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**ORDINARY MEETING  
OF  
STRATEGY AND POLICY COMMITTEE  
AGENDA**

**Time:** 9:30am  
**Date:** Thursday, 10 December 2020  
**Venue:** Ngake (16.09)  
Level 16, Tahiwi  
113 The Terrace  
Wellington

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**MEMBERSHIP**

Mayor Foster  
Councillor Calvert (Deputy Chair)  
Councillor Condie  
Councillor Day (Chair)  
Councillor Fitzsimons  
Councillor Foon  
Deputy Mayor Free  
Councillor Matthews  
Councillor O'Neill  
Councillor Pannett  
Councillor Paul  
Councillor Rush  
Councillor Sparrow  
Councillor Woolf  
Councillor Young

**NON-VOTING MEMBERS**

Te Rūnanga o Toa Rangatira Incorporated  
Port Nicholson Block Settlement Trust

**Have your say!**

*You can make a short presentation to the Councillors at this meeting. Please let us know by noon the working day before the meeting. You can do this either by phoning 04-803-8334, emailing [public.participation@wcc.govt.nz](mailto:public.participation@wcc.govt.nz) or writing to Democracy Services, Wellington City Council, PO Box 2199, Wellington, giving your name, phone number, and the issue you would like to talk about. All Council and committee meetings are livestreamed on our YouTube page. This includes any public participation at the meeting.*

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## **AREA OF FOCUS**

The role of the Strategy and Policy Committee is to set the broad vision and direction of the city, determine specific outcomes that need to be met to deliver on that vision, and set in place the strategies and policies, bylaws and regulations, and work programmes to achieve those goals.

In determining and shaping the strategies, policies, regulations, and work programme of the Council, the Committee takes a holistic approach to ensure there is strong alignment between the objectives and work programmes of the seven strategic areas covered in the Long-Term Plan (Governance, Environment, Economic Development, Cultural Wellbeing, Social and Recreation, Urban Development and Transport) with particular focus on the priority areas of Council.

The Strategy and Policy Committee works closely with the Annual Plan/Long-Term Plan Committee to achieve its objective.

To read the full delegations of this Committee, please visit [wellington.govt.nz/meetings](https://wellington.govt.nz/meetings).

**Quorum:** 8 members



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**TABLE OF CONTENTS**  
**10 DECEMBER 2020**

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<b>Business</b>	<b>Page No.</b>
<b>1. Meeting Conduct</b>	<b>5</b>
1.1 Karakia	5
1.2 Apologies	5
1.3 Conflict of Interest Declarations	5
1.4 Confirmation of Minutes	5
1.5 Items not on the Agenda	5
1.6 Public Participation	6
<b>2. Petitions</b>	<b>7</b>
2.1 Petition: Save Mt Victoria's Heritage	7
<b>3. General Business</b>	<b>59</b>
3.1 TR167-20 Moxham/Waitoa/Hataitai Intersection Improvements	59
3.2 The Municipal Office Building Base Build Proposal	101
3.3 Naming of Sport and Community Building at Alex Moore Park	115
3.4 Quarter 1 Report 2020/21	121
3.5 Review of the Advisory Group Model	183



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## 1. Meeting Conduct

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### 1.1 Karakia

The Chairperson will open the meeting with a karakia.

Whakataka te hau ki te uru,	Cease oh winds of the west
Whakataka te hau ki te tonga.	and of the south
Kia mākinakina ki uta,	Let the bracing breezes flow,
Kia mātaratara ki tai.	over the land and the sea.
E hī ake ana te atākura.	Let the red-tipped dawn come
He tio, he huka, he hauhū.	with a sharpened edge, a touch of frost,
Tihei Mauri Ora!	a promise of a glorious day

At the appropriate time, the following karakia will be read to close the meeting.

Unuhia, unuhia, unuhia ki te uru tapu nui	Draw on, draw on
Kia wātea, kia māmā, te ngākau, te tinana, te wairua	Draw on the supreme sacredness
I te ara takatū	To clear, to free the heart, the body
Koia rā e Rongo, whakairia ake ki runga	and the spirit of mankind
Kia wātea, kia wātea	Oh Rongo, above (symbol of peace)
Āe rā, kua wātea!	Let this all be done in unity

### 1.2 Apologies

The Chairperson invites notice from members of apologies, including apologies for lateness and early departure from the meeting, where leave of absence has not previously been granted.

### 1.3 Conflict of Interest Declarations

Members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as a member and any private or other external interest they might have.

### 1.4 Confirmation of Minutes

The minutes of the meeting held on 3 December 2020 will be put to the Strategy and Policy Committee for confirmation.

### 1.5 Items not on the Agenda

The Chairperson will give notice of items not on the agenda as follows.

***Matters Requiring Urgent Attention as Determined by Resolution of the Strategy and Policy Committee.***

The Chairperson shall state to the meeting:

1. The reason why the item is not on the agenda; and

2. The reason why discussion of the item cannot be delayed until a subsequent meeting.

The item may be allowed onto the agenda by resolution of the Strategy and Policy Committee.

***Minor Matters relating to the General Business of the Strategy and Policy Committee.***

The Chairperson shall state to the meeting that the item will be discussed, but no resolution, decision, or recommendation may be made in respect of the item except to refer it to a subsequent meeting of the Strategy and Policy Committee for further discussion.

## **1.6 Public Participation**

A maximum of 60 minutes is set aside for public participation at the commencement of any meeting of the Council or committee that is open to the public. Under Standing Order 31.2 a written, oral or electronic application to address the meeting setting forth the subject, is required to be lodged with the Chief Executive by 12.00 noon of the working day prior to the meeting concerned, and subsequently approved by the Chairperson.

Requests for public participation can be sent by email to [public.participation@wcc.govt.nz](mailto:public.participation@wcc.govt.nz), by post to Democracy Services, Wellington City Council, PO Box 2199, Wellington, or by phone at 04 803 8334, giving the requester's name, phone number and the issue to be raised.

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## 2. Petitions

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### PETITION: SAVE MT VICTORIA'S HERITAGE

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#### Summary

Primary Petitioner: Joanna Newman  
Total Signatures: 798

Presented by: Joanna Newman

#### Recommendation

That the Strategy and Policy Committee:

1. Receive the information and thank the petitioner.

#### Background

1. Wellington City Council operates a system of petitions whereby people can petition the Council on matters related to Council business.
2. The action the petition asks for is as follows:  
*We the undersigned Mt Victoria residents, call on WCC Councillors and Mayor to reject the Spatial Plan proposal and retain the pre-1930s demolition rule for all of Mount Victoria.*
3. The summary and background information provided for the petition was:  
**WCC proposes removing the pre-1930s restricted\* demolition rule for Mt Vic houses outside new character sub-areas, refer to "Character area – Mount Victoria" Map & allow a range of 4-6 storey buildings.**
  - *This rule was established to help protect the character of the suburb because it was seen as important to the heritage of Wellington.*
  - *Mt Victoria demonstrates historical patterns of development and conveys a sense of community and collective memory for the whole city.*
  - *A key part of the identity of Wellington and of what makes it a great city would be lost if the unique character of Mt Victoria is not protected.*

\*Note the rule restricts but does not ban demolition and therefore encourages retention and renovation.
4. The petition was submitted on 29 October 2020 with 798 signatures. The list of signatures is presented as Attachment 1.
5. The petition has had addresses and emails redacted to preserve the privacy of signatories. The majority of signatories were from Mount Victoria.

## Officers' response

### Engagement on the Draft Spatial Plan

1. Public engagement on the Draft *Our City Tomorrow – a Spatial Plan for the City* (Draft Spatial Plan) commenced on 8 August 2020 and closed 5 October 2020. A total of 2898 submissions were received over this 8-week period. During this period, we also conducted 20 engagement events including Tiny House/Library pop-ups, a combined Residents' and Community Association workshop and Stakeholder presentations e.g. BIDs, planning practitioners, surveyors, architects.
2. Five separate engagement forums for submitters to present their submissions have taken place throughout November, with the final forum concluding 1 December 2021.
3. This petition was received after the close of submissions and must therefore be addressed separately.

### Reason for Petition

4. The current District Plan contains a rule which protects pre-1930s dwellings in the inner residential areas from demolition and significant additions and alterations. These areas are Mt Victoria, Thorndon, Mt Cook, parts of the Terrace, Aro Valley, Newtown and Berhampore.
5. The Draft Spatial Plan signals a proposed change that would retain the current pre-1930s control over 'sub-areas' where there are clusters of dwellings with high streetscape values. The remaining areas would not have a presumption against demolition, with additional building heights enabled.
6. This petition opposes this change as it relates to Mt Victoria.
7. This petition will be considered alongside all the submissions received on the Draft Spatial Plan when it is finalised in March 2021.

### Timeframes

8. A non-statutory Draft District Plan will be released in July 2021. This will include a targeted public consultation process with an opportunity for the public to make submissions and be heard by councillors.
9. A proposed (statutory) District Plan will be notified in May 2022. This will be the formal submission and hearing process required under the Resource Management Act 1991.
10. All these stages will consider the appropriate balance between enabling more housing and housing choice in Mt Victoria and other areas, alongside managing impacts on the existing and future character of Mt Victoria.

## Attachments

Attachment 1. Petition 

Page 11

Author	John McSweeney, Place Planning Manager
Authoriser	Vida Christeller, Manager City Design & Place Planning Liam Hodgetts, Chief Planning Officer



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## **SUPPORTING INFORMATION**

### **Engagement and Consultation**

Engagement has been undertaken as part of the Draft Spatial Plan from 10 August to 5 October 2020. This was received after this submission closed on 29 October 2020.

### **Treaty of Waitangi considerations**

Not applicable

### **Financial implications**

Not applicable

### **Policy and legislative implications**

Not applicable

### **Risks / legal**

Not applicable

### **Climate Change impact and considerations**

Not applicable

### **Communications Plan**

Not applicable

### **Health and Safety Impact considered**

Not applicable

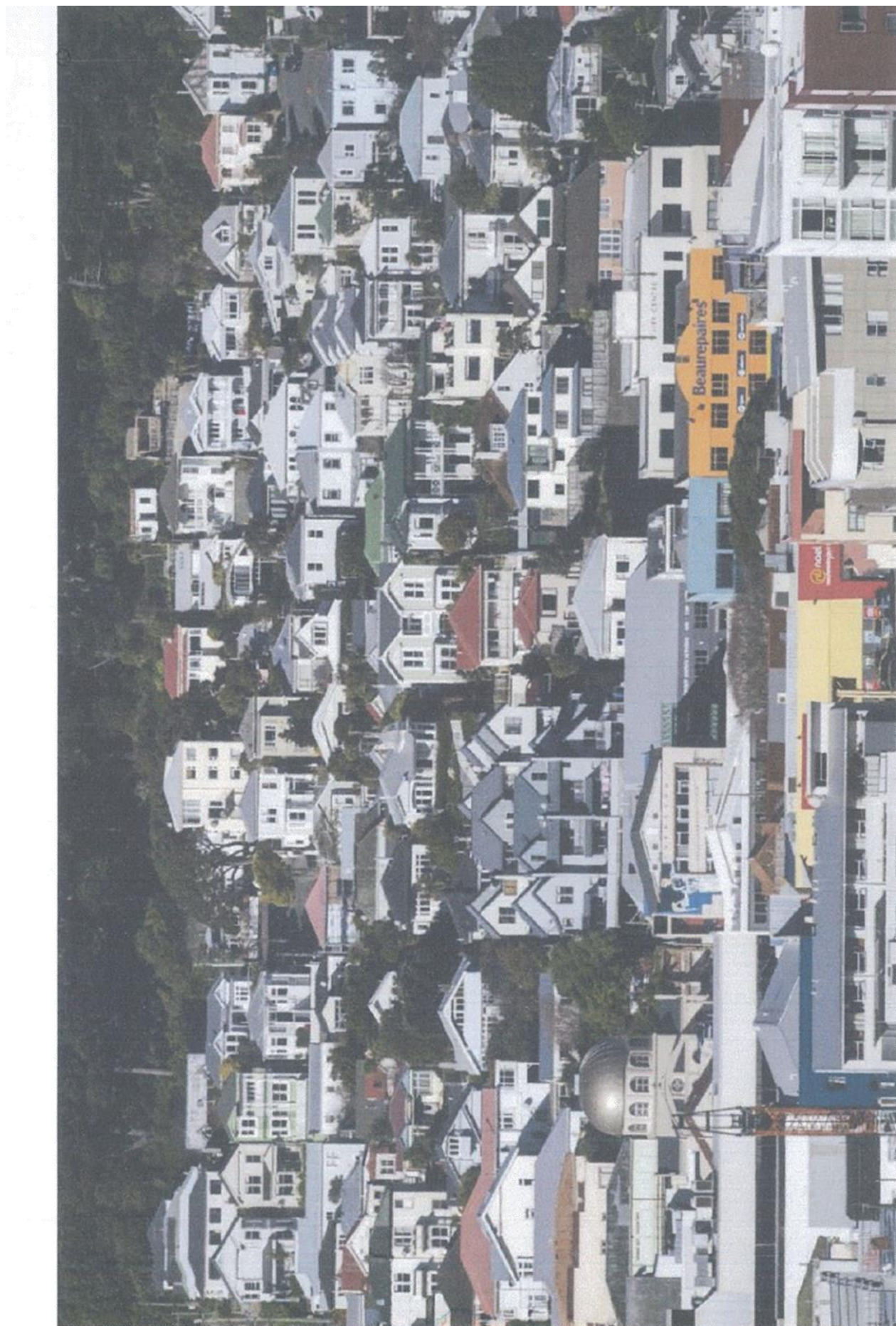
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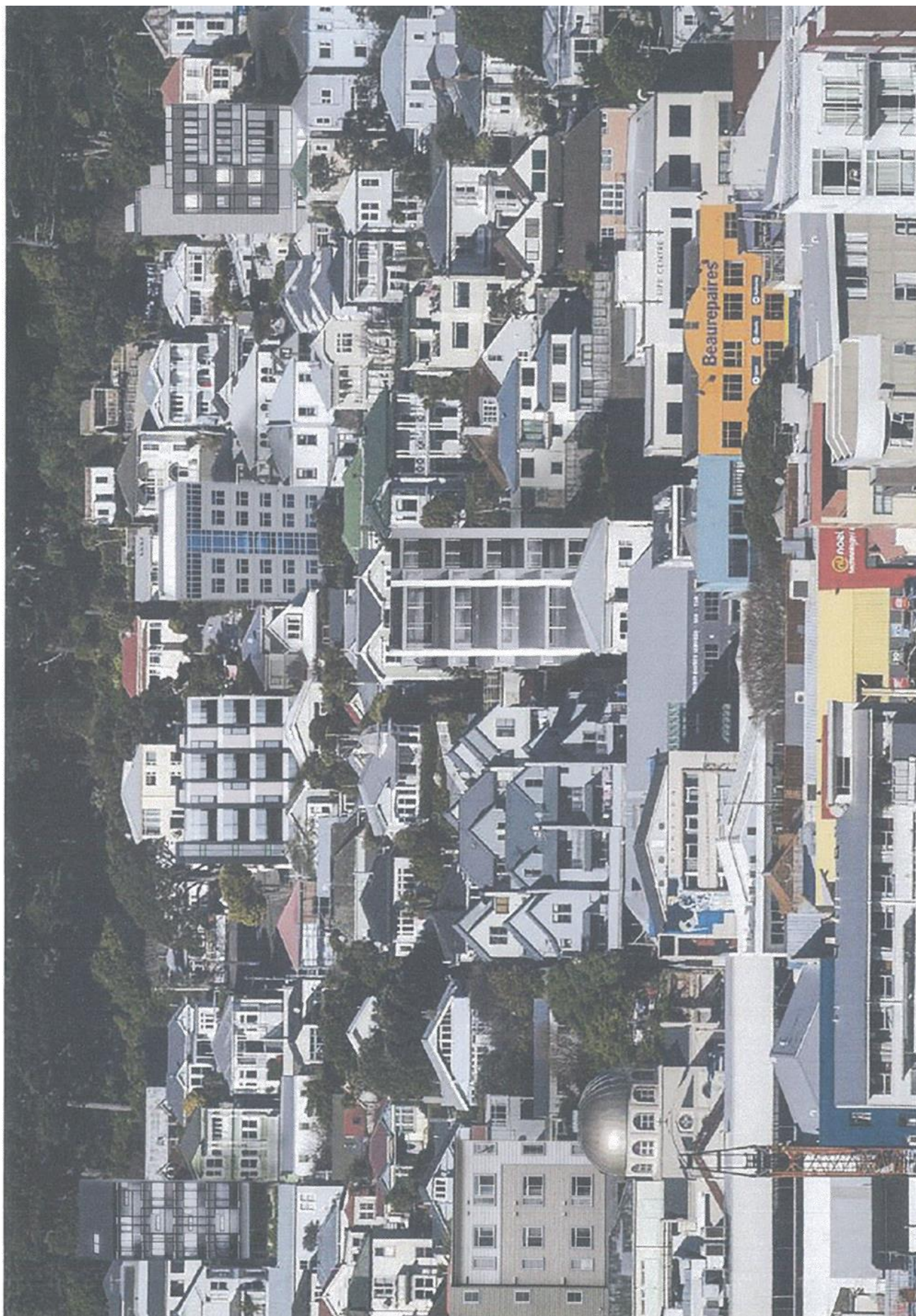
Don't it always seem to go  
That you don't know what you've got  
Till it's gone  
They paved paradise  
And put up a parking lot

They took all the trees  
Put 'em in a tree museum  
And they charged the people  
A dollar and a half just to see 'em  
Don't it always seem to go  
That you don't know what you've got  
Till it's gone

**Joni Mitchell** – Big Yellow Taxi Lyrics  
from album: [Ladies Of The Canyon](#) (1970)









## Petition to Save Mt Victoria Heritage

Petition summary and background	<p>WCC proposes removing the pre-1930s restricted* demolition rule for Mt Vic houses outside new character sub-areas, refer to "Character area – Mount Victoria" Map &amp; allow a range of 4-6 storey buildings.</p> <ul style="list-style-type: none"> <li>This rule was established to help protect the character of the suburb because it as seen as important to the heritage of Wellington.</li> <li>Mt Victoria demonstrates historical patterns of development and conveys a sense of continuity and collective memory for the whole city.</li> <li>A key part of the identity of Wellington and of what makes it a great city would be lost if the unique character of Mt Victoria is not protected.</li> </ul>
Action petitioned for	<p>We, the undersigned Mt Victoria residents, call on WCC Councillors &amp; Mayor to reject the Spatial plan proposal and retain the pre-1930s demolition rule for all of Mount Victoria</p>

\*Note the rule restricts but does not ban demolition and therefore encourages retention and renovation.

Printed Name	Signature	Address	Email (Join Supporters List)
Joel Burman	Joel Burman		
Pat Paus			
Amyrann Lytle	amyrranlytle		
Colin Standril			
Ross Wilson			
Helen Wilson	helenwilson		
Nanette Cormack	Nanette		
Tyler Cameron	tylerc		
Roby Hung	robh		
Life Jones	Life		
William Hsiao	William		
Aster Foster	aster		
Becky Pitt	Becky		
Michael Balle	Michael		
Sandy Mear	Sandy		
K. Moutas	K. Moutas		
Dennis Gandy	Dennis		
Amy Dalziel	Amy		
Willy McLaughlin	Willy		
Charles John	Charles		
Maree Brown	Maree		

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Printed Name	Signature	Address	Email (Join Supporters List)
M+G Dillon			
Euan Macpherson			
Tricia Briscoe			
ROSALIE PRESTON			
Harriet Margolis			
Graham Leslie			
Margaret Coole			
Karin Won			
X Michael Anderson			
Andrew Gordon			
P. Deuren			
Peter Lodge			
Kirsty Hazledine			
Peter Hazledine			
CHRIS O'NEALE			
Jeni O'NEALE			
JOHN WYETH			
Shane McEneaney			
Jazz Tupe			
Grace Guy			
Torsten Baker			




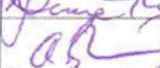
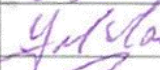

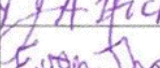
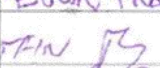

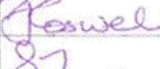
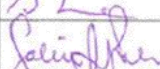
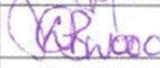
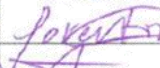

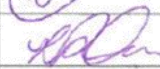
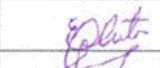



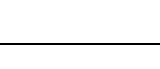

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## Petition to Save Mt Victoria Heritage

Petition summary and background	<p>WCC proposes removing the pre-1930s restricted* demolition rule for Mt Vic houses outside new character sub-areas, refer to "Character area – Mount Victoria" Map &amp; allow a range of 4-6 storey buildings.</p> <ul style="list-style-type: none"> <li>This rule was established to help protect the character of the suburb because it as seen as important to the heritage of Wellington.</li> <li>Mt Victoria demonstrates historical patterns of development and conveys a sense of continuity and collective memory for the whole city.</li> <li>A key part of the identity of Wellington and of what makes it a great city would be lost if the unique character of Mt Victoria is not protected.</li> </ul>
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\*Note the rule restricts but does not ban demolition and therefore encourages retention and renovation.

Printed Name	Signature	Address	Email (Join Supporters List)
Coroyn Kelliher			
Paul Christofol			
Judy O'Brien			
Denise Keay			
Alistair Thomson			
Frank McMahon			
ALEXANDER GIVIER			
JOSEPHINE HICKEY			
EVAN THOMAS			
BERNARD PALAMOUNTIN			
Lynn Jarvis			
Jude Grosvenor			
Sarah Trilone			
Salie Purser			
Dave Woods			
Lucia Overton			
ANGUS CURWOOD			
Hayden Alus			
Leon Rackburn			
Edith Piata			
Jo Tregidga			

## Petition to Save Mt Victoria Heritage

8/9/20

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Printed Name	Signature	Address	Email (Join Supporters List)
Andrian Te Keve	[Signature]		
Dame Gaylene Preston	[Signature]		
M WEBB-PULLMAN	[Signature]		
JAN PRESTON	[Signature]		
VIN Winter	[Signature]		
William Ackroyd	[Signature]		
Marcelo Fernandes	[Signature]		
MILAN LABAREVIC	[Signature]		
MATT MAGOFFIN	[Signature]		
Sharon Greally	[Signature]		
Tom Greally	[Signature]		
Melanie Vance	[Signature]		
Luke Harris	[Signature]		
Reuben Logg	[Signature]		
Kaelan Lane	[Signature]		



## Petition to Save Mt Victoria Heritage

9/9/20

Petition summary and background	<p>WCC proposes removing the pre-1930s restricted* demolition rule for Mt Vic houses outside new character sub-areas, refer to "Character area – Mount Victoria" Map &amp; allow a range of 4-6 storey buildings.</p> <ul style="list-style-type: none"> <li>This rule was established to help protect the character of the suburb because it as seen as important to the heritage of Wellington.</li> <li>Mt Victoria demonstrates historical patterns of development and conveys a sense of continuity and collective memory for the whole city.</li> <li>A key part of the identity of Wellington and of what makes it a great city would be lost if the unique character of Mt Victoria is not protected.</li> </ul>
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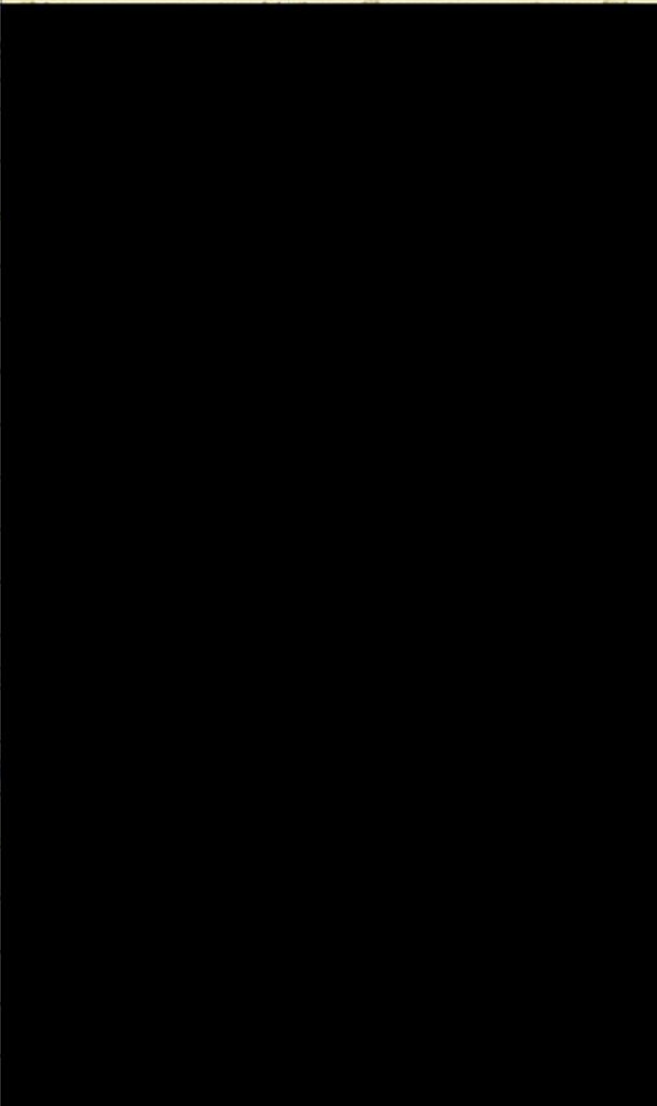
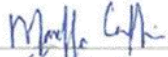





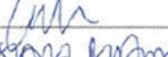

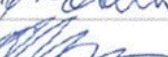

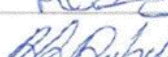


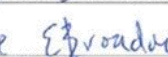






Printed Name	Signature	Address	Email (Join Supporters List)
Donella Bellett			
David McCrone			
Christian Lee			
Malcolm LAIRD			
Judy Langham			
John O'Leary			
ANDREW MOYES			
Gabriela Hernandez			
Siomanlin			
Victoria Ngatuere			
Kawe Salanoa			
Hannah Schumacher			
Philip Cooke			
Jay Anora			
Niki Boulton			
Dennis Boulton			
Andrea Travers-Jones			
Simon Minto			
HIRO ITO			
Sherratt Penksten			
JONTY DATSON			



## Petition to Save Mt Victoria Heritage

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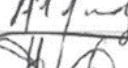
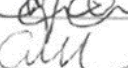
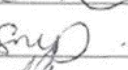


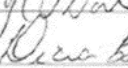
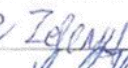
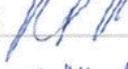


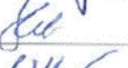
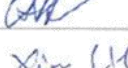
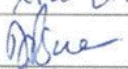
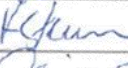



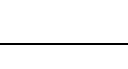

Printed Name	Signature	Address	Email (Join Supporters List)
14/9 Charlie Saxton			
Marcella Griffin			
5/7 Helen Ritson			
Jennifer Kendal			
Ashley Power			
Sally Denca			
BRYAN HALL			
Carley Kurlan			
BRAD BUNNILL			
DIANE WOOLLEY			
GRENVILLE MAIN			
Maurice Cameron			
Robynne Bredell			
Lucy Lyke			
Kate Hines			
Emily Broadmore			
Sam Thompson			
Denise Prichard			
Isabelle Verburg			
Georgia Moore			
DAVID LEE			

16+17 sept

## Petition to Save Mt Victoria Heritage

Petition summary and background	<p>WCC proposes removing the pre-1930s restricted* demolition rule for Mt Vic houses outside new character sub-areas, refer to "Character area – Mount Victoria" Map &amp; allow a range of 4-6 storey buildings.</p> <ul style="list-style-type: none"> <li>This rule was established to help protect the character of the suburb because it as seen as important to the heritage of Wellington.</li> <li>Mt Victoria demonstrates historical patterns of development and conveys a sense of continuity and collective memory for the whole city.</li> <li>A key part of the identity of Wellington and of what makes it a great city would be lost if the unique character of Mt Victoria is not protected.</li> </ul>
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\*Note the rule restricts but does not ban demolition and therefore encourages retention and renovation.

Printed Name	Signature	Address	Email (Join Supporters List)
Rachelle Lee			
T Davie's			
Alan Judy			
Helen Miller			
Cristen Leith			
Stephen McDougall			
Nathan Heine			
Soleri Katsos			
Carolyn O'Connor			
Diana Benson			
Zoya Zelenkova			
Roanne Potts			
Christine Metcalfe			
Ben Biggs			
Douglas Lynn			
Simon Terry			
Chris Wiseman			
Xiao ZHAI			
DAN POWERS			
Kate Stevenson			
Michele Dales			



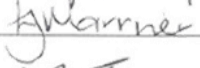

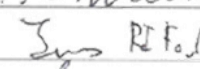
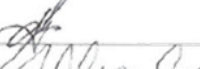
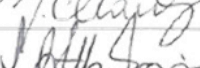
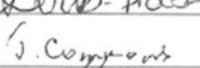

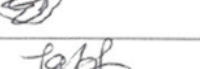
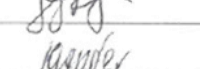
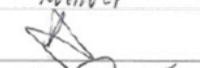
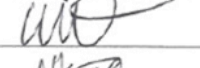


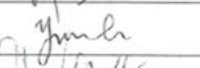
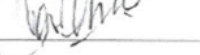


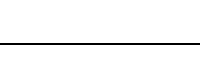



18-20 Sept

## Petition to Save Mt Victoria Heritage

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Printed Name	Signature	Address	Email (Join Supporters List)
Luke Porteous			
Mark PANAPA			
Lidia Marriner			
Michael Mazzy			
Lygite Diessen			
Sony Ford			
Margaret Hing			
THERESA CHANG			
Sally Fitz-Boo			
JEREMY COMMONS			
Megan Smyth			
Ella Jackson			
Lili Finlay			
Keeleigh Vender			
Fern Donovan			
Chloe Johns			
Narinder Kaur			
William Schellen			
Sebastian Xu			
Mumukh Nair			
Charlotte Chua			


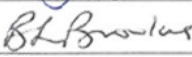
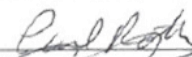


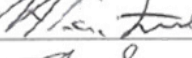

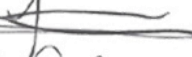

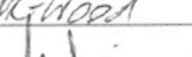

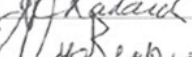
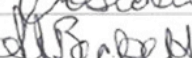


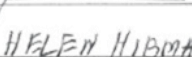
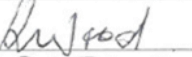
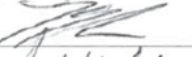

18-20 sept

## Petition to Save Mt Victoria Heritage

2

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Printed Name	Signature	Address	Email (Join Supporters List)
Margot Shepherd			
Barbara Browne			
Paul Roth			
Shane Joyce			
Kate Feltham			
Harish French			
Tommy Van der Merwe			
Josie Mainwaring			
Ginni Murray			
Matthias Wood			
James Lyn			
Juliana Chadeau			
Alistair Becken			
Linda Beckett			
Mike Brunel			
Amand Holland			
Helen Hibma	HELEN HIBMA		
Michael Callan	Michael Callan		
Kersty Wood			
Timothy Brown			
Crae Webster			



## Petition to Save Mt Victoria Heritage

18-20 Sept

3

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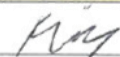


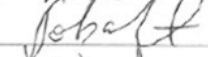
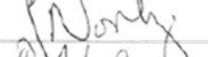
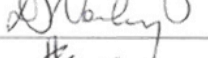
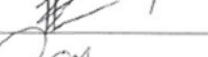
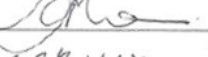
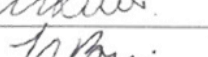
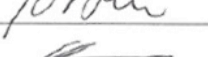
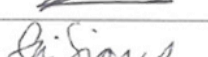
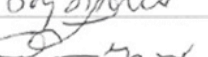



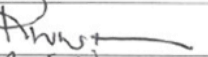
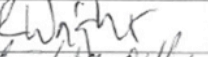
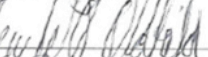
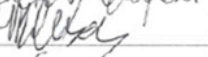


Printed Name	Signature	Address	Email (Join Supporters List)
Bridie Shelton			
Ellie Jeurissen			
Yohan Khosho			
Sharon Robertson			
Tom Antchison			
Millie Jeurissen			
Rebecca Gibson			
Nicole Semirick			
Simon Travis-Jones			
Ryann Benge			
James Lake			
Andrew Squires			
✓ Paul Gaultier			
1/9 Paul Jensen			
✗ ANDREW BLAIR			
↓ John Moynihan			
Paul KEARNS			
Christie McDonnell			
Ibrahim Emetri			
Olga Skradchicova			
Erica Roche			

22-25 Sept

## Petition to Save Mt Victoria Heritage

Petition summary and background	<p>WCC proposes removing the pre-1930s restricted* demolition rule for Mt Vic houses outside new character sub-areas, refer to "Character area – Mount Victoria" Map &amp; allow a range of 4-6 storey buildings.</p> <ul style="list-style-type: none"> <li>This rule was established to help protect the character of the suburb because it as seen as important to the heritage of Wellington.</li> <li>Mt Victoria demonstrates historical patterns of development and conveys a sense of continuity and collective memory for the whole city.</li> <li>A key part of the identity of Wellington and of what makes it a great city would be lost if the unique character of Mt Victoria is not protected.</li> </ul>
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\*Note the rule restricts but does not ban demolition and therefore encourages retention and renovation.

Printed Name	Signature	Address	Email (Join Supporters List)
Matt King			
Rosalie Hay			
Deen Frampton			
Tobias Ashcroft			
John Norring			
Debbie Norling			
Bryan Loh.			
Chris Morrison			
Richard Dawe			
John O'Brien			
David Haves			
Saj Silvers			
A. Finlayson			
KJ Ferry			
P Rossiter			
LA Walker			
RW Walker			
R Wright			
Rebecca Oldfield			
Henry Jones			
Steve Hurring			



PK 27/9

## Petition to Save Mt Victoria Heritage

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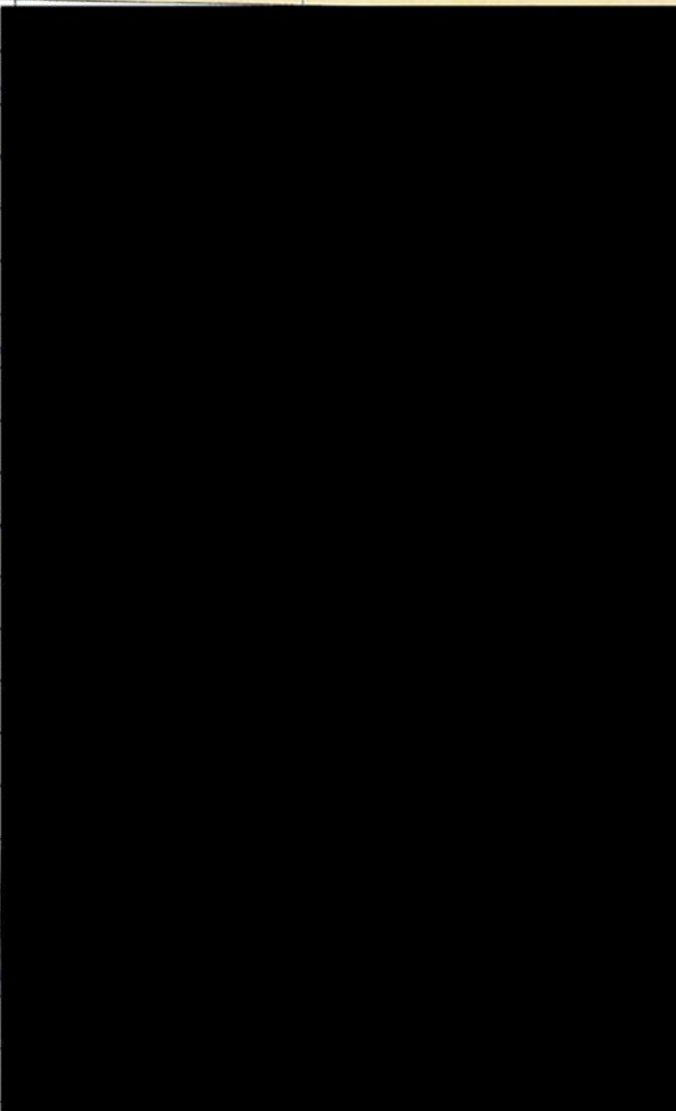




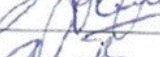
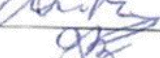
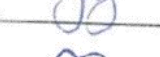




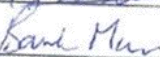
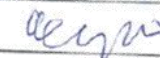
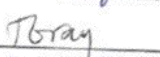

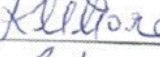

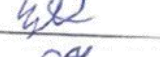

Printed Name	Signature	Address	Email (Join Supporters List)
Bonne Sene	[Signature]		
Max Kelly	[Signature]		
Joe McGivern	[Signature]		
Deb Evans	[Signature]		
Sandra Evans	[Signature]		
Kat O'Sullivan	[Signature]		
Lyn O'Sullivan	[Signature]		
Will Parker	[Signature]		
Emily Parker	[Signature]		
Lizette Sutton	[Signature]		
Roger Blaylock	[Signature]		
Erin Henderson	[Signature]		
Ella Power	[Signature]		
Luther Miles	[Signature]		
Mark Tomlinson	[Signature]		
Sharon Smith	[Signature]		
C Christie	[Signature]		
J Hamilton	[Signature]		
C BRICK	[Signature]		
Ruby Scott	[Signature]		
Rushy Millard	[Signature]		

Adrian

## Petition to Save Mt Victoria Heritage

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Printed Name	Signature	Address	Email (Join Supporters List)
Donella Bellett			
David Macrone			
Christian Lee			
Malcolm LAIRD			
Judy Langham			
John O'Leary			
ANDREW MOYES			
Gabriela Hernandez			
ADRIAN PARKER			
JOHN BATSTONE			
Laura Whitehurst			
Ross Rickard			
Bambre Murray			
Alice Golding			
Tracy Gray			
Leanne Mangan			
Kerrin Mareau			
Martin Dault			
Liam Kilmister			
Georgia Paragiokas			



Julia  
021 11 99263

Adrian

## Petition to Save Mt Victoria Heritage

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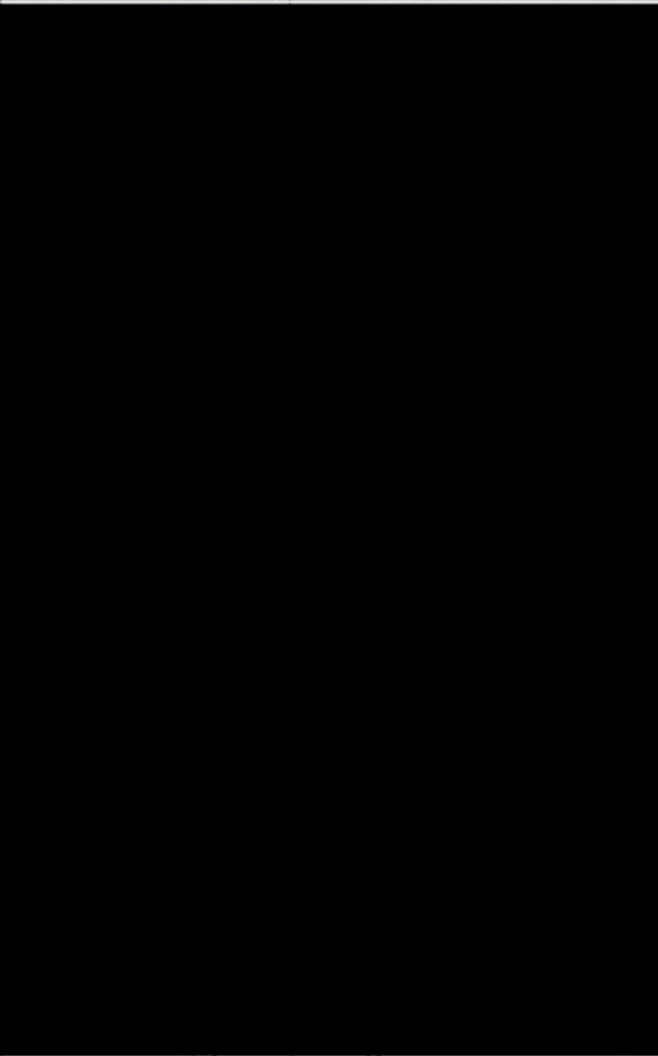
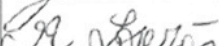
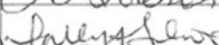

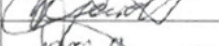















Printed Name	Signature	Address	Email (Join Supporters List)
MARILYN SEUTHAK	[Signature]		
PHIL GRAY	[Signature]		
Brian Jays	[Signature]		
Kate Teddy	[Signature]		
Fabienne Serrice	[Signature]		
Michelle Perera	[Signature]		
Mark Davis	[Signature]		
Njank Leily	[Signature]		
GEORGE ABDELK	[Signature]		
Danielle Abden	[Signature]		
Fibi Coston	[Signature]		
Danielle Petrie-Deely	[Signature]		
Julia Lynch	[Signature]		
Natalie Gossy	[Signature]		
Alice Dewhurst	[Signature]		
Kelly Mac	[Signature]		
Omaira K	[Signature]		
Sabala	[Signature]		
Alex Gadd	[Signature]		
Melissa Perez	[Signature]		
ANAMUGG GEMIN	[Signature]		

JO 25 Sept

## Petition to Save Mt Victoria Heritage

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Printed Name	Signature	Address	Email (Join Supporters List)
M. J. Bennett			
Jane Tolson			
Sally Schoon			
I. Garrett			
M. Earnest			
V. Stanley			
F. J. Bleasley			
Litha			
J. A. Leard			
Paul Holmes			
Ros Brown			
Lisa Emen			
Johanna Drayton			
Phil Shepherd			
Melissa Hitchcock			
Ada Stevens			
Mark Barrett			
Tom Greal			
Andrew Brown			
Di Jordan			

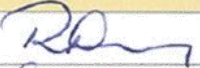
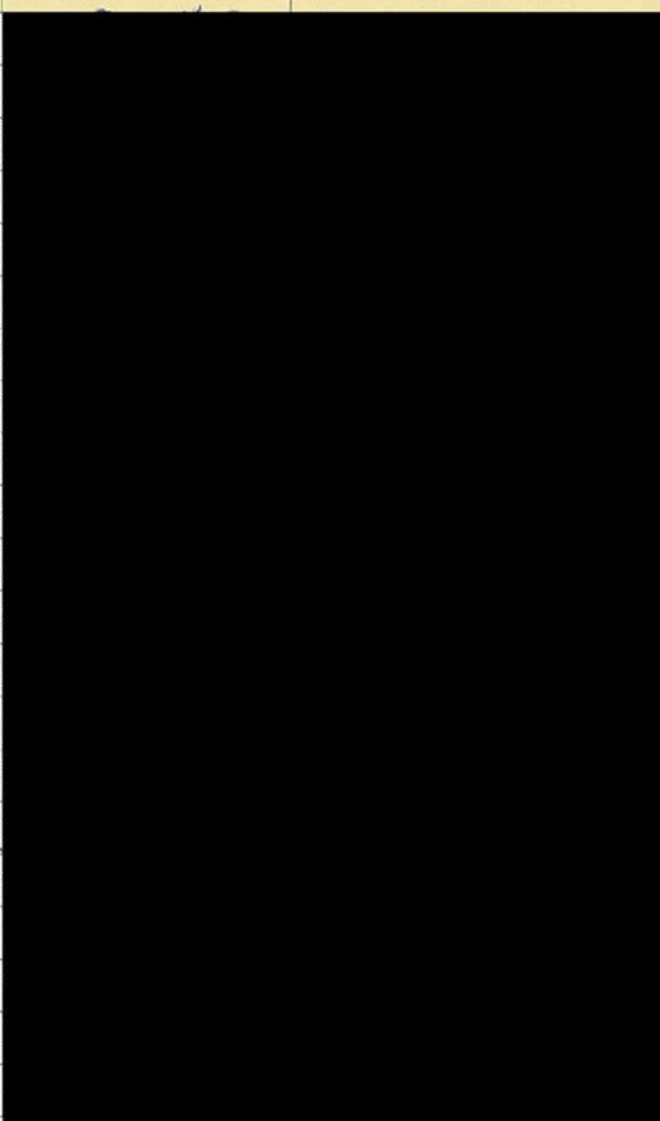
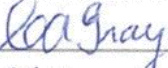
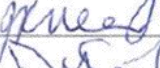

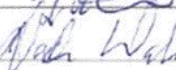
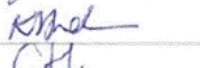
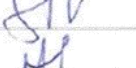



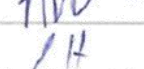
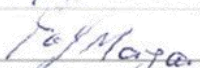


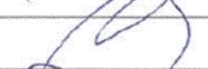




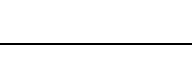



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## Petition to Save Mt Victoria Heritage

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Printed Name	Signature	Address	Email (Join Supporters List)
Robert Gray			
Christine Gray			
Jake Weaver			
Deryn Scott-Greenfield			
Jonny Mayer			
Peter Wuhl			
Kirsty Anderson			
Sam Malikian			
MAKI HALIKIAN			
Liz Melchior			
Ryan Peat			
Gyrfanion Yang			
Andrea Jenell			
Jon Hertzog			
Sam Morgan			
JOANNA NEWMAN			
Hannah Cameron			
Kay Gaisford			
Sally Rose			
Rebecca Owen			
David Moore			

## Petition to Save Mt Victoria Heritage

Adrian

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Printed Name	Signature	Address	Email (Join Supporters List)
NARIN Gael			
YAP JIA WEN			
Donna Fursman			
Chris Farman			
Robert Farnham			
Robyn Farnham			
Opu Imane-Cleaver			
Noel Wilson			
Antonia Bole			
Madelaine D'Arcy			
Carl Roberts			
Jim Bracken			
Maqui Nelson			
Lew Cate			
Francisca Kharson			
Emelia Cronin			
Ariel Scott			
Ruby Facer			
Mika Haggie			
Lara Somervell			



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Printed Name	Signature	Address	Email (Join Supporters List)
ROMAN JEWELL			
Paul Trevathan			
MIKE TING			
Rebecca Most			
Chris O'Shea			
Tony Gordon			
Daniela Grover			
Cat Grover			
Irene Stangl	No more		
Brooke Chodoff			
Les Taylor			
George Cate			
Nicole McMan			
Adam Newnham			
ANTHONY POWELL			
SUSANNA			
William Brandt			
Seale Hillier			
Lindsey Frampton			
Ann Frampton			

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Printed Name	Signature	Address	Email (Join Supporters List)
Jan Biering	[Signature]		
Ann Coffey	[Signature]		
TEJAN ROACH	[Signature]		
Sally Wheeler	[Signature]		
Bruce Sykes	[Signature]		
Gaeline Robinson	[Signature]		
Pat Robinson	[Signature]		
Cathy Murdoch	[Signature]		
Andrew Bowman	[Signature]		
Matthew Heugh	[Signature]		
Alison Miko	[Signature]		
Harriet Francis	[Signature]		
Parimala	[Signature]		
Liam Mueeny	[Signature]		
JENNATHADON	[Signature]		
Hannah Foley	[Signature]		
Ursula Inai	[Signature]		
Kelly Gale	[Signature]		
Tania Hewitt	[Signature]		
Alex McNab	[Signature]		
Mueeny Mager	[Signature]		



Queen St 29/9

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Printed Name	Signature	Address	Email (Join Supporters List)
1 GINA BUTSON	[Signature]		
2 M. LYNN	[Signature]		
3 Hannah Hsu	[Signature]		
4 Kot Sperry	[Signature]		
5 Atona Gray	[Signature]		
6 Pika Naomina	[Signature]		
7 Li Zhang	[Signature]		
8 SARAVANNA	[Signature]		
9 Emily Zhang	[Signature]		
10 Francisco Khariton	[Signature]		
11 Grace Hurley	[Signature]		
12 Lily-Ann Grant	[Signature]		
13 Rebecca Butler	[Signature]		
14 Kaye	[Signature]		
15 Kate Chu	[Signature]		
16 Ella Wipatene	[Signature]		
17 Mollie Lauridsen	[Signature]		
18 Benley Chadwick	[Signature]		
19 Harry Lister	[Signature]		
20 Penny Crook	[Signature]		
21 Taylor Elley	[Signature]		

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Phil Kelliher	P. Kelliher		
Karen Young	K. Young		
Ellen Blake	E. Blake		
Angela Rothwell	A. Rothwell		
Sterry Young	S. Young		
Judith Callum	J. Callum		
Milan Mogin	M. Mogin		
Lisa Emery	L. Emery		
Paul Holmes	P. Holmes		
Danien Wilkins	D. Wilkins		
Jo Woods	J. Woods		
Jo Anne Pugh	J. Pugh		
Wilbot Goossens	W. Goossens		
Anita Maitland	A. Maitland		
Paul Barnao	P. Barnao		

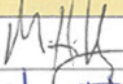
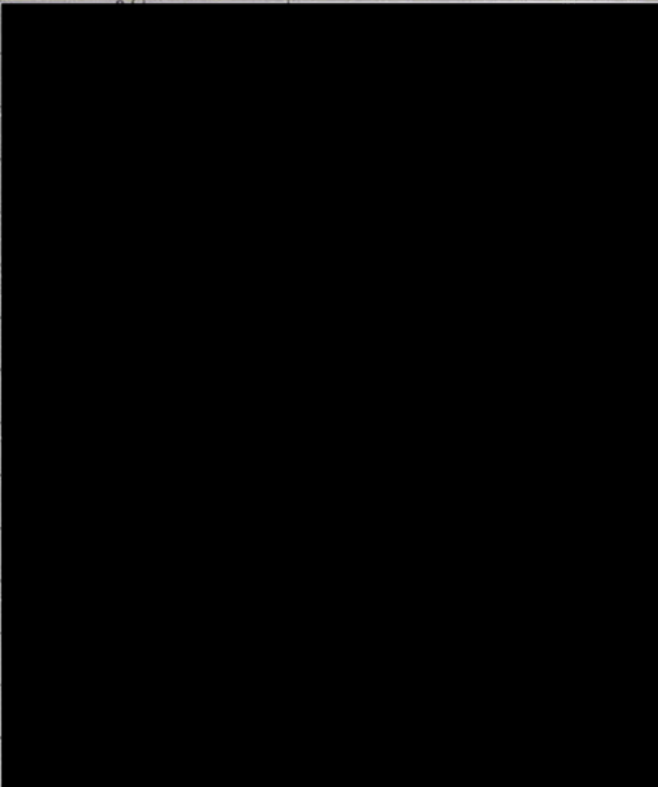
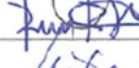
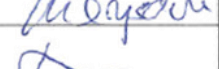

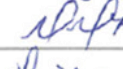
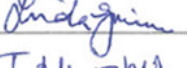
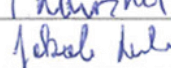
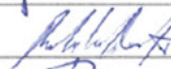









JO 26 Sept

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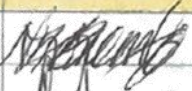

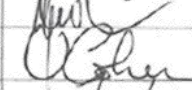
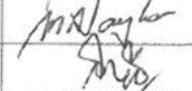
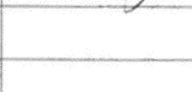
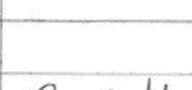

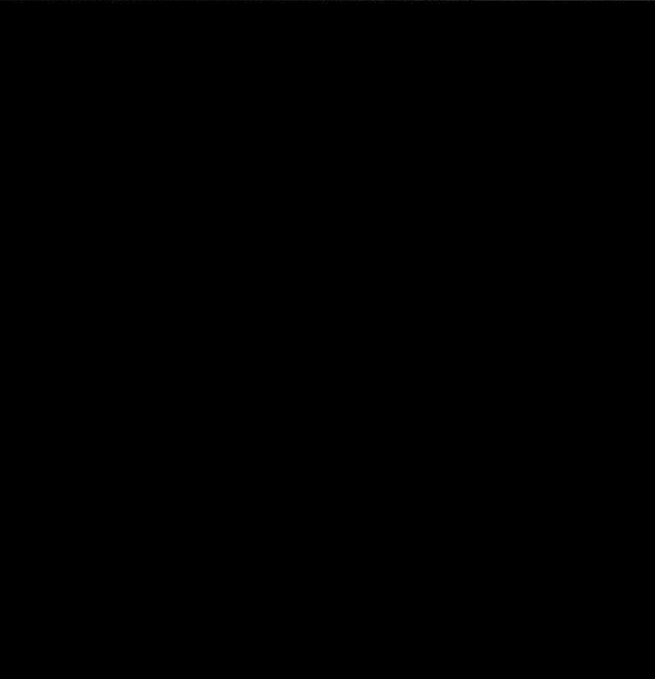
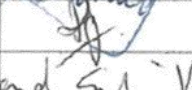
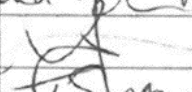
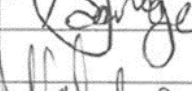

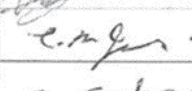
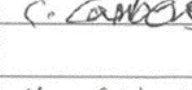
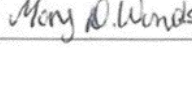

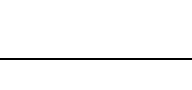

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Printed Name	Signature	Address	Email (Join Supporters List)
Mirette Hilliger			
Ramon Ribeiro			
Mark Drysdale			
Jon Troughton			
Kate Hutchinson			
Megan McKee			
Linda Grieve			
Tim Murchland			
Jakob Kerner			
Rebekah Pasmore			
Olivia Green			
Jonathan Green			
Max Donaldson			
David King			
PAUL JONES			

