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**REPORT 2**

**ADOPTION OF THE 2013/2016 LOCAL GOVERNANCE STATEMENT**

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**1. Purpose of report**

The purpose of this report is to adopt the Local Governance Statement for the current 2013-2016 triennium.

**2. Executive summary**

The Local Governance Statement has been updated in accordance with the Local Government Act 2002. Although not a legal requirement, it is a requirement of our Terms of Reference for Council to adopt the updated Local Governance statement.

**3. Recommendations**

Officers recommend that the Council:

1. *Receive the information.*
2. *Agree to adopt the Local Governance Statement for the 2013 -2016 Triennium.*
3. *Agree to delegate to the Deputy Mayor and the Chief Executive Officer the authority to make any editorial changes that may be required to the final document.*
4. *Agree to delegate to the Chief Executive Officer the authority to update the Local Governance Statement during the remainder of the 2013-2016 triennium to reflect any legislative or organisational changes.*
5. *Note that the current Elected Members Code of Conduct remains in effect for the 2013-2016 triennium and will be attached as an appendix to the local Governance statement.*

**4. Background**

Council is required by section 40 of the Local Government Act 2002 (the Act) to prepare and make publicly available a Local Governance Statement (the Statement) within six months of the commencement of any triennium. During the triennium the Council must update its governance statement as it considers appropriate.

The Act requires the Statement to include information on:

- the Council's functions, responsibilities, and activities
- local legislation conferring powers on the Council
- Council bylaws
- the electoral system used by Council and the opportunity to change it
- representation arrangements and the opportunity to change these, including the option of Māori wards
- statutory requirements and code of conduct applicable to members' roles and conduct
- governance structures and processes
- meeting processes and protocols
- consultation
- Māori engagement policies and processes
- the organisational structure and the interface between management and elected members
- any adopted remuneration and employment policy
- equal employment opportunities
- planning and policy documents
- public access to elected members
- official information requests

The Act requires the Council to update the Local Governance Statement within six months of the commencement of the triennium, rather than adopt it. However the adopted Terms of Reference and Delegations for the 2013/16 Triennium states that the adoption of the Local Governance Statement is retained by Council. Many councils, including Auckland Council, deem it best practice for the Local Governance Statement to be reported to Council so that members are fully aware of its contents.

## **5. Discussion**

Recent changes to the Act and to Council's governance and organisational structures have been reflected in the draft Statement attached to this report as Appendix 1.

Most of the material in the statement is already available on the Council website under the subject matter concerned and in some cases as stand alone hardcopy publications.

### ***Code of Conduct***

The Elected Members' Code of Conduct will be attached to the Statement as an appendix and is proposed that the current Code of Conduct remain valid for the 2013-2016 triennium.

### ***5.1 Consultation and Engagement***

All relevant units of the Council organisation have been given the opportunity of providing updates to the content of the Statement.

### ***5.2 Financial considerations***

There are no financial considerations relating to the updating of the Statement.

### **5.3 Climate change impacts and considerations**

No climate change impacts or considerations have been identified.

### **5.4 Long-term plan considerations**

There are no Long-term plan considerations.

## **6. Conclusion**

Council will meet its statutory obligations by updating the approved Local Governance Statement. It is recommended that minor editing changes be approved by the Deputy Mayor and Chief Executive and that future updates during the triennium be approved under delegation to the Chief Executive.

Contact Officer: *Charlie Inggs, Electoral Officer and Special Projects, Democratic Services*

## SUPPORTING INFORMATION

### 1) Strategic fit / Strategic outcome

*This submission supports Outcome 7.2.B – More actively engaged: Wellington City Council will operate an open and honest decision making process that generates confidence and trust in the democratic system.*

### 2) LTP/Annual Plan reference and long term financial impact

*Relates to C534: Elections, Governance and Democratic Process.*

### 3) Treaty of Waitangi considerations

*Treaty of Waitangi considerations are taken into account through the legislated requirements to provide information on the option for a separate Maori ward and on processes for consultation and Engagement with Maori.*

### 4) Decision-making

*Example: This is not a significant decision.*

### 5) Consultation

#### a) General consultation

*Council is not required under legislation to consult on this matter.*

#### b) Consultation with Maori

*Not required.*

### 6) Legal implications

*The Local Governance Statement has been updated to meet the legal requirements of Section 40 of the Local Government Act 2002.*

### 7) Consistency with existing policy

*This report is consistent with existing Wellington City Council policy.*

**Guide for the community  
on  
Council processes**

**Wellington City Council  
Local Governance  
Statement**

**2013 - 2016**

**Version 1. Current as at February 2014**

## What is a local governance statement?

This Local Governance Statement provides information about the processes through which Wellington city Council engages with the residents of Wellington City, how the Council makes decisions and how citizens can influence these processes. The Council is required to produce such a statement under section 40 of the Local Government Act 2002, and must update it within six months following each triennial election. The Council may also update this Local Governance Statement at any other time.

The Local Governance Statement supports the stated purpose of local government by promoting the understanding of local democracy. The purpose of local government in New Zealand is set out in section 10 of the Local Government Act 2002, as follows:

- (1) *The purpose of local government is-*
  - (a) *to enable democratic local decision-making and action by, and on behalf of, communities; and*
  - (b) *to meet the current and future needs of communities for good-quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses.*
  
- (2) *In this Act, **good-quality**, in relation to local infrastructure, local public services, and performance of regulatory functions, means infrastructure, services, and performance that are—*
  - (a) *efficient; and*
  - (b) *effective; and*
  - (c) *appropriate to present and anticipated future circumstances.*

Accordingly, the Local Governance Statement provides the public with information under the following broad categories:

- functions, responsibilities and activities of the local authority
- electoral arrangements
- governance structure and processes
- the way elected members make decisions and relate to each other and to the management of the local authority
- key policies of the local authority

The governance statement will be updated from time to time to ensure it is accurate and up to date. For the most recent copy please phone Democratic Services at the Council on 801 3484 or see our website [Wellington.govt.nz](http://Wellington.govt.nz)

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## 1. Functions, Responsibilities and Activities of Wellington City Council

The purpose of Wellington City Council is to enable democratic local decision-making to meet the current and future needs of Wellington City for good-quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses.

*The Local Government Act 2002 defines good-quality, in relation to local infrastructure, local public services, and performance of regulatory functions, as*

*infrastructure, services, and performance that are—*

- (a) efficient; and*
- (b) effective; and*
- (c) appropriate to present and anticipated future circumstances.*

In meeting its purpose, Wellington City Council has a variety of roles, including:

- management of infrastructure including roads, sewage disposal and stormwater
- management of libraries, parks and recreational facilities
- city development and marketing
- regulatory services relating to building, plumbing and drainage, environmental health, liquor licensing, animal control, parking and general bylaws
- emergency management (civil defence) planning and training.

(Section 10, Local Government Act (LGA) 2002)

## 2. Local legislation conferring powers on Wellington City Council

In addition to the legislation that applies to all local authorities, Wellington City Council is bound by some local legislation (Acts that apply specifically to it).

These Acts enable past actions of the Council, which were not provided for by the legislation governing the Council at that time. (see Appendix One)

### Bylaws

In addition to this legislation, the Council has adopted the Wellington Consolidated Bylaw 2008 plus three other bylaws to address a range of matters within the city. The bylaws in force are:

- 1 Wellington Consolidated Bylaw 2008  
(effective 1 July 2008 unless otherwise stated)
  - Part 1 (Introduction).
  - Part 2 (Animals)  
(effective 11 December 2009)
  - Part 3 (Fire Prevention)  
(effective 17 December 2003)
  - Part 4 (Liquor Control)  
(effective 10 August 2010)
  - Part 5 (Public Places)
  - Part 6 (Speed Limits)
  - Part 7 (Traffic)
  - Part 8 (Water Services)

- Part 9 (effective 29 August 2012)  
(Waste Management)  
(effective 18 December 2008)
- 2 Collection & Transportation of Waste Bylaw 1997  
(effective 12 November 1997)
  - 3 Wellington City Council Trade Wastes Bylaw 2004  
(effective 1 July 2004)
  - 4 Local Public Health Bylaw 2008  
(effective 1 July 2008).

