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ORDINARY MEETING  
OF  
WELLINGTON CITY COUNCIL  
AGENDA

Time: 9:30am  
Date: Wednesday, 24 February 2021  
Venue: Ngake (16.09)  
Level 16, Tahiwī  
113 The Terrace  
Wellington

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**MEMBERSHIP**

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

**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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## 1. Meeting Conduct

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### 1.1 Karakia

The Chairperson will open the meeting with a karakia.

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

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

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

### 1.2 Apologies

The Chairperson invites notice from members of:

1. Leave of absence for future meetings of the Wellington City Council; or
2. Apologies, including apologies for lateness and early departure from the meeting, where leave of absence has not previously been granted.

### 1.3 Announcements by the Mayor

### 1.4 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.

### 1.5 Confirmation of Minutes

The minutes of the meeting held on 16 December 2020 will be put to the Council for confirmation.

### 1.6 Items not on the Agenda

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

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***Matters Requiring Urgent Attention as Determined by Resolution of the Wellington City Council***

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 Wellington City Council.

***Minor Matters relating to the General Business of the Wellington City Council***

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 Wellington City Council for further discussion.

1.7 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.

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2. General Business

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**WELLINGTON REGIONAL LEADERSHIP COMMITTEE – A  
NEW JOINT COMMITTEE**

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**Purpose**

1. This report seeks the Council's approval of the establishment of a new regional Joint Committee, the Wellington Regional Leadership Committee (the Joint Committee) and for the Council to become a member of it.
2. Established under Clause 30A, Schedule 7 of the Local Government Act 2002 (LGA), this new Joint Committee would include all the Wellington region's local government authorities, designated iwi, Horowhenua District Council, and central government ministerial representatives as equal voting members.

**Summary**

3. The Wellington region's local government Chief Executives and the Wellington regional Mayoral Forum discussed options for governance and leadership for regional growth, regional economic development and regional economic recovery.
4. A number of options were considered (see paras 60-71). The recommended and agreed option from the above groups is establishing a new Joint Committee under Schedule 7 of the Local Government Act 2002.
5. The drivers are:
  - Improved ability to plan and engage as a region with central government - at the level they want to engage. Other regions are doing this already.
  - Closer governance relationship between local government, iwi and central government
  - Integration across key issues of collective importance for the region such as housing affordability, climate change and infrastructure investment.
  - The Resource Management Act Reform Package foreshadows a mandatory joint committee at a regional level for land use planning (spatial plan and district plans).
6. Like New Zealand's other Regional Spatial Plans with Central and Local Government partners, and the expectations of Government's Urban Growth Agenda, a Joint Committee is required to activate and support the decisions and programmes of the Wellington Regional Growth Framework.

7. The Joint Committee will not undertake delivery activity. This will be undertaken by entities such as local authorities and Council-Controlled Organisations.
8. There are no changes to the existing mandate or responsibilities of the region's territorial authorities or those of Greater Wellington Regional Council.

## **Recommendations**

That the Council:

1. Receive the information.
2. Approve the Wellington Regional Leadership Committee Joint Committee Agreement and the Council's participation on it.
3. Authorise the Mayor to sign the Joint Committee Agreement on behalf of the Council.
4. Note that the Joint Committee will adopt a memorandum of understanding which will set out the principles that guide the Joint Committee's work and the approach that the Joint Committee will take.
5. Appoint and establish the Wellington Regional Leadership Committee as a joint committee under clause 30(1)(b) of Schedule 7 of the Local Government Act 2002 on the terms set out in the Joint Committee Agreement and with effect from the date that the Joint Committee Agreement is signed by all local authority parties.
6. Appoint the Mayor to the Joint Committee, with effect from the date that the Joint Committee is established.
7. Appoint the Deputy Mayor as an alternate to be a member of the Joint Committee and attend meetings in exceptional circumstances where the Mayor is unable to attend.
8. Note that the Joint Committee is a joint committee of all local authorities that are parties to the Wellington Regional Leadership Committee Joint Committee Agreement and includes members representing iwi and the Crown.
9. Make the following delegations to the Joint Committee:
  - a. Approval of all plans and implementation programmes necessary to fulfil the specific responsibilities of the Joint Committee, including:
    - i. Wellington Regional Growth Framework and the Wellington Regional Growth Framework Implementation Plan
    - ii. Regional Economic Development Plan
    - iii. Regional Economic Recovery Implementation Plan
  - b. Approval of all submissions and advocacy statements necessary to fulfil the specific responsibilities of the Joint Committee.
10. Note that the Wellington Regional Strategy Committee is likely to be disestablished in the future, with the disestablishment process to be confirmed.

11. Note that the Governance arrangements for WellingtonNZ is intended to revert to the Wellington City Council's Council Controlled Organisations Subcommittee, once the Wellington Regional Strategy Committee is disestablished.

## **Background**

9. Members will recall that the Wellington Regional Growth Framework (WRGF) was endorsed for public consultation at the 25 November 2020 Council meeting.
10. Like New Zealand's other Regional Spatial Plans with Central and Local Government partners, and the expectations of Government's Urban Growth Agenda, a Joint Committee, is required to activate and support the decisions and programmes of the Wellington Regional Growth Framework.
11. Spatial planning underpins economic development. To ensure regional spatial planning, economic development and recovery opportunities are cohesively addressed, the Joint Committee will have three spheres of responsibility. The proposed areas are: The Wellington Regional Growth Framework, regional economic development, and regional economic recovery.
12. Lessons have been learned from the experiences of those councils that have already established Joint Committees: Waikato-Auckland, Western Bay of Plenty and Christchurch. These have been incorporated into planning, as detailed in sections below, and are:
  - The value of an Independent chair – this enables all other parties to participate, provides a single point of coordination, and is key to managing across relationships and programme of work
  - A dedicated secretariat – essential to the Committee operating effectively
  - Sufficient core funding – a core budget plus project funding is required
  - A 3-year work programme commitment – which provides continuity for work programme
  - Consensus decision-making – discussion continues until agreement reached
  - Conflict resolution process – this will be agreed in advance through an MOU
  - Mana whenua at the table – to enable this need to fund capacity for meetings and other input, requirement for Minister involvement.
13. Ministerial appointments will be confirmed after Cabinet have reviewed and endorsed the Wellington Regional Leadership Committee, Joint Committee Agreement. Please see the 'Next Steps' section for an indicative timeframe.

## **Discussion**

14. The following subsections outline the roles and responsibilities of the Joint Committee, membership and key documents.

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## **Roles and Responsibilities of the Joint Committee**

15. The Joint Committee is designed to provide a formal governance forum so that the members can work together with central government on matters that are of regional and inter-regional cross-boundary importance.
16. The Joint Committee will address regional matters across three responsibility spheres, as programme areas. They are:
  - the Wellington Regional Growth Framework
  - Regional economic development
  - Regional economic recovery.
17. The Joint Committee does not undertake delivery activity. This is undertaken by entities such as local authorities and Council-Controlled Organisations.
18. The Joint Committee will adopt a memorandum of understanding setting out the principles that guide the Joint Committee's work and the approach that the Joint Committee will take.

## **Membership**

19. The membership of the Joint Committee will be limited to a maximum of 21 members, including the Independent Chairperson. In accordance with Clause 30A of Schedule 7 to the Local Government Act 2002, the quorum at a meeting of the Joint Committee shall be half of the members if the number of members (including vacancies) is an even number, or a majority of members if the number of members (including vacancies) is an odd number. For a quorum to be established there must be present at least five members appointed by local authorities.
20. The Membership of the Joint Committee, with voting rights includes:
  - The Mayor of Carterton District Council
  - The Chair of Greater Wellington Regional Council
  - The Mayor of Horowhenua District Council
  - The Mayor of Hutt City Council
  - The Mayor of Kāpiti Coast District Council
  - The Mayor of Masterton District Council
  - The Mayor of Porirua City Council
  - The Mayor of South Wairarapa District Council
  - The Mayor Upper Hutt City Council
  - The Mayor of Wellington City Council.
21. A person nominated by the Joint Committee itself and appointed by the Administering Authority to be the Independent Chairperson of the Joint Committee.

22. The local authorities that are parties to this agreement may, in addition to the appointment of the relevant Mayor or Chair, appoint an alternate who, in exceptional circumstances where the Mayor or Chair is not able to attend a Joint Committee meetings, is entitled to attend that Joint Committee meetings as a member of the Joint Committee (and appointed by the relevant local authority). The appointment of alternates does not affect the normal calculation of a quorum.
23. A member of the Joint Committee, with voting rights, may also include:
  - Ngāti Toa Rangatira represented by Te Rūnanga o Toa Rangatira Inc.
  - Taranaki Whānui represented by Port Nicholson Block Settlement Trust
  - Rangitāne O Wairarapa represented by Rangitāne O Wairarapa Inc
  - Ngāti Kahungunu ki Wairarapa represented by Ngāti Kahungunu ki Wairarapa Trust
  - Raukawa ki Te Tonga
  - Ātiwawa ki Whakarongotai represented by Āti Awa ki Whakarongotai Charitable Trust
  - Muaupoko Tribal Committee representing Muaupoko hapū.
24. Central Government Representatives, with voting rights, include up to three Cabinet Ministers. Those with particular interest would be the Ministers of Business, Innovation and Employment, Housing and Urban Development, and Transport.

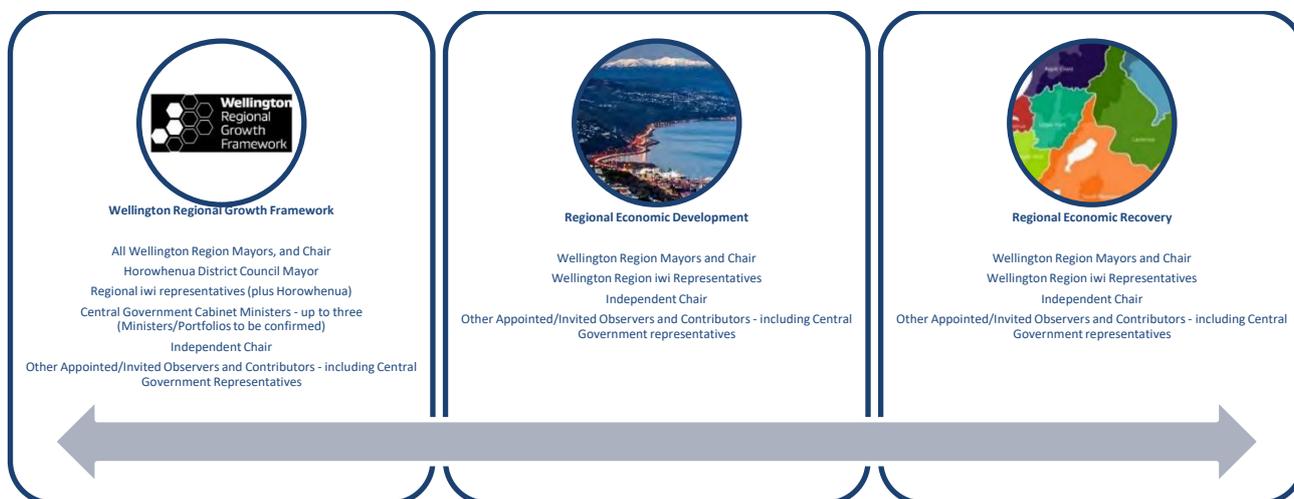
***Voting Rights and Consensus Based Decision Making***

25. While each member is accorded one vote, the Joint Committee will utilise a consensus-based decision model. This is to ensure decisions are robustly supported and made in the best interest of members, their shared communities and futures.

***Observers***

26. Central Government representatives from organisations such as the Ministry of Housing and Urban Development / Kāinga Ora, Waka Kotahi, the Department of Internal Affairs, and the Ministry of Business, Innovation and Employment, alongside other commercial and private sector membership or representative organisations are considered observers to the Joint Committee, with speaking, but no voting rights.
27. They may be invited to share and present information and insights. Observer attendance is designed to be flexible, depending on the specified meeting's subject matter, agenda and decision-making requirements.
28. Observers will be approved by the Independent Chair.

## Interaction of Wellington Regional Leadership Committee's Responsibility Spheres, as Programme Areas



**Supported by the Wellington Regional Leadership Committee's Secretariat (four roles)**

### Supporting resources and operations

29. The supporting resources and operations are:

- The Agreement, including the Terms of Reference
- The Memorandum of Understanding
- Consensus Decision Making
- Independent Chair
- Joint Committee Secretariat
- Agenda Management
- Administering Authority.

#### *The Agreement, including the Terms of Reference*

30. A comprehensive and legally reviewed 'Wellington Regional Leadership Committee, Joint Committee Agreement' with accompanying Terms of Reference, details how the Wellington Regional Leadership Committee will operate and be equipped to deliver against the three responsibility spheres.

31. The Agreement and Terms of Reference outlines *what* the Committee will do (Attachment 1).

32. The Agreement and Terms of Reference is a comprehensive document detailing the mechanisms for how the Joint Committee will function and fulfil its responsibilities.

33. This is done by outlining how prospective members are committed to working together to achieve stronger, cooperative outcomes for regional spatial planning, economic development and economic recovery.
34. The Agreement and accompanying Terms of Reference are written pursuant to Clause 30A, Schedule 7 of the Local Government Act, 2002.

