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**MINUTES**

**THURSDAY 7 JULY 2005**

**1.04PM**

**Council Chamber  
First Floor, Town Hall  
Wakefield Street  
Wellington**

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**PRESENT:**

Mayor Prendergast  
Councillor Armstrong (Chair)  
Councillor Ahipene-Mercer  
Councillor Cook  
Councillor Foster (1.09pm – 4.25pm)  
Councillor Gill  
Councillor McKinnon  
Councillor Morrison (1.04pm – 4.00pm)  
Councillor Pepperell  
Councillor Ritchie (2.13pm – 4.25pm)  
Councillor Shaw  
Councillor Wade-Brown  
Councillor Wain

**APOLOGIES:**

Councillor Ruben  
Councillor Goulden

186/05P **APOLOGIES**  
(1215/52/IM)

**RESOLVED:**

*THAT the Strategy and Policy Committee:*

- 1. Accept apologies for absence from Councillors Ruben and Goulden.*

187/05P **CONFLICT OF INTEREST DECLARATIONS**  
(1215/52/IM)

**NOTED:**

There were no conflict of interest declarations.

188/05P **PUBLIC PARTICIPATION**  
(1215/52/IM)

**NOTED:**

There was no public participation.

(Councillor Foster joined the meeting at 1.09 pm.)

189/05P **WELLINGTON REGIONAL GROWTH STRATEGY FRAMEWORK**  
Report of Ernst Zollner, Chief Adviser – Strategic and Economic  
Development and Andrea Millar - Principal Adviser, Wellington Regional  
Strategy.  
(1215/52/IM) (REPORT 1)

**RESOLVED AND RECOMMENDED TO COUNCIL:**

*THAT the Strategy and Policy Committee:*

1. *Receive the information on the Growth Framework discussion document; background papers relating the identified focus areas and the Consultation/Communication Plan for the Wellington Regional Strategy.*
2. *Recommend to Council that the Wellington Regional Strategy Forum undertake consultation on the Wellington Regional Strategy (WRS) Growth Framework discussion document (Appendix One).*
3. *Note that officers will report back to Strategy and Policy Committee on the feedback arising from consultation on the Wellington Regional Strategy (WRS) Growth Framework discussion document.*

190/05P **DISTRICT PLAN CHANGE – RESIDENTIAL CHARACTER**  
 Report of Jeremy Blake – Senior Policy Adviser, District Plan Team.  
 (1215/52/IM) (REPORT 2)

**RESOLVED:**

*THAT the Strategy and Policy Committee:*

1. *Receive the information.*
2. *Agree to notify Proposed Plan Change 38 (attached as Appendix One of the officer's report) in accordance with the First Schedule of the Resource Management Act 1991.*
3. *Agree to adopt the Section 32 Report for Proposed Plan Change 38 (attached as Appendix Two of the officer's report).*
4. *Delegate to the Portfolio Spokesperson for Urban Development the authority to approve minor editorial changes to the proposed Plan Change prior to notification.*

(Councillor Ritchie joined the meeting at 2.13pm)

(The meeting adjourned for afternoon tea at 3.05pm and resumed at 3.20pm.)

191/05P **COMMITTEE STRUCTURE REVIEW**  
 Report of Michael Webster – City Secretary.  
 (1215/52/IM) (REPORT 3)

**Moved Councillor Shaw, seconded Mayor Prendergast the substantive motion recommendations 1-9.**

**Moved Councillor Foster, seconded Councillor McKinnon the following amendments:**

- “2(a) amend to read 'shift the SPC pre -meeting session from Wednesday to Tuesday, and increase the time set aside for presentations, and subsequent questions, on agenda items by Portfolio Leaders and officers'
- New 2(b) that presentations will be introduced by the relevant Portfolio Leader along with officers
- 2(d) add to last sentence 'The identification of those issues /reports would ideally be done at the agenda meeting and/or when the previous forward programme is considered, or could be

identified at the conclusion of the Tuesday SPC pre - meeting session.'

- New (i) 'that general practice in debate will be for Portfolio Leaders to move and introduce the item, and be able, by decision of the Committee Chair, to at any point in debate become the next speaker to allow for clarification of misconceptions or better focus of debate.
- New (j) 'that as a matter of general practice Portfolio Leaders have the authority to hold papers back from a round of SPC if those papers are not in their judgment ready or ready in time.' (note: these issues would be reported at the following agenda meeting)
3. amend to reflect the proposed changes to 2. Add note - instruct the Chief Executive to ensure that staff are more aware of the role of Portfolio Leaders, most notably in providing them with information, and ensuring liaison regarding external communication.
- New 5 'Request officers to report back at the next meeting of SPC/Council on possible review of the delegations of SPC to allow SPC to make decisions on minor matters currently referred to Council, and to pass the final decision on approving policies and strategies back to Council.
- New 6 'Request officers to report to the next SPC meeting on the establishment of a Finance/Budget subcommittee(s)/working party(ies) to allow detailed consideration throughout the year of Asset Management Plans and other budgetary items where attention to detail would be impractical at the committee of the whole.'
- New 10 'Request a further report reviewing the committee structure's effectiveness in February 2006.'