These bylaws are available on our website at <http://wellington.govt.nz/your-council/plans-policies-and-bylaws/bylaws>

(Wellington City Council Records)

### **3. The electoral system and the opportunity to change that system**

Wellington City Council currently elects its members under the Single Transferable Voting (STV) system whereby electors rank the candidates in order of preference. The number of votes needed for a candidate to be elected (called the quota) depends on the number of positions to be filled and the number of valid votes cast. The election of candidates to fill all vacancies is achieved first by the counting of first preferences, then by a transfer of a proportion of the votes received by any candidate where the number of votes for that candidate is in excess of the quota. If sufficient candidates do not receive the quota then the lowest polling candidate is excluded and these votes are transferred in accordance with the voters' second preferences. This process is continued for as many iterations as is necessary.

Under the Local Electoral Act 2001, a council can resolve to change the electoral system it uses to elect its members or can conduct a binding poll. Alternatively, 5 percent of electors can initiate a poll by signing a petition demanding that a poll be held. If a poll of electors is held to determine the electoral system to be used, the system that is chosen cannot be changed for at least the next two triennial local authority elections, ie if a poll has been held on the issue, a council cannot change its electoral system for one election and then change back to the previous system for the next election.

Wellington City Council held a poll of electors on this issue in November 2002. The result was in favour of changing the electoral system from First Past the Post (FPP) to the STV. A further poll was held in September 2008, which resulted in retaining STV. The 2010/2013 triennial local authority elections were held using STV. Following the 2013 election, the Council has the option of reviewing which system it wishes to use for the 2016 and subsequent elections.

To introduce a change to the electoral system for the 2016 triennial election and the subsequent election (ie for a minimum of two triennial elections), a Council decision is required no later than 12 September 2014. Public notice will be given no later than 19 September 2014 advising of the right of electors to demand a poll on the electoral system to be used for the election of the Council and its community boards. The Council may also resolve, no later than 28 February 2015, to hold a poll on the matter. A Council decision or a poll at a later date would have to be implemented in 2020.

(Local Electoral Act 2001; Local Electoral Regulations 2001; LGA 2002)

## 4. Representation arrangements

The Council has chosen to elect its Councillors under the ward system and has done so since 1986. It is a legislative requirement that the Mayor be elected by the electors of the city as a whole. The Council last reviewed its representation arrangements in 2012. No changes were made so Wellington City continues to be divided into five wards and have 14 elected Councillors (excluding the Mayor) to represent those wards. This determination was in line with the Council's final proposal.

The names and locations of the wards and the number of Councillors for each ward are:

<b>Ward</b>	<b>Number of members</b>	<b>Area</b>
Northern Ward	3	Comprising Churton Park, Glenside, Grenada North, Grenada Village, Horokiwi, Johnsonville, Newlands, Ohariu, Paparangi, Takapu Valley, Tawa and Woodridge
Onslow/Western Ward	3	Comprising Broadmeadows, Crofton Downs, Kaiwharawhara, Ngauranga, Khandallah, Ngaio, Karori, Makara, Makara Beach, Northland, Wadestown and Wilton
Lambton Ward	3	Comprising Aro Valley, Highbury, Kelburn, Mt Cook, part of Brooklyn (Ohiro Road, Taft Street and Connaught Terrace form the boundary with Southern Ward), Mt Victoria, Oriental Bay, Pipitea, Te Aro, Thorndon and Wellington Central
Southern Ward	2	Comprising Berhampore, Island Bay, Kingston, Mornington, Newtown, Owhiro Bay, Southgate Vogelstown and part of Brooklyn (Ohiro Road, Taft St and Connaught Tce form the boundary with Lambton Ward)
Eastern Ward	3	Comprising Breaker Bay, Hataitai, Houghton Bay, Karaka Bay, Kilbirnie, Lyall Bay, Maupuia, Melrose, Miramar, Moa Point, Rongotai, Roseneath, Seatoun and Strathmore Park

### Community boards

Wellington City Council has two community boards – Tawa Community Board and

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Makara/Ohariu Community Board. These boards are constituted under section 49 of the Local Government Act 2002 to:

- represent and act as an advocate for the interests of their community
- consider and report on any matter referred to it by the Council and any issues of interest or concern to the community board
- make an annual submission to the Council on expenditure in the community
- maintain an overview of services provided by the Council within the community
- communicate with community organisations and special interest groups
- undertake any responsibilities delegated by the Council.

Both community boards have six members elected triennially by the electors in the respective communities. In addition to its six elected members, Tawa Community Board has two appointed members. These members are appointed by the Council and must be Councillors who have been elected by the electors of the ward in which the community board is located (Northern Ward for Tawa Community Board). The Makara/Ohariu Community Board does not have any appointed members. The boards elect their own chairpersons at their first meeting after the triennial election.

The Council last reviewed its community board structures in 2012 as part of its review of representation arrangements for the 2013 local authority elections. Apart from a minor alteration in the boundaries of the Makara/Ohariu Community Board, the Council decided not to make any changes to the existing structure or to establish any new community boards at that stage. The Council will be required to carry out its next full review of community boards in 2017/2018 in conjunction with its review of representation arrangements, the results of which will take effect at the 2019 local elections.

Outside of this review of community boards (which the Council is required to undertake every time a representation review is carried out), electors can request the formation of a new community board. This is done by a process similar to the reorganisation process described elsewhere. Further information on these requirements can be found in Schedule 6 of the Local Government Act 2002.

## **Representation reviews**

The Council is required to review its representation arrangements at least once every six years. This review must consider the following:

- the number of elected members it should have (every territorial authority must have at least six members and no more than 30 members, including the Mayor)
- whether the elected members (other than the Mayor) are to be elected across the city as a whole (ie at-large), whether the city will be divided into wards for electoral purposes or whether there will be a mix of 'at-large' and 'ward' representation
- if election by wards is preferred, then the boundaries and names of those wards and the number of members that will represent each ward
- whether or not to have separate wards for electors on the Māori roll
- whether to have community boards and if so how many, their boundaries and membership, and whether to subdivide a community for electoral purposes.

The Council must follow the procedure set out in the Local Electoral Act 2001 when conducting this review, and should also follow guidelines published by the Local Government Commission. The Act gives the public the right to make a written

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submission to the Council on any notified proposal, and the right to be heard in support of their submission if they so wish.

They also have the right to appeal any decisions made by the Council on the above to the Local Government Commission, which will make a binding decision on the appeal. Further details on the matters that the Council must consider in reviewing its membership and basis of election can be found in the Local Electoral Act 2001. (part 1A, sections 19A–19ZI).

The Council conducted a review of its representation arrangements in 2012 in time for the 2013 local authority elections. It is therefore required to carry out another review in 2018, in time for the 2019 elections.

## **Māori wards**

The Local Electoral Act 2001 also gives the Council the ability to establish separate wards for Māori electors. The Council may resolve to create separate Māori wards or conduct a poll on the matter. Alternatively, the community may demand that a binding poll be held. The demand for a poll can be initiated by a petition signed by 5 percent of the number of electors who were enrolled as eligible to vote at the previous local authority election.

Wellington City Council last considered this issue as part of its review of representation arrangements in 2012 when it decided not to have separate Māori wards. To introduce Māori wards for the 2016 triennial election the Council would have to make a decision by 23 November 2014. If a poll is to be demanded, this must be done by 28 February 2015. Any poll must be held before 23 May 2015. The Council may decide, or a poll may be demanded or conducted at a later date, but this would only take effect from the 2019 triennial election.

If a decision is made to introduce separate Māori wards, the number of Māori wards into which a council can be divided is derived by dividing the number of electors on the Māori roll within the council area by the total number of electors (including Māori electors and then multiplying this by the number of councillors (excluding the Mayor). Fractions in this calculation are rounded down if less than half and rounded up if over a half. If the result of the calculation totals less than a half, then Māori wards cannot be introduced. For the 2013 local elections, Wellington City Council had 140,968 enrolled residential electors of which 4,798 were enrolled on the Māori roll. (The Maori electors equate to 3.4% of enrolled electors. Census figures indicate that 7.6% of the population of Wellington City are New Zealand Māori, however electors of Māori descent have the option of enrolling on either the general or the Māori Roll. Any separate Māori representation under the Local Government Act 2002 is however required to be based on enrolment on the Māori electoral roll.) A calculation based on these enrolment figures would not permit the creation of a separate Māori ward.