*Memorandum of Understanding*

35. To reinforce and demonstrate commitment to regional cooperation, shared opportunities and meaningful dialogue with iwi, local and central government, a draft Memorandum of Understanding has been developed. (Attachment 2)
36. The Memorandum of Understanding outlines *how* the Committee will operate.
37. The Memorandum helps to shape and promote the trusted, co-operative and partnership-based principles to guide the Joint Committee for the successful development and implementation of agreed decisions and strategies.
38. The Joint Committee itself will finalise this draft Memorandum of Understanding when it first meets.
39. The draft has been provided here and emphasises how the Joint Committee will interact and operate.

*Independent Chairperson*

40. An Independent Chairperson is considered essential for the Joint Committee to operate effectively, as found with New Zealand's other Joint Committees responsible for delivering growth frameworks, regional spatial planning and/or regional economic development.
41. The Chairperson will guide and moderate discussions, connect and communicate with key parties in advance of meetings, support and work with the Joint Committee's Secretariat on work programmes, while providing communication on the decisions and outcomes of the Joint Committee's deliberations.
42. An Independent Chairperson will be appointed by the Joint Committee following a robust recruitment process.

*Secretariat*

43. To provide support, information and analysis a team of up to four positions will be appointed by the Administering Authority, in consultation with the Joint Committee and Independent Chair.
44. The proposed positions are an Iwi Liaison Advisor, Programme Director, Programme Manager, and a Coordinator.
45. The Secretariat will work closely with the Independent Chairperson, and connect with members and other observers, contributors and subject matter experts, as required.
46. They will focus on supporting delivery of the work programme, supporting and reporting against the decisions and strategies set by the Joint Committee, in pursuit of

realising the Wellington Region Growth Strategy, regional economic development and regional economic recovery.

#### *Agenda Management*

47. The Joint Committee supported by the Independent Chair and Secretariat will meet to address the three spheres of responsibility.
48. Effective agenda management will ensure that the appropriate members are present and prepared for the topics and decisions within each area of responsibility.
49. It is expected that when meeting, decisions and discussion against the Wellington Regional Growth Framework would be addressed first, so that the remaining members can then address the complementary economic development and recovery topics.

#### *Administering Authority*

50. An Administering Authority is required for the Joint Committee's operations.
51. This includes utilisation of a council's standing orders, and the provision of administrative and human resources functions for the chair and secretariat.
52. A process to select and confirm the administering authority will be determined by March 2021.

#### **Financial Considerations and Funding**

53. The secretariat will be funded through general rate set by Greater Wellington Regional Council. Greater Wellington is consulting on funding for the secretariat and other Joint Committee costs as part of its Long-Term Plan. This will be funded from a combination of a new general rate and re-allocation of funding from the existing Wellington Regional Strategy targeted rate, which is currently funding the Wellington Regional Strategy Office. There is no change to the funding provided to WellingtonNZ.
54. Projects identified in the Wellington Regional Growth Framework are proposed to be co-funded by Central and Local Government. Funding indications have been provided to Local Government's Chief Executives.
55. Final funding requirements for Wellington Regional Growth Framework projects cannot be determined until the Joint Committee meets and agrees the 1 year and 3-year work programme(s). Wellington City Council officers are confident that existing projects can be covered by current operational budget. Any new projects would have to be treated on a case by case basis. Noting that Councils, iwi and central government will have the opportunity to assess the implications and endorse as appropriate proposals from the Joint Committee prior to final agreement.

#### **Implications for Mana Whenua and Māori**

56. As a significant regional governance forum, membership includes designated mana whenua/iwi representatives.
57. Iwi organisations across the Wellington Region, Te Upoko o Te Ika a Maui and Horowhenua District were engaged with on the Wellington Regional Growth Framework and will be engaged with further to become members of the Joint Committee.

58. The draft Memorandum of Understanding includes a section on reflecting the principles of Te Tiriti o Waitangi / The Treaty of Waitangi within the intended behaviours and approaches of the Joint Committee.
59. Funding has been provided for in the proposed new regional rate to provide for iwi members' full participation in the Joint Committee.

### **Regional Governance options considered**

60. A series of discussions took place on a range of possible regional governance models at Wellington Region Mayoral and Chief Executive Forums.
61. Arriving at the final proposal for Joint Committee, was shaped over a series of shared discussions and workshops, with the acknowledgement that a formal decision-making structure is required for implementation of the Wellington Regional Growth Framework.
62. The three structural options considered were:
  - Utilising the existing Wellington Mayoral Forum
  - A Council Sub-committee
  - A new Joint Committee.
63. Each options advantages and disadvantages are explained below.
64. The third option, a new Joint Committee under the Local Government Act, was agreed as the most effective cross-regional governance model.

#### *A: Utilise the Mayoral Forum*

65. The advantage of this model is that a pre-established structure and process is already in place for nine of the 10 councils, which could be adapted to include others and a wider mandate.
66. Disadvantages include the forum's lack of formalised decision-making powers, and it is unlikely that this option would be supported by iwi and Central Government partners.

#### *B: A Council Subcommittee*

67. The advantage of this model is that it is a known and regionally utilised governance model.
68. A disadvantage is how decisions from a subcommittee may be perceived as biased towards the parent council.
69. Due to this perception, it is unlikely that this model would be supported by iwi and Central Government partners.

#### *C: Establishment of a new Joint Committee under clause 30A, Schedule 7 of the Local Government Act.*

70. There are a number of shared and sustainable benefits to this model, including:
  - a. A governance forum set up under this model, can utilise the powers and other capabilities of a Joint Committee, under the Local Government Act.

- b. A Joint Committee model is consistent with other spatial plan and/or economic development governance structures across the country, and it aligns to central government partnership and dialogue expectations.
  - c. This model is likely to be seen as an equitable form of regional governance, with the advantage of including iwi and Cabinet Ministers as members, with key observers from Central Government and other regional commercial and private sector organisations.
71. For these reasons, a Joint Committee under the Local Government Act is considered the most effective and sustainable model to activate and cooperatively address the Wellington Regional Growth Framework, Regional Economic Development and Recovery Economic Recovery.

## **Options**

72. The options available to the Council are:

*Option 1 - Agree the recommendations and support the establishment of the Joint Committee:* This is consistent with both retaining the decision-making responsibilities of each Council and the increasing levels of co-operation between councils, iwi and central government. It brings the region ahead of an expected mandatory requirement for a regional Joint Committee under Resource Management Act reforms. This is the recommended option

*Option 2 - Not agree the recommendations:* It is important to recognise that the status quo will not remain. The Joint Committee is expected to receive sufficient support to be established with or without the Council's support and participation. The Joint Committee will encompass regional economic development, currently the remit of the Wellington Regional Strategy Committee. A next step will be to formally dissolve the Wellington Region Strategic Committee.

Not agreeing the recommendations and to take part at this time would miss an opportunity to continue to be part of this new phase of regional co-operation through the regional growth framework, economic development and economic recovery, developing across the Wellington region and into Horowhenua.

## **Next Actions**

73. The steps in the process to establishing the Joint Committee and it beginning to function are set out in the following table:

**Wellington Region Leadership Committee – Creation and Establishment Framework**  
**January – July 2021**

<b>January – March</b>	<b>February-March</b>	<b>April-May</b>	<b>June-July</b>
Wellington-Horowhenua region's local government authorities, iwi, Central Government officials and Cabinet review and proceed to endorse the Agreement and Terms of Reference and become members of the Wellington Regional Leadership Committee.	<p>Robust Independent Chair recruitment process commences – partners contribute names for consideration.</p> <p>Administrating Authority confirmed</p> <p>Joint Secretariat roles and responsibilities confirmed</p> <p>Recruitment process for Secretariat initiated – continues through March/April</p> <p>Greater Wellington Regional Council consults on the Joint Committee as an option for its 2021-2031 Long Term Plan. This includes the funding implications from the proposed and new Regional Rate.</p>	<p>Tentative first meeting of the new Joint Committee – the Wellington Regional Leadership Committee.</p> <p>Independent Chair recruitment process concludes, with Chair appointed by the Joint Committee.</p> <p>Expected Dissolution of the Wellington Regional Strategy Committee.</p> <p>Recruitment commences for the Secretariat positions.</p> <p>Joint Committee confirms Memorandum of Understanding.</p>	<p>Joint Committee considers and reviews proposed year 1 and 3 work programme.</p> <p>Work and planning commences against the three spheres of responsibility as programme areas.</p>

Attachments

Attachment 1. [WRLC Draft Agreement and Terms of Reference](#)  

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Attachment 2. [WRLC Draft Memorandum of Understanding](#)  

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Authoriser	Baz Kaufman, Manager Strategy and Research Stephen McArthur, Chief Strategy & Governance Officer Liam Hodgetts, Chief Planning Officer

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## **SUPPORTING INFORMATION**

### **Engagement and Consultation**

Consultation and engagement have taken place with each Council, with iwi and Central Government. The Chief Executives and Mayoral Forums agreed the proposal recommended here.

### **Treaty of Waitangi considerations**

As a significant regional governance forum, membership includes designated mana whenua/iwi representatives. The body of the paper outlines the implications for mana whenua and Maori and incorporation of the principles of Te Tiriti.

### **Financial implications**

The financial implications are discussed in the body of the paper.

### **Policy and legislative implications**

These are discussed in the body of the paper.

### **Risks / legal**

The risks to the Council are discussed in the body of the paper.

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

While project planning will take into account climate and other impacts, it is noted that the scope of the proposed Joint Committee is limited and other bodies and groups exist to more specifically address climate change throughout the region.

### **Communications Plan**

A Communications Plan is not required. One on one communication with all partners of the Joint Committee including presentations and meetings have been and continue to be undertaken to ensure communication on the Joint Committee is clear.

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

There are no health and safety implications from this paper.

# Wellington Regional Leadership Committee

## Joint Committee Agreement

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## Wellington Regional Leadership Committee

### Joint Committee Agreement

#### **Purpose**

This Agreement is made pursuant to Clause 30A, Schedule 7 of the Local Government Act 2002 (LGA 2002). The purpose is for a Joint Committee of Carterton District Council, Greater Wellington Regional Council, Hutt City Council, Kapiti Coast District Council, Masterton District Council, Porirua City Council, South Wairarapa District Council, Upper Hutt City Council, Wellington City Council, Horowhenua District Council and mana whenua to take responsibility for key matters of regional importance where a collective voice and collective regional planning and action is required.

The parties are wanting to work together with central government on matters that are of regional importance and are cross boundary and inter-regional in nature. The role of the Committee is to set direction and monitor activities from those plans related to the direction on all matters, with particular focus on:

- Regional economic development
- Regional recovery
- Wellington regional growth framework (joint spatial plan under the [Urban Growth Partnerships](#) and [Urban Growth Agenda](#))

The Committee does not undertake delivery activity – this is undertaken elsewhere by entities such as local authorities and Council-Controlled Organisations.

The Joint Committee allows for observers from entities such as Waka Kotahi, Ministry of Housing and Urban Development and/or Kāinga Ora, Department of Internal Affairs and Ministry of Business, Innovation and Employment. It also allows for observers from private sector organisations and groups. These observers will be entitled to speak at meetings but will not be members of the Joint Committee.

Some of the parties to the Joint Committee are not intended to have any input or responsibility in respect of particular Joint Committee programmes. On this basis, it is expected that those members of the Joint Committee who represent those parties will not exercise their voting rights in certain circumstances. This is set out in further detail below and in the Terms of Reference attached to this Agreement as **Appendix 1**.

This Agreement focuses on the Joint Committee, including its membership and delegations.

The Committee is a formal Joint Committee pursuant to the LGA 2002 (Clauses 30 and 30A, Schedule 7). The Committee will be deemed to not be discharged at or following each triennial local government election (in line with Clause 30 (7) of Schedule 7, LGA 2002).

There are some parties to this agreement (ie Crown and iwi) who do not appoint members to the Joint Committee directly.

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## **Membership**

The membership of the Joint Committee is comprised of:

- the Mayor of Carterton District Council
- the Mayor of Horowhenua District Council
- the Mayor of Hutt City Council
- the Mayor of Kāpiti Coast District Council
- the Mayor of Masterton District Council
- the Mayor of Porirua City Council
- the Mayor of South Wairarapa District Council
- the Mayor of Upper Hutt City Council
- the Mayor of Wellington City Council
- the Chair of Wellington Regional Council
- a person nominated by the Joint Committee itself and appointed by the Administering Authority to be the independent chairperson of the Joint Committee

The member of the Joint Committee may also include:

- a person nominated by Te Rūnanga o Toa Rangatira Inc (Ngāti Toa Rangatira) and appointed by the Administering Authority
- a person nominated by the Port Nicholson Block Settlement Trust (Taranaki Whānui) and appointed by the Administering Authority
- a person nominated by Rangitāne O Wairarapa Inc (Rangitāne O Wairarapa) and appointed by the Administering Authority
- a person nominated by Ngāti Kahungunu ki Wairarapa Trust (Ngāti Kahungunu ki Wairarapa) and appointed by the Administering Authority
- a person nominated by Raukawa ki te Tonga and appointed by the Administering Authority
- a person nominated by Āti Awa ki Whakarongotai Charitable Trust (Ātiwawa ki Whakarongotai) and appointed by the Administering Authority
- a person nominated by Muaūpoko Tribal Authority Inc (Muaūpoko hapū) and appointed by the Administering Authority
- up to three persons nominated by the Crown (Cabinet) and appointed by the Administering Authority

In respect of those members who are persons nominated by a particular entity or body (and then appointed by the Administering Authority), for the avoidance of doubt, if no nomination occurs then the Administering Authority need not make an appointment to the joint committee in respect of that entity or body. The membership of the Joint Committee will be accordingly reduced to the extent that there is no nomination/appointment (including for the purposes of calculating the number of vacancies for establishing a quorum). Such appointment may be made if and when a relevant nomination occurs.