**The amendment to recommendation 2(a) was put and declared LOST on voices.**

**The amendment to recommendation 2(b) was put and declared LOST on voices.**

**The amendment to recommendation 2 by the addition of 2(d) was put and CARRIED on voices.**

**The amendment to recommendation 2 by the addition of 2(i) was put and declared LOST on voices.**

The amendment to recommendation 2 by the addition of 2(j) was put and declared LOST on voices.

The amendment to recommendation 3 was WITHDRAWN by leave of the meeting.

The amendment to the recommendations by the addition of a new 5 was put and CARRIED on voices.

The amendment to the recommendations by the addition of a new 6 was put and CARRIED on voices.

The amendment to the recommendations by the addition of a new 10 was put and declared LOST on voices.

(Councillor Morrison left the meeting at 4.00pm.)

**Moved Councillor Ahipene-Mercer, seconded Councillor Armstrong the following amendment:**

New 2(h) ‘That as a matter of general practice officers will ensure that Portfolio Leaders are given the opportunity, within a reasonable timeframe, to provide input into the paper.’

**The amendment to recommendation 2 by the addition of a new 2(h) was put and a DIVISION called.**

Voting for: Mayor Prendergast, Councillors Ahipene-Mercer, Cook, Foster, McKinnon, Shaw, Wade-Brown and Wain.

Voting against: Councillors Armstrong, Gill, Pepperell and Ritchie.

Majority vote: 9:4

**The amendment to recommendation 2 by the addition of a new 2(h) was declared CARRIED.**

**The substantive motion recommendations 1, 2 as amended, 3, 4, new 5 and 6, 7 – 9 were put and declared CARRIED.**

**RESOLVED AND RECOMMENDED TO COUNCIL:**

*THAT the Strategy and Policy Committee:*

1. *Receive the information.*

2. *Recommend to Council that it agree to the following changes to the operation of the Strategy and Policy Committee (SPC) governance and decision-making model:*
- a. *Shift the SPC Pre-Meeting Session from Wednesday to Tuesday, and increase the time set aside for officer presentations and questions.*
  - b. *Clarify the expectation that Tuesday afternoons, following the SPC Pre-Meeting Session, are available for further discussion between elected members, and elected members and officers (facilitated by Portfolio Spokespersons), with the aim of ensuring fuller understanding of the issues, and identification of any proposed amendments to the recommendations.*
  - c. *Develop a schedule of workshops, briefing sessions and informal policy discussions (based around portfolio areas, facilitated by Portfolio Spokespersons and assisted by officers, and covering matters which it is intended will come to SPC in the future) to occur prior to debate and decision-making on such matters at SPC. These will be held on Wednesday mornings.*
  - d. *Clarify the expectation that Wednesday mornings will also be a time when elected members can, among themselves, meet to discuss positions on various issues in reports, and possible amendments. The identification of those issues/reports would **ideally be done at the Agenda meeting and/or when the previous Forward Programme is considered, or could be identified** at the conclusion of the Tuesday SPC Pre-Meeting Session.*
  - e. *Schedule regular, formal report backs at the SPC Pre-Meeting Session from Portfolio Spokespersons on progress on initiatives within their areas of responsibility, including implementation of projects and policies.*
  - f. *Schedule Advisory Groups (e.g. DRG, PAG), CCOs (e.g. PWT) and COs (e.g. 20/20 Trust) to report on activities and progress as part of the Tuesday SPC Pre-Meeting Session.*
  - g. *The title “Portfolio Spokesperson” be replaced with the title “Portfolio Leader”, to more accurately reflect the role and functions of the position.*
  - h. ***That as a matter of general practice officers will ensure that Portfolio Leaders are given the opportunity, within a reasonable timeframe, to provide input into the paper.***

3. *Recommend to Council that it agree to an amended Role Description for the position of Portfolio Leader, as set out in Appendix 1, as attached to the officer's report..*
4. *Request officers to prepare a report for Strategy and Policy Committee on the establishment of a Property Subcommittee, including a proposed terms of reference/delegations for that Subcommittee.*
5. ***Request officers to report back at the next meeting of the SPC/Council on the possible review of delegations of the SPC to allow the SPC to make decisions on minor matters currently referred to Council, and to pass the final decision on approving policies and strategies back to Council.***
6. ***Request officers to report to the next meeting of the SPC on the establishment of a Finance/Budget subcommittee(s)/working party(ies) to allow detailed consideration throughout the year of Asset Management Plans and other budgetary items where attention to detail would be impractical at the committee of the whole.***
7. *Note that the terms of reference/delegations for the Audit and Risk Management Committee are currently under review, and that any proposed changes will be reported to Council for approval.*
8. *Recommend to Council that it agree that Standing Orders be amended to include a new clause 43(b) as follows:*

*43(b) "In all other respects the conduct of a workshop, working party, briefing or meeting solely for information and discussion shall be determined by the Chair of that meeting, if a Chair is appointed, in his or her absolute discretion"*
9. *Recommend to Council that it agree that Standing Order 212 be amended as follows:*

*212 "A period of up to 15 minutes shall be set aside near the beginning of committee and subcommittee meetings (and 25 minutes for committees of the whole) to enable members of the public to make statements about any matter ..."*

**NOTED:**

The resolution differs from the recommendations in the officer's report as follows:

1. The Committee added the words in **bold**.

The meeting concluded at 4.25pm.

Confirmed: \_\_\_\_\_  
Chair / /