

ORDINARY MEETING

OF

WELLINGTON CITY COUNCIL

MINUTES

Time: 1:30 pm
Date: Wednesday, 9 November 2016
Venue: Committee Room 1
Ground Floor, Council Offices
101 Wakefield Street
Wellington

PRESENT

Mayor Lester
Councillor Calvert
Councillor Calvi-Freeman
Councillor Day
Councillor Eagle
Councillor Foster
Councillor Free
Councillor Gilbert
Councillor Lee
Councillor Marsh
Councillor Pannett
Councillor Sparrow
Councillor Woolf
Councillor Young

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1 Meeting Conduct

Declaration of Councillor Elect - Southern Ward

Mayor invited the Southern ward Councillor elect David Lee to make his declaration and sign the declaration:

Councillor David Lee read the declaration in English and signed the declaration:

I, David Lionel Lee declare that I will faithfully and impartially, and according to the best of my skill and judgment, execute and perform, in the best interests of Wellington City, the powers, authorities, and duties vested in, or imposed upon, me as a member of the Wellington City Council by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act.

1.1 Apologies

Moved Mayor Lester, seconded Councillor Marsh

Resolved

That the Council:

- i. Accept the apology from Councillor Dawson for absence on Council business.

Carried

1.2 Announcements by the Mayor

The Mayor made no announcements.

1.3 Conflict of Interest Declarations

There were no conflicts of interest to declare.

1.4 Confirmation of Minutes

Moved: Mayor Lester Seconded: Councillor Marsh

Resolved

That the Council:

Approve the minutes of the Ordinary Council Meeting held on 3 November 2016, having been circulated, that they be taken as read and confirmed as an accurate record of that meeting.

CARRIED

1.5 Items not on the Agenda

There were no items not on the agenda.

1.6 Public Participation

1.6.1 Youth Council Priorities for the 2016-19 triennium – Ollie Michie, Wellington City Council Youth Council

Ollie Michie, Youth Council addressed the Committee regarding Youth Council priorities for the 2016-2019 triennium.

2. General Business

(Councillor Foster entered the meeting at 1:38 pm.)

2.1 Maiden Speeches for first term Councillors

Moved Mayor Lester, seconded Councillor Eagle

Resolved

That the Council:

1. Receive the information.
2. Thank the first term Councillors for their maiden speeches.

Carried

2.2 Governance Arrangements for the 2016/2019 Triennium

Moved Mayor Lester, seconded Councillor Eagle

That the Council:

1. Receive the information.
2. Confirm the committee and subcommittee memberships and portfolios as announced by the Mayor in his memorandum (dated 20 October 2016) and received by the Council at its meeting on 26 October 2016 (copy attached as Appendix 1).
3. Agree to establish the Revenue and Finance Working Party with Councillor Andy Foster as Chair and Mayor Justin Lester and Councillors Nicola Young and Diane Calvert as members.
4. Note that the Long-term and Annual Plan Committee will appoint two additional members to the Working Party.
5. Agree the Council, Committee and Subcommittee Terms of Reference and Delegations and the membership of each, attached as Appendix 2.
6. Agree the role descriptions and responsibilities of the Mayor Deputy Mayor, Chairs and Portfolio Leaders as set out in Appendix 2.
7. Agree to establish an Appointments Group, with the membership and functions as set

out in Appendix 2.

8. Agree that the Port Nicholson Block Settlement Trust (PNBST) Te Runanga o Toa may attend any meetings of the City Strategy Committee and the Long term Plan and Annual Plan committee and take part in discussion and debate at those meetings.
9. Agree the specific delegations to the Mayor, Deputy Mayor, Chair of the City Strategy Committee, Chair of the Regulatory Processes Committee and the Portfolio Leader for Urban Development as set out in Appendix 2.
10. Agree the delegations for the Tawa Community Board and the Makara/Ohariu Community Board as set out in Appendix 2.
11. Agree to delegate the duties, responsibilities and powers for all delegations as set out in Appendix 2.
12. Note that the delegations regarding the Resource Management decision-making and the delegations to the Chief Executive will be the subject of a Councillor workshop to be held in the first quarter of 2017 and the Council will consider any changes to these delegations at a future meeting if required.
13. Note that the Chief Executive holds the delegations agreed on 14 November 2013.
14. Note that the Resource Management Act 1991 and the Housing Accords and Special Housing Areas Act 2013 delegations agreed on 14 November 2013 and 17 December 2014 remain in place.
15. Agree to amend the Chief Executive's delegation for the City Growth Fund is as follows:

The authority to allocate funding from the City Growth Fund up to a total commitment of \$100,000 provided that:

 - a. The criteria of the Fund are met; and
 - b. The decision is made in consultation with, the Mayor and the Deputy Mayor.
16. Delegate the Chief Executive authority to give effect to any changes made at the meeting and make editorial changes, prior to publishing the final Terms of Reference and Delegations document.