The territorial authorities that are parties to this agreement must appoint the relevant Mayor to be a member of the joint committee. This is so that those Mayors are counted for the

purposes of determining the number of members required to constitute a quorum – see clause 30A(6A) of Schedule 7 of the Local Government Act 2002.

The local authorities that are parties to this agreement may, in addition to the appointment of the relevant Mayor or Chair, appoint an alternate who, in exceptional circumstances where the Mayor or Chair is not able to attend a Joint Committee meetings, is entitled to attend that Joint Committee meetings as a member of the Joint Committee (and appointed by the relevant local authority). The appointment of alternates does not affect the normal calculation of a quorum.

A Deputy Chairperson is to be appointed by the Committee from the existing membership. In accordance with standing orders, the Deputy Chairperson may preside at meetings in the absence of the Chairperson (including before the Joint Committee nominates an independent chairperson and that person is appointed by the Administering Authority).

#### *General*

The membership of the Wellington Regional Leadership Committee shall be limited to a maximum of 21 members (including the Independent Chairperson). In accordance with Clause 30A of Schedule 7 to the Local Government Act 2002, the quorum at a meeting of the Joint Committee shall be half of the members if the number of members (including vacancies) is an even number, or a majority of members if the number of members (including vacancies) is an odd number. In accordance with clause 30A(6)(c)(iii) of Schedule 7 of the Local Government Act 2002, for a quorum to be established there must be present at least 5 members appointed by local authorities.

The standing orders of the Administering Authority apply to the Joint Committee. The Joint Committee will adopt a memorandum of understanding setting out the principles that guide the Joint Committee's work and the approach that the Joint Committee will take.

#### *Expectations around member voting based on Committee programme and agenda*

When the Joint Committee is addressing matters that are not within the Wellington Regional Growth Framework programme, it is expected that the following members of the Joint Committee will not exercise their voting rights (and may elect not to attend the relevant meetings or parts of meetings):

- the Mayor of Horowhenua District Council
- the person nominated by Muaūpoko Tribal Authority Inc (Muaūpoko hapū)
- the person nominated by Raukawa ki te Tonga
- the persons nominated by the Crown (Cabinet)

This is illustrated in the below table (where the absence of a tick indicates that the relevant member is not expected to exercise voting rights in respect of the relevant programme):

Relevant members	Relevant programme		
	Wellington Regional Growth Framework	Regional Economic Development	Regional Economic Recovery
Independent chairperson	√	√	√
Chair of Wellington Regional Council	√	√	√
Mayor of Wellington City Council	√	√	√
Mayor of Porirua City Council	√	√	√
Mayor of Kapiti Coast District Council	√	√	√
Mayor of Hutt City Council	√	√	√
Mayor of Upper Hutt City Council	√	√	√
Mayor of South Wairarapa District Council	√	√	√
Mayor of Masterton District Council	√	√	√
Mayor of Carterton District Council	√	√	√
Person nominated by Te Rūnanga o Toa Rangatira Inc (Ngāti Toa Rangatira)	√	√	√
Person nominated by the Port Nicholson Block Settlement Trust (Taranaki Whānui)	√	√	√
Person nominated by Rangitāne O Wairarapa Inc (Rangitāne O Wairarapa)	√	√	√
Person nominated by Ngāti Kahungunu ki Wairarapa Trust (Ngāti Kahungunu ki Wairarapa)	√	√	√
Person nominated by Raukawa ki te Tonga	√	√	√
Person nominated by Āti Awa ki Whakarongotai Charitable Trust (Ātiwawa ki Whakarongotai)	√	√	√
Person nominated by Muaūpoko Tribal Authority Inc (Muaūpoko hapū)	√		
Persons nominated by the Crown (Cabinet)	√		
Mayor of Horowhenua District Council	√		

### Observers

#### *Regional economic development programme*

In respect of the Regional Economic Development programme, the Joint Committee may invite the following observers to attend and speak at meetings (as relevant):

- 
- One or more representative(s) from the Ministry of Business, Innovation and Employment
  - Any other persons as the Joint Committee may consider necessary

*Regional economic recovery programme*

In respect of the Regional Recovery programme, the Joint Committee may invite the following observers to attend and speak at meetings (as relevant):

- One or more representative(s) from key government entities.
- One or more representative(s) from key private sector organisations on a required basis.
- Any other persons as the Joint Committee may consider necessary

*Wellington Regional Growth Framework programme*

In respect of the Wellington Regional Growth Framework programme, the Joint Committee may invite the following observers to attend and speak at meetings (as relevant):

- One representative of Waka Kotahi
- One representative from Ministry of Housing and Urban Development (HUD) and/or Kāinga Ora
- Any other persons as the Joint Committee may consider necessary

At each meeting, the Chairperson shall recognise those observers attending in accordance with these provisions and the persons recognised by the Chairperson shall have speaking rights at the meeting.

The attendance at any public excluded session by observers shall only be permitted with the prior approval of the Chairperson.

**Meeting Frequency**

Meetings will be held once every two months, or as necessary and determined by the Chairperson.

Notification of meetings and the publication of agendas and reports shall be conducted in accordance with the requirements of Part 7 of the Local Government Official Information and Meetings Act 1987 and will be undertaken by the Administering Authority.

**Specific Responsibilities**

The Wellington Regional Leadership Committee has the following specific responsibilities in support of its overall purpose:

*Wellington Regional Growth Framework*

1. Oversee the development and implementation of the Wellington Regional Growth Framework.
2. Recommend to the Wellington Regional Growth Framework partners how funding and resources should be applied to support implementation of the Framework.
3. Monitor the implementation of the Wellington Regional Growth Framework and associated workstreams.

- 
4. Review and keep up to date the Wellington Regional Growth Framework as circumstances change.
  5. Recommend to the Wellington Regional Growth Framework partners actions to achieve alignment with council, central government and iwi plans, strategies and policies.
  6. Facilitate engagement and consultation with stakeholders and the community on the Wellington Regional Growth Framework.
  7. Develop submissions and advocate to external organisations on matters relating to the Wellington Regional Growth Framework.
  8. Engage with neighbouring regions on cross-boundary matters relating to the Wellington Regional Growth Framework.

**Regional Economic Development**

1. Provide leadership in regional, sustainable economic development, including establishing partnerships with key agencies involved in economic development. Acknowledging that constituent local authorities also have leadership roles within their cities and districts.
2. Develop and keep up to date a regional economic development plan to guide the collective work of the region, in line with the desired future outlined in the Wellington Regional Growth Framework.
3. Monitor and report on the status of the regional economy, emerging risks and opportunities and progress towards the implementation of the regional economic development plan and transition to a low carbon economy.
4. Develop submissions and advocate to external organisations on matters relating to regional economic development.
5. Recommend to Greater Wellington Regional Council (as a joint shareholder of Wellington NZ) the allocation of the regional targeted rate for economic development to initiatives and activities based on the regional economic development plan.

**Regional Economic Recovery**

1. Provide leadership in regional economic recovery, including establishing partnerships with key agencies involved in recovery, acknowledging that constituent local authorities also have leadership roles within their cities and districts.
2. Develop and keep up to date a programme of regional economic recovery initiatives, which incorporate alignment with the region's climate change goals.
3. Coordinate the implementation of a programme of regional economic recovery initiatives through local authorities, council controlled organisations and other partners.
4. Monitor and report on the impacts of regional economic recovery on the region, emerging risks and opportunities and progress towards implementation of the programme of regional economic recovery initiatives.

5. Develop submissions and advocate to external organisations on matters relating to regional economic recovery including developing regional proposals for partnerships and funding assistance.

### Delegations

Each local authority delegates to the Joint Committee, in accordance with the terms of reference, the following responsibilities:

1. Approval of all plans and implementation programmes necessary to fulfil the specific responsibilities of the Joint Committee, including:
  - Wellington Regional Growth Framework and the Wellington Regional Growth Framework Implementation Plan
  - Regional Economic Development Plan
  - Regional Economic Recovery Implementation Plan
2. Approval of all submissions and advocacy statements necessary to fulfil the specific responsibilities of the Joint Committee.

### Responsibilities

The table below identifies key parties related to this agreement and the Wellington Regional Leadership Committee and their responsibilities.

Party	Responsibilities
Wellington Regional Leadership Committee	Decision making related to the Specific Responsibilities in this Agreement and TOR; Joint regional voice and advocacy; Select and nominate the Independent Chairperson (for appointment to the joint committee by the Administering Authority); Agree 3 year rolling work programme consistent with WRGF, Economic Plan and other relevant directional documents.
Independent Chairperson	Chair the meetings; Approve attendance as required in public excluded sessions; Approve speaking rights as required at meetings; Liaise with members of the Committee as required Approve (in consultation with the Senior Managers Group) content of meeting agendas.
Chief Executives Group	Provide support and advice to the Joint Committee; Agree funding amounts and splits (rolling 3-year programme).
Senior Managers Group (2 <sup>nd</sup> Tier Managers)	Recommend work programme to the Joint Committee; Recommend funding arrangements and allocations; Manage reports to the Committee; Review work being undertaken and recommend changes if required;

Party	Responsibilities
Joint Secretariat	Align work programmes within home organisations. Coordinate the work of the Joint Committee (in consultation with the Chairperson); Provide administrative support to the Joint Committee on all aspects of its business; Lead work streams as required; Manage joint communications and consultation; Support the work of the Joint Committee, including monitoring, research and independent advice as required.
Delivery agencies e.g. Councils, Council Controlled Organisations	Provide information and research; Draft papers for the Joint Committee; Attend meetings as required; Deliver aspects of the work programme (e.g. economic development activities).
Administering Authority	Administer standing orders; Employing joint secretariat staff; Payment of the meeting fees and Chairpersons honorarium; Appointing members to the Joint Committee (who are to be appointed by the Administering Authority).

### **Administration Funding**

Funding will be provided by local authorities for the administration of the Joint Committee, a new joint secretariat, and iwi participation in the Joint Committee through a regional targeted rate set by Greater Wellington Regional Council (subject to confirmation as part of the 2021 Long Term Plan).

The funding will support the administration of the Committee and the joint secretariat that supports the Joint Committee which will undertake the following:

1. Providing administrative support to the Joint Committee and the Senior Managers Group
2. Managing the work programme of the Joint Committee, including policy advice function and monitoring and research as required
3. Provision of independent advice to support the work programme as required

Funding will be provided by central government as a contribution to the administration of the Committee and the joint secretariat at an amount to be agreed.

### **Variation of this Agreement**

This Agreement may be varied by the parties from time to time but only with the endorsement of the Wellington Regional Leadership Committee.

### **EXECUTION**

**SIGNED** for and on behalf of  
**CARTERTON DISTRICT COUNCIL:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name of person signing

**SIGNED** for and on behalf of  
**HOROWHENUA DISTRICT COUNCIL:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name of person signing

**SIGNED** for and on behalf of **HUTT CITY**  
**COUNCIL:**

\_\_\_\_\_

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Signature

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Name of person signing

**SIGNED** for and on behalf of **KĀPITI**  
**COAST DISTRICT COUNCIL:**

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Signature

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Name of person signing

**SIGNED** for and on behalf of  
**MASTERTON DISTRICT COUNCIL:**

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Signature

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Name of person signing

**SIGNED** for and on behalf of **PORIRUA CITY COUNCIL**:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name of person signing

**SIGNED** for and on behalf of **SOUTH WAIRARAPA DISTRICT COUNCIL**:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name of person signing

**SIGNED** for and on behalf of **UPPER HUTT CITY COUNCIL**:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name of person signing

**SIGNED** for and on behalf of  
**WELLINGTON CITY COUNCIL:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name of person signing

**SIGNED** for and on behalf of  
**WELLINGTON REGIONAL COUNCIL:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name of person signing

**SIGNED** for and on behalf of **NGĀTI TOA**  
**RANGATIRA:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name of person signing

**SIGNED** for and on behalf of **TARANAKI**  
**WHĀNUI:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name of person signing

**SIGNED** for and on behalf of  
**RANGITĀNE O WAIRARAPA:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name of person signing

**SIGNED** for and on behalf of **NGĀTI**  
**KAHUNGUNU KI WAIRARAPA:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name of person signing

**SIGNED** for and on behalf of **RAUKAWA  
KI TE TONGA:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name of person signing

**SIGNED** for and on behalf of **ĀTIAWA KI  
WHAKARONGOTAI:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name of person signing

**SIGNED** for and on behalf of  
**MUAŪPOKO HAPŪ:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name of person signing

**SIGNED** for and on behalf of **CENTRAL GOVERNMENT:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name of person signing

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## **Appendix 1: Wellington Regional Leadership Committee Terms of Reference**

### **Purpose**

The purpose of the Wellington Regional Leadership Committee is to take responsibility for key matters of regional importance – Wellington Regional Growth Framework, Regional Economic Development, and Regional Recovery - where a collective voice and collective planning and action is required.

