputy Chief Executive, General Manager or equivalent in local government or a similarly complex public sector, infrastructure-intensive or customer-focused organisation.
- Demonstrated success leading large-scale organisational transformation, reform initiatives and cultural change in complex and politically sensitive environments.
- Proven ability to lead organisations through periods of significant uncertainty, ambiguity and external change while maintaining performance and stakeholder confidence.
- Experience developing and implementing long-term strategic plans, organisational strategies and major programmes of work.
- Strong financial, commercial, infrastructure and asset management leadership capability.
- Demonstrated experience working effectively within governance frameworks and supporting elected members or boards.



- Exceptional stakeholder engagement, influencing and relationship management skills across government, iwi, community and business sectors.
- Strong understanding of public accountability, regulatory environments and local government responsibilities.
- Experience building high-performing executive teams and organisational cultures that promote accountability, innovation and continuous improvement.
- Demonstrated ability to establish and maintain productive partnerships with iwi and advance outcomes consistent with Te Tiriti o Waitangi obligations.