## Petition to Save Mt Victoria Heritage Rose 30/9

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Printed Name	Signature	Address	Email (Join Supporters List)
Neri Bromley			
SARAH TAYLOR			
VANESSA COHEN			
Michael			
Nha Nguyen			
<del>Kendra</del>		<del>138 St</del>	
		<del>138 St</del>	
		<del>138 St</del>	
Billy Tompkins			
Rob Bromley			
Persio Jilla			
Ellie Dalton-Landend			
Jenna			
Tim SAVAGE			
Mananne Fulwara			
Ian Keyes			
Linda Jacobs			
C. Carberry			
Mary D. Windsor			



## Petition to Save Mt Victoria Heritage

ELIZ 30/9

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Robin McDonald	R.L. McDonald		
Virginia Strati	V Strati		
Slisie Tacke	Slisie Tacke		
Kathrin Strati	K Strati		
Tania Wynn	T Wynn		
Tania Wynn	T Wynn		
Chloe Anglade	Chloe Anglade		
Fanny Strubbe	F Strubbe		
Cath McEntay	C McEntay		
Grant Duncan	G Duncan		
Melpomeni Kanta	M Kanta		
THAM - T - NGUYEN	T Nguyen		
Louise COQUETTE	L Coquette		
KEVIN KUMBI	K Kumbi		
Karina Lagreze	K Lagreze		
Caroline Hubbard	C Hubbard		
PAUL HANLEY	P Hanley		
Michael Portnaway	M Portnaway		
Lee Lincoln	L Lincoln		
Regina Bourke	R Bourke		
Beck McDonald	B McDonald		

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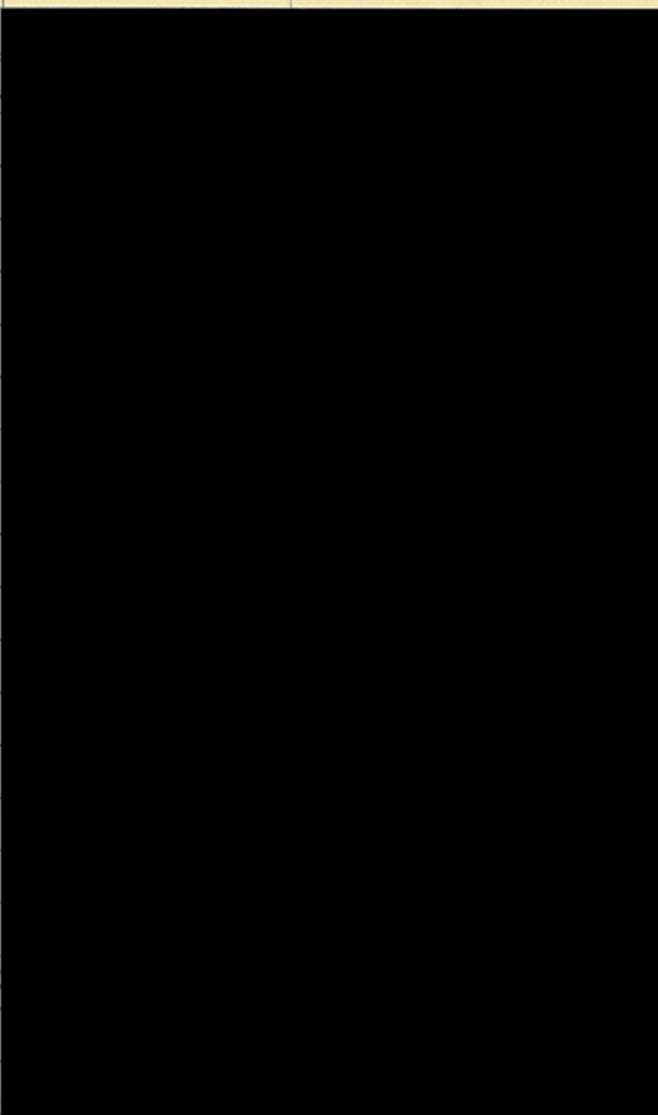

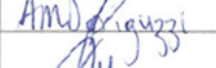
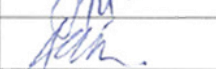

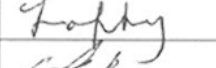
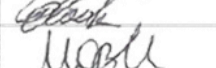
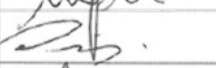


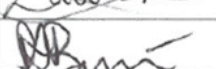
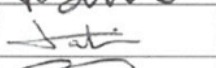


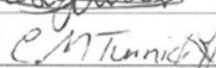
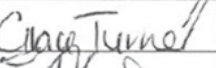



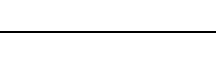

Printed Name	Signature	Address	Email (Join Supporters List)
Danielle Harris	D Harris		
Jacob Smith	Jacob		
Olivia Bay	Olivia		
Tom Byrne	Tom		
Zak Knox	Zak		
Leith Bailey-Moore	Leith		
J Birch	J Birch		
Christy Wells	Christy		
C Thong	C Thong		
C Orchard	C Orchard		
R Martin	R Martin		
A. Calvert	A. Calvert		
R Shortt	R Shortt		
A Hawk	A Hawk		
J Taylor	J Taylor		
R Allison	R Allison		
E Christie	E Christie		
Dr Kepros Michael	Dr Kepros		
Helen Rose	Helen		
Mike Saito	Mike		
Usamah Daman	Usamah		



## Petition to Save Mt Victoria Heritage

Petition summary and background	<p>WCC proposes removing the pre-1930s restricted* demolition rule for Mt Vic houses outside new character sub-areas, refer to "Character area – Mount Victoria" Map &amp; allow a range of 4-6 storey buildings.</p> <ul style="list-style-type: none"> <li>This rule was established to help protect the character of the suburb because it as seen as important to the heritage of Wellington.</li> <li>Mt Victoria demonstrates historical patterns of development and conveys a sense of continuity and collective memory for the whole city.</li> <li>A key part of the identity of Wellington and of what makes it a great city would be lost if the unique character of Mt Victoria is not protected.</li> </ul>
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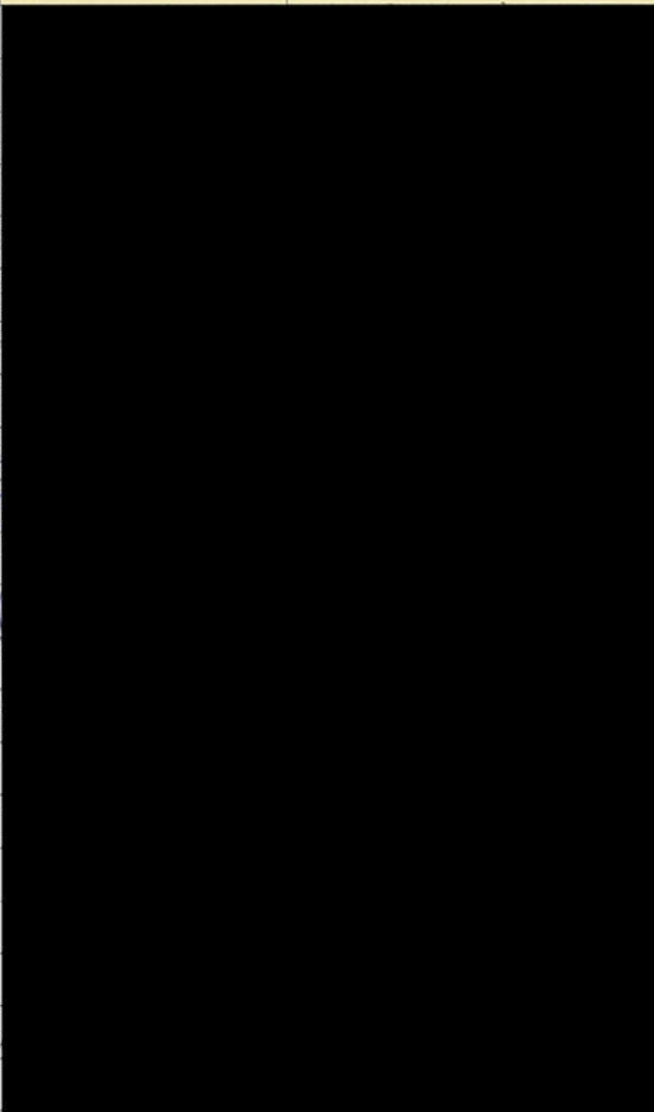
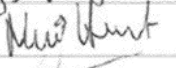
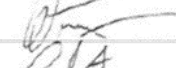
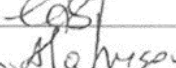
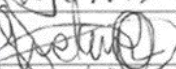
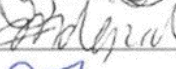
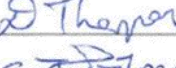
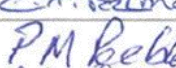
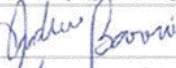
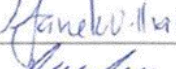
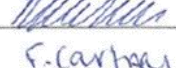
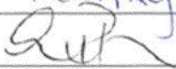

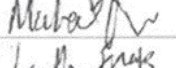

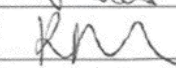



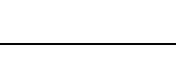

\*Note the rule restricts but does not ban demolition and therefore encourages retention and renovation.

Printed Name	Signature	Address	Email (Join Supporters List)
Rachel Macfarlane			
Ross Macfarlane			
Anne Dorignuzzi			
Stuart Allan			
Fraser Allan			
Don Holborow			
Lobby Tarryn			
Catherine Toule			
Maria Mascarenhas			
DIEGO MAIA			
CARLO DE GUIMARÃES			
Jack Pedersen			
Lauren Morley			
Peter Bennett			
Tahir Bader			
Rebecca Curtis			
Nilla Brookly			
Casey Hillas			
C. Munnichiff			
Grace Turner			
Fraser Wilson			

## Petition to Save Mt Victoria Heritage

Petition summary and background	<p>WCC proposes removing the pre-1930s restricted* demolition rule for Mt Vic houses outside new character sub-areas, refer to "Character area – Mount Victoria" Map &amp; allow a range of 4-6 storey buildings.</p> <ul style="list-style-type: none"> <li>This rule was established to help protect the character of the suburb because it as seen as important to the heritage of Wellington.</li> <li>Mt Victoria demonstrates historical patterns of development and conveys a sense of continuity and collective memory for the whole city.</li> <li>A key part of the identity of Wellington and of what makes it a great city would be lost if the unique character of Mt Victoria is not protected.</li> </ul>
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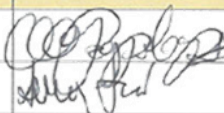


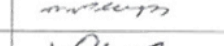
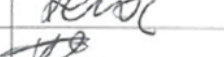

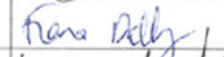
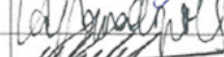
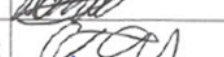





Printed Name	Signature	Address	Email (Join Supporters List)
Rajesh Rajappan			
Manava Hunt			
Jackie Wavatai			
Lobby List			
Alex Johnson			
Laura Tckwell			
Marie-Eve Dignard			
Dorothy Thompson			
Craig Palmer			
Phil Bebb			
Joshua Brown			
Jane Williams			
Ben Pearn			
Faith Cartney			
Chrissie Potter			
Sau Nang			
Michael Franks			
Leith Franks			
Xavier Ruch			
Karen Fairhall			
Sophia Antipoulis			



## Petition to Save Mt Victoria Heritage

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\*Note the rule restricts but does not ban demolition and therefore encourages retention and renovation.

Printed Name	Signature	Address	Email (Join Supporters List)
ANASTASIA PAPADOPOULOS Sue Waring Fund			
Phong Leng			
Margaret Phillips			
Kirstin Lantz			
Izzy Krebs			
LARA BLAND			
HONA DALLY			
Victoria Papadopoulos			
Mark Kelleher			
Cassandra Papadopoulos			
Heath Thompson			
Megan Mulholland			
Anna Paterson			

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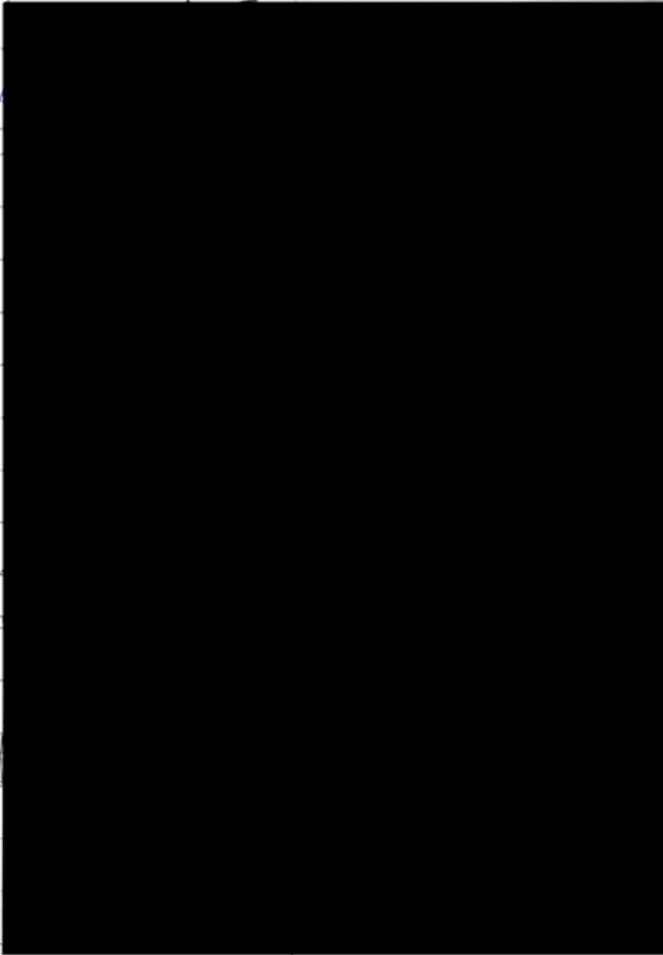
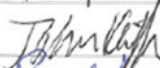


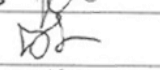
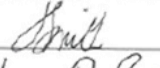
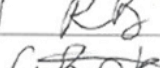

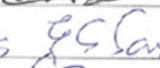

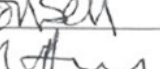
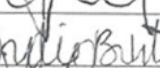
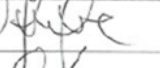
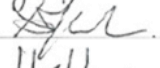
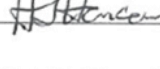




## Petition to Save Mt Victoria Heritage

TOMBOY  
1/10

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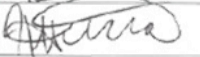
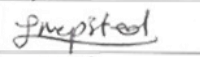
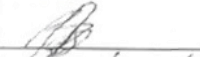
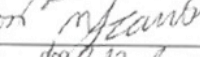


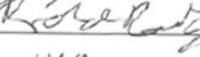



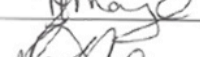


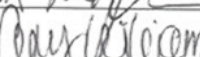
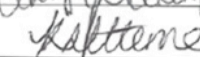
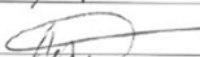




Printed Name	Signature	Address	Email (Join Supporters List)
Susan Kliffen			
John Kliffen			
Mark Adcroft			
Vicki Field			
John Mason			
Tracey Shand			
Janine Smith			
Rosie Bristol			
Gus Bristol			
Craft Bristol			
Kasper Sandys			
Mark Wellman			
K. Heyning-Hansen			
Julie Bartolotti			
Jason Lane			
Stephen Lynch			
Hamish Warcock			

Adrian 3/10

## Petition to Save Mt Victoria Heritage

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\*Note the rule restricts but does not ban demolition and therefore encourages retention and renovation.

Printed Name	Signature	Address	Email (Join Supporters List)
Gary Gossman			
Hannah Williams Coynn			
Laura Mepsted			
Luke Cox			
makayla scambon			
Amy Tattersfield			
TOM STECK			
Richard Downey			
Hayley Vaughan			
Tom Agnew			
Kate Spencer			
Teresa Maguire			
Jeongel Hady			
James Cannon			
Martin Heatherington			
Amy Williams			
KIRSTEN HURRE			
Gillian Kotlyar			
Mike Kotlyar			
Byrony Byson			
Vivienne Varoulas			



## Petition to Save Mt Victoria Heritage

ELIZ 4/10

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Printed Name	Signature	Address	Email (Join Supporters List)
J. MUCIOLIS			
D. Anastasi			
M. Leen			
G. TAPLEY			
P. GREESEMAN			
Old Edward			
Pat Hubbard			
Oskar Hemming Tapley			
Natasha Rea			
Andrew Watson			
Sarah O'Sullivan			
Kat Hall			
Bruce McCann			
Jeremy Marsh			
Rachel Furniss			
Tina Wilson			
John Bennett			
Hester Small			
Glen Torna			
Andrew Pickering			
Nathalie Bucknell			


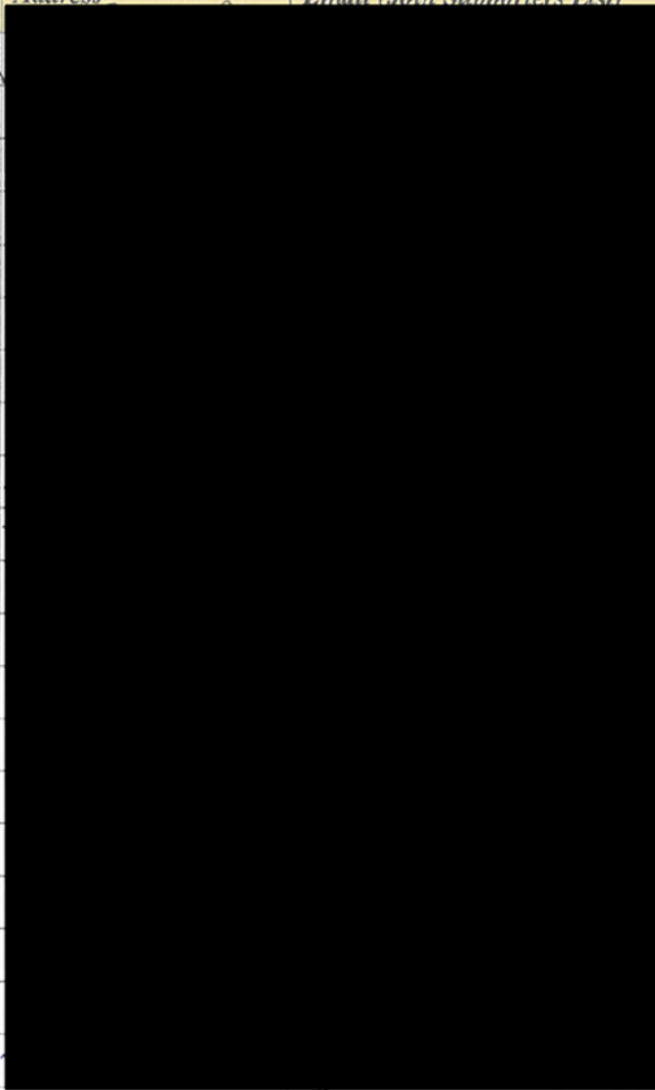
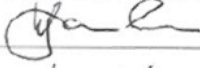
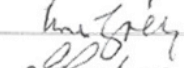
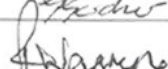
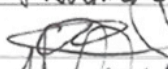
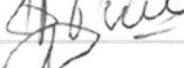

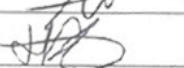
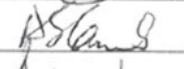

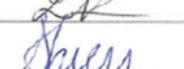
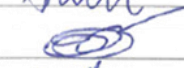

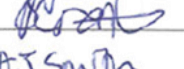
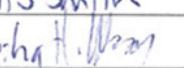




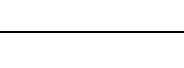


## Petition to Save Mt Victoria Heritage

JO 4/10

Petition summary and background	<p>WCC proposes removing the pre-1930s restricted* demolition rule for Mt Vic houses outside new character sub-areas, refer to "Character area – Mount Victoria" Map &amp; allow a range of 4-6 storey buildings.</p> <ul style="list-style-type: none"> <li>This rule was established to help protect the character of the suburb because it as seen as important to the heritage of Wellington.</li> <li>Mt Victoria demonstrates historical patterns of development and conveys a sense of continuity and collective memory for the whole city.</li> <li>A key part of the identity of Wellington and of what makes it a great city would be lost if the unique character of Mt Victoria is not protected.</li> </ul>
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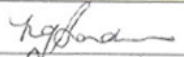
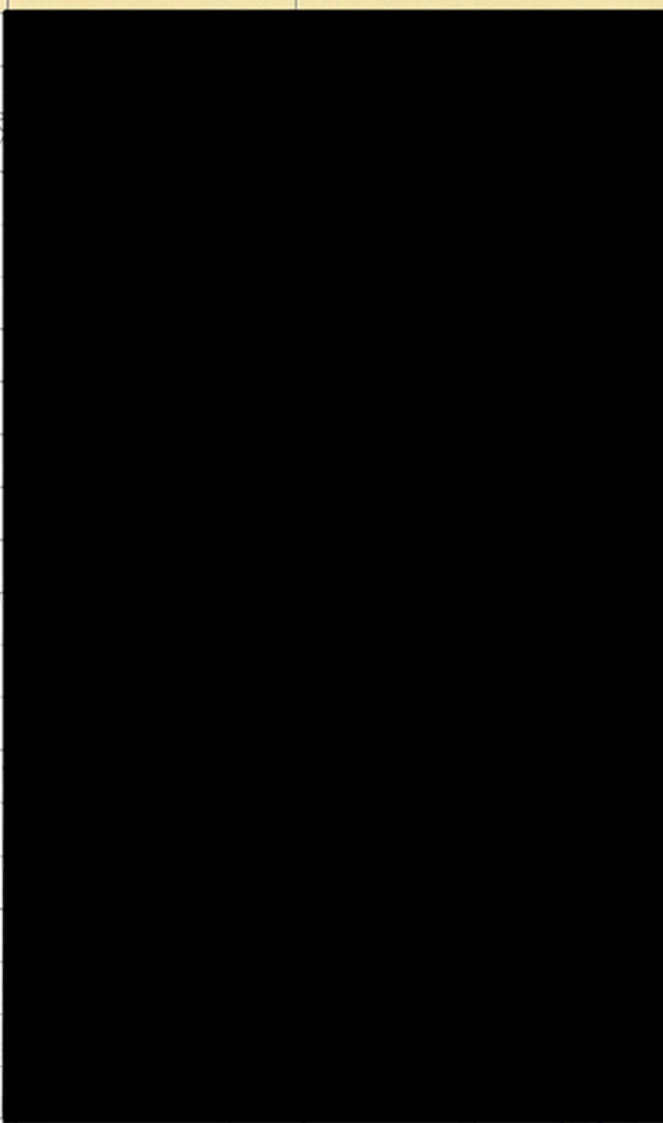
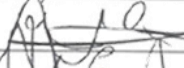
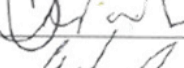
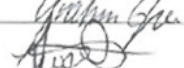
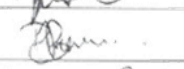
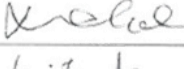

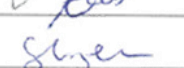



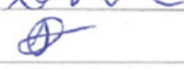

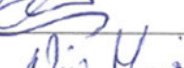
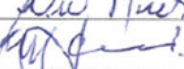

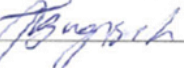


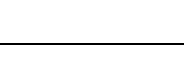

Printed Name	Signature	Address	Email (Join Supporters List)
Eleonor Allen			
Paul Latham			
Laurie Greig			
Constance Goodwin			
ROSS WARRING			
George Hopson			
FRANCOIS DU PRESSIS			
TIM EVISON			
SAM WHITEHOUSE			
Jarden Crafar			
David Lamb			
Bethina Lomby			
Lisa Kelly			
Sarah Green			
Tomathon Pereira			
Diane Rogers			
Samantha Grant			
Annabel Smith			
Andrius Kennedy			
Michael Allen			

## Petition to Save Mt Victoria Heritage

JO - 4/10  
2

Petition summary and background	<p>WCC proposes removing the pre-1930s restricted* demolition rule for Mt Vic houses outside new character sub-areas, refer to "Character area – Mount Victoria" Map &amp; allow a range of 4-6 storey buildings.</p> <ul style="list-style-type: none"> <li>This rule was established to help protect the character of the suburb because it as seen as important to the heritage of Wellington.</li> <li>Mt Victoria demonstrates historical patterns of development and conveys a sense of continuity and collective memory for the whole city.</li> <li>A key part of the identity of Wellington and of what makes it a great city would be lost if the unique character of Mt Victoria is not protected.</li> </ul>
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Printed Name	Signature	Address	Email (Join Supporters List)
Megan Sanderson			
Philip Wakefield			
Anne Parker			
Graham Joe			
LEVI WOLL			
Bhavisha Pravin			
Davin Murdoch			
Holly Hynde			
THOMAS LEEB			
Satvika Iyer			
Arthur Koronidis			
Y. Cameron			
RDM Teppett			
K.A. Ferguson			
S.J.F. Teppett			
M Henderson			
C Gates			
Viv Huer			
Jan Muir			
Larven Hansen			
Jordan Bignish			

JTO - 4/10  
ge 3

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The following table shows the results of the regression analysis. The dependent variable is the number of days absent from work due to illness or injury. The independent variables are age, gender, education, experience, tenure, and income. The model explains 12% of the variance in the dependent variable.



## Petition to Save Mt Victoria Heritage 8 - 4/10

Petition summary and background	<p>WCC proposes removing the pre-1930s restricted* demolition rule for Mt Vic houses outside new character sub-areas, refer to "Character area – Mount Victoria" Map &amp; allow a range of 4-6 storey buildings.</p> <ul style="list-style-type: none"> <li>This rule was established to help protect the character of the suburb because it as seen as important to the heritage of Wellington.</li> <li>Mt Victoria demonstrates historical patterns of development and conveys a sense of continuity and collective memory for the whole city.</li> <li>A key part of the identity of Wellington and of what makes it a great city would be lost if the unique character of Mt Victoria is not protected.</li> </ul>
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	Printed Name	Signature	Address	Email (Join Supporters List)
1	Murray Hall	[Signature]	[Redacted]	
2	Raewyn Hall	[Signature]		
3	Janish Inkerell	[Signature]		
4	Russell Wager	[Signature]		
5	Stephen Minto	[Signature]		
6	Rodney Smith	[Signature]		
7	Mark Banks	[Signature]		
8	Judith Graykowski	[Signature]		
9				
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17				
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20				

## 27/9

## Petition summary and background

- This rule was established to help protect the character of the suburb because it is seen as important to the heritage of Wellington.
- Mt Victoria demonstrates historical patterns of development and conveys a sense of continuity and collective memory for the whole city.
- A key part of the identity of Wellington and of what makes it a great city would be lost if the unique character of Mt Victoria is not protected.

Action  
petitioned  
for

**We, the undersigned Mt Victoria residents, call on WCC Councillors & Mayor to reject the Spatial plan proposal and retain the pre-1930s demolition rule for all of Mount Victoria**

\*Note the rule restricts but does not ban demolition and therefore encourages retention and renovation

Printed Name \_\_\_\_\_

*Signature*

Address

*Email (Join Supporters List)*

GEOFFREY WEYER - Chris

JOSH PINNELL

Thull

Andrew Collins

~~Lacks~~

George mihos

9/10/2019

Jimmy Mihos

21

# Petition to Save Mt Victoria Heritage

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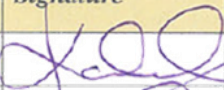
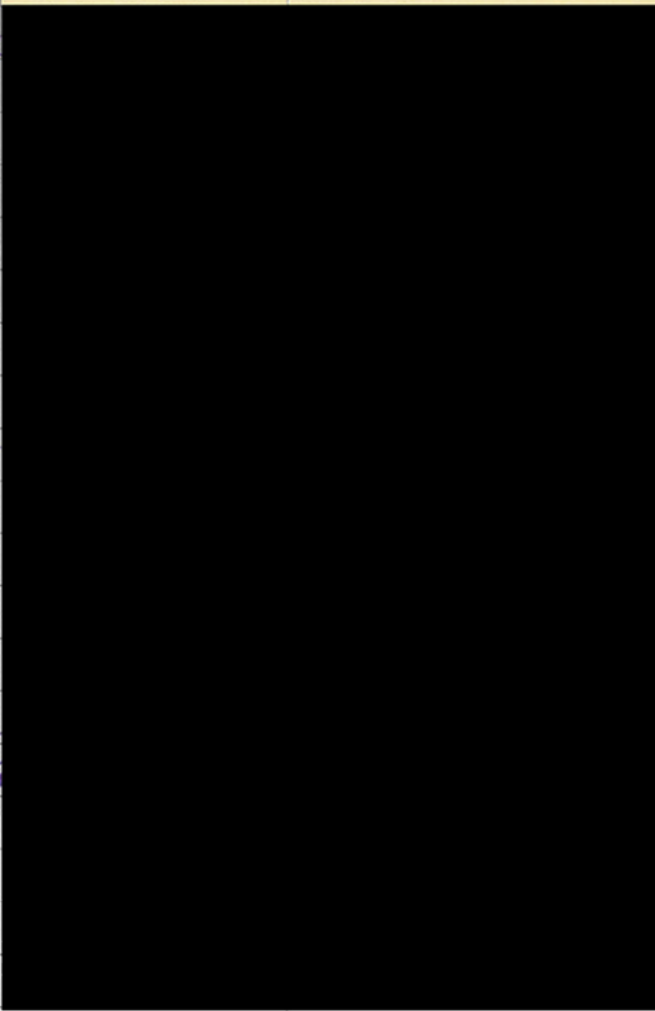



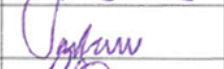





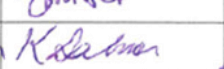


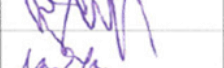
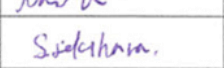






Tomboys No 1

## Petition to Save Mt Victoria Heritage

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Printed Name	Signature	Address	Email (Join Supporters List)
Kate Macneil			
Max Kelly			
Jane Elliott			
John Lang			
Jan Duncan			
Matthew Law			
Lyn Belleray			
Hec Law			
Jonathan Haig			
Clemmie Haig			
Cushla McCarthy			
Leslie Lewis			
Sophie Hunter			
Karen Salomon			
Karen Blomquist			
Ben Blake			
Dougal Dunk			
Max Thomas Edmund			
Shirley Sekihara			

Tomboys 17 Sept

## Petition to Save Mt Victoria Heritage

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John Rowe			
Shane Prince			
Oera O'Sullivan			
Paul Bailey			
Kathryn Wata			
Alice Qiao			
Jun Kwon			
Dee Johnston			
Nickie McCarty			
Alie Woodhore			
Janette Okkese			
Rosie Bower			
Geet Vathalluri			
BARRY SAUNDERS			
Andrea Jewell			
Louise Mule			
Cilla Bennett			
Kristine Vinkovic			
PBwoods			
Lindson Westlake			
Wulu Kelly			
Raenyn Horst			

Tomboy 25 Sept

## Petition to Save Mt Victoria Heritage

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Printed Name	Signature	Address	Email (Join Supporters List)
V. BRISTON	[Signature]		
ROBINE LAING	[Signature]		
Matthew Foot	[Signature]		
RACHEL LODS	[Signature]		
Kane Morrison	[Signature]		
Amy Turner	[Signature]		
Maggie Turner	[Signature]		
Eric Turner	[Signature]		
Luke Turner	[Signature]		
[Signature]	[Signature]		
Danny Turner	[Signature]		
Nicholas Reeve	[Signature]		
Barbara Skalko	[Signature]		
[Signature]	[Signature]		
Tim Shanahan	[Signature]		
PETER DIEHL	[Signature]		
R.J. AKINS	[Signature]		
Georgia George	[Signature]		
Ben BRENTON	[Signature]		
Jo Mabus	[Signature]		



## Petition to Save Mt Victoria Heritage

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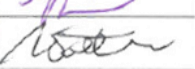
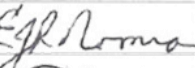


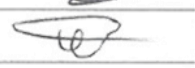
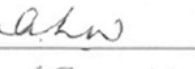
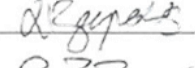










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Printed Name	Signature	Address	Email (Join Supporters List)
Alan Olliver			
Jim Whitman			
Lucy Trevelyan			
Jonathan Brix			
Alice Cooke			
V. Callanan			
David Lee			
Lawrence McDonald			
Peter Preston			
GWYNETH BRISTOL			
NICHOLAS BROWN			
1 Gower Praction			
post Pendope Barker			
Peter Hill			
V. Field			
M. Duckworth			
Sarah Sargent			
Michelle Sargent			
Jane Szentivanyi			
Hani Keary			

## Petition to Save Mt Victoria Heritage

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Printed Name	Signature	Address	Email (Join Supporters List)
PAPADOPOULOS ATHENA			
Kirstyn McKeefry			
Nelson Wattle			
Richard Norman			
Craig Forrester			
Matt Kennedy			
Athena Mardis			
Maria Nichols			
Adele Weston			
Leonie Reynolds			
McGuver			
Dawn Watson			
Vicki Matras			
George Louonbu			
Ari Brown			
Vicki Matras			
Peter Fordyce			
Peter Coone			
Julie Middleton			

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[illegible]





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### 3. General Business

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## TR167-20 MOXHAM/WAITOA/HATAITAI INTERSECTION IMPROVEMENTS

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### Purpose

1. This report describes the process and timelines to proposing a mountable roundabout at the intersection of Moxham Avenue, Waitoa Road and Hataitai Road as proposed in the traffic resolution TR167-20.

### Summary

2. Included with this report is the traffic resolution required to formalise the changes to kerbside parking, intersection controls and relocation of pedestrian crossing facilities. The traffic resolution provides the detail and plan of the proposed changes and should be read in conjunction with this report

### Recommendation/s

That the Strategy and Policy Committee:

1. Receive the information.
2. Approve the attached amendments to the Traffic Restrictions pursuant to the provisions of the Wellington City Council Consolidated Bylaw 2008.

### Background

3. The Waitoa/ Moxham Avenue/ Hataitai Road intersection is used by around 16,000 vehicles per day and the pedestrian crossings are used by around 250 people during peak periods.
4. Prompted by several community complaints and comments about pedestrian safety and driver confusion at the intersection of Moxham Avenue, Waitoa and Hataitai Roads, WCC officers started investigating improvement options in 2018.
5. The investigation was conducted as a minor works safety project which is classified as a project costing less than \$1 million.
6. The current configuration is inherently unsafe for pedestrians as cars must encroach onto the pedestrian crossing to safely pull out of the intersection. The Land Transport (Road User) Rule 2004 states that *"a vehicle must not stop, stand, or park the vehicle on a pedestrian crossing"*<sup>1</sup>

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<sup>1</sup> <http://www.legislation.govt.nz/regulation/public/2004/0427/latest/whole.html#DLM303601>:

Cl.6.5 Parking on or near pedestrian crossings

7. Additionally, NZTA's Pedestrian Planning Guide provides guidance on the siting of zebra crossings stating they "*should be set back 5m or more from junction mouths.*"<sup>2</sup>
8. The location of the pedestrian crossing limit lines also creates confusion for drivers as they approach the intersection.
9. Whilst this project was prompted by both concerns, our primary concern is for pedestrian safety.
10. We initially proposed the installation of traffic signals in September 2018.
11. Consultation on that option prompted 784 responses from residents and users of the intersection. 57% of respondents indicated they had experienced, witnessed or were aware of crashes or near misses at the intersection.
12. However, there was not overwhelming support (32%) for traffic signals and given we could not explicitly justify it compared to other options, this prompted us to evaluate alternatives.
13. Following the 2018 consultation, we evaluated fifteen options which were ranked using multi-criteria assessment<sup>3</sup> based on the following design objectives and weightings:
  - Improve pedestrian safety – 30%
  - Reduce driver confusion – 15%
  - Reduce bus delays – 15%
  - Minimise parking loss – 15%
  - Minimise pedestrian delay – 15%
  - Improve place function – 10%
14. The top ranked options are shown in the table below.

Design Objectives	Improve pedestrian safety	Reduce driver confusion	Reduce bus delays	Minimise parking loss	Minimise pedestrian delay	Improve place function	Total weighted score	Cost	Rank
<b>Weighting</b>	<b>30%</b>	<b>15%</b>	<b>15%</b>	<b>15%</b>	<b>15%</b>	<b>10%</b>			
Mountable roundabout	Moderately achieves	Significantly achieves	Slightly achieves	Moderately reduces	Slightly reduces	Moderately achieves	85	125k	1
Raised table at intersection	Slightly achieves	Neutral	Neutral	Neutral	Neutral	Moderately achieves	50	200k	2
Traffic lights with parallel pedestrian crossings	Slightly achieves	Moderately achieves	Neutral	Slightly reduces	Slightly achieves	Slightly reduces	50	250k	2
Minor improvements to pedestrian crossings	Slightly achieves	Slightly achieves	Neutral	Neutral	Neutral	Neutral	45	30k	4

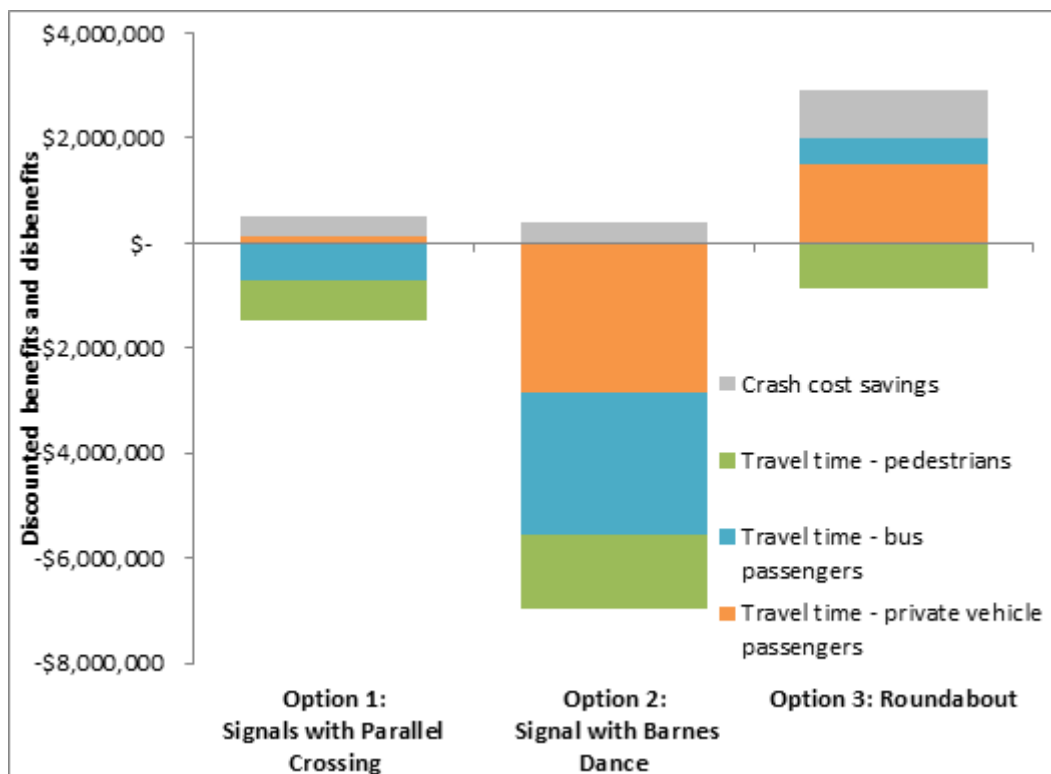
<sup>2</sup> Table 15.6 in <https://www.nzta.govt.nz/assets/resources/pedestrian-planning-guide/docs/pedestrian-planning-guide.pdf>

<sup>3</sup> **Multi-criteria assessment (MCA)** is a decision-making tool used to evaluate problems when one is faced with several different alternatives and expectations and wants to find the best solutions with regard to different and often conflicting objectives.



Raised roadways	Neutral	Neutral	Neutral	Neutral	Neutral	Significantly achieves	30	~1.5 million	5
Change Give Ways controls to Stop controls	Slightly achieves	Moderately achieves	Neutral	Slightly reduces	Slightly reduces	Neutral	30	120k	6

15. The mountable roundabout was ranked the top option as it best addresses both the pedestrian safety and driver confusion concerns. It also returned a significantly high level of benefits relative to the cost of implementation.
16. The second equally ranked option was a raised table at the intersection – however this was considered technically infeasible within the budget constraints due to the concerns regarding road surface water running across the raised table. The current topography of the intersection has both Waitoa Road (west) and Hataitai Road descending in the direction of the 4 Square dairy. Addressing this flooding risk would incur significant costs over and above the initial \$200K estimated and put it on a par with the “raised roadway” option at ~\$1.5 million.
17. Also ranking second equally was the traffic signal options.
18. To test the preferred option, we conducted a cost benefit assessment on the top 2 ranked options including two variations on the option 2 - traffic signals.
19. Benefits were monetarily quantified for the following:
  - Crash cost savings
  - Pedestrian travel time
  - Bus travel time
  - Private vehicle travel time
20. The chart below shows the estimated benefits and disbenefits on the three options:



21. The cost benefit summary follows:

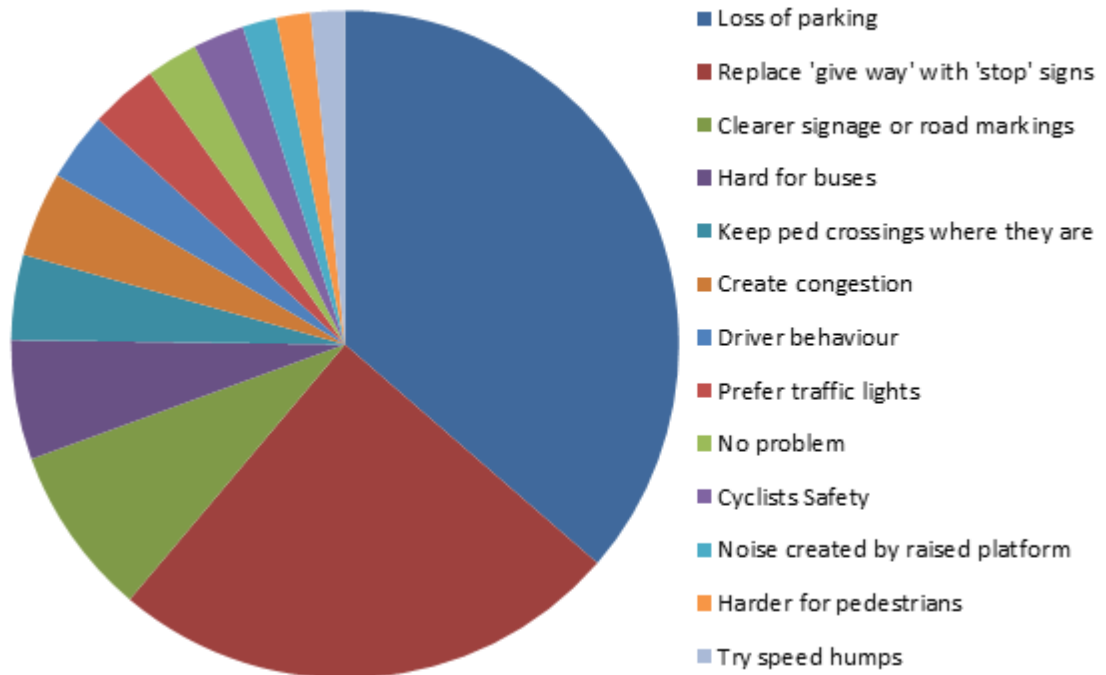
Option	Option 1: Signals with Parallel Crossing	Option 2: Signal with Barnes Dance	Option 3: Roundabout
Costs	\$324,295	\$324,295	\$199,295
<b>Benefits and disbenefits</b>			
Travel time - bus passengers	-\$724,594	-\$2,730,832	\$494,577
Travel time - private vehicle	\$145,087	-\$2,837,244	\$1,510,141
Travel time - pedestrians	-\$736,433	-\$1,385,512	-\$879,792
Crash cost savings	\$381,643	\$381,643	\$915,943
Total benefits	-\$934,298	-\$6,571,945	\$2,040,869
<b>Benefits relative to costs</b>			
Net benefits (benefits minus costs)	-\$1,258,593	-\$6,896,240	\$1,841,574
Benefit Cost Ratio (BCR)	-2.9	-20.3	10.2

22. The roundabout option returns high efficiency benefits for cars and buses as well as significant crash cost savings. Moving the pedestrian crossings away from the mouth of the intersection does incur pedestrian disbenefits as it creates a 6-7 second delay for walkers to cross the road, however, this is outweighed by the safety benefits realised by this change.
23. The benefit-cost ratio of 10.2 for the roundabout option not only outscores the other 2 options, it indicates a significant value for money and will return benefits in the order of \$3 million and a net benefit of close to \$2 million to the users of the intersection. This represents an excellent return on investment of ratepayers' money.

## Consultation

24. We have consulted extensively with the affected community:
- September 2018 – Consultation on traffic signals
  - March 2020 – Presentation to Hataitai Residents Association
  - July 2020 – Community consultation to test our approach and analysis
  - November 2020 – Traffic resolution
25. In July 2020, we received 83 submissions. Whilst the support for the preferred option was not high (31%), the reasons for not supporting the roundabout related in the main to option preference rather than indicating any fatal flaws in the definition of the problem and the approach taken to determine the preferred option.
26. The reasons given in the July 2020 consultation for not supporting the preferred option are summarised below:

### Reasons for not supporting the roundabout



27. Our response to the top five opposing views are shown below:

Opposition	Response
Parking	Implementing the roundabout and relocating the zebra crossings requires the loss of 13 car parks in total. We have mitigated the impact of this in the final proposal resulting in a net gain of 2 time restricted car parks, the details of which can be found on the Traffic Resolution plan.
Stop Signs	Stop signs were considered at the long-list option stage but were ruled out as they would not improve pedestrian safety outcomes nor would they reduce driver confusion. Cars would still encroach the zebra crossings.
Clearer Signage	The proposed plan includes clearer signage and road markings
Hard for buses	Metlink is comfortable with the proposed solution which increases the efficiency of bus movement through the intersection.
Keep crossings as is	The status quo is clearly unsafe and should be addressed. Since 2013 there been 10 report crashes at, or within 50 metres of, the Moxham Avenue, Waitoa Road and Hataitai Road intersection and a considerable number of near misses. Additionally, a survey of over 200 residents in 2017 showed that over half respondents felt unsafe at the intersection. Additionally, over 400 respondents to the original proposal for traffic signals in 2018 indicated a safety concern.

28. This proposal aligns with Council's commitment to the sustainable transport hierarchy which prioritises pedestrians over private motor vehicles, however we acknowledge the dominant feedback regarding parking impacts and have made significant changes to the proposal to mitigate the loss of car parking. The proposal also aligns with Council's Parking Policy.





29. A recent parking survey that during peak periods, between 80%-90% of available parks are occupied. Around 40% of the unrestricted parks within the survey area are currently used for all day parking. The proposed restrictions to the currently unrestricted spaces will provide more capacity for short term parking during the peak periods.
30. The Traffic Resolution itself attracted 21 submissions, 33% of which were in favour.
31. Opposing views were largely reflective of the previous consultation with the exception that there were three submissions that raised the disbenefit to pedestrian movements as a reason not to progress this option. Whilst there is a 6-7 second disbenefit to pedestrians caused by moving the pedestrian crossings further away from the intersection, we cannot safely retain their current location as cars and buses inevitably encroach the crossings in order to enter and exit the intersection for better visibility of crossing traffic. In this instance, the benefits of increasing the safety of pedestrians at this intersection outweighs the added seconds required for them to cross the street.

## Conclusion

32. The development of the proposed option is the result of a robust, thorough and evidence-based process including determining the problems and quantitatively assessing the options to arrive at a preferred solution which in this case, is a cost-effective mountable roundabout.
33. We have altered the design where possible and propose changes to restricted parking to compensate for the loss of car parking required for implementation. There was no other feedback received indicating that our approach to addressing this problem is flawed.
34. The proposed option makes good use of ratepayer money in returning a benefit in excess of 10 times the cost of the investment and most importantly achieves the required gains in pedestrian safety and reduction in driver confusion.

## Attachments

- |               |   |         |
|---------------|---|---------|
| Attachment 1. | Traffic Resolution - TR167-20 Hatatai Intersection Improvements December 2020 <a href="#">↓</a>  | Page 66 |
| Attachment 2. | Table of Traffic Resolutions Legal Description - SPC 10 December 2020 <a href="#">↓</a>          | Page 92 |

Authors	Lindsey Hill, Project Coordinator Charles Kingsford, Principal Traffic Engineer
Authoriser	Siobhan Procter, Manager, Transport and Infrastructure Tom Williams, Chief Infrastructure Officer

## **SUPPORTING INFORMATION**

### **Engagement and Consultation**

See Consultation section above.

### **Treaty of Waitangi considerations**

Not applicable.

### **Financial implications**

The work required is contained in Operating and Capital Project budget.

### **Policy and legislative implications**

The recommendations comply with the legal requirements for amendments to traffic restrictions as laid down in the Bylaws

### **Risks / legal**

None identified.

### **Climate Change impact and considerations**

We need to move more people with fewer vehicles in Wellington especially at peak travel times. This proposal sees high benefit to users of public transport.

### **Communications Plan**

See Consultation section above.

### **Health and Safety Impact considered**

Considered.

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Kia ora,

This leaflet is to let you know about a change we are proposing to make in your neighbourhood.

### Proposal:

<b>Reference</b>	<ul style="list-style-type: none"><li>• TR167-20 Moxham/Waitoa/Hataitai intersection improvements including changes to kerbside parking, intersection controls and relocation of pedestrian crossing facilities.</li></ul>
<b>What we'd like to do</b>	<ul style="list-style-type: none"><li>• Replace the existing traffic controls at the intersection of Moxham Avenue, Waitoa Road and Hataitai Road with a small mountable roundabout.</li><li>• To enable this requires kerbside parking changes and relocation of the pedestrian crossing facilities.</li></ul>
<b>Why we are proposing the change</b>	<ul style="list-style-type: none"><li>• Concerns have been raised by the community regarding pedestrian safety and driver confusion at this intersection.</li><li>• Since 2013 there have been 10 report crashes at, or within 50 metres of, the Moxham Avenue, Waitoa Road and Hataitai Road intersection and a considerable number of near misses.</li><li>• In September 2018 we consulted with the wider community on a proposal to install traffic lights at the intersection to improve safety, particularly for pedestrians.</li><li>• Nearly 800 submissions from residents, businesses and organisations were received.</li><li>• More than half of the respondents answered 'YES' to having experienced, witnessed or being aware of crashes or near misses at the intersection. However, only 32% supported the installation of traffic lights.</li><li>• We concluded that whilst there was a case to improve safety, we needed to look at other options. We have now assessed 15 options and our analysis shows that a small mountable roundabout is the preferred option.</li><li>• When ranked against a range of objectives the delivery of a small mountable roundabout with a raised zebra crossing on the Hataitai Road approach is considered to deliver the maximum benefit of overall performance and improved pedestrian safety at this intersection.</li></ul>



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	<ul style="list-style-type: none"> <li>• This option provides a net benefit to Wellington of around \$3 million due to improvements in public transport and general traffic movements.</li> <li>• It will also increase pedestrian safety as the relocation of the zebra crossings will reduce driver confusion at the intersection.</li> <li>• In order to accommodate the roundabout and the new pedestrian crossing locations, several parking spaces will need to be relocated. This will include converting several unrestricted parks within a close walk of the shopping centre with P60 car parks. Those car parks in the heart of the shopping centre will be replaced with shorter time limited car parks.</li> <li>• There was strong feedback to our last round of engagement which indicated that parking loss was a major concern from the community. Officers have commented on the feedback received (this document can be found on the webpage address below).</li> <li>• We have therefore modified the design to ensure there is a net car parking gain of 2 time-restricted parks in the 'heart' of the shopping centre. This is fully described in the Impact section below.</li> <li>• A Traffic Resolution is required to legalise the parking, intersection controls and new zebra crossing locations and this includes a formal consultation targeted at those residents and business most affected by the proposed changes.</li> <li>• Further information can be found at <a href="https://wellington.govt.nz/your-council/projects/hataitai-intersection">https://wellington.govt.nz/your-council/projects/hataitai-intersection</a>.</li> </ul>
<b>Location – where we propose to make the change</b>	Moxham Avenue, Waitoa Road and Hataitai Road Intersection in Hataitai
<b>Impact</b>	<ul style="list-style-type: none"> <li>• Pedestrian impact – significantly improves pedestrian safety</li> <li>• Reduces driver confusion</li> <li>• Improves efficiency of traffic flow by providing intersection controls on all approaches of the roundabout and relocating the zebra crossings away from the intersection.</li> </ul>

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	<ul style="list-style-type: none"> <li>• <u>Net parking impact</u> - gain of 2 time-restricted parks.</li> <li>○ 13 car parks removed to make room for the roundabout.</li> <li>○ 1 new car park on Waitoa Road east (southside)</li> <li>○ Conversion of 11 unrestricted car parks to P60 - Williams Street (6); Waitoa Road east (2); Hataitai Road (2); Waitoa Road west (1)</li> <li>○ 3 P60 car parks made available after 9am by converting the existing full-time bus stop on Hataitai Road to part time</li> <li>• <u>Time Limit Changes:</u></li> <li>○ Conversion of 9 P60 car parks to P30 car parks - Waitoa Road east north and south sides (8); Waitoa Road west (1)</li> <li>○ Conversion of 3 P60 car parks to P15 car parks - Waitoa Road (3)</li> <li>○ Conversion of 2 P30 car parks to P15 car parks - Moxham Ave (2)</li> <li>○ Conversion of 1 Taxi car park to a Loading zone (P15) - Hataitai Road</li> <li>○ Conversion of 1 P60 car park to a Loading zone (P15) - Waitoa Road east</li> <li>• Please refer to the plan for the full detail of the parking changes.</li> </ul>
<b>Additional Information</b>	<ul style="list-style-type: none"> <li>• There will be some place making improvements made on the corner of Moxham and Waitoa Roads and other areas could be developed as we move into detailed design.</li> <li>• Most bus passengers travelling from the eastern suburbs to the central city travel through the intersection. It is used by approximately 7,000 people in buses and 12,000 people in private vehicles per day.</li> <li>• The current parking resolutions will remain in place (legal/enforcement) until the new restrictions with appropriate signs and markings is introduced.</li> <li>• Average traffic volume count - approx. 16,000 per day</li> <li>• To view the legal description for this Traffic Resolution, an electronic copy of the report will be available on the Councils website from Tuesday 9.00am 20 October 2020 at <a href="http://www.wellington.govt.nz/haveyoursay">www.wellington.govt.nz/haveyoursay</a> or you can call (04) 499 4444 and we will send one out to you.</li> </ul>

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<b>Feedback</b>	<p>If you would like to provide us with specific feedback, you can do so by filling out an online submission form or downloading a printable submission form on <a href="http://www.wellington.govt.nz/haveyoursay">www.wellington.govt.nz/haveyoursay</a>.</p> <p><b>Please note if you are giving feedback the consultation period opens 9.00am Tuesday 20 October 2020 and finishes 5.00pm Friday 6 November 2020.</b></p>
<b>Next Steps</b>	<ol style="list-style-type: none"><li>1. Feedback collated by Friday 13 November 2020.</li><li>2. The proposal will go to the Strategy and Policy Committee on Thursday 10 December 2020.</li><li>3. If approved, the proposal will be installed within the following 3-6 months.</li></ol>



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### Legal Description:

*Delete from Schedule A (Time Limited) of the Traffic Restrictions Schedule*

Road	Restriction Type	Restriction Supplement	Resolution Description
<b>Waitoa Road</b>	P60	At Other Times and Sundays	North side, commencing 61 metres East of its intersection with Hataitai Road (Grid Coordinates X= 1750211.19, Y= 5425939.64) and extending in an easterly direction following the northern kerbline for 15.5 metres.
<b>Waitoa Road</b>	P60	At Other Times	South side, commencing 49 metres East of its intersection with Moxham Avenue (Grid Coordinates X= 1750214.052, Y= 5425929.404) and extending in an Easterly direction following the Southern kerbline for 12 metres. (Metlink bus stop #6535).
<b>Waitoa Road</b>	P60	Monday to Saturday, 8:00am - 6:00pm	South side, commencing 10 metres west of its intersection with Moxham Avenue and extending in a westerly direction following the southern kerbline for 18 metres.
<b>Waitoa Road</b>	P60	Monday to Saturday, 8:00am - 6:00pm	South side, commencing 7 metres east of its intersection with Moxham Avenue and extending in an easterly direction following the southern kerbline for 15 metres.
<b>Waitoa Road</b>	P60	Monday to Saturday, 8:00am - 6:00pm	North side, commencing 51.5 metres east of its intersection with Hataitai Road and extending in an easterly direction following the northern kerbline for 17.5 metres.
<b>Waitoa Road</b>	P60	Monday to Saturday, 8:00am - 6:00pm	North side, commencing 5.5 metres east of its intersection with Hataitai Road and extending in an easterly direction following the northern kerbline for 18 metres.
<b>Waitoa Road</b>	P60	Monday to Saturday, 8:00am - 6:00pm	South side, commencing 31 metres south of its intersection with Moxham Avenue and extending in an easterly direction following the southern kerbline for 12 metres.
<b>Waitoa Road</b>	P60	Monday to Saturday, 8:00am - 6:00pm	South side, commencing 57.0 metres from its intersection with William Street and extending in a easterly direction following the southern kerbline for 6.0 metres.
<b>Waitoa Road</b>	P60	Monday to Saturday, 8:00am - 6:00pm	South side, commencing 6.0 metres from its intersection with William Street and extending in a easterly direction following the southern kerbline for 33.5 metres.
<b>Waitoa Road</b>	P60	Monday to Saturday, 8:00am - 6:00pm	North side, commencing 51.5 metres east of its intersection with Hataitai Road and extending in an easterly direction following the northern kerbline for 9.5 metres.
<b>Moxham Avenue</b>	P30	Monday to Saturday, 8:00am - 6:00pm	East side, commencing 186 metres north of its intersection with Tapirir Street and extending in a northerly direction following the eastern kerbline for 6 metres.
<b>Moxham Avenue</b>	P30	Monday to Saturday, 8:00am - 6:00pm	West side, commencing 18 metres north of its intersection with Taurima Street and extending in a northerly direction following the western kerbline for 34 metres.