## **The reorganisation process**

Schedule 3 of the Local Government Act 2002 sets out procedures which must be followed for local government reorganisation proposals to do any or all of the following:

- amalgamate districts or regions
- create a new district or region
- dissolve a district or region
- make changes to the boundaries of a district or region

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- transfer a particular function or functions to another council
- create a unitary authority.

The process begins with an application to the Chief Executive of the Local Government Commission from any person, body or group including one or more affected local authorities or the Minister of Local Government.

Proposals for regional governance reorganisation for the Greater Wellington Region and the territorial authorities of that region are currently being considered by the Local Government Commission. A poll of electors can be demanded by 10percent of the affected electors in any affected territorial authority, once the Local Government Commission has completed its process of consultation and issued a final proposal.

Further information on these requirements can be found in the Local Government Act 2002. The Local Government Commission has also prepared guidelines on procedures for local government reorganisation.

(Local Electoral Act 2001; Local Electoral Regulations 2001; LGA 2002)

## 5. Members' roles and conduct

### Elected members

Elected members (acting as the Council) are responsible for governance, including:

- the development and adoption of Council policy;
- monitoring the performance of the Council against its stated objectives and policies
- prudent stewardship of Council resources
- employment of the Chief Executive
- appointment of the Electoral Officer.

Elected members are also responsible for representing the interests of the residents and ratepayers of the city.

Unless otherwise provided in the Local Government Act 2002 or in Wellington City Council's Standing Orders, the Council can only act by majority decisions at meetings. Any individual member (including the Mayor) has no authority to act on behalf of the Council unless this is specifically provided for by statute, or the Council has expressly delegated such authority.

### Code of Conduct

Elected members have specific obligations as to their conduct in the following legislation:

- schedule 7 of the Local Government Act 2002, which includes obligations to act as a good employer in respect of the Chief Executive and to abide by the current Code of Conduct and Standing Orders
- the Local Authorities (Members' Interests) Act 1968, which regulates the conduct of elected members in situations where there is, or could be, a conflict of interest between their duties as an elected member and their financial interests (either direct or indirect)
- the Secret Commissions Act 1910, which prohibits elected members from accepting gifts or rewards which could be seen to sway them to perform their

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- duties in a particular way
- the Crimes Act 1961, regarding the acceptance of gifts for acting in a certain way and the use of official information for private profit.

All Councillors are required to adhere to the Council's adopted Code of Conduct. This code sets out the Council's understanding and expectations of how the Mayor and Councillors will relate to one another, to staff, the media and the general public in the course of their duties. It also covers disclosure of information that is received by or is in the possession of elected members, and contains details of the sanctions that the Council may impose if an individual breaches the code. The Code of Conduct is available on our website at <http://wellington.govt.nz/~media/your-council/mayor-and-councillors/files/elected-codeofconduct.pdf> and will also be attached to the final print version of this Statement as Appendix 2.

Codes of conduct for community board members are optional. Neither the Tawa Community Board nor the Makara/Ohariu Community Board have adopted a code of conduct.

## **Mayor**

The Mayor is elected by the city as a whole and as one of the elected members shares the same responsibilities as other members of the Council.

The Mayor has specific responsibility for:

- providing leadership to elected members and to the people of Wellington City
- leading the development of the Council's plans (including the Long-term Plan and the Annual Plan), policies and budgets for consideration by the members of the Council
- in exercising this leadership role, the Mayor has the power to:
  - appoint the Deputy Mayor
  - determine the number of committees and subcommittees, their terms of reference and composition
  - appoint the chairs of these committees and subcommittees.

The Mayor also has the following roles:

- presiding at Council meetings -the Mayor is responsible for ensuring the orderly conduct of business during meetings (as determined by Standing Orders)
- advocating on behalf of the community -this may involve promoting the community and representing its interests. Such advocacy will be most effective where it is carried out with the knowledge and support of the Council
- spokesperson for the Council
- ceremonial head of the Council
- fulfilling the responsibilities of a Justice of the Peace (ex-officio).

## **Deputy Mayor**

The Deputy Mayor must be appointed by the Mayor at the first meeting of the Council. The Deputy Mayor exercises the same roles as other elected members, and if the Mayor is absent or incapacitated, the Deputy Mayor must perform all of the responsibilities and duties, and may exercise the powers of the Mayor (as summarised above). The Deputy Mayor may be removed from office by resolution of Council.

## Chief Executive's responsibilities

The Chief Executive is appointed by the Council in accordance with section 42 and clauses 33 and 34 of schedule 7 of the Local Government Act 2002. The Chief Executive implements and manages the Council's policies and objectives within the budgetary constraints established by the Council. Under section 42 of the Act, 'a chief executive appointed under subsection (1) is responsible to his or her local authority for:

- implementing the decisions of the local authority; and
- providing advice to members of the local authority and to its community boards, if any; and
- ensuring that all responsibilities, duties and powers delegated to him or her or to any person employed by the local authority, or imposed or conferred by an Act, regulation or bylaw, are properly performed or exercised; and
- ensuring the effective and efficient management of the activities of the local authority; and
- maintaining systems to enable effective planning and accurate reporting of the financial and service performance of the local authority; and
- providing leadership for the staff of the local authority; and
- employing, on behalf of the local authority, the staff of the local authority; and
- negotiating the terms of employment of the staff of the local authority'.

(Wellington City Council Code of Conduct for the Mayor and Councillors; LGA 2002; LGNZ: Governance)

## 6. Governance structures and processes

### Council

The Council comprises the Mayor and 14 Councillors. The Council is elected, along with all other local authority elected members in New Zealand, every three years.

The Council retains the sole power to perform a number of functions.

### Standing committees and subcommittees

The Council reviewed the structure of its committees and subcommittees after the 2013 election. It is the responsibility of the Mayor (as required by section 41A of the Local Government Act 2002) to lead this process. The Council retains the power to revisit the structure.

The structure adopted for the 2013-2016 triennium is based on five subject matter committees. There is one committee of the whole the Governance Finance and Planning Committee with a membership comprising the Mayor and all Councillors and chaired by the Deputy Mayor. There are four other subject-based committees, each of seven members. Within each of these committees individual members may be appointed to be portfolio leaders for particular activities. The Mayor is an ex-officio member of all committees. The Council and subject-matter committees are scheduled to meet approximately every six weeks.

### Community boards

Community boards have responsibility for the overview of matters within the board's boundary:

- Tawa Community Board normally meets on the second Thursday of each month at 7pm in the Boardroom, Tawa Community Centre
- Makara/Ohariu Community Board normally meets on a Thursday at 7.30pm, six weekly, alternating between the Makara Hall and Ohariu Hall

The committee and community board structure and membership is shown in the following diagram.