Moved: Mayor Lester Seconded: Councillor Eagle the following amendments:

New 5

Agree the Council, Committee and Subcommittee Terms of Reference and Delegations and the membership of each, attached as Appendix 2 **with the following changes:**

1.5 Advisory Groups [page 23 of the agenda]

Note that, "..... be approved by the **City Strategy Committee** for the Advisory groups,'

3.1 City Strategy Committee

Areas of focus

Under "Social and Recreation" [page 26 of the agenda]–

add the following words after lifestyles,**and to increase social equality.**

Under “Transport” [page 26 of the agenda] –

add the following words after,‘goods move efficiently’, **sustainably and safely** to and through the city.

Under “Consultation and engagement” [page 27 of the agenda],

Add the following words, ‘15. Review **as necessary** and agree’

Under “District Plan” [page 29 of the agenda],

Add the following words ‘29. (a)the Portfolio Leader Urban Development **and Chair of the City Strategy Committee.**’

3.4 CEO Performance Review Committee [page 34 of the agenda]

Under “Terms of Reference(Delegations)”

Add the following words, ‘.....provide feedback, **ongoing monitoring** and agree any modifications’

4.2 Grants Subcommittee [page 38 of the agenda]

Under “Terms of Reference (Delegations)”

Add a new (f) to 1.

f. TRANSPORT Community on Bikes Fund

amend the wording for 1,

Provided that the Subcommittee can approve any ‘a’ grant up to \$100,000 per annum **‘financial year’**

6. Agree the role descriptions and responsibilities of the Mayor Deputy Mayor, Chairs and Portfolio Leaders as set out in Appendix 2 **with the following changes:**

6 Appointments Group [page 43 of the agenda]

Under “ Terms of Reference”

Add the following words to 1. as follows

1. ‘Select a **balanced range of** preferred external candidates **with an appropriate range to skills** to fill vacancies

9. Specific Role Descriptions and Delegations

Under “9.1 Mayor” [page 49 of the agenda]

To add the following words after 2. :

2. external relationships and partnerships, provided they are consistent with Council policy and direction. **‘Note that these agreements should generally endorsed by Council before signing, particularly if an agreement has financial implications. If**

this is not possible, Council should be alerted after an MoU has been signed immediately.'

Under "9.4 Portfolio Leader" [page 51 of the agenda]

A new bullet point:

- **A Portfolio Leader will play a strategic and policy leadership role in their area of responsibility assisting Council to meet its strategic objectives.**

15. Agree to amend the Chief Executive's delegation for the City Growth Fund and **regarding emergency expenditure**, as follows:

10 Chief Executive Delegations (page 54 of the agenda)

- 3 (b)** An emergency (whether one has been declared or not) provided that if the amount if in excess of \$1,000,000 then the Chief Executive ~~must make every effort to inform the~~ **must consult with and get agreement from the Mayor or Deputy Mayor if the mayor is incapacitated** ~~before committing to the expenditure.~~ However, in the **highly exceptional** event that the Chief Executive is unable to consult, then the Chief Executive is still authorized to commit to the expenditure, but must report the exercise of the delegation to the Mayor and Council as soon as practicable **possible**.

That the Council:

8. Agree that the Port Nicholson Block Settlement Trust (PNBST) Te Runanga o Toa may attend any meetings of the City Strategy Committee and the Long term Plan and Annual Plan committee and take part in discussion and debate at those meetings **as a non-voting participant**.
15. Agree to amend the Chief Executive's delegation for the City Growth Fund is as follows:

The authority to allocate funding from the City Growth Fund up to a total commitment of \$100,000 provided that:

- a. The criteria of the Fund are met; and
- b. The decision is made in consultation with, the Mayor, ~~and~~ the Deputy Mayor **and economic development portfolio leader**.