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*Delete from Schedule B (Class Restricted) of the Traffic Restrictions Schedule*

Road	Restriction Type	Restriction Supplement	Resolution Description
<b>Waitoa Road</b>	Bus Stop	At All Times	North side, commencing 61 metres east of its intersection with Hataitai Road (Grid Coordinates X= 1750214.180, Y=5425935.572) and extending in an Easterly direction following the Northern kerblane for 15.5 metres. (Metlink bus stop #7535).
<b>Waitoa Road</b>	Bus Stop	At All Times	South side, commencing 49 metres East of its intersection with Moxham Avenue (Grid Coordinates X= 1750214.052, Y= 5425929.404) and extending in an Easterly direction following the Southern kerblane for 12 metres. (Metlink bus stop #6535).
<b>Waitoa Road</b>	P60	Except 9:30am - 12:30pm, Friday Only	North side, commencing 29.5 metres east of its intersection with Hataitai Road and extending in an easterly direction following the northern kerblane for 15.5 metres.
<b>Waitoa Road</b>	Bus Stop	At All Times	South side, commencing 28 metres west of its intersection with Moxham Avenue and extending in a westerly direction following the southern kerblane for 14 metres.
<b>Waitoa Road</b>	Bus Stop	At All Times	South side, commencing 49 metres east of its intersection with Moxham Avenue and extending in an easterly direction following the southern kerblane for 12 metres.
<b>Waitoa Road</b>	Authorised Vehicles Only	Except for Mobile Library, Friday, 9:30am - 12.30pm	North side, commencing 29.5 metres east of its intersection with Hataitai Road and extending in an easterly direction following the northern kerblane for 15.5 metres.
<b>Hataitai Road</b>	Bus Stop	At All Times	West side, commencing 11 metres North of its intersection with Waitoa Road and Hataitai Road (Grid Coordinates X= 1750205.005, Y=5425941.932) and extending in a Northerly direction following the Western kerblane for 15 metres.
<b>Hataitai Road</b>	Taxi Stand	Taxi Stand	East side, commencing 9 metres north of its intersection with Waitoa Road and extending in a northerly direction following the eastern kerblane for 15 metres.
<b>Waitoa Road</b>	Bus Stop	At All Times	North side, commencing 270 metres north of its intersection with the bus tunnel and extending in an easterly direction following the northern kerblane for 25 metres.

*Delete from Schedule D (No Stopping) of the Traffic Restrictions Schedule*

Road	Restriction Type	Restriction Supplement	Resolution Description
<b>Waitoa Road</b>	No Stopping	At All Times	South side, commencing 83 metres east of its intersection with Moxham Avenue and extending in an easterly direction following the southern kerblane for 6 metres.



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<b>Waitoa Road</b>	No Stopping	At All Times	South side, commencing from its intersection with William Street and extending in a easterly direction following the southern kerblane for 5.5 metres.
<b>Waitoa Road</b>	No Stopping	At All Times	South side, commencing 61 metres east of its intersection with Moxham Avenue and extending in an easterly direction following the southern kerblane for 9 metres.
<b>Waitoa Road</b>	No Stopping	At All Times	South side, commencing 22 metres east of its intersection with Moxham Avenue and extending in an easterly direction following the southern kerblane for 9 metres.
<b>Hataitai Road</b>	No Stopping	At All Times	West side, commencing 26 metres North of its intersection with Waitoa Road and (Grid Coordinates X= 1750205.005, Y= 5425941.932) Road and extending in a Northerly direction following the Western kerblane for 9 metres.
<b>Hataitai Road</b>	No Stopping	At All Times	West side, commencing at its intersection with Waitoa Road and Hataitai Road (Grid Coordinates X= 1750205.005, Y= 5425941.932) and extending in a Northerly direction following the western kerblane for 11 metres.
<b>Hataitai Road</b>	No Stopping	At All Times	West side, commencing 3.5 metres north of its intersection with Waitoa Road and extending in a northerly direction following the western kerblane for 8 metres.
<b>Waitoa Road</b>	No Stopping	At All Times	North side, commencing 312 metres north of its intersection with the bus tunnel and extending in an easterly direction following the northern kerblane for 15 metres to its intersection with Hataitai Road.
<b>Waitoa Road</b>	No Stopping	At All Times	North side, commencing 295 metres north of its intersection with the bus tunnel and extending in an easterly direction following the northern kerblane for 6 metres.
<b>William Street</b>	No Stopping	At All Times	West side, commencing from its intersection with Waitoa road and extending in a southerly direction following the western kerblane for 6 metres.

*Add to Schedule A (Time Limited) of the Traffic Restrictions Schedule*

Road	Restriction Type	Restriction Supplement	Resolution Description
<b>Waitoa Road</b>	P15	Monday to Sunday, 8:00am - 8:00pm	South side, commencing 13.5 metres east of its intersection with Hataitai Road (Grid Coordinates X= 1750207.834, Y= 5425928.734) and extending in an easterly direction following the southern kerb line for 9 metres

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<b>Waitoa Road</b>	P30	Monday to Sunday, 8:00am - 6:00pm	North side, commencing 12.5 metres east of its intersection with Hataitai Road (Grid Coordinates X= 1750213.792, Y= 5425938.16) and extending in an easterly direction following the northern kerb line for 10 metres
<b>Waitoa Road</b>	P30	Monday to Sunday, 8:00am - 6:00pm	North side, commencing 27 metres east of its intersection with Hataitai Road (Grid Coordinates X= 1750213.792, Y= 5425938.16) and extending in an easterly direction following the northern kerb line for 14.5 metres
<b>Waitoa Road</b>	P30	Monday to Sunday, 8:00am - 6:00pm	South side, commencing 31.5 metres east of its intersection with Hataitai Road (Grid Coordinates X= 1750207.834, Y= 5425928.734) and extending in a easterly direction following the southern kerb line for 12 metres
<b>Moxham Avenue</b>	P30	Monday to Sunday, 8:00am - 6:00pm	East side, commencing 24.5 metres south of its intersection with Waitoa Road (Grid Coordinates X= 1750207.834, Y= 5425928.734) and extending in a southern direction following the Eastern kerb line for 14.5 metres
<b>Waitoa Road</b>	P30	Monday to Sunday, 8:00am - 6:00pm	South side, commencing 17.0 metres west of its intersection with Moxham Avenue (Grid coordinate X= 1750197.046, Y= 5425932.083) and extending in a westerly direction following the southern kerb line for 6.5 metres
<b>Waitoa Road</b>	P60	Monday to Sunday, 8:00am - 6:00pm	South side, commencing 23.5 metres west of its intersection with Moxham Avenue (Grid coordinate X= 1750197.046, Y= 5425932.083) and extending in a westerly direction following the southern kerb line for 3.5 metres
<b>Waitoa Road</b>	P60	Monday to Sunday, 8:00am - 6:00pm	South side, commencing 41 metres west of its intersection with Moxham Avenue (Grid coordinate X= 1750197.046, Y= 5425932.083) and extending in a westerly direction following the southern kerb line for 3 metres
<b>Hataitai Road</b>	P60	Monday to Sunday, 9am – 6pm	West side, commencing 25.5 metres north of its intersection with Waitoa Road (Grid Coordinates X= 1750203.568, Y= 5425943.720) and extending in a northerly direction following the western kerb line for 15 metres
<b>Hataitai Road</b>	P60	Monday to Sunday, 8:00am - 6:00pm	East side, commencing 32 metres north of its intersection with Waitoa Road (Grid Coordinates X= 1750212.324, Y= 5425939.110) and extending in a northerly direction following the Eastern kerb line for 12 metres

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<b>Waitoa Road</b>	P60	Monday to Sunday, 8:00am - 6:00pm	North side, commencing 81.5 metres east of its intersection with Hataitai Road (Grid Coordinates X= 1750213.792, Y= 5425938.16) and extending in an easterly direction following the northern kerb line for 7 metres
<b>Waitoa Road</b>	P60	Monday to Sunday, 8:00am - 6:00pm	North side, commencing 95.5 metres east of its intersection with Hataitai Road (Grid Coordinates X= 1750213.792, Y= 5425938.16) and extending in an easterly direction following the northern kerb line for 6.5 metres
<b>Waitoa Road</b>	P60	Monday to Sunday, 8:00am - 6:00pm	South side, commencing 43.5 metres east of its intersection with Hataitai Road (Grid Coordinates X= 1750207.834, Y= 5425928.734) and extending in an easterly direction following the southern kerb line for 3 metres
<b>Waitoa Road</b>	P60	Monday to Sunday, 8:00am - 6:00pm	South side, commencing 6 metres east of its intersection with William Street (Grid Coordinates X= 1750280.18, Y= 5425893.85) and extending in an easterly direction following the southern kerb line for 11 metres
<b>Waitoa Road</b>	P60	Monday to Sunday, 8:00am - 6:00pm	South side, commencing 26 metres east of its intersection with William Street (Grid Coordinates X= 1750280.18, Y= 5425893.85)) and extending in an easterly direction following the southern kerb line for 9 metres
<b>Moxham Avenue</b>	P30	Monday to Sunday, 8:00am - 6:00pm	West side, commencing 20 metres north of its intersection with Taurima Street (Grid Coordinates X= 1750169.521, Y=5425879.594) and extending in a northerly direction following the western kerb line for 24 metres
<b>Moxham Avenue</b>	P15	Monday to Sunday, 8:00am - 8:00pm	West side, commencing 44 metres north of its intersection with Taurima Street (Grid Coordinates X= 1750169.521, Y= 5425879.594) and extending in a northerly direction following the western kerb line for 6 metres
<b>Moxham Avenue</b>	P60	Monday to Sunday, 8:00am - 6:00pm	East side, commencing 47 metres south of its intersection with Waitoa Road (Grid Coordinates X= 1750207.834, Y= 5425928.734) and extending in a southern direction following the Eastern kerb line for 5 metres
<b>William Street</b>	P60	Monday to Sunday, 8:00am - 6:00pm	West side, commencing 6 metres south of its intersection with Waitoa Road (Grid Coordinates X= 1750273.889, Y= 5425897.239) and extending in a southerly direction following the western kerb line for 15.5 metres



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*Add to Schedule B (Class Restricted) of the Traffic Restrictions Schedule*

Road	Restriction Type	Restriction Supplement	Resolution Description
<b>Waitoa Road</b>	Bus Stop	At All Times	South side, commencing 27 metres west of its intersection with Moxham Avenue (Grid coordinate X= 1750197.046, Y= 5425932.083) and extending in a westerly direction following the southern kerb line for 14 metres
<b>Waitoa Road</b>	Bus Stop	At All Times	North side, commencing 31.5 metres west of its intersection with Hataitai Road (Grid Coordinates X= 1750203.568, Y= 5425943.720) and extending in a westerly direction following the northern kerb line for 14 metres
<b>Hataitai Road</b>	Bus Stop	Mon – Fri, 6:30am – 9am	West side, commencing 25.5 metres north of its intersection with Waitoa Road (Grid Coordinates X= 1750203.568, Y= 5425943.720) and extending in a northerly direction following the western kerb line for 15 metres
<b>Waitoa Road</b>	Bus Stop	At All Times	North side, commencing 59 metres east of its intersection with Hataitai Road (Grid Coordinates X= 1750213.792, Y= 5425938.16) and extending in an easterly direction following the northern kerb line for 15 metres (Metlink bus stop #7535).
<b>Waitoa Road</b>	Bus Stop	At All Times	South side, commencing 54 metres east of its intersection with Hataitai Road (Grid Coordinates X= 1750207.834, Y= 5425928.734) and extending in an easterly direction following the southern kerb line for 14 metres (Metlink bus stop #6535).
<b>Hataitai Road</b>	Loading Zone	P15, Monday to Sunday 8:00am - 6:00pm, Goods Vehicles and Authorised Vehicles Only	East side, commencing 18 metres north of its intersection with Waitoa Road (Grid Coordinates X= 1750212.324, Y= 5425939.110) and extending in a northerly direction following the Eastern kerb line for 6 metres
<b>Waitoa Road</b>	Loading Zone	P15, Monday to Sunday 8:00am - 6:00pm, Goods Vehicles and Authorised Vehicles Only	North side, commencing 50 metres east of its intersection with Hataitai Road (Grid Coordinates X= 1750213.792, Y= 5425938.16) and extending in an easterly direction following the northern kerb line for 9 metres

*Add to Schedule D (No Stopping) of the Traffic Restrictions Schedule*

Road	Restriction Type	Restriction Supplement	Resolution Description
<b>Waitoa Road</b>	No Stopping	At All Times	South side, commencing at its intersection with Moxham Avenue (Grid coordinate X= 1750197.046, Y= 5425932.083) and extending in a westerly direction following the southern kerb line for 17.0 metres

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<b>Waitoa Road</b>	No Stopping	At All Times	North side, commencing at its intersection with Hataitai Road (Grid Coordinates X= 1750203.568, Y= 5425943.720) and extending in a westerly direction following the northern kerb line for 31.5 metres
<b>Hataitai Road</b>	No Stopping	At All Times	West side, commencing at its intersection with Waitoa Road (Grid Coordinates X= 1750203.568, Y= 5425943.720) and extending in a northerly direction following the western kerb line for 25.5 metres
<b>Hataitai Road</b>	No Stopping	At All Times	East side, commencing at its intersection with Waitoa Road (Grid Coordinates X= 1750212.324, Y= 5425939.110) and extending in a northerly direction following the Eastern kerb line for 18 metres
<b>Waitoa Road</b>	No Stopping	At All Times	North side, commencing at its intersection with Hataitai Road (Grid Coordinates X= 1750213.792, Y= 5425938.16) and extending in an easterly direction following the northern kerb line for 12.5 metres
<b>Waitoa Road</b>	No Stopping	At All Times	South side, commencing at its intersection with Hataitai Road (Grid Coordinates X= 1750207.834, Y= 5425928.734) and extending in an easterly direction following the southern kerb line for 14.5 metres
<b>Waitoa Road</b>	No Stopping	At All Times	South side, commencing 22.5 metres east of its intersection with Hataitai Road (Grid Coordinates X= 1750207.834, Y= 5425928.734) and extending in an easterly direction following the southern kerb line for 9 metres
<b>Waitoa Road</b>	No Stopping	At All Times	South side, commencing 48 metres east of its intersection with Hataitai Road (Grid Coordinates X= 1750207.834, Y= 5425928.734) and extending in an easterly direction following the southern kerb line for 6 metres
<b>Waitoa Road</b>	No Stopping	At All Times	South side, commencing 68 metres east of its intersection with Hataitai Road (Grid Coordinates X= 1750207.834, Y= 5425928.734) and extending in an easterly direction following the southern kerb line for 4 metres
<b>William Street</b>	No Stopping	At All Times	West side, commencing at its intersection with Waitoa Road (Grid Coordinates X= 1750273.889, Y= 5425897.239) and extending in a southerly direction following the western kerb line for 6.0 metres
<b>William Street</b>	No Stopping	At All Times	West side, commencing 21.5 metres south of its intersection with Waitoa Road (Grid Coordinates X= 1750273.889, Y= 5425897.239) and extending in a southerly direction following the western kerb line for 6 metres
<b>Waitoa Road</b>	No Stopping	At All Times	South side, commencing at its intersection with William Street (Grid Coordinates X= 1750280.18, Y= 5425893.85) and extending in an easterly direction following the southern kerb line for 6 metres

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<b>Moxham Avenue</b>	No Stopping	At All Times	West side, commencing at its intersection with Waitoa Road (Grid coordinate X= 1750197.046, Y= 5425932.083) and extending in a southerly direction following the western kerb line for 10 metres
<b>Moxham Avenue</b>	No Stopping	At All Times	East side, commencing at its intersection with Waitoa Road (Grid Coordinates X= 1750207.834, Y= 5425928.734) and extending in a southern direction following the Eastern kerb line for 18.5 metres

### Add to Schedule G (Give Way & Stop) of the Traffic Restrictions Schedule

Road	Restriction Type	Restriction Supplement	Resolution Description
<b>Waitoa Road</b>	Give Way		Eastbound traffic, at its intersection with Hataitai Road
<b>Waitoa Road</b>	Give Way		Westbound traffic, at its intersection with Moxham Avenue
<b>Hataitai Road</b>	Give Way		Southbound traffic, at its intersection with Waitoa Road
<b>Moxham Ave</b>	Give Way		Northbound traffic, at its intersection with Waitoa Road

### Add to Schedule H (Pedestrian Crossings) of the Traffic Restrictions Schedule

Road	Restriction Type	Restriction Supplement	Resolution Description
<b>Waitoa Road</b>	Pedestrian Crossing		Located 10.5 metres east of its intersection with Hataitai Road (Grid Coordinates X= 1750212.324, Y= 5425939.110)
<b>Waitoa Road</b>	Pedestrian Crossing		Located 12.5 metres west of its intersection with Moxham Avenue (Grid Coordinates X= 1750212.324, Y= 5425939.110)
<b>Hataitai Road</b>	Pedestrian Crossing		Located 11.5 metres north of its intersection with Waitoa Road (Grid Coordinates X= 1750203.568, Y= 5425943.720)
<b>Moxham Ave</b>	Pedestrian Crossing		Located 8.5 metres south of its intersection with Waitoa Road (Grid Coordinates X= 1750207.834, Y= 5425928.734)

Prepared By: Charles Kingsford (Principal Transport Engineer)

Approved By: Siobhan Procter (Manager, Transport and Infrastructure)

Date: 2/12/2020



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### Feedback Received from members of the public and organisations

Name: Charlotte Page  
Suburb: Hataitai  
Agree with proposal: Yes

Name: Windsor  
Suburb: Hataitai  
Agree with proposal: Yes

Name: Kate Loguteva  
Suburb: Hataitai  
Agree with proposal: Yes

Name: Malcolm Raymond  
Suburb: Greater Wellington Regional Council  
Agree with proposal: Yes

While this work is being undertaken. Can there be any consideration on improving and extending the kerb build out at the existing bus stop at #33 Waitoa Road. An adjustment of the kerb line of around 4-5m in an eastern direction may improve this location and created better vehicle alignment to the kerb. Currently, if a large vehicle including large station wagon car or a utility vehicle is parked in any of the 60m parks next to the bus stop, buses cannot access the stop correctly. The result of this bus stop layout is buses end up positioned at the stop on an accute angle. This means the bus is still partially in the live lane on Waitoa Road blocking the through traffic, or at minimum making it difficult for other vehicles to overtake. Accessibility for bus users is also very difficult due to the space/gap between the kerb and the front door of the bus. This bus stop layout creates a number of accessibility issues for anyone with mobility issues, wheelchair users or persons with young children or prams trying to board or alight the bus services. Could this be considered as an additional improvement and adjustment to parking?

### Officer response:

We will consider the parking arrangement on the northbound approach to the bus stop on Waitoa road (west.) There may be an opportunity to realign the current 60 deg. parks to 45 deg. parks to enable cars to park further off the live lane or to subtly change the kerb line in this location without any parking loss.

Name: Jarrod Crossland  
Suburb: Mt Cook  
Agree with proposal: Yes

Yes, pedestrian safety is a priority.

Name: Corey Burgess  
Suburb: Hataitai  
Agree with proposal: Yes

I live close by and am a safety professional. In my opinion this is the best way to prevent the death of a pedestrian and a myriad of minor crashes. Fully support this!

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Name: Anne Couper  
Suburb: Not given  
Agree with proposal: Yes

My comments and questions are: There will be understandable objection to loss of parking space. However, I believe that the prevalence of large SUV type vehicles with dark tinted windows diagonally parked close to the intersection (particularly the parks outside the 4 Square on the east corner) contributes to the risk factors. It is impossible to see what is approaching. I support the proposed removal of diagonal car parks for this reason. - The Give-Way sign on the Hataitai roadside of the intersection is not visible due to tree branches. Pruning would considerably improve this issue. Many Hataitai residents are still bemused that this simple measure has not taken place. - Despite the more stringent testing required for a driver's licence there is still much ignorance about intersections. Tragically spending money on a roundabout is a faster remedy than bulk driver education. While pedestrian safety is clearly of greatest concern, most pedestrians neither stop nor look nor listen when approaching the Hataitai pedestrian crossings. It is my understanding that pedestrians are still required to stop and look both ways at a pedestrian crossing. This is likely to be a cause of most near misses on the intersection. Would a roundabout change this? Has the Council observed pedestrian behaviour? - Will a roundabout have an adverse effect on the 'rush hour' traffic jam turning into Taurima Street between 8am and 9am on weekdays? There will always be a blockage at this point but it would be counter-productive to make it worse particularly at a time when we are trying to encourage use of buses, who must be frequently delayed by this intersection. I believe that it is human conduct which contributes to most potential or actual accidents at this intersection. Unfortunately, reaction rather than proaction is the only viable response to this. As I still do not support the installation of traffic lights which would be a huge waste of money, and would diminish the character of the area, the proposed roundabout does have my support as being the most viable option.

### Officer response:

We have observed pedestrian behaviour at this intersection. The behaviour is generally cautious. All four crossings are located at the 'mouth' of the intersection and as such pedestrians look in all directions to ascertain if it is safe to walk. There are obviously many decisions for a driver to make as they enter the intersection and this increases the risk to pedestrians crossing the road. In relation to the trees, these have recently been trimmed back to improve visibility.

Name: Stephen Moore  
Suburb: Hataitai  
Agree with proposal: No

The removal of 13 parking spaces will adversely impact local businesses. This is NOT acceptable. After being advised by an email from WCC outlining the 10 crashes in the period 2013-2018, I wish to modify my submission to totally opposing the planned changes on the grounds the stated justification is not backed up by the accident statistics.

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### Officer response:

Implementing the roundabout and relocating the zebra crossings requires the loss of 13 car parks in total. We have mitigated the impact of this in the final proposal resulting in a net gain of 2 time restricted car parks.

The status quo is clearly unsafe and should be addressed. Since 2013 there been 10 report crashes at, or within 50 metres of, the Moxham Avenue, Waitoa Road and Hataitai Road intersection and a number of near misses.

Additionally, a survey of over 200 residents in 2017 showed that over half respondents felt unsafe at the intersection. Additionally, over 400 respondents to the original proposal for traffic signals in 2018 indicated a safety concern.

**Name:** Pamela McKirdy  
**Suburb:** Hataitai  
**Agree with proposal:** No

This is complete overkill. Most respondents have said they do not want it or see any need for it. You state that a number of accidents have happened within 50 m of the intersection, but how many of these are actually related to the design of the intersection? The loss of 13 car parks will have serious repercussions for local businesses. Desire lines for pedestrians mean they will still attempt to cross from corner to corner in a straight line rather than diverting down the road. All we need is big stop signs and to paint the intersection with yellow cross hatching to alert motorists to pay attention. As usual, WCC is forging ahead with something locals don't want and that will have no real benefit. Complete waste of time and money. Your website states "The Hataitai community raised concerns about the safety of the intersection of Moxham Avenue, Waitoa Road and Hataitai Road following a number of reported crashes and near misses." However, data WCC provided to me shows that between 2010 and 2020 there were only 10 reported incidents, and five of those involved parked or parking cars. These five incidents have no relevance to the safety of the intersection, since nobody is parked on the intersection. That leaves us with five incidents in 10 years. This is hardly an accident blackspot. Your proposal to remove 13 car parks will severely impact local businesses and is a heavy-handed approach to the "problem". In addition, I believe it is wrong to move the crossings away from the corners. Pedestrian desire lines mean people will still attempt to cross directly from corner to corner, particularly during the day when there is not much traffic. I also think drivers will not see pedestrians as easily. They will be focussed on passing through the intersection and then relaxing once that manoeuvre is complete, and not expecting people to step out in front of them.

For the record, I am not a driver. I usually pass through this intersection by bus (almost daily) and occasionally on foot. In my 20+ years living in Moxham Ave I have witnessed ONE incident where a car didn't give way while travelling from Moxham to Hataitai Rd. Our bus tooted and braked. On the other hand, when we take my elderly in-laws for dinner at the Realm, we walk there but the in-laws drive from Miramar. If they cannot get a park then we will not be able to visit the Realm with them - local business misses out. Please reconsider - try stop signs as a cheaper and more sensible approach. Since 2000 there have been 74 crashes reported in the Hataitai Village Centre [... and] the average crash rate per year has been stable at four per year. " But this includes the whole village area including the Taurima/Moxham intersection, not just the intersection that you want to alter at Moxham/Waitoa/Hataitai Rds. Your traffic resolution for the intersection at Moxham/Hataitai/Waitoa Rds implies that that intersection is dangerous, but the data you have provided simply does not back that up. Five of the "accidents" near the intersection (not ON the



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intersection) were people hitting parked or parking cars, which is not a result of a flaw in the intersection itself. There is no justification for such a big change to the intersection. Why not try the simple and cheap option of changing the give way signs to stop signs? Moving the pedestrian crossings is also not a sensible idea. People's desire lines mean they will still cross at the corners, and I believe motorists will be less likely to look out for pedestrians as they will focus on getting through the intersection and then relax just as they "hit" the crossing.

### Officer response:

Refer response above regarding the need for safety improvements at this intersection and the mitigation of parking loss.

The sightlines will be improved to the zebra crossings which will be located in more prominent positions and in some cases on kerb extensions, thus reducing the walking distance and time across the road. Together with central pedestrian refuge islands on Moxham Avenue and Waitoa Road (west), there will be a significant safety improvement for pedestrians.

Name: Paul McKenzie  
Suburb: Karori  
Agree with proposal: No

I believe a roundabout will NOT reduce the confusion for drivers or pedestrians! Pedestrians will have a harder job trying to work out what the cars are planning to do - indication by cars on small roundabouts is minimal at best! Drivers will have greater difficulty trying to figure out what the other drivers are intending to do while trying to watch for pedestrians. Traffic Lights are desperately needed!!!

### Officer response:

Our analysis of fifteen options including traffic signals has shown that a mountable roundabout is the preferred option as it not only achieves safety improvements and reduces driver confusion, it will also return a significant net benefit in terms of vehicle movement efficiency.

Name: Lindsay Phillips  
Suburb: Hataitai  
Agree with proposal: No

I would much prefer to see 4x Stop Signs making the traffic stop and actually look for pedestrians! So many people almost get hit here and putting in a roundabout will not make cars go slower. Also removing the parking will be detrimental to the businesses in the area that rely on easy parking.

### Officer response:

Stop signs were considered at the long-list option stage but were ruled out as they would not improve pedestrian safety outcomes nor would they reduce driver confusion. Cars would still encroach the zebra crossings.

Name: Matt P  
Suburb: Hataitai  
Agree with proposal: No

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I'm very concerned that WCC is saying that "The next step is to legalise the parking changes, Give Way controls and relocation of the zebra crossings through a Traffic Resolution which will be presented to the Strategy and Policy Committee on 10 December 2020." Even a cursory review of the feedback shows a local community that is very clear in it's rejection of the proposal. Only 19%, less than a fifth, think that it's a good idea. Surely that means the next steps are to abandon this idea altogether and engage properly with the local community to determine the best approach? Is the Strategy and Policy Committee a forum that rate payers can attend? Will the committee be made aware of the overwhelming rejection of this proposal? I am certain that the local community will very actively campaign against these changes using every avenue available. You can't just ride roughshod over the opinions of 81% of people, 64% of whom are emphatic in rejecting this as a terrible idea for Hataitai.

### Officer response:

Responses from all consultation has shown there is a diverse range of opinions about specific options and it is highly unlikely we would ever reach consensus on option preference from the community. We have however undertaken a robust, thorough and evidence-based process to determine the problems and quantitatively assess the options to arrive at a preferred solution which in this case, is a cost-effective mountable roundabout.

The SPC is a forum that ratepayers can attend and you will be given contact details to arrange an opportunity to do so and to speak.

**Name:** Cathleen Phillips  
**Suburb:** Not given  
**Agree with proposal:** No

I gave feedback previously which has been ignored. There is not enough parking as is, you will kill the village by removing any. And make it more dangerous for pedestrians as people take the most direct route and won't want to go to inconvenient zebra crossings. Why are no other ideas being considered? The community overwhelmingly rejected this idea. Why not use community suggestions like speed bumps, paint bright yellow markings over the intersection, make clearer the stop areas? At least try these ideas. These things are cheaper and no doubt will be more effective. I'm concerned why the council is ignoring public opinion? Can I please have a proper answer within a week, not just a standard reply saying the council has considered and decided etc etc.

### Officer response:

Please see previous responses to parking loss, the need for the changes and the community preference for options. We did consider other options – 15 in total and these are detailed in the presentation to the Hataitai Residents association which can be found here -

<https://wellington.govt.nz/your-council/projects/hataitai-intersection>.

**Name:** Stephen Ladanyi  
**Suburb:** Hataitai  
**Agree with proposal:** No

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Your post-public consultation report shows that almost two thirds of submitters said "no" to the changes proposed by WCC officials. Despite this, you are proceeding with recommending the changes to Council. Your report details 14 separate reasons given by "no" submitters. Yet you have dismissed all but one of these (Loss of Parking - the most frequently stated objection). Fundamentally, WCC officials are proceeding with their original proposal - this flies in the face of the overwhelming "no" submissions. Back in June I requested via email details of the traffic accidents over the past 20 years cited by WCC officials in justifying "safety concerns". I still have not had a response. On 20 October I had a telephone conversation with Lindsey Hill about the WCC report back; she undertook to come back to me with some information. I still have not had a response. My family's experience with this "consultation process" has been disappointing, given that WCC officials appear to have largely rejected the majority feedback and carried on with their plan. There's no shame in listening to the people and dropping a proposal that does not enjoy wide community support. I doubt that we will participate again in so-called Council democracy - apart from the elections for councillors of course! Additional Info: Thanks for your belated provision of the Hataitai village road crash data (which I originally requested back in June when preparing my original submission). I think if this data had been made transparently available on the WCC proposal website back in June you may well have received additional community feedback! So, yes I would like to add to my earlier comments:

1. I know community consultation is NOT a referendum - my point is:

- why bother consulting with the community if you are not going to take the community responses into account by making material changes to your proposal or indeed withdrawing it?
- by your own report back, two thirds of the community responders opposed your proposal - yet you are still proceeding with it fundamentally unchanged!
- of the 14 points raised by "no" responders, you are tinkering with the parking times. Essentially WCC officials are saying "we know better than the community and don't feel the need to change our proposal to reflect any of the 14 points raised by the community"
- please don't waste the community's time with tokenism "consultation" that doesn't make a material difference to what you put forward

2. Road crash data

- WCC officials' proposal (and public presentation) put great emphasis on "safety concerns" being the call to action to do something. So let's look at what your hard data shows about "safety" and how big the problem is in the area your proposal covers:
- you have recorded crashes all around Hataitai village (both Waitoa/Hataitai/Moxham intersection, Taurimu/Moxham intersection and some outliers).
- your proposal only addresses the Waitoa/Hataitai/Moxham intersection - so let's examine the hard data for that area only:
- I count 25 crashes (over 17 years) occurring in area covered by your proposal - that's only one third of the 76 total and an average of 1.5 crashes per year
- of those 25 crashes 3 have involved minor injury and 22 involved non-injury - not exactly a major safety issue so far
- looked at another way, of those 25 crashes only 2 have involved vehicle/pedestrian, 3 have involved a single vehicle and 20 have involved multiple vehicles



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- from the location of the dots it looks reasonable to assume that 10 (50%) of the multiple vehicle crashes relate to one vehicle leaving a car park and the other vehicle coming down a road. People are always going to have non-injury car crashes when they fail to be courteous, misjudge distances etc:
  - your solution to reducing these parking-related crashes appears to be to remove car parks - which are at the heart of the Hataitai Village vibe! Drivers need to take responsibility for their own driving behavior - given the nature of these Hataitai Village vehicle crashes this is best
  - addressed by the insurance claims they make and premiums they pay. If their premiums go up due to claims they will hopefully improve their driving habits!
  - the other 10 multi-vehicle Waitoa/Hataitai/Moxham intersection crashes appear to relate to the often stated "driver confusion" due to 2 of the entry roads having Give Way signs and 2 having no signage:
  - if the 2 Give Way signs were removed the standard "everyone must give way to their right" rule would apply
  - if the two Give Way signs were replaced by Stop signs the "don't enter the intersection until it is totally clear" rule would apply
  - why not trial either of these simple, fast and cheap interventions before embarking on a major intersection redesign?
  - your proposal does not address the 18 or so crashes occurring around The Realm location of which 5 involved minor injury - this area appears to present a greater "safety" issue than the Waitoa/Hataitai/Moxham intersection
- I reiterate:
- an average of 1-2 crashes per year in the Waitoa/Hataitai/Moxham intersection does not warrant the fundamental redesign that WCC officials have proposed
  - your hard data clearly does not substantiate the "safety" justification on which your proposal is fundamentally based
  - you are proposing a sledgehammer to crack a nut

### Officer response:

Please see previous responses to parking loss, the need for the changes and the community preference for options.

Since the earlier consultation on the roundabout, we have re-considered the parking concerns and are now recommending changes to the parking to reprioritise parking in this suburban shopping centre. These are reflected in this report.

Parking surveys recently undertaken indicate the following and has been specifically undertaken to identify the long-term parking that occurs and which could be logically 'removed' from the core shopping area, to increase parking turnover and it would be expected business activity.

The surveys revealed that during peak periods, between 80%-90% of available parks are occupied. After the proposed changes, parking within the study area will be at 100% capacity. However, a significant portion of unrestricted parks within the survey area are used for all day parking

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(approximately 40%). The proposed restrictions to currently unrestricted spaces will remove the vehicles using these spaces for all day parking, providing more capacity for short term parking during the peak periods.

Short term parking in the area accounts for over 60% of the parking demand, with medium term parking (less than one hour) accounts for a further 19%. This indicates that the proposed shorter parking restrictions align with the demand.

Considerable community consultation together with exhaustive analysis has been undertaken to achieve the best outcomes considering the public concerns raised. The road safety concerns are foremost in our mind and are key drivers in Councils sustainable transport hierarchy where safety and efficiency are key drivers for improvement.

**Name:** Peter Steven  
**Suburb:** Newtown  
**Agree with proposal:** No

I believe the proposed solution will make the area worse for pedestrians. Stop signs would be an adequate solution.

### Officer response:

Stop signs were considered at the long-list option stage but were ruled out as they would not improve pedestrian safety outcomes nor would they reduce driver confusion. Cars would still encroach the zebra crossings.

**Name:** Jonathan Marwick  
**Suburb:** Melrose  
**Agree with proposal:** No

This intersection should have bus priority infrastructure. It is part of a LGWM "Bus priority corridor" where bus lanes could be installed. Moving pedestrian crossings away from walking desire paths make walking less attractive.

### Officer response:

The multi criteria option analysis included bus priority with traffic signals. This option scored low compared with the other options albeit realising the high importance for safe and efficient public transport networks. The key drivers for the intersection improvements came down to addressing the significant concerns over pedestrian safety. With limited room to provide bus lanes or bus early starts at signals with the single lane approaches, this scored low on achievable improvements. A key driver in the Council's sustainable transport hierarchy, is the safe and efficient movement of people and this is realised in providing improved safety outcomes for pedestrians in accessing public transport.

**Name:** Terry Armstrong  
**Suburb:** Hataitai  
**Agree with proposal:** No

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Taking parking spaces from the vicinity of the intersection and the shops will have a negative impact on parking in the surrounding streets. Having restricted parking spaces on Hataitai Rd will exacerbate the current difficulties residents encounter. I live in Hataitai Rd, between Waitoa Rd and Konini Rd and parking is already difficult during the day because of the number of cars that are parked all day while their drivers catch the bus into the city. To alleviate this, WCC must provide a number of spaces for resident only parking.

### Officer response:

Installing a Residents Parking scheme is outside of the scope of the improvement. An officer will contact you separately to discuss.

**Name:** Pamela Moore  
**Suburb:** Hataitai  
**Agree with proposal:** No

Loss of so many carparks will have an adverse effect on local businesses.

### Officer response:

Please see previous responses to parking loss.

**Name:** Blake Towgood  
**Suburb:** Not given  
**Agree with proposal:** No

My disagreement of the proposal is based on (but not limited to) the following items; - The removal of 13 car parks will be detrimental to the village and local business. You (WCC) are simply not listening to the residents of Hataitai. - Poor Design solutions continually being presented. - Over kill design proposed, given the safety risk presented by council. 10x reported crashes in 7 years (less than 1x per year) with 50m of the intersection (potentially not specifically directly caused by the intersection layout). Seems like an unjustified response to me. - You (WCC) have already wasted too much of ratepayers money on this proposal, not to mention what the final design will actually cost to construct. - The creation of time limited parks will make no difference to the parking issue that you (WCC) will be creating as a direct effect of your proposed changes. Have you even undertaken a survey to study the average time a car is parked in a park at any one time (to justify implementing time limited parks). My assumption of the average time spent by any car in one park would be less than 15mins. You (WCC and the design engineers) have gone down such a massive wormhole that you have lost sight of the scope. 1. listen to the residents 2. Refer to the design principle K.I.S.S. 3. Your job are to do what is best for the residents/ratepayers, not to justify your ego's or roles. Refer previous feedback submitted regarding this proposal for additional information.

### Officer response:

Please see previous responses to parking loss, the need for the changes, community preference for options and the results of a recent parking survey.



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In terms of doing what is best for resident and ratepayers, the option that has been proposed not only addresses the pedestrian safety and driver confusion concerns, it returns benefits far in excess of the cost so provides excellent value for money.

Name: Ellen Blake  
Suburb: Mt Victoria  
Agree with proposal: No

Please accept this late personal submission. I object to this proposal in its entirety. It will make walking around Hataitai worse and cause more disconnection in the shopping area. This is supported by statements in the proposal's benefit cost assessment. This proposal: re-sites the pedestrian crossings away from the intersection so it is harder to see the traffic; it widens the road so the cars can go faster; it includes island-divided pedestrian crossings so cars only have to give way on one side; and roundabouts focus vehicle users on their journey only to the detriment of pedestrians on footpaths. It is not appropriate in this busy public transport and walking area. A better solution would be to: - retain the pedestrian crossings where they are, - retain the kerbs in their current location, - remove some of the parking to make the intersection less busy for vehicle users - raise all the pedestrian crossings or the entire intersection, this is best practise - follow existing Council Policy that supports pedestrian priority in the sustainable transport hierarchy.

### Officer response:

The current configuration is inherently unsafe for pedestrians as cars must encroach onto the pedestrian crossing to safely pull out of the intersection. The Land Transport (Road User) Rule 2004 states that "*a vehicle must not stop, stand, or park the vehicle on a pedestrian crossing*".<sup>1</sup>

Additionally NZTA's Pedestrian Planning Guide provides guidance on the siting of zebra crossings stating they "*should be set back 5m or more from junction mouths*".<sup>2</sup>

The location of the pedestrian crossing limit lines also creates confusion for drivers as they approach the intersection. This confusion is caused by uncertainty as to who has right of way and the risk that drivers will focus on the junction at the expense of activity on, or near, the pedestrian crossing. Whilst this project was prompted by both concerns, our primary concern is for pedestrian safety.

With the proposed design, sightlines to the zebra crossings will be improved as they will be located in more prominent positions and away from the intersection. Kerb buildouts will reduce the walking distance and time to cross the road. Together with central pedestrian refuge islands on Moxham Avenue and Waitoa Road (west), significant safety improvements will be gained. This is especially important on the Waitoa west leg of the intersection where the current walk distance is considerable with no protection provided to the pedestrian walking across the road. This is an important location serving the bus stops on either side of the road.

<sup>1</sup> <http://www.legislation.govt.nz/regulation/public/2004/0427/latest/whole.html#DLM303601>:

Cl.6.5 Parking on or near pedestrian crossings

<sup>2</sup> Table 15.6 in <https://www.nzta.govt.nz/assets/resources/pedestrian-planning-guide/docs/pedestrian-planning-guide.pdf>

## We are proposing a change in your area

Absolutely Positively  
Wellington City Council  
Me Heke Ki Pōneke

Raising the intersection is considered technically infeasible within the budget constraints due to the concerns regarding road surface water running across the raised table. The current topography of the intersection has both Waitoa Road (west) and Hataitai Road descending in the direction of the 4 Square dairy. Addressing this flooding risk would incur significant costs over and above the initial \$200K estimated and put it on a par with the "raised roadway" option at ~\$1.5 million.

**Name:** Mike Mellor on behalf of Living Streets  
**Suburb:** Not given  
**Agree with proposal:** No

Living Streets Aotearoa strongly opposes this Traffic Resolution for the following reasons:

1. The "Pedestrian impact" statement in the Traffic Resolution is cursory, incomplete, misleading, and with no supporting evidence.
2. The proposal is completely at odds with relevant Council policy, putting car users ahead of pedestrians.
3. Consultation on the proposal was skewed, biased and deficient.
4. A large majority of submitters does not support the chosen option.

### 1. Pedestrian impact

1. The pedestrian impact part of the Impact section of the proposed Traffic Resolution reads in its entirety "Improves pedestrian safety".

We could see no evidence to support this statement. However, there is evidence in the Cost Benefit Analysis - Estimated benefits and dis-benefits chart on p17 of

<https://wellington.govt.nz/~media/your-council/projects/files/hataitai-intersection/hataitai-intersection-roundabout-proposal.pdf> that all the proposals consulted on result in net disbenefit to pedestrians. Pedestrians are key users of this intersection, and it is surprising and disappointing that there is no evidence given to support this impact statement, and that the effects that result in the negative figure for pedestrians in the Benefit/Cost Ratios are not mentioned, let alone discussed.

### 2. Council policies

A key part of Council policy with respect to transport initiatives is the Sustainable Transport Hierarchy, as referred to (for example) in the Council submission on Waka Kotahi NZTA's Accessible Streets package, where it is noted that pedestrian safety and accessibility are at the top of the hierarchy.

But this proposal turns this on its head, for instance:

- while pedestrian safety is mentioned, no evidence is provided in this respect;
- there is no mention of pedestrian accessibility, but this must be adversely affected to produce negative benefits in the BCR;
- the Pedestrian part of the Impact section of the TR consists of just one bullet point and the three words "improves pedestrian safety";
- there is no description of the pedestrian facilities being provided, of their effects or how they compare with the current situation.

By contrast, for vehicle users:

## We are proposing a change in your area

Absolutely Positively  
**Wellington City Council**  
Me Heke Ki Pōneke

- in the Impact section there are 14 multi-worded bullet points describing in detail the changes being made, and also that the TR “improves traffic flow” (there is no mention of pedestrian flow);
- the BCR is positive;
- in the “Why we are proposing this change” section, it is said that the proposal gives “the maximum benefit of overall performance”, but performance for pedestrians is not mentioned anywhere in the proposal. It unclear how it pedestrians have been included.

Apart from the lack of adherence to Council policy, with reference to the submission to Waka Kotahi NZTA mentioned above it is not a good look when Council urges others to follow one of its own policies that it is clearly not following itself.

### 3. The consultation process

The consultation on which this TR is based included three options. In none of them did the BCR show any benefit for pedestrians, everyone having a negative figure in this respect.

In our submission we noted many of the deficiencies identified above, and as far as we can see not one of them has been noted, let alone addressed. Many changes have been made for vehicle users, and (again as far as we can see) not a single one for pedestrians.

In our submission we did suggest a raised table covering the intersections and crossings to provide an optimal experience for all users according to their position in the hierarchy, but that appears to have fallen on deaf ears, too. (The original proposal said that such a proposal was “not necessary”, with no discussion or explanation.)

### 4. Prior Submissions

We note that 64% of submitters did not support the previous proposal, and we wonder why the Council is persisting with such an unpopular proposal.

In summary, this is a poorly developed and unpopular proposal that disregards feedback and is contrary to a key Council policy. It is also inconsistent with the advice provided to others: for instance, the submission to NZTA referred to above says “the Council is concerned about ensuring safety and accessibility for pedestrians, as the top of the sustainable transport hierarchy”, but there is no evidence of any such concern in this Traffic Resolution – precisely the opposite.

We submit that the proposal be withdrawn and replaced by one that is consistent with Council policies.

### Officer response:

The recommendation to Council primarily addresses road safety and current accessibility concerns related to pedestrians who are currently in conflict with vehicles when they cross any one of the four legs of this intersection. The four zebra crossings, currently located at the ‘mouth’ of the intersection, do not support pedestrian safety and hence the recommended improvements.

Considerable consultation has been undertaken to address the observed pedestrian safety and accessibility concerns and, in so doing to expand our problem definition and inform the options analysis and assessment.



## We are proposing a change in your area

Absolutely Positively  
**Wellington** City Council  
Me Heke Ki Pōneke

I agree we have understated this fact in the TR report and this was an oversight. Moving the pedestrian crossings away from the mouth of the intersection does incur pedestrian disbenefits as it creates a 6-7 second delay for walkers to cross the road, however, this is outweighed by the safety benefits realised by this change. The roundabout option also returns high efficiency benefits for cars and buses as well as significant crash cost savings compared with other options.