# Wellington City Council

## COUNCIL

Members: Mayor and all Councillors

### GOVERNANCE, FINANCE AND PLANNING COMMITTEE

Chair: Deputy Mayor, Cr Lester  
Members: Mayor and all Councillors

Portfolio Leaders:

- Community Engagement – Cr Woolf

### ECONOMIC GROWTH AND ARTS COMMITTEE

Chair: Cr Coughlan  
Deputy: Cr Marsh  
Members: Mayor  
Cr Ahipene-Meroer  
Cr Eagle  
Cr Lester  
Cr Peck  
Cr Young

Portfolio Leaders:

- Arts – Cr Ahipene-Meroer
- Small Medium Enterprise and Tertiary Liaison – Cr Marsh

### COMMUNITY, SPORT AND RECREATION COMMITTEE

Chair: Cr Eagle  
Members: Mayor  
Cr Free  
Cr Marsh  
Cr Peck  
Cr Ritchie  
Cr Sparrow  
Cr Woolf

Portfolio Leaders:

- Community Resilience – Cr Sparrow
- Community Facilities – Cr Free

### ENVIRONMENT COMMITTEE

Chair: Cr Pannett  
Members: Mayor  
Cr Ahipene-Meroer  
Cr Foster  
Cr Free  
Cr Lee  
Cr Pannett  
Cr Ritchie  
Cr Sparrow  
Cr Young

Portfolio Leaders:

- Climate Change – Cr Lee
- Natural Environment – Cr Ritchie

### TRANSPORT AND URBAN DEVELOPMENT COMMITTEE

Chair: Cr Foster  
Members: Mayor  
Cr Coughlan  
Cr Foster  
Cr Lee  
Cr Lester  
Cr Pannett  
Cr Woolf  
Cr Young

Portfolio Leaders:

- Buildings – Cr Pannett
- Central City Projects – Cr Young

### REGULATORY PROCESSES COMMITTEE

Chair: Cr Ahipene-Meroer  
Members: Mayor  
Cr Foster  
Cr Lee  
Cr Pannett  
Cr Sparrow

### PERFORMANCE REVIEW COMMITTEE

Chair: Deputy Mayor, Cr Lester  
Members: Mayor  
Cr Coughlan  
Cr Marsh  
Cr Peck

### AUDIT AND RISK SUBCOMMITTEE

Chair: Cr Peck  
Members: Mayor  
Cr Marsh  
Cr Woolf  
*Two externals*  
Kevin Simpkins  
Peter Harris

## COMMUNITY BOARDS (CB)

### TAWA COMMUNITY BOARD

Chair: Robert Tredger  
Deputy: Margaret Lucas  
Members: Graeme Hansen, Alistair Sutton, Jack Marshall, Richard Herbert  
Crs Lester and Sparrow

### MAKARA/OHARIU COMMUNITY BOARD

Chair: Christine Grace  
Deputy: Judy Liddell  
Members: Murray Burdan, Wayne Rudd, Margie Scotts and Hamish Todd

### WARD/CB

### COUNCILLORS

Lambton	Pannett, Young, Peck
Southern	Eagle, Lee
Eastern	Ahipene-Meroer, Marsh, Free
Northern	Lester, Sparrow, Ritchie
Onslow Western	Foster, Coughlan, Woolf

## Reference and Advisory Groups

The Council has five formally constituted reference or advisory groups with their own terms of reference. These are:

- Accessibility Advisory Group (AAG) - meets monthly
- Pacific Advisory Group (PAG) - meets monthly
- Youth Council – meets fortnightly
- Environmental Reference Group (ERG) – meets every two months
- Safe and Sustainability Transport Reference Group (SASTRG) – meets as required

Broadly, the role of the groups is to provide feedback and advice to Council on strategy/policy development, planning and service delivery as well as being an information conduit to and from the Council.

Each group is supported by a Council officer and a Councillor is also formally assigned to each group and attends meetings. The groups report back to Council through the Governance, Finance & Planning Committee.

## Other committees: District Licensing Committee

In addition to the committees listed above, a District Licensing Committee is appointed to administer the Council's alcohol licensing framework as required by the Sale and supply of Alcohol Act 2012. This committee makes decisions on licensing matters as required by this Act.

As required by the Act, the Council has appointed the following qualified people to the District Licensing Committee:

### Chairpersons:

Murray Clearwater (Commissioner)  
Sir Douglas Kidd (Commissioner)  
Rex Woodhouse (Commissioner)

### Deputy Chairpersons:

Councillor Foster  
Councillor Pannett

(A Deputy Chairperson only acts as chairperson for the reasons in section 189(3) of the Act.)

### Members:

Sir Douglas Kidd (both Commissioner and list member)  
Zoe Doole  
Mary Hubble  
Sandra Kirby

Kiri Rikihana  
Alick Shaw  
Luke Tuffs  
Kate Thomson

The terms of reference and delegations of the Council, committees, subcommittees and community boards can be found on our website at <http://www.Wellington.govt.nz/haveyoursay/meetings/index.html> and will also be attached to the final print version of this statement as Appendix 3.

## Council controlled organisations

In order to achieve its objectives for Wellington, the Council has established several Council-controlled organisations (CCOs) and Council-controlled trading organisations (CCTOs) – Positively Wellington Tourism, Wellington Venues Ltd, Wellington Museums Trust, Wellington Cable Car Ltd, Wellington Waterfront Ltd, Capacity Infrastructure Services Ltd, Basin Reserve Trust, Wellington Zoo Trust and Wellington Regional Stadium Trust.

These organisations were set up to independently manage Council facilities, or to deliver significant services and undertake significant developments on behalf of the Wellington community. Where necessary, the Council funds the organisations.

Organisation	What it does/Why it exists
<b>Positively Wellington Tourism (Partnership Wellington Trust)</b>	To: <ul style="list-style-type: none"><li>• promote Wellington as a visitor destination in national and international markets.</li><li>• market Wellington as a convention and conference destination.</li><li>• provide visitor information services.</li><li>• run initiatives that promote retail growth, including the downtown retail campaign.</li><li>• profile Wellington's strengths in arts, sport and education attractions, and conduct the development of an ongoing events profile for the city.</li><li>• facilitate the development of new tourism and event product, and the development of the Visiting Friends and Relatives (VFR) market.</li><li>• manage Wellington's destination profile on the internet.</li><li>• conduct research and analysis of the tourism industry.</li></ul>
<b>Wellington Venues Ltd</b>	To: <ul style="list-style-type: none"><li>• manage and operate the venues and any related events business</li><li>• advocate for the venue and event sector for the benefit of the residents of Wellington</li><li>• achieve greater community access to the venues' facilities</li><li>• develop and maintain beneficial relationships with other national and international institutions, support Positively Wellington Tourism, and develop new</li></ul>

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- initiatives in its role as a key provider of event and performance venues.
- Wellington Museums Trust** To:
- deliver high quality experiences, events and exhibitions at its facilities.
  - manage conservation and care for the objects of its collections, and conduct research and development to enhance visitors' experiences.
  - offer quality education experiences to children and young people.
  - promote and protect the heritage of venues.
  - develop and operate the Soundhouse Studio.
  - work with national and international artists and collectors.
- Wellington Cable Car Ltd** To:
- maintain the cable cars, track, plant, tunnels, bridges and buildings in accordance with best engineering practice and to meet the certification requirements of the NZ Transport Agency
  - maintain and operate the cable car passenger service to ensure its ongoing safety and financial viability with appropriate levels of customer service
  - manage the maintenance of the trolley bus overhead network under agreement with Greater Wellington Regional Council.
- Wellington Waterfront Limited (Lambton Harbour Management Ltd)** To:
- implement the objectives of the Waterfront Framework as outlined in the Waterfront Development Plan.
  - demonstrate willingness to engage with the public about how the waterfront is developed.
  - manage day to day operations on the waterfront, including cleaning, security and maintenance.
  - negotiate and manages contracts for the design and construction of the waterfront's public spaces.
  - negotiate and manages contracts and leases for all building development sites, and the refurbishment and reuse of existing buildings.
  - owns and manages the Chaffers Marina.
- Capacity Infrastructure Services Ltd** To:
- manage the delivery of high quality water supply, wastewater and stormwater infrastructure services for customer Councils
  - focus on asset management planning for the ongoing development and maintenance of drinking water, stormwater and wastewater assets for customer Councils
  - manage work to the highest standards of health and safety for those involved in the work and for the general public
  - seek to integrate water, stormwater and wastewater

activities within the Wellington region where such integration can deliver least cost, best practice outcomes to the benefit of shareholder Councils and other entities.

## **Wellington Zoo Trust**

To:

- care for resident animals and manages the animal collection.
- provide a high-quality visitor experience
- participate in captive management breeding and breed-for-release programmes.
- develop and maintains high quality animal exhibits.
- deliver educational material and learning experiences.
- contribute to zoological, conservation and facilities management research projects.

## **Basin Reserve Trust**

To:

- manages the Basin Reserve for recreational activities and the playing of cricket for the residents of Wellington.
- contribute to the events programme for Wellington.
- operate as a successful not-for profit undertaking.
- preserve and enhances the heritage value of the Basin Reserve.