CARRIED

Secretarial Note: Please note that some minor amendments are covered in recommendation 16, delegate authority for the Chief Executive to make minor editorial changes

Moved Mayor Lester, seconded Councillor Eagle the following substantive motion:

Resolved

That the Council:

1. Receive the information.
2. Confirm the committee and subcommittee memberships and portfolios as announced by the Mayor in his memorandum (dated 20 October 2016) and received by the Council

at its meeting on 26 October 2016 (copy attached as Appendix 1).

3. Agree to establish the Revenue and Finance Working Party with Councillor Andy Foster as Chair and Mayor Justin Lester and Councillors Nicola Young and Diane Calvert as members.
4. Note that the Long-term and Annual Plan Committee will appoint two additional members to the Working Party.
5. Agree the Council, Committee and Subcommittee Terms of Reference and Delegations and the membership of each, attached as Appendix 2 **with the following changes:**

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Note that, "... be approved by the **City Strategy Committee** for the Advisory groups, .'

3.1 City Strategy Committee

Areas of focus

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add the following words after lifestyles,**and to increase social equality.**

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Provided that the Subcommittee can approve a grant up to \$100,000 per **financial year**.....

6. Agree the role descriptions and responsibilities of the Mayor Deputy Mayor, Chairs and Portfolio Leaders as set out in Appendix 2 **with the following changes:**

6 Appointments Group [page 43 of the agenda]

Under “ Terms of Reference”
Add the following words to 1. as follows

‘Select a **balanced range of** preferred external candidates **with an appropriate range to skills** to fill vacancies

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Under “9.4 Portfolio Leader” [page 51 of the agenda]

A new bullet point:

- **A Portfolio Leader will play a strategic and policy leadership role in their area of responsibility assisting Council to meet its strategic objectives.**

7. Agree to establish an Appointments Group, with the membership and functions as set out in Appendix 2.
8. Agree that the Port Nicholson Block Settlement Trust (PNBST) Te Runanga o Toa may attend any meetings of the City Strategy Committee and the Long term Plan and Annual Plan committee and take part in discussion and debate at those meetings.
9. Agree the specific delegations to the Mayor, Deputy Mayor, Chair of the City Strategy Committee, Chair of the Regulatory Processes Committee and the Portfolio Leader for Urban Development as set out in Appendix 2.
10. Agree the delegations for the Tawa Community Board and the Makara/Ohariu Community Board as set out in Appendix 2.
11. Agree to delegate the duties, responsibilities and powers for all delegations as set out in Appendix 2.
12. Note that the delegations regarding the Resource Management decision-making and the delegations to the Chief Executive will be the subject of a Councillor workshop to be held in the first quarter of 2017 and the Council will consider any changes to these delegations at a future meeting if required.
13. Note that the Chief Executive holds the delegations agreed on 14 November 2013.
14. Note that the Resource Management Act 1991 and the Housing Accords and Special Housing Areas Act 2013 delegations agreed on 14 November 2013 and 17 December 2014 remain in place.
15. Agree to amend the Chief Executive’s delegation for the City Growth Fund and

regarding emergency expenditure, as follows:

The authority to allocate funding from the City Growth Fund up to a total commitment of \$100,000 provided that:

- a. The criteria of the Fund are met; and
- b. The decision is made in consultation with, the Mayor, the Deputy Mayor **and economic development portfolio leader**.

10 Chief Executive Delegations (page 54 of the agenda)

3 (b) An emergency (whether one has been declared or not) provided that if the amount is in excess of \$1,000,000 then the Chief Executive **must consult with and get agreement from the Mayor or Deputy Mayor if the mayor is incapacitated**. However, in the **highly exceptional** event that the Chief Executive is unable to consult, then the Chief Executive is still authorized to commit to the expenditure, but must report the exercise of the delegation to the Mayor and Council as soon as **possible**.

16. Delegate the Chief Executive authority to give effect to any changes made at the meeting and make editorial changes, prior to publishing the final Terms of Reference and Delegations document.