**Table of Traffic Resolutions Legal Description SPC 10 December 2020**

<b>a.</b>	<b>Moxham, Waitoa, Hataitai Intersection, Hataitai (TR167-20)</b>		
	<i>Delete from Schedule A (Time Limited) of the Traffic Restrictions Schedule</i>		
	<b>Column One</b>	<b>Column Two</b>	<b>Column Three</b>
	<b>Waitoa Road</b>	P60, At Other Times and Sundays	North side, commencing 61 metres East of its intersection with Hataitai Road (Grid Coordinates X= 1750211.19, Y= 5425939.64) and extending in an easterly direction following the northern kerbline for 15.5 metres.
	<b>Waitoa Road</b>	P60, At Other Times	South side, commencing 49 metres East of its intersection with Moxham Avenue (Grid Coordinates X= 1750214.052, Y= 5425929.404) and extending in an Easterly direction following the Southern kerbline for 12 metres. (Metlink bus stop #6535).
	<b>Waitoa Road</b>	P60, Monday to Saturday, 8:00am - 6:00pm	South side, commencing 10 metres west of its intersection with Moxham Avenue and extending in a westerly direction following the southern kerbline for 18 metres.
	<b>Waitoa Road</b>	P60, Monday to Saturday, 8:00am - 6:00pm	South side, commencing 7 metres east of its intersection with Moxham Avenue and extending in an easterly direction following the southern kerbline for 15 metres.
	<b>Waitoa Road</b>	P60, Monday to Saturday, 8:00am - 6:00pm	North side, commencing 51.5 metres east of its intersection with Hataitai Road and extending in an easterly direction following the northern kerbline for 17.5 metres.
	<b>Waitoa Road</b>	P60, Monday to Saturday, 8:00am - 6:00pm	North side, commencing 5.5 metres east of its intersection with Hataitai Road and extending in an easterly direction following the northern kerbline for 18 metres.
	<b>Waitoa Road</b>	P60, Monday to Saturday, 8:00am - 6:00pm	South side, commencing 31 metres south of its intersection with Moxham Avenue and extending in an easterly direction following the southern kerbline for 12 metres.
	<b>Waitoa Road</b>	P60, Monday to Saturday, 8:00am - 6:00pm	South side, commencing 57.0 metres from its intersection with William Street and extending in a easterly direction following the southern kerbline for 6.0 metres.
	<b>Waitoa Road</b>	P60, Monday to Saturday, 8:00am - 6:00pm	South side, commencing 6.0 metres from its intersection with William Street and extending in a easterly direction following the southern kerbline for 33.5 metres.
	<b>Waitoa Road</b>	P60, Monday to Saturday, 8:00am - 6:00pm	North side, commencing 51.5 metres east of its intersection with Hataitai Road and extending in an easterly

**Table of Traffic Resolutions Legal Description SPC 10 December 2020**

			direction following the northern kerbline for 9.5 metres.
	<b>Moxham Avenue</b>	P30, Monday to Saturday, 8:00am - 6:00pm	East side, commencing 186 metres north of its intersection with Tapirir Street and extending in a northerly direction following the eastern kerbline for 6 metres.
	<b>Moxham Avenue</b>	P30, Monday to Saturday, 8:00am - 6:00pm	West side, commencing 18 metres north of its intersection with Taurima Street and extending in a northerly direction following the western kerbline for 34 metres.
<i>Delete from Schedule B (Class Restricted) of the Traffic Restrictions Schedule</i>			
	<b>Column One</b>	<b>Column Two</b>	<b>Column Three</b>
	<b>Waitoa Road</b>	Bus Stop, At All Times	North side, commencing 61 metres east of its intersection with Hataitai Road (Grid Coordinates X= 1750214.180, Y=5425935.572) and extending in an Easterly direction following the Northern kerbline for 15.5 metres. (Metlink bus stop #7535).
	<b>Waitoa Road</b>	Bus Stop, At All Times	South side, commencing 49 metres East of its intersection with Moxham Avenue (Grid Coordinates X= 1750214.052, Y= 5425929.404) and extending in an Easterly direction following the Southern kerbline for 12 metres. (Metlink bus stop #6535).
	<b>Waitoa Road</b>	P60, Except 9:30am - 12:30pm, Friday Only	North side, commencing 29.5 metres east of its intersection with Hataitai Road and extending in an easterly direction following the northern kerbline for 15.5 metres.
	<b>Waitoa Road</b>	Bus Stop, At All Times	South side, commencing 28 metres west of its intersection with Moxham Avenue and extending in a westerly direction following the southern kerbline for 14 metres.
	<b>Waitoa Road</b>	Bus Stop, At All Times	South side, commencing 49 metres east of its intersection with Moxham Avenue and extending in an easterly direction following the southern kerbline for 12 metres.
	<b>Waitoa Road</b>	Authorised Vehicles Only, Except for Mobile Library, Friday, 9:30am - 12.30pm	North side, commencing 29.5 metres east of its intersection with Hataitai Road and extending in an easterly direction following the northern kerbline for 15.5 metres.
	<b>Hataitai Road</b>	Bus Stop, At All Times	West side, commencing 11 metres North of its intersection with Waitoa Road and Hataitai Road (Grid Coordinates X= 1750205.005, Y=5425941.932) and extending in a Northerly



**Table of Traffic Resolutions Legal Description SPC 10 December 2020**

			direction following the Western kerbline for 15 metres.
	<b>Hataitai Road</b>	Taxi Stand	East side, commencing 9 metres north of its intersection with Waitoa Road and extending in a northerly direction following the eastern kerbline for 15 metres.
	<b>Waitoa Road</b>	Bus Stop, At All Times	North side, commencing 270 metres north of its intersection with the bus tunnel and extending in an easterly direction following the northern kerbline for 25 metres.
<i>Delete from Schedule D (No Stopping) of the Traffic Restrictions Schedule</i>			
	<b>Column One</b>	<b>Column Two</b>	<b>Column Three</b>
	<b>Waitoa Road</b>	No Stopping, At All Times	South side, commencing 83 metres east of its intersection with Moxham Avenue and extending in an easterly direction following the southern kerbline for 6 metres.
	<b>Waitoa Road</b>	No Stopping, At All Times	South side, commencing from its intersection with William Street and extending in a easterly direction following the southern kerbline for 5.5 metres.
	<b>Waitoa Road</b>	No Stopping, At All Times	South side, commencing 61 metres east of its intersection with Moxham Avenue and extending in an easterly direction following the southern kerbline for 9 metres.
	<b>Waitoa Road</b>	No Stopping, At All Times	South side, commencing 22 metres east of its intersection with Moxham Avenue and extending in an easterly direction following the southern kerbline for 9 metres.
	<b>Hataitai Road</b>	No Stopping, At All Times	
	<b>Hataitai Road</b>	No Stopping, At All Times	West side, commencing at its intersection with Waitoa Road and Hataitai Road (Grid Coordinates X= 1750205.005, Y= 5425941.932) and extending in a Northerly direction following the western kerbline for 11 metres.
	<b>Hataitai Road</b>	No Stopping, At All Times	West side, commencing 26 metres North of its intersection with Waitoa Road and (Grid Coordinates X= 1750205.005, Y= 5425941.932) Road and extending in a Northerly direction following the Western kerbline for 9 metres.
	<b>Waitoa Road</b>	No Stopping, At All Times	North side, commencing 312 metres north of its intersection with the bus tunnel and extending in an easterly direction following the northern

**Table of Traffic Resolutions Legal Description SPC 10 December 2020**

			kerbline for 15 metres to its intersection with Hataitai Road.
	<b>Waitoa Road</b>	No Stopping, At All Times	North side, commencing 295 metres north of its intersection with the bus tunnel and extending in an easterly direction following the northern kerbline for 6 metres.
	<b>William Street</b>	No Stopping, At All Times	West side, commencing from its intersection with Waitoa road and extending in a southerly direction following the western kerbline for 6 metres.
<i>Add to Schedule A (Time Limited) of the Traffic Restrictions Schedule</i>			
	<b>Column One</b>	<b>Column Two</b>	<b>Column Three</b>
	<b>Waitoa Road</b>	P15, Monday to Sunday, 8:00am - 8:00pm	South side, commencing 13.5 metres east of its intersection with Hataitai Road (Grid Coordinates X= 1750207.834, Y= 5425928.734) and extending in an easterly direction following the southern kerb line for 9 metres
	<b>Waitoa Road</b>	P30, Monday to Sunday, 8:00am - 8:00pm	North side, commencing 12.5 metres east of its intersection with Hataitai Road (Grid Coordinates X= 1750213.792, Y= 5425938.16) and extending in an easterly direction following the northern kerb line for 10 metres
	<b>Waitoa Road</b>	P30, Monday to Sunday, 8:00am - 8:00pm	North side, commencing 27 metres east of its intersection with Hataitai Road (Grid Coordinates X= 1750213.792, Y= 5425938.16) and extending in an easterly direction following the northern kerb line for 14.5 metres
	<b>Waitoa Road</b>	P30, Monday to Sunday, 8:00am - 8:00pm	South side, commencing 31.5 metres east of its intersection with Hataitai Road (Grid Coordinates X= 1750207.834, Y= 5425928.734) and extending in a easterly direction following the southern kerb line for 12 metres
	<b>Moxham Avenue</b>	P30, Monday to Sunday, 8:00am - 8:00pm	East side, commencing 24.5 metres south of its intersection with Waitoa Road (Grid Coordinates X= 1750207.834, Y= 5425928.734) and extending in a southern direction following the Eastern kerb line for 14.5 metres
	<b>Waitoa Road</b>	P30, Monday to Sunday, 8:00am - 8:00pm	South side, commencing 17.0 metres west of its intersection with Moxham Avenue (Grid coordinate X= 1750197.046, Y= 5425932.083) and extending in a westerly direction

**Table of Traffic Resolutions Legal Description SPC 10 December 2020**

			following the southern kerb line for 6.5 metres
	<b>Waitoa Road</b>	P60, Monday to Sunday, 8:00am - 8:00pm	South side, commencing 23.5 metres west of its intersection with Moxham Avenue (Grid coordinate X= 1750197.046, Y= 5425932.083) and extending in a westerly direction following the southern kerb line for 3.5 metres
	<b>Waitoa Road</b>	P60, Monday to Sunday, 8:00am - 8:00pm	South side, commencing 41 metres west of its intersection with Moxham Avenue (Grid coordinate X= 1750197.046, Y= 5425932.083) and extending in a westerly direction following the southern kerb line for 3 metres
	<b>Hataitai Road</b>	P60, Monday to Sunday, 8:00am - 8:00pm	West side, commencing 25.5 metres north of its intersection with Waitoa Road (Grid Coordinates X= 1750203.568, Y= 5425943.720) and extending in a northerly direction following the western kerb line for 15 metres
	<b>Hataitai Road</b>	P60, Monday to Sunday, 8:00am - 8:00pm	East side, commencing 32 metres north of its intersection with Waitoa Road (Grid Coordinates X= 1750212.324, Y= 5425939.110) and extending in a northerly direction following the Eastern kerb line for 12 metres
	<b>Waitoa Road</b>	P60, Monday to Sunday, 8:00am - 6:00pm	North side, commencing 81.5 metres east of its intersection with Hataitai Road (Grid Coordinates X= 1750213.792, Y= 5425938.16) and extending in an easterly direction following the northern kerb line for 7 metres
	<b>Waitoa Road</b>	P60, Monday to Sunday, 8:00am - 6:00pm	North side, commencing 95.5 metres east of its intersection with Hataitai Road (Grid Coordinates X= 1750213.792, Y= 5425938.16) and extending in an easterly direction following the northern kerb line for 6.5 metres
	<b>Waitoa Road</b>	P60, Monday to Sunday, 8:00am - 6:00pm	South side, commencing 43.5 metres east of its intersection with Hataitai Road (Grid Coordinates X= 1750207.834, Y= 5425928.734) and extending in an easterly direction following the southern kerb line for 3 metres
	<b>Waitoa Road</b>	P60, Monday to Sunday, 8:00am - 6:00pm	South side, commencing 6 metres east of its intersection with



**Table of Traffic Resolutions Legal Description SPC 10 December 2020**

			William Street (Grid Coordinates X= 1750280.18, Y= 5425893.85) and extending in an easterly direction following the southern kerb line for 11 metres
	<b>Waitoa Road</b>	P60, Monday to Sunday, 8:00am - 6:00pm	South side, commencing 26 metres east of its intersection with William Street (Grid Coordinates X= 1750280.18, Y= 5425893.85)) and extending in an easterly direction following the southern kerb line for 9 metres
	<b>Moxham Avenue</b>	P30, Monday to Sunday, 8:00am - 6:00pm	West side, commencing 20 metres north of its intersection with Taurima Street (Grid Coordinates X= 1750169.521, Y=5425879.594) and extending in a northerly direction following the western kerb line for 24 metres
	<b>Moxham Avenue</b>	P15, Monday to Sunday, 8:00am - 6:00pm	West side, commencing 44 metres north of its intersection with Taurima Street (Grid Coordinates X= 1750169.521, Y= 5425879.594) and extending in a northerly direction following the western kerb line for 6 metres
	<b>Moxham Avenue</b>	P60, Monday to Sunday, 8:00am - 6:00pm	East side, commencing 47 metres south of its intersection with Waitoa Road (Grid Coordinates X= 1750207.834, Y= 5425928.734) and extending in a southern direction following the Eastern kerb line for 5 metres
	<b>William Street</b>	P60, Monday to Sunday, 8:00am - 6:00pm	West side, commencing 6 metres south of its intersection with Waitoa Road (Grid Coordinates X= 1750273.889, Y= 5425897.239) and extending in a southerly direction following the western kerb line for 15.5 metres
<i>Add to Schedule B (Class Restricted) of the Traffic Restrictions Schedule</i>			
	<b>Column One</b>	<b>Column Two</b>	<b>Column Three</b>
	<b>Waitoa Road</b>	Bus Stop, At All Times	South side, commencing 27 metres west of its intersection with Moxham Avenue (Grid coordinate X= 1750197.046, Y= 5425932.083) and extending in a westerly direction following the southern kerb line for 14 metres
	<b>Waitoa Road</b>	Bus Stop, At All Times	North side, commencing 31.5 metres west of its intersection with Hataitai Road (Grid Coordinates X= 1750203.568, Y= 5425943.720) and extending in a

**Table of Traffic Resolutions Legal Description SPC 10 December 2020**

			westerly direction following the northern kerb line for 14 metres
	<b>Hataitai Road</b>	Bus Stop, Mon – Fri, 6:30am – 9am	West side, commencing 25.5 metres north of its intersection with Waitoa Road (Grid Coordinates X= 1750203.568, Y= 5425943.720) and extending in a northerly direction following the western kerb line for 15 metres
	<b>Waitoa Road</b>	Bus Stop, At All Times	North side, commencing 59 metres east of its intersection with Hataitai Road (Grid Coordinates X= 1750213.792, Y= 5425938.16) and extending in an easterly direction following the northern kerb line for 15 metres (Metlink bus stop #7535).
	<b>Waitoa Road</b>	Bus Stop, At All Times	South side, commencing 54 metres east of its intersection with Hataitai Road (Grid Coordinates X= 1750207.834, Y= 5425928.734) and extending in an easterly direction following the southern kerb line for 14 metres (Metlink bus stop #6535).
	<b>Hataitai Road</b>	Loading Zone, Monday to Sunday 8:00am - 6:00pm, Goods Vehicles and Authorised Vehicles Only	East side, commencing 18 metres north of its intersection with Waitoa Road (Grid Coordinates X= 1750212.324, Y= 5425939.110) and extending in a northerly direction following the Eastern kerb line for 6 metres
	<b>Waitoa Road</b>	Loading Zone, Monday to Sunday 8:00am - 6:00pm, Goods Vehicles and Authorised Vehicles Only	North side, commencing 50 metres east of its intersection with Hataitai Road (Grid Coordinates X= 1750213.792, Y= 5425938.16) and extending in an easterly direction following the northern kerb line for 9 metres
<i>Add to Schedule D (No Stopping) of the Traffic Restrictions Schedule</i>			
	<b>Column One</b>	<b>Column Two</b>	<b>Column Three</b>
	<b>Waitoa Road</b>	No Stopping, At All Times	South side, commencing at its intersection with Moxham Avenue (Grid coordinate X= 1750197.046, Y= 5425932.083) and extending in a westerly direction following the southern kerb line for 17.0 metres
	<b>Waitoa Road</b>	No Stopping, At All Times	North side, commencing at its intersection with Hataitai Road (Grid Coordinates X= 1750203.568, Y= 5425943.720) and extending in a westerly direction following the northern kerb line for 31.5 metres
	<b>Hataitai Road</b>	No Stopping, At All Times	West side, commencing at its intersection with Waitoa Road (Grid Coordinates X= 1750203.568, Y= 5425943.720) and extending in a

**Table of Traffic Resolutions Legal Description SPC 10 December 2020**

			northerly direction following the western kerb line for 25.5 metres
	<b>Hataitai Road</b>	No Stopping, At All Times	East side, commencing at its intersection with Waitoa Road (Grid Coordinates X= 1750212.324, Y= 5425939.110) and extending in a northerly direction following the Eastern kerb line for 18 metres
	<b>Waitoa Road</b>	No Stopping, At All Times	North side, commencing at its intersection with Hataitai Road (Grid Coordinates X= 1750213.792, Y= 5425938.16) and extending in an easterly direction following the northern kerb line for 12.5 metres
	<b>Waitoa Road</b>	No Stopping, At All Times	South side, commencing at its intersection with Hataitai Road (Grid Coordinates X= 1750207.834, Y= 5425928.734) and extending in an easterly direction following the southern kerb line for 14.5 metres
	<b>Waitoa Road</b>	No Stopping, At All Times	South side, commencing 22.5 metres east of its intersection with Hataitai Road (Grid Coordinates X= 1750207.834, Y= 5425928.734) and extending in an easterly direction following the southern kerb line for 9 metres
	<b>Waitoa Road</b>	No Stopping, At All Times	South side, commencing 48 metres east of its intersection with Hataitai Road (Grid Coordinates X= 1750207.834, Y= 5425928.734) and extending in an easterly direction following the southern kerb line for 6 metres
	<b>Waitoa Road</b>	No Stopping, At All Times	South side, commencing 68 metres east of its intersection with Hataitai Road (Grid Coordinates X= 1750207.834, Y= 5425928.734) and extending in an easterly direction following the southern kerb line for 4 metres
	<b>William Street</b>	No Stopping, At All Times	West side, commencing at its intersection with Waitoa Road (Grid Coordinates X= 1750273.889, Y= 5425897.239) and extending in a southerly direction following the western kerb line for 6.0 metres
	<b>William Street</b>	No Stopping, At All Times	West side, commencing 21.5 metres south of its intersection with Waitoa Road (Grid Coordinates X= 1750273.889, Y= 5425897.239) and extending in a southerly direction following the western kerb line for 6 metres
	<b>Waitoa Road</b>	No Stopping, At All Times	South side, commencing at its intersection with William Street (Grid Coordinates X= 1750280.18, Y= 5425893.85) and extending in an



**Table of Traffic Resolutions Legal Description SPC 10 December 2020**

			easterly direction following the southern kerb line for 6 metres
	<b>Moxham Avenue</b>	No Stopping, At All Times	West side, commencing at its intersection with Waitoa Road (Grid coordinate X= 1750197.046, Y= 5425932.083) and extending in a southerly direction following the western kerb line for 10 metres
	<b>Moxham Avenue</b>	No Stopping, At All Times	East side, commencing at its intersection with Waitoa Road (Grid Coordinates X= 1750207.834, Y= 5425928.734) and extending in a southern direction following the Eastern kerb line for 18.5 metres
<i>Add to Schedule G (Give Way &amp; Stop) of the Traffic Restrictions Schedule</i>			
	<b>Column One</b>	<b>Column Two</b>	<b>Column Three</b>
	<b>Waitoa Road</b>	Give Way	Eastbound traffic, at its intersection with Hataitai Road
	<b>Waitoa Road</b>	Give Way	Westbound traffic, at its intersection with Moxham Avenue
	<b>Hataitai Road</b>	Give Way	Southbound traffic, at its intersection with Waitoa Road
	<b>Moxham Ave</b>	Give Way	Northbound traffic, at its intersection with Waitoa Road
<i>Add to Schedule H (Pedestrian Crossings) of the Traffic Restrictions Schedule</i>			
	<b>Column One</b>	<b>Column Two</b>	<b>Column Three</b>
	<b>Waitoa Road</b>	Pedestrian Crossing	Located 10.5 metres east of its intersection with Hataitai Road (Grid Coordinates X= 1750212.324, Y= 5425939.110)
	<b>Waitoa Road</b>	Pedestrian Crossing	Located 12.5 metres west of its intersection with Moxham Avenue (Grid Coordinates X= 1750212.324, Y= 5425939.110)
	<b>Hataitai Road</b>	Pedestrian Crossing	Located 11.5 metres north of its intersection with Waitoa Road (Grid Coordinates X= 1750203.568, Y= 5425943.720)
	<b>Moxham Ave</b>	Pedestrian Crossing	Located 8.5 metres south of its intersection with Waitoa Road (Grid Coordinates X= 1750207.834, Y= 5425928.734)

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## **THE MUNICIPAL OFFICE BUILDING BASE BUILD PROPOSAL**

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### **Purpose**

1. The purpose of this report is to provide:
  - background to the Municipal Office Building (MOB) project and its relationship to the National Music Centre (NMC)
  - an update on the building upgrade cost estimates and their impact on project feasibility
  - detailed practicable options for the long-term future of MOB and recommend a preferred approach to be included in the 2021-31 Long-term Plan

### **Summary**

2. A redevelopment of MOB was proposed as part of the NMC initiative (MOB Base Build), in partnership with Victoria University of Wellington (VUW) School of Music and the New Zealand Symphony Orchestra (NZSO), as tenants.
3. Non-binding Heads of Agreement (HOA) were signed in June 2019, under which the Council would strengthen the building to at least 67% NBS IL3 and upgrade the building services. VUW and NZSO will fit-out the floors above ground level and lease these at a market rent for 25 years.
4. Design work has been completed on the strengthening and upgrade option to an advanced stage (Developed Design). Due to the complexities of strengthening the building, the current estimated cost is \$84M, significantly higher than the initial estimate of \$50M.
5. The projected revenue generated by the lease income is insufficient to fully recover the base build cost. The proposed rentals to be paid are at market levels and the tenants have reasonably indicated they are not able to pay a rental in excess of market levels.
6. This results in a funding deficit that would need to be subsidised by ratepayers, the estimated cost is \$1.5M - \$3.8M per annum over the term of the lease and beyond. This is necessary because the capital cost to strengthen and refurbish MOB is not economically viable without an ongoing ratepayer subsidy.
7. From a resilience perspective, while the building will be strengthened, there is no guarantee it will be useable after an earthquake. It will also have no enhanced ability to deal with challenges due to climate change including sea level rise.
8. While a range of practicable options have been considered to either strengthen or demolish and build a replacement building, there are currently only two realistic options that could be pursued by Council:
  - Proceed with the base build proposal; or
  - Demolish and rebuild MOB to accommodate the VUW and NZSO ("demolish and rebuild").
9. In November 2020, the Council agreed a \$38M insurance settlement for the adjoining six-level Civic Administration Building (CAB) following damage to it in the 2016 Kaikoura earthquake. The CAB settlement is sufficient to restore the building to its pre-earthquake state. This settlement presents a potentially larger development opportunity across the adjoining MOB and CAB sites rather than considering the sites in isolation.

10. Due to the high financial cost of strengthening MOB, the need for an ongoing ratepayer subsidy and poor resilience outcomes, it is now prudent to fully explore the feasibility of demolishing and rebuilding a replacement building for MOB noting this approach presents different risks than the proposed strengthening scheme due to:
  - Strengthening MOB as a contributory building to the Civic Square Heritage Precinct would ensure that its heritage values are retained. Conversely, demolition would result in a loss of heritage values to Te Ngākau and the city. Obtaining a resource consent to demolish is uncertain and needs to be tested as a priority; and
  - The need for a developed concept design of a potential replacement for MOB. However, we expect that the cost to build new will be less than the strengthening option and the associated market rents from a new build will be more.
  - Strengthening MOB would be funded by Council through an increase in its borrowings, a new build MOB would open opportunities to include partner funding and a potential MOB/CAB development would increase this opportunity further and thereby avoid the need for Council debt funding.
11. Unfortunately, there is no option to do nothing. If MOB is unable to be demolished and a new building erected to replace it then Council is faced with having to work with options to strengthen the existing building which would be difficult to tenant given its seismic challenges.
12. As MOB is within Te Ngākau Civic Precinct, which is a Strategic Asset, Council must also fully explore the alternatives prior to reconsidering a redevelopment of MOB which is currently viewed as the poorest option.

## **Recommendation/s**

That the Strategy and Policy Committee:

1. Receive the information.
2. Agree to include the Municipal Office Building options referred to in this report in the 2021 – 2031 Long-term Plan.
3. Note that while the preferred option is to demolish and rebuild the Municipal Office Building, it is a contributory building to a heritage precinct and would require consent to demolish.
4. Note that the planning rules set a 'high bar' for contributing buildings to be demolished which will include Council having to demonstrate (in detail) its plan for the site post demolition.
5. Note that the preferred option will require \$750,000 in the 2021-2031 Long-term Plan to complete the consenting process and confirm that consent for the demolition of the Municipal Office Building can be achieved.
6. Note that Council officers will continue to work with the National Music Centre partners to further explore accommodation opportunities within Te Ngākau Civic Precinct.

## **Background**

### The Municipal Office Building



13. Located at 101 Wakefield Street, the Municipal Office Building (MOB) contains eight levels and 8,566m<sup>2</sup> Gross Floor Area of office space.
14. MOB has accommodated Wellington City Council offices since its completion in 1956 and was last refurbished in 1992 as part of the Civic Square development where it was substantially changed including the demolition of its eastern podium to make way for the West Hall extension of the Town Hall
15. In 2012 a seismic assessment was completed which indicated a rating of approximately 35-45% NBS (IL2). It is expected the NBS value could now be less as this assessment is no longer current with guidelines having changed. Although not earthquake prone, the assessed value is substantially below the minimum required by Council and the wider office market to be considered tenatable on a long-term basis.
16. MOB's in building services and fit out are generally nearing 30 years old and are at the end of their economic life and requiring significant upgrade and replacement. The Civic Precinct shared services plant which MOB is reliant on is also at end of life and requiring replacement.
17. In order to remain tenatable in the future, a significant level of development of MOB is required at a minimum to:
  - Undertake Seismic strengthening of the structure; and
  - Upgrade and replace existing services and fit out.
18. While not specifically heritage listed, MOB is a "contributing building" to the Civic Centre Heritage Area. As a result, any addition or alteration of external fabric requires Resource Consent. The planning rules also set a 'high bar' for contributing buildings to be demolished which may include Council having to demonstrate (in detail) its plan for the site post demolition (e.g. construction of a replacement building).
19. MOB is currently unoccupied and is likely to remain so until a decision is made about its future.

#### Heritage Values

20. Te Ngākau Civic Precinct is one of the largest and most important public spaces in Wellington. It is both important to mana whenua and as the local democratic heart of the city. Mana whenua made extensive use of the area before the land was reclaimed by the Council in the mid-1880s. Over time, a series of important Council buildings were built in this area including the Town Hall (1901-04), Wellington Public Library (1938-40) and Municipal Office Building/MOB (1946-51). Te Ngākau is a popular place for gatherings and events and is widely used by Wellingtonians and visitors. It is scheduled in the District Plan as the Civic Centre Heritage Area.
21. Completed in 1951 MOB was purpose-built to house Council staff and constructed adjacent to the Town Hall which housed the Mayoral offices and Council Chambers, along with a concert chamber and auditorium. MOB was designed as an elegantly proportioned Moderne-style building. Despite modern alterations, the building is scaled and proportioned to sit comfortably with the Town Hall and makes a strong contribution to the civic and heritage qualities of the Civic Centre Heritage Area.
22. Mana Whenua gifted the name Te Ngākau, 'the heart', to the city. Mana Whenua and Maori representatives are key stakeholders to be consulted in the development of the wider Te Ngākau Civic Precinct.

#### The National Music Centre

23. The National Music Centre is a collaboration established between Wellington City Council, Victoria University of Wellington, and the New Zealand Symphony Orchestra to create a unique world-class centre of musical and creative excellence. Council is to provide a home for the collaboration centred around a strengthened and redeveloped Town Hall while also exploring opportunities to encompass MOB and parts of MFC.
24. The Wellington Civic Music Hub (now known as the “National Music Centre” or NMC) business case was approved by Council on 28 June 2017. This envisages an NMC campus being established across WTH, MOB and MFC with the following strategic elements/objectives:
  - “Strengthen the city’s arts and music education sectors and reinforce its reputation as New Zealand’s ‘Creative Capital’, through forming the nucleus of a national centre for music.
  - Provide the Wellington public with opportunities to experience and be inspired by music and musicians in a central city setting and reinforce the city’s reputation as a vibrant, arts-rich place to live;
  - Enhance the city’s international positioning as a film scoring destination;
  - Strengthen the connection of the NZSO to Wellington as its home and create opportunities for increased collaboration and resource-sharing in the sector; and
  - Maximise the utilisation and income producing capacity of the earthquake strengthened Town Hall and contribute to an energised Civic Square Precinct.”
25. A NMC encompassing MOB was also recommended on the basis that it was anticipated there would be a slightly positive impact on rates (\$1.6M saving over a 9-year period with the MOB development assumed to be cost neutral).
26. Nonetheless, it caveated that any decision to pursue a full campus option is “conditional upon (a) a successful fundraising campaign by the NZSO and Victoria University of Wellington; and (b) Council agreement on a disposal or long-term lease of the Municipal Office Building”. If these conditions are not met, the Music Hub is to be limited to the WTH only unless another viable option can be found.
27. As part of the NMC initiative VUW were offered a first right of refusal (made available under the WTH agreement) to purchase MOB in December 2017 which was rejected after they had pursued two private developer proposals both which required VUW to pay a rental not only significantly above market levels but also in excess of those being achieved for new buildings.
28. Following VUW’s rejection of purchase, a subsequent proposal for WCC, VUW and NZSO to develop MOB jointly in order to complete the NMC was developed.

#### The MOB Base Build Proposal

29. Non-binding Heads of Terms were agreed in June 2019. Under the proposal WCC is to develop MOB and in exchange VUW will lease levels 3 – 7 and part of level 2 (dependant on NZSO uptake of right of refusal over part of level 2) for a 25-year term at a market rent which was assessed at a gross rental of \$425m².
30. Under the proposal NZSO would occupy parts of Level 1 and 2. No terms have been agreed between WCC and NZSO for the lease of these spaces though these are anticipated to reflect VUW’s terms.
31. Under the Heads of Terms with VUW, the main works that Council agreed to include were:

- Strengthen building to minimum of 67% NBS (IL3) in accordance with the New Zealand Building Code (NZBC) as at 17 June 2019.
  - Strip out of existing fit out to bare structure and provide new carpet / floor coverings where required
  - Demolish the atrium that connects MOB to CAB and reinstate with a new wind lobby
  - Provide new independent services plant and vertical reticulation
  - Provide new male and female toilets to each floor (including full fit out)
32. The original cost estimates (at concept design level) was for the base build to cost \$50m the cost of which was to be met primarily through lease revenue. That is, the proposal was meant to be largely self-funding and not requiring any significant ongoing ratepayer subsidy.

Current MOB Design and Cost Forecast

33. The MOB base build developed design was completed in November 2019. This documented the strengthening of MOB as a shell and core base build scheme to at least 67% NBS (IL3), assessed against the NZBC requirements as at 17 June 2019. While a higher seismic strength of 80% NBS was sought, it was found not to be practical to due to the limitations of the existing structure.
34. The projected design and construction cost of this scheme is estimated at \$84M excluding GST. This includes:
- MOB Primary Structure costs for construction,
  - plumbing HVAC and electric plant but capped at core
  - demolition of the MOB/CAB atrium and bridge and make good
  - professional fees, Resource Consent (non-notified) and Building Consent
  - the MOB East Wall (works required to enable WTH works)
  - contingencies and escalation
35. Tenant responsibilities include:
- on floor services (e.g. plumbing, air-conditioning, lighting and electrical reticulation)
  - suspended ceilings
36. It is important to note that while the building will be upgraded, it will always be physically limited due to its older design. These limitations are demonstrated by comparison with Council's 2017 "Wellington Resilience Strategy". The current design will not manage the challenges Wellington faces in relation to seismic and climate change, to the extent that the scheme:
- does not necessarily improve resilience in relation to earthquakes (i.e. the building may not be useable after an event) and;
  - sea level rise (i.e. the building is not designed to deal with issues such as inundation)
37. As a result, Council cannot mitigate risks to tenants and Council as a building owner in relation to long-term insurability and business resilience.



38. Due to the uncertainty around MOB's future, as a risk mitigation measure related to completing the Town Hall works, its East Wall is currently being strengthened. If it is not completed as part of the Townhall Programme it will prohibitively expensive and technically challenging to upgrade later if MOB cannot be demolished. \$5.9m was provisioned in the 2019/2020 Annual Plan in order to continue the design and to proceed with the east wall strengthening works.

What is driving the cost?

39. The project is a technically challenging which requires a complex strengthening scheme to strengthen an old building on poor reclaimed ground. This is reflected in the design solution.
40. The foundation works are driving cost – the balance of the build costs remain within earlier expectations and design contingency allowance. This results in poor feasibility for any scheme that requires strengthening of the existing structure.
41. Analysis and external review of the design solution have been completed and has concluded that the solution is an appropriate response to the brief, with no areas of significant overdesign or unnecessary complexity.

The problem

42. The capital investment required for the base build is circa \$84M which delivers a refurbished building strengthened to 67% NBS (IL3) that meets the spatial requirements of the NMC.
43. The revenue generated by lease income is insufficient to service the base build cost. The proposed rentals to be paid are at market levels and the tenants have indicated they are not able to pay a rental in excess of market levels.
44. The base build costs and the market rental for a strengthened and refurbished mean there is a funding shortfall which will require an ongoing ratepayer subsidy of \$1.5M - \$3.8M p.a. for the next 35 years (in addition to lease income). This analysis excludes GST and reflects the starting market rental rate for tenant leases of \$425/m<sup>2</sup>.
45. The capital investment to upgrade MOB would be funded by Council through an increase in its borrowings at a time when demands on Council's debt capacity are increasing. The points above outline the financial challenges associated with the proposed strengthening and refurbishment option. From a Te Ngākau perspective the proposal delivers the NMC, but this is not an exclusive benefit in that other options can also deliver this outcome. It also delivers a strengthened building but not to a level that enhances Te Ngākau from a resilience perspective to any great extent.

Tenant Commitment

46. While the tenants have committed in principle to the proposal, the agreement is not legally binding.
47. The tenants acknowledge that the proposal is an imperfect solution from a building layout and cost perspective to the extent that their preference is for a new build (if feasible).
48. They are also aware of the challenges the current proposal presents to the Council, especially in relation to financial feasibility. Given this they have been actively considering other opportunities in Te Ngākau and its surrounds.

Te Ngākau Civic Precinct progress

49. We are now seeing progress in resolving issues within Te Ngākau with the strengthening works on the Town Hall now progressing and the future of the Central Library moving closer to final resolution.
50. Work has commenced to develop the framework for Te Ngākau Civic Precinct that will set out the vision, values and principles for the precinct. This framework will be similar to the successful framework that guided the development of the Waterfront. We expect to bring this back to Council in quarter 1 in 2021.
51. We expect to be in a position to come back to Council regarding the future development of the Michael Fowler carpark site in quarter 1 in 2021.
52. The decision around the future of MOB is another key step in progressing the development of Te Ngākau Civic Precinct.

## Options

53. Notwithstanding the financial challenges to achieve modest resilience gains, MOB is also classified as a strategic asset. Council is therefore required to identify all reasonably practicable options to potentially deliver better outcomes for the City.
54. The following options for MOB are available to Council are summarised in the following tables:
  - i. Proceed with the MOB base build proposal
  - ii. Retain MOB and seek to repurpose
  - iii. Sell MOB to support development
  - iv. Demolish MOB and rebuild (this option could include a larger development opportunity including CAB)

### Option 1: Proceed with the base build scheme:

MOB strengthened to 67% NBS IL3 meaning: a) the building is fit to accommodate the National Music Centre; and b) the ground floor can provide some additional amenities for the Town Hall.	
Potential Cost:	\$84M – currently unfunded (except for \$5.9m for the East Wall)
Potential Impact on Ratepayers:	Ongoing ratepayer subsidy of \$1.5M - \$3.8M per annum for 35 years
Strengths/ Opportunities:	<ul style="list-style-type: none"> <li>Retains MOB's heritage values and Te Ngākau heritage area contribution</li> <li>Provides a high level of support to the National Music Centre</li> <li>Design at a stage where it can be progressed now</li> <li>Provides certainty for tenants and Town Hall project, especially in relation to the East Wall.</li> </ul>

	<ul style="list-style-type: none"><li>• Rejuvenates another building in Te Ngākau Civic Precinct</li><li>• Retaining MOB has a lower carbon footprint than demolishing and rebuilding</li></ul>
Weaknesses/Risks:	<ul style="list-style-type: none"><li>• Significant increase in Council debt to fund</li><li>• Poor financial feasibility requiring ongoing ratepayer support</li><li>• Substantial construction risk in relation to foundation works</li><li>• Strengthening work will not result in a resilient building</li><li>• Inefficient floor plate layout retained</li><li>• Limits opportunity for private investment (outside of tenants)</li><li>• Unable to pursue larger (and potentially more feasible) development opportunity with CAB</li></ul>



**Option 2: Retain and repurpose**

MOB excluded from the NMC and strengthened (67 – 80% NBS IL2) for alternative use. This would include development fit-out.	
Potential Cost:	\$70m - \$90m - subject to the selected seismic strengthening scheme
Potential Impact on Ratepayers:	The level of investment would require rents in excess of market and therefore an ongoing rates subsidy of \$0.7M - \$4.3M per annum for 35 years (if able to be leased)
Strengths/ Opportunities:	<ul style="list-style-type: none"> <li>• Council maintains control of use</li> <li>• Able to be used to support Town Hall</li> <li>• Retains MOB's heritage values and Te Ngākau heritage area contribution</li> <li>• Provides certainty for tenants and Town Hall project, especially in relation to the East Wall.</li> <li>• Rejuvenates another building (if able to be leased)</li> <li>• Retaining MOB has a lower carbon footprint than demolishing and rebuilding</li> </ul>
Weaknesses/Risks:	<ul style="list-style-type: none"> <li>• Significant increase in Council debt to fund</li> <li>• Poor financial feasibility requiring ongoing ratepayer support</li> <li>• Reduces opportunity to optimise Music Hub</li> <li>• Substantial construction risk in relation to foundation works</li> <li>• Strengthening work will not result in a resilient building</li> <li>• Inefficient floor plate layout retained</li> <li>• Leasing risk</li> <li>• Limits opportunity for private investment</li> </ul> <p>Unable to pursue larger (and potentially more feasible) development opportunity with CAB</p>

**Option 3: Sell to support redevelopment**

Sell the building 'as is' to an investor – transfer of development risk to another party.	
Potential Cost:	Due to poor feasibility and need to deliver on Te Ngākau outcomes, Council may have to pay an investor to acquire the asset if the improvements are required to be retained as a condition of transfer.
Potential Impact on Ratepayers:	Potentially high, depends on the level of control over the outcome Council requires.
Strengths/ Opportunities:	<ul style="list-style-type: none"> <li>• Private investors maybe better placed to repurpose the building.</li> <li>• Development risk is transferred.</li> <li>• Impacts on ratepayers may be minimized</li> <li>• Avoids material heritage issues</li> </ul>
Weaknesses/Risks:	<ul style="list-style-type: none"> <li>• Reduced or full loss of control over key Civic Square site and outcomes for Te Ngākau</li> <li>• Likely to be a limited demand for MOB without additional financial support from Council</li> <li>• Provides uncertainty to the Town Hall project</li> <li>• Potential for site to be land banked by investor and remain either unutilised or leased as is for a prolonged period.</li> <li>• Heritage values may not be retained</li> </ul>

**Option 4: Demolish and Rebuild**

Demolition of MOB and the construction of a new efficient and resilient building that could be used for the National Music Centre or other purposes. This option could include a larger development opportunity incorporating CAB.	
Potential Cost:	No more than option to strengthen and refurbish.
Potential Impact on Ratepayers:	Potentially self-funding based on tenants paying market rentals.
Strengths/ Opportunities:	<ul style="list-style-type: none"> <li>• Ability to involve private investment</li> <li>• Opportunity to increase Gross Floor Area and optimise the site improving financials</li> <li>• Modern design that better meets the needs of the NMC</li> <li>• Unlocks highest and best use potential of the site</li> <li>• Likely to be more cost effective to fit-out for tenants while attracting higher market rentals</li> <li>• Building will be &gt;100% NBS with additional potential to include other resilient features</li> <li>• Lower risk build project</li> <li>• Better outcomes from a Te Ngākau perspective and develop a star rated green building</li> <li>• Opportunities to optimize building envelope with CAB</li> </ul>
Weaknesses/Risks:	<ul style="list-style-type: none"> <li>• Loss of important heritage contribution</li> <li>• Risk that building cannot be demolished (contributory building to a heritage area)</li> <li>• Consenting risk means potentially longer period to deliver completed building</li> <li>• Demolition has a larger carbon footprint than refurbishing MOB</li> <li>• Potential uncertainty in relation to the use of the East Wall.</li> </ul>



Preferred Option

55. MOB needs significant seismic strengthening to meet the minimum standards required by the tenants under the base build proposal. While the proposed leases to VUW and NZSO make a significant contribution to the project cost, substantial rates support is still required.
56. A high proportion of strengthening cost is within the foundations and structure. Therefore, any alternative scheme where the structure is retained will also have the same feasibility challenges as the base build proposal – albeit without the 25-year lease commitment from VUW and NZSO.
57. If a decision was made to retain MOB, the best outcome from a development risk and financial perspective is to proceed with the current base build proposal. Therefore, all other options where MOB is retained are viewed as inferior.
58. While a range of practicable options have been assessed there are two options stand out and these have been considered against key outcomes and criteria as summarised in the following table:

	<b>Cost to ratepayers -</b>	<b>Development Risk</b>	<b>Consenting Risk</b>	<b>Supports Te Ngākau Regeneration</b>	<b>Supports City Resilience</b>	<b>Provides an optimal outcome for the NMC tenants and Council</b>
	<i>What level of financial support is required from ratepayers?</i>	<i>What is the level of financial risk Council must assume to complete the project?</i>	<i>What risk does the resource consent pose to the overall project?</i>	<i>Does the development support the Te Ngākau regeneration?</i>	<i>Will the building be resilient, especially in the face of climate change and earthquake risk</i>	<i>Will the finished building be efficient?</i>
<b>Proceed with the base build proposal</b>	High	Medium/High	None	Yes	No	No
<b>Demolish and Rebuild</b>	None	Low	High	Yes	Yes	Yes

59. The Demolish and Rebuild option is anticipated to cost no more, and likely less, than the current strengthening proposal while requiring little or no lower contribution from ratepayers due to the higher rentals that a new building will attract.
60. This approach also opens up opportunities to find partners to fund the project that are not available under the current proposal due to poor financial feasibility.
61. While the demolish and rebuild option will have a larger carbon footprint, a new building will provide better resilience (including dealing with seismic and sea level rise challenges) and will be more efficient to occupy and operate, especially if the building footprint can be optimised by including the CAB site.
62. The Demolish and Rebuild option is higher risk due to the challenges relating to obtaining resource consent to demolish MOB, however it is prudent to exhaust all potential options for the site given the cost and potential enhanced benefits a new building would bring to Te Ngākau and the wider city.
63. Retaining and restoring MOB will preserve the building's contribution to the heritage values of Te Ngākau and the wider city. These benefits need to be considered as a positive contribution to offsetting the costs of restoring the building.
64. Unfortunately, there is no option to do nothing, if MOB is unable to be demolished and a new building erected to replace it then Council is faced with having to work with options to strengthen the existing building.
65. Officers are therefore seeking the inclusion of a \$750,000 within the 2021-31 Long Term Plan to undertake the work required to determine if resource consent for the demolition of MOB can be achieved.

## **Attachments**

Nil

Authors	Danny McComb, Manager Economic & Commercial David Cook, Strategic Advisor Property
Authoriser	Tom Williams, Chief Infrastructure Officer

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## **SUPPORTING INFORMATION**

### **Engagement and Consultation**

The key stakeholders, VUW and NZSO have been consulted through this process.

### **Treaty of Waitangi considerations**

There are no direct impacts that require consideration, however as we develop the framework for Te Ngakau and go through the consenting process to consider demolition of MOB appropriate dialogue will be held with Mana Whenua.

### **Financial implications**

- Proceeding to strengthen MOB has an estimated capital cost of \$84m (funded through increased borrowings) and a requirement for ratepayer subsidies of between \$1.5m to \$3.8m annually
- Not proceeding avoids these costs and enables the opportunity to introduce private funding rather than Council funding
- Exploring the demolition option will require opex funding of an estimated \$0.75m to prepare the consent and progress it through the consenting process.

### **Policy and legislative implications**

Actions around MOB trigger considerations in relation to Council's Significance Policy and the status of MOB as a contributory building to the heritage precinct.

### **Risks / legal**

Heritage considerations in relation consenting any MOB demolition and potential for this to be challenged. On the converse there are significant financial risks to Council and ratepayers from proceeding with any strengthening options.

### **Climate Change impact and considerations**

Demolition and replacement has a carbon footprint greater than strengthening. However the ongoing carbon emissions from a new build building will be significantly less and the opportunity to build new offers options around green building standards and resilience, both seismic and climate change.

### **Communications Plan**

There is a brief press release planned.

### **Health and Safety Impact considered**

There are no physical works and therefore no HSE considerations.



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## NAMING OF SPORT AND COMMUNITY BUILDING AT ALEX MOORE PARK

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### Purpose

1. This report asks the Strategy and Policy Committee to approve the name for the Sport and Community Building at Alex Moore Park in accordance with Council's Naming Policy Te Māpihi Maurea.

### Summary

2. The Alex Moore Park Sports and Community Hub building project was approved by Council in December 2018 and construction is well underway.
3. The project is a partnership between the Council and Alex Moore Park Sport and Community Incorporated (AMPSCI). The Council will own the building and AMPSCI will lease and operate the premises.
4. A shortlist of names was suggested following discussions with Ngāti Toa and considered by Council officers and the AMPSCI Board, with the parties agreeing that Waiora is the preferred option.
5. This is not a change to the name of the park, rather a new name for the new building. Alex Moore Park will continue to be the name of the sports park where the building is located.

### Recommendation/s

That the Strategy and Policy Committee:

1. Receive the information.
2. Agree the name *Waiora* will be the official name for the Sport and Community Building at Alex Moore Park.
3. Note the engagement with Mana Whenua and the Alex Moore Park Sport and Community Incorporated (the Society) and acknowledges the support from Ngāti Toa and the Society.
4. Note the process undertaken to select the name for the Sport and Community Hub Building is in accordance with Council's Naming Policy Te Māpihi Maurea.

### Background

6. The Alex Moore Park Sport and Community Hub project was approved on 6 December 2018 and construction of the new building is well underway. The expected completion date is early March 2021 with an opening planned for late March/early April.
7. The new building has replaced the Johnsonville Cricket Club Rooms and Olympic Harriers Club Rooms buildings and will accommodate five clubs based at Alex Moore

Park including Johnsonville Cricket and Olympic Harriers. The new building will also include public toilets and changing rooms.

8. The Council will own the building and has agreed to grant a premises lease for an eleven-year term with two renewal terms of eleven years to the Alex Moore Park Sport and Community Incorporated (AMPSCI)
9. The Council has entered into a Partnering Agreement that sets out the agreed terms on which the Council and AMPSCI will work together to complete the Project.
10. The Partnering Agreement stipulates the Hub Facilities will be called the 'Alex Moore Park Sport and Community Facility' or such other name as is determined by the Council in its sole discretion (provided that the Council will discuss the proposed name with the Society and take into account the Society's views prior to confirming the name of the Hub Facilities).
11. Council's Naming Policy Te Māpihi Maurea provides guidelines and principles to be considered when naming Council facilities. It seeks to ensure that we have appropriate names for our facilities and buildings and recognises that names are an important way to connect us to the land and the environment around us. They help us recognise and reflect culture, history and landscape and tell stories about how we got to where we are today, and what has gone before.
12. Te Tauihu – Council's Te Reo Māori Policy, sets out specific goals and aspirations for the use of te reo within the City. One of the aspirational goals of the Council is that *our capital city is a te reo Māori city – people will know this because it will be visible in our city landscapes and places we meet. We will understand the importance of te reo to te iwi mana whenua, in celebrating the unique Māori heritage of this region.*
13. The name Waiora has been selected following engagement with our iwi partner Ngāti Toa, and the Alex Moore Park Sport and Community Inc Board.
14. Naming this building Waiora supports the goals of Te Tauihu and is aligned with the guidelines and principles of Te Māpihi Maurea.

## **Discussion**

15. The Naming Policy - Te Māpihi Maurea sets out the process for considering names and the extent to which the views of interested parties and communities should be taken into account. The policy sets out the engagement guidelines including for features that are locally significant and when targeted engagement should take place.
16. This proposal is not to rename an open space, reserve or suburb/locality, rather to name the building located on the upper field at Alex Moore Park. The park will remain known as Alex Moore Park.
17. Targeted engagement has taken place with iwi and the Alex Moore Park Sport and Community Board that represents the five AMPSCI foundation clubs:
  - Johnsonville Cricket Club
  - Johnsonville Rugby Club
  - North Wellington Football Club
  - Olympic Harriers and Athletics Club
  - Wellington Deaf Society

18. Ten names were considered including 3 options provided by Ngāti Toa. These are outlined in Attachment 1.
19. Waiora means "Water of Life" (Wai – water, Ora – life, well, full, alive) and references the main local stream which was used for the provision of kai/spiritual sustenance. Much like the sport and recreation activities that occur at the park it refers to a healthy way of life.
20. There is also a synergy between the name 'Waiora' and 'Waitohi', the name given to the recently developed community hub which includes the Johnsonville Library, Keith Spry Pool, café and Whanau Manaaki Kindergarten. Waitohi refers to the original name of the local stream. Both Waiora and Waitohi are important community facilities in a growing part of the city.
21. Council officers, in collaboration with AMSPCI and Ngāti Toa have agreed that Waiora is the preferred name for the Sport and Community Building at Alex Moore Park.
22. On 23<sup>rd</sup> September, The Alex Moore Park Sport and Community Inc Board resolved that Waiora is their preferred name for the Sport and Community Building at Alex Moore Park.

## **Next Actions**

23. If the recommendations in this report are approved, officers will commence using the name Waiora. Signage will be developed and installed on the outside of the building prior to opening.

## **Attachments**

Attachment 1. Appendix 1 [↓](#) 

Page 119

Authors	Lauren Harkerss, Sports and Clubs Partnership Advisor Sarah Murray, Customer and Community Partnerships Manager
Authoriser	Paul Andrews, Manager Parks, Sports & Rec Claire Richardson, Chief Operating Officer

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## **SUPPORTING INFORMATION**

### **Engagement and Consultation**

The naming process for the Sport and Community Building at Alex Moore Park has required input and engagement with key partners and stakeholders, and most significantly Mana Whenua through Ngāti Toa. The views and feedback from key stakeholders have been taken into account when assessing the preferred name for recommendation in this paper.

### **Treaty of Waitangi considerations**

The building is located on a site that Mana Whenua regards as important and they have an interest in the naming of the building on this site to acknowledge the history of Wellington and the importance of this building.

### **Financial implications**

Any final naming decision will be incorporated into signage.

### **Policy and legislative implications**

Council's Naming Policy Te Māpihi Maurea has been complied with in relation to the process and recommendations for the naming of the Sport and Community Building. This policy states that names should meet four guidelines:

- Rerekē / Unique ('not duplicated in Wellington city, and preferably not be duplicated in the wider Wellington region, for the same feature') – *satisfied*
- Poto / Short - *satisfied*
- Ngāwari / Simple - *satisfied*
- Whakaute / Respectful - *satisfied*

### **Risks / legal**

Waiora is a commonly used name and there are several other entities with this name or similar names, however, none are located in the Wellington Region. There is also a town in northern Hawkes Bay called Waiora.

### **Climate Change impact and considerations**

NA

### **Communications Plan**

A communication plan will be developed to support the name.

### **Health and Safety Impact considered**

NA



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Appendix 1

Papatakaro	Area for sports recreation, activities
Pohutukawa	Recognizing the bountiful pohutukawa that grew at Alex Moore Park
Waiora	“Water of Life” resembling the main stream which was used for the provision of spiritual / kai sustenance of life. Much like sport and healthy activities which leads to a healthier way of life.

Mouri Tū	(noun) life principle, vital essence, special nature, a material symbol of a life principle, source of emotions - the essential quality and vitality of a being or entity. Also used for a physical object, individual, ecosystem or social group in which this essence is located.
Te Ihi	Te Ihi: <a href="#">ihiPlay</a> (noun) essential force, excitement, thrill, power, charm
Te Wana	(noun) excitement, thrill, exhilaration, fervour, verve, gusto, zeal, zest, passion, energy, sparkle, liveliness, pizzazz.
Te Hau	(noun) vital essence, vitality - of a person, place or object.
Rāhōu	(modifier) new, recent, fresh, modern. New day.
Ruruku	(verb) (-tia) to draw together with a cord, bind together, lash, coordinate. (eg. of many codes together)
Whāriki	(noun) floor covering, ground cover, floor mat, carpet, mat. (as in place to meet, sit, talk, reflect)

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## **QUARTER 1 REPORT 2020/21**

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### **Purpose**

1. This report asks the Strategy and Policy Committee to receive and note the Quarter One (Q1) report for the 2020/21 financial year. The report is for the period 1 July 2020 to 30 September 2020.

### **Summary**

2. The result highlights that Council is making reasonable progress on delivering on its key performance indicators (KPIs) set through its 10-Year Plan.
3. Most significant projects have re-established their timelines since the COVID-19 lockdown and are working to recover to their pre-lockdown position.
4. The budget position at the end of the quarter saw operating costs and revenue are on target, and officers are also forecasting a full year net operating deficit of \$56m, \$500k lower than budget.
5. Revenue is currently on budget and forecast to be \$3.9m higher than budget by year end as the post-covid-19 activity and revenue is better than earlier estimates.
6. Year to date capital expenditure is under budget by 26% (\$21m) and the construction market is constrained, meaning tendering processes are taking longer and tender prices are more volatile.
7. The KPI results for the quarter was 77% (59 out of 77) of KPIs with an available result were achieved or exceeded. Seventeen KPIs did not meet target by greater than 10% and one KPI was not able to be measured this quarter. The main KPI challenges for the quarter were:
  - the ongoing impacts of COVID-19, some of which are still emerging
  - year to date performance in the three waters area highlights ongoing concerns in service delivery
  - delivery challenges in the consenting area; and
  - library utilisation.

### **Recommendation/s**

That the Strategy and Policy Committee:

1. Receive the information.
2. Note the contents of the Quarter One 2020/21 report (Attachment 1).
3. Note the Financial and Performance Measure variances.
4. Agree to capital expenditure carry forwards of \$37 million (net) being included in the full year 2020/21 budget from the 2019/20 underspend.
5. Agree to change the budgeted timing of \$3.5m for Tākina (Convention Centre) from 2022/23 to 2020/21 as the project continues to accelerate ahead of schedule.
6. Approve the Quarter One 2020/21 report.

## **Background**

### **Exception reporting**

8. This report continues the emphasis on exception reporting. The aim is to enable Council to have informed and focused discussions on KPI and budget variances that matter i.e. where targets or budgets have been exceeded or not met for the quarter.
9. Attachment 2 has a detailed list of the KPI and budget results by activity for your information. KPIs that are reported annually (in the Annual report) are not included.

### **Changes to the report**

10. Some changes have been made to this report to simplify and create greater understanding. The Executive summary and financial summary have been reviewed to give a clearer consolidated picture of performance. Due to the delay of the Annual Report (post-Covid impacts) this report also requests approval for the carry-forwards of the underspent 2019/20 budget.
11. This is the third year of the Council's performance framework (the framework) developed for the 2018 10-year Plan. The framework also included some new KPIs. The first year of operation for new measures is used to gather sufficient performance information to establish valid targets for future years. For the new KPIs the results for the 2018/19 year were used to set new KPI baseline targets for the following (2019-20) year. A further full-year's results helps confirm the targets fit for future use.
12. The interruption to business performance from COVID-19 pandemic has meant that the 2019/20 results do not however cover a full year. The impact being that the results for the new KPIs have material gaps meaning that we are unable to:
  - make valid like-for-like comparison of results between reporting periods; or
  - reliably confirm the targets set at the start of the year.
13. As a result, the targets for some new KPIs are not sufficiently representative or reliable for the monitoring and reporting performance. These KPIs require baseline targets to be re-set and therefore do not have a target for the 2020/21 year. As part of the work on the 2021-31 long term plan, we are further developing the KPI framework and will address the above through the LTP development process. This work will feed into quarterly reports for the next financial year.

## **Discussion**

### **Quarter one performance**

#### **KPI performance**

14. Items of note in this quarter include:
  - *Wellington Water:*
    - Year-end audit of Wellington Water's performance results is still ongoing as at the date of this report.
    - There has been no change in performance exceptions since those reported at year-end. The same eight performance measures did not meet target and the same seven performance measure were reported as exceeding targets for Q1. Further information is on pages 19-21.
  - *Consenting:* Although some improvements have been made, building consent timeliness was 13% below target. Issuing of subdivision certificates declined from



year end 96% at year-end to 88% for Q1. Further information is on page 35 of the report.

- *Libraries:* utilisation represents four of the seven exceptions under the community support area. Website and e-library activity being exceeded and physical visits and programmes not meeting target. Further information is provided on page 31.
- Other areas of non-performance are likely to be COVID-19 related – declining use of leisure card, lower weekend car parking, cancellation of some school programmes and community centre bookings, have impacted utilisation and occupancy rates.

15. The report includes a summary of the status of some of Council's significant projects. There are five projects with amber status meaning moderate to major risks are being closely monitored by governance, including:
  - *Let's Get Wellington Moving*
  - *St James Theatre and Town Hall seismic strengthening*
16. As at end of the quarter (30 September 2020) the Council has achieved (i.e. within 10% of target or exceeded 10% above target) 77% or 59 of the 77 non-financial KPIs with available data for the quarter. Any significant variances of greater than or less than 10% off target are explained in Section One: Activity area performance.
17. There was one KPIs that had no data available and 17 that were more than 10% below target or not met. The majority of the KPIs that were not met for the quarter were in Environment (three waters) and Social and Recreation (related to utilisation of services).
18. The full list of KPIs and Q1 results are included in Attachment 2.