## **Wellington Regional Stadium Trust**

To:

- operate the Stadium.
- manage the event programme and seeks opportunities to provide regular quality events.
- ensure the Stadium is provided to the community for appropriate usage.
- administer the Trust assets and the Stadium on a prudent commercial basis.

Note that on 1 April 2014 the following changes to CCOs will take effect:

1. The operations of Positively Wellington Tourism and Positively Wellington Venues will be merged in to a single Council Controlled Trading Organisation
2. The operations of Wellington Cable Car Limited and Wellington Waterfront Limited will be brought back in to Council.

Further information on any of the above can be obtained from our website: [Wellington.govt.nz](http://Wellington.govt.nz)

## **7. Meeting processes**

The legal requirements for Council meetings are set down in the Local Government Act 2002 and the Local Government Official Information and Meetings Act 1987 (LGOIMA).

All Council and committee meetings must be open to the public unless there is reason to consider some item in a 'public excluded' session. Although meetings are open to the public, members of the public do not have speaking rights unless prior arrangements are made (contact Democratic Services at the Council before 12 noon the day before the meeting.)

LGOIMA contains a list of the circumstances where councils may consider items with members of the public excluded from the meeting (these circumstances generally relate to protection of personal privacy, professionally privileged or commercially sensitive information, and the maintenance of public health, safety and order). The Council agenda is a public document, although parts may be withheld if the public excluded circumstances apply to those parts.

The Mayor or committee chair is responsible for maintaining order at meetings and may, at his or her discretion, order the removal of any member of the public for disorderly conduct, or remove any member of Council who does not comply with Standing Orders.

Minutes of meetings must be kept as evidence of the proceedings of the meeting. These must be made publicly available, subject to the provisions of LGOIMA.

For an ordinary meeting of Council, at least 14 days notice of the time and place of the meeting must be given. Extraordinary meetings generally can be called with three working days' notice or 24 hours' notice in some circumstances.

During meetings the Mayor and Councillors must follow Standing Orders (a set of procedures for conducting meetings). The Council may suspend Standing Orders by a vote of 75 percent of the members present.

(LGOIMA 1987; LGA 2002)

## **8. Consultation policies**

### **Engagement Policy**

The Engagement Policy is informed by the Local Government Act 2002. This legislation sets out the Council's obligations when exercising its responsibilities as the guardian of local resources. In doing so, the legislation requires the Council to understand the different needs and aspirations of its people and communities by taking diverse views and interests into account.

Engagement is the broad term which covers the interactions between the Council and Wellingtonians, communities (of place, interest or identity), and other stakeholders. It can happen in a number of ways, all of which provide a solid platform for engagement to occur. This includes:

- how the Council undertakes everyday services and activities
- the relationships that the Council develops and maintains with communities
- the range of consultation processes it uses when a decision is to be made.

The Council has made a public commitment to how it engages. It commits to:

- Te Tiriti o Waitangi/Treaty of Waitangi
- listen first and seek to understand
- engage early
- seek diverse perspectives
- build commitment and contributions to advance Wellington City
- give and earn respect
- build trust
- transparency

- report back
- monitor and evaluate

Further information on the Engagement Policy can be viewed at the following location on our website at

<http://wellington.govt.nz/your-council/plans-policies-and-bylaws/policies/engagement-policy>

## Special Consultative Procedure

The Council is currently required to use the Special Consultative Procedure in some situations. The procedure sets out minimum requirements that guarantee the public has a chance to contribute before key decisions are made. (Changes to these procedures have been proposed – please see the note below on the Local Government amendment Bill 2013.)

The Special Consultative Procedure consists of the following steps:

1. Preparation of a statement of proposal and a summary.  
*The Council must prepare a description of the proposed decision or course of action. The statement must be available for inspection at the council office and may be made available elsewhere. The Council also has to prepare a summary of the proposal which must be distributed as widely as the council considers reasonably practicable.*
2. Give public notice.  
*The Council must publish a notice of the proposal and of the consultation being undertaken. The council must allow at least one month (from the date of the notice) for submissions to be made.*
3. Acknowledge and hear submissions.  
*The Council must acknowledge all written submissions and offer submitters a reasonable opportunity to make an oral submission.*
4. Deliberate in public.  
*All meetings where the Council deliberates on the proposal or hears submissions must be open to the public (unless there is good reason to exclude the public under LGOIMA). All submissions must be made available unless there is reason to withhold them under LGOIMA.*
5. Provide feedback  
*Following a decision, feedback on the decision and the reasons for it is provided to submitters.*

The Special Consultative Procedure must be used before making the following decisions:

- to adopt or amend the Long-term Plan
- to adopt the Annual Plan
- to adopt, amend or review a bylaw
- to propose a change in the Council's role in a significant activity
- to establish a Council-controlled organisation.
- to sell or dispose of, or construct a strategic asset.

([Wellington.govt.nz](http://Wellington.govt.nz); LGA 2002; LGNZ:Governance)

**Note:**

The Local Government Act 2002 Amendment Bill (No. 3) (introduced to Parliament in November 2013) proposes to change the provisions governing the use of the Special Consultative Procedure. The Bill proposes to:

- remove most requirements to use the Special Consultative Procedure when consulting under the Local Government Act 2002;
- amend the Special Consultative Procedure, so when it is used it accommodates new techniques and technology for communicating and consulting with the public; and
- rename significance policies as significance and engagement policies, and include a new purpose and clearer intent of these policies.

See sections 23-29 of the Bill

## **9. Liaison with Māori**

The Council has established a range of governance and participation mechanisms that enable the Council to meet its obligations and responsibilities under the Treaty of Waitangi to local iwi and the wider Māori community.

The Council's relationship with local iwi is defined through separate memoranda of understanding with Te Rūnanga o Toa Rangatira Incorporated representing Ngāti Toa and Port Nicholson Block Settlement Trust representing Taranaki Whānui ki te Upoko o te Ika a Maui. The memoranda outline how local iwi participate in Council matters relating to protocol, policy, regulatory and service delivery matters.

Perhaps more complex engagement is with the 90 percent of Māori who live, work and play in Wellington who do not whakapapa to our iwi partners and are therefore not represented by these mandated organisations. To better understand the wider Māori community the Council holds two-four focus groups each year – this is dependent on what projects are happening. The Council engages in Māori community events, often having Council stalls to give information and seek registrations to the e-database. The Council also has an e-newsletter that goes to our database members every two months. The Council is currently reviewing how arrangements with external advisory groups may improve our community engagement responsibilities, including Māori community.

(Treaty Relations)

## **10. Management structure and the relationship between management and elected members:**

The Local Government Act 2002 requires the Council to employ a Chief Executive whose responsibilities are to employ other staff on behalf of the Council, implement Council decisions and provide advice to the Council. Under the Local Government Act the Chief Executive is the only person who may lawfully give instructions to a staff member. Any complaint about individual staff members should therefore be directed to the Chief Executive, rather than the Mayor or Councillors.

The Chief Executive is supported by an Executive Leadership Team or ELT, as shown on the following chart. All ELT members can be contacted by phoning the contact centre on 499 4444 and requesting to speak to the relevant person.