The Wellington Regional Leadership Committee (Joint Committee) is a joint committee, established in accordance with clauses 30 and 30A of Schedule 7 to the Local Government Act 2002.

The Joint Committee has members from all the nine councils wholly within the Wellington Region and the Horowhenua District Council, mana whenua and members from central Government.

### **Specific Responsibilities**

The Wellington Regional Leadership Committee specific responsibilities include:

#### Wellington Regional Growth Framework

1. Oversee the development and implementation of the Wellington Regional Growth Framework.
2. Recommend to the Wellington Regional Growth Framework partners how funding and resources should be applied to support implementation of the Framework.
3. Monitor the implementation of the Wellington Regional Growth Framework and associated workstreams.
4. Review and keep up to date the Wellington Regional Growth Framework as circumstances change.
5. Recommend to the Wellington Regional Growth Framework partners actions to achieve alignment with council, central government and iwi plans, strategies and policies.
6. Facilitate engagement and consultation with stakeholders and the community on the Wellington Regional Growth Framework.
7. Develop submissions and advocate to external organisations on matters relating to the Wellington Regional Growth Framework.
8. Engage with neighbouring regions on cross-boundary matters relating to the Wellington Regional Growth Framework.

#### Regional Economic Development

1. Provide leadership in regional economic development, including establishing partnerships with key agencies involved in economic development. Acknowledging that constituent local authorities also have leadership roles within their cities and districts.

2. Develop and keep up to date a regional economic development plan to guide the collective work of the region, in line with the desired future outlined in the Wellington Regional Growth Framework.
3. Monitor and report on the status of the regional economy, emerging risks and opportunities and progress towards the implementation of the regional economic development plan and transition to a low carbon economy.
4. Develop submissions and advocate to external organisations on matters relating to regional economic development.
5. Recommend to Greater Wellington Regional Council (as a joint shareholder of Wellington NZ) the allocation of the regional targeted rate for economic development to initiatives and activities based on the regional economic development plan.

#### Regional Economic Recovery

1. Provide leadership in regional economic recovery, including establishing partnerships with key agencies involved in recovery, acknowledging that constituent local authorities also have leadership roles within their cities and districts.
2. Develop and keep up to date a programme of regional economic recovery initiatives, which incorporate alignment with the region's climate change goals.
3. Coordinate the implementation of a programme of regional economic recovery initiatives through local authorities, council controlled organisations and other partners.
4. Monitor and report on the impacts of regional economic recovery on the region, emerging risks and opportunities and progress towards implementation of the programme of regional economic recovery initiatives.
5. Develop submissions and advocate to external organisations on matters relating to regional economic recovery including developing regional proposals for partnerships and funding assistance.

#### **Membership**

The membership of the Joint Committee is comprised of:

- the Mayor of Carterton District Council
- the Mayor of Horowhenua District Council
- the Mayor of Hutt City Council
- the Mayor of Kāpiti Coast District Council
- the Mayor of Masterton District Council
- the Mayor of Porirua City Council
- the Mayor of South Wairarapa District Council
- the Mayor of Upper Hutt City Council
- the Mayor of Wellington City Council
- the Chair of Wellington Regional Council

- a person nominated by the Joint Committee itself and appointed by the Administering Authority to be the independent chairperson of the Joint Committee

The member of the Joint Committee may also include:

- a person nominated by Te Rūnanga o Toa Rangatira Inc (Ngāti Toa Rangatira) and appointed by the Administering Authority
- a person nominated by the Port Nicholson Block Settlement Trust (Taranaki Whānui) and appointed by the Administering Authority
- a person nominated by Rangitāne O Wairarapa Inc (Rangitāne O Wairarapa) and appointed by the Administering Authority
- a person nominated by Ngāti Kahungunu ki Wairarapa Trust (Ngāti Kahungunu ki Wairarapa) and appointed by the Administering Authority
- a person nominated by Raukawa ki te Tonga and appointed by the Administering Authority
- a person nominated by Āti Awa ki Whakarongotai Charitable Trust (Ātiwawa ki Whakarongotai) and appointed by the Administering Authority
- a person nominated by Muaūpoko Tribal Authority Inc (Muaūpoko hapū) and appointed by the Administering Authority
- up to three persons nominated by the Crown (Cabinet) and appointed by the Administering Authority

In respect of those members who are persons nominated by a particular entity or body (and then appointed by the Administering Authority), for the avoidance of doubt, if no nomination occurs then the Administering Authority need not make an appointment to the joint committee in respect of that entity or body. The membership of the Joint Committee will be accordingly reduced to the extent that there is no nomination/appointment (including for the purposes of calculating the number of vacancies for establishing a quorum). Such appointment may be made if and when a relevant nomination occurs.

The territorial authorities that are parties to this agreement must appoint the relevant Mayor to be a member of the joint committee. This is so that those Mayors are counted for the purposes of determining the number of members required to constitute a quorum – see clause 30A(6A) of Schedule 7 of the Local Government Act 2002.

The local authorities that are parties to this agreement may, in addition to the appointment of the relevant Mayor or Chair, appoint an alternate who, in exceptional circumstances where the Mayor or Chair is not able to attend a Joint Committee meetings, is entitled to attend that Joint Committee meetings as a member of the Joint Committee (and appointed by the relevant local authority). The appointment of alternates does not affect the normal calculation of a quorum.

A Deputy Chairperson is to be appointed by the Committee from the existing membership. In accordance with standing orders, the Deputy Chairperson may preside at meetings in the absence of the Chairperson (including before the Joint Committee nominates an independent chairperson and that person is appointed by the Administering Authority).

*General*

The membership of the Wellington Regional Leadership Committee shall be limited to a maximum of 21 members (including the Independent Chairperson).

*Expectations around member voting based on Committee programme and agenda*

When the Joint Committee is addressing matters that are not within the Wellington Regional Growth Framework programme, it is expected that the following members of the Joint Committee will not exercise their voting rights (and may elect not to attend the relevant meetings or parts of meetings):

- the Mayor of Horowhenua District Council
- the person nominated by Muaūpoko Tribal Authority Inc (Muaūpoko hapū)
- the person nominated by Raukawa ki te Tonga
- the persons nominated by the Crown (Cabinet)

This is illustrated in the below table (where the absence of a tick indicates that the relevant member is not expected to exercise voting rights in respect of the relevant programme):

Relevant members	Relevant programme		
	Wellington Regional Growth Framework	Regional Economic Development	Regional Economic Recovery
Independent chairperson	√	√	√
Chair of Wellington Regional Council	√	√	√
Mayor of Wellington City Council	√	√	√
Mayor of Porirua City Council	√	√	√
Mayor of Kapiti Coast District Council	√	√	√
Mayor of Hutt City Council	√	√	√
Mayor of Upper Hutt City Council	√	√	√
Mayor of South Wairarapa District Council	√	√	√
Mayor of Masterton District Council	√	√	√
Mayor of Carterton District Council	√	√	√
Person nominated by Te Rūnanga o Toa Rangatira Inc (Ngāti Toa Rangatira)	√	√	√
Person nominated by the Port Nicholson Block Settlement Trust (Taranaki Whānui)	√	√	√
Person nominated by Rangitāne O Wairarapa Inc (Rangitāne O Wairarapa)	√	√	√

Person nominated by Ngāti Kahungunu ki Wairarapa Trust (Ngāti Kahungunu ki Wairarapa)	√	√	√
Person nominated by Raukawa ki te Tonga	√	√	√
Person nominated by Āti Awa ki Whakarongotai Charitable Trust (Ātiwawa ki Whakarongotai)	√	√	√
Person nominated by Muaūpoko Tribal Authority Inc (Muaūpoko hapū)	√		
Persons nominated by the Crown (Cabinet)	√		
Mayor of Horowhenua District Council	√		

### Observers

#### *Regional economic development programme*

In respect of the Regional Economic Development programme, the Joint Committee may invite the following observers to attend and speak at meetings (as relevant):

- One or more representative(s) from the Ministry of Business, Innovation and Employment
- Any other persons as the Joint Committee may consider necessary

#### *Regional economic recovery programme*

In respect of the Regional Economic Recovery programme, the Joint Committee may invite the following observers to attend and speak at meetings (as relevant):

- One or more representative(s) from key government entities.
- One or more representative(s) from key private sector organisations on a required basis.
- Any other persons as the Joint Committee may consider necessary

#### *Wellington Regional Growth Framework programme*

In respect of the Wellington Regional Growth Framework programme, the Joint Committee may invite the following observers to attend and speak at meetings (as relevant):

- One representative of Waka Kotahi
- One representative from Ministry of Housing and Urban Development (HUD) and/or Kāinga Ora
- Any other persons as the Joint Committee may consider necessary

At each meeting, the Chairperson shall recognise those observers attending in accordance with these provisions and the persons recognised by the Chairperson shall have speaking rights at the meeting.

The attendance at any public excluded session by observers shall only be permitted with the prior approval of the Chairperson.

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### **Voting**

Each member has one vote. In the case of an equality of votes the Chairperson has a casting vote.

### **Meetings**

The Joint Committee will arrange its meetings in separate parts, relating to the specific focus areas of: Wellington Regional Growth Framework; Regional Economic Development; and Regional Recovery.

Meetings will be held once every two months, or as necessary and determined by the Chairperson.

### **Quorum**

In accordance with Clause 30A of Schedule 7 to the Local Government Act 2002, the quorum at a meeting of the Joint Committee shall be half of the members if the number of members (including vacancies) is an even number, or a majority of members if the number of members (including vacancies) is an odd number. In accordance with clause 30A(6)(c)(iii) of Schedule 7 of the Local Government Act 2002, for a quorum to be established there must be present at least 5 members appointed by local authorities.

Notification of meetings and the publication of agendas and reports shall be conducted in accordance with the requirements of Part 7 of the Local Government Official Information and Meetings Act 1987 and will be undertaken by the administering local authority.

### **Delegations**

Each local authority delegates to the Joint Committee, and in accordance with the terms of reference, the following responsibilities:

1. Approval of all plans and implementation programmes necessary to fulfil the specific responsibilities of the Joint Committee, including:
  - a. Wellington Regional Growth Framework and Wellington Regional Leadership Committee Implementation Plan
  - b. Regional Economic Development Plan
  - c. Regional Economic Recovery Implementation Plan
2. Approval of all submissions and advocacy statements necessary to fulfil the specific responsibilities of the Joint Committee.

### **Remuneration and expenses**

Each party shall be responsible for remunerating its representative(s) on the Joint Committee.

Members who represent organisations or entities other than local authorities (for instance iwi members) shall be eligible for compensation for Joint Committee activity including travel, meeting time, and preparation for meetings paid by the administering local authority. This amount is to be agreed in advance.

### **Standing Orders**

The Joint Committee shall apply the standing orders of the Administering Authority.

### **Duration of the Joint Committee**

In accordance with clause 30(7) of Schedule 7 of the Local Government Act 2002, the Wellington Regional Leadership Committee is not deemed to be discharged following each triennial local government election.

### **Servicing**

The Joint Committee is serviced by a joint secretariat. The administering local authority shall be responsible for the administration of the Committee.

### **Council decisions on the Committee's recommendations**

Where a Council makes specific decisions on the Joint Committee's recommendations, these will be reported to the Joint Committee. Where the decision is materially different from the Committee's recommendation the report will set out the reasons for that decision.

### **Variation of this Terms of Reference**

These terms of reference may be varied from time to time. It is envisaged that changes may be made to add or remove specific responsibilities as the circumstances require. Changes will be approved by the members on the recommendation of the Joint Committee.

## **DRAFT Memorandum of Understanding |** **Te Reo Version/Translation** *Wellington Regional Leadership Committee*

### **This is a DRAFT for NOTING**

*Once the Joint Committee is formed, this draft will be further developed into a formal Memorandum of Understanding and agreed to at a future meeting. Including agreed principles, it would thereby seek to ensure a sustainable, consensus based way of working for the benefit of all regional authorities, iwi, peoples and communities.*

### **Purpose – what this MoU is designed to create and deliver**

To establish an enduring partnership between all of the Wellington-Wairarapa-Horowhenua Territorial Authorities, iwi, and central government for the successful implementation of the Wellington Regional Leadership Committee (the Joint Committee) which includes specific responsibilities for the Wellington Regional Growth Framework, Regional Economic Development and Regional Economic Recovery plans and actions.

The purpose of this Memorandum of Understanding (MOU) is to:

1. Identify and agree how the partners in the Wellington Regional Leadership Committee will work together.<sup>1</sup>
2. Establish the principles and approach of an enduring partnership between central government, local government and iwi in the Wellington-Horowhenua region for successful development and implementation of a range of regional, non-statutory frameworks or strategies for the region.