### **Financial performance**

19. The snapshot of financial performance details financial performance for the period 1 July 2020 to 30 September 2020.

#### **Revenue**

20. Year-to-date total revenue is above budget by \$1.9m.
  - Revenue from operating activities is \$1.3m above budget because of higher revenue from high volumes of consenting and compliance work and conservative post-covid lockdown budgeting.
  - Development Contributions are \$200k higher than budget.

#### **Expenses**

21. Year-to-date total expenses are under budget by \$16.1m:
  - Contract services and material expenses are \$11m favourable partly due to delayed timing of grants and contributions.
  - Depreciation and amortisation is \$6.0m under budget due to a delays in updating 3 waters assets revaluation data because of revaluation delays which were impacted by Covid-19.

### **Net operating surplus forecast**

22. The full year forecast Net Operating Surplus for the year is currently \$0.6m favourable to budget.

### **Capital expenditure**

23. Capital expenditure for the first three months of the financial year is \$59.3m. There has been a \$21m underspend compared to budget as detailed in the report
24. \$37m (net) of the 2019/20 capital expenditure budget underspend has been carried forward into the full year 2020/21 budget. A breakdown of the carry-forward is in Section 2 in the Q1 report.
25. There is also a case where a request to formalise a bring-forward of funding from out years is included in the recommendations.
  - The Takina (Convention Centre) programme is currently ahead of schedule and is requesting the bring forward of \$3.5m to continue progressing ahead of schedule.

### **Treasury Report**

26. All measures are compliant with the Treasury Management Policy at quarter end.
27. Liquidity levels at 30 September were 129%, better than the policy floor of 115% providing \$200m of extra facility headroom. Debt funding and fixed interest maturities were all within the annual forecast bands. Counterparty credit risk limits were within policy limits.
28. There were \$213m of deposits at quarter end including \$103m held for pre-funding of debt maturities.
29. The net debt position increased during the quarter from \$665m to \$680m. This was lower than budgeted due to the capital expenditure being \$21m under budget.



### **Options**

N/A

### **Next Actions**

30. Monitoring of performance continues, and the Quarter two report is due in March 2021.

### **Attachments**

Attachment 1.	Attachment 1 Quarterly Report Q1 2020/21 <a href="#">↓</a> 	Page 126
Attachment 2.	Attachment 2 Performance Measures <a href="#">↓</a> 	Page 163
Attachment 3.	Attachment 3 Financial performance detail <a href="#">↓</a> 	Page 174

Authors	Bronwen Green, Senior Advisor, Planning and Reporting Martin Read, Manager Financial Strategy & Treasury Lloyd Jowsey, Team Leader, Planning and Reporting
Authoriser	Baz Kaufman, Manager Strategy and Research Sara Hay, Chief Financial Officer Stephen McArthur, Chief Strategy & Governance Officer

## **SUPPORTING INFORMATION**

### **Engagement and Consultation**

This is a monitoring report and contributes to the transparency and accountability of the Council. It does not require engagement or consultation.

### **Treaty of Waitangi considerations**

N/A

### **Financial implications**

The report provides financial performance information for the quarter as at 30 September 2020.

### **Policy and legislative implications**

N/A

### **Risks / legal**

N/A

### **Climate Change impact and considerations**

N/A

### **Communications Plan**

N/A

### **Health and Safety Impact considered**

N/A

# Quarterly Performance Report

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**Quarter One 2020/21**

**(1 July 2020 - 30 September 2020)**

## Nau mai | Welcome

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This report provides a summary of Wellington City Council's (the Council) operating performance for the 2020/21 financial year, up to the end of the relevant quarter.

Quarterly reports reflect the Council's current 10-year plan and annual plan. These documents are published on the Council's website ([www.wcc.govt.nz](http://www.wcc.govt.nz)). Our 10-year Plan has full details on our outcome indicators, performance measures and strategic priorities and supporting key projects.



## Table of contents

<b>Nau mai   Welcome .....</b>	<b>1</b>
<b>Introduction: What we report .....</b>	<b>3</b>
How to read this report .....	4
<b>Performance Summary - Quarter 1 .....</b>	<b>5</b>
Executive Summary .....	5
Summary of key headlines .....	7
a) Snapshot of significant projects .....	8
b) Snapshot of performance measures .....	12
c) Snapshot of financial performance .....	13
<b>Activity area performance .....</b>	<b>16</b>
Pārongo ā-tāone   Governance .....	17
Taiao   Environment .....	19
Whanaketanga ōhanga   Economic development .....	24
Oranga ahurea   Cultural wellbeing .....	26
Kaupapa pāpori me ngā mahi a rēhia   Social and recreation .....	28
Tāone tupu ora   Urban development .....	32
Waka   Transport .....	35
Organisational projects financials .....	<b>Error! Bookmark not defined.</b>

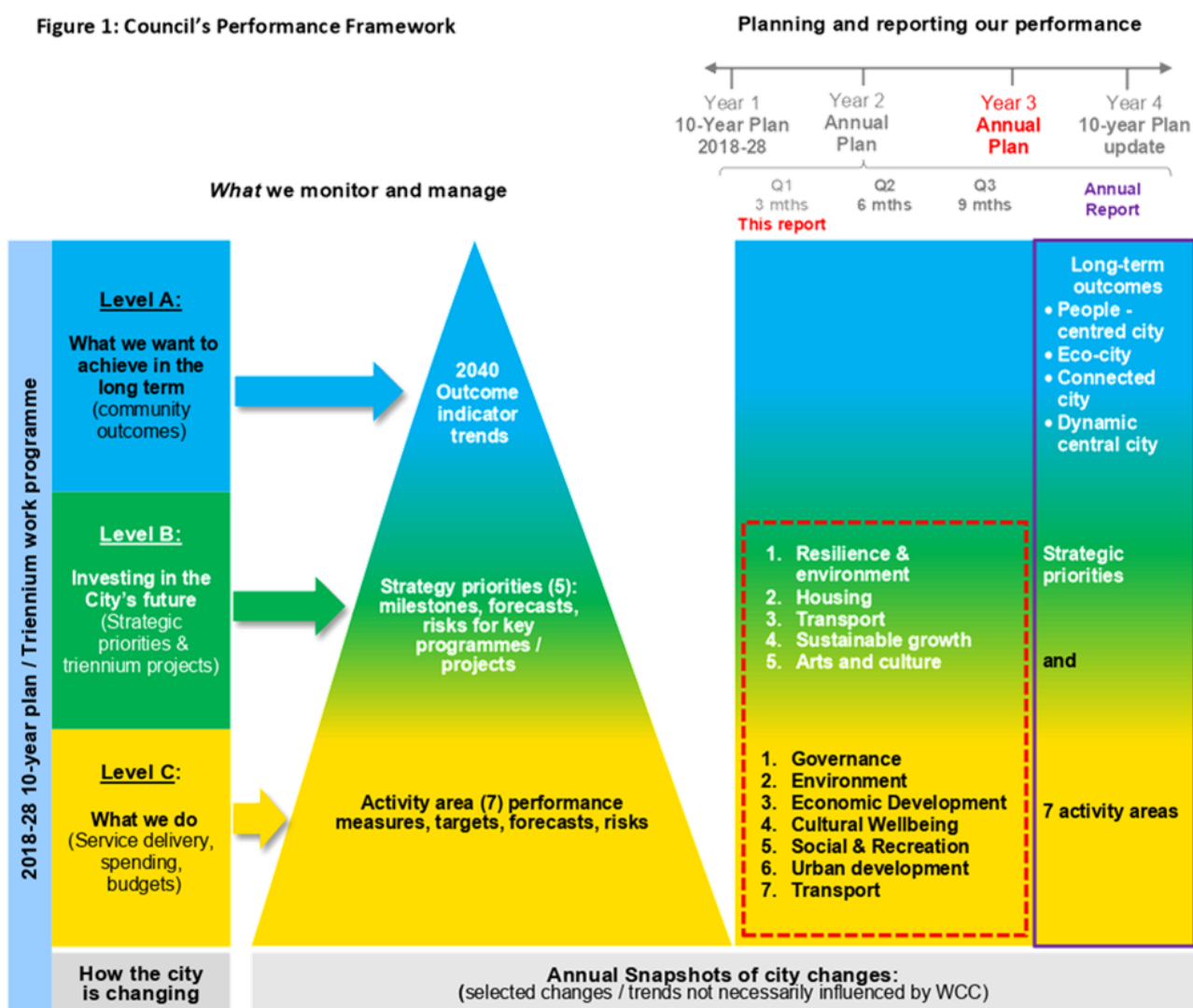
## Introduction: What we report

Quarterly reports focus on operating performance, which is level B and C in our Performance Framework (Figure 1 below). The report includes commentary on what we did, status updates on key projects, material changes in performance measures (KPIs) and budgets, forecasts, and any risks that may influence future performance. Forecasts are based on an informed view of conditions that may influence future performance or results.

### Exception reporting

Quarterly results are reported by exception and include KPI, achievements and budget performance. As the year progresses, we include prior quarter(s) non-financial performance status for comparison refer Appendix One.

Figure 1: Council's Performance Framework



## How to read this report

### ***What's being reported?***

This report includes:

- a) progress updates for the significant projects in Our 10-Year Plan 2018-28
- b) performance KPI targets and budgets, key achievements, challenges /risks and where possible, year-end forecasts for our seven activity areas
- c) consolidated financial performance

The aim is to inform three key questions:

- Are we tracking as expected?
- Are we expecting to achieve year-end target?
- Are our responses to challenges sufficient to mitigate any undesirable impacts?

### ***What information we include?***

In general the information in the report covers relevant financial and non-financial information relating to operating performance. Activity area KPIs cover quality, timeliness, affordability and utilisation.

### ***Structure of this report***

The summary and snapshots provide an overview of performance for the year up to the relevant quarter - drawing on the information in the following sections and appendices:

- [Summary of key headlines](#) contains snapshots of significant projects, performance measures and financial performance.
- [Activity area performance](#) contains details on financial and non-financial performance (by exception) for each of the Council's seven key strategy areas.

### ***How we rate status***

To decide what is significant and therefore what to focus on in this report we use the status definitions that are defined in tables at the start of each section. The statuses use colours to clearly identify the projects, budget items or performance measures that need attention.

### ***Reporting by exception***

In general, only exception items are reported (with a status of red, amber or blue) in Sections 1 and 2. In general, our approach in this report is to focus on over and/or under performance (or by 'exception'). The blue highlight indicates over performance and the red highlight indicates under performance. Using a range for "met" of +/-10% allows for seasonal changes in performance. Amber is used for financial reporting where variance is >\$500k OR >10% off target.

### ***Performance data***

Results are reported year-to-date. All information is current as at the end of the relevant quarter. A number of KPI results are gathered annually e.g. from an annual residents monitoring survey. All performance measure data for the full financial year is published in the Council's Annual Report.

# Performance Summary - Quarter 1

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## Executive Summary

Overall performance in the first quarter was largely consistent with the Annual Plan.

### Performance Measures

59 out of 77 (77%) performance measure results were met or exceeded their target by the end of the quarter with some measures exceeding revised targets. There were 17 (23%) performance measures that did not meet target; eight of these related to Wellington Water services. Two performance measure declined from 'mostly met' to 'not met' since the publication of the 2019/20 Annual Report. KPI achievement was consistent with Q1 in 2019/20 which was 79% achieved.

### Financial Results

Operational Revenue was 1% better than budget (\$1.9m) and Operating Expenditure is 10% (\$16m) lower than budget (underspent) for the quarter, creating a \$28.1m surplus for the quarter, \$18m greater than budget.

The year-end forecast is to achieve a surplus \$55m at year-end, \$5.5m greater than the Annual Plan budget. This forecast is in addition to the \$7.4m of savings included in the budget.

Capital Expenditure was 26%, \$21.3m behind target (underspent). This is mainly due to delays to the St James theatre strengthening and Basin Reserve works, advancing the Keith Spry pool strengthening (a smaller project) ahead of the Wellington Regional Aquatic Centre, and Social Housing upgrades being on hold while the financial sustainability is addressed. The year-end forecast is to improve this delivery and only underspend the revised budget by \$8.8m or 3.3%. The revised budget includes \$43m of extra capital expenditure, mainly due to underspent funds in 2019/20 being carried forward.

### Significant projects

Of the 19 significant projects reported, none are showing in red (major risk) status. The southern landfill extension project is forecast to move from yellow status to amber (moderate risk) in Q2. Two of the five amber status projects, both in urban development, are forecast to move from amber status to green (no significant risks) in Q2.

### Treasury

All measures are compliant with the Treasury Management Policy at quarter end.

Liquidity levels at 30 September were 129%, better than the policy floor of 115% providing \$200m of extra facility headroom. Debt funding and fixed interest maturities were all within the annual forecast bands. Counterparty credit risk limits were within policy limits.

There were \$213m of deposits at quarter end including \$103m held for pre-funding of debt maturities.

The net debt position increased during the quarter from \$665 to \$680m. This was lower than budgeted due to the capital expenditure being \$21m under budget.










## Summary of key headlines

Below is a summary of significant projects, performance measures and financial information. Details of these areas are in the three snapshots of the year that follow this summary. More details on what we did, spent and how we performed in the quarter can be found in Section One, Section Two and the Appendices.

Activity area	a) Projects	b) Performance measures	c) Financial performance
<b>Governance</b>	a) No significant projects in progress this quarter.	b) 4 out of 5 performance measures with an available result were either on track or exceeded target. For the first time contact centre did not meet SLA response times See p16.	c) The operating expenditure budget was underspent 23%. There was no capital spending during the quarter.
<b>Environment</b>	a) Work continued on several pipeline and reservoir projects, as well as an extension to the Southern Landfill. See status in snapshot of significant projects p7.	b) 24 out of the 33 performance measures with an available result were on track or exceeded target at the end of the quarter. Eight results from Wellington Water Limited shown as "not met" and another five shown as "exceeded". See p19.	c) The operating expenditure was underspent by 8% \$3.9m and the capital budget was underspent by 15% \$2.4m.
<b>Economic development</b>	a) Work progressed on the Convention & Exhibition Centre project. See status in snapshot of significant projects p7.	b) All three measures with available results were on track to meet annual target. See p22.	c) The operating expenditure budget was largely on track at 7% underspent \$0.5m and capital expenditure budgets was underspent by 77% \$3.1m.
<b>Cultural wellbeing</b>	a) Work progressed on several venues that are being upgraded, including the Town Hall and St James Theatre. See status in snapshot of significant projects p7.	b) One performance measure with an available result met target and Wellington Museum Trust exceeded target at the end of the quarter. See p25.	c) The operating expenditure budget was largely on track at 6% underspent (\$0.4m) and the capital budget was underspent 17% (\$2.2m).
<b>Social and recreation</b>	a) Work continued on several social and recreation projects however delays and rephasing required.	b) 16 out of the 20 performance measures with an available result were exceeded or met target at the end of the quarter. Of the four that did not meet target, three related to libraries. See p29.	c) The operating expenditure budget was largely on track at 7% underspent (\$1.8m) and the capital expenditure budget was underspent by 55% (\$5.6m).
<b>Urban development</b>	a) Work continued on several urban development projects, including Planning for Growth and earthquake strengthening of priority buildings and venues. See status in snapshot of significant projects p7.	b) 5 out of the 8 performance measures with an available result were on track for the quarter. Two timeliness measures were not met, issuing of subdivision certificates dropped from 96% at year end. The measure for noise complaints was not available. See p33.	c) The operating expenditure budget was on track (3%, \$0.2m overspent) and capital expenditure budget was underspent by 14% (\$1.7m).
<b>Transport</b>	a) Work continued on Let's Get Wellington Moving and several cycleway projects. See status in snapshot of significant projects p7.	b) 5 out of the 6 performance measures were met or exceeded. The one not met related to weekend parking occupancy. See p36.	c) The operating expenditure budget was underspent by 41% (\$6.9m) and capital expenditure budget was underspent by 17% (\$3m).
<b>Organisation</b>	b) There are no performance measures in this area	c) The operating expenditure budget was favourable by 4% (\$3.4m) and capital expenditure budget was underspent by 41% (\$3.1m).	

## a) Snapshot of significant projects

This snapshot summarises the progress status of the significant projects supporting our strategic priorities that are underway in the quarter. Status indicators are:

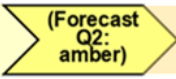
Progress status for current phase	Status definition
 Green	Generally, on track with no major risks identified
 Yellow	There is a level of uncertainty present that is being monitored by governance
 Amber	Moderate to major risks are being closely monitored by governance
 Red	Major risks are present that require intervention
	Current programme / project phase and progress status colour

The investment in Council programmes or projects is assessed, managed and governed in phases. This ensures that there is a sustained focus on delivering the planned benefits over the life of the project. Significant programmes and projects receive on-going management focus. Investments are classified as 'significant' based on criteria including effort, impact, risk, cost, stakeholder interest and urgency.


Note: A programme generally has multiple projects. The Forecast status is the expected progress status for the next quarter.

### Significant Projects/Programmes

#### Environment

Programme, project or work stream (WS)	Project Phases; progress and budget status	Budget (Capital Expenditure = capex FY = Full year)
	Develop Plan Deliver Close Evaluate	
<b>Southern Landfill extension</b>		
Previous progress status: <b>yellow</b>	 (Forecast Q2: amber) 30/6/23	FY capex budget: \$4.51m FY capex forecast: \$0.550m
<b>Status:</b> Potential issues with Council's decision-making process for the proposed Stage 4 extension of the landfill have been identified, specifically around whether the Council's long-term plan constitutes a Council decision to approve the extension. Officers expect to provide further advice to Councillors in February 2021 on the landfill extension with consultation beginning shortly after.		

#### Economic development

Programme, project or work stream (WS)	Project Phases; progress and budget status	Budget (Capital Expenditure = capex Operational expenditure = opex FY = Full year)
	Develop Plan Deliver Close Evaluate	
<b>Convention &amp; Exhibition Centre - TĀKINA</b>		
Previous progress status: <b>green</b>	 (Forecast Q2: Green) 20/02/23	FY capex budget: \$53.1m FY capex forecast: \$47.9m
<b>Status:</b> No material delay in the program resulted from the last re-emergence of Covid-19 risk and the project remains on track. Work with Te Papa around the operating model is now focussed on agreeing how the sales and marketing aspect of the model will work between Te Papa and WellingtonNZ, and the financial modelling/commercial negotiations.		




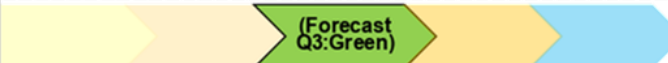
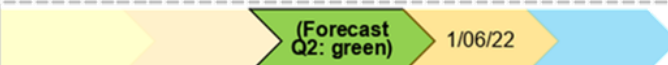
## Resilience

Programme, project or work stream (WS)	Project Phases; progress and budget status	Budget
	Develop Plan Deliver Close Evaluate	Capital Expenditure = capex Operational expenditure = opex FY = Full year, WOL = whole of project life)
<b>St James Theatre</b>		
Previous progress status: <b>amber</b>		WOL capex budget: \$36.8m WOL capex forecast: \$36.7m
<b>Status:</b> Construction progress currently tracking close to schedule. Financial forecast is tracking above the approved budget. Theatre services design is currently behind schedule at the end of the quarter, and while the design for theatre services are not currently critical, the delay is a risk to pricing surety.		
<b>Town Hall seismic strengthening</b>		
Previous progress status: <b>amber</b>		WOL capex budget: \$131.9m WOL capex forecast: \$133m
<b>Status:</b> Overall, the project is slightly behind schedule. However, completed during the quarter included the Civic carpark steelwork, auditorium north wall temporary propping and Illot E3 piling. Underway is slab reinforcing (66% complete), Main entry E2 piling (60% complete), West Hall/MOB piles (40% complete), exterior bluestone removal, Civic Square rattle space and asbestos removal.		
<b>Mt Cook reservoirs and pipelines</b>		
Wallace St pipeline Previous progress status: <b>green</b>		FY capex budget: \$8.8m FY capex forecast: \$8.8m
<b>Status Comment:</b> The major works have now been completed following the installation of stormwater pipes in Rolleston Street. Minor tidying works and final inspections will be completed in quarter 2. (This project relates to the construction of pipelines for Omāroto Reservoir - see below - to provide seismic and operational, resilience, and accommodate growth)		
Omāroto Reservoir Previous progress status: <b>amber</b>		LTP capex budget: \$31m WOL capex forecast: \$52m
<b>Status Comment:</b> The contract has been awarded, the management plans have been approved and tree removal completed. A permit to remove the lizards has been issued and the habitat established. The site establishment is underway with the construction of sedimentation ponds and site offices		
<b>Earthquake Prone Buildings (EPB)</b>		
Previous progress status: <b>yellow</b>		FY capex budget: \$500K Allocated: \$400K
<b>Status Comment:</b> There are 8 EPBs expiring within 24 months and of those two are expiring in the next 12 months. Hearing dates (seeking orders for Council to carry out seismic work and recover the costs from the owners) have been allocated for two expired EPB's.		



## Transport

Programme, project or work stream (WS)	Project Phases; progress and budget status	Budget
	Develop Plan Deliver Close Evaluate	Capital Expenditure = capex Operational expenditure = opex FY = Full year)
<b>Let's Get Wellington Moving Programme (3 projects)</b>		
LGWM Programme Summary Previous progress status: <b>amber</b>		FY capex budget: N/A FY capex forecast: N/A



Programme, project or work stream (WS)	Project Phases; progress and budget status					Budget
	Develop	Plan	Deliver	Close	Evaluate	Capital Expenditure = capex Operational expenditure = opex FY = Full year)
	<b>Status Comment:</b> Detailed planning activities continued for Let's Get Wellington Moving. This included development of options for Mass Rapid Transit from the Railway Station to Airport; Strategic Highway Improvements including the Basin Reserve and an extra Mt Victoria Tunnel; and improvements for buses, cycling and walking into and across the central city including the Golden Mile and Thorndon Quay/Hutt Road. In July we also introduced safer speed limits of 30 km/h on most central city streets. Public consultation on options for the Golden Mile was also carried out during this period.					
<b>Cycleways programme (5 projects)</b>						
1: The Parade Island Bay <i>Previous progress status: <b>green</b></i>						<b>FY capex budget:</b> N/A <b>FY capex forecast:</b> N/A
	<b>Status Comment:</b> \$600k has been approved to undertake options analysis this financial year. NZTA has been contacted for their official funding position on the Island Bay cycleway. The funding (and likely delivery) of Newtown Connections is in place, 2022 at the earliest. A Detailed Business Case is on hold until funding for Newtown Connections is confirmed.					
2: Cobham Drive <i>Previous progress status: <b>amber</b></i>						<b>FY capex budget:</b> \$1.13m <b>FY capex forecast:</b> \$8.05m
	<b>Status Comment:</b> Construction of Cycleway and landscape works between Evans Bay and Troy Street roundabout continues. Seawall construction is well underway - 230 metres of seawall has been built at the end of August 2020. Expected completion of 430 metres of seawall is for October 2020.					
3: Evans Bay Stage 1 <i>Previous progress status: <b>yellow</b></i>						<b>FY capex budget:</b> \$3.63m <b>FY capex forecast:</b> N/A
	<b>Status Comment:</b> Project approved for delivery (Strategy & Policy Committee 8 October					
4: Evans Bay – Kilbirnie connections <i>Previous progress status: <b>red</b></i>						<b>FY capex budget:</b> \$1.26m <b>FY capex forecast:</b> \$1.26m
	<b>Status Comment:</b> The Kilbirnie cycleway network is complete except the Coutts St section which has been put on while upgrading the Onepu /Rongotai / Evans Bay Parade inter-section is considered.					
5: Newtown Connections <i>Previous progress status: <b>green</b></i>						<b>FY capex budget:</b> \$3.4m <b>FY capex forecast:</b> \$475k
	<b>Status Comment:</b> The parking policy consultation and resulting resolutions in the Newtown area have been approved. Public consultation for Newtown is expected to occur in late 2020. The interim delivery of Adelaide Rd between the Basin and John St in tandem with bus priority work has been put on hold subject to the development of the business cases. We are proceeding with the public consultation material and parking management plan. LGWM are considering incorporating the Newtown connections project into their programme – Riddiford Street in Newtown is part of the MRT.					

### Urban planning and development

Programme, project or work stream (WS)	Project Phases; progress and budget status					Budget
	Develop	Plan	Deliver	Close	Evaluate	Capital Expenditure = capex Operational expenditure = opex FY = Full year)
Planning for growth						
Spatial plan Previous progress status: <b>green</b>						YTD opex budget: \$285K YTD opex actual: \$285k
Status Comment: All community engagement activities affected by the pandemic delays have been rescheduled and are now continuing. About 2500 submissions were received by the end of the quarter.						
District Plan						
Previous progress status: <b>green</b>						FY capex budget: \$4.75m FY capex forecast: \$4.75m
Status Comment: Drafting is underway. The draft District Plan will need to reflect the outcomes of City- wide engagement on the draft Spatial Plan.						

## b) Snapshot of performance measures

Performance Measures (KPIs) Status				
	Target not met by >10%	Target met - within +/-10% of target	Target exceeded by >10% target	Status not applicable*
<b>Total Q1 performance measures:</b> 76 of 77 measures reported	17	41	18	1
<b>1. Governance:</b> 5 KPIs reported Not met and exceeded commentary on pg 15	1	3	1	-
<i>Favourable variance for the quarter related to facilitating decision making (provision of meeting agendas at least 4 days prior to meeting). Contact centre call response time measure impact by reduction of staff due to training.</i>				
<b>2. Environment:</b> 33 KPIs reported Not met and exceeded commentary on pg 17	9	15	9	-
<i>Positive variance for Wellington Botanic Gardens, and all three Zealandia measures. Wellington Water Limited (WWL) measures have been reported. External Auditors are further testing the reliability of the reported results of some WWL measures. Eight out of the nine WWL measures were "not met" and five out of the nine measures "exceeded. One Council measure "not met" related to continued COVID-19 impact on education programme attendees.</i>				
<b>3. Economic development:</b> 3 KPIs reported. Not met and exceeded commentary on pg 24	0	3	0	-
<i>These KPI results are indicative only as the targets are set annually. Year to date results from WellingtonNZ (WREDA) indicate that SOI activities delivering value and supporting businesses are on track.</i>				
<b>4. Cultural wellbeing:</b> 2 KPIs reported Not met and exceeded commentary on pg 26	0	1	1	-
<i>KPI with favourable variance related to Wellington Museums Trust visitor numbers tracking well ahead of target.</i>				
<b>5. Social and recreation:</b> 20 KPIs reported Not met and exceeded commentary on pg 29	4	10	6	-
<i>There were KPIs with both favourable and unfavourable variances related to library utilisation. COVID-19 cancellations to impact Community centre and hall occupancy. Data capture changes means that Leisure card usage will not meet targets this year. City housing, grants, graffiti removal and Basin Reserve measures exceeded targets.</i>				
<b>6. Urban development:</b> 7 of 8 KPIs reported Not met and exceeded commentary on pg. 35	2	5	0	1
<i>KPIs with unfavourable variances related to timeliness (issuing of building consents, and subdivision certificates). The one NA result relates to noise complaints as data was not captured for Q1.</i>				
<b>7. Transport:</b> 6 of 6 KPIs reported Not met and exceeded commentary on pg. 38	1	4	1	-
<i>Lower weekend parking occupancy rates appear to be an ongoing impact related to COVID. Support local tourism campaign saw Cable Car deliver significant passenger volumes exceeding target.</i>				
* "Not applicable" means either the KPI data was unavailable at the time of publication or that it was not appropriate to compare the result against target (e.g. target not set, status inconclusive).				
KPI indicator	Definition			
Blue	Target <b>exceeded</b> by >10%			
Green	Target met (i.e. actual result <b>is between</b> 10% under and 10% over target)			
Red	Target not met: >10% <b>under</b> target			
Not applicable	Status or data not reported or not measured against target (number of measures)			

## c) Snapshot of financial performance

### Budget Versions

The revised budget below represents the Annual Plan approved budget, in future quarters we will seek approval to revise this budget to capture budget changes that will improve the overall result by embedding further savings and revenue gains made during the year.

The revised budget for capital includes the carry-forwards as requested in recommendation four, as a result of underspends in 2019/20. Additionally, there is \$3.5m relating to Tākina, mainly driven by the programme being ahead of schedule.

### Operating expenditure

Net Operating Expenditure by Strategy Area	Annual Plan	YTD				Full Year			
		Actual - \$000s	Revised Budget - 000s	Variance - \$000s	%	Forecast - \$000s	Revised Budget - \$000s	Var \$000s	%
Revenue	538,118	133,218	131,336	1,882	0%	542,042	538,118	3,924	1%
Expenditure	593,717	137,086	153,155	16,068	12%	597,000	593,638	(3,362)	(1%)
<b>Net Surplus (Deficit)</b>	<b>(55,599)</b>	<b>(3,868)</b>	<b>(21,819)</b>	<b>17,951</b>	<b>82%</b>	<b>(54,958)</b>	<b>(55,520)</b>	<b>562</b>	<b>1%</b>

Key ( ) = deficit/ overspend

The overall operating result is on track to meet budget, the \$16m lower spend is mainly due to;

- Total contracts are \$11m under budget:
  - transport and water contracts are underspent year-to-date,
  - different timing of spend in grants, particularly in the COVID recovery fund,
  - no CCO claims as yet on the \$5m COVID provision,
- \$6m of this variance is due to depreciation, mainly driven by a delay in the asset revaluation data, this will be included in the next quarters finances,
- Full year forecast is largely in line with budget.

Further breakdown of this result, by Strategy Area, is shown below.

### Net operating expenditure

Net Operating Expenditure by Strategy Area	Annual Plan	YTD				Full Year			
		Actual - \$000s	Revised Budget - 000s	Variance - \$000s	%	Forecast - \$000s	Revised Budget - \$000s	Var \$000s	%
Governance	24,629	4,805	6,210	1,405	23%	24,461	24,644	183	1%
Environment	180,648	41,657	45,515	3,857	8%	181,354	180,591	(763)	0%
Economic Development	25,465	6,180	6,632	451	7%	24,953	24,936	(17)	0%
Cultural Wellbeing	20,673	5,796	6,155	359	6%	20,826	20,826	-	0%
Social and Recreation	94,632	24,620	26,428	1,807	7%	92,638	93,759	1,121	1%
Urban Development	27,156	6,981	6,756	(225)	(3%)	27,076	27,213	137	1%
Transport	57,109	10,013	16,866	6,853	41%	56,942	57,097	155	0%
<b>Total strategy areas</b>	<b>430,311</b>	<b>100,053</b>	<b>114,561</b>	<b>14,508</b>	<b>13%</b>	<b>428,249</b>	<b>429,065</b>	<b>816</b>	<b>0%</b>
Council	(374,712)	(96,184)	(92,742)	3,443	4%	(373,291)	(373,545)	(254)	(0%)
<b>Total</b>	<b>(55,599)</b>	<b>(3,868)</b>	<b>(21,819)</b>	<b>17,951</b>	<b>82%</b>	<b>(54,958)</b>	<b>(55,520)</b>	<b>562</b>	<b>1%</b>

Key: Actual, Budget and FY Budget ( ) = net revenue, Variance ( ) = deficit/ overspend



### **Capital Expenditure**

Capital Expenditure by Strategy Area	Annual Plan	YTD				Full Year			
		Actual - \$000s	Revised Budget - \$000s	Variance - \$000s	%	Forecast - \$000s	Revised Budget - \$000s	Var \$000s	%
Governance	-	-	-	-	-	-	-	-	-
Environment	64,872	13,305	15,734	2,429	15%	70,645	70,645	-	0%
Economic Development	12,809	928	4,060	3,132	77%	16,241	16,241	-	0%
Cultural Wellbeing	52,669	11,094	13,343	2,248	17%	49,253	58,787	9,534	16%
Social and Recreation	33,055	4,489	10,087	5,597	55%	37,708	40,506	2,798	7%
Urban Development	46,582	10,341	12,090	1,749	14%	49,914	50,928	1,014	2%
Transport	70,837	14,753	17,798	3,044	17%	78,497	73,192	(5,305)	(7%)
<b>Total strategy area</b>	<b>280,824</b>	<b>54,912</b>	<b>73,111</b>	<b>18,200</b>	<b>25%</b>	<b>302,257</b>	<b>310,298</b>	<b>8,041</b>	<b>3%</b>
Council	18,306	4,451	7,578	3,127	41%	30,805	31,526	721	2%
<b>Total</b>	<b>299,130</b>	<b>59,363</b>	<b>80,690</b>	<b>21,327</b>	<b>26%</b>	<b>333,062</b>	<b>341,824</b>	<b>8,762</b>	<b>3%</b>

Capital expenditure was \$21m underspent in the first quarter. This was across the spectrum of the 320 capital projects.

The \$5.6m underspend in Social & Recreation was due to the re-phasing of the Basin Reserve and a change of plan with the aquatic facilities strengthening switching the planned WRAC upgrade for the less costly Keith Spry pool. The Economic Development \$3.1m underspend is mainly caused by the St James earthquake strengthening project being behind schedule causing knock-on effects on other projects. The \$3m underspend in Transport principally relates to delays in many projects going through the planning and design phases. Now with improving weather expenditure will increase with the commencement of physical works. The forecast is to be over budget in the cycling network which will be offset by under spending in other Transport projects, particularly Bus Priority Planning which is dependent on LGWM initiatives.

### ***Capital expenditure budget adjustments 2020/21***

As a consequence of the 2019/20 Annual Report, there was a capital expenditure gross underspend of \$66m, the following reprogramming of capital expenditure has been included in revised budget for 2020/21.

The negative carry forward in the Cultural Wellbeing area is driven by Tākina (The Convention Centre), which was overspent in 2019/20 by \$4.5m as a result of the project being ahead of schedule.








In addition to the below \$37m proposed carry forward, there is also an additional \$3.5m proposed transfer of capital budget for Tākina from 2021/22 to 2020/21, this is an acceleration of the construction.

Strategy Area	Annual Report final carry forward from 2019/20 (\$000s)	Proposed carry forward to 2020/21 (\$000s)
Governance	-	-
Environment	7,476	5,772
Economic Development	3,352	3,432
Cultural Wellbeing	(4,221)	269
Social and Recreation	12,490	10,170
Urban Development	27,977	4,346
Transport	10,702	2,355
Council	8,235	10,720
<b>Totals</b>	<b>66,011</b>	<b>37,064</b>

## Activity area performance

Pārongo ā-tāone   Governance	15
Taiao   Environment	17
Whanaketanga ōhanga   Economic development	22
Oranga ahurea   Cultural wellbeing	24
Kaupapa pāpori me ngā mahi a rēhia   Social and recreation	27
Tāone tupu ora   Urban development	33
Waka   Transport	36

This section provides the end of quarter results **by exception** for performance measure and financial budget in each of the Council's activity areas. The results are reported using the following definitions:

Measure indicator	Definition
 <b>Amber</b>	Target exceeded (i.e. the actual result is <b>greater than</b> 10% over target)
 <b>Green</b>	Target met (i.e. actual result <b>is between</b> 10% under and 10% over target)
 <b>Red</b>	Target not met (i.e. the actual result is <b>greater than</b> 10% under target)
 <b>Not applicable</b>	Status or data not reported or not measured against target (number of measures)
Financial indicator	Definition
 On track	Budget met (i.e. actual result <b>is between</b> 10% under and 10% over budget) – Not shown in this section as only exceptions are reported.
 <b>Underspend, Overspend, Under achieved, Over achieved</b>	Budget mostly met (i.e. actual result <b>is greater than</b> 10% under /over budget <b>OR</b> variance is greater than \$500k off budget)
 <b>Underspend, Overspend, Under achieved, Over achieved</b>	Budget not met (i.e. the actual result is <b>greater than</b> 10% under /over budget <b>AND</b> greater than \$500k off budget)

## Pārongo ā-tāone | Governance

**Aim:** Maintain confidence in decision-making and ensuring that the views of Māori and mana whenua are heard.

**Key activity groups:** Governance, information and engagement; Māori and mana whenua partnerships

There are a total of 17 non-financial performance measures in this activity area, 10 are only reported annually (of these three are mandatory measures required by statute) and two measures are reported internally (without comparison to target, volumes of call and emails); 5 are reported quarterly.

### Quarter 1 performance and budget overview

Of the five KPIs with an available result, three had met the set targets, one had not met its target and one exceeded its target at the end of the quarter. The KPI that did not meet target was contact centre response times and the KPI that exceeded its target was availability of meeting agendas.

The Governance operating expenditure was 23% under budget. There was no capital expenditure.

Non-financial performance		Financial - Performance against budget \$000s						
Target <b>not met</b> by >10%	1		Actual	Budget	Variance	YE Forecast	YE Budget	Comment
		Revenue	(133)	(129)	4	(516)	(516)	3% Materially in line with budget.
Target <b>met</b> - within +/- 10% of target	3	Expenditure	4,939	6,339	1,400	24,977	25,159	22% Under budget mainly due to the timing of the dispersal of grants for the CCO COVID response.
Target <b>exceeded</b> by >10% target	1	Net operating expenditure	4,805	6,210	1,405	24,461	24,644	23%
Not applicable	-	Capital expenditure	-	-	-	-	-	No expenditure and no budget planned.

### What we did

#### Meetings

- All meeting (19) agendas and reports were published at least 4 clear days before the meeting.
- Three public oral hearings were held covering 30km/h speed limits in Karori and Marsden Village, the future of Central Library, and the Social Housing Policy. There were 95 oral submissions from interested individuals and organisations.
- The Council agreed to both use the Single Transferable Vote election system for the 2022 local government elections and conduct a representation review ahead of the 2025 election
- The Tawa Community Board elected (On 8 October,) Jackson Lacy as their new Deputy Chairperson.

#### City Archives

- Following a pilot in August / September, we started a 3-year project of digitising all our archival records. The aim is to ensure the Councils records / information remains accessible.

#### Māori and mana whenua partnerships

##### Conducted:

- early iwi engagement on the Long-Term Plan
- workshops with Taranaki Whānui and Ngāti Toa Rangatira on the Spatial Plan; and
- the Paetahi WCC-Iwi Leaders Forum quarterly hui.

##### Completed the:

- Street flags and te reo phrase projections on Embassy Theatre and Te Papa.
- Ngā Tāngata Kōrero mō te Reo with City Gallery.
- Installation of Paekākā signage for Wellington Botanical Gardens ki Paekākā.



- The Installation of Te Wharepōuri St signage.

#### External communications

- Launched social media channels to increase community awareness and access to services and information the Council provides use of channels has been high.

#### COVID-19 impacts

- Following the Level 4 pandemic lockdown there has been a significant increase in demand for Council services. The demand for property related information services has increased and turnaround times has improved by flexible resourcing of the various activities.

## Detailed quarter performance by exception

The following budget item(s) and performance measure(s) are those with a result that is greater than 10 percent of target or 10 percent / \$500k off budget. Variances greater than 10 percent can indicate, for example, underutilised resources, insufficient capacity etc.

### Financial performance by exception

Operating expenditure by exception (> 10% / \$500k off budget) \$000s					
Activity	Year to date			Full year	
	Actual	Budget	Variance	Forecast	Budget
1.1 Governance information & engagement	4,861	6,259	1,398	24,659	24,842
<b>Underspend:</b> 22% Under budget mainly due to the timing of the dispersal of grants for the CCO COVID response.					

Capital expenditure by exception (> 10% / \$500k off budget) \$000s
There are no capital expenditure exceptions to report.

### Performance measures (KPIs) by exception

Performance measure	2019/20 Result	2020/21 Target	Actual	Target	Variance	Variance explanation (where target is not met by >10%)
<b>1.1 Governance information and engagement</b>						
<b>Facilitating democratic decision making</b>						
Meeting and committee agendas (%) made available to the public at least 4 days prior to meetings	92%	70%	100%	70%	42.8%	Exceeding the target reflects the Democracy Services team working proactively across the business to ensure reports for meetings are prepared on time and published in advance of the legislative deadline.
Contact Centre - Contacts responded to within target timeframes (calls answered within 30 seconds)	100%	100%	74%	85%	-13%	The implementation of a new request management system has impacted service levels with less availability of staff due to system testing and training

## Taiao | Environment

**Aim:** Protect, restore and enhance Wellington's natural environment

**Key activity groups:** Gardens, beaches and green open spaces; Waste reduction and energy conservation; Water supply; Wastewater; Stormwater; Conservation attractions

There is a total of 53 non-financial performance measures in this activity area, 18 are only reported annually, 26 are mandatory measures required by statute and two measures are only reported internally (without comparison to target); 33 are reported quarterly.

### Quarter 1 performance and budget overview

24 out of the 33 KPIs with an available result met or exceeded target at the end of the quarter. Wellington Water measures have been reported however concerns remain about data inaccuracies. Thirteen of the eighteen exception results were reported by Wellington Water.

The overall operating expenditure result was 8% favourable and the capital budget was underspent by 15%.

Non-financial performance		Financial - Performance against budget \$000s						
Target <b>not met</b> by >10%	9		Actual	Budget	Variance	YE Forecast	YE Budget	Comment
		Revenue	(6,058)	(6,021)	37	(24,310)	(24,596)	1% Materially in line with budget.
Target <b>met</b> - within +/- 10% of target	15	Expenditure	47,715	51,536	3,821	205,664	205,187	7% Under budget due to lower than planned depreciation and contract costs in the street cleaning area.
Target <b>exceeded</b> by >10% target	9	Net operating expenditure	41,657	45,515	3,857	181,354	180,591	8%
Not applicable	-	Capital expenditure	13,305	15,734	2,429	70,645	70,645	15% Under budget due to delays on the Seatoun wharf, Landfill extension, timing around the carbon credit purchasing, Zoo and Zealandia capital programme and the Kilbirnie Stormwater project. Offsetting to some extent is the overspending on the Mt Albert tunnel repairs.

### What we did

#### Parks

Commenced:

- Polhill Reserve - work on the mountain bike track (Highbury Fling Overpass)
- Wellington waterfront - the renewal of the Police Wharf structure; and
- The community engagement on the draft Cemeteries Management Plan.

Completed:

- Oban St new bridge, track and Woodridge to Seton Nossiter Park link (Trelissick Park)
- Queens Wharf wastewater pipe and brackets replacement with Wellington Water
- community engagement and tendering for redevelopment with construction in Q2 completion in June 20/21 (Newlands Park); and

- detailed design in preparation for consenting and tendering of the Seatoun Wharf renewal.

#### Predator Free Wellington

Continued:

- eradicating the last rat hotspots on Miramar
- planning for phase 2 Predator Free 2050, for Owiro Bay to the Basin Reserve and Mt Victoria through to Rongotai; and
- early engagement with key stakeholders on the plan.

#### Wellington Gardens

- There were 15,300 visits for the period 19 Sept - 19 Oct.

- The Botanic Garden Spring Festival was promoted online with input from the Dutch Ambassador, and the Dutch Society.
- Work continued on the designs for the Botanic Gardens 5 earthquake prone buildings to bring them up to 67%.

#### Campaigns

- The Great Kereru Count was held as part of the annual national campaign. Wellingtonians recorded over 5600 observations, which was the highest participation rate in the country. The campaign received extensive media coverage.

#### Wellington Zoo

- The Zoo was named as one of the ten best Zoos in the world by *The Discoverer Blog*.
- WorkSafe have made a SafePlus video at Wellington Zoo which will be one of a series of case studies to be used to promote health and safety in the workplace.
- The Zoo Board Trust have approved the Snow Leopard concept design at its July meeting. The next phase of the project will include engineering the design.
- MOUs have been renewed with Kea Conservation Trust and Associação Mico-Leão-Dourado Golden Lion Tamarins.

#### Zealandia

- Completed first community partnership project for young People
- During Mental Health Awareness Week (21 - 27 September), recording five new soundscapes at the sanctuary. The downloadable recordings are of different bird species not often heard in the city

#### Water, Wastewater and Stormwater - Wellington Water Limited (WWL)

- In Q1 WWL responded to and continues to manage, several major wastewater events and risks with real or potential environmental impacts i.e.: Dixon St Tunnel Collapse, sludge Pipeline Failure Mt Albert, Ōwhiro Bay Contamination, Moa Pt Interceptor.

#### COVID-19 impacts

- ZEALANDIA extended the post-lockdown free admissions through to the end of the school holidays (19 July), and hosted 34,297 visitors during the first quarter, up 43% on the same quarter last year.
- ZOO - Moving to COVID-19 Alert Level 2 during the quarter impacted on operations with Close Encounters and Venues bookings being restricted

## Detailed quarter performance by exception

The following budget item(s) and performance measure(s) are those with a result that is greater than 10 percent of target or 10 percent / \$500k off budget. Variances greater than 10 percent can indicate, for example, underutilised resources, insufficient capacity etc.

### Financial performance by exception, revenue and expenditure

Operating expenditure by exception (> 10% / \$500k off budget) \$000s					
Activity	Year to date			Full year	
	Actual	Budget	Variance	Forecast	Budget
2.1 Gardens, beaches and open spaces	(887)	(526)	361	(2,607)	(2,607)
<b>Over achieved:</b> Revenue 69% Above budget temporarily due to higher than budgeted NZTA subsidy revenue relating to roadside vegetation clearance.					
2.1 Gardens, beaches and open spaces	11,178	11,937	759	47,335	47,335
<b>Underspend:</b> 6% Gross expenditure under budget (mainly in street cleaning) due to lower contract spend and an adjustment period as the new contractor settles in and the extent of work programme is to be revised. Spending levels are also driven by weather condition.					
2.3 Water network	(38)	(10)	28	(39)	(39)
<b>Over achieved:</b> Revenue 290% Above budget due to a minor refund on Bulk Water from GWRC					
2.3 Water network	12,663	13,596	933	54,181	54,209
<b>Underspend:</b> 7% Under budget due to lower than planned depreciation. Network maintenance however is higher than planned due to the higher volumes and complexity of the work to be done.					
2.4 Waste water	(216)	(173)	42	(694)	(694)
<b>Over achieved:</b> Revenue 24% Above budget temporarily in Trade Waste income.					
2.4 Waste water	10,990	12,958	1,968	52,180	51,675
<b>Underspend:</b> 15% Under budget due to lower than planned depreciation and professional costs. This is in part offset by higher than planned Wastewater Treatment Plant costs because of higher sludge disposal and					



Operating expenditure by exception (> 10% / \$500k off budget) \$000s					
Activity	Year to date			Full year	
	Actual	Budget	Variance	Forecast	Budget
electricity costs (for increased UV treatment to meet effluent compliance). Those additional expenses are reflected in the forecast.					
2.5 Storm water	(27)	(51)	(24)	(204)	(204)
<b>Under achieved:</b> Revenue 47% Under budget due to lower NZTA roading subsidies for sump clearing.					

Capital expenditure by exception (> 10% / \$500k off budget) \$000s					
Activity	Year to date			Full year	
	Actual	Budget	Variance	Forecast	Budget
2.1 Gardens, beaches and open spaces	801	1,437	636	10,487	10,487
<b>Underspend:</b> 44% Under budget mainly due to delays in the Seatoun wharf project in relation to heritage, consents, legal and tendering.					
2.2 Waste Reduction	89	1,044	955	7,444	7,444
<b>Underspend:</b> 91% Under budget on the Landfill stage 4 development which is currently on hold as well as timing on the carbon credit purchases.					
2.4 Waste water	4,734	3,385	(1,349)	13,540	13,540
<b>Overspend:</b> 40% Above budget as a consequence of work on completing the Mt Albert Tunnel project.					
2.5 Storm water	1,137	1,950	813	7,802	7,802
<b>Underspend:</b> 42% Under budget with work on the Kilbirnie Stage 2 project on hold.					
2.6 Conservation attractions	76	1,274	1,198	4,797	4,797
<b>Underspend:</b> 94% Under budget due to phasing of spend in the Zoo and Zealandia. The expectation is to spend the Full Year budget for both.					

### Performance measures (KPIs) by exception

Performance measure	2019/20 Result	2020/21 Target	Actual	Target	Variance	Variance explanation (where target is not met by >10%)
<b>2.1 Parks, beaches and open spaces</b>						
Number of visitors to the Wellington Botanic Gardens and Otari-Wilton's Bush	1,312,556	900,000	287,566	224,239	28%	Reduced attendance target to reflect covid-19 constraints. Actual reflects increased domestic tourists
Number of formal education attendees at Council programmes (School & Community)	1,145	2,000	55	500	-89%	Attendances are low due to Covid-19 impacts. Forecasting to increase in Q2
<b>2.3 Water supply</b>						
<b>Meeting customer expectations</b>						
Number of complaints about the drinking water's clarity, taste, odour, pressure or flow, continuity of supply, and supplier responsiveness, expressed per 1000 connections*	12.79	<20	2.21	5	56%	The methodology of complaint recording is currently under review.
<b>Continuity of supply and resolution of faults</b>						
Median response time for attendance for urgent call outs*	144 mins	≤60 mins	126.6	≤60 mins	-111%	The work volumes to maintain an aging water network is increasing along with compliance costs which



Performance measure	2019/20 Result	2020/21 Target	Actual	Target	Variance	Variance explanation (where target is not met by >10%)
Median response time for the resolution for urgent call outs*	18.48 hours	≤4 hrs	32.76hrs	≤4 hrs	-719%	affects call attendance onsite and resolution times. Wellington Water Limited is achieving 87% customer satisfaction on call-backs
Median response time for attendance for non-urgent call outs*	145.92hours	≤36 hours	96.61	36	-168%	
Median response time for resolution for non-urgent call outs*	9.93 days	≤5 days	10.27	5	-105%	
Water supply interruptions (measured as customer hours)	0.35 hours	≤0.94 hours	0.16hrs	0.5hrs	68%	
2.4 Waste water						
Compliance and sustainability						
Dry weather wastewater overflows, expressed per 1000 connections*	10.8/1000	0/1000	2.77/100	0	-100%	Most overflows are a result of the ageing pipes, tree root intrusions and the disposal of fats, wipes and sanitary products through the wastewater network
Meeting customer expectations						
Number of complaints about the wastewater odour, system faults, blockages, and supplier responsiveness, expressed per 1000 connections*	12.79/1000	<20/1000	4.46	7.5	41%	The methodology of complaint recording is currently under review by AuditNZ.
Continuity of service and resolution of faults						
Median response time for wastewater overflows (attendance time)*	2.16 hours	≤1 hour	84.67	60	-41%	Most overflows are a result of the ageing pipes, tree root intrusions and the disposal of fats, wipes and sanitary products through the wastewater network.
Median response time for wastewater overflows* (resolution time)	14.4 hours	≤6 hours	26.88	6	-348%	
2.5 Storm water						
Continuity of service and resolution of faults						
Number of pipeline blockages per km of pipeline	0.2	≤0.5	0.04	0.125	68%	
Performance measure	2019/20 Result	2020/21 Target	Actual	Target	Variance	Variance explanation (where target is not met by >10%)
Monitored sites (%) that have a rolling 12 month median value for E-coli (dry weather samples) that do not exceed 1000 cfu/100ml	72%	90%	77%	90%	-14%	Owhiro Bay catchment has been escalated to an investigation and mitigation project. Issues continue at: Newlands at Gorge; Owhiro Stream and Owhiro Bay Parade; Harris Street Culvert; Thorndon Quay Culvert Taranaki Street Culvert; Te Aro Culvert at Jervois Quay; Overseas passenger Terminal; Tyers Stream at Gorge
Meeting customer expectations						

Performance measure	2019/20 Result	2020/21 Target	Actual	Target	Variance	Variance explanation (where target is not met by >10%)
Number of complaints about stormwater system performance per 1000 connections*	11.42/1000	<20/1000	2.49	5	50%	The methodology of complaint recording is currently under review
<b>2.6 Conservation attractions</b>						
<b>Zealandia</b>						
Total number of visitors	143,367	118,100	34,297	10,093	240%	COVID-19 impacted targets. Actual visitation significantly more than forecast
Number of Education visits	8,051	9,000	2,898	1,925	51%	COVID-19 impacted targets. Actual visitation significantly more than forecast
Number of Individual memberships	14,021	11,200	17,355	11,200	55%	There were 17,355 members at the end of September 2020, up from 14,021 on 30 June 2020, and 11,096 at the same time last year.

\* Mandatory measures

## Whanaketanga ōhanga | Economic development

**Aim:** Support city promotions, events and attractions, to enhance Wellington's reputation as a great place to live and visit.

**Key groups of activities:** City promotions and business support

There is a total of 9 non-financial performance measures in this activity area, 6 are only reported annually (of these 3 are mandatory measures required by statute) and three are reported quarterly.

### Quarter 1 performance and budget overview

Although WCC economic development KPIs have targets set annually, status is reported against year-to-date progress. All three reported results were showing satisfactory progress towards achievement of these annual goals as specified in the WREDA's (WellingtonNZ) Statement of Intent.

Operating expenditure was 7% favourable and capital expenditure was underspent 77% during the quarter.

Non-financial performance		Financial - Performance against budget \$000s					
		Actual	Budget	Variance	YE Forecast	YE Budget	Comment
Target <b>not met</b> by >10%	0						
Target <b>met</b> - within +/-10% of target	3						
Target <b>exceeded</b> by >10% target	0						
Not applicable	0						
		Revenue	(951)	(3,819)	(2,868)	(15,277)	(15,277) (75%) Lower than budget due to the impact of Covid-19 on venues and the inability to plan and hold events.
		Expenditure	7,131	10,451	3,319	40,229	40,212 32% Under budget due to reduced operating costs in venues relating to Covid-19 and the timing of the dispensing of grant funding in the City Growth Fund.
		Net operating expenditure	6,180	6,632	451	24,953	24,936 7% under budget
		Capital expenditure	928	4,060	3,132	16,241	16,241 77% Under budget, chiefly on the St James theatre where earthquake strengthening will need to be completed before other renewal work can commence.

