
ORDINARY MEETING

OF

GOVERNANCE, FINANCE AND PLANNING COMMITTEE

MINUTES

Time: 9.15am
Date: Thursday, 26 March 2015
Venue: Committee Room 1
Ground Floor, Council Offices
101 Wakefield Street
Wellington

PRESENT

Mayor Wade-Brown
Councillor Ahipene-Mercer
Councillor Coughlan
Councillor Eagle
Councillor Foster
Councillor Free
Councillor Lee
Councillor Lester (Chair)
Councillor Marsh
Councillor Pannett
Councillor Peck
Councillor Ritchie
Councillor Sparrow
Councillor Woolf
Councillor Young

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1 Meeting Conduct

1.1 Apologies

Apology

Moved Councillor Lester, seconded Mayor Wade-Brown

Resolved

That the Governance, Finance and Planning Committee:

Accept the apologies received from Cr Mark Peck. Cr Ray Ahipene-Mercer and Cr David Lee were away on Council Business.

Carried

1.2 Conflict of Interest Declarations

Nil

1.3 Confirmation of Minutes

Moved Councillor Lester, seconded Mayor Wade-Brown

Resolved

That the Governance, Finance and Planning Committee:

Approve the minutes of the Governance, Finance and Planning Committee Meeting held on 17 February 2015, having been circulated, that they be taken as read and confirmed as an accurate record of that meeting.

Carried

1.4 Public Participation

There was no public participation.

1.5 Items not on the Agenda

There were no items not on the Agenda.

2. General Business

2.1 Youth Council Annual Report 2014

Moved Councillor Woolf, seconded Councillor Marsh

Resolved

That the Governance, Finance and Planning Committee:

1. Receive the information.
2. Note the work and achievements of the Youth Council in the period February 2014 to

February 2015.

Carried

(Councillor Eagle left the meeting at 09.53 am.)
(Councillor Eagle returned to the meeting at 09.56 am.)

2.2 Early Approval of Public Health Charges

Moved Councillor Eagle, seconded Councillor Lester

Resolved

Amended Officers Recommendations

That the Governance, Finance and Planning Committee:

1. Receive the information.
2. Approve the increase in health licensing fees with effect from 1 July 2015 (**as shown in attachment 1**).
3. Note that the early approval of health registration fees is necessary in order to allow customer to be notified in sufficient time to be fully paid up and registered (as legally required) by 1 July 2015.

Carried

(Councillor Ritchie left the meeting at 10.04 am.)
(Councillor Ritchie returned to the meeting at 10.05 am.)
(Councillor Foster left the meeting at 10.08 am.)
(Councillor Foster returned to the meeting at 10.10 am.)
(Councillor Marsh left the meeting at 10.25 am.)
(Councillor Marsh returned to the meeting at 10.28 am.)

2.3 Wellington City Council Standing Order Amendments

Moved Councillor Lester, seconded Mayor Wade-Brown, amended officers recommendation in bold and underlined:

That the Governance, Finance and Planning Committee:

1. Receive the information.

Agree to recommend to Council:

2. Agree to provide audio and audiovisual links to Council and its Committee meetings in accordance with the new provisions in Standing Orders ~~2.19 and 2.20~~ **2.21 and 2.22**.
3. Amend Standing Orders in accordance with the Local Government Act 2002, Schedule 7, clause 27(3) to:

I. Include new clauses in attachment 1.

II. 3.21.2 Keeping of Minutes:

Amend to read -

"The Chief Executive or his/her designated representative must keep the minutes

of meetings. The minutes must record ...

- *The names of those members present **in person or by means of audio link or audiovisual link.***

III. 3.23.2 Agenda to provide for public participation

Amend to include the words –

“The public participation procedure does not apply in respect of any hearing, including the hearing of submissions where the local authority, committee or subcommittee sits in a quasi-judicial capacity.”

IV. 3.23.3 Public participation where heard

Amend to read -

Public participation may be received by the local authority or any of its committees provided a written, oral or electronic application to address the meeting setting forth the subject, has been lodged with the Chief Executive by 12:00 noon of the working day prior to the meeting concerned, and has been subsequently approved by the chairperson.

The chairperson may refuse requests for public participation:

- (a) *that are repetitious or offensive;*
- (b) *where the person or group of people with a specific purpose or common view an interest group or organisation has been heard on the same item at committee prior to it being referred to Council for decision;*
- (c) *where the person or group of people with a specific purpose or common view an interest group or organisation has been heard on the same item at a subcommittee prior to it being referred to a committee for consideration or decision;*
- (d) *where the public participation relates to a matter that is subject to a statutory hearing process currently before the Council;*
- (e) ***where the item does not fall within the scope of the agenda for a Council meeting;***
- (f) ***where meetings are scheduled for the purpose of oral hearings only.***

V. 3.12.1 Any member present may move a motion or amendment

Amend to read -

*“If the mover of an agenda item wishes to move an amendment to the motion, they must state at the time of moving the motion that it is being moved ‘pro-forma’, **and following the seconding of the motion**, immediately propose an amendment to the motion.*

VI. 3.12.8 – Amendment once moved

Amend to read -

“Except for reports from statutory hearing committees, when a motion has been

moved and seconded, then proposed by the chairperson for discussion, an amendment may be moved or seconded by any member who has not spoken to the motion, whether an original motion or a substituted motion.

*At a meeting of the Council, the mover or seconder of a motion for the adoption of the report of a committee may **with the leave of the meeting** only propose or ~~second an amendment for a~~ **minor amendment** for the purpose of clarifying the intent of the report to ensure appropriate process is followed.*

Notwithstanding the above, at a meeting of a committee, if the mover of an agenda item states the item is being moved 'pro-forma', the mover may also subsequently propose an amendment to the motion."