### **Acknowledgements – what we're trying to achieve on behalf of Wellington-Horowhenua region, and more**

The Wellington-Horowhenua region is pivotal for the active creation of an Aotearoa New Zealand ready to cooperatively address current challenges, while making way for transformative and sustainable future opportunities.

Ensuring we achieve all we're capable of and more, is why this Joint Committee, a partnership with all of Wellington-Horowhenua region's local and regional authorities with iwi and central government is needed.

### **Signatories:**

#### *Wellington Region's Territorial Authorities and Regional Council*

Carterton District Council, Greater Wellington Regional Council, Horowhenua District Council, Hutt City Council, Kapiti Coast District Council, Masterton District Council, Porirua City Council, South Wairarapa District Council, Upper Hutt City Council, Wellington City Council.

The Agreement and Terms of Reference allow for an alternative person in attendance for a Mayor/Regional Council Chair in "exceptional circumstances". To ensure consistency of attendance and focus on this Joint Committee, "exceptional circumstances" are defined as [To be agreed by the Joint Committee].

<sup>1</sup> The Wellington Regional Leadership Committee Agreement covers what the Committee does.

*Iwi representation*

- Ngāti Toa Rangatira represented by Te Rūnanga o Toa Rangatira Inc.
- Taranaki Whānui represented by Port Nicholson Block Settlement Trust
- Rangitāne O Wairarapa represented by Rangitāne O Wairarapa Inc
- Ngāti Kahungunu ki Wairarapa represented by Ngāti Kahungunu ki Wairarapa Trust
- Ātiwawa ki Whakarongotai represented by Āti Awa ki Whakarongotai Charitable Trust
- Muaūpoko Tribal Authority Inc representing Muaūpoko hapū
- Raukawa ki Te Tonga.

*Central Government Representation*  
Government signatories' tbc

**Key Principles**

<b>Committed</b> – to upholding and reflecting the principles of Te Tiriti o Waitangi   The Treaty of Waitangi
<b>Respectful</b> – cognisant of the ambitions and autonomy of all partners and acknowledge the diversity of views that may emerge
<b>Supportive</b> – working together towards shared aims and ambitions so all of our communities can thrive and commit to working together towards mutually acceptable outcomes
<b>Aware</b> – of the challenges of climate change
<b>Responsive</b> – ensuring that spatial planning is responsive and reflective of the region's development prerequisites and capacities
<b>Active</b> – creating and supporting the platforms and mechanisms for the region to prosper and thrive
<b>Resilient</b> – ensuring an adaptive environment ready for current and future shocks and opportunities
<b>Inclusive</b> – acknowledging that signatories and others, must work together in partnership on behalf of a strong and resilient Wellington Region and Aotearoa New Zealand
<b>Sustainable</b> – ensuring that our region's connections, environment and communities are sustained, protected and enhanced
<b>Iwi and Treaty of Waitangi recognition</b> - recognise that iwi of the region have aspirations for their people and land
<b>Ambitious/Innovative</b> – aware of and focussed creating a future where the Wellington-Horowhenua region takes an innovative approach to looking for solutions. Not being constrained by the “now” and what has or has not happened in the past
<b>No surprises</b> – participate on the Joint Committee in good faith and a no-surprises basis, recognising that this is dependent on effective collaboration and enduring partnerships
<b>Commit to a shared purpose</b> – while assisting each other to achieve individual partner objectives.

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### **Ways of Working**

- **Cohesive** – the Joint Committee will create and ensure a cohesive approach to spatial planning, economic development and regional economic recovery
- **Consensus** – committing to finding shared decisions, the Joint Committee will work towards creating shared, beneficial agreement for all signatories on behalf of their people and places
- **Open** - the Joint Committee is open-minded, and ready to consider and pursue new ideas, initiatives and projects
- **Other?**

### **Outcomes**

- A committed, joint and comprehensive Wellington Regional Growth Framework, with key projects and programmes agreed and delivered against clear, sequenced plans
- An agreed, fair approach to co-funding projects resultant from the Wellington Regional Growth Framework, with all parties contributing where applicable
- A responsive approach to regional economic development planning and frameworks, prioritising our collective response to the challenges of economic recovery
- Responsive and supportive of all Territorial Authorities' spatial plans and economic development and economic recovery ambitions
- A shared commitment to uplifting our communities' ability to thrive, grow and adapt, by cohesively responding to our challenges from climate change to affordable housing
- Other?

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### **Insertion of signatories' names and representatives signing**

**Date(s) and any sunset clauses, or timelines for review and revision of this MoU and the principles, ways of working or outcomes**

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## **CHARLES PLIMMER BEQUEST FORWARD PROGRAMME AND TAPUTERANGA FUNDS ALLOCATION**

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### **Purpose**

1. This report asks the Council to approve the Charles Plimmer Bequest (Plimmer Bequest) forward programme and to approve allocation of the Taputeranga Funds. The Plimmer Bequest forward programme and the Taputeranga Funds projects will be included in the draft 2021-2031 Long-term Plan (LTP).
2. Preparation of the Plimmer Bequest forward programme at the same time as the draft LTP, provides the opportunity to consider alignment of proposed projects with the Council's strategic direction setting, and a mechanism for informing the public of the forward programme.

### **Summary**

#### Plimmer Bequest funding

3. The Plimmer Bequest was established by Charles Plimmer to assist in ongoing beautification of Wellington's parks. The Bequest is managed by the Public Trust.
4. The purpose of the forward programme for the Plimmer Bequest funding is to outline to the Council how the Plimmer Bequest Funds have been allocated and why. A forward programme prepared every three years also enables the funds to be aligned with other relevant work programmes and budgets, to optimise outcomes of any project for the environment, the community and city.
5. Plimmer Bequest funding can only be spent on project ideas that meet the criteria of the deed. The deed specifies that the bequest is to be spent on '*beautifying the bays, beaches and reserves around Wellington by planting trees, shrubs and other beautification works*'.
6. The Plimmer Bequest has provided much of the funding for major park upgrade projects over the last 15 years outside of routine operational and asset renewal funds. The careful allocation of the Plimmer Bequest funds has greatly enhanced Wellingtons Parks network over time, by adding 'beautification works' that optimise community outcomes at each park.
7. The funding enables implementation of reserve management plan projects that the communities and Council have considered a priority. Projects deliver a legacy of positive social, recreation, environmental and economic outcomes aligned to deed requirements and Councils strategic direction. Refer to Attachment 1 for a map of completed projects, including timing and funds allocated.
8. The proposed Plimmer Bequest forward programme for the 2021-2031 LTP is as follows.

2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Newlands Park \$1,474 (underway)	-	-	Kilbirnie Park \$760	Kilbirnie Park \$370	Kilbirnie Park \$370	-	-	-	-	Te Motu Kairangi Park \$2,050*

\*accumulated from 2026-2031 and reviewed every three years alongside LTP

9. Miramar Park, Maranui Depot and Queens Park are also identified on a provisional basis (refer to Attachment 2). No allocation is proposed until they can be considered in the context of progress with Te Motu Kairangi Heritage Park, Our Capital Spaces Review, Neighbourhood Planning to respond to suburban intensification, and completion of the Central City Green Network Plan. All of this work will be completed within the next three years and in the context of social infrastructure planning.
10. This approach will allow continued accumulation of funds for Te Motu Kairangi Heritage Park with the ability to reassess progress and funding allocation alongside the 2024-2034 LTP strategic priorities. The proposed programme also allows a prudent approach in the context of both uncertain financial returns on Plimmer Bequest investments, and Council's current financial position.

#### Taputeranga fund

11. The fund was provided to the Council by the Crown as part of their settlement with Ngāti Toa Rangatira, which included the return of Taputeranga Island to Ngāti Toa Rangatira ownership. As outlined by the Council at the time ownership of the Island was transferred to Iwi, the Taputeranga fund (\$700,000) needs to be allocated to a specific project(s) including \$130,000 towards restoration at the island.
12. Officers will work collaboratively with Ngāti Toa on their plans and aspirations for the Island *and* implement priorities across the following workstreams with Mana Whenua:

2021/22	2022/23	2023/24	2024/25
Planning & engagement (existing budgets)	Island restoration implementation (\$130,000)	Te Kopahou Projects (\$285,000)  (+ potential LTP funding for OGB entrance development)	Te Kopahou Projects (\$285,000)  (+ potential LTP funding for OGB entrance development)

13. Attachment 3 shows the location of Taputeranga Island and Te Kopahou Reserve.

## **Recommendation/s**

That the Council:

1. Receive the information.
2. Approve the Plimmer Bequest forward programme for inclusion in the draft 2021-2031

Long-term Plan (LTP) as follows:

2020/21	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Newlands Park \$1,474 (underway)	-	-	Kilbirnie Park \$760	Kilbirnie Park \$370	Kilbirnie Park \$370	-	-	-	-	Te Motu Kairangi Park \$2,050*

\*accumulated from 2026-2031 and reviewed every three years alongside LTP

- Note that the Plimmer project long list will be reviewed again in conjunction with preparation of the draft 2024-2034 Long-term Plan. Officers will report back to Councillors on an updated forward programme, in the context of progress and timing of the Te Motu Kairangi Heritage Park and Council's strategic direction for priority parks investment in response to Planning for Growth.
- Approve the use of the Taputeranga Funds as noted below, for inclusion in the draft 2021-2031 LTP. Officers will work in partnership with Ngāti Toa and Mana Whenua to deliver on these outcomes.

2021/22	2022/23	2023/24	2024/25
Planning & engagement (existing budgets)	Island restoration implementation (\$130,000)	Te Kopahou Projects (\$285,000) (+ potential LTP funding for OGB entrance development)	Te Kopahou Projects (\$285,000) (+ potential LTP funding for OGB entrance development)

## Background

### Plimmer Bequest fund

- Charles Plimmer bequeathed the income from his residual estate to the Wellington City Council for the benefit of the citizens of Wellington. The funds have been held in a trust fund since 1980, known as the Charles Plimmer Bequest. The use of the Plimmer Bequest is governed by the terms of the Bequest of Charles Plimmer, outlined in Attachment 4. The Plimmer Bequest must be spent on beautifying the bays, beaches and reserves around Wellington by planting trees and shrubs, and other beautification works.
- In June 2001, the Council approved a framework for administering the Plimmer Bequest. Projects must be:
  - primarily aimed at beautification of a beach, recreational or picnic area, especially through tree planting
  - one-off projects rather than on-going operational projects
  - within the geographical 'limits' set in the bequest

- on publicly accessible land.
16. Another principle in administering the bequest is to optimise use of the fund by focusing on large projects which otherwise may not receive Council funding, and/or projects that further the Council's strategic direction. The **evaluation process** (refer to Attachment 5) provides a consistent approach to assessment and a method to identify priority projects.
  17. Attachment 1 shows where funds have been spent since 1999. In many cases the Plimmer Bequest only funded part of the overall project cost. Council's capital budget was then used to supplement the fund, especially where parts of the project did not fit with the Bequest funding criteria (for instance buildings and playgrounds). For example, the total cost of the Newlands Park upgrade was \$4.2 million with \$1.5 million of that being Plimmer Bequest funding.
  18. The Council often allows funds to accumulate over time, to fund a significant project or projects across a 10-year period. For example, in 2014 and 2015 three large projects were completed. Grasslees Reserve, Alex Moore Park and the Children's Garden were all developed using accumulated funds totalling \$1.78 million.
  19. The 2015–2025 LTP added the Newlands Park project and included a note that it was likely that new projects would be identified through the reserve management plan review (Suburban Reserves Plan completed in 2015). Since 2015, funds have been accumulating for Newlands Park and for the Te Motu Kairangi Park project.
  20. The 2018–2028 LTP confirmed allocation of significant funding to the Te Motu Kairangi Park project, planned at that time to start in 2021/22. This project is yet to begin and awaits the Crown and Iwi to conclude their discussions on the future of the area. Newlands Park redevelopment will be completed in 2021.
  21. A 10-year programme is always recommended, with a review every three years as more information becomes available on proposed projects. The three-year review is particularly important this year, as the Council considers the reset of key strategies, policies, plans and investment to align with and deliver on Spatial Plan outcomes, and the progress to date with the Te Motu Kairangi Heritage Park.

#### **Availability and management of Plimmer Bequest funds**

22. The Charles Plimmer Bequest is administered by the Public Trust, which retains and invests all the net income until required by the Council.
23. The Public Trust currently holds approximately \$1.5 million of undistributed income to fund Newlands Park over the 2020/21 financial year. The Public Trust estimate that over the next three years additional income will average approximately \$370,000 per annum. The Public Trust has advised officers of the following:

*"Public Trust estimates that over the next three years total income from the portfolio will be lower and is expected to average \$370k per annum. The decline in income from the investment portfolio is due to lower interest rates and potentially lower dividend growth.*

*In addition, rental income on the property is uncertain in the event of alert level escalations due to resurgences of Covid-19."*

24. The Trust estimates distribution over the next 10 years as per the table below. The Trust advises that the figures beyond 2022 should be treated with caution, and that the Council should take a conservative approach to project planning and funds allocation. Based on this estimate, there will be approximately \$3.7 million for distribution across the 2021-2031 LTP period, \$2 million of which is currently allocated to Te Motu Kairangi Heritage Park.