### What we did (Wellington NZ – Incl. Creative HQ)

#### TĀKINA

- Progress on construction is on track. Work with Te Papa around the operating model is now focussed on agreeing how the sales and marketing aspect of the model will work between Te Papa and WellingtonNZ.

#### WellingtonNZ

- Screen Wellington- Permitting and projects have grown through the first quarter with 56 projects welcomed and facilitated, worth a combined \$5.3M.

- Covid -19 has presented an opportunity to attract productions to Wellington as well as continue filming for existing projects. Several feature films that had halted due to Covid-19, commenced filming throughout the region including Poppy, Millie Lies Low, Whina and Avatar. These projects were some of the first in the world to do so. Several commercials and Season 3 of Wellington Paranormal were also completed.
- The completed Wellington UNESCO City of Film four-year strategy and first year programme of work was delivered to council.

- *Accelerators* – the Tourism Accelerator that was cancelled due to Covid-19 has been completely re-scoped and re-launched as the Tourism Design Accelerator. This programme kicks off on the 29 October 2020.
- Plans are underway to launch an environment and climate-focused accelerator in March 2021. The current focus is programme design and pulling together partnerships and sponsors.
- Business support – over 900 businesses have been called by the WellingtonNZ Business Recovery team and its partners, to ensure SMEs across the region are aware of the support available and 1,100 businesses have

contacted WellingtonNZ for support during Jul-Sep.

#### COVID impacts

- Additional funding was received for Government and 3<sup>rd</sup> parties from the COVID Response Programme
- Visitor Centre commissions are being impacted by lower traffic numbers for international tourists. There was an increase in domestic tourists during the school holidays. Historically, domestic tourists tend to have lower levels of booking experiences via the Centre

### Detailed quarter performance by exception

The following budget item(s) and performance measure(s) below are those with a result for the quarter that is greater than 10% of target or within 10% / \$500k of budget. Variances greater than 10% can indicate (for example) underutilised resources, insufficient capacity etc.

#### Performance by exception

See table above for details underachieved against revenue, underspend on expenditure and capital. There are no non-financial performance exceptions to report.



## Oranga ahurea | Cultural wellbeing

**Aim:** Support arts activity that adds vibrancy to the city; promote inclusive, tolerant and strong communities.

**Key groups of activities:** Arts and cultural activities

There is a total of 13 non-financial performance measures in this activity area, 5 are annual (of these 3 are mandatory measures required by statute), 6 are only reported internally (without comparison to target), and 2 are reported quarterly.

### Quarter 1 performance and budget overview

Both performance measures with an available result were met or exceeded at the end of the quarter. The one measure with a favourable result related to visits for Wellington Museum Trust.

Overall operating budget was 6% favourable and capital expenditure was 17% under spent.

Non-financial performance		Financial - Performance against budget \$000s						
Target <b>not met</b> by >10%	0		Actual	Budget	Variance	YE Forecast	YE Budget	Comment
		Revenue	(320)	(191)	128	(776)	(776)	67% Under budget due to Grants income being lower than budget.
Target <b>met</b> - within +/- 10% of target	1	Expenditure	6,116	6,347	231	21,601	21,601	4% Under budget due to the timing of the dispersal of grants in the City Events programme and Regional Amenities fund. Actual grants for Orchestra Wellington and Capital of Culture are higher than budget.
Target <b>exceeded</b> by >10% target	1	Net operating expenditure	5,796	6,155	359	20,826	20,826	6%
Not applicable	0	Capital expenditure	11,094	13,343	2,248	49,253	58,787	17% Under budget on the Convention Centre project as well as the Bond Store upgrade. Both of these projects are forecasting to be under spent at year end.

### What we did

#### Arts Fund projects

- Opened in July Local artist Elisabeth Pointon's aerial banner flyover project; *Lockdown Laundry*, a public art project by Katja Starke using residents' experiences of the Covid-19 lockdown
- launched:
  - a 10-day series of live sonic-art performances (*Harmonic Tree* by Andrew Laking) at the Begonia House; and
  - Whetūrangi*, public artwork by Maureen Lander with Te Roopu.

#### Arts and creative funding

- Grants of \$177,583 approved by the Arts and Culture Fund Subcommittee for 31 projects.

- \$72,871 was allocated to 20 art projects in the August round of the Creative Communities Scheme.

#### Toi Pōneke

- Exhibitions delivered during the quarter were "I'm glad you're here" and "just the way you" by Siân Torrington; "Loose Parts" and "Joyful Mayhem" by Rebekah Rasmussen; "Oceans turn to goo" by Ted Whitaker; Furniture Memoirs by Katy Cottrell
- Public Programmes delivered during the quarter were Band Sensations responds live in the gallery; Te Reo Matariki workshop Family artmaking workshop; Script writing & feature film making; City Arts Collection

#### City Events

- Delivered the Matariki ki Pōneke Festival 17-26 July which included:
  - Ahi Kā Live and Mana and Tangata Matariki Korero: Zoom hui series
  - Tūrama: Woven beams of light cast into Wellington's night sky
  - Sponsored Mana Moana Digital Ocean: An online collection of multimedia art; and
  - Waituhi - public art series.
- The Matariki ki Pōneke festival provided employment opportunities to over 300 local creatives, artists, businesses and performers. The festival attracted over 17,000 people to public events.

#### Experience Wellington:

- Visitation across all sites has been steadily increasing since reopening for the pandemic lockdown.
- The July school holidays saw sustained visitation at the Wellington Museum with the Mittens exhibition, Space Place, PlayHQ.
- There workshops in Capital E were sold out, with good attendances at the "Square Eyes" film screenings at City Gallery and

performances of Orchestra Wellington's 'Where's my Triangle?'

#### COVID-19 impacts

- The arts and events sectors have been significantly impacted by the pandemic with many events being postponed or cancelled. Attendance and revenue has reduced impacting the long-term viability of many organisations or activities. Council is continuing to monitor arts organisations and independent artists and adapting our support as required.
- Waterfront - activity across all types of for July-September was less than previous years
- The pandemic has resulted in the postponing or cancelling of most international artist residencies.
- Wellington Museum Development - the project was unsuccessful in receiving funds from the Government's COVID-19 Shovel Ready fund. The Chair and the Director Museums Wellington are investigation potential funding opportunities for the Project.

## Detailed quarter performance by exception

The following budget item(s) and performance measure(s) below are those with a result for the quarter that is greater than 10% of target or within 10% / \$500k of budget. Variances greater than 10% can indicate (for example) underutilised resources, insufficient capacity etc.

### Financial performance by exception

See table above for details over achieved against revenue and underspend on capital.

### Performance measures (KPIs) by exception

Performance measure	2019/20 Result	2020/21 Target	Actual	Target	Variance	Variance explanation (where target is not met by >10%)
<b>4.1 Arts and cultural activities</b>						
<b>Wellington Museums Trust - utilisation</b>						
Total Wellington Museum Trust visitors	535,421	261,700	85,651	50,950	68%	Overall, tracking very well against conservative targets.

## Kaupapa pāpori me ngā mahi a rēhia | Social and recreation

**Aim:** Provide a wide range of services throughout the city to encourage quality of life and healthy lifestyles.

**Key groups of activities:** Public Recreation promotion and support; Community support health and safety.

There is a total of 68 non-financial performance measures in this activity area, 36 are only reported annually (of these 3 are mandatory measures required by statute), 12 measures are only reported internally, and 20 measures are reported quarterly.

### Quarter 1 performance and budget overview

16 out of 20 performance measures with an available result exceeded or met target at the end of the quarter. There were KPIs with both favourable and unfavourable variances related to library utilisation. COVID-19 cancellations to impact Community centre and hall occupancy. Data capture changes means that Leisure card usage will not meet targets this year. City housing, grants, graffiti removal and Basin Reserve measures exceeded targets.

The overall operating budget was 7% favourable and the capital budget was underspent by 55%.

Non-financial performance		Financial - Performance against budget \$000s					
		Actual	Budget	Variance	YE Forecast	YE Budget	Comment
Target not met by >10%	4	(11,185)	(9,599)	1,586	(40,519)	(39,786)	17% Favourable - noting the revenue budgets were reduced to reflect the likely impact of COVID
Target met - within +/- 10% of target	10	35,805	36,026	221	133,156	133,544	1% Favourable due to lower than planned facilities maintenance costs and personnel costs.
Target exceeded by >10% target	6	24,620	26,428	1,807	92,638	93,759	7% favourable.
Not applicable	-	4,489	10,087	5,597	37,708	40,506	55% Under budget mainly due to the re-phasing of the Basin Reserve and Aquatic Facilities, Social Housing and Community Halls programmes. Delays in the Alex Moore Park Sports Hub project is also a contributing factor.

### What we did

#### City Housing

- Investigation into a replacement Tenancy Management System is underway as is preparation for compliance with the Healthy Homes Guarantees Act (HHGA).
- Occupancy rates remain high at 99% and there is low turnover of tenancies. The waitlist remains unchanged at 376.
- Occupation of the CBD Conversion (Te Kāinga) building has been delayed with a phased handover of the building to occur from December 2020. Full occupancy is expected from 1 February 2021.

- New initiatives started include Age Concern seniors' group and Emerge Mental Health Support group at Central Park, a tenant-led community garden project at Rintoul St and funding for youth to attend an Arabic course (city-wide).
- City Housing community activities included providing services to tenants, such as food distribution and mental health support.

#### Swimming Pools and Club Active Fitness Centres

- Commenced stage 1 of the upgrade of the northern end of Keith Spry Pool and



planning for the 5-year maintenance closure which will happen between December 2020 and April 2021.

- Newtown School finalised the project plan for their pool upgrade and we entered into a formal funding agreement. Stage 1 of the project is now underway.

#### **Recreation Centres and Sports Hubs**

- Renouf Tennis Centre Redevelopment - LED lighting replacement is completed and work is underway on the changing room upgrade and replacement of the roof.
- Alex Moore Sport and Community Hub - Construction continued with a target completion date of March 2021. AMPSCI continues to work on securing funding for their \$2M contribution to the build cost.

#### **Playgrounds and skate**

- We completed our engagement with the Skate Community and communicated the findings with the Wellington Skate Association, Skateboarding New Zealand and members of the skate community.
- During the quarter we commenced the Kekerenga St Play Area renewal and completed renewals in Aro Valley, Carrara Park, Coronation Park, Victory Crescent, Southgate and Montgomery Crescent Play Areas.

#### **Libraries and community spaces**

- We completed community engagement on the Central Library building, with over 1400 submissions.
- We opened Te Awe, the third and largest CBD library branch. Since it opened in mid-July, there have been 59,729 visitors.
- We delivered through volunteers the Friday Kai Kitchen providing hot meals, a free laundry service and showers to Linden residents.
- Through the Linden and Newlands Community centres Challenge 2000 we provided 2 days a week a youth focused programme.

#### **Community wellbeing and harm reduction**

- We continued support for mural projects and ongoing clean ups done by graffiti volunteer groups (corrections crews, school students and community groups)
- We continued programme of improving the safety in Te Aro Park. This includes more lighting, cleaning and opening the space.
- Enforcement of an alcohol ban continued during the quarter.

#### **Grants**

Grants approved during the quarter were:

- [Age Concern Wellington](#) was allocated \$95,094 for its ReConnect programme
- Vincents Art Workshop (\$56,000) and Pablos (\$30,000)
- Ngāti Kahungunu ki Pōneke Community Services are establishing services for vulnerable and isolated whānau via a new mobile kaupapa māori service. (\$125,000)
- Wesley Wellington Mission Inc (\$10,000)
- The Wellington City Mission (\$250,000)
- Take 10 Mobile Youth Support Zone (\$50,000), – a youth outreach programme additional funding (\$80,000) for the establishment of a central city Saturday night safety service
- Shakti Ethnic Women's Support Group (\$8,000)
- Sexual Abuse Prevention Network (\$65,737)
- Kiwi Community Assistance Charitable Trust (\$22,806)
- Island Bay Presbyterian Church (\$11,000); and
- Changemakers Resettlement Forum (\$69,350).

#### **Covid-19 Impacts:**

- Q1 pandemic related, bookings, leagues and events cancelled included Volleyball New Zealand's Interprovincial Champs, Basketball New Zealand's Lower North Island Basketball Champs, and New Zealand Handball's National Club Champs.
- While libraries remained open during the quarter Some community groups are not expected to return to community centres until quarter two.
- ICC Women's World Cup postponed which will now be held in March 2022.
- *Alcohol licensing*: Events rescheduled due to the pandemic have resulted in large numbers of special licence applications. Over 100 special licence applications were received for two major events (Winetopia and The Food Show) occurring two weeks apart. These applications have been prioritised for processing.
- The impact of the pandemic on the hospitality sector is being closely monitored – both businesses closing and applications for new licences/ registrations. While some businesses have closed, we are also receiving a steady stream of new applications, often taking over an existing business or setting up in a recently closed site.



## Detailed quarter performance by exception

The following budget item(s) and performance measure(s) below are those with a result for the quarter that is greater than 10% of target or within 10% / \$500k of budget. Variances greater than 10% can indicate (for example) underutilised resources, insufficient capacity etc.

### Financial performance by exception

Operating expenditure by exception (>10% / \$500k off budget) \$000s					
Activity	Year to date			Full year	
	Actual	Budget	Variance	Forecast	Budget
5.1 Recreation Promotion & Support	(3,016)	(1,961)	1,055	(9,348)	(9,348)
<b>Over achieved:</b> 54% Revenue above budget, noting budgets were reduced to recognise the likely impact of Covid-19.					

Capital expenditure by exception (>10% / \$500k off budget) \$000s					
Activity	Year to date			Full year	
	Actual	Budget	Variance	Forecast	Budget
5.1 Recreation Promotion & Support	1,399	3,058	1,659	9,399	12,197
<b>Overspend:</b> 54% Under budget mainly due to the re-phasing of the Basin Reserve and Aquatic Facilities programme of works. The expectation is to spend the Full Year budget for both. The favourable variance is partially offset by the phasing of the playgrounds programme of work (catch up in relation to COVID delays).					
5.2 Community Support	1,511	5,258	3,748	22,398	22,398
<b>Underspend:</b> 71% Under budget primarily due to the re-phasing of the Social Housing and Community Halls programmes of works.					
5.3 Public Health and Safety	1,582	1,771	189	5,911	5,911
<b>Underspend:</b> 11% Under budget in relation to COVID related catch up work and grout issues in the Alex Moore Park Sports Hub project.					

### Performance measures (KPIs) by exception

Performance measure	2019/20 Result	2020/21 Target	Actual	Target	Variance	Variance explanation (where target is not met by >10%)
<b>5.1 Recreation Promotion &amp; Support</b>						
<b>Utilisation</b>						
Number of uses of Leisure Card	94,429	148,000	22,835	37,750	-39.5%	New bookings system captures LC attendance in a different way so we will not meet the target this year and will be reviewing the measure for the LTP. Average for Jul/Aug/Sep was around 7500.
<b>Basin Reserve Trust</b>						
Basin Reserve - Total event days (excluding practice days)	139	73	6	4	50%	Function bookings ahead of target while cricket days behind due to (outfield) turf renewal
<b>5.2 Community Support</b>						
<b>Libraries utilisation</b>						
Library items issued (e-library)	639,203	340,000	169,063	85,000	99%	Increased demand for online services following on from Covid-19 alert level changes
Estimates of attendees of library programmes	46,146	Baseline	8,140	19,483	-58%	Programmes only returned at alert level 1 due to social distancing requirements (impacting on both the number of events planned and also attendees at events held). Last year Q1 result was 19,483.

Performance measure	2019/20 Result	2020/21 Target	Actual	Target	Variance	Variance explanation (where target is not met by >10%)
Library physical visits	1,408,860	2,400,000	413,176	600,000	-31%	COVID restrictions closed down these facilities initially and during level 2 severely restricted access for different groups. Some groups have chosen not to return until level 1. Bookings now increasing steadily towards the end of the year.
Library website visits	3,935,427	3,300,000	1,484,938	825,000	80%	Increased demand for online services within context of Covid-19 alert levels
<b>Community centres utilisation</b>						
Occupancy (%) of Council community centres and halls	34%	45%	31%	45%	-31%	Pandemic restrictions closed down these facilities initially and during level 2 severely restricted access for different groups. Some groups have chosen not to return until level 1. Bookings now increasing steadily towards the end of the year.
<b>Funding success</b>						
Grants outcomes (%) achieved (through funded outcomes – four out of five – being met) - Social and Recreation Fund	90%	80%	100%	80%	25%	Increased pressure on grants funding due to the financial impact of COVID on the community sector. Unexpected costs due to changes in alert levels and/or further lockdown periods.
<b>Housing quality and usage</b>						
Occupancy rate of available housing facilities	98%	90%	99%	90%	10%	Continuing high demand for City Housing Properties and low turn over
<b>5.3 Public health and safety</b>						
<b>Timeliness</b>						
Graffiti removal – response time frames (%) met	84%	80%	89.5%	80%	12%	We continued to provide support for mural projects and provide support for ongoing clean ups done by graffiti volunteer groups. The community groups include volunteers from corrections crews, school students and community groups.

## Tāone tupu ora | Urban development

**Aim:** Embrace Wellington as a compact, vibrant, attractive and safe city that is built on a human scale and is easy to navigate

**Key groups of activities:** Urban planning, heritage and public spaces development; Building and development control

There is a total of 20 non-financial performance measures in this activity area, 12 are only reported annually (of these 3 are mandatory measures required by statute) and 8 measures are reported quarterly.

### Quarter 1 performance and budget overview

At the end of the quarter, 5 of the 7 performance measures with an available result met target. The unfavourable performance measure variances related to timeliness of building consents, and subdivision certificates. Measure for noise complaints was not able to be reported due to the data not being available.

The overall operating budget was 3% unfavourable and the capital budget was 14% underspent.

Non-financial performance		Financial - Performance against budget \$000s						
Target <b>not met</b> by >10%	2		Actual	Budget	Variance	YE Forecast	YE Budget	Comment
		Revenue	(3,454)	(2,980)	473	(13,918)	(11,149)	16% Favourable - noting the revenue budgets were reduced to reflect the likely impact of COVID. Consenting volumes are higher than for the same period last year.
Target <b>met</b> - within +/- 10% of target	5	Expenditure	10,434	9,736	(699)	40,994	38,362	(7%) Unfavourable due to higher than planned District Plan workstream costs, personnel and professional costs (much of which can be recovered from customers).
Target <b>exceeded</b> by >10% target	0	Net operating expenditure	6,981	6,756	(225)	27,076	27,213	(3%)
Not applicable	1	Capital expenditure	10,341	12,090	1,749	49,914	50,928	14% Under budget due to delays on Frank Kitts Park playground and North Lambton Quay project (part of the Central City Framework) where this will be aligned with the LGWM Golden Mile work stream and the Housing Investment Programme. This is partially offset by the Town Hall project which is currently ahead of programme.

### What we did

#### District Plan Review:

- Work continued the District Plan review. This included public consultation for the Spatial Plan, review of the heritage objectives, policies and rules, assessment of new nominations to the heritage schedules, review of the existing heritage schedule.

#### Heritage strategy and advice:

- A draft of the heritage strategy is underway to guide Council's future programme for the protection, use and celebration of Wellington's heritage.
- In Q1 heritage advice was provided on significant Council assets / policies including the Central Library, Basin Reserve, Wellington Town Hall, Oriental Bay Band Rotunda, Truby King House and

remedial works on the heritage seawalls at Oriental and Lyall Bay, the Cemeteries Management Plan and the Dangerous and Insanitary Buildings Policy and LGWM.

#### Built Heritage Incentive and Building Resilience Funds

- The round for this financial year (opened August, closed October) with 18 applications for both seismic strengthening and heritage conservation projects. \$1.5m in funding was requested out of an available pool of \$350,000 (this figure excludes the \$120,000 received by the Sacred Heart Cathedral in May 2020 as a result of an out-of-round application). Applications are currently being assessed for recommendations to the Grants Sub-Committee in December 2020.

#### Building Consents and Compliance

- The team is on-track to meet in Q2 performance against the statutory processing standards for building consents and code of compliance certificates (within 20 working days). We are also contracting additional external engineering expertise to ensure structural and geo-tech reviews of applications for building consent are not delayed.

#### Resource Consents

- July experienced slightly less consent applications than the previous year. Consent numbers for August and September are exceeding the same time last year
- In Q1 we commenced processing of requests under the COVID Fast-Track Act for a Ryman retirement village on the former Teachers College site in Karori and, a new commercial building at 55 Molesworth Street.
- Received and application for social housing at 44 Frederick Street was received. This will create 75 new homes. This project is receiving \$10 million from the Government as a 'shovel-ready' project.
- The percentage of satisfied customers continues to be high - currently sitting at 93%.

#### COVID-19 impacts

- Covid-19 has impacted heritage building owners, especially those who are struggling with retaining or acquiring tenants or are required to seismically strengthen their buildings in a competitive construction market.

## Detailed quarter performance by exception

The following budget item(s) and performance measure(s) below are those with a result for the quarter that is greater than 10% of target or within 10% / \$500k of budget. Variances greater than 10% can indicate (for example) underutilised resources, insufficient capacity etc.

### Financial performance by exception

Operating expenditure by exception (>10% / \$500k off budget) \$000s					
Activity	Year to date			Full year	
	Actual	Budget	Variance	Forecast	Budget
6.1 Urban planning and Policy	0	(257)	(257)	(863)	(1,031)
<b>Under achieved:</b> 100% Lower than budget due to timing around when the tenants will commence contributing rent in the Housing Investment programme.					
6.1 Urban planning and Policy	3,226	2,806	(421)	11,173	11,088
<b>Overspend:</b> 15% Over budget due to expenditure on professional costs associated with the District Plan work stream. This is presently being offset by under spending in the Housing investment programme. The forecasts will be reviewed.					
6.2 Building & Development Control	(3,454)	(2,723)	731	(13,055)	(10,118)
<b>Over achieved:</b> 27% Above budget in Building Consents by \$0.703m and marginally with Resource Consents noting budgets were reduced to recognise the likely impact of Covid-19. Volumes are higher than for the corresponding time last year.					
Capital expenditure by exception (>10% / \$500k off budget) \$000s					
Activity	Year to date			Full year	
	Actual	Budget	Variance	Forecast	Budget
6.1 Urban planning and Policy	478	2,979	2,501	13,472	14,486
<b>Underspend:</b> 84% Under budget due to delays on Frank Kitts Park playground and North Lambton Quay project (part of the Central City Framework) where this will be aligned with the LGWM Golden Mile work stream and the Housing Investment Programme. Forecast under spends relate to the Central City Framework.					



6.2 Building & Development Control	9,879	9,111	(768)	36,442	36,442
<b>Overspend:</b> 8% Above budget due to the Town Hall being ahead of programme.					

### Performance measures (KPIs) by exception

Performance measure	2019/20 Result	2020/21 Target	Actual	Target	Variance	Variance explanation (where target is not met by >10%)
<b>6.2 Building and development</b>						
<b>Timeliness</b>						
Building consents (%) issued within 20 working days	79%	100%	87%	100%	-13%	The number of consents issued within 20 working days has continued to improve. The turnover of staff and the withdrawal of service by engineering contractors last year had a significant impact on the ability to meet statutory timeframes. The recovery from this was slowed during alert level 4 as only a very limited number of Officers had the IT equipment to work from home. We have seen an increase in consent numbers since July which continued pressure on meet processing targets. A continued improvement in the % of consents being issued within the 20day timeframe for the quarter is forecast.
Subdivision certificates – Section 223 certificates (%) issued within statutory timeframes	96%	100%	88%	100%	-12%	An increasing volume combined with complex applications is impacting the ability to meet targets.

## Waka | Transport

**Aim:** Manage the transport network so it's sustainable, safe and efficient

**Key groups of activities:** Transport, Parking

There is a total of 36 non-financial performance measures in this activity area, 22 are only reported annually (of these 3 are mandatory measures required by statute).

There is a total of 33 non-financial performance measures in this activity area, 25 are only reported annually (of these 3 are mandatory measures required by statute), 8 are only reported internally and 6 measures are reported quarterly.

### Quarter 1 performance and budget overview

5 of the 6 performance measures with an available result met or exceeded target at the end of the quarter. The one measure that did not meet target was related to weekend parking occupancy. The Cable car exceeded their passenger target.

The overall operating expenditure was 41% favourable and capital budgets were 17% under budget.

Non-financial performance		Financial - Performance against budget \$000s					
		Actual	Budget	Variance	YE Forecast	YE Budget	Comment
Target <b>not met</b> by >10%	1	(9,604)	(7,403)	2,201	(38,901)	(38,546)	30% Favourable - noting the Parking revenue budgets were reduced to reflect the likely impact of COVID and higher than budgeted NZTA roading subsidies for Capex project work.
Target <b>met</b> - within +/- 10% of target	4	19,617	24,269	4,652	95,844	95,644	19% Favourable due to delays on contract costs tied with LGWM a delay on the Ngauranga to Petone cycleway and lower personnel costs.
Target <b>exceeded</b> by >10% target	1	10,013	16,866	6,853	56,942	57,097	41% Favourable due to higher than planned revenues and delays on contract costs tied with LGWM a delay on the Ngauranga to Petone cycleway and lower personnel costs.
Not applicable	0	14,753	17,798	3,044	78,497	73,192	17% Under budget due to many projects going through the planning and design phases. Now with improving weather expenditure will increase with the commencement of physical works. The timing of bus shelter expenditure and minimal spend on LGWM projects is also contributing to the under spending. Forecast to be over budget in Cycling network which will be offset by under spending in Transport projects, particularly Bus Priority Planning which is dependent on LGWM initiatives.

## What we did

### Transport planning

- The draft Activity Management Plan was submitted to NZTA. We also provided a submission to the Regional Council on the first draft the Regional Land Transport Plan.
- Launched the Forward Works Viewer - a tool that allows us to co-ordinate all road works across the city and keep the city moving.

### LGWM

- Completed the LGWM Central City Safer Speeds (reducing speed limit to 30 kph), Safer Speed 30kph approval for Karori Road and Marsden Village, Dixon St speed cushion installation, Taylor Terrace speed humps installation.

### Roading and footpaths

- Completed rock revetment at Evans Bay to ensure sustainability of new cycleway
- Started the Wadestown Road Wall Strengthening, Consultation on Box Hill and Station Road intersection and, the review of safety along rural road
- Commenced the:
  - redesign of Rangiora Ave footpath to reduce need for tree removal; and
  - the final design of proposed mini roundabout in Hataitai (addressing retail concerns about parking loss).

### Cycleways

- Completed Hutt Road Cycleway post-construction safety audit actions.

### Resilience and structures

- Continued work on Seatoun Tunnel Earthquake Strengthening, Pedestrian Bridge Strengthening (Ruahine St, Hataitai) and the Ngaio Gorge Slopes Stabilisation.

### Parking

- Continued the implementation of new equipment for Parking Officers (replacement of Radio Telephones, Body Worn Cameras, Handheld devices and printers).

### COVID-19 impacts

- Since COVID there has been a significant increase in the number of on-road negative interactions with customers. As a result, we are constantly reviewing the operating environment and are making changes as required to ensure our staff are as well supported as possible.

## Detailed quarter performance by exception

The following budget item(s) and performance measure(s) below are those with a result for the quarter that is greater than 10% of target or within 10% of budget. Variances greater than 10% can indicate (for example) underutilised resources, insufficient capacity etc.

### Financial performance by exception

Operating expenditure by exception (>10% / \$500k off budget) \$000s					
Activity / budget result	Year to date			Full year	
	Actual	Budget	Variance	Forecast	Budget
7.1 Transport network	15,448	19,720	4,272	78,505	78,305
<b>Underspend:</b> 22% Under budget through delays on contract costs tied with LGWM and a delay on the Ngauranga to Petone cycleway. The forecast over spend relates to promotional costs re public education.					
7.2 Parking	(7,535)	(5,205)	2,330	(29,119)	(29,119)
<b>Over achieved:</b> 45% Above budget, noting budgets were reduced to recognise the likely impact of Covid-19.					

Capital expenditure by exception (>10% / \$500k off budget) \$000s					
Activity	Year to date			Full year	
	Actual	Budget	Variance	Forecast	Budget
7.1 Transport network	14,705	17,640	2,935	77,865	72,560
<b>Underspend:</b> 17% Under budget due to many projects going through the planning and design phases. Now with improving weather expenditure will increase with the commencement of physical works. The timing of bus shelter expenditure and minimal spend on LGWM projects is also contributing to the under spending. Forecast to be over budget in Cycling network which will be offset by under spending in Transport projects, particularly Bus Priority Planning which is dependent on LGWM initiatives.					
7.2 Parking	48	158	110	632	632
<b>Underspend:</b> 70% Under budget due to delays in the projects.					





### Performance measures (KPIs) by exception

Performance measure	2019/20 result	2020/21 target	Actual	Target	Variance	Variance explanation (where target is not met by >10%)
<b>7.1 Transport network</b>						
<b>Wellington Cable Car</b>						
Total passenger trips	862,487	516,957	105,929	62,887	68%	The July school holidays proved to be a welcome relief for the Cable Car. The injection of domestic tourism, support local promotions, combined with Alert Level 1 (AL1) made a significant difference during the term break, and we welcome over 2450 guests per day. On comparison, we were only 12% behind 2019 passenger numbers with similar revenue results.
<b>7.2 Parking</b>						
<b>Availability</b>						
City parking occupancy during weekends (08:00-18:00)	42%	Range 50-70%	46%	Range 50-70%	-100% Not met	Occupancy lower than usual on weekends, this is an ongoing impact relating to Covid-19










## Attachment 2a) Detailed performance against target

This section contains detailed quarterly results against target for each activity area. The quarter result includes an end of quarter status indicator that reflects the definitions below. For more information on measures that have a status of Amber or Red see the relevant activity area in the Quarterly report.

Status	Definition
 <b>Blue</b>	Target exceeded (i.e. the actual result is <b>greater than</b> 10% over target)
 <b>Green</b>	Target met (i.e. actual result <b>is between</b> 10% under and 10% over target)
 <b>Red</b>	Target not met (i.e. the actual result is <b>greater than</b> 10% under target)
 <b>NA</b>	No status result to report
<b>*</b>	The measure is mandatory

Note: Q1 shaded grey = NA Annual result, Performance measure shaded light blue = lower value is better

Performance measure	Frequency	Actual 2019/20	YE	Q1	Q1 var
<b>Mana Whakahaere   Governance</b>					
<b>1.1 Mana Whakahaere, Pārongo me ngā mahi whai wāhi   Governance, information and engagement</b>					
<b>Facilitating democratic decision-making</b>					
Meeting and committee agendas (%) made available to the public within statutory timeframes (2 working days prior to meeting)	Quarterly	98%		100%	0%
Meeting and committee agendas (%) made available to the public at least 4 days prior to meetings	Quarterly	92%		100%	43%
<b>Community engagement</b>					
Residents (%) who believe they have adequate opportunities to have their say in Council activities	Annual	41.7%			
Residents (%) who state they are satisfied with how the Council makes decisions	Annual	29.7%			
<b>Providing information and a point of contact</b>					
Contact Centre - Contacts responded to within target timeframes (calls answered within 30 seconds)	Quarterly	80.6%		74%	-13%
Contact Centre - Contacts responded to (calls)	Internal	242,065		62,265	
Contact Centre - Contacts responded to within target timeframes (emails responded to within 24 hours)	Quarterly	99.6%		100%	0%
Contact Centre - Contacts responded to (emails)	Internal	33,877		5,846	
City Archives – users (%) satisfied with services and facilities	Annual	YTD Q2 was 74%			
Residents (%) who agree that Council information is easy to access (via website, libraries, social media, newspapers etc)	Annual	Website 68.1% Libraries 63.0% Social Media 51.7%			

Performance measure	Frequency	Actual 2019/20	YE	Q1	Q1 var
		Newspapers 36.6%			
Residents (%) who agree that the Council is proactive in informing residents about their city	Annual	43.3%			
Official information requests (%) handled within Local Government Official Information and Meetings Act legislative timeframe	Quarterly	94%		90%	0%
<b>1.2 Rangapū Māori/Mana Whenua   Māori and mana whenua partnerships</b>					
<i>Relationship with mana whenua</i>					
Mana whenua satisfaction with their relationship with Wellington City Council	Annual	Both parties somewhat satisfied			
The extent to which (how satisfied) mana whenua partners believe (are) that the Council is meeting its obligations under Te Tiriti o Waitangi with respect to Partnership, Protection and Participation (narrative-based measure based on interviews)	Annual	One partner unsure and one partner expressed broad range from very positive to concerned.			
<i>Engaging Māori residents in decisions</i>					
Māori residents (%) who believe that they have adequate opportunities to have their say in decision-making	Annual	64.2%			
<i>Promoting Māori culture</i>					
Māori residents (%) who agree that the Council is taking an active role in revitalising te reo Māori	Annual	49.4%			
Māori residents (%) who agree that the Council is taking an active role in revitalising Māori cultural heritage	Annual	38.4%			
<b>Taiao   Environment</b>					
Performance measure	Frequency	Actual 2019/20	YE	Q1	Q1 var
<b>2.1 Parks, beaches and open spaces</b>					
<i>Utilisation</i>					
Number of visitors to the Wellington Botanic Gardens and Otari-Wilton's Bush	Quarterly	1,312,556		287,566	28%
Number of visitors to the Wellington Botanic Gardens	Internal	1,199,700		276,086	
Number of visitors to the Otari-Wilton's Bush	Internal	112,856		11,480	
Number of formal education attendees at Council programmes (School & Community)	Quarterly	1,145		55	-89%
<i>Attractiveness</i>					
Residents (%) satisfied with the quality and maintenance of green open spaces (local parks and reserves, playgrounds, botanic gardens, beaches and coastal areas, walkways and trails, waterfront, forested areas and green belts)	Annual	82%			
<i>Protecting and enhancing our biodiversity</i>					
Establish 2 million native plants by 2025	Annual	1,890,068			

Performance measure	Frequency	Actual 2019/20	YE	Q1	Q1 var	
Hectares of high-value biodiversity sites covered by coordinated pest management	Annual	311				
<b>Affordability</b>						
Cost to the ratepayer per visitor to the Wellington Botanic Gardens and Otari-Wilton's Bush	Annual	\$ 3.98				
<b>Community engagement</b>						
Proportion of households engaged in Council-coordinated pest trapping	Annual	27%				
Number of plants supplied for community planting	Annual	31,826				
<b>2.2 Waste reduction and energy conservation</b>						
<b>Recycling</b>						
Residents (%) who use recycling services regularly	Annual	93%				
<b>Affordability</b>						
Cost per household (per annum) for kerbside recycling	Annual	\$ 82.01				
<b>Customer satisfaction</b>						
Residents (%) satisfied with kerbside recycling service	Annual	74%				
Users (%) satisfied with waste collection service	Annual	80%				
<b>Sustainable landfill operation</b>						
Estimated efficiency of gas capture system (% of estimated gas produced that is captured and destroyed)	Annual	47%				
<b>Waste minimisation activities</b>						
Volume of waste diverted from landfill (tonnes)	Quarterly	17,597		4,579	-8%	
Number of participants in waste minimisation and education programmes	Annual	4,082		323		
<b>Energy conservation</b>						
Energy cost (\$)	Quarterly	\$ 5,797,616		\$1,562,583	7%	
Amount of energy used (kWh)	Quarterly	42,095,975		12,701,891	0.4%	
Estimated energy savings (kWh) 5%	Quarterly	7,950,153		723,362	8%	
WCC corporate greenhouse gas emissions	Annual	115,054				
<b>2.3 Waimāori   Water supply</b>						
<b>Clean and safe</b>						
Compliance with Drinking Water Standards for NZ 2005 (revised 2008) (Part 4 bacterial compliance criteria)*	Quarterly	100%		Compliant	0%	
Compliance with Drinking Water Standards for NZ 2005 (revised 2008) (Part 5 protozoal compliance criteria)*	Quarterly	100%		Compliant	0%	
<b>Meeting customer expectations</b>						
Number of complaints about the drinking water's clarity, taste, odour, pressure or flow, continuity of supply, and supplier responsiveness, expressed per 1000 connections*	Quarterly	12.79		2.21	56%	
<b>Continuity of supply and resolution of faults</b>						
Median response time for attendance for urgent call outs*	Quarterly	144		126.65	-111%	
Median response time for resolution for urgent call outs*	Quarterly	18.48		32.76	-719%	
Median response time for attendance for non-urgent call outs*	Quarterly	145.92		96.61	-168%	

Performance measure	Frequency	Actual 2019/20	YE	Q1	Q1 var	
Median response time for resolution for non-urgent call outs*	Quarterly	9.93		10.27	-105%	
Water supply interruptions (measured as customer hours)	Quarterly	0.35		0.16	68%	
<b>Efficiency and sustainability</b>						
Percentage of real water loss from networked reticulation system and description of methodology used*	Annual	19%				
Average drinking water consumption litres per resident per day*	Quarterly	364.8		365.57	0%	
<b>2.4 Waipara   Wastewater</b>						
<b>Compliance and sustainability</b>						
Dry weather wastewater overflows, expressed per 1000 connections*	Quarterly	10.8		2.77	-100%	
Compliance with the resource consents for discharge from the sewerage system, measured by the number of: abatement notices, infringement notices, enforcement orders and convictions*	Quarterly	0		0	0%	
<b>Meeting customer expectations</b>						
Number of complaints about the wastewater odour, system faults, blockages, and supplier responsiveness, expressed per 1000 connections*	Quarterly	17.18		4.46	41%	
<b>Continuity of service and resolution of faults</b>						
Number of wastewater reticulation incidents per km of reticulation pipeline (blockages)	Quarterly	0.65		0.18	10%	
Median response time for wastewater overflows* (attendance time)	Quarterly	2.16		84.67	-41%	
Median response time for wastewater overflows* (resolution time)	Quarterly	14.4		26.88	-348%	
<b>2.5 Waiāwhā   Stormwater</b>						
<b>Continuity of service and resolution of faults</b>						
Number of flooding events*	Quarterly	0		0	0%	
Number of pipeline blockages per km of pipeline	Quarterly	0.2		0.04	68%	
Number of habitable floors per 1000 connected homes per flooding event*	Quarterly	0		0	100%	
Median response time to attend a flooding event*	Quarterly	NA		0	100%	
Days (%) during the bathing season (1 November to 31 March) that the monitored beaches are suitable for recreational use	Annual	86.2%		Reported in Q3		
Monitored sites (%) that have a rolling 12 month median value for E.coli (dry weather samples) that do not exceed 1000 cfu/100ml	Quarterly	72%		77%	-14%	
Compliance with the resource consents for discharge from the stormwater system, measured by the number of: Abatement notices, infringement notices, enforcement orders and convictions*	Quarterly	0		0	#DIV/0!	
<b>Meeting customer expectations</b>						
Number of complaints about stormwater system performance per 1000 connections*	Quarterly	11.42		2.49	50%	
Residents (%) satisfied with the stormwater system	Annual	43%				
<b>2.6 Ngā painga kukume Papa Atawha   Conservation attractions</b>						
<b>Wellington Zoo</b>						
Wellington Zoo - Total number of visitors	Quarterly	220,607		49,966	1%	



Performance measure	Frequency	Actual 2019/20	YE	Q1	Q1 var	
Wellington Zoo - Education visitors	Quarterly	8,058		4,786	-4%	
Wellington Zoo - Visitor satisfaction (rating out of 10)	Annual	8.9				
<b>Zealandia</b>						
Zealandia - Number of Visitors	Quarterly	143,367		34,297	240%	
Zealandia - Number of Education visits	Quarterly	8,051		2,898	51%	
Zealandia - Number of Individual memberships	Quarterly	14,021		17,355	55%	
Zealandia - Customer Satisfaction (%)	Annual	95%				
* = Mandatory measures						

### Whanaketanga ōhanga | Economic development

(Including Statement of Intent measures)

Performance measure	Frequency	Actual 2019/20	YE	Q1	Q1 var	
<b>3.1 City promotions and business support</b>						
<b>Business Improvement Districts</b>						
Total voluntary rates collected (from Business Improvement Districts) and distributed	Annual	\$ 335,000				
Total voluntary rates collected (from Business Improvement Districts) and distributed	Annual	\$ 335,000				
<b>WREDA -WellingtonNZ</b>						
<b>WellingtonNZ is delivering direct value/ROI on our shareholders investment</b> -Direct Economic Impact of WellingtonNZ's activities and interventions	Annual+	27%		24.2	0	
WellingtonNZ is shaping and amplifying the regional destination/brand story	Annual	New				
Equivalent Advertising Value (EAV) from media activity	Annual+	New		10	0	
Value of expenditure generated from events (including business, performance and major events)	Annual	New				
The number of Wellington Region Residents that attend events	Annual	New				
<b>WellingtonNZ is supporting businesses to upskill and grow</b> -Number of different business engagements in WellingtonNZ programmes	Annual+	New		1493	0	
<b>Financial health</b> -% of Revenue from commercial/non council funding and commercial activity (combined WellingtonNZ and CHQ)	Annual	New		32%		
Estimated attendance at WCC-supported and delivered events.	Annual	Est. 516218				

### 4. Oranga ahurea | Cultural wellbeing

Performance measure	Frequency	Actual 2019/20	YE	Q1	Q1 var	
<b>4.1 Arts and cultural activities</b>						
<b>High quality events</b>						
Attendees (%) satisfied with Council-delivered arts and cultural festivals	Annual	86%				

Performance measure	Frequency	Actual 2019/20	YE	Q1	Q1 var	
<b>Arts and cultural sector support</b>						
Users (%) satisfied with Toi Pōneke services and facilities	Annual	80%				
Users (%) satisfied with Toi Pōneke staff	Annual	92%				
<b>Funding Success</b>						
Grant outcomes (%) achieved (through funded outcomes – four out of five - being met) - Arts and Culture Fund	Quarterly	91%		83%	4%	
<b>Wellington Museums Trust – utilisation</b>						
Total visitors Museums Trust:	Quarterly	535,421		85,651	68%	
City Gallery Wellington	Internal	111,365		20,415		
Wellington Museum	Internal	100,165		22,314		
Cable Car Museum	Internal	192,915		21,954		
Nairn Street Cottage	Internal	706		0		
Capital E	Internal	86,821		10,785		
Space Place	Internal	43,449		10,183		
Percentage of visitors who rate the quality of their experience (good or very good)	Annual	Data not available				

**Kaupapa Pāpori me ngā Mahi a Rēhia | Social and recreation**

Performance measure	Frequency	Actual 2019/20	YE	Q1	Q1 var	
<b>5.1 Recreation promotion and support</b>						
<b>High quality experience</b>						
User satisfaction (%) - pools	Annual	88%				
User satisfaction (%) - recreation centres including ASB Sports Centre	Annual	88%				
User satisfaction (%) - sportsfields (grass)	Annual	85%				
User satisfaction (%) - sportsfields (artificial)	Annual	94%				
Scheduled sports games and trainings (%) that take place (all sportsfields winter)	Annual	91%				
Scheduled sports games and trainings (%) that take place (all sportsfields summer)	Annual	98%		N/A - due Q2		
<b>Utilisation</b>						
Artificial sports-field (%) utilisation - peak winter	Annual	84%		N/A - due Q2		
Artificial sports-field (%) utilisation - peak summer	Annual	34%		N/A - due Q4		
Artificial sports-field (%) utilisation - off-peak winter	Annual	14%		N/A - due Q2		
Artificial sports-field (%) utilisation - off-peak summer	Annual	6%		N/A - due Q4		
Swimming pool visits (by facility)	Quarterly	905,987		268,743	3%	
WRAC	Internal	429,061		123,465		
Tawa	Internal	64,894		17,969		
Freyberg	Internal	171,194		52,669		
Keith Spry	Internal	107,629		44,110		
Karori	Internal	94,324		30,530		
Thorndon	Internal	29,481		0		
Khandallah	Internal	9,404		0		

Performance measure	Frequency	Actual 2019/20	YE	Q1	Q1 var	
Marinas occupancy (%)	Quarterly	97%		97%	1%	
Recreation centre visits (including ASB Sports Centre)	Quarterly	898,310		291,952	-9%	
Karori Rec Centre	Internal	62,095		29,064		
Kilbirnie Rec Centre	Internal	53,234		17,226		
Nairnville Rec Centre	Internal	121,627		40,472		
Tawa Rec Centre	Internal	28,769		9,597		
ASB Sports Centre	Internal	632,585		195,593		
ASB Sports Centre court space utilisation (%) - peak	Annual	49.00%				
ASB Sports Centre court space utilisation (%) - off-peak	Annual	34%				
Number of uses of Leisure Card	Quarterly	94,429		22,835	-40%	
Berhampore Golf course users	Annual	2,859		952		
<b>Affordability</b>						
Residents' perception that pool admission charges are affordable	Annual	54.6%				
Ratepayer subsidy per swim	Annual	\$ 19.63				
Ratepayer subsidy per court/hour (ASB Sports Centre)	Annual	\$ 6.40				
<b>City recreation promotion</b>						
Number of international and national events at Council recreation facilities	Annual	11				
Estimated attendees of international and national events at Council recreation facilities	Annual	14,772				
<b>Basin Reserve Trust</b>						
Basin Reserve - Total event days (excluding practice days)	Quarterly	139		6	50%	
Basin Reserve - Attendance at all events	Annual	41,137		15,000		
<b>5.2 Community Support</b>						
<b>Libraries experience</b>						
User satisfaction (%) with library services	Annual	89.7%				
User satisfaction (%) with library facilities	Annual	81.5%				
User satisfaction (%) with library collection (physical e.g. Books, DVDs, newspapers)	Annual	78.3%				
User satisfaction (%) with library collection (e-library e.g. eBooks, eAudiobooks, eMagazines)	Annual	72.1%				
<b>Libraries utilisation</b>						
Library items issued (physical)	Quarterly	1,699,152		558,739	0%	
Library items issued (e-library)	Quarterly	639,203		169,063	99%	
Estimates of attendees of library programmes	Quarterly	46,146		8,140	-58%	
Library physical visits	Quarterly	1,408,860		413,176	-31%	
Library website visits	Quarterly	3,935,427		1,484,938	80%	
Residents (%) who are active library users	Annual	60.5%				
<b>Libraries amenity</b>						
Customers (%) who think the library helped them to gain new knowledge and skills	Annual	61.1%				
Customers (%) who think the library helped them to connect with others and ideas	Annual	49.60%				
Customers (%) who think the library helped them to improve their job and earning potential	Annual	16.6%				

Performance measure	Frequency	Actual 2019/20	YE	Q1	Q1 var	
Customers (%) who think the library contributed to their sense of belonging in the community	Annual	69.50%				
<b>Libraries affordability</b>						
Cost to the ratepayer per library transaction	Annual	\$ 3.53		\$ 2.97		
<b>Community centres utilisation</b>						
Occupancy (%) of Council community centres and halls	Quarterly	34%		31%	-31%	
<b>Funding success</b>						
Grants outcomes (%) achieved (through funded outcomes – four out of five – being met) - Social and Recreation Fund	Annual+	90%		100%	25%	
<b>Housing quality and usage</b>						
Tenant satisfaction (%) with services and facilities (includes neutral)	Annual	91.0%				
Tenant rating (%) of the overall condition of their house/apartment (average, good, and very good)	Annual	93.0%				
Tenant (%) sense of safety in their complex at night (includes neutral)	Annual	78.0%				
Occupancy rate of available housing facilities	Quarterly	98%		99%	10%	
All tenants (existing and new) housed within policy	Quarterly	99%		99%	1%	
<b>Housing upgrade project</b>						
Agreed milestones, design standards and budgets are met in accordance with the agreed works programme and Deed of Grant between the Crown and the Council	Annual	Achieved				
<b>5.3 Public health and safety</b>						
<b>Compliance</b>						
Food registrations - premises (%) inspected within Food Act regulation required timeframes (new business and existing businesses)	Annual	20%		13%		
<b>Efficiency</b>						
Alcohol licences - high to very high risk premises (%) inspected during peak time	Annual	71%				
Alcohol licences - very high risk premises (%) inspected twice during the year	Annual	50%				
<b>Timeliness</b>						
Graffiti removal – response time frames (%) met	Quarterly	84%		89.5%	12%	
Dog control - urgent requests (%) responded to within 1 hour	Quarterly	92%		94%	-6%	
Dog control - non-urgent requests (%) responded to within 24 hours	Quarterly	99%		99%	0%	
Public toilets - urgent requests (%) responded to within 4 hours	Quarterly	93%		93%	-7%	
Public toilets - non-urgent requests (%) responded to within 3 days	Quarterly	94%		93%	-2%	
<b>Hygiene standard</b>						
Toilets (%) that meet required cleanliness and maintenance performance standards	Quarterly	95%		96%	1%	



Performance measure	Frequency	Actual 2019/20	YE	Q1	Q1 var	
<b>Tāone tupu ora   Urban development</b>						
<b>6.1 Urban planning, heritage and public spaces development</b>						
<b>High-quality development</b>						
Residents (%) who agree that new buildings constructed in the city maintain or enhance the city's attractiveness	Annual	52.5%				
Residents (%) who agree that regeneration of areas of the city adds to its vibrancy (e.g. laneways)	Annual	86.2%				
Residents (%) who agree that the public areas of their suburban centre - encourage use	Annual	81%				
Residents (%) who agree that the public areas of their suburban centre - feel safe	Annual	81%				
Residents (%) who agree that the public areas of their suburban centre - are well designed	Annual	49%				
Economic impact of urban regeneration projects (specific methodology to be scoped)	Annual	NA				
<b>Protecting heritage</b>						
Residents (%) who agree that heritage items are adequately valued and protected in the City	Annual	58.2%				
Number of heritage-listed buildings that are earthquake prone	Annual	132				
Residents (%) who agree that the character of historic suburbs is adequately retained	Annual	59.3%				
<b>6.2 Building and development</b>						
<b>Effective planning</b>						
Residents' agreement that our building and development control settings strike the right balance between allowing development and preserving the character of the city	Annual	36%				
<b>Timeliness</b>						
Building consents (%) issued within 20 working days	Quarterly	79%		87%	-13%	
Code of compliance certificates (%) issued within 20 working days	Quarterly	94%		95%	-5%	
Land Information Memorandums (LIMs) (%) issued within 10 working days	Quarterly	85%		97%	-3%	
Resource consents (non-notified) (%) issued within statutory time frames	Quarterly	92.53%		94%	-6%	
Resource consents (%) that are monitored within 3 months of project commencement	Quarterly	97.25%		97%	-3%	
Subdivision certificates – Section 223 certificates (%) issued within statutory timeframes	Quarterly	96%		88%	-12%	
Noise control (excessive noise) complaints (%) investigated within 1 hour	Quarterly	98%		Data not available	NA	
<b>Customer focus</b>						
Customers (%) who rate building control service as good or very good	Annual	63.8%				
Customers (%) who rate resource consent service as good or very good	Quarterly	93%		93%	0%	
<b>Compliance</b>						
Building Consent Authority (BCA) accreditation retention	Annual	Retained				

Performance measure	Frequency	Actual 2019/20	YE	Q1	Q1 var	
<b>Waka   Transport</b>						
<b>7.1 Transport network</b>						
<b>Network condition and maintenance</b>						
Roads (%) that meet smooth roads standards* All roads	Annual	72%				
Structures (%) that have been condition rated in the past five years - walls	Annual	80%				
Structures (%) that have been condition rated in the past five years - bridges and tunnels	Annual	100%				
Structures (%) in serviceable (average) condition or better - walls	Annual	91%				
Structures (%) in serviceable (average) condition or better - bridges	Annual	100%				
Structures (%) in serviceable (average) condition or better - tunnels	Annual	100%				
Residents (%) satisfied with street lighting in the central city	Annual	77.5%				
Residents (%) satisfied with street lighting in suburbs	Annual	58.7%				
Requests for service (%) response rate - urgent within 2 hours*	Quarterly	95.9%		90.0%	-8%	
Requests for service (%) response rate - non-urgent within 15 days*	Quarterly	98.6%		89.0%	-9%	
Footpaths (%) in average condition or better (measured against WCC condition standards*)	Annual	97%				
Sealed local road network (%) that is resurfaced*	Annual	5.6%				
Residents (%) satisfaction with the condition of local roads in their neighbourhood	Annual	69.2%				
<b>Active modes promotion</b>						
Number of pedestrians entering and leaving the CBD (weekdays 7-9am)	Annual	11,550				
Number of pedestrians entering the CBD	Internal	8,339				
Number of pedestrians leaving the CBD	Internal	3,211				
Number of cyclists entering and leaving the CBD (weekdays 7-9am)	Annual	2,521				
Number of cyclists entering the CBD	Internal	2,089				
Number of cyclists leaving the CBD	Internal	432				
<b>Network safety</b>						
Residents (%) who are satisfied with walking on the transport network	Annual	77.5%				
Residents (%) who are satisfied with cycling on the transport network	Annual	34.1%				
<b>Network efficiency and congestion</b>						
Residents (%) who think peak travel times are acceptable	Annual	36.8%				
Peak travel times between CBD and suburbs (Karori)	Internal	98%				
Peak travel times between CBD and suburbs (Johnsonville)	Internal	98%				
Peak travel times between CBD and suburbs (Island Bay)	Internal	99%				
Peak travel times between CBD and suburbs (Miramar)	Internal	97%				

Performance measure	Frequency	Actual 2019/20	YE	Q1	Q1 var	
Peak travel times between CBD and suburbs (Karori, Johnsonville, Island Bay and Miramar)	Annual	98%				
<b>PT enablement</b>						
Bus stops (%) that have a shelter (co-delivered with GWRC)	Annual	37% All, 45% inbound				
<b>Wellington Cable Car Limited</b>						
Cable Car - Total passenger trips	Quarterly	862,487		105,929	68%	
Cable Car - user satisfaction survey - tourist (%) satisfaction (respondents who provide a rating greater than 6 on a 1-10 scale)	Annual	Data not available				
Cable Car - Reliability (%)	Quarterly	99.9%		99.9%	1%	
<b>7.2 Parking</b>						
<b>Equity</b>						
Residents (%) who perceive that parking enforcement is fair	Annual	38.2%				
<b>Availability</b>						
City parking occupancy during weekdays (08:00-18:00)	Quarterly	45%		51%	0%	
City parking occupancy during weekends (08:00-18:00)	Quarterly	42%		46%	-100%	
Residents (%) satisfaction with the availability of on-street car parking (weekdays)	Annual	22.4%				
Residents (%) satisfaction with the availability of on-street car parking (weekend)	Annual	28.6%				