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# ORGANISATIONAL STRUCTURE



**CHIEF EXECUTIVE**  
**KEVIN LAVERY**

 <b>BRIAN HANNAH</b> Director Strategy and External Relations (Acting)		 <b>DEREK FRY</b> Director City Growth & Partnerships		 <b>ANTHONY WILSON</b> Chief Asset Officer		 <b>GREG ORCHARD</b> Chief Operating Officer		 <b>SALLY DOSSOR</b> Director CEO's Office		 <b>ANDY MATTHEWS</b> Chief Financial Officer		 <b>NICOLA BROWN</b> Director Human Resources	
Managers		Managers		Managers		Managers		Managers		Managers		Managers	
<b>Brian Hannah</b>		<b>Katie Sadleir</b>		<b>Haydn Read</b>		<b>Peter Brennan</b>		<b>Kaine Thompson (acting)</b>		<b>Martin Read</b>		<b>Human Resources Advice</b>	
Strategy		Economic Growth		Strategic Asset Management Planning		Property		CEO's Office		Financial Strategy and Planning		Health, Safety & Wellness	
Strategic Priorities and Initiatives		Destination Wellington		AMIS		Energy Management		CEO Support Staff		Financial Strategy		Internal Communications	
<b>Andrew Stitt</b>		Settlement Support		Council Fleet		Council Property, Assets Management, Leasing, Sales and Acquisitions		Executive projects		Funding & Financial Policies		Recruitment	
Policy Development		International Relations		<b>Business information and Technology (BIT)</b>		Facilities Maintenance Contract		CEO Internal Communication		Budgeting		Payroll	
Policy Programme Management		Open for business: BID's, SME's		Infrastructure Services		<b>Building Resilience</b>		<b>Issues Resolution Office</b>		Capital Planning		Remuneration	
<b>Tracey Kai</b>		City Arts		Applications Development & Support		Earthquake Policy		Customer complaints		Treasury		Organisational Development	
Marketing and Communications		<b>Head of Innovation</b>		Information Centre		Weathertight Buildings		Trespass Process		Insurance		Culture	
Media/PR		Smart Capital		Project Management – Trove, Odyssey		<b>City Housing</b>		LGOMA Requests and Advice		<b>Financial Accounting</b>		Leadership Development	
Web Team		Digital Strategy		Procurement		Social Housing & Housing Upgrade		Privacy Officer		Accounts Receivable		Training & Development	
Creative Services		Digital Business Support		BIT Security		Tenant Engagement and Community Development		Ombudsman investigations		Payment Services		Change Management	
<b>Martin Rodgers</b>		Cross-organisational design-led thinking		ICT Help Desk		<b>Parks, Sport &amp; Recreation</b>		<b>Mayor's Office</b>		Rates		HR Policy	
Research & Evaluation		City Issues Collaborations		BIT Training		Botanic Gardens, Berhampore Nursery and Cameteries		Mayoral Support Staff		Fixed Assets		Analysis and Reporting	
Consultation & Engagement		Innovation precincts/hubs		<b>Programme Management Office</b>		Playgrounds, Sportsfields and Tracks		<b>Risk Assurance</b>		Taxation		<b>Barry Hayman</b>	
Annual Plan		WCC innovation		Project Standards, framework & capability		Town Belt and Reserves		Risk		Annual Report			
Annual & Quarterly reports		<b>CCO's &amp; City Growth Projects</b>		<b>City Networks</b>		Parks Operations		Security		<b>Business Reporting Analysis and Performance</b>			
		WEID Fund		Roads & Utilities		Pools and Recreation Centres		Business Continuity Plan		Procurement			
		OCO's (excluding Capacity)		Cycleways		Marinas, Beaches and Boatramps		<b>Treaty Relations</b>		Business Reporting			
		City Growth projects e.g. Airport; Convention Centre		Waste Management & Minimisation		Public Toilets and Sculptures		Relationships with Iwi and Maori Community		Business Analysis			
		<b>City Events</b>		<b>City Events</b>		<b>Building Compliance &amp; Consents</b>		Effectiveness for Maori framework					
		Events Policy		CDEM & Rural Fire		Building/Plumbing inspections and consents		<b>Democratic Services</b>					
		Events Development Fund		Quarry		Land Information		Governance & Decision making					
		Bids/retention		3 Waters		<b>Community Networks</b>		Councillor support					
		Community Events		Capacity		Libraries & Community Facilities		Elections					
		Regional Amenities Fund		<b>City Planning and Design</b>		Contact and Service Centre							
				District Plan		Parking							
				Resource Consent		City Safety, Local Hosts & CCTV							
				Heritage		Alcohol Management							
				Compliance		Public Health							
				Urban Design		Homelessness & Graffiti							
				Spatial Planning		<b>Transport Strategy and Planning</b>							
						Grants							
						Community and neighbourhood support							

## 11. Diversity management

Wellington City Council is actively committed to supporting diversity and the Council is an active member of the Equal Employment Opportunities (EEO) Trust Employers Group.

The Council aims to ensure that all work opportunities at the Council are provided fairly and reflect our diverse city communities and that all employees and job seekers are to be treated equitably.

## 12. Key approved planning and policy documents and the process for their development and review

### Long-term Plan

The Council develops a Long-term Plan every three years which sets the long-term direction for the Council and Wellington. It provides a forecast of the activities that are expected to be delivered in the next three years and projections for those in the following seven years.

The plan provides the basis for Council's work and is subject to consultation. It details: the outcomes that Council's activities contribute to; the associated cost of providing those; and the indicators that will be used to measure the Council's performance. The next Long-term Plan will be adopted for the year beginning 2015/16.

### Annual Plan

The Council produces the Annual Plan in years two and three of the Long-term Plan. The Annual Plan confirms what activities will take place in the particular year, the expected cost and how they will be funded.

### Annual Report

The Annual Report presents an account of the Council's performance over the financial year from 1 July to 30 June. It outlines what the Council committed to during the year, and how it delivered on those activities, providing accountability to ratepayers.

In addition to the above, the Council has a number of other strategy documents and plans, policies, and asset management plans. These are defined below:

*Policies* are documents that outline the Council's approved statements of position, or bases for action, which represent the organisation's position on specific issues as an entity to the city and general public, or in the face of legislative requirements.

*Asset management plans* are planning documents covering the Council's infrastructural assets that ensure a required level of service is maintained at the lowest total cost over the long term. The plans cover all aspects of an asset – policy, management, finance and engineering.

### Policies and planning documents

Council policies and plans are developed through consultation with relevant stakeholders and

## APPENDIX 1

then approved by the Council. Policies and plans are periodically reviewed as and when appropriate; for example when required by legislation, or in accordance with a timeframe within the document itself, or in response to a specific request from the Council.

The Council also has a *District plan*, which is the primary document used to manage land use and development within the Council's territorial boundaries. The Council is required to review the plan in full every 10 years, although it is updated through regular plan changes.

The key policies and plans which are more frequently referred to form part of the Terms of Reference attached to this Statement as Appendix 3. These documents are available for viewing on our website: [Wellington.govt.nz](http://Wellington.govt.nz)

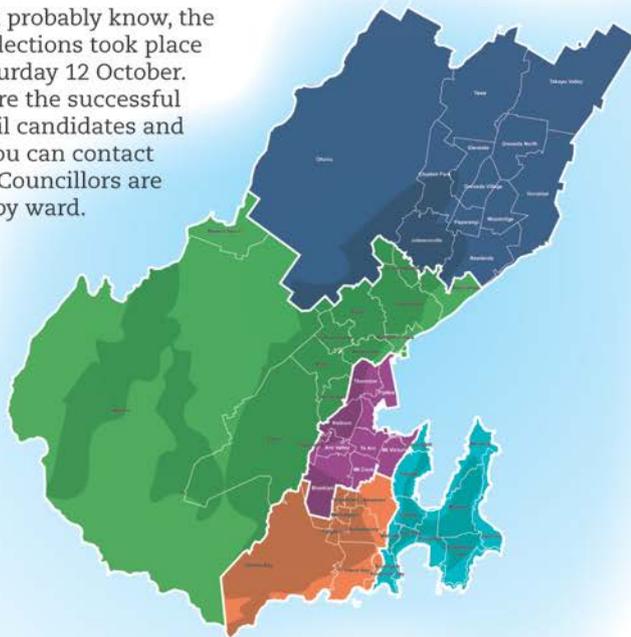
For further information on other such documents, please contact the Wellington City Council's Policy team by phoning 499 4444.

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## 13. Systems for public access to the Wellington City Council and its elected members:

# Meet your Mayor and Councillors

As you probably know, the local elections took place on Saturday 12 October. Here are the successful Council candidates and how you can contact them. Councillors are listed by ward.



### Wellington City Mayor



**Celia Wade-Brown**  
801 3102  
mayor@wcc.govt.nz

"I'm delighted to be re-elected as your Mayor for Wellington City. With our newly-elected Council, I'm looking forward to working with you, for you."