<b>March 2021</b>	<b>March 2022 – March 2031</b>	<b>Total accumulation across next 10yrs (2021-2031 LTP)</b>
\$1,474,000	Approx. \$370,000 per annum.	\$3,700,000

### **Taputeranga funds**

25. In 2012 Ngāti Toa Rangatira signed a Deed of Settlement with the Crown. The cultural redress included return of ownership of Taputeranga Island, which at that time was owned by the Council. Ownership of the Island was passed from Wellington City Council to the Crown to enable the Island to be included in the Crown's settlement of the Waitangi Tribunal Claim. The Island was then vested as Historic Reserve. The Crown paid \$700,000 to the Council for transfer to Crown ownership. This money is held in the balance sheet.
26. At that time, it was agreed that the Council would spend \$130,000 of the \$700,000 on an ecological restoration project on the island. Pest animal control is the only work that has been carried out to date, as there is a need to obtain an archaeological authority before any disturbance of the ground on the Island.
27. Council meeting minutes from 2013 describe *'there being community interest in the settlement and an opportunity to work with the Toa Rangatira Trust (the settlement entity) to implement the restoration plan and invest the balance of the funds in either the south coast or some of the projects being considered as part of the implementation of a blue belt programme under Our Living City. This would recognise the specific nature of the funds received and enable protection of the cultural and natural character of the Island and the interests of the south coast'*.
28. The relevant Wellington City Council strategy and policy documents that refer to coastal reserves management and development are:
- Our Natural Capital (2015)
  - South Coast Management Plan (2002)
  - Outer Green Belt Management Plan (2019).

## **Discussion**

### **Strategic context**

29. Since the last significant review of the Plimmer Bequest forward programme in 2014, the strategic direction for the city has changed. The key changes that will impact the assessment of the potential projects are:
- Our City Tomorrow and the Draft Spatial Plan. The Our City Tomorrow community outcomes are defined as *Compact, Resilient, Vibrant & Prosperous, Inclusive and Connected and, Greener*.
  - Te Atakura First to Zero.
  - Our Capital Spaces (Open Space and Recreation Strategy) review (scheduled to commence in 2021/22 and as part of a wider social infrastructure planning workstream).
30. Our Capital Spaces (2013) will be reviewed before the 2024/34 LTP, following the approval of a final Spatial Plan and as part of social infrastructure planning work. Open Space planning will seek to align the strategic direction for providing and developing the city's reserves network with the new Spatial Plan. Provision of quality, accessible parks and open spaces was a consistent theme throughout the Our City Tomorrow and Spatial Plan engagement across the last three years. A review of the open space strategy will recognise the unique value and role of the Wellington reserves network, set the direction for the next 30 years, and help identify key investment priorities. The timing of the Spatial Plan, Our Capital Spaces review and development of a social infrastructure plan, means that the 2024-2034 LTP will enable future options for open space, community infrastructure and recreation projects to be considered alongside a further reset of the Plimmer forward programme.
31. Through the development of the Draft Spatial Plan, the need to develop a Green Network Plan for the Central City and Neighbourhood Plans for the suburban centre areas has been identified. These plans will prioritise investment in the parks network and greening initiatives in the fastest growing areas of the city. Again, the timing of these plans means that any potential projects will be identified in the 2024-2034 LTP.
32. The suite of Wellington City Council reserve management plans is on a programme of rolling review as required by the Reserves Act (1977). The development of these plans includes comprehensive community engagement and they are a key source of information in identifying future investment priorities. Since 2014, the Suburban Reserves Management Plan (2015), the Wellington Town Belt Management Plan (2018) and the Outer Greenbelt Management Plan (2019) have undergone review. In addition, the Play Spaces Policy was reviewed (2017) and outlines new policy direction for comprehensive development of play spaces to include wider reserve improvements whenever possible. Some of these improvement works would be eligible for Plimmer Bequest funding.

### **Taputeranga Funds proposal**

33. Officers have been working with Ngāti Toa and the community on two relevant projects in recent years. Community pest control on Taputeranga is ongoing with community members accessing the Island in their kayaks. Three Pou have been carved and are ready for installation on the Island. The installation has been delayed, due to complexity

of the process associated with obtaining an archaeological authority to install them on the Island.

34. Ngāti Toa have also been talking with officers about other potential projects in the area that will enable them to build capability and capacity for exercising kaitiakitanga. This includes ecological restoration and environmental monitoring.
35. The Outer Green Belt Management Plan (approved last year) includes several initiatives for investigation, protection, enhancement and interpretation of sites of cultural significance, in particular around Te Kopahou Reserve. There is the opportunity to work collaboratively with mana whenua on these projects and on protection and restoration of threatened plant species.
36. Officers propose allocating funding across a range of these existing projects and workstreams and some funding to prioritised culturally and environmentally focused work at Te Kopahou. The Te Kopahou work was supported by the community during the recent Outer Green Belt Management Plan review. The proposed allocation provides a good geographical spread of projects and seeks to achieve integrated cultural and environmental outcomes for mana whenua and the wider community, consistent with the intent when the fund was set aside in 2013.
37. The proposed allocation could also align with planned investment at Te Kopahou, to optimise the outcomes of any spend. For example, there is the potential to work on a new entrance area to Te Kopahou, aligning with future track development and incorporating interpretation and wayfinding for the sites of cultural significance throughout the Te Kopahou Reserve.
38. Taranaki Whānui are mana whenua at Te Kopahou. The coastal area and Red Rocks scientific reserve are areas of statutory acknowledgement for Ngāti Toa. Council's Tira Poutama-Iwi Partnerships team are leading a range of relationship development initiatives with mana whenua. Delivery of a park development project will be another opportunity for partnership, with tangible outcomes for Iwi, the wider community and the environment.

## **Options**

### **Plimmer Bequest project list review and assessment**

39. Officers have developed a list of potential Plimmer Bequest projects based on:
  - Projects identified in strategic and planning documents including Our Capital Spaces, reserve management plans and asset management plans.
  - A review of funding (timing) for the Te Motu Kairangi Park project and review of the previous Plimmer Bequest funding paper in 2014.
  - Known requests from the community and Councillors for funding particular park projects or development.
40. The list of eligible projects is as follows.

	<b>Project</b>	<b>Source/Strategic fit</b>	<b>Description &amp; Notes</b>
1	<b>Te Motu Kairangi Heritage Park</b>	Our Capital Spaces (2013) Suburban Reserves Management Plan (2015) Our City Tomorrow & Draft Spatial Plan	A significant and complex heritage park project that has been described as a nationally significant park development project. Will require long term funding for development & management. Funding approved in last LTP and accumulating as planned. Start date delayed but project remains a priority. High profile with a range of stakeholders.
2	<b>Queens Park</b>	Community initiative	The local community and resident's association has been working with a landscape architect to develop plans for a refresh of the park. There is currently no funding available to implement the plans.
3	<b>Kilbirnie Park</b>	Our Capital Spaces (2013) Suburban Reserves Management Plan (2015)	A large community park that has been identified as high priority for completing a masterplan to guide investment priorities. The master planning is scheduled to start in 2021 and there is potential to align park development with play space renewal funding (scheduled for 22/23). Significant potential to further develop the park into a high-profile destination with innovative design solutions to showcase climate change adaptation and supporting community resilience in park design & delivery, alongside meeting the needs of a rapidly growing and diverse community.
4	<b>Miramar Park</b>	Our Capital Spaces (2013) Suburban Reserves Management Plan (2015)	A large community park identified as a priority for masterplan work. The masterplan work is scheduled after the Kilbirnie Park plan and will include a new community play space (funding currently allocated 24/25). Park development will be eligible for Plimmer funding and, like Kilbirnie Park, the park has areas that are under-developed and need investment to deliver maximum environmental & community outcomes from the park.
5	<b>Shorland Park</b>	Our Capital Spaces (2013) Suburban Reserves Management Plan (2015) South Coast Management Plan (2002)	Planning & engagement for delivery of the play space renewal is well underway. The park is a unique community space with a strong coastal character and has multiple values complemented by the beach area. The current community focus is on the new play space that will deliver a high-quality park renewal for the local community and wider Wellington community to enjoy.

6	<b>Maranui Depot</b>	New initiative	This site is currently unused. A proposal for a marine centre at the site is not going ahead. The trust was unable to advance the project in the timeframe agreed with the Council and the project encountered geotechnical and business case risks. LTP funding for the project is now removed. The site is managed by the closed landfills team and has a long history of quarry, landfill and works depot use. There is potential for development of the site as quality coastal public open space that improves environmental outcomes and recreation and leisure opportunities. The future of the site in the context of climate change, sea level rise and constraints associated with previous use will be considered in the review of the South Coast Reserves Management Plan (scheduled for review in 2022/23). The site could be developed consistent with other Plimmer funded coastal improvement work, such as Te Raikehau Point.
7	<b>Flagstaff Hill</b>	Community initiative	The site was purchased in 2015 and there is a desire to see the area refreshed. It is a small site with heritage value.
8	<b>Area to the south of Byrd Memorial</b>	Wellington Town Belt Management Plan (2018)	The Matairangi Masterplan is largely being delivered over time with existing funding. The plan identified the need to provide better pedestrian access up to the Byrd Memorial from the south up a very steep bank. Plimmer funding could enable delivery of a more multipurpose space alongside access improvements.

41. All of the projects were evaluated to ensure they are eligible for Plimmer Bequest funding and then ranked using the assessment criteria (refer to Attachment 6 for assessment detail).
42. The projects with the highest ranking are:
  - Te Motu Kairangi Heritage Park
  - Kilbirnie Park.
43. Te Motu Kairangi Heritage Park has the potential to be a park development project delivering a broad range of outcomes for the local community, wider city and as a premier visitor destination. Work has been ongoing for many years to understand the significance of the site, with a partnership approach between the Crown, Iwi, Council and community evolving over the years. While the project is currently awaiting agreement between the Crown and Iwi around governance and management, all agree that the site has outstanding cultural, heritage and landscape values. Development of a

large park with such significance in the capital city of New Zealand, is a proposal that aligns well with all of the assessment criteria of the Plimmer Bequest.

44. Kilbirnie Park is a large multi-use park with several regionally significant community facilities and spaces, and large areas of outdoor space. A masterplan is to be prepared in 2021. It presents an opportunity to deliver a project that will respond to and allow for climate change adaptation, and support community health, wellbeing and resilience. This is a theme in parks development that is growing internationally. This fits well with Council's current strategic direction and focus on planning for climate change and resilience (of both infrastructure and community).
45. There is space at Kilbirnie Park to deliver something innovative and high profile that will align with play space redevelopment and potential investment in skate facilities to optimise investment. Development of the park will respond to the needs of the growing and diverse local community and provide a high-quality destination park with a point of difference for the wider city and region. While Plimmer Bequest funding will not deliver everything in a masterplan, elements from the masterplan could be delivered that align with the intention of the Bequest to provide for beautification work. As in the past, this can be timed alongside other investment wherever possible, to maximise the impact at the park and for the community.
46. The projects on the long list that did not rank as high in the assessment still have potential for allocation of funding. However, given the funding focus on delivering a significant project with high community and environmental outcomes, the proposed approach is to allocate sufficient funding to a small number of projects rather than smaller amounts to a longer list. This approach in recent years has achieved the best outcomes.
47. Allocation of funds to two projects is also a suitably conservative approach in the face of uncertain returns on the fund and in the current financial climate. The timing of the Te Motu Kairangi funding can be reassessed in the next LTP, at which time projects off the long list and/or new projects outlined in new policy or plans can be considered.
48. The proposed forward programme is considered a good balance between delivery of a significant project within the next three years and ensuring Te Motu Kairangi remains a priority, while also anticipating potential for new project ideas to come out of the coming three years' of planning, strategy and policy development.

2020/21	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Newlands Park \$1,474*	-	-	Kilbirnie Park** \$760	Kilbirnie Park \$370	Kilbirnie Park \$370	-	-	-	-	Te Motu Kairangi Park \$2,050***

\* Figures (0,000's) ie 2021 is \$1.474 million

\*\*Note that alignment with the Kilbirnie Park Play Space renewal (2023/2024) will enable comprehensive development of the Park, ensuring both routine renewal investment and the Bequest funding impact is maximised.

\*\*\*accumulated from 2026-2031 and reviewed every three years alongside LTP

49. Councillors could either approve the forward programme as proposed, or propose different projects and/or timing of proposed or other projects. As outlined in this paper, the Plimmer Bequest is for a specific purpose and officers have assessed a range of projects against assessment criteria that provide a consistent and robust assessment to identify priority projects.

### Taputeranga funds proposal

50. Officers will engage with Ngati Toa and Taranaki Whanui through the Tiro Poutama-Iwi Partnerships team on the proposals below. There will be options around the timing and specifics of the projects.
51. Officers will work to align projects with other reserve investment priorities identified in the Outer Green Belt Management Plan, such as track development, park entrances and interpretation. This will enable development at Te Kopahou that has high environmental, recreation and community outcomes and meaningful cultural presence and profile in the reserve.