Carried

2.3 2016-2017 Elected Member Remuneration

Moved Mayor Lester, seconded Councillor Eagle

Resolved

That the Council:

1. Receive the information.
2. Note that the Remuneration Authority has set the base annual salary for Wellington city council elected members as follows:
 - Mayor \$170,317;
 - Councillor \$82,418;
 - Chair Tawa Community Board \$17,864;
 - Member Tawa Community Board \$8,932
 - Chair Makara-Ohariu Community Board \$9,135
 - Member Makara-Ohariu Community Board \$4,568
3. Note that the Remuneration Authority has set a pool of \$164,836 (i.e. 200%, twice a councillor's base salary) to cover Councillors additional responsibilities.
4. Agree to make a submission to the Remuneration Authority recommending the following salaries for positions of additional payments for additional responsibility for the remainder of the 2016/2017 year (Option two – preferred option):
 - Deputy Mayor, \$109,403;
 - Chair City Strategy Committee, \$96,952;

- Chairs of Regulatory Processes Committee and Finance and Audit and Risk Management, Grants and Council Controlled Organisations subcommittees and Portfolio Leaders, \$90,050.

Carried

2.4 Appointment of Councillor as member and deputy chair of Wellington District Licensing Committee

Moved Mayor Lester, seconded Councillor Eagle

Resolved

1. Receive the information.
2. Agree to include a Councillor in the Wellington District Licensing Committee (DLC) list of members and to appoint that Councillor as deputy chair of the DLC for their term of office during this triennium.

Carried

Moved Mayor Lester, seconded Councillor Eagle

Resolved

3. Agree to include Councillor Foster in the Wellington District Licensing Committee (DLC) list of members and to appoint that Councillor as a deputy chair of the DLC for their term of office during this triennium.

Carried

2.5 2016-2019 Triennium Meeting Schedule

Moved Mayor Lester, seconded Councillor Eagle

That the Council:

1. Receive the information.
2. Adopt the schedule of meetings for the committees of Council for the period of December 2016 to September 2019 (Attachment A).
3. Note the following timing guidelines:
 - i) Where possible Council meetings be held on the last Wednesday of the month from 5.30pm unless it is an extraordinary or additional Council meeting.
 - ii) Where possible Pre-City Strategy Committee briefing sessions for the City Strategy Committee meeting will be held on Tuesdays between 9.15am to 1.00pm.
 - iii) Where possible City Strategy Committee meetings will be held every Thursday between 9.15am to 4.30pm except for the last week of the month.
4. Note that additional ordinary, extraordinary and multi-day meetings may be scheduled from time to time in consultation with the Mayor and Chief Executive.
5. Note that meeting times for other committees and subcommittees will be formally notified by Democratic Services.

Moved Mayor Lester, seconded Councillor Eagle the following amendments:

Resolved

3. Note the following timing guidelines:
 - i) Where possible Council meetings be held on the last Wednesday of the month at **9:30am** ~~5.30pm~~ unless it is an extraordinary or additional Council meeting.
 - ii) Where possible Pre-City Strategy Committee briefing sessions for the City Strategy Committee meeting will be held on Tuesdays between **9.30am** ~~9.15am~~ to **4.30pm** ~~4.00pm~~.
 - iii) Where possible City Strategy Committee meetings will be held every Thursday between **9.30am** ~~9.15am~~ to 4.30pm except for the last week of the month.
 - iv) All remaining committee/subcommittee to commence at 9.30am.

Carried

Moved Mayor Lester, seconded Councillor Eagle, the following substantive motion:

That the Council:

1. Receive the information.
2. Adopt the schedule of meetings for the committees of Council for the period of December 2016 to September 2019 (Attachment A in the report).
3. Note the following timing guidelines:
 - i) Where possible Council meetings be held on the last Wednesday of the month at 9:30am unless it is an extraordinary or additional Council meeting.
 - ii) Where possible Pre-City Strategy Committee briefing sessions for the City Strategy Committee meeting will be held on Tuesdays between 9.30am to 4.30pm.
 - iii) Where possible City Strategy Committee meetings will be held every Thursday between 9.30am to 4.30pm except for the last week of the month.
 - iv) All remaining committee/subcommittee to commence at 9.30am.
4. Note that additional ordinary, extraordinary and multi-day meetings may be scheduled from time and time in consultation with the Mayor and Chief Executive.
5. Note that meeting times for other committees and subcommittees will be formally notified by Democratic Services.

Carried

3. Committee Reports

Nil

4. Public Excluded

Nil

The meeting concluded at 2.17pm.

Confirmed: _____
Chair