- Northern Ward
- Onslow-Western Ward
- Lambton Ward
- Eastern Ward
- Southern Ward

Northern Ward	Onslow-Western Ward	Lambton Ward	Eastern Ward	Southern Ward
 <b>Justin Lester</b> Deputy Mayor 021 247 8312 justin.lester@wcc.govt.nz	 <b>Jo Coughlan</b> 972 4437 or 021 522 142 jo.coughlan@wcc.govt.nz	 <b>Iona Pannett</b> 384 3382 or 021 227 8509 iona.pannett@wcc.govt.nz	 <b>Ray Ahipene-Mercer</b> 388 2366 or 027 272 1713 ray.ahipene-merc@wcc.govt.nz	 <b>Paul Eagle</b> 021 673 630 paul.eagle@wcc.govt.nz
 <b>Helene Ritchie</b> 473 1335 or 027 448 8669 helene.ritchie@wcc.govt.nz	 <b>Andy Foster</b> 476 9220 or 021 227 8537 andy.foster@wcc.govt.nz	 <b>Mark Peck</b> 027 446 1650 mark.peck@wcc.govt.nz	 <b>Sarah Free</b> 383 7337 or 022 121 6412 sarah.free@wcc.govt.nz	 <b>David Lee</b> 970 7555 or 021 220 2357 david.lee@wcc.govt.nz
 <b>Malcolm Sparrow</b> 232 5030 or 027 232 2320 malcolm.sparrow@wcc.govt.nz	 <b>Simon Woolf</b> 476 9447 or 027 975 3163 simon.woolf@wcc.govt.nz	 <b>Nicola Young</b> 801 5100 or 021 654 844 nicola.young@wcc.govt.nz	 <b>Simon Marsh</b> 021 922 196 simon.marsh@wcc.govt.nz	<p style="text-align: center;"><b>If you want to get in touch with all Councillors, email <a href="mailto:councillors@wcc.govt.nz">councillors@wcc.govt.nz</a></b></p>

**Website**  
Wellington.govt.nz

**Email**

info@wcc.govt.nz

**Contact centre**

Phone 499 4444

Fax 801 3138

**Council office and service centre**

101 Wakefield Street,

P O Box 2199,

Wellington 6140

## 14. Requests for official information

Under the Local Government Official Information and Meetings Act 1987 (LGOIMA) any person may request information from the Council. Any request for official information is a request made under LGOIMA. (an access request for 'personal information' must be made under the Privacy Act 1993) You do not have to specify that your request is being made under LGOIMA for it to be progressed.

Once a request is made the Council must advise on whether the request will be granted as each request must be assessed on a case-by-case basis. The information will be supplied if it is held by the Council unless good reason exists for withholding it and the information is not outweighed by the 'public interest' test under LOGIMA.

LGOIMA provides that information may be protected and withheld if releasing it would:

- prejudice maintenance of the law
- compromise the privacy of any person
- disclose confidential or commercial information that may prejudice a third party
- cause offence to tikanga Māori or would disclose the location of waahi tapu
- prejudice public health or safety
- compromise legal professional privilege
- disadvantage the local authority while carrying out negotiations or commercial activities
- allow information to be used for improper gain or advantage
- require substantial collation and research to retrieve the information requested
- refuse the information as it is soon to be made publically available or cannot be found or does not exist

The Council must reach a decision to grant or refuse a request, wherever practicable, within 20 working days (there are circumstances where this time-frame may be extended). The information may be provided when the request is granted. The Council may charge for official information using the provided by the Ministry of Justice.

Requests for official information may be written or oral and should be directed to the relevant business unit or to the Issues Resolution Office, Wellington City Council, PO Box 2199, Wellington, 6140, who will action the request on behalf of the Chief Executive. (LGOIMA 1987).

## Appendix One

### *Local Legislation Conferring Powers on Wellington City Council*

<b>TITLE OF ACT</b>	<b>REFERENCE NO.</b>
Local Legislation Act 1926	1926, No. 61, s. 28
Local Legislation Act 1927	1927, No. 58, s. 41
Local Legislation Act 1928	1928, No. 48, s.s. 25, 70
Local Legislation Act 1929	1929, No. 21, s. 50
Local Legislation Act 1930	1930, No. 39, s. 32
Local Legislation Act 1931	1931, No. 43, s.s. 18, 45 & 49
Local Legislation Act 1932-33	1932-33, No. 47, s.s. 23 & 28
Local Legislation Act 1933	1933, No. 46, s.s. 12, 57,
Local Legislation Act 1934	1934, No. 33, s.s. 11 & 13
Local Legislation Act 1935	1935, No. 33, s.s. 8, 9, 12, 21 & 39
Local Legislation Act 1936	1936, No. 54, s.s. 15, 16, 17, 18, 62 & 66
Local Legislation Act 1937	1937, No. 25, s. 24
Local Legislation Act 1938	1938, No. 18, s.s. 18 & 29
Local Legislation Act 1939	1939, No. 25, s. 53
Local Legislation Act 1940	1940, No. 16, s.s. 8 & 12
Local Legislation Act 1941	1941, No. 23, s.s. 21 & 38
Local Legislation Act 1942	1942, No. 17, s.s. 15, 16, & 37
Local Legislation Act 1944	1944, No. 23, s.s. 12 & 30
Local Legislation Act 1946	1946, No. 39, s. 12
Local Legislation Act 1947	1947, No. 56, s. 37
Local Legislation Act 1948	1948, No. 67, s. 11
Local Legislation Act 1949	1949, No. 35, s.s. 11, 17, 31 & 32
Local Legislation Act 1951	1951, No. 69, s.s. 11 & 22
Local Legislation Act 1952	1952, No. 68, s. 20
Local Legislation Act 1953	1953, No. 106, s.s. 22 & 42
Local Legislation Act 1954	1954, No. 57, s. 10
Local Legislation Act 1959	1959, No. 92, s. 29
Local Legislation Act 1961	1961, No. 127, s. 28
Local Legislation Act 1962	1962, No. 117, s. 19
Local Legislation Act 1963	1963, No. 138, s. 42
Local Legislation Act 1964	1964, No. 117, s. 28
Local Legislation Act 1967	1967, No. 148, s.s. 27 & 28
Local Legislation Act 1968	1968, No. 131, s. 10
Local Legislation Act 1972	1972, No. 38, s. 13 & 22
Local Legislation Act 1974	1974, No. 147, s. 10
Local Legislation Act 1975	1975, No. 126, s.s. 22 & 23
Local Legislation Act 1979	1979, No. 142, s. 10
Local Legislation Act 1980	1980, No. 160, s. 10
Local Legislation Act 1983	1983, No. 8, s. 5
Local Legislation Act 1985	1985, No. 77, s. 5
Local Legislation Act 1992	1992, No. 103, s. 4 & 5
Onslow Borough Drainage Empowering Act 1906	1906, No. 36(L)
Reclamation Within the Harbour of Wellington Act 1887	1887, No. 2(L)
Reserves & Other Disposal & Public Bodies	1906, No. 60, s. 46