2021/22	2022/23	2023/24	2024/25
Planning & engagement (existing budgets)	Island restoration implementation (\$130,000)	Te Kopahou Projects (\$285,000)  (+ potential LTP funding for OGB entrance development)	Te Kopahou Projects (\$285,000)  (+ potential LTP funding for OGB entrance development)

### Next Actions

52. The forward programme for the Plimmer Bequest funds and the Taputeranga funds will be included in the draft 2021-2031 LTP.

### Attachments

Attachment 1.	Completed projects map <a href="#">↓</a> 	Page 58
Attachment 2.	Proposed forward programme and long list <a href="#">↓</a> 	Page 59
Attachment 3.	Location maps - Taputeranga Island and Te Kopahou <a href="#">↓</a> 	Page 60
Attachment 4.	Bequest terms <a href="#">↓</a> 	Page 61
Attachment 5.	Project evaluation process <a href="#">↓</a> 	Page 62
Attachment 6.	Project assessment detail <a href="#">↓</a> 	Page 63

Author	Bec Ramsay, Open Space & Recreation Planning Manager
Authoriser	Paul Andrews, Manager Parks, Sports & Rec Claire Richardson, Chief Operating Officer

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## **SUPPORTING INFORMATION**

### **Engagement and Consultation**

The projects considered are a mix of community proposals and projects identified in reserve strategy and management plans that align best with Council's wider strategic direction and outcomes. The management plan priorities are determined by comprehensive engagement in preparation of those plans.

The purpose of this report is to gain approval for a forward programme that is included in the draft LTP.

### **Treaty of Waitangi considerations**

The Te Motu Kairangi Heritage Park is located on land that Mana Whenua regard as very important. There is ongoing discussions between the Crown and Mana Whenua. Wellington City Council is awaiting an outcome from these discussions before progressing with any further park planning work.

The Taputeranga Fund proposals will be developed further in partnership with Ngāti Toa and Taranaki Whānui. Tira Poutama-Iwi Partnerships will lead discussions as part of their ongoing work in building Councils relationship with Wellington Iwi.

### **Financial implications**

The Plimmer Bequest forward programme was developed with advice from the Council's finance team and advice from the Public Trust (who administer the fund). Careful consideration has been given to current asset management plans to align the project with the current work programme. This will ensure we get the most benefit from allocation of funds and will ensure the work programme is deliverable.

The Taputeranga projects also represent an opportunity to deliver more through aligning timing with other projects identified for the Te Kopahou Reserve.

### **Policy and legislative implications**

The criteria for assessment of projects for Plimmer Bequest funding requires careful consideration of alignment with Council's strategic direction and parks strategy, policy and plans. Only projects that demonstrate a high level of alignment are put forward for Council approval.

### **Risks / legal**

There are no legal implications. There is risk in uncertainty of income from the Plimmer Trust.

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

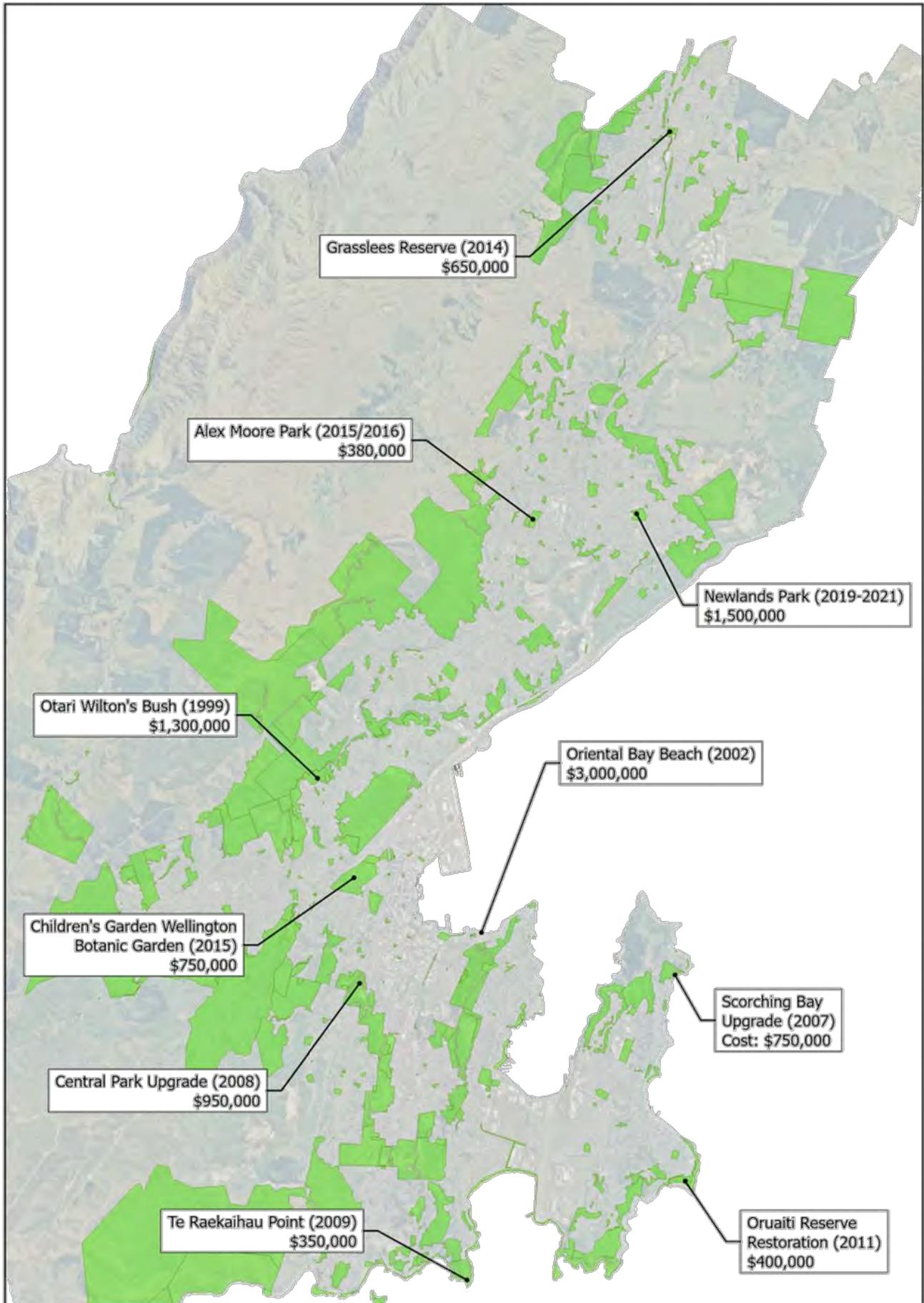
The development of parks over time to respond and adapt to climate change and resilience is currently of international, national and local interest, as cities grapple with the impacts of climate change. The Kilbirnie Park project could have the potential to deliver an innovative example of best practice in design and delivery of parks that maximise contribution to adaptation while also delivering the social, recreation and environmental outcomes that quality park space provides.

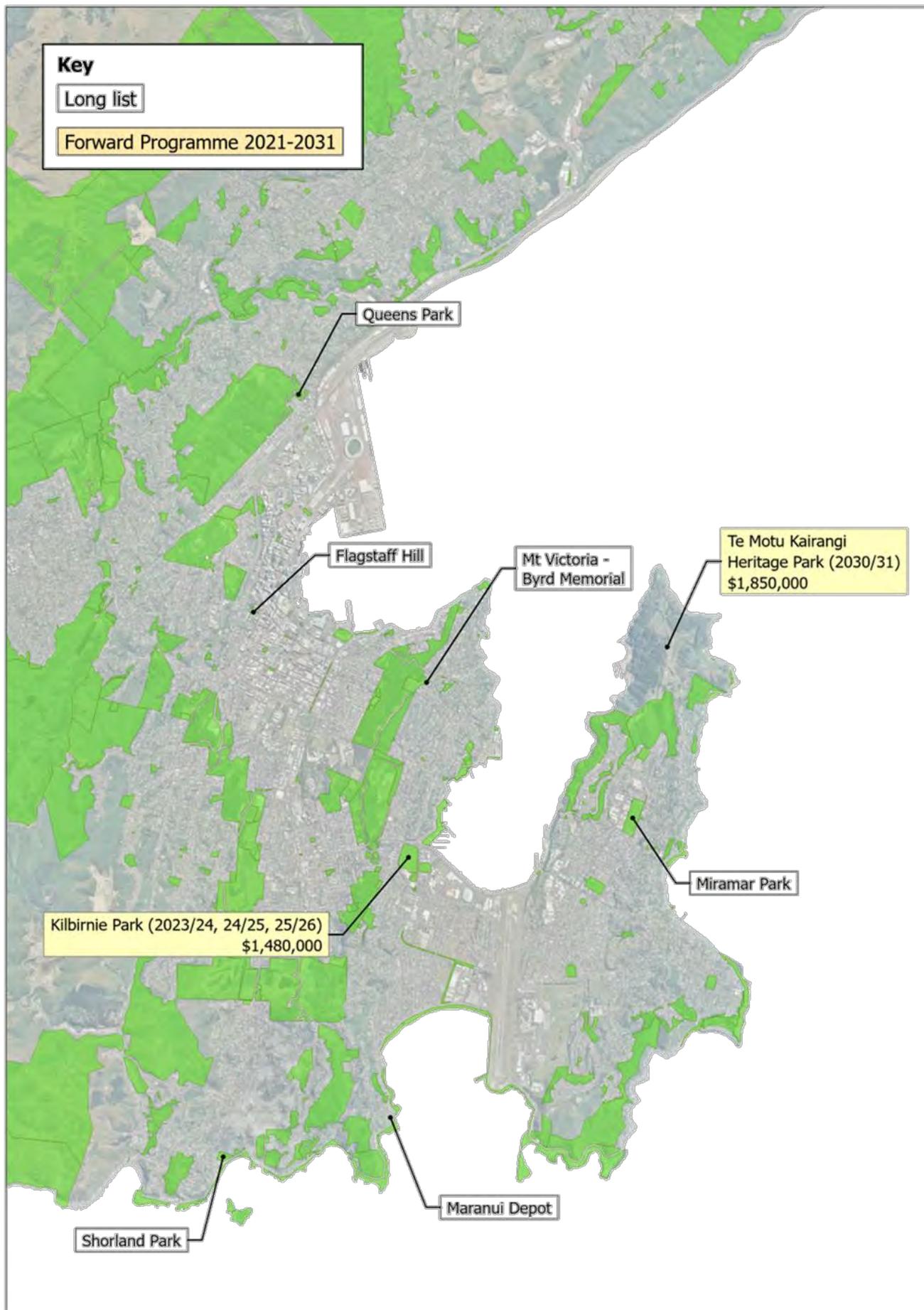
**Communications Plan**

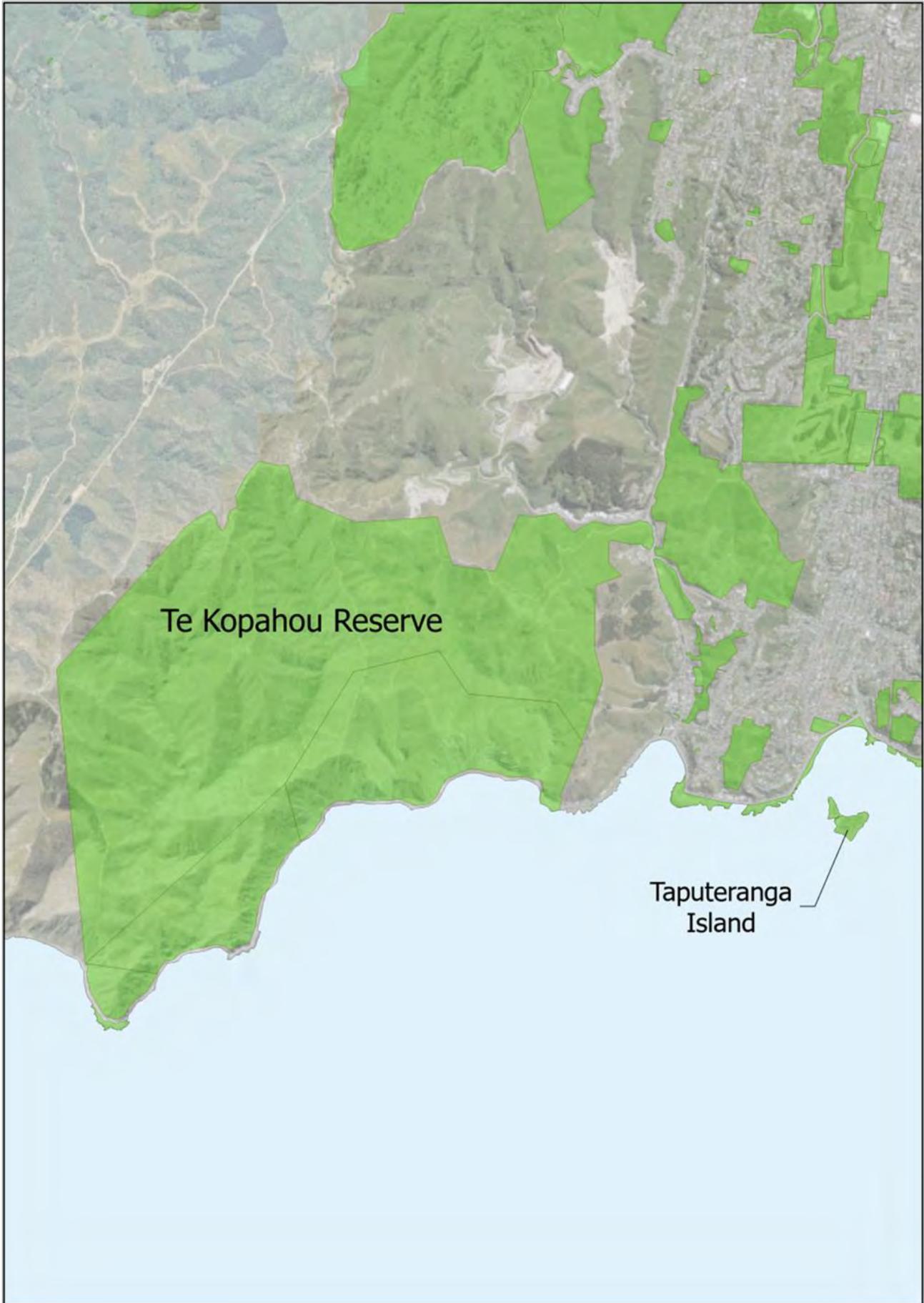
There is no communications plan proposed for the forward programme approval, however the projects will have comprehensive engagement and communications plans commensurate with the scale and importance of the two proposed projects. The forward programme will be included in the LTP, which will have a communications plan.

