

MINUTES

THURSDAY 7 JULY 2005

1.02 – 1.03PM

4.26 – 4.29PM

**COUNCIL CHAMBER
FIRST FLOOR, TOWN HALL
WAKEFIELD STREET
WELLINGTON**

PRESENT:

Mayor Prendergast
Councillor Ahipene-Mercer
Councillor Armstrong
Councillor Cook
Councillor Foster (4.26 – 4.29pm)
Councillor Gill
Councillor McKinnon
Councillor Morrison
Councillor Pepperell
Councillor Ritchie (4.26 – 4.29pm)
Councillor Shaw
Councillor Wade-Brown
Councillor Wain

APOLOGIES:

Councillor Goulden
Councillor Ruben

112/05C **ADJOURNMENT OF MEETING**
(1215/11/IM)

NOTED:

When the meeting convened Mayor Prendergast, Councillors Ahipene-Mercer, Armstrong, Cook, Gill, McKinnon, Morrison, Pepperell, Shaw, Wade-Brown and Wain were present.

Moved Mayor Prendergast, seconded Councillor Pepperell, the motion that Council adjourn until the conclusion of the Strategy and Policy Committee meeting.

The motion was put and CARRIED on voices.

RESOLVED:

THAT Council:

- 1. Adjourns until the conclusion of the Strategy and Policy Committee meeting.*

(The meeting adjourned at 1.03pm.)

(The meeting reconvened at 4.26pm.)

(Councillor Foster joined the meeting at 4.26pm.)

(Councillor Ritchie joined the meeting at 4.26pm.)

(Councillor Morrison was not present when the meeting reconvened.)

113/05C **APOLOGIES**
(1215/11/IM)

Moved Mayor Prendergast, seconded Councillor Shaw, the motion that apologies for absence be received from Councillors Goulden and Ruben.

The motion was put and CARRIED on voices.

RESOLVED:

THAT Council:

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

114/05C **PUBLIC PARTICIPATION**
(1215/11/IM)

NOTED:

There was no public participation.

115/05C **ANNOUNCEMENTS BY THE MAYOR**
(1215/11/IM)

NOTED:

There were no announcements from the Mayor.

116/05C **PETITIONS**
(1215/11/IM)

NOTED:

There were no petitions.

117/05C **CONFLICT OF INTEREST DECLARATIONS**
(1215/11/IM)

NOTED:

There were no conflicts of interest declared.

Reports from Committees

Part A – Committee Decisions requiring Council approval

118/05C **REPORT OF THE STRATEGY AND POLICY COMMITTEE**
Meeting of Thursday 7 July 2005
(1215/11/IM) (REPORT 1)

Moved Mayor Prendergast, seconded Councillor Shaw the substantive motion.

The substantive motion clauses 1 and 2 were put and declared CARRIED on voices.

RESOLVED:

1. ***ITEM 189/05P WELLINGTON REGIONAL GROWTH STRATEGY FRAMEWORK***
(1215/52/IM) (REPORT 1)

THAT Council:

1. *Undertake consultation on the Wellington Regional Strategy Growth Framework discussion document (attached as appendix 1 to the officers report).*

2. **ITEM 191/05P COMMITTEE STRUCTURE REVIEW**
(1215/52/IM) (REPORT 3)

THAT Council

1. *Agree to the following changes to the operation of the Strategy and Policy Committee (SPC) governance and decision-making model:*
 - a. *Shift the Strategy and Policy Committee 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 Strategy and Policy Committee 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 Strategy and Policy Committee in the future) to occur prior to debate and decision-making on such matters at Strategy and Policy Committee. 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 Strategy and Policy Committee Pre-Meeting Session.*
 - e. *Schedule regular, formal report backs at the Strategy and Policy Committee 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. Disability Reference Group, Pacific Advisory Group), Council Controlled Organisations (e.g. Positively Wellington Tourism) and Council*

Organisations (e.g. 20/20 Trust) to report on activities and progress as part of the Tuesday Strategy and Policy Committee 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. *Agree to an amended Role Description for the position of Portfolio Leader, as set out in Appendix 1 (attached to these minutes).*
 4. *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”*
 5. *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 ...”*

Reports from Committee

Part B – Committee decisions for Council to note

119/05C **RECEIPT OF INFORMATION FOR NOTING FROM COMMITTEE**
(1215/11/IM)

Moved Mayor Prendergast, seconded Councillor Ahipene-Mercer, the motion that Council receive the information for noting from the meeting of the Strategy and Policy Committee meeting of Thursday 7 July 2005.

