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**ORDINARY MEETING**

**OF**

**LONG-TERM AND ANNUAL PLAN COMMITTEE**

**MINUTES**

**Time:** 1:00pm  
**Date:** Tuesday, 13 February 2018  
**Venue:** Committee Room 1  
Ground Floor, Council Offices  
101 Wakefield Street  
Wellington

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**PRESENT**

Mayor Lester  
Councillor Calvert  
Councillor Calvi-Freeman  
Councillor Dawson  
Jill Day (Chair)  
Councillor Fitzsimons  
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**

### **1.1 Apologies**

**Moved Councillor Day, seconded Councillor Gilbert**

#### **Resolved**

That the Long Term and Annual Plan Committee:

Accept the apology from Councillor Woolf for early departure.

**Carried**

### **1.2 Conflict of Interest Declarations**

Nil

### **1.3 Confirmation of Minutes**

**Moved Jill Day, seconded Councillor Gilbert**

#### **Resolved**

That the Long-term and Annual Plan Committee:

Approve the minutes of the Long-term and Annual Plan Committee Meeting held on 15 June 2017, having been circulated, that they be taken as read and confirmed as an accurate record of that meeting.

**Carried**

### **1.4 Public Participation**

There were no requests for public participation

### **1.5 Items not on the Agenda**

There are no items not on the agenda

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## **2. General Business**

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### **2.1 2018 -28 Long-Term Plan Engagement and Consultation Plan**

#### **Moved Councillor Calvert, seconded Councillor Gilbert**

That the Long-term and Annual Plan Committee:

1. Receive the information.
2. Agree to the formal consultation date of 15 April to 15 May 2018.
3. Agree to the proposed engagement, formal consultation and communications programme for the draft 2018-28 10 Year Plan as outlined in this paper.

#### **Moved Councillor Calvert, seconded Councillor Foster the following amendments: Resolved**

That the Long-term and Annual Plan Committee:

3. Note the early engagement phase (Clause 12,) prior to formal consultation period as per recommendation 2.
4. Agree to the proposed engagement, formal consultation and communications programme for the draft 2018-28 10 Year Plan as outlined in this paper, noting greater use of oral forums held outside of Council committee rooms.

**Carried**

#### **Moved Councillor Calvert, seconded Councillor Gilbert the following substantive motion:**

#### **Resolved**

That the Long-term and Annual Plan Committee:

1. Receive the information.
2. Agree to the formal consultation date of 15 April to 15 May 2018.
3. Note the early engagement phase (Clause 12,) prior to formal consultation period as per recommendation 2.
4. Agree to the proposed engagement, formal consultation and communications programme for the draft 2018-28 10 Year Plan as outlined in this paper. noting greater use of oral forums held outside of Council committee rooms

**Carried**

#### **Attachments**

- 1 LTP Update 2017/18 Engagement and Communications Programme

## **2.2 Draft Significance and Engagement Policy**

### **Moved pro forma Councillor Calvert, seconded Councillor Gilbert**

That the Long-term and Annual Plan Committee:

1. Receive the information.
2. Agree to include the draft Significance and Engagement Policy (Attachment 1) within the long-term plan consultation process.
3. Agree to delegate to the Chief Executive and the Portfolio Leader, the authority to amend the draft Policy and any associated consultation documents, to include any amendments agreed by the Committee and any associated minor consequential edits.
4. Note that an introductory mihi and title in Te Teo Māori is planned to be added to the policy.

### **Moved Councillor Calvert, seconded Councillor Woolf the following amendments**

#### **Resolved**

That the Long-term and Annual Plan Committee:

5. Agree that the policy should be reviewed at least every 3 years (as is currently) or as necessary.
6. Agree that the policy should be explicit in supporting a collaborative approach to engagement with communities (beyond legislative compliance) in Section 1 of the policy.

**Carried**

**Secretarial Note: The meeting adjourned at 2.16pm and reconvened at 2.22pm.**

### **Moved Mayor Lester, seconded Councillor Dawson**

#### **Resolved**

That the Long-term and Annual Plan Committee:

That the motion under debate be now put.

**Carried**

### **Moved Councillor Free, seconded Councillor Foster**

#### **Resolved**

That the Long-term and Annual Plan Committee:

3. Agree to delegate to the Chief Executive and the Portfolio Leader, the authority to amend the draft Policy and any associated consultation documents, to include any amendments agreed by the Committee and any associated minor consequential edits. This includes the following amendments to the schedule of strategic assets:
  - a. The roading network, including the public transport infrastructure system and

pedestrian networks;

- b. All of the land and buildings in the area within the Civic Square;
- c. Shareholding in Wellington Cable Car Limited;
- d. Zealandia;
- e. Town Hall;
- f. Michael Fowler Centre.

**Carried**

**Moved Councillor Calvert, seconded Councillor Gilbert the following Substantive Motion**

**Resolved**

That the Long-term and Annual Plan Committee:

- 1. Receive the information.
- 2. Agree to include the draft Significance and Engagement Policy (Attachment 1) within the long-term plan consultation process.
- 3. Agree to delegate to the Chief Executive and the Portfolio Leader, the authority to amend the draft Policy and any associated consultation documents, to include any amendments agreed by the Committee and any associated minor consequential edits. This includes the following amendments to the schedule of strategic assets:
  - a. The roading network, including the public transport infrastructure system and pedestrian networks;
  - b. All of the land and buildings in the area within the Civic Square;
  - c. Shareholding in Wellington Cable Car Limited;
  - d. Zealandia;
  - e. Town Hall;
  - f. Michael Fowler Centre.
- 4. Note that an introductory mihi and title in Te Reo Māori is planned to be added to the policy.
- 5. Agree that the policy should be reviewed at least every 3 years (as is currently) or as necessary.
- 6. Agree that the policy should be explicit in supporting a collaborative approach to engagement with communities (beyond legislative compliance) in Section 1 of the policy.

**Carried**

**Attachments**

- 1 Significance and Engagement Policy 13 February 2018



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(Mayor Lester left the meeting at 02:30 pm.)  
(Mayor Lester returned to the meeting at 02:38 pm.)

### **2.3 Update on Performance Framework - Report From the Revenue and Finance Working party**

**Moved Councillor Foster, seconded Councillor Lee**

#### **Resolved**

That the Long-term and Annual Plan Committee:

1. Receive the information.
2. Note that the Revenue and Finance Working Party reviewed the performance measurement framework over a series of meetings in late 2017.
3. Note that the attached performance framework does not include targets for performance measures at this time. These were outside the remit of the Revenue and Finance Working Party and will be included as part of the March LTP deliberations process.
4. Note that performance measures for remaining Council Controlled Organisations will be reviewed as part of their Statement of Intent process and included in the final Long-term Plan.
5. Note that officers will 'cluster' performance measures together around service areas and dimensions to simplify the performance framework and make it easier for reporting purposes, and that this will be presented back to committee at the March LTP deliberations.
- ~~6. Agree the attached performance measurement framework be included as part of the Statements of Service Provision to be publically consulted on as part of the 2018 long-term Plan.~~
- ~~7. Delegate the chair of the Revenue and Finance Working Party and the Chair of the Long-Term Plan and Annual Plan Committee to work with officers to make any editorial changes to the performance framework in preparation for the March LTP deliberations~~

**Carried**

#### **Attachments**

- 1 Performance Framework Review 13 February 2018

The meeting concluded at 2.47pm.

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