- VII. 3.15.2 Second repeat where notice of motion rejected

Delete –

"If such a repeat notice of motion as provided for in Standing Order 3.15.1 is also rejected by the local authority, any further notice prior to the expiration of the original period of six months must be signed by a majority of all members, including vacancies."

- VIII. Appendix E – Motions and Amendments: Amendment withdrawn by a majority decision
Replace **"SO 3.10.3"** with **"SO 3.12.4"**.

The meeting adjourned for morning tea at 10.40 am, members present when the meeting reconvened at 10.55 am were Mayor Wade-Brown, Cr Eagle, Cr Foster, Cr Free, Cr Lester, Cr Ritchie, Cr Sparrow and Cr Woolf.

(Councillor Marsh returned to the meeting at 10:57 am.)

(Councillor Sparrow left the meeting at 11.08 am.)

(Councillor Sparrow returned to the meeting at 11.10 am.)

Moved Councillor Free, seconded Councillor Ritchie the following amendment

That the Governance, Finance and Planning Committee:

- IV. 3.23.3 *Public participation where heard*

Amend to read -

Public participation may be received by the local authority or any of its committees provided a written, oral or electronic application to address the meeting setting forth the subject, has been lodged with the Chief Executive by 12:00 noon of the working day prior to the meeting concerned, and has been subsequently approved by the chairperson.

The chairperson may refuse requests for public participation:

- (e) *where the item does not fall within the scope of the agenda for a Council meeting;*
(f) *where meetings are scheduled for the purpose of oral hearings only.*

Provided that if public participation is declined under (e) that the

Chairperson refers the public participant to the relevant Committee

Carried

Councillor Pannett requested her dissenting vote be recorded.

The substantive motion was put in parts as follows:

- 2.3 Agenda to provide for public participation, recommendation 3 (III)
- 2.3 Public participation where heard, recommendation 3 (IV)
- 2.3 All other recommendations 1 to 3 (I to II), 3 (V to VIII).

Resolved

That the Governance, Finance and Planning Committee:

1. Receive the information.

Agree to recommend to Council:

2. Agree to provide audio and audiovisual links to Council and its Committee meetings in accordance with the new provisions in Standing Orders 2.21 and 2.22.
3. Amend Standing Orders in accordance with the Local Government Act 2002, Schedule 7, clause 27(3) to:
 - I. Include new clauses in attachment 1.
 - II. 3.21.2 Keeping of Minutes:
Amend to read -
“The Chief Executive or his/her designated representative must keep the minutes of meetings. The minutes must record ...
 - *The names of those members present in person or by means of audio link or audiovisual link.”*
 - III. 3.23.2 Agenda to provide for public participation
Amend to include the words –
“The public participation procedure does not apply in respect of any hearing, including the hearing of submissions where the local authority, committee or subcommittee sits in a quasi-judicial capacity.”
 - IV. 3.23.3 Public participation where heard
Amend to read -
Public participation may be received by the local authority or any of its committees provided a written, oral or electronic application to address the meeting setting forth the subject, has been lodged with the Chief Executive by 12:00 noon of the working day prior to the meeting concerned, and has been subsequently approved by the chairperson.

The chairperson may refuse requests for public participation:

- (a) *that are repetitious or offensive;*

- (b) *where the person or group of people with a specific purpose or common view an interest group or organisation has been heard on the same item at committee prior to it being referred to Council for decision;*
- (c) *where the person or group of people with a specific purpose or common view an interest group or organisation has been heard on the same item at a subcommittee prior to it being referred to a committee for consideration or decision;*
- (d) *where the public participation relates to a matter that is subject to a statutory hearing process currently before the Council;*
- (e) *where the item does not fall within the scope of the agenda for a Council meeting;*
- (f) *where meetings are scheduled for the purpose of oral hearings only.*

Provided that if public participation is declined under (e) that the Chairperson refers the public participant to the relevant Committee

V. 3.12.1 Any member present may move a motion or amendment

Amend to read -

“If the mover of an agenda item wishes to move an amendment to the motion, they must state at the time of moving the motion that it is being moved ‘pro-forma’, and following the seconding of the motion, immediately propose an amendment to the motion.

VI. 3.12.8 – Amendment once moved

Amend to read -

“Except for reports from statutory hearing committees, when a motion has been moved and seconded, then proposed by the chairperson for discussion, an amendment may be moved or seconded by any member who has not spoken to the motion, whether an original motion or a substituted motion.

At a meeting of the Council, the mover or seconder of a motion for the adoption of the report of a committee may with the leave of the meeting only propose a minor amendment for the purpose of clarifying the intent of the report to ensure appropriate process is followed.

Notwithstanding the above, at a meeting of a committee, if the mover of an agenda item states the item is being moved ‘pro-forma’, the mover may also subsequently propose an amendment to the motion.”

VII. 3.15.2 Second repeat where notice of motion rejected

Delete –

“If such a repeat notice of motion as provided for in Standing Order 3.15.1 is also rejected by the local authority, any further notice prior to the expiration of the original period of six months must be signed by a majority of all members, including vacancies.”

VIII. Appendix E – Motions and Amendments: Amendment withdrawn by a majority

decision
Replace "SO 3.10.3" with "SO 3.12.4".

Carried

Councillor Pannett requested her dissenting vote be recorded for the following items:

- 2.3 Agenda to provide for public participation, recommendation 3 (III),
- 2.3 Public participation where heard, recommendation 3 (IV).

2.4 2014/15 Second Quarter Report

Moved Councillor Lester, seconded Councillor Foster

Resolved

That the Governance, Finance and Planning Committee:

1. Note the information.

Carried

The meeting concluded at 11.30 am.

Confirmed: _____
Chair