The substantive motion was put and declared CARRIED on voices.

RESOLVED:

REPORT OF THE STRATEGY AND POLICY COMMITTEE

Meeting of Thursday 7 July 2005

(1215/11/IM)

(REPORT 2)

ITEM 190/05P DISTRICT PLAN CHANGE – RESIDENTIAL CHARACTER

(1215/52/IM) (REPORT 2)

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.*

General Business

120/05C URBANISM DOWN UNDER CONFERENCE, WELLINGTON, 18 – 20 AUGUST 2005

Report of Michael Webster – City Secretary.

(1215/11/IM)

(REPORT 3)

Moved Councillor Shaw, seconded Mayor Prendergast the substantive motion.

Councillors were asked to express an interest in attending the Urbanism Down Under Conference.

Mayor Prendergast, Councillors Armstrong, Cook, Foster, Pepperell, Ritchie, Shaw and Wade-Brown indicated that they wished to attend. There was no limit on the number of attendees that could attend this conference from Wellington City Council.

The substantive motion was put and declared CARRIED on voices.

RESOLVED:*THAT Council:*

1. *Receive the information.*
2. *Approve the attendance of Mayor Prendergast, Councillors Armstrong, Cook, Foster, Pepperell, Ritchie, Shaw and Wade-Brown at the Urbanism Down Under conference to be held in Wellington, 18-20 August 2005, and that the costs associated with attending the conference are met from the Elected Members Budget (GVEMO1).*
3. *Note that a Strategy and Policy Committee meeting, a Regional Land Transport Committee meeting and a Makara/Ohariu Community Board meeting are scheduled for Thursday 18 August 2005, and a Wellington Regional Environmental Agency meeting is on Friday 19 August 2005.*
4. *Note that a report back on the conference will be presented to the Strategy and Policy Committee in accordance with Council policy.*

121/05C **QUESTIONS**
(1215/11/IM)

NOTED:

There were no questions.

The meeting concluded at 4.29pm.

Confirmed: _____
Chair
/ /

PORTFOLIO LEADER Role Description

Role Title:

Portfolio Leader

Role of the Portfolio Leader:

The Portfolio Leader has the following responsibilities:

Policy Leadership

At meetings of the Strategy and Policy Committee, to provide guidance to the Committee, within a particular portfolio area, as it seeks to: establish a clear strategic direction through its decision making; make effective policy recommendations or decisions where authority has been delegated by Council; and exercise good financial stewardship. Portfolio Leaders will move reports from their area of responsibility, advocate for them, explain and clarify matters to colleagues and, where necessary, introduce reports at Council. Portfolio Leaders will also facilitate informal policy discussions between elected members, and elected members and officers, on matters within their area of responsibility.

External Representation and Relationships

Represent the Council at meetings of pan-Council working groups, and other external organisations and groups, and contribute to the work carried out by such organisations and groups. Attend official functions within their area of responsibility, and represent the Mayor on those occasions when the Mayor and Deputy Mayor are unable to attend.

Communication:

Acts as the Committee's principal spokesperson in communicating to the media and public the official policy of the Council (or in the absence of official policy, commenting in a manner consistent with the Council's strategic direction) on items relating to their respective area of activity.

Officer Liaison:

Act as the point of contact for officers in supporting the work programme in their area of activity.

Meeting Preparation and Follow-Up:

Attend agenda meetings, ensure satisfactory presentations are under preparation, ensure media issues have been addressed, and following a meeting make sure key issues and decisions are clearly communicated to the media and public.

Conduct of Meetings:

In the absence of the Chair and Deputy Chair of the Strategy and Policy Committee, to act as Chairperson of the meeting and to conduct that meeting in accordance with the provisions of the Local Government Act 2002, Local Government Official Information

and Meetings Act 1987, Council Standing Orders, and any other statute that may apply from time to time. When acting as Chair, to promote informed debate at meetings by:

- managing the time to enable considered yet efficient decision making
- allowing members to have a say
- setting parameters for the discussion
- providing impartial control of the meeting
- summarising the debate, focussing and providing direction.