## Detailed financial performance information

### Detailed operating and capital expenditure for July – Sept 2020

Key: Actual, Budget and FY Budget ( ) = net revenue, Variance ( ) = deficit/ overspend

#### (a) Operating expenditure

Group	Activity	Activity Description	YTD			Full year		Annual
			Actual	Budget	Variance	Forecast	Budget	Plan
			\$000	\$000	\$000	\$000	\$000	\$000
1.1	1000	Annual Planning	379	404	25	1,602	1,602	1,593
1.1	1001	Policy	369	366	(3)	1,449	1,449	1,417
1.1	1002	Committee & Council Process	1,937	2,188	251	8,525	8,707	8,440
1.1	1003	Strategic Planning	177	170	(7)	674	674	679
1.1	1004	Tawa Community Board - Discretionary	(7)	3	10	12	12	12
1.1	1007	WCC City Service Centre	1,002	690	(312)	2,721	2,721	3,007
1.1	1008	Call Centre SLA	1	-	(1)	-	-	-
1.1	1009	Valuation Services Contract	(86)	139	226	557	557	557
1.1	1010	Lands Information	345	323	(21)	1,284	1,284	1,284
1.1	1011	Archives	520	597	76	2,320	2,320	2,322
1.1	1216	CCO Covid Response Support	100	1,250	1,150	5,000	5,000	5,000
1.2	1012	Funding agreements – Maori	66	52	(13)	210	210	210
1.2	1013	Maori Engagement	2	27	25	108	108	108
<b>Activity area total</b>			<b>4,805</b>	<b>6,210</b>	<b>1,405</b>	<b>24,461</b>	<b>24,644</b>	<b>24,629</b>

Group	Activity	Activity Description	YTD			Full year		Annual
			Actual	Budget	Variance	Forecast	Budget	Plan
			\$000	\$000	\$000	\$000	\$000	\$000
2.1	1014	Parks and Reserves Planning	228	264	36	1,051	1,051	1,050
2.1	1015	Reserves Unplanned Maintenance	19	50	31	202	202	201
2.1	1016	Turf Management	378	388	10	1,522	1,522	1,521
2.1	1017	Park Furniture and Infrastructure Maintenance	448	454	6	1,787	1,787	1,786
2.1	1018	Parks and Buildings Maintenance	330	318	(12)	1,161	1,161	1,190
2.1	1019	Horticultural Operations	483	542	59	2,145	2,145	2,148
2.1	1020	Arboricultural Operations	317	427	110	1,652	1,652	1,651
2.1	1021	Botanic Gardens Services	1,279	1,471	192	5,771	5,771	5,809
2.1	1022	Coastal Operations	261	372	111	1,646	1,646	1,645
2.1	1024	Road Corridor Growth Control	408	278	(130)	1,109	1,109	1,109
2.1	1025	Street Cleaning	1,373	2,172	798	8,677	8,677	8,677
2.1	1026	Hazardous Trees Removal	30	120	90	479	479	478
2.1	1027	Town Belts Planting	237	266	29	983	983	982
2.1	1028	Townbelt-Reserves Management	1,093	1,213	120	4,709	4,709	4,708
2.1	1030	Community greening initiatives	111	158	48	675	675	674
2.1	1031	Environmental Grants Pool	52	76	24	104	104	104
2.1	1032	Walkway Maintenance	258	307	49	1,224	1,224	1,223
2.1	1033	Weeds & Hazardous Trees Monit	307	204	(103)	782	782	781



Group	Activity	Activity Description	YTD			Full year		Annual
			Actual	Budget	Variance	Forecast	Budget	Plan
			\$000	\$000	\$000	\$000	\$000	\$000
2.1	1034	Animal Pest Management	293	408	115	1,634	1,634	1,633
2.1	1035	Waterfront Public Space Management	2,386	1,923	(462)	7,417	7,417	7,416
2.2	1036	Landfill Operations & Maint	(896)	(1,037)	(141)	(3,897)	(4,183)	(4,183)
2.2	1037	Suburban Refuse Collection	65	(146)	(211)	(586)	(586)	(586)
2.2	1038	Domestic Recycling	855	798	(57)	3,180	3,180	3,180
2.2	1039	Waste Minimisation Info	299	388	89	1,519	1,519	1,519
2.2	1040	Litter Enforcement	25	2	(22)	9	9	9
2.2	1041	Closed Landfill Gas Migr Monit	45	133	87	530	530	530
2.2	1042	Smart Energy	227	176	(51)	698	698	698
2.3	1043	Water - Meter Reading	27	35	7	138	138	138
2.3	1044	Water - Network Maintenance	2,225	1,524	(701)	6,660	6,085	6,085
2.3	1045	Water - Water Connections	(22)	(10)	12	(39)	(39)	(39)
2.3	1046	Water - Pump Stations Maintenance-Ops	306	286	(20)	1,141	1,141	1,141
2.3	1047	Water - Asset Stewardship	5,098	6,470	1,372	25,717	25,717	25,717
2.3	1048	Water - Reservoir-Dam Maintenance	5	73	67	291	291	291
2.3	1049	Water - Monitoring & Investigation	328	284	(44)	1,136	1,136	1,136
2.3	1050	Water - Asset Management	64	157	93	627	627	627
2.3	1051	Water - Bulk Water Purchase	4,594	4,768	175	18,470	19,073	19,073
2.4	1052	Wastewater - Asset Stewardship	3,599	5,325	1,726	20,891	21,184	21,184
2.4	1053	Wastewater - Trade Waste Monitoring & Investigation	1	4	3	17	17	17
2.4	1055	Wastewater - Network Maintenance	678	647	(30)	2,586	2,586	2,586
2.4	1057	Wastewater - Asset Management	101	306	205	1,222	1,222	1,222
2.4	1058	Wastewater - Monitoring & Investigation	343	426	83	1,703	1,703	1,703
2.4	1059	Wastewater - Pump Station Maintenance-Ops	424	419	(5)	1,674	1,674	1,674
2.4	1060	Wastewater - Treatment Plants	5,582	5,591	9	23,142	22,344	22,344
2.4	1062	Sewerage Disposal	46	65	19	252	252	252
2.5	1063	Stormwater - Asset Stewardship	4,374	4,203	(171)	16,728	16,728	16,728
2.5	1064	Stormwater - Network Maintenance	522	677	155	2,702	2,702	2,702
2.5	1065	Stormwater - Monitoring & Investigation	310	198	(112)	790	790	790
2.5	1066	Stormwater - Asset Management	129	202	72	804	804	804
2.5	1067	Drainage Maintenance	207	304	97	1,213	1,213	1,213
2.5	1068	Stormwater - Pump Station Maintenance-Ops	15	80	65	320	320	320
2.6	1069	Karori Sanctuary	367	382	15	1,527	1,527	1,527
2.6	1070	Wellington Zoo Trust	1,423	1,374	(49)	5,461	5,461	5,461
<b>Activity area total</b>			<b>41,657</b>	<b>45,515</b>	<b>3,857</b>	<b>181,354</b>	<b>180,591</b>	<b>180,648</b>

Group	Activity	Activity Description	YTD			Full year		Annual
			Actual	Budget	Variance	Forecast	Budget	Plan
			\$000	\$000	\$000	\$000	\$000	\$000
3.1	1073	Positively Wellington Tourism	1,467	1,467	0	5,869	5,869	5,869
3.1	1074	Events Fund	1,244	1,244	0	4,976	4,976	4,976
3.1	1075	Wellington Venues	1,731	823	(908)	3,290	3,290	3,501
3.1	1076	Destination Wellington	-	-	-	-	-	-
3.1	1077	City Innovation	101	123	23	490	490	779

Group	Activity	Activity Description	YTD			Full year		Annual
			Actual	Budget	Variance	Forecast	Budget	
			\$000	\$000	\$000	\$000	\$000	
3.1	1078	Wellington Convention & Exhibition Centre (WCEC)	495	716	221	2,882	2,865	2,865
3.1	1081	Economic Growth Strategy	84	240	156	947	947	947
3.1	1082	City Growth Fund	756	1,702	946	5,241	5,241	5,241
3.1	1085	Film Museum	-	-	-	-	-	-
3.1	1086	Westpac Stadium	-	0.1	0.1	0.3	0.3	0.3
3.1	1087	International Relations	217	231	14	916	916	945
3.1	1089	Business Improvement Districts	86	86	-	342	342	342
<b>Activity area total</b>			<b>6,180</b>	<b>6,632</b>	<b>451</b>	<b>24,953</b>	<b>24,936</b>	<b>25,465</b>

Group	Activity	Activity Description	YTD			Full year		Annual
			Actual	Budget	Variance	Forecast	Budget	
			\$000	\$000	\$000	\$000	\$000	
4.1	1090	Wellington Museums Trust	2,393	2,390	(3)	9,556	9,556	9,556
4.1	1091	Museum of Conflict	0	-	(0)	-	-	-
4.1	1092	Te Papa Funding	563	563	-	2,250	2,250	2,250
4.1	1093	Carter Observatory	174	173	(1)	691	691	691
4.1	1095	City Events Programme	170	500	330	3,143	3,143	3,030
4.1	1096	WW1 Commemorations	-	-	-	-	-	-
4.1	1097	Citizen's Day - Mayoral Day	22	6	(16)	23	23	23
4.1	1098	Cultural Grants Pool	1,215	1,040	(175)	1,241	1,241	1,241
4.1	1099	Wgtn Conv Cntr Comm Subsidy	16	-	(16)	200	200	200
4.1	1100	City Arts Programme	127	131	4	548	548	467
4.1	1101	NZSO Subsidy	81	33	(48)	216	216	216
4.1	1102	Toi Pōneke Arts Centre	312	276	(36)	1,094	1,094	1,108
4.1	1103	Public Art Fund	116	132	16	523	523	536
4.1	1104	New Zealand Ballet	159	160	0	160	160	160
4.1	1105	Orchestra Wellington	292	73	(219)	292	292	292
4.1	1106	Regional Amenities Fund	6	611	605	616	616	631
4.1	1207	Capital of Culture	150	-	(150)	-	-	-
4.1	1214	UNESCO Strategic City of Film	-	68	68	273	273	273
<b>Activity area total</b>			<b>5,796</b>	<b>6,155</b>	<b>359</b>	<b>20,826</b>	<b>20,826</b>	<b>20,673</b>

Group	Activity	Activity Description	YTD			Full year		Annual
			Actual	Budget	Variance	Forecast	Budget	
			\$000	\$000	\$000	\$000	\$000	
5.1	1107	Swimming Pools Operations	4,337	5,023	686	19,294	19,294	19,349
5.1	1108	Sportsfields Operations	839	893	54	3,541	3,541	3,540
5.1	1109	Synthetic Turf Sport Operations	227	362	135	1,368	1,368	1,366
5.1	1110	Recreation Centres	666	750	84	2,818	2,818	2,839
5.1	1111	ASB Sports Centre	1,213	1,462	249	5,563	5,563	5,573
5.1	1112	Basin Reserve Trust	470	370	(99)	1,477	1,477	1,477
5.1	1113	Recreational NZ Academy Sport	-	12	12	47	47	47
5.1	1114	PlayGnd & Skate Facility Mtnc	268	271	3	1,054	1,054	1,053
5.1	1115	Marina Operations	20	40	20	285	285	292
5.1	1116	Municipal Golf Course	41	49	8	195	195	195
5.1	1117	Recreation Programmes	175	134	(40)	552	552	551
5.2	1118	Library Network - Wide Operation	3,698	4,037	339	15,624	15,624	15,538

Group	Activity	Activity Description	YTD			Full year		Annual
			Actual	Budget	Variance	Forecast	Budget	Plan
			\$000	\$000	\$000	\$000	\$000	\$000
5.2	1119	Branch Libraries	2,246	2,045	(201)	8,017	8,017	8,028
5.2	1120	Passport to Leisure Programme	29	32	3	130	130	130
5.2	1121	Community Advice & Information	430	395	(35)	1,565	1,565	1,641
5.2	1122	Community Grants	34	99	65	255	255	248
5.2	1123	Support for Wgtn Homeless	-	-	-	215	215	215
5.2	1124	Social & Recreational Grant Pool	3,689	3,450	(239)	4,569	4,569	4,569
5.2	1125	Housing Operations and Mtce	571	1,430	858	5,109	5,509	6,049
5.2	1126	Housing Upgrade Project	148	15	(133)	60	60	89
5.2	1127	Cmty Props Programmed Maint	187	199	12	795	795	857
5.2	1128	Community Halls Ops and Maint.	142	182	39	715	715	744
5.2	1129	Community Prop & Facility Ops	461	485	24	1,900	1,900	1,908
5.2	1130	Accommodation Assistance Fund	215	225	10	232	232	232
5.2	1208	CBD Library Services Network	981	781	(200)	3,110	3,110	2,996
5.3	1131	Burial & Cremation Operations	298	311	13	1,107	1,107	1,122
5.3	1132	Contracts - Public Conveniences	1,017	947	(70)	3,806	3,806	3,948
5.3	1133	Public Health	752	881	129	3,255	3,812	3,812
5.3	1134	Noise Monitoring	167	235	68	770	934	934
5.3	1135	Anti-Graffiti Flying Squad	221	245	24	974	974	968
5.3	1136	Safe City Project Operations	516	520	4	2,056	2,056	2,134
5.3	1137	Civil Defence	549	536	(12)	2,136	2,136	2,142
5.3	1138	Rural Fire	12	11	(1)	42	42	46
<b>Activity area total</b>			<b>24,620</b>	<b>26,428</b>	<b>1,807</b>	<b>92,638</b>	<b>93,759</b>	<b>94,632</b>

Group	Activity	Activity Description	YTD			Full year		Annual
			Actual	Budget	Variance	Forecast	Budget	Plan
			\$000	\$000	\$000	\$000	\$000	\$000
6.1	1139	District Plan	1,742	973	(769)	3,765	3,765	3,765
6.1	1141	Build Wellington Developments	473	374	(98)	1,479	1,643	1,479
6.1	1142	Public Art and Sculpture Maintenance	65	102	38	410	410	411
6.1	1143	Public Space-Centre Devl. Plan	642	527	(115)	2,073	2,073	2,181
6.1	1144	Memorial Park	5	-	(5)	-	-	-
6.1	1145	City Heritage Development	142	268	126	1,062	1,062	1,062
6.1	1206	Housing Investment Programme	145	304	159	1,522	1,103	1,103
6.1	1215	Te Ngakau Programme	13	-	(13)	-	-	-
6.2	1146	Building Control-Facilitation	1,821	2,524	703	9,867	10,425	10,425
6.2	1147	Weathertight Homes	-	7	7	30	30	30
6.2	1148	Development Cntrl Facilitation	1,546	1,203	(343)	4,862	4,820	4,820
6.2	1149	Earthquake Assessment Study	28	23	(4)	93	93	93
6.2	1150	Building Consents EQPB Subsidy Fund	(0)	-	0	-	-	-
6.2	1151	Earthquake Risk Building Proj.	360	449	90	1,913	1,788	1,788
<b>Activity area total</b>			<b>6,981</b>	<b>6,756</b>	<b>-225</b>	<b>27,076</b>	<b>27,213</b>	<b>27,156</b>

Group	Activity	Activity Description	YTD			Full year		Annual
			Actual	Budget	Variance	Forecast	Budget	Plan
			\$000	\$000	\$000	\$000	\$000	\$000
7.1	1152	Ngauranga to Airport Corridor	(382)	161	543	642	642	642
7.1	1153	Transport Planning and Policy	187	366	179	1,259	1,459	1,460

Group	Activity	Activity Description	YTD			Full year		Annual
			Actual	Budget	Variance	Forecast	Budget	Plan
			\$000	\$000	\$000	\$000	\$000	\$000
7.1	1154	Road Maintenance and Storm Clean Up	240	350	110	1,399	1,399	1,399
7.1	1155	Tawa Shared Driveways Maintenance	2	7	6	29	29	29
7.1	1156	Wall, Bridge and Tunnel Maintenance	170	57	(114)	226	226	226
7.1	1157	Drains & Walls Asset Stewardship	1,552	1,705	152	6,780	6,780	6,780
7.1	1158	Kerb & Channel Maintenance	111	121	10	483	483	483
7.1	1159	Vehicle Network Asset Stewardship	5,700	6,317	618	25,135	25,135	25,135
7.1	1160	Port and Ferry Access	-	18	18	73	73	73
7.1	1161	Cycleways Maintenance	4	23	20	93	93	93
7.1	1162	Cycleway Asset Stewardship	43	321	278	1,282	1,282	1,282
7.1	1163	Cycleways Planning	73	728	655	2,909	2,909	2,909
7.1	1164	Passenger Transport Facilities	46	116	71	310	465	465
7.1	1165	Bus Shelter Contract Income	1	1	0	(631)	(631)	(631)
7.1	1166	Passenger Transport Asset Stewardship	160	265	105	1,057	1,057	1,057
7.1	1167	Bus Priority Plan	388	16	(372)	64	64	64
7.1	1168	Cable Car	3	3	0	12	12	12
7.1	1170	Street Furniture Maintenance	71	96	26	384	384	384
7.1	1171	Footpaths Asset Stewardship	1,567	1,687	120	6,703	6,703	6,703
7.1	1172	Pedestrian Network Maintenance	112	119	7	474	474	474
7.1	1173	Pedestrian Network Structures Maintenance	18	26	8	103	103	103
7.1	1174	Traffic Signals Maintenance	238	201	(37)	798	798	811
7.1	1175	Traffic Control Asset Stewardship	815	759	(56)	2,749	2,749	2,749
7.1	1176	Road Marking Maintenance	174	230	55	916	916	916
7.1	1177	Traffic Signs Maintenance	74	60	(14)	239	239	239
7.1	1178	Network Activity Management	615	91	(524)	359	359	359
7.1	1179	Street Lighting Maintenance	317	307	(9)	1,228	1,228	1,228
7.1	1180	Transport Education & Promotion	113	163	50	850	650	650
7.1	1181	Fences & Guardrails Maintenance	71	76	5	304	304	304
7.1	1182	Safety Asset Stewardship	898	921	23	3,656	3,656	3,656
7.1	1209	LGWM - Mass Rapid Transit	-	778	778	3,110	3,110	3,110
7.1	1210	LGWM - State Highway Improvements	-	611	611	2,442	2,442	2,442
7.1	1211	LGWM - Travel Demand Management	-	104	104	416	416	416
7.1	1212	LGWM - City Streets	1	505	504	2,017	2,017	2,017
7.1	1213	LGWM - Early Delivery	-	213	213	853	853	853
7.2	1184	Parking Services & Enforcement	(3,190)	(697)	2,493	(11,376)	(11,376)	(11,376)
7.2	1185	Waterfront Parking Services	(175)	41	217	(405)	(405)	(405)
<b>Activity area total</b>			<b>10,013</b>	<b>16,866</b>	<b>6,853</b>	<b>56,942</b>	<b>57,097</b>	<b>57,109</b>

Group	Activity	Activity Description	YTD			Full year		Annual
			Actual	Budget	Variance	Forecast	Budget	Plan
			\$000	\$000	\$000	\$000	\$000	\$000
10.1	1186	Waterfront Commercial Property Services	436	685	249	2,294	2,294	2,294
10.1	1187	Commercial Property Man & Serv	569	830	261	3,318	3,318	3,433
10.1	1188	Civic Centre Facilities Managt	-	(66)	(66)	(241)	(241)	0
10.1	1189	Mail Service SLA	-	(0)	(0)	(0)	(0)	-
10.1	1190	Information Services SLA	(21)	-	21	-	-	-
10.1	1191	NZTA Income on Capex Work	(6,588)	(6,340)	247	(25,362)	(25,362)	(25,362)



Group	Activity	Activity Description	YTD			Full year		Annual
			Actual	Budget	Variance	Forecast	Budget	Plan
			\$000	\$000	\$000	\$000	\$000	\$000
10.1	1192	Quarry operations	(57)	18	74	(109)	70	70
10.1	1193	Self Insurance Reserve	191	405	214	1,619	1,619	1,619
10.1	1194	Information Management	(3)	-	3	-	-	-
10.1	1196	External Capital Funding	(424)	(70)	354	(1,664)	(1,491)	(1,491)
10.1	1197	Plimmer Bequest Project Expend	1	1	0	(748)	(748)	(748)
10.1	1198	Waterfront Utilities Management	27	85	57	224	224	224
10.1	1200	ORG	(2,347)	399	2,745	2,131	1,524	-
10.1	1201	ORGNA	(85,966)	(86,437)	(472)	(345,750)	(345,750)	(345,750)
10.1	1202	PPORGFloor	-	(0)	(0)	(1)	(1)	-
10.1	1203	PPORGGroundLease	(2,046)	(2,287)	(242)	(9,149)	(9,149)	(9,149)
10.1	1204	Sustainable Parking Infrastructure	38	40	2	160	160	160
10.1	1205	Shared Services Procurement	4	(2)	(6)	(11)	(11)	(11)
10.1	1220	Unknown	-	-	-	-	-	-
10.1	1999	Earthquake	-	-	-	-	-	-
<b>Activity area total</b>			(96,184)	(92,742)	3,443	(373,291)	(373,545)	(374,712)
<b>Operating expenditure grand total</b>			<b>3,869</b>	<b>21,819</b>	<b>17,951</b>	<b>54,958</b>	<b>55,520</b>	<b>55,599</b>

(b) Capital Expenditure

Governance activity area: No capital expenditure actual or planned

Group	Activity	Activity Description	YTD			Forecast	Full Year	
			Actual	Budget	Variance		Budget	Annual
			\$000	\$000	\$000		\$000	\$000
2.1	2001	Property Purchases - Reserves	12	-	(12)	-	-	-
2.1	2003	Parks Infrastructure	190	178	(12)	1,045	1,045	1,045
2.1	2004	Parks Buildings	100	12	(88)	717	717	603
2.1	2005	Plimmer Bequest Project	69	94	25	1,474	1,474	825
2.1	2006	Botanic Garden	52	179	128	1,240	1,240	920
2.1	2007	Coastal - upgrades	157	117	(40)	465	465	65
2.1	2008	Coastal	4	502	498	2,614	2,614	673
2.1	2009	Town Belt & Reserves	75	192	117	2,254	2,254	1,528
2.1	2010	Walkways renewals	141	162	20	679	679	679
2.2	2011	Southern Landfill Improvement	89	1,044	955	7,444	7,444	6,764
2.3	2013	Water - Network renewals	1,119	1,271	152	5,084	5,084	5,084
2.3	2014	Water - Pump Station renewals	29	100	71	398	398	398
2.3	2015	Water - Water Meter upgrades	42	128	86	514	514	514
2.3	2016	Water - Network upgrades	1,206	667	(539)	2,668	2,668	2,668
2.3	2018	Water - Network renewals	963	361	(602)	1,443	1,443	1,443
2.3	2019	Water - Reservoir renewals	23	37	14	148	148	148
2.3	2020	Water - Reservoir upgrades	3,087	4,080	993	16,319	16,319	16,319
2.4	2023	Wastewater - Network renewals	4,152	2,753	(1,399)	11,014	11,014	11,014
2.4	2024	Wastewater - Network upgrades	560	363	(197)	1,453	1,453	1,453
2.4	2026	Wastewater - Pump Station renewals	22	268	246	1,074	1,074	1,074
2.5	2028	Stormwater - Network upgrades	19	1,025	1,007	4,101	4,101	4,101
2.5	2029	Stormwater - Network renewals	1,118	925	(193)	3,701	3,701	3,701
2.6	2033	Zoo renewals	69	239	170	955	955	955
2.6	2034	Zoo upgrades	-	483	483	1,934	1,934	1,759
2.6	2135	Zealandia	8	552	544	1,908	1,908	1,139
Activity area total			13,305	15,734	2,429	70,645	70,645	64,872

Group	Activity	Activity Description	YTD			Forecast	Full Year	
			Actual	Budget	Variance		Budget	Annual
			\$000	\$000	\$000		\$000	\$000
3.1	2035	Wellington Venues renewals	928	4,060	3,132	16,241	16,241	12,809
Activity area total			928	4,060	3,132	16,241	16,241	12,809

Group	Activity	Activity Description	YTD			Forecast	Full Year	
			Actual	Budget	Variance		Budget	Annual
			\$000	\$000	\$000		\$000	\$000
4.1	2038	Gallery & Museum upgrades	-	1,340	1,340	1,000	5,358	5,358
4.1	2040	Cable Car Precinct	-	11	11	43	43	-
4.1	2041	Te ara o nga tupuna - Maori heritage trails	-	34	34	137	137	-
4.1	2042	Arts Installation	-	31	31	122	122	33
4.1	2129	Wellington Convention Centre and Movie Museum	11,094	11,928	833	47,950	53,126	47,278
Activity area total			11,094	13,343	2,248	49,253	58,787	52,669

Group	Activity	Activity Description	YTD			Forecast	Full Year	
			Actual	Budget	Variance		Budget	Annual
			\$000	\$000	\$000		\$000	\$000
5.1	2043	Aquatic Facility upgrades	20	62	43	250	250	-
5.1	2044	Aquatic Facility renewals	189	1,475	1,286	1,835	1,835	1,657
5.1	2045	Sportsfields upgrades	12	98	87	548	548	479
5.1	2046	Synthetic Turf Sportsfields renewals	(16)	50	66	201	201	-
5.1	2048	Recreation Centre Renewal	9	20	11	81	81	81
5.1	2049	ASB Sports Centre	4	27	23	335	335	305
5.1	2050	Basin Reserve	159	1,205	1,046	2,024	4,822	4,822
5.1	2051	Playgrounds renewals & upgrades	967	46	(921)	2,864	2,864	1,965
5.1	2052	Evans Bay Marina - Renewals	41	8	(32)	703	703	703
5.1	2053	Clyde Quay Marina - Upgrade	15	65	50	559	559	559
5.2	2054	Upgrade Library Materials	176	578	402	2,314	2,314	2,314
5.2	2055	Upgrade Computer Replacement	4	32	28	107	107	89
5.2	2056	Central Library upgrades	446	148	(298)	590	590	19
5.2	2057	Branch Library upgrades	4	152	148	608	608	-
5.2	2058	Branch Libraries renewals	7	94	86	375	375	302
5.2	2059	Housing upgrades	217	403	187	1,614	1,614	-
5.2	2060	Housing renewals	446	2,418	1,972	9,672	9,672	10,157
5.2	2061	Community Halls - upgrades & renewals	210	1,434	1,223	7,119	7,119	6,296
5.3	2062	Burial & Cremations	144	94	(50)	645	645	388
5.3	2063	Public Convenience and pavilions	1,435	1,618	184	5,034	5,034	2,722
5.3	2064	Safety Initiatives	1	37	36	150	150	117
5.3	2065	Emergency Management renewals	-	21	21	82	82	82
<b>Activity area total</b>			<b>4,489</b>	<b>10,087</b>	<b>5,597</b>	<b>37,708</b>	<b>40,506</b>	<b>33,055</b>

Group	Activity	Activity Description	YTD			Forecast	Full Year	
			Actual	Budget	Variance		Budget	
			\$000	\$000	\$000		\$000	
6.1	2067	Wgtn Waterfront Development	-	549	549	2,197	2,197	8
6.1	2068	Waterfront Renewals	413	352	(61)	2,009	2,009	1,100
6.1	2070	Central City Framework	(66)	476	542	3,628	4,642	528
6.1	2073	Suburban Centres upgrades	(3)	250	254	1,002	1,002	85
6.1	2074	Minor CBD Enhancements	-	16	16	63	63	63
6.1	2136	Housing Investment Programme	119	1,335	1,217	4,573	4,573	2,827
6.2	2076	Earthquake Risk Mitigation	9,879	9,111	(768)	36,442	36,442	41,970
<b>Activity area total</b>			<b>10,341</b>	<b>12,090</b>	<b>1,749</b>	<b>49,914</b>	<b>50,928</b>	<b>46,582</b>

Group	Activity	Activity Description	YTD			Forecast	Full Year	
			Actual	Budget	Variance		Budget	Annual
			\$000	\$000	\$000		\$000	\$000
7.1	2075	Urban Regeneration Projects	21	121	99	-	483	256
7.1	2077	Wall, Bridge & Tunnel Renewals	1,775	1,676	(99)	6,706	6,706	8,640
7.1	2078	Road Surface Renewals	161	488	328	1,953	1,953	1,859
7.1	2079	Reseals	454	675	221	2,699	2,699	2,527
7.1	2080	Preseal Preparations	631	961	330	3,844	3,844	3,844
7.1	2081	Shape & Camber Correction	444	1,199	755	4,796	4,796	4,796
7.1	2082	Sumps Flood Mitigation	117	72	(45)	290	290	258
7.1	2083	Road Corridor New Walls	796	388	(407)	1,553	1,553	2,392
7.1	2084	Service Lane Improvements	15	31	16	124	124	124
7.1	2085	Tunnel & Bridge Improvements	382	235	(147)	938	938	1,963
7.1	2086	Kerb & Channel Renewals	504	634	130	2,536	2,536	2,344

Group	Activity	Activity Description	YTD			Forecast	Full Year	
			Actual	Budget	Variance		Budget	Annual
			\$000	\$000	\$000		\$000	\$000
7.1	2087	Vehicle Network New Roads	-	28	28	0	112	52
7.1	2088	Road Risk Mitigation	1,232	1,284	52	5,135	5,135	4,907
7.1	2089	Roading Capacity Projects	-	232	232	927	927	370
7.1	2090	Area Wide Road Maintenance	63	242	179	969	969	969
7.1	2091	Port & Ferry access upgrades	-	39	39	(0)	157	157
7.1	2094	Cycling Improvements	5,529	2,420	(3,109)	20,240	11,682	8,888
7.1	2095	Bus Priority Planning	45	1,643	1,598	4,072	6,573	5,818
7.1	2096	Pedestrian Network Structures	(36)	128	164	512	512	512
7.1	2097	Pedestrian Network Renewals	1,359	1,111	(247)	4,446	4,446	3,880
7.1	2098	Walking Improvements	11	129	117	515	515	515
7.1	2099	Street Furniture	25	76	51	305	305	305
7.1	2100	Pedestrian Network Access ways	8	63	55	252	252	252
7.1	2101	Traffic & Street Signs	160	305	145	1,220	1,220	1,220
7.1	2102	Traffic Signals	231	262	32	1,049	1,049	1,009
7.1	2103	Street Lights	48	309	261	1,236	1,236	1,236
7.1	2104	Rural Road Improvements	1	70	68	279	279	112
7.1	2105	Minor Works Projects	213	464	251	1,855	1,855	1,855
7.1	2106	Fences & Guardrails	140	175	35	699	699	699
7.1	2107	Safer Roads Projects	377	397	20	1,586	1,586	1,586
7.1	2134	Lambton Quay Bus Interchange	-	50	50	200	200	-
7.1	2141	LGWM - City Streets	-	385	385	1,539	1,539	1,539
7.1	2142	LGWM - Early Delivery	-	1,348	1,348	5,392	5,392	5,392
7.2	2108	Parking Asset renewals	-	127	127	509	509	438
7.2	2109	Roadside Parking Improvements	48	31	(17)	123	123	123
<b>Activity area total</b>			<b>14,753</b>	<b>17,798</b>	<b>3,044</b>	<b>78,497</b>	<b>73,192</b>	<b>70,837</b>

Group	Activity	Activity Description	YTD			Forecast	Full Year	
			Actual	Budget	Variance		Budget	Annual
			\$000	\$000	\$000		\$000	\$000
10.1	2111	Capital Replacement Fund	466	1,295	828	5,179	5,179	3,689
10.1	2112	Information Management	66	319	254	2,777	2,777	277
10.1	2114	ICT Infrastructure	2,318	1,330	(987)	5,033	5,033	2,667
10.1	2118	Health & Safety - Legislation Compliance	40	201	161	805	805	343
10.1	2119	Civic Property renewals	22	840	818	3,361	3,361	1,069
10.1	2120	Commercial Properties renewals	72	245	173	980	980	724
10.1	2121	Community & Childcare Facility renewals	45	344	300	1,378	1,378	600
10.1	2126	Business Unit Support	33	262	230	1,049	1,049	1,049
10.1	2127	Workplace	531	294	(236)	1,177	1,177	1,177
10.1	2128	Civic Campus Resilience and Improvements	228	2,138	1,911	7,832	8,553	4,202
10.1	2131	Smart Council	401	70	(331)	279	279	1,736
10.1	2133	Quarry Renewals and Upgrades	2	89	87	354	354	173
10.1	2140	Security	181	150	(31)	600	600	600
10.1	2999	Earthquake - Capex	48	-	(48)	-	-	-
<b>Activity area total</b>			<b>4,451</b>	<b>7,578</b>	<b>3,127</b>	<b>30,805</b>	<b>31,526</b>	<b>18,306</b>
<b>Capital expenditure grand total</b>			<b>59,363</b>	<b>80,690</b>	<b>21,327</b>	<b>333,062</b>	<b>341,824</b>	<b>299,130</b>



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## **REVIEW OF THE ADVISORY GROUP MODEL**

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### **Purpose**

1. This report outlines the review of the Advisory Group model. It recommends amendments to practices, processes and the Terms of Reference to clarify and improve how the model functions, in turn leading to improved results and satisfaction levels for the Group members, officers and Councillors.
2. The Strategy and Policy Committee is asked to approve the recommendations below and submit them to the Council for agreement.

### **Summary**

3. The Council has four Advisory or Reference Groups (the Groups): The Accessibility Advisory Group (AAG), Environmental Reference Group (ERG), Pacific Advisory Group (PAG), and Youth Council.
4. The last review of the Advisory Group model was conducted in 2014. A further review of the Groups was scheduled for the 2016-2019 triennium (ref Council Minutes, 28 March 2018).
5. The review began in 2019 after dissatisfaction was emerging from Group members, officers and Councillor representatives about the functioning of the model. To enable an independent review process MartinJenkins were engaged to conduct the Review.
  - The review had two purposes: To assess how well the current model is working, and to offer options for improvement of Council's effective and efficient engagement with diverse communities through these groups.
6. MartinJenkins found that the model can work, that it is not working as intended but can be improved.
7. Their recommendations are in regard to the purpose, processes and set-up, workplans and practices.
8. Officers accept all of the recommendations and seek approval of the proposals below for actioning. The proposals have been discussed with the Groups and their Councillor representatives.

### **Recommendations**

That the Strategy and Policy Committee:

1. Receive the information.
2. Agree to the revised Terms of Reference to provide greater clarity around the purpose and role of the Council's Advisory Groups.
3. Agree to increase the membership of the Accessibility Advisory Group to 12.
4. Agree to reduce the membership of the Environmental Reference Group to 12.
5. Agree to amend the Environmental Reference Group's term limits to two consecutive three-year terms.
6. Agree to amend Youth Council's term limits to five one-year terms with reapplication after three years.

7. Agree to increase Youth Council pay to \$75 per meeting for the Chair and \$55 per meeting for the remaining members of the Youth Council. If the Youth Council decides to have more than two members in the role of chair, the co-chairs will each receive \$65 per meeting.
8. Agree to consider how a Māori tikanga lens can be meaningfully incorporated into the Advisory and Reference Groups as part of wider Council discussions about iwi partnership and representation.
9. Agree to provide time on a Council Committee agenda for the Advisory and Reference Groups to discuss their agreed annual workplans.
10. Agree to amend the Terms of Reference to give ELT members responsibility to facilitate discussion where there is disagreement or misunderstanding between the Groups and officers.

## **Background**

9. The Council has four Advisory or Reference Groups (the Groups): The Accessibility Advisory Group (AAG), Environmental Reference Group (ERG), Pacific Advisory Group (PAG), and Youth Council.
10. A key reason for establishing the Groups was to reach parts of the community the Council could not otherwise easily reach.
11. A further review of the Groups was scheduled for the 2016-2019 triennium (ref Council Minutes, 28 March 2018). The review began in 2019 which was timely as officers were hearing that all sides of the relationship (Group members, officers and Councillors) were not satisfied with the status quo. It was not clear whether the model itself was not suitable anymore, or whether *in practice* the model was not working as intended.
12. As a result, the review focused on whether the model could work, and with engagement practices continually evolving, to ensure the Groups are able to provide unique feedback to Council and participation is of value to their members.
13. It was not considered appropriate for the review to consider whether any new groups should be established because without an answer to the question of whether the model could work, they could have been established under a model that could not work. That would be a further piece of work and potential criteria and the recommended process for adding more Advisory Groups is outlined in the 'next steps' section of this report.

### *Review process*

14. Officers wanted a collaborative approach to the review to ensure any change in practice had the involvement and buy-in of all parties in the relationship. Officers met with each Group to discuss the review, and to ask for input into the review process and review itself.
15. To assist this, and ensure that independence and impartiality were clear throughout, MartinJenkins were engaged to undertake an independent review of the efficiency and effectiveness of the existing Advisory and Reference Group model, focusing on the last triennium 2016-2019
16. The review had two purposes:
  - To assess how well the current model is working

- To offer options for improvement of Council's effective and efficient engagement with diverse communities through these groups.

*Review focus*

17. This was not a review of any individual group. Rather, the review was focused on the efficiency and effectiveness of the structures and processes in place to engage with diverse communities through the groups (for example, Terms of Reference, selection processes, mechanisms for interacting with Councillors and Council Officers, connection to work programme, meetings, etc.). This is referred to as 'the model'.
17. The areas of focus for the review included:
  - **Effectiveness** - The impacts the groups have had in terms of quality and extent of engagement with different parts of Council; timely provision of quality advice; impact of that advice. How the model supports the inclusion of the groups perspectives in Council policy and decision making.
  - **Operation and Efficiency** - The appropriateness and consistency of the model e.g., selection process, meeting format, Terms of Reference; how efficiently the model is being delivered and how efficiently allocated resources are used.
  - **Improvement / future focus** - How the Advisory Group model can be improved to achieve outcomes/impacts more effectively and efficiently. How the value of the groups can be maximised.
18. The findings and recommendations from this review were intended to inform Council about options to strengthen the Advisory Group model and optimise the links between the Council and the groups.
19. In conducting the Review, MartinJenkins:
  - Met with the Chairs of each Group to discuss the review design, including discussions with each Group and design of the survey for Group members to allow individual input to be captured as well.
  - Designed a survey for officers involved with the Groups, closely modelled on the survey Group members received.
  - Interviewed the Councillor representatives for each Group in both the previous and current triennium.

*Review finding*

20. Following a study of documents, a series of interviews, workshops and a survey, MartinJenkins concluded that the model supports the efficient and effective operation of the Groups, however:
  - it is not currently operating as intended
  - it can be improved with some minor adjustments
21. They found there were three key issues in practice:
  - Uncertainty about input into Council work: "There is uncertainty about how much the groups can expect to have access to strategies, policies, plans, bylaws and projects being developed by Council in order to inform them."
  - Ambiguity about community connection: "Ambiguity around how much the Groups are expected to understand about their own communities to enable them to provide knowledge and insight."

- Purpose as set out in Terms of Reference not widely understood: “Council Officers and the Groups are not very familiar with the purpose stated in the Terms of Reference, meaning there is a variety of interpretations as to the nature of the groups.”
22. The adjustments are detailed in 14 recommendations which address these three issues and are discussed in the section below.

## Discussion

23. The recommendations can be grouped as follows: Purpose; processes and set-up; workplans and practices. Officers recommend accepting all 14 recommendations.
24. The recommendations and proposed response for each are detailed below. Officers have discussed these recommendations and proposed responses with Councillors and each Group, and some of those discussions are reflected in the material below.

### Purpose

25. Clarification of purpose

*Recommendation: Clarify the purpose, roles and responsibilities of the Groups, the officers and the elected member and update the Terms of Reference for each group accordingly.*

AND

*To improve familiarity with the purpose of the Groups by requesting that the purpose, as stated in the Terms of Reference, be included in the agenda for each meeting.*

- *Review finding:* Developing clarity and familiarity with the purpose, particularly as these were carefully crafted to reflect the agreed expectations of the nature of the groups:

*“For example, they reflect that the Council’s expectations are not that the groups be representative, that they don’t need to undertake engagement with their communities, that they assist council officers to look at things with a different lens within the bounds of their own expertise and lived experiences.”*

- *Officer response:* Officers agree with both recommendations. A clear, shared understanding of the purpose of the Groups is key to the successful functioning of the model. This also partially addresses the remaining two key issues: *Uncertainty about input into Council work and Ambiguity about community connection.*

Discussions with each of the groups about the review’s findings covered these issues and it clearly came through that the connection to communities was important and cannot be separated. Members of PAG suggested that the TOR could be amended to recognise that each member is here for and because of their communities.

Officers agree, and it is important to recognise and clarify this. Officers recommend the TOR be amended ‘to recognise that members come from and remain connected to their communities, it is from this foundation members share their expertise and lived experience in this advisory role, and engage with their communities and others as part of the wider council



consultation processes. The expectations around this connection are set out in the *Communication and Involvement of communities* points below’.

For clarity that means members *don’t need to undertake independent engagement with their communities, that they assist council officers to look at things with a different lens within the bounds of their own expertise and lived experiences.*”

### **Processes and set-up**

#### **26. Appointments**

*Recommendation: Improve transparency around appointments by updating the Terms of Reference for each Group to include information (agreed with the Group) on how and when members will be appointed and how and when Chairs will be appointed;*

- Review’s findings: There appear to be a variety of methods for recruitment across the different Groups, it would be helpful if the practices are published so that any parties interested in applying for membership to the Groups can understand how and when they might be able to apply.
- Officer response: Officers agree and have discussed this with each of the Groups.

Following Councillors’ request after hearing on MartinJenkins’ findings, options were considered about where a consistent approach may be appropriate for appointment, terms, and size of Groups. These options were discussed with each Group for their insight and input.

#### *How members are appointed*

With the agreement of each Group officers recommend amending the TOR so that each Group’s members are appointed through a clearly documented process including an interview by the Groups’ Chair(s) and Liaison Officers. Gaps in representation or skills would be identified and advertised for.

Currently members of AAG, ERG and Youth Council are selected and PAG members are elected – although an exception was made in the last appointment round as it was not possible to hold elections.

Looking ahead, selection was the preferred method of appointment for all Groups as it aligns most closely with the Groups’ purpose, of bringing skills and providing lived experience.

Officers are aware that being elected, there being lack of clarity about the purpose and role has led to expectations of greater independent consultation by the members of the Group. Being elected there was an expectation that members would be required to consult their communities on each item. This doesn’t align with members being appointed for their expertise and lived experience but is also an unrealistic ask in terms of time commitment for each member. Officers’ proposal would address those issues and increase community connection.

Officers discussed the proposal to change to selection with PAG at their last meeting. Members spoke of the close connection to their communities and how

they cannot, and would not wish to, be separated from that, - they are also nominated by members of their community. There is no desire to change that, and the close connection is proposed to be recognised through the amendment to the Purpose as set out above.

The range of representation will be retained and is already included in Section 6 of their Terms of Reference. In line with the TOR members will still engage and consult with their communities and this can be done with the Engagement Team as part of the wider Council engagement plan. This will provide support for members to connect their communities with more opportunities to have a voice on Council priorities.

Officers also recommend that recruitment occur once a year for all Groups, at a time to be agreed with the Groups, to assist with advertising, provide clarity about when and how appointments occur, and to enable aspects of induction to be conducted jointly with the new members across all Groups.

#### *Formalising Chair appointments*

Discussion with each Group also showed support for incorporating into the TOR the successful approach of the Groups electing their own Chair.

#### *Size of Group*

Currently AAG has 9 members, ERG 15, PAG 17 and Youth Council 20. As PAG members represent a number of different islands and the Youth Council represents a 10-year age span (14-24 years old) it was not considered practical or beneficial to reduce the size of either of these Groups.

After much consideration officers recommend that AAG numbers be increased to 12 and ERG's reduced to 12. It is not clear why AAG's numbers were lower than other Groups. It is noted that due to vacancies ERG has 11 current members. The proposal was not supported by those who spoke to this at the recent meeting. Concern was raised about the possibility of a small group attending due to absences, reducing breadth of discussion. To reduce the likelihood of this, the meeting schedule and annual workplans setting out what is considered when, will enable members to plan their attendance.

#### *Terms*

Currently AAG and PAG have 2 x 3-year terms, ERG has 3 x 2-year terms and Youth Council members are appointed for one year with extensions allowable by the Chair and relevant Council officer.

Officers recommend, with the support of the Groups, that AAG, ERG and PAG have 2 x 3-year terms, and Youth Council have 3 x 2-year terms for better alignment with possible changes such as moving out of Wellington city, change of school, length of university degrees.

#### 27. *Incorporating Māori perspectives*

*Recommendation: Encourage the Groups to incorporate Māori perspectives by recruiting members that can genuinely contribute through a Māori tikanga lens*

- *Review's findings:* The Council has strong relationships with mana whenua at a higher level and there is scope for inclusion of Pōneke Maori at a more functional level within the Groups. Recruitment of members who can genuinely contribute

through a Māori tikanga lens is recommended for each Group, *if* it is possible to identify potential members that can provide this as well as having lived experience or strong connections to the communities or areas of expertise.

- *Officer response:* Both Officers and the Groups agree, with several having considered this already. ERG noted the representation provided by previous members and also of the need to resolve issues where iwi representatives are unable to be paid for their work, and so needing to consider how the current model can be adjusted to accommodate this or find other ways of making meaningful and fair (recognising time and commitment) representation possible.

How this is possible and meaningful requires further consideration and it is recommended it be considered as part of wider Council discussions about iwi partnership and representation.

28. Continuity and connection with Council officers

*Recommendation: Improve the ability of the Groups to fulfil their obligations in the Terms of Reference and strengthen relationship with relevant business units by improving the stability of liaison officers.*

- *Review's finding:* A period of high turnover of liaison officers meant there was no continuity for the Groups and limited progress. There is also a need for closer connection with the Business Units with Council. Consideration of appointing two liaison officers to each group is recommended - one from Democracy Services and the second from an appropriate business unit in Council to facilitate a broader understanding between officers and the groups, while also providing continuity of connection.
- *Officer response:* Officers agree. Some issues were known before the review began, such as the impact the turnover of Democracy Services advisors was having on the Groups. The Manager of Democracy Services has addressed this with success, as shown when Groups mentioned in their Annual Reports how effective and appreciated the current advisors are.

Officers agree with a dual Liaison Officer approach. In the past, using a single central connection, it was found that subject matter connections were particularly effective for AAG and ERG; whereas Engagement connections were most effective for PAG and YC. This new approach uses the successful aspects of each approach and includes engagement through all to include the Groups more closely in the engagement programme.

29. Clarifying availability of additional resources

*Recommendation: Enable the Groups by clarifying the circumstances in which it will consider providing extra resources to Advisory and Reference Groups, so Groups are able to make meaningful proposals in line with those criteria.*

- *Review's finding:* Each Terms of Reference contains the wording "Council at its discretion will consider providing extra resources to [the Group] on a case-by-case basis and where those extra resources enable the group to meaningfully contribute to the Council's objectives." However, there is no clear process as to how this application can be made, who will consider it and what levels of funding are likely to be considered. Without more detail the Groups are cautious about

the work involved in applying for additional funding, adding to their workload without confidence of a successful outcome.

- *Officer response:* Officers agree, greater clarity about this provision is required. It sits within the Payment section of the Terms of Reference and our understanding is that resources could be considered for matters which assist with participation, and recognition of the time provided. For example, this year there have been joint meetings held with all Groups together and members received payment for this.

Members are encouraged to raise ideas or issues in this regard with their Liaison Officers for discussion. This section is intended to make participation easier, not to increase workload.

30. *Inclusion of Machinery of Local Government in induction*

*Recommendation: Improve understanding of context by providing information on the 'machinery of local government' at Group inductions*

- *Review's finding:* Members would benefit from a wider induction that supports them to appreciate the range of activities the Council undertakes and how the Groups fit within that i.e. sessions on the machinery of local government. The more context the Groups have for their work the more likely the advice they provide will be of use.
- *Officer response:* Officers agree and are working on an enhanced induction programme. This will be agreed with the Groups to ensure it covers the matters needed. Youth Council has run part of the induction process for their Group themselves and will continue to do this as it works very well for them.

31. *Equitable pay for Youth Council*

*Recommendation: Increase the remuneration for the Youth Council to be more equitable with the other groups.*

*Background:* Youth Council meets fortnightly (2 x 1.5-hour meetings, and each member receives \$30 per meeting. This was increased from \$20 per meeting following the 2014 Review. The three other Groups each meet once per month for 2 hours, the Chair receives \$150 per meeting and remaining members each receive \$110 per meeting. If the group decides to have more than one member in the role of chair, the additional \$40 available to the chair will be split between the co-chairs.

- *Review's finding:* It is not clear why Youth Council are paid less than the other Groups.
- *Officer response:* Officers agree with the recommendation to make Youth Council rates equitable with the other Groups. This needs to reference the frequency of meeting, length of meeting and size of Group. It is proposed that the Youth Council Chair receive \$75 per meeting and other members receive \$55 per meeting. If the Youth Council chooses to have more than one chair, the co-chairs will each receive \$65. This is consistent with the Terms of Reference for the other Groups, where the additional \$40 the chair receives is split between the co-chairs.



If agreed to by Council, this would need to be budgeted for as part of the Long-term Plan and couldn't take effect until 1 July 2021.

### **Workplans**

32. Development of annual workplans

The current Terms of Reference provide for annual workplans to be developed between the Group, Council officer, Chair of the appropriate Committee and Councillor representative. However, currently the work programmes have developed on an ad hoc basis. Ensuring these plans are developed as required will be a key improvement for the functioning of the model. Providing this structure will mean officers can plan for early involvement with the Groups, which has a number of flow-on effects, not least of which include the Groups being able to provide advice at a time that it could be incorporated into planning. Officers will work to ensure this is consistent across all projects on the workplans.

Workplans will also provide the Groups with a clear overview of the year and enabling them to plan their workload and availability for meetings.

The workplans will be developed collaboratively as above, drawing on the Forward Programme, Engagement programme, Annual and Long-term Plan to determine which of Council's priorities the Groups' want to contribute to throughout the year. It is recommended that the workplans be developed for financial rather than calendar years, to align with the Council's planning process.

33. Accountability

*Recommendation: Support the Groups to deliver better proactive advice by providing more structure to the development of the Groups' work plans:*

- a. *Provide time on a Council Committee agenda once a year for each Group to present and discuss its annual workplan with Council members*
- b. *Provide time on a Council Committee agenda once a year for each Group to present and discuss its annual report with Council members.*

AND

*Recommendation: Clarify the accountability of the Groups by adjusting the Terms of Reference to state that the accountability is to the Council by way of the annual work plan and annual report (accountability documents).*

- *Review's finding:* All parties appear to be unclear as to the accountability of the Groups. We suggest that the Terms of Reference be adjusted to make it clear that the accountability is to the Council by way of the annual work plan and annual report (accountability documents). We suggest that to strengthen this, each Group should attend a Council Committee meeting once a year to present the annual report for the preceding year and the annual work plan for the following year
- *Officer response:* Officers agree. Each Group does already present their Annual Report to Council, with the 2019 Reports being presented on 18 June 2020. Provision will be made for each Group to discuss their agreed workplan with the Council.

**Practices**

34. Working together

*Recommendation: Improve the value of the Groups by requesting that the attached ELT members and the attached liaison officers work with the Groups and Council business units to:*

- a ensure a shared understanding of the purpose of the Groups and the work of the business units;*
  - b ensure information and advice is provided in a timely manner;*
  - c involve each other in relevant planning and scoping work; and*
  - d operate a 'no surprises' policy with each other.*
- *Review's finding:* The purpose and planning processes are discussed above. In addition to Groups being asked to input early in the life cycle of a project and that they are given sufficient time to consider and provide advice, it is also important that the Groups provide advice back to Council Officers in a timely manner when it is requested.

The Groups need to be aware of Council activity involving the communities and areas of expertise they advise on to maintain credibility of their Groups link to Council. A 'no surprises' approach should be taken.

- *Officer response:* Officers agree with the recommendations. Greater connection to the engagement programme through the Liaison Officers will address the no surprises point. Officers recommend that the 'no surprises' approach applies across the board to how officers Groups and Councillor representatives work together as it will enhance relationships, allowing any emerging frustrations and new ideas to be considered and addressed in a timely manner.

The provisions of information and advice in a timely manner was discussed with the Groups at the last meetings, and good advice was received about timing, format, and usefulness of templates. These will be embedded into officer practices.

*Mechanism to resolve disagreements and misunderstandings*

*Recommendation: Improve trust between the Groups and Officers by encouraging the attached ELT members to facilitate discussion where there is disagreement or misunderstanding between the Groups and officers*

- *Review's finding:* From time to time there will be disagreements between Groups and Officers. There is no mechanism for resolving these at present. It is suggested that there be a level of responsibility with the relevant attached ELT member to bring the officers and groups together to discuss such issues.
- *Officer response:* Officers agree. It is proposed to amend the Terms of Reference to include this responsibility. Ideally, with the improved ways of working together, clear understanding of the purpose and role the Groups and development of annual workplans use of this mechanism would be rare.

35. Provision of Feedback

*Recommendation: Support the Groups to improve by adding the responsibility for ensuring Officers provide feedback to the Groups to the list of functions of the Liaison Officer in the Terms of Reference*

- *Review's finding:* Feedback is the action most likely to impact the quality of advice from the Groups. Providing feedback on how the advice received was considered, what worked and what did not, provides a mechanism for the Groups to learn and improve. It also allows the Groups to develop a better understanding of how their input is considered alongside other factors and adjust their expectations accordingly.

However, Groups and elected members both commented on a lack of feedback provided by officers. They are therefore unable to see when and how they have impacted decision making and are also unable to observe where improvements could be made to the quality and structure of their advice.