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<b>TITLE OF ACT</b>	<b>REFERENCE NO.</b>
Empowering Act 1906 Reserves & Other Disposal & Public Bodies	1907, No. 72, s.s. 26, 27, 28 & 54
Empowering Act 1907 Reserves & Other Disposal & Public Bodies	1910, No. 80, s.s. 84, 85 & 86
Empowering Act 1910 Reserves & Other Disposal & Public Bodies	1912, No. 46, s.s. 39, 42 & 67
Empowering Act 1912 Reserves & Other Disposal & Public Bodies	1914, No. 70, s.s. 41, 42, 51, 55 & 98
Empowering Act 1914 Reserves & Other Disposal & Public Bodies	1915, No. 68, s.s. 50 & 140
Empowering Act 1915 Reserves & Other Disposal & Public Bodies	1916, No. 14, s.s. 46, 47, 81 & 102
Empowering Act 1916 Reserves & Other Disposal & Public Bodies	1917, No. 26, s.s. 52, 53, 58, 61 & 63
Empowering Act 1917 Reserves & Other Disposal & Public Bodies	1918, No. 23, s.s. 46, 47 & 48
Empowering Act 1918 Reserves & Other Disposal & Public Bodies	1919, No 54, s.s. 1 1 1 & 1 1 2
Empowering Act 1919 Reserves & Other Lands Disposal & Public Bodies	1920, No. 75, s. 110
Empowering Act 1920 Reserves & Other Lands Disposal & Public Bodies	1921-22, No. 59, s.s. 92 & 93
Empowering Act 1921-22 Reserves & Other Lands Disposal & Public Bodies	1922, No. 50, s.s. 45, 106 & 107
Empowering Act 1922 Reserves & Other Lands Disposal & Public Bodies	1923, No. 35, s.s. 67, 72 & 76
Empowering Act 1923 Reserves & Other Lands Disposal & Public Bodies	1924, No. 55, s.s. 1 13, 126, 132 & 133
Empowering Act 1924 Reserves & Other Lands Disposal & Public Bodies	1925, No.46
Empowering Act 1925 Reserves & Other Lands Disposal Act	1932-33, No. 46, s. 9
Empowering Act 1932-33 Reserves & Other Lands Disposal Act	1934, No. 32, s. 8 & 21
Empowering Act 1934 Reserves & Other Lands Disposal Act	1935, No. 30, s. 19
Empowering Act 1935 Reserves & Other Lands Disposal Act	1936, No. 49, s. 23
Empowering Act 1936 Reserves & Other Lands Disposal Act	
Empowering Act 1938 Reserves & Other Lands Disposal Act	1938, No. 19, s.s. 34, 37 & 38
Empowering Act 1940 Reserves & Other Lands Disposal Act	1940, No. 13, s. 12
Empowering Act 1944 Reserves & Other Lands Disposal Act	1944, No. 22, s. 22

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TITLE OF ACT	REFERENCE NO.
Reserves & Other Lands Disposal Act 1945	1945, No. 31, s. 13
Reserves & Other Lands Disposal Act 1946	1946, No. 34, s. 20
Reserves & Other Lands Disposal Act 1949	1949, No. 34, s.s. 22, 29 & 36
Reserves & Other Lands Disposal Act 1952	1952, No. 69, s. 37
Reserves & Other Lands Disposal Act 1953	1953, No. 107, s. 2
Reserves & Other Lands Disposal Act 1954	1954, No. 58, s. 7
Reserves & Other Lands Disposal Act 1955	1955, No. 49, s.s. 6 & 18
Reserves & Other Lands Disposal Act 1956	1956, No. 53, s. 7
Reserves & Other Lands Disposal Act 1958	1958, No. 108, s. 23
Reserves & Other Lands Disposal Act 1962	1962, No. 49, s. 3
Reserves & Other Lands Disposal Act 1963	1963, No. 128, s. 3
Reserves & Other Lands Disposal Act 1964	1964, No. 118, s. 14
Reserves & Other Lands Disposal Act 1966	1966, No. 102, s. 11
Reserves & Other Lands Disposal Act 1972	1972, No. 124, s. 4
Special Powers & Contracts Act 1886	1886, No. 16(L)
Te Aro Reclamation Act 1879	1879, No 6(P)
Thorndon Reclamation Act 1882	1882, No. 14(L)
Wellington and Karori Sanitation and Water Supply Act 1912	1912, No. 17(L)
Amendment	1915, No. 7(L)
Wellington Botanic Garden Vesting Act 1891	1891, No. 18(L)
Wellington City and Suburban Districts Ambulance Transport Service Act 1927	1927, No. 7(L)
Wellington City Betterment Act 1900	1900, No. 8(L)
Wellington City Council (Local Elections) Empowering Act 1974	1974, No. 6(L)
Wellington City (Cuba Street Mall) Empowering Act 1967	1967, No. 1(L)
Wellington City Drainage Empowering Act 1894	1894, No. 6(L)
Wellington City Empowering Act 1889	1889, No. 14(L)
Wellington City Empowering Act 1897	1897, No. 14(L)
Amendments	1908, No. 39(L), s. 11

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Wellington City Empowering Act 1908 Amendments	1908, No. 39(L) 1915, No. 3(L), s. 2 1915, No. 3(L)
<b>TITLE OF ACT</b>	<b>REFERENCE NO.</b>
Wellington City Empowering Act 1908 Amendment Act 1915	
Wellington City Empowering Act 1917 Amendments	1917, No. 4(L) 1929, No. 12(L), s. 4 1935, No. 4(L)
Wellington City Empowering Act 1925	1925, No. 1 (L)
Wellington City Empowering Act 1926 Amendments	1926, No. 9(L) 1930, No. 13(L), s. 5
Wellington City Empowering Act 1928	1928, No. 22(L)
Wellington City Empowering Act 1930 Amendments	1930, No. 13(L) 1940, No. 4(L), s. 4
Wellington City Empowering Act 1931	1931, No. 9(L)
Wellington City Empowering & Amendment Act 1912 Amendments	1912, No. 20(L)  1924, No. 19(L), s.12 1951, No. 6(L) 1954, No. 10(L)
Wellington City Empowering & Amendment Act 1922 Amendments	1922, No. 18(L)  1930, No. 13(L), s. 5
Wellington City Empowering & Amendment Act 1924 Amendments	1924, No. 19(L)  1927, No. 4(L) 1929, No. 12(L), s 12 1954, No. 10(L)
Wellington City Empowering & Amendment Act 1927	1927, No. 4(L)
Wellington City Empowering & Amendment Act 1929	1929, No. 12(L)
Wellington City Empowering & Amendment Act 1935	1935, No. 4(L)
Wellington City Empowering & Amendment Act 1938	1938, No. 10(L)
Wellington City Empowering & Amendment Act 1940	1940, No. 4(L)
Wellington City Empowering & Amendment Act 1951	1951, No. 6(L)
Wellington City Empowering & Amendment Act 1954	1954, No. 10(L)
Wellington City Exhibition Grounds Act 1959	1959, No. 8(L)
Wellington City Leasing Act 1900	1900, No. 20(L)
Wellington City Leasing Act 1904	1904, No. 12(L)
Wellington City Milk Supply Act 1919	1919, No. 17(L)
Wellington City Reclamation & Empowering Act 1906	1906, No. 28(L)
Wellington City Reclamation & Public Baths Act 1898	1898, No. 13(L)

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Wellington City Recreation Ground Act 1903	1903, No. 23(L)
Wellington City Reserves Act 1872	1872, No. 13
Wellington City Sanitation Loan	1892, No. 2(L)
<b>TITLE OF ACT</b>	<b>REFERENCE NO.</b>
Empowering Act 1892	
Wellington City Streets Act 1899	1899, No. 9(L)
Wellington City Streets Act 1905	1905, No. 42(L)
Wellington (City) Streets Empowering Act 1909	1909, No. 25(L)
Wellington (City) Town Belt Reserves Act 1908	1908, No. 45(L)
Wellington Corporation and College Land Exchange Act 1888	1888, No. 10(L)
Wellington Corporation and Harbour Board Streets and Lands Act 1892	1892, No. 23(L)
Amendments	1900, No. 12(L), s. 5
Wellington Corporation and Hospital Contributors Exchange Act 1895	1895, No. 18(L)
Wellington Corporation Land Exchange Act 1900	1900, No. 12(L)
Wellington Corporation Leaseholds Act 1885	1885, No. 9(L)
Wellington Corporation Leasing Act 1903	1903, No. 37(L)
Wellington Harbour Board and Corporation Empowering Act 1898	1898, No. 7(L)
Wellington Harbour Board and Corporation Land Act 1880	1880, No. 21(L)
Wellington Harbour Board and Wellington City Council Vesting and Empowering Act 1987	1987, No. 5(L)
Wellington Harbour Board Empowering Act 1912	1912, No. 11(L)
Wellington Harbour Board Land and Reclamation Act 1883	1883, No. 15(L)
Wellington Harbour Board Reclamation and Empowering Act 1908	1908, No. 40(L)
Wellington Hospital Contributors Empowering Act 1903	1903, No. 7(L)
Wellington Queen's Wharf and Store Sales Act 1881	1881, No. 2(L)
Wellington Reclaimed Land Act 1871	1871, No. 24
Wellington Regional Water Board Act 1972	1972, No. 3(L)
Wellington Waterworks Act 1871	1871, No. 3(P)