- *Officers response:* Officers agree with the recommendation and recognise the impact this disconnect has had. Providing regular and timely feedback is being incorporated into normal practices now and the education programme will incorporate this, so it becomes an organisation-wide approach. This also supports the 'no-surprises approach' above.

36. *Removing barriers to participation*

*Recommendation: Reduce barriers by empowering liaison officers to take an enabling role with respect to participation, particularly with support for accessibility, and use of Council carparks for evening meetings.*

- *Review's finding:* During the review several small but significant barriers to participation were discovered such as being able to use Council carparks for evening meetings and an 'easy way of organising support for people needing it for accessibility.
- *Officer response:* Officers agree with this recommendation. If there are carparks available, they could be provided. We note the liaison officers work closely with the AAG to address participation barriers by ensuring sign language interpreters are available for all AAG meetings (including the joint Chairs meeting at the start of this Review) and providing taxi cards for transport needs. Looking ahead, officers have asked each Group that if there are issues they are not aware of to please let their liaison officer know.

## Options

37. **Option One – status quo:** Officers do not recommend this option because the model was not functioning satisfactorily for group members, officers or councillors before the review.
38. **Option two – Accept the recommendations and embed new ways of working:** Officers recommend this option as it actions the findings of the review: That the model can work better if these amendments are made. The review was collaborative, with all sides of the relationship contributing to MartinJenkins' side of the review and discussing the recommendations and responses before this meeting. The length of the review has meant that some improvements to how we work together have already been made: Liaison officer turnover has decreased, joint Group meetings have been held, the Groups are more consistently being involved at earlier stages of projects. This option will improve that even further.





## Next Actions

39. If the committee approves the recommendations, they will be sent to Council for their agreement.
40. Officers will work to embed the improved practises across the organisation for working with the groups and councillors.

### *Additional Advisory Groups*

41. While out of scope for the Review, officers are aware that councillors may wish to consider establishing new groups in the future. The criteria used in the 2014 Review remain relevant today and are:
  - a. Advisory groups being members of communities that the Council finds hard to get feedback from
  - b. Council not having an effective alternative channel (to advisory groups) to engage with particular communities
  - c. Advisory group members being likely to have the time to commit to meeting periodically over three years (typical term of an advisory group), and
  - d. Scale and cost of a new group.
42. If councillors decide to do this, officers will develop a process, including budgetary impacts, and report back to this committee.

## Attachments

Attachment 1.	AAG - Amended Terms of Reference <a href="#">↓</a> 	Page 196
Attachment 2.	ERG - Amended Terms of Reference <a href="#">↓</a> 	Page 207
Attachment 3.	PAG - Amended Terms of Reference <a href="#">↓</a> 	Page 216
Attachment 4.	Youth Council - Amended Terms of Reference <a href="#">↓</a> 	Page 225

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## **SUPPORTING INFORMATION**

### **Engagement and Consultation**

The engagement and collaboration with the Groups throughout this process is detailed in the body of the Report.

### **Treaty of Waitangi considerations**

The body of the Report discusses the need to incorporate Māori perspectives by recruiting members who can contribute in a meaningful way through a Māori tikanga lens.

### **Financial implications**

Additional funding is required to increase the pay rates for Youth Council. This would need to be approved through the Long-term Plan process.

### **Policy and legislative implications**

Agreeing the recommendations will improve policy development through early and ongoing involvement of the Groups in policy and project development.

### **Risks / legal**

If the improved ways of working are not agreed, the impact of the Groups, officers and Councillors involved with the model will be limited.

### **Climate Change impact and considerations**

None from this Report

### **Communications Plan**

Discussions between officers, the Groups and Councillors will be ongoing. A communications plan is not required.

### **Health and Safety Impact considered**

Steps to reduce any barriers to participation are discussed in the body of the Report. Ongoing care will be needed to ensure that workloads are manageable and that material is provided to and from the Groups in a timely manner to reduce impacts of stress.

## Accessibility Advisory Group Terms of Reference – December 2020

*“Disability is not something individuals have. What individuals have are impairments...  
Disability is the process that happens when one group of people  
create barriers by designing a world only for their way of living,  
taking no account of the impairments other people have.”*

NEW ZEALAND DISABILITY STRATEGY 2001

A Glossary of Terms is in Appendix D

### 1. Purpose of the Accessibility Advisory Group (AAG)

- Advise Council on how to help grow a great and accessible City, where barriers to people with impairments are minimised.
- Bring lived experience and knowledge to Council around accessibility issues in the context of Council's roles and priorities.
- It is recognised that members come from and remain connected to their communities, it is from this foundation members share their expertise and lived experience in this advisory role, and engage with their communities and others as part of the wider council consultation processes. The expectations around this connection are set out in the *Communication and Involvement of communities* points below'

The AAG will not be seen as representing all views on accessibility in the City.

### 2. Expectations

Members will be accountable for their efforts to provide<sup>1</sup>:

- Constructive advice – on Council projects and policies, where possible identifying evidence and solutions, whilst taking into account the wider needs, issues and views of people with impairments.
- Communication – engage with the Council and relevant communities to increase information flow and build knowledge of Council processes to increase involvement in Council decision-making.
- Involvement of communities - work with council staff to help the Council involve more people with impairments and from wider communities in the setting and meeting of

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<sup>1</sup> Within their capabilities and any legitimate time / resource constraints.

city-wide objectives. The Council is ultimately responsible for full community consultation.

The specific work areas where members will contribute will be set out in the annual work programme. The work programme will be finalised reasonably quickly and in a collaborative way. That annual work programme will be determined jointly between the AAG, Council officers, Chair of the appropriate Committee and Councillor representative. This will take into account the Council's priorities as well as the skills, experience, interests and commitments of AAG members. This will enable members to have early input into the Council's work<sup>2</sup>.

Council officers will report back to the AAG on how advice was considered, and whether or not officers and councillors chose to act on that advice, with reasons given at the appropriate time through e-mail and at AAG meetings.

The Council liaison officer, working with the Chair, will track meeting attendance and contribution to workflows. Issues considered will include:

- Punctuality and attendance of meetings
- Behaviour in relation to the role and Code of Conduct
- Degree of active involvement in the work of the group.

\*See number 7 Terms of Appointment.

### **3. Reporting**

The AAG will publicly report to the appropriate Council Committee with the agreed workplan within the first four months of each financial year.

The AAG will publicly report to the appropriate Council Committee within the last four months of each financial year. The report will refer to the agreed work plan and outline progress against this over the previous year, and any issues it wishes to raise with Council.

The names of members, their attendance and minutes of the group's meetings will be available on the Council website and annual report.

### **4. Meetings**

There will be up to 12 paid meetings per year of the full AAG. A provisional meeting schedule will be agreed once the work programme is finalised. This schedule can be varied throughout the year.

### **5. Training for members**

The Council will provide members with:

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<sup>2</sup> Work of Council includes Council's strategy and policy development, planning and service delivery.

- An induction explaining the machinery of local government, the Council's function and processes and the role of the AAG
- Training or resources as necessary to fulfil their roles as an AAG member. For example, Chairing, contributing at meetings, understanding the role of local government and presentation skills as needed or on request.

## **6. Key membership criteria**

The AAG will include up to 12 members.

Members need to:

- have the experience or knowledge around people living with impairments
- have a broad knowledge of 'accessibility' as well as being able to advise on the wider needs and issues affecting people with impairments
- have good relationships and networks with a range of communities
- reside within Wellington City Council's boundaries.

Subject to the above, the Council will during recruitment, have regard to maintaining an appropriate balance of impairment types, age and gender mix, Māori and other ethnic communities needs and issues.

Further details of the roles and accountabilities of members (including Chairs) and non-members that support the AAG are in Appendix A.

## **7. Terms of Appointment**

The standard term of appointment will be three years. An AAG member's membership will cease if that member resigns and may cease if that member:

- misses more than three consecutive meetings without apology or 4 meetings within one year
- does not work proactively during any one-year review period, or
- behaves in a way that violates the Code of Conduct (Appendix B) or is otherwise seen as detrimental to the effective operation of the AAG.

A member can be nominated for two consecutive elections.

No member can sit on the group for more than two consecutive three year terms.

A member may be nominated for a future term not immediately after them completing two consecutive terms.

The process for electing the Chair/Co-Chair is set out in Appendix A.

AAG will have rolling membership to ensure that the group has some experienced members at all times.



## **8. Payment**

Members will be paid \$110 per meeting for up to 12 meetings per year they attend of the full AAG.

The Chair will be paid \$150 for every meeting per year of the full AAG attended. If the group decides to have more than one member in the role of Chair, the additional \$40 available to the Chair will be split between the Co-Chairs.

The Council will also support the group by providing refreshments at up to 12 meetings per year.

Council at its discretion will consider providing extra resources to AAG on a case-by-case basis and where those extra resources enable the group to meaningfully contribute to the Council's objectives.

## **9. Budget**

The AAG is an advisory group set up to inform the work and activities of the Council. The group will not be given an independent budget to commission work or undertake activities outside of this advisory role.

## **10. Support funds to enable members to fully participate at meetings**

Members will be reimbursed for reasonable travel expenses required to allow members to travel to meetings and participate in AAG based activities.

If a support person is required for a member to fully participate in the group's discussions, the Council can pay this person up to \$40 per hour.

The above payments will be at the discretion of the relevant Council directorate.

Payments will not be made to members to provide care for children or other family members to allow attendance at AAG meetings.

The Council will ensure Council-based meeting venues are fully accessible with accessible toilets and that other required assistance (such as New Zealand Sign Language interpreters) is available.

## **11. Conflict Resolution**

Should conflict occur, the Chair/Co-Chairs and group will work with Council Officers to resolve the conflict.

If there are any concerns, members should raise them:

- with the Chair of the group if concerns are about other members
- with the responsible Councillor and/or the Group's ELT member if concerns are about the Chair of the group
- with the Chair of the group (who will decide whether to raise them with the Group's ELT member) if concerns are about employees.

## **12. Conflict of interest**

Members will be asked to complete a conflict of interest form when they join the AAG and at the beginning of each year they sit on the group. This will be provided by the Council liaison officer.

Members are also expected to notify the liaison officer of any new or emerging conflicts of interest at the start of each meeting where the liaison officer is present.

For the purpose of the AAG, conflicts of interest are deemed to occur where a member advises on work-streams that impact on:

- money or other resources the member has invested outside Council
- the member's family, or
- official positions the member holds on groups or bodies outside of Council.

## **13. Review of Terms of Reference**

The Terms of Reference will be reviewed as required. AAG will be involved in any review. All changes to the Terms of Reference will need approval by the appropriate Council Committee and the Council.

**Appendix A: Role descriptions for the AAG Chair, members, Liaison Officers, Responsible Council Manager and Appointed Councillor**

**Members**

<b>Member position</b>	<b>Roles and accountabilities</b>
<b>Chair/Co-Chairs</b>	<ul style="list-style-type: none"> <li>• encourage open communication where all members can effectively contribute</li> <li>• work with Council officers to compile meeting agendas</li> <li>• work with Council officers and AAG members to develop, complete and implement the group's annual work programme referred to in section 2</li> <li>• be the AAG spokesperson representing the views and recommendations of the group</li> <li>• work with the Council liaison officers to review the contribution of AAG members at the yearly review and raise any concerns with the appropriate Council Officer</li> <li>• sign off minutes from the previous meeting</li> <li>• Members of the AAG will elect a Chair and Co-Chair (if applicable) annually each October.</li> </ul>
<b>All AAG Members (including Co-Chairs)</b>	<ul style="list-style-type: none"> <li>• be prepared for meetings and consider issues with an open mind</li> <li>• actively participate in AAG meetings and contribute to the actions in the agreed annual work programme</li> <li>• keep a broad knowledge of accessibility issues and issues affecting people with impairments</li> <li>• turn up to meetings on time</li> <li>• be available and attend any other training/meetings that may be planned</li> <li>• establish, maintain and make the most of existing relationships with other groups around the City</li> <li>• be committed to appropriately providing information to the range of organisations and communities supporting or including people with impairments –and seeking their feedback</li> <li>• not take individual issues to AAG that can be dealt with via general enquiries to Council's information Centre</li> <li>• comply with the Code of Conduct in Appendix B</li> <li>• have their contributions reviewed annually against the current "Terms of Appointment".</li> </ul>

**Non-Members who will work with AAG**

<b>Member position</b>	<b>Roles</b>
<b>Council liaison officers</b>	<ul style="list-style-type: none"> <li>• Administration, support and promotion of the group. This will include the induction of new members, development of agendas, recording meeting minutes and following up on action points to report back to the group</li> <li>• work with the Chair/Co- Chair to set the meeting agenda</li> <li>• work with the Chair to track attendance and review the contribution of AAG members at the yearly review</li> <li>• work across Council business units to help them effectively engage with the AAG in the right ways and at the right stages of a work-stream (development and implementation of policy, strategy, planning and service delivery)</li> <li>• ensure officers presenting to the AAG are informed of, and present information to the group that is targeted to the group's needs</li> <li>• Progress projects agreed between AAG and officers.</li> </ul>
<b>Responsible Council Manager</b>	<ul style="list-style-type: none"> <li>• approve the AAG's annual work programme</li> <li>• help the Council liaison officers ensure officers work with AAG in the right ways and stages.</li> </ul>
<b>Accessibility Advisor</b>	<ul style="list-style-type: none"> <li>• offer support on an 'as required' basis for communication of certain issues between the wider Council and the AAG</li> <li>• work closely with AAG, including attending meetings and reporting back on AAG's work-streams</li> <li>• ensure that issues raised are discussed with the AAG and any outcomes/developments are reported back on.</li> </ul>
<b>Councillor/s</b>	<ul style="list-style-type: none"> <li>• act as a communication link between Council (councillors and officers) and the AAG by attending <b>meetings on a regular basis</b>.</li> <li>• provide with officers, information, advice and explanation of the Council's political process and agreed Council policy when required and facilitate feedback from the AAG to Council.</li> </ul>



## **Appendix B: Code of Conduct**

### **1. Objective**

The objective of the code is to enhance:

- mutual trust, respect and tolerance between members as a group and with Councillors and Council staff
- The credibility and accountability of the Council within its communities.

The following is the standard of behaviour that is expected from members of Wellington City Council reference and advisory groups.

### **2. Relationships with others**

Members will conduct their dealings with each other, and elected members, in ways that:

- are open, honest and maintain integrity
- focus on issues rather than personalities
- avoid aggressive, offensive and abusive conduct
- maintain confidence in their group.

### **3. Relationships with Council staff**

The effective performance of the group also requires a high level of cooperation and mutual respect between members and Council staff. To ensure this is maintained, members will:

- treat all employees with courtesy and respect (including the avoidance of aggressive, offensive or abusive conduct towards employees)
- observe any guidelines that the Chief Executive puts in place regarding contact with employees
- not do anything which compromises, or could be seen as compromising, the impartiality of an employee
- avoid publicly criticising any employee in any way, but especially in ways that reflect on the competence and integrity of the employee
- raise concerns about employees only with the Chair of the group, who will then decide whether to raise the issue with an appropriate senior Council officer
- not seek to improperly influence staff in the normal undertaking of their duties.

### **4. Contact with the media**

Groups may have the opportunity to input into a number of different initiatives and for consistency, it is important that a single point of contact is established to respond to any media enquiries.

- All media enquiries shall be redirected to Council staff.
- If it is agreed with Council staff that it is appropriate for a view to be expressed by the group, only the Chair, or the Chair's proxy, can represent the group to the media. The

Chair will work with the Council's External Relations team in relation to any public comments.

- Views expressed to the media on behalf of the group must have been previously agreed on by the group as a whole.
- If a member is contacted by a journalist for a view from their group, they must refer the journalist to the Chair or Co-Chair.
- Members are free to express a personal view in the media or the view of other organisations of which they are a member, at any time. However, they must make clear that these represent their private views as an individual, or the view of their organisation.

## **5. Confidential Information**

In the course of their duties, members will receive information that they need to treat as confidential. This will often be information that is either commercially sensitive or is personal to a particular individual or organisation.

Members should be aware that failure to observe confidentiality will impede the performance of Council and could expose the Council to prosecution under the Privacy Act 1993 and/or civil litigation.

## **6. Individual queries**

Members will not bring individual issues to their advisory groups that can best be dealt with by going through the Council's Service Centre.

## **7. Honesty and Integrity**

Members have a duty to act honestly. They must declare any private interests relating to their duties and take steps to resolve any conflicts of interest in such a way that protects the public interest. They must not act in order to gain financial or other benefits for themselves, their families, friends or business interests.

## **8. Complaints**

Any complaints about other group members, officers or Councillors should be addressed confidentially to the Chair who can then raise the issue with relevant Council officers.

## **Appendix C: Recruitment and Selection Process**

Recruitment of new members will be managed by the Council liaison officers (Appendix A).

The Council will call for nominations using contacts with disability consumer groups, the Council's website and local print media.

Applications will be reviewed and shortlisted by a selection panel consisting of:

- the Council liaison officers
- two members of the AAG
- Council's Accessibility advisor.

The role description for members included in Appendix A will be used for the selection process. The selection panel will make the final decision about all appointments to the AAG.

### **Replacement of Vacancies**

Vacancies will be recruited for annually for all Advisory and Reference Groups.

## Appendix D: Glossary of Terms

<b>Accessibility</b>	A general term used to describe the degree to which a product, device, service or environment is accessible by as many people as possible. It can consider physical accessibility, social accessibility, people's attitudes and actions etc. In the context of these terms of reference, the Accessibility Advisory Group will provide advice on Council policy, planning and activities considering physical and social accessibility from the perspective of people living with disabilities.
<b>Disability</b>	The New Zealand Disability Strategy (NZDS) describes disability as a process that occurs when 'one group of people create barriers by designing a world only for their way of living, taking no account of the impairments other people have'. 'Impairments' include physical, sensory, neurological, psychiatric, intellectual and any other impairment, and encompass people with permanent, intermittent, temporary and perceived impairments.
<b>People first</b>	A worldwide advocacy movement that focuses on individuals, not a disability. It uses people-first language.
<b>Social model</b>	A view of disability that recognises people are disabled by barriers in society (systems, attitudes, architecture, services) that exclude or prevent them from participating fully.

### Key Guiding Documents

**NZ Disability Strategy 2001** - <http://www.odi.govt.nz/nzds>

**UN Convention on the Rights of Persons with Disabilities** - (New Zealand signed this in 2007. It was ratified in 2008) - <http://www.un.org/disabilities>

**Human Rights Act 1993** - [http://www.legislation.govt.nz/act/results.aspx?search=ts\\_act\\_human+rights\\_resel&p=1](http://www.legislation.govt.nz/act/results.aspx?search=ts_act_human+rights_resel&p=1)



## **Environmental Reference Group**

### **Terms of Reference – December 2020**

#### **1. Purpose of the Environmental Reference Group (ERG)**

- Advise Council on the best ways to improve Wellingtonian's quality of life environmentally, socially, culturally and economically by protecting and enhancing the local environment.
- Bring knowledge and insight into Council around the environment, including water, energy, waste, biodiversity, urban design and transport management, in the context of Council's roles and priorities.

The ERG will not be seen as representing all views on the environment in the City.

#### **2. Expectations**

Members will be accountable for their efforts to provide<sup>1</sup>:

- Constructive advice – on Council projects and policies, where possible identifying evidence and solutions, whilst taking into account wider needs, issues and views.
- Communication - where practical, provide information about the work of the Council to their networks and provide information from their networks back to the Council.
- Advice on Council engagement – provide advice to Council staff to help Council involve more people from Wellington's communities in the setting and meeting of city objectives, in-line with the Council Engagement Policy. The Council is ultimately responsible for full community consultation.

The specific work areas where members will contribute will be set out in the annual work programme. The work programme will be finalised reasonably quickly and in a collaborative way. That annual work programme will be determined jointly between the ERG, Council officers, Chair of the appropriate Committee and Councillor representative. This will take into account the Council's priorities as well as the skills, experience, interests and commitments of ERG members. This will enable members to have early input into Council's work<sup>2</sup>.

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<sup>1</sup> Within their capabilities and any legitimate time / resource constraints.

<sup>2</sup> Work of Council includes Council's strategy and policy development, planning and service delivery.

Council officers will report back to the ERG on how advice was considered, and whether or not officers and councillors chose to act on that advice, with reasons given at the appropriate time through e-mail and at ERG meetings.

The Council liaison officer, working with the Chair, will track meeting attendance and contribution to workflows. Issues considered will include:

- Punctuality and attendance of meetings
- Behaviour in relation to the role and Code of Conduct
- Degree of active involvement in the work of the group.

\*See number 7 Terms of Appointment.

### **3. Reporting**

The ERG will publicly report to the appropriate Council Committee with the agreed workplan within the first four months of each financial year.

The ERG will publicly report to the appropriate Council Committee within the last four months of each financial year. The report will refer to the agreed work plan and progress against this over the previous year, and any issues it wishes to raise with Council.

The names of members, their attendance and minutes of the group's meetings will be available on the Council website and annual report.

### **4. Meetings**

There will be up to 12 paid meetings per year of the full ERG. A provisional meeting schedule will be agreed once the work programme is finalised. This schedule can be varied throughout the year.

### **5. Training for members**

The Council will provide members with:

- An induction explaining the machinery of local government, the Council's function and processes and the role of the ERG
- Training or resources as necessary to fulfil their roles as an ERG member. For example, Chairing, contributing at meetings, understanding the role of local government and presentation skills as needed or on request.

### **6. Key membership criteria**

The ERG will include up to 12 members.

Members need to have:

- a familiarity with the natural or built environment of Wellington City
- some involvement (or knowledge of) practical environmental initiatives

- demonstrated awareness of and enthusiasm for natural or built environmental issues
- links into the community and a willingness to make use of those links for contributing to the agreed work programme
- an ability to give a balanced view that aims to find solutions.

Subject to the above, the Council will try to include in ERG an appropriate balance of experience and expertise and of men, women and youth, and representation of tikanga Māori and other communities

In addition, a representative from Council's mana whenua partners will be invited to be a member of the ERG. Council officers will maintain a communication link between mana whenua partners and the ERG.

Further details of the roles and accountabilities of members (including Chairs) and non-members that support the ERG are in Appendix A.

## **7. Terms of Appointment**

The standard term of appointment will be two years. An ERG member's membership will cease if that member resigns and may cease if that member:

- misses more than three consecutive meetings without apology or 4 meetings within one year
- does not work proactively during any one-year review period, or
- behaves in a way that violates the Code of Conduct (Appendix B) or is otherwise seen as detrimental to the effective operation of the ERG.

A member can apply to be appointed for up to three terms.

**No member can sit on the group for more than three consecutive two year terms.**

## **8. Payment**

Members will be paid \$110 per meeting for up to 12 meetings per year that they attend of the full ERG.

The Chair will be paid \$150 for every meeting of the full ERG attended per year. If the group decides to have more than one member in the role of Chair, the additional \$40 available to the Chair will be split between the Co-Chairs.

The term and election of the Chair is set out in Appendix A.

The Council will also support the group by providing refreshments at up to 12 meetings per year.

Council at its discretion will consider providing extra resources to ERG on a case-by-case basis (including for planning) and where those extra resources enable the group to meaningfully contribute to the Council's objectives.

#### **9. Budget and representation issues**

The ERG is an advisory group set up to inform the work and activities of the Council. The group will not be given an independent budget to commission work or undertake activities outside of this advisory role.

#### **10. Conflict Resolution**

Should conflict occur, the Chair/Co-Chairs and group will work with Council Officers to resolve the conflict.

If there are any concerns, members should raise them:

- with the Chair of the group if concerns are about other members
- with the responsible Councillor and/or the Group's ELT member if concerns are about the Chair of the group
- with the Chair of the group (who will decide whether to raise them with the Group's ELT member) if concerns are about employees.

#### **11. Conflict of Interest**

Members will be asked to complete a conflict of interest form when they join the ERG and at the beginning of each year they sit on the group. This will be provided by the Council liaison officer.

Members are also expected to notify the liaison officer of any new or emerging conflicts of interest at the start of each meeting where the liaison officer is present.

For the purpose of the ERG, conflicts of interest are deemed to occur where a member advises on work-streams that impact on:

- money or other resources the member has invested outside Council
- the member's family, or
- official positions the member holds on groups or bodies outside of Council.

#### **12. Review of Terms of Reference**

The Terms of Reference will be reviewed as required. ERG will be involved in any review. All changes to the Terms of Reference will need approval by the appropriate Wellington City Council Committee and the Council.



**Appendix A: Role descriptions for the ERG Chair, members, Liaison Officers, Responsible Council Manager, and Appointed Councillor/s**

**Members**

<b>Member position</b>	<b>Roles and accountabilities</b>
<b>Chair</b>	<ul style="list-style-type: none"> <li>• encourage open communication where all members can effectively contribute</li> <li>• work with Council officers to compile meeting agendas</li> <li>• work with Council officers and members of the ERG to develop, complete and implement the group's annual work programme referred to in section 2</li> <li>• be the ERG spokesperson representing the views and recommendations of the group, including presentations to Council and other groups as required</li> <li>• work with the Council liaison officer to review the contribution of ERG members at the yearly review and raise any concerns with the appropriate Council Officer</li> <li>• sign off minutes from the previous meeting.</li> </ul> <p>Members of the ERG will elect a Chair. The Chair will hold the position for a maximum of two consecutive years.</p>
<b>Co-Chair</b>	<ul style="list-style-type: none"> <li>• support the other Co-Chair in their role</li> <li>• act in place of the other Chair if the other Chair is unavailable or has a conflict of interest</li> </ul>
<b>All ERG Members (including Co-Chairs)</b>	<ul style="list-style-type: none"> <li>• be prepared for meetings and consider issues with an open mind</li> <li>• actively participate in ERG meetings and contribute to the actions set in the agreed annual work programme</li> <li>• keep a broad knowledge of issues affecting the natural and built environment</li> <li>• turn up to meetings on time</li> <li>• be available and attend any other training/meetings that may be planned</li> <li>• be committed to appropriately providing information between their networks and Council</li> <li>• not take individual issues to ERG that can be dealt with via general enquiries to Council's information Centre</li> <li>• comply with the Code of Conduct in Appendix B</li> <li>• have their contributions reviewed annually against the current "Terms of Appointment".</li> </ul>

**Non-Members who will work with ERG**

<b>Member position</b>	<b>Roles</b>
<b>Council liaison officers</b>	<ul style="list-style-type: none"> <li>• administration, support and promotion of the group. This will include the induction of new members, development of agendas, recording meeting minutes and following up on action points to report back to the group</li> <li>• work with the Chair/Co-Chair to set the meeting agenda</li> <li>• work with the Chair to track attendance and review the contribution of ERG members at the yearly review</li> <li>• work across Council business units to help them effectively engage with ERG in the development and implementation of policy, strategy, planning and service delivery in the city</li> <li>• ensure officers attending the ERG are informed of, and present information to the group, in accordance with the ERG's presentation guidelines</li> <li>• progress projects agreed between ERG and officers, including ensuring officers across Council's business units engage with ERG in the right ways and at the right stages of a work-stream.</li> </ul>
<b>Responsible Council Manager</b>	<ul style="list-style-type: none"> <li>• approve the ERG's annual work programme</li> <li>• help the Council liaison officers ensure officers work with ERG in the right ways and stages.</li> </ul>
<b>Councillor/s</b>	<ul style="list-style-type: none"> <li>• act as a communication link between Council (councillors and officers) and the ERG by attending <b>meetings on a regular basis</b></li> <li>• provide with officers, information, advice and explanation of the Council's political process and agreed Council policy when required and facilitate feedback from the ERG to Council.</li> </ul>

## **Appendix B: Code of Conduct**

### **1. Objective**

The objective of the code is to enhance:

- mutual trust, respect and tolerance between members as a group and with Councillors and Council staff
- the credibility and accountability of the Council within its communities.

The following is the standard of behaviour that is expected from members of Wellington City Council reference and advisory groups.

### **2. Relationships with others**

Members will conduct their dealings with each other, and elected members, in ways that:

- are open, honest and maintain integrity
- focus on issues rather than personalities
- avoid aggressive, offensive and abusive conduct
- maintain confidence in their group.

### **3. Relationships with Council staff**

The effective performance of the group also requires a high level of cooperation and mutual respect between members and Council staff. To ensure this is maintained, members will:

- treat all employees with courtesy and respect (including the avoidance of aggressive, offensive or abusive conduct towards employees)
- observe any guidelines that the Chief Executive puts in place regarding contact with employees
- not do anything which compromises, or could be seen as compromising, the impartiality of an employee
- avoid publicly criticising any employee in any way, but especially in ways that reflect on the competence and integrity of the employee
- raise concerns about employees only with the Chair of the group, who will then decide whether to raise the issue with an appropriate senior Council officer
- not seek to improperly influence staff in the normal undertaking of their duties.

### **4. Contact with the media**

Groups may have the opportunity to input into a number of different initiatives and for consistency, it is important that a single point of contact is established to respond to any media enquiries.

- All media enquiries shall be redirected to Council staff.
- If it is agreed with Council staff that it is appropriate for a view to be expressed by the group, only the Chair, or the Chair's proxy, can represent the group to the media. The

Chair will work with the Council's Communication and Engagement team in relation to any public comments.

- Views expressed to the media on behalf of the group must have been previously agreed on by the group as a whole.
- If a member is contacted by a journalist for a view from their group, they must refer the journalist to the Chair or Co-Chair.
- Members are free to express a personal view in the media or the view of other organisations of which they are a member, at any time. However, they must make clear that these represent their private views as an individual, or the view of their organisation.

## **5. Confidential Information**

In the course of their duties members will receive information that they need to treat as confidential. This will often be information that is either commercially sensitive or is personal to a particular individual or organisation.

Members should be aware that failure to observe confidentiality will impede the performance of Council and could expose the Council to prosecution under the Privacy Act 1993 and/or civil litigation.

## **6. Individual queries**

Members will not bring individual issues to their advisory groups that can best be dealt with by going through the Council's Service Centre.

## **7. Honesty and Integrity**

Members have a duty to act honestly. They must declare any private interests relating to their duties and take steps to resolve any conflicts of interest in such a way that protects the public interest. They must not act in order to gain financial or other benefits for themselves, their families, friends or business interests.

## **8. Complaints**

Any complaints about other group members, officers or Councillors should be addressed confidentially to the Chair who can then raise the issue with relevant Council officers.



## **Appendix C: Recruitment and Selection Process**

Recruitment of new members will be managed by the Council liaison officers (Appendix A).

The Council will call for applications from within the city's boundaries via a number of different media (newspapers, social media, the Council website, community radio etc.).

Vacancies will be recruited for annually for all Advisory and Reference Groups.  
New members will be selected by the ERG liaison officers and the Chair or Co-Chairs of the ERG..

## Pacific Advisory Group

### Terms of Reference – December 2020

#### 1. Purpose of the Pacific Advisory Group (PAG)

- Advise Council on how to help grow a great City, where Pasifika peoples thrive and contribute to Council's priorities.
- Bring knowledge and extra insight into Council about how the different needs of Wellington's Pasifika communities can be addressed in the context of Council's roles and priorities.
- It is recognised that members come from and remain connected to their communities, it is from this foundation members share their expertise and lived experience in this advisory role, and engage with their communities and others as part of the wider council consultation processes. The expectations around this connection are set out in the *Communication and Involvement of communities* points below'

#### 2. Expectations

Members will be accountable for their efforts to provide<sup>1</sup>:

- Constructive advice – on Council projects and policies, where possible identifying evidence and solutions, whilst taking into account the wider needs, issues and views of communities from the Pacific nations that PAG members are from.
- Communication – engage with the Council and Pasifika communities to increase information flow and build knowledge of Council processes to increase involvement in Council decision-making.
- Involvement of communities - work with council staff to help Council involve more people from Wellington's Pasifika communities in the setting and meeting of city-wide objectives. The Council is ultimately responsible for full community consultation.

The specific work areas where members will contribute will be set out in the annual work programme. The work programme will be finalised reasonably quickly and in a collaborative way. That annual work programme will be determined jointly between the PAG, Council officers, Chair of the appropriate Committee and Councillor representative. This will take into account the Council's priorities as well as the skills, experience, interests and

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<sup>1</sup> Within their capabilities and any legitimate time / resource constraints

commitments of PAG members. This will enable members to have early input into Council's work<sup>2</sup>.

Council officers will report back to the PAG on how advice was considered, and whether or not officers and councillors chose to act on that advice, with reasons given at the appropriate time through e-mail and at PAG meetings.

The Council liaison officers, working with the Chair, will track meeting attendance and contribution to workflows. Issues considered will include:

- Punctuality and attendance of meetings
- Behaviour in relation to the role and Code of Conduct
- Degree of active involvement in the work of the group.

\*See number 7 Terms of Appointment.

### **3. Reporting**

The PAG will publicly report to the appropriate Council Committee with the agreed workplan within the first four months of each financial year.

The PAG will publicly report to the appropriate Council Committee within the last four months of each financial year. The report will refer to the agreed work plan and outline progress against this over the previous year, and any issues it wishes to raise with Council.

The names of members, their attendance and minutes of the group's meetings will be available on the Council website and annual report.

The PAG, through the Chair, will also present a verbal report to Pacific Forums that occur.

### **4. Meetings**

There will be up to 12 paid meetings per year of the full PAG. A provisional meeting schedule will be agreed once the work programme is finalised. This schedule can be varied throughout the year. At least half of the current number of members, not including vacancies, and at least four of the Pacific nation groups must be present for the group to have a quorum.

### **5. Training for members**

The Council will provide members with:

- An induction explaining the machinery of local government, the Council's function and processes and the role of the PAG
- Training or resources as necessary to fulfil their roles as a PAG member. For example, Chairing, contributing at meetings, understanding the role of local government and presentation skills as needed or as requested.

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<sup>2</sup> Work of Council includes Council's strategy and policy development, planning and service delivery.

## **6. Key Membership criteria**

The PAG will include up to 17 members.

Three members will be from Samoan communities.

Two members will be from each of the following communities: Cook Islands, Tonga, Fiji, Niue, Tokelau and Tuvalu.

One member will be from a Melanesian community and one member will be from a Micronesian community.

Subject to the above, the Council will during recruitment, have regard to maintaining an appropriate balance of age and gender mix, and representation of tikanga Māori. Where one or more place is not able to be filled, the remaining PAG members will continue to meet.

Further details of the roles and accountabilities of members (including Chairs) and non-members that support PAG are in Appendix A.

## **7. Term of Appointment**

The standard term of appointment will be three years. A PAG member's membership will cease if that member resigns and may cease if that member:

- misses more than three consecutive meetings without apology or 4 of meetings within one year
- does not work proactively during any one-year review period, or
- behaves in a way that violates the Code of Conduct (Appendix B) or is otherwise seen as detrimental to the effective operation of PAG.

A member can be nominated for two consecutive elections.

No member can sit on the group for more than two consecutive three year terms.

A member may be nominated for a future term not immediately after them completing two consecutive terms.

The process for electing the Chair and Deputy Chair is set out in Appendix A.

## **8. Payment**

Members will be paid \$110 per meeting for up to 12 meetings per year they attend of the full PAG.

The Chair will be paid \$150 for every meeting per year of the full PAG attended. If the group decides to have more than one member in the role of Chair, the additional \$40 available to the Chair will be split between the Co-Chairs.



The Council will also support the group by providing refreshments at up to 12 meetings per year.

Council at its discretion will consider providing extra resources to PAG (including for planning) on a case-by-case basis and where those extra resources enable the group to meaningfully contribute to the Council's objectives.

#### **9. Budget**

The PAG is an advisory group set up to inform the work and activities of the Council. The group will not be given an independent budget to commission work or undertake activities outside of this advisory role.

#### **10. Conflict Resolution**

Should conflict occur, the Chair/Co-Chairs and group will work with Council Officers to resolve the conflict.

If there are any concerns, members should raise them:

- with the Chair of the group if concerns are about other members
- with the responsible Councillor and/or the Group's ELT member if concerns are about the Chair of the group
- with the Chair of the group (who will decide whether to raise them with the Group's ELT member) if concerns are about employees.

#### **11. Conflict of Interest**

Members will be asked to complete a conflict of interest form when they join the PAG and at the beginning of each year they sit on the group. This will be provided by the Council liaison officer.

Members are also expected to notify the liaison officer of any new or emerging conflicts of interest at the start of each meeting where the liaison officer is present.

For the purpose of the PAG, conflicts of interest are deemed to occur where a member advises on work-streams that impact on:

- money or other resources the member has invested outside Council
- the member's family, or
- official positions the member holds on groups or bodies outside of Council.

#### **12. Review of Terms of Reference**

The Terms of Reference will be reviewed as required. PAG will be involved in any review. All changes to the Terms of Reference will need approval by the appropriate Council Committee and the Council.

## **Appendix A: Role descriptions for the PAG Chair, members, Liaison Officers, Responsible Council Manager and Appointed Councillor**

### **Members**

<b>Member position</b>	<b>Roles and accountabilities</b>
<b>Chair</b>	<ul style="list-style-type: none"> <li>• encourage open communication where all members can effectively contribute</li> <li>• run the meeting efficiently</li> <li>• work with Council officers to compile meeting agendas</li> <li>• work with PAG members and Council officers to develop, complete and implement the group's annual work programme referred to in section 2</li> <li>• be the PAG spokesperson representing the views and recommendations of the group</li> <li>• work with the Council liaison officers to review the contribution of PAG members at the yearly review and raise any concerns with the appropriate Council Officer</li> <li>• sign off minutes if the Deputy Chair was not present at the previous meeting</li> <li>• The Chair and Deputy Chair will hold their position for a maximum of three years</li> <li>• PAG members will elect the Chair and Deputy Chair by ballot as vacancies arise.</li> </ul>
<b>Deputy Chair</b>	<ul style="list-style-type: none"> <li>• support the Chair in their role</li> <li>• act in place of the other Chair if the Chair is unavailable or has a conflict of interest</li> <li>• sign off minutes of the previous meeting.</li> </ul>
<b>All PAG Members (including Chair and Deputy Chair)</b>	<ul style="list-style-type: none"> <li>• be prepared for meetings and consider issues with an open mind</li> <li>• provide advice on the development and implementation of the agreed annual work programme</li> <li>• actively participate in PAG meetings and contribute to the actions in the agreed annual work programme</li> <li>• turn up to meetings on time</li> <li>• be available and attend any other training/meetings that may be planned</li> <li>• proactively establish, maintain and make the most of existing relationships with Pasifika groups and diverse Pacific individuals in the City, including Church Ministers, young and old Pacific persons, people who were both Island-born and born in New Zealand</li> <li>• maintain a broad knowledge of issues and opportunities for Pacific people and their communities</li> <li>• advise from a 'pan-Pacific' perspective (i.e. not limited to the views of a specific organisation or nation group)</li> </ul>

	<ul style="list-style-type: none"> <li>• comply with the Code of Conduct in Appendix B</li> <li>• have their contributions reviewed annually against the current “Terms of Appointment”.</li> </ul>
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**Non-Members who will work with PAG**

<b>Member position</b>	<b>Roles</b>
<b>Council liaison officers</b>	<ul style="list-style-type: none"> <li>• administration, support and promotion of the group. This will include the induction of new members, development of agendas, recording meeting minutes and following up on action points to report back to the group</li> <li>• work with the Chair/Co- Chair to set the meeting agenda</li> <li>• work with the Chair to track attendance and review the contribution of PAG members at the yearly review</li> <li>• work across Council business units to help them effectively engage the PAG in the development and implementation of policy, strategy, planning and service delivery in the city</li> <li>• Progress projects agreed between PAG and officers, including ensuring officers across Council’s business units engage with PAG in the right ways and at the right stages of a work-stream.</li> </ul>
<b>Responsible City Council Manager</b>	<ul style="list-style-type: none"> <li>• approve the PAG’s annual work programme</li> <li>• help the Council liaison officers ensure officers work with PAG in the right ways and stages.</li> </ul>
<b>Councillor/s</b>	<ul style="list-style-type: none"> <li>• act as a communication link between Council (councillors and officers) and the PAG by attending <b>meetings on a regular basis</b>.</li> <li>• provide with officers, information, advice and explanation of the Council’s political process and agreed Council policy when required and facilitate feedback from the PAG to Council.</li> </ul>

## **Appendix B: Code of Conduct**

### **1. Objective**

The objective of the code is to enhance:

- mutual trust, respect and tolerance between members as a group and with Councillors and Council staff
- the credibility and accountability of the Council within its communities.

The following is the standard of behaviour that is expected from members of Wellington City Council reference and advisory groups.

### **2. Relationships with others**

Members will conduct their dealings with each other, and elected members, in ways that:

- are open, honest and maintain integrity
- focus on issues rather than personalities
- avoid aggressive, offensive and abusive conduct
- maintain confidence in their group.

### **3. Relationships with Council staff**

The effective performance of the group also requires a high level of cooperation and mutual respect between members and Council staff. To ensure this is maintained, members will:

- treat all employees with courtesy and respect (including the avoidance of aggressive, offensive or abusive conduct towards employees)
- observe any guidelines that the Chief Executive puts in place regarding contact with employees
- not do anything which compromises, or could be seen as compromising, the impartiality of an employee
- avoid publicly criticising any employee in any way, but especially in ways that reflect on the competence and integrity of the employee
- raise concerns about employees only with the Chair of the group, who will then decide whether to raise the issue with an appropriate senior Council officer
- not seek to improperly influence staff in the normal undertaking of their duties.

### **4. Contact with the media**

Groups may have the opportunity to input into a number of different initiatives and for consistency, it is important that a single point of contact is established to respond to any media enquiries.

- All media enquiries shall be redirected to Council staff.
- If it is agreed with Council staff that it is appropriate for a view to be expressed by the group, only the Chair, or the Chair's proxy, can represent the group to the media. The



Chair will work with the Council's Communication and Engagement team in relation to any public comments.

- Views expressed to the media on behalf of the group must have been previously agreed on by the group as a whole.
- If a member is contacted by a journalist for a view from their group, they must refer the journalist to the Chair or Co-Chair.
- Members are free to express a personal view in the media or the view of other organisations of which they are a member, at any time. However, they must make clear that these represent their private views as an individual, or the view of their organisation.

## **5. Confidential Information**

In the course of their duties, members will receive information that they need to treat as confidential. This will often be information that is either commercially sensitive or is personal to a particular individual or organisation.

Members should be aware that failure to observe confidentiality will impede the performance of Council and could expose the Council to prosecution under the Privacy Act 1993 and/or civil litigation.

## **6. Individual queries**

Members will not bring individual issues to their advisory groups that can best be dealt with by going through the Council's Service Centre.

## **7. Honesty and Integrity**

Members have a duty to act honestly. They must declare any private interests relating to their duties and take steps to resolve any conflicts of interest in such a way that protects the public interest. They must not act in order to gain financial or other benefits for themselves, their families, friends or business interests.

## **8. Complaints**

Any complaints about other group members, officers or Councillors should be addressed confidentially to the Chair who can then raise the issue with relevant Council officers.

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## **Appendix C: Recruitment and Selection Process**

Council will determine how new members will be selected by each Pacific nation group. This will be resourced by Council officers.

The Council will support the selection process by:

- preparing clear role descriptions for Members, the Chair and the Deputy Chair
- working with Pacific nation groups to identify appropriate candidates for membership
- ensuring promotion of the selection process is transparent via a wide range of media and community networks to ensure that all Pacific people in Wellington are aware of the opportunity and how they can participate
- running the selection process with Pacific nation groups (which may include calling for nominations, and information sessions.)

All members who want to nominate themselves for the role of Chair or Deputy Chair will submit a basic resume to Council officers for distribution to all PAG members before the election for these positions.

### **Replacement of Vacancies**

Vacancies will be recruited for annually for all Advisory and Reference Groups. For PAG, the representation of the Islands is to remain as set out in section 6 of the Terms of Reference: Key Membership Criteria. This means new members will be recruited from the same Island community from which the vacancy arose.

## **Youth Council**

### **Terms of Reference – December 2020**

#### **1. Purpose of Youth Council**

- Assist and advise the City Council on how to help grow a great City where young people thrive and contribute to the City Council's priorities.
- Bring extra insight to Council (a youth perspective) to solve problems facing a changing world.
- Develop the capabilities of its members (including leadership and engaging wider youth).

The Youth Council will not be seen as representing all young people in the City.

#### **2. Expectations**

Members will be accountable for their efforts to provide<sup>1</sup>:

- Constructive advice – on City Council projects and policies, where possible identifying evidence and solutions, whilst taking into account the wider needs, issues and views of young people.
- Communication – engage with the City Council and a range of young people from communities to increase information flow and build knowledge of Council processes to increase involvement of young people in Council decision-making and Civic life. This could include Youth Council-led engagement projects when agreed by the City Council.
- Involvement of communities - work with council staff to help City Council involve more young people in the setting and meeting of city-wide objectives. The City Council is ultimately responsible for full community consultation.

The specific work areas where members will contribute will be set out in the annual work programme. The work programme will be finalised reasonably quickly and in a collaborative way. That annual work programme will be determined jointly between the Youth Council, Council officers, Chair of the appropriate Committee and Councillor representative. This will take into account the Council's priorities as well as the skills, experience, interests and commitments of Youth Council members. This will enable members to have early input into the City Council's work<sup>2</sup>.

Council officers will report back to the Youth Council on how advice was considered, and whether or not officers and councillors chose to act on that advice, with reasons given at the appropriate time through e-mail and at Youth Council meetings.

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<sup>1</sup> Within their capabilities and any legitimate time / resource constraints.

<sup>2</sup> Work of Council includes Council's strategy and policy development, planning and service delivery.

The City Council liaison officer, working with the Chair, will track meeting attendance and contribution to workflows. Issues considered will include:

- Punctuality and attendance of meetings
- Behaviour in relation to the role and Code of Conduct
- Degree of active involvement in the work of the group.

\*See number 8 Terms of Appointment.

### **3. Reporting**

The Youth Council will publicly report to the appropriate Council Committee with the agreed workplan within the first four months of each financial year.

The Youth Council will publicly report to the appropriate Council Committee within the last four months of each financial year. The report will refer to the agreed work plan and outline progress against this over the previous year, and any issues it wishes to raise with Council.

The names of members, their attendance and minutes of the group's meetings will be available on the Council website and annual report.

### **4. Meetings**

There will be up to 20 paid meetings per year of the full Youth Council. A provisional meeting schedule will be agreed once the year's intake of members start their appointments. This schedule can be varied throughout the year.

### **5. Training for members**

In return for their commitment, the City Council will provide members with:

- An induction explaining the machinery of local government, the City Council's functions and processes and the role of the Youth Council
- Training or resources as necessary to fulfil their roles as a Youth Council member. For example, Chairing, contributing at meetings, understanding the role of local government, and presentation skills as needed or on request
- Opportunities to attend conferences/seminars and be a youth representative on various working parties/project teams.

### **6. Secondments and Council roles**

Secondments and City Council roles may be offered for high performing Youth Council members as part of the Youth Council's Youth development role.

### **7. Key membership criteria**

The Youth Council will include up to 20 members. Role descriptions for members are included in **Appendix A**.

#### **7.1 Criteria for membership**



Members need to:

- be between 14-24 years of age
- live within the boundaries of Wellington City Council
- have the ability to work with other people and work in a team.

Subject to the above, Wellington City Council will, during recruitment, have regard for the aims for Youth Council membership to include a broad range of Wellington City's youth population, including diversity of culture, gender, sexual orientation, impairments, interest, subject-matter experience and occupations.

Further details of the roles and accountabilities of members (including the Chair's) and non-members that support the Youth Council are in Appendix A.

### **8. Terms of Appointment**

The standard term of appointment will be two years. A Youth Council's membership will cease if that member resigns and may cease if that member:

- misses more than three consecutive meetings without apology or 4 meetings within one year
- does not work proactively during any one calendar year review period, or
- behaves in a way that violates the Code of Conduct (Appendix B) or is otherwise seen as detrimental to the effective operation of the Youth Council.

A member can be nominated for three consecutive elections.

No member can sit on the group for more than three consecutive two year terms.

A member may be nominated for a future term not immediately after them completing two consecutive terms.

### **9. Payment**

There will be up to 20 Youth Council meetings per year.

Members will be paid \$55 per meeting for each meeting of the full Youth Council they attend.

The Chair will receive \$75 per meeting for each meeting of the full Youth Council they attend. If the Youth Council decides to have more than two members in the role of Chair, the Co-Chairs will each receive \$65 per meeting for each meeting of the full Youth Council they attend.

The term and election of the Chair and Deputy Chair are set out in Appendix A.

The City Council will also support the group by providing refreshments and assistance with travel to or from the paid meetings of the group.

The City Council at its discretion will consider providing extra resources to Youth Council on a case-by-case basis (including for planning) and where those extra resources to enable the group to meaningfully contribute to the Council's goals.

### **10. Budget**

The Youth Council is an advisory group set up to inform the work and activities of the City Council. The group will not be given an independent budget to commission work or undertake activities outside of work that is agreed with the City Council.

#### **11. Conflict Resolution**

Should conflict occur, the Chair/Co-Chairs and group will work with Council Officers to resolve the conflict.

If there are any concerns, members should raise them:

- with the Chair of the group if concerns are about other members
- with the responsible Councillor and/or the Group's ELT member if concerns are about the Chair of the group
- with the Chair of the group (who will decide whether to raise them the Group's ELT member) if concerns are about employees.

#### **12. Conflict of Interest**

Members will be asked to complete a conflict of interest form when they join the Youth Council and at the beginning of each year they sit on the group. WCC's Council liaison officer will be responsible for providing members with a conflict of interest form as part of new member induction packs and to all members at the beginning of each year.

Members are also expected to notify the liaison officer of any new or emerging conflicts of interest at the start of each meeting.

For the purpose of the Youth Council, conflicts of interest are deemed to occur where a member advises on work-streams that impact on:

- money or other resources the member has invested outside Council
- the member's family, or
- official positions the member holds on groups or bodies outside of Council.

#### **13. Review of Terms of Reference**

The Terms of Reference will be reviewed as required. Youth Council will be involved in any review. All changes to the Terms of Reference will need approval by the appropriate Council committee and Council.

**Appendix A: Role descriptions for the Youth Council Chair, members, Liaison Officers, Responsible City Council Manager and Appointed Councillor**

**Members**

<b>Member position</b>	<b>Roles and accountabilities</b>
<b>Chair</b>	<ul style="list-style-type: none"> <li>• encourage open communication where all members can effectively contribute</li> <li>• work with Youth Council members and City Council officers to compile meeting agendas</li> <li>• work with Youth Council members and City Council officers to develop, complete and implement the group's annual work programme referred to in section 2</li> <li>• be the spokesperson for Youth Council and represent the views and recommendations of the group</li> <li>• work with the Council liaison officers to review the contribution of Youth Council members at the yearly review and raise any concerns with the appropriate Council Officer</li> </ul> <p>Members of the Youth Council will elect a Chair and Deputy Chair. The Chair and Deputy Chair will hold their position for a maximum of twelve months.</p>
<b>Deputy Chair</b>	<ul style="list-style-type: none"> <li>• support the Deputy Chair in their role.</li> <li>• act in place of the other Chair if the other Chair is unavailable or has a conflict of interest.</li> </ul>
<b>All Youth Council Members (including Chair and Deputy Chair)</b>	<ul style="list-style-type: none"> <li>• be prepared for meetings and consider issues with an open mind</li> <li>• actively participate in Youth Council meetings and contribute to the actions agreed in the annual work programme</li> <li>• pass minutes at meetings</li> <li>• arrive at meetings on time</li> <li>• establish, maintain and make the most of existing relationships with other groups around the City</li> <li>• provide Youth Council &amp; City Council information to their networks</li> <li>• bring youth issues and opportunities to the Youth Council and assist the City Council to canvass youth views</li> <li>• not take individual issues to Youth Council that can be dealt with via general enquiries to the City Council's information Centre</li> <li>• comply with the Code of Conduct in Appendix B</li> <li>• have their contributions reviewed annually against the current "Terms of Appointment".</li> </ul>

**Non-Members who will work with the Youth Council**

<b>Member position</b>	<b>Roles</b>
<b>City Council liaison officers</b>	<ul style="list-style-type: none"> <li>• administration, support and promotion of the group. This will include the induction of new members, development of agendas, recording meeting minutes and following up on action points to report back to the group</li> <li>• work with the Chair/Deputy Chair to set the meeting agenda</li> <li>• work with the Chair to track attendance and review the contribution of Youth Council members at the yearly review</li> <li>• work across Council business units to help them effectively engage the Youth Council in the development and implementation of policy, strategy, planning and service delivery in the city</li> <li>• Progress projects agreed between Youth Council and officers, including ensuring officers across Council's business units engage with Youth Council in the right ways and at the right stages of a work-stream</li> <li>• liaise with other Council officers around presentations and the development of projects, plans, etc</li> <li>• liaise with families for minors</li> <li>• ensure safety of minors.</li> </ul>
<b>Responsible City Council Manager</b>	<ul style="list-style-type: none"> <li>• approve the Youth Council's annual work programme</li> <li>• help the City Council liaison officer ensure officers work with Youth Council in the right ways and stages.</li> </ul>
<b>Councillor/s</b>	<ul style="list-style-type: none"> <li>• act as a communication link between the City Council (councillors and officers) and the Youth Council by attending <b>meetings on a regular basis</b>.</li> <li>• provide with officers, information, advice and explanation of the Council's political process and agreed City Council policy when required and facilitate feedback from the Youth Council to the City Council.</li> </ul>



## **Appendix B: Code of Conduct**

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## **Appendix C: Recruitment and Selection Process**

Wellington City Council will call for expressions of interest from 14-24 year olds from within the city's boundaries via a number of different media. Young people interested in being a Youth Council member will complete an application.

### **Annual Intake**

After having called for expressions of interest and a given application period, the Youth Council can shortlist applicants for interviewing, when agreed by the Chair and Council officer who will select shortlisted applicants. Interviews will be conducted based upon a shortlist of applicants, who will be interviewed by the Youth Council Chair, Deputy Chair and the two Council Liaison officers.

### **Replacement of Vacancies**

Vacancies will be recruited for annually for all Advisory and Reference Groups.