**Health and Safety Impact considered**

None.







ESTATE OF CHARLES PLIMMER

"...my trustee shall...stand possessed of my residuary estate UPON TRUST to pay the income arising there from in perpetuity to the Wellington City Council to be used and applied by the said council for the benefit of the Citizens of Wellington as follows:

(i) To expend thereout the sum of One Thousand Pounds (£1000) per annum or thereabouts in planting trees shrubs and otherwise beautifying the bays and beaches round Wellington Harbour and its vicinity.

(ii) To expend and apply the balance of the said income in planting trees and shrubs on and otherwise beautifying picnic and recreation places which are within a radius of twenty five miles of Wellington City Post Office and which are open and accessible to the Citizens of the City of Wellington it being my express wish that the said moneys shall be expended by the said Council additionally to the usual and current yearly expenditure of the Council on reserves and recreation grounds in beautifying (especially by the planting where suitable of native trees and shrubs) the environs and pleasure resorts of the City of Wellington.

(iii) I DIRECT that the receipt of the City Treasurer shall be a good and sufficient discharge to my trustee in respect of the foregoing bequest to the Wellington City Council and my trustee shall not be concerned or obliged to see to the application thereof."

**Charles Plimmer Bequest Assessment Criteria**

<b>Criteria</b>	<b>Details</b>	<b>Ranking</b>
<b>Community Outcomes</b>	<p>Consistent with the four goals in Wellington 2040:</p> <ul style="list-style-type: none"> <li>- People-centred city</li> <li>- Eco-city</li> <li>- Dynamic Central City</li> <li>- Connected City</li> </ul> <p>The development of the Spatial Plan has seen the evolution of a further set of outcomes that should also be considered given the significant engagement with community in recent years:</p> <ul style="list-style-type: none"> <li>- Compact</li> <li>- Inclusive &amp; Connected</li> <li>- Greener</li> <li>- Resilient</li> <li>- Vibrant &amp; Prosperous</li> </ul>	<p>Low Medium High</p>
<b>Council Priorities</b>	<p>Council's Draft 2021 -2031 long-term plan is developing with a focus on aligning outcomes with the Local Government Act's four well beings of Environmental, Social, Cultural and Economic well being. Priority objectives within these well beings will be confirmed through the development of the LTP, but are likely to relate to areas of:</p> <ul style="list-style-type: none"> <li>- increasing affordability and resilience of Wellington,</li> <li>- supporting a creative and innovative Wellington culture,</li> <li>- investing in resilient and reliable infrastructure,</li> <li>- accelerating a zero carbon transition, and</li> <li>- building strong partnerships with mana whenua.</li> </ul> <p>Our Capital Spaces (2013) is the Councils Open Space and Recreation Strategy. The four key outcomes are:</p> <ul style="list-style-type: none"> <li>- Getting everyone active and healthy</li> <li>- Protecting our birds, nature, streams and landscape</li> <li>- Contributing to Wellington's outstanding quality of life</li> <li>- Doing it together</li> </ul> <p>There is a range of priorities and actions that are identified in Our Capital Spaces, Our Natural Capital (Biodiversity Strategy), and the suite of eight Reserve Management Plans.</p>	<p>Low Medium High</p>
<b>Reserve Network Priorities</b>	<p>Consistent with Council policies, operative reserve management plans, asset management plans, play spaces policy etc.</p>	<p>Low Medium High</p>
<b>Innovation/Profile</b>	<p>The project will be accessible to a wide range of users for a range of activities with high community benefit. High profile or innovative project that is new to the city or local area.</p>	<p>Low Medium High</p>

Project	Community Outcomes	Council Priorities	Reserve Network Priorities	Innovation Profile	Overall assessment	Issues to consider
<b>Te Motu Kairangi</b>	High	High	High	High	<b>High</b>	Governance & management to be resolved. Currently still with LINZ. Significant project with very high potential for innovation, high profile & very strong alignment with community outcomes and strategic direction.
<b>Kilbirnie Park</b>	High	High	High	High	<b>High</b>	Masterplan to be prepared 20/21. Align with Play Space renewal to maximise outcomes. Community Category of park - high priority for investment & high potential for innovation at the site with space to develop a high profile community park & model for climate change adaptation and support of community resilience in park design & delivery. A high growth area of the city with a diverse community. Ability to deliver parts of the plan over time.
<b>Miramar Park</b>	High	High	Medium	-	<b>High/Med</b>	Masterplan to be prepared after Kilbirnie. Potential to align with new play space 24/25 to maximise outcomes. Smaller, lower profile park with other parks available in the area. If Te Motu Kairangi gets underway, prioritisation for funding this may change in order to spread parks investment/development more broadly around the city and better respond to community need. Ability to deliver parts of the plan over time with scope for significantly improving/maximising park value due to parts of the park undeveloped after bowling club changes (similar to Kilbirnie Park).
<b>Maranui Depot</b>	Medium	Medium	-	-	<b>High/Med</b>	The Maranui Depot is an area located on the landward side of the Road at 370 Queens Drive in Lyall Bay. The site has a long history of use as a quarry, a landfill and a works depot for the Council. In recent times there was a proposal for a marine education centre at the site. The area is low lying, coastal land with potential for use as coastal public open space. This will be of particular significance as the Council considers coastal management in response to sea level rise and climate change. It is likely that over time, areas of the coast will no longer be suitable for public access and development of this site for open space purposes could help off-set some of this loss in

						the long term. There are examples around the coast of low-key beautification work that has improved the natural environment and proven popular with people visiting the coast for leisure and recreation. This type of work is a good fit with the Plimmer Bequest criteria and is a good strategic fit with climate change adaptation planning. There is however no specific project identified at this time to deliver. This is likely to be identified in the South Coast Management Plan review.
<b>Queens Park</b>	Medium	Medium	Low	Low	<b>Med/Low</b>	Community driven project. Expectation that Council will fund improvement. Landscape Plan completed. Beautification project with high impact for local community. Not identified as a priority project in relevant reserve management plan or any other plan or policy. Minor upgrades could be funded over time through community partnership & reprioritising capital funding. Could also be funded through growth in considering city parks investment through Green Network Plan and DC's policy review.
<b>Flagstaff Hill</b>	Medium	Low	Low	Low	<b>Low</b>	Small scale project but community expectation for improvement. Minor upgrades could be funded over time through community partnership & reprioritising capital funding. Could also be funded through growth in considering city parks investment through Green Network Plan and DC's policy review.
<b>Area to the south of Byrd Memorial</b>	Medium	Low	Low	Low	<b>Low</b>	A project to improve walking access to the Byrd Memorial from the south was identified in the Matairangi Masterplan. Plimmer funding could supplement the capital works to improve the wider area amenity. Already part funded and Plimmer component unlikely to be innovative or high profile and could potentially be funded over time or community delivered with planting programmes.
<b>Shorland Park</b>	Medium	Low	Low	Low	<b>Low</b>	Play Space development planning underway for delivery 21/22. Value-add of Plimmer investment not high and not part of scope of current project. Previously listed when considering potential road closure.

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## RESERVES NAMING PAPER - PUKEHUIA PARK, NEWLANDS

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### Purpose

1. This report asks the Council to rename Newlands Park "Pukehuia Park".

### Summary

2. This proposed naming is to recognise the past te reo name, Pukehuia, used to describe the area now known as Newlands.
3. Pukehuia translates as 'hill of the huia bird'. Puke meaning 'hill' and 'huia' are a now extinct native bird that were once prolific in the area.
4. This name was put forward by Ngā Hau e Whā o Paparāangi during consultation for the redevelopment of Newlands Park.
5. The proposed use of the name is consistent with Council's Naming Policy Te Māpihi Maurea.

### Recommendation/s

That the Council:

1. Receive the information.
2. Agree that the upgraded playground and sports ground at Newlands held within (Pt Sec 12 Porirua District, Pt Sec 231, Part Lot 1 DP 4735, Pt Lot 1 DP 10372, Pt Lot 2 & 4 A/2370 and Pt Lot 3 A/18323A/127 and Pt Sec 231 Porirua District) be named 'Pukehuia Park'.
3. Instruct Council Officers to gazette the Recreation Reserve currently known as Newlands Park as Pukehuia Park.

### Background

6. The Wellington City Council's Naming Policy Te Māpihi Maurea for open spaces requires officers to make recommendations about proposed names.
7. For locally significant reserves, targeted consultation may be appropriate with community groups and mana whenua.
8. In recommending a name for a reserve, there is a set of criteria that needs to be assessed. The assessment is set out as follows:

<b>Order of Consideration</b>	<b>Criteria</b>
<i>First</i>	<ul style="list-style-type: none"><li>• <i>An appropriate te reo name where the site is important to mana whenua</i></li></ul>
<i>Second</i>	<ul style="list-style-type: none"><li>• <i>Where an appropriate name is already in common use</i></li></ul>

<p><i>Third</i></p>	<ul style="list-style-type: none"> <li>• <i>Telling stories about the history of the feature, by acknowledging people<sup>2</sup> (ensuring that women and other under-represented groups that have played an important part in Wellington’s history are given appropriate prominence), events, organisations or places significant to a community or communities locally or nationally or internationally, relevant to the specific feature to be named. Te reo names are encouraged where appropriate.</i></li> <li>• <i>Where a specific theme is associated with the location and is considered to still be appropriate for new names</i></li> </ul>
<p><i>Four</i></p>	<ul style="list-style-type: none"> <li>• <i>Reflects the local landscape, topographical features (e.g. streams), or flora or fauna. In these cases, the preference will be for appropriate te reo names to be used.</i></li> <li>• <i>Aligns with adjacent street/suburb/open space names, e.g. naming a new reserve the same as a nearby road.</i></li> </ul>

9. Guidelines for determining appropriate names include:

- **Unique** - not duplicated in Wellington city, and preferably not be duplicated in the wider Wellington region. To avoid confusion or ambiguity.
- **Short** - preferably fewer than 12 characters provided that the name still retains its meaning.
- **Simple** - ideally easy to spell and pronounce and should be spelled correctly. Possessive forms will generally not be used. Names should generally not contain an abbreviation.
- **Respectful** - be unlikely to cause offence.

## Discussion

10. During the community consultation for the redevelopment of Newlands Park Ngā Hau e Whā o Paparāangi suggested a name change to Pukehuia Park.
11. Pukehuia was the name given by Māori to the area we now associate with Newlands.
12. Pukehuia translates as ‘hill of the huia bird’ as huia (a now extinct native bird) are understood to have been prolific in the area.
13. It is not known if Newlands was named after Thomas Newland who settled in Wellington in 1875 (and farmed land in adjoining Johnsonville) or if it was simply meant as “new land”.
14. The suggested name was assessed against the criteria as outlined above:
  - I. The name is an appropriate te reo name and important to mana whenua
  - II. The name is not already in common use

<sup>2</sup> The Council’s Commemorative Policy Guidelines should be used if a feature may be named after an individual.

- III. The name tells a story about the history of the area
- IV. The name reflects the local landscape and past fauna of the area.
- 15. The park redevelopment has incorporated the huia in design aspects of the park and associated webpage and signage.
- 16. The name is consistent with the guideline set out in the Council Naming Policy Te Māpihi Maurea.

## Options

- 17. If the Council wish to use a dual name it could rename the Park Pukehuia/Newlands Park.
- 18. This is not recommended as it does not fit well with the naming policy guidelines ie it would not be short and simple. Moreover, people would continue to refer to it as Newlands Park and not Pukehuia.

## Next Actions

- 19. If approved the new name will be used on signage for the Park upgrade and the recreation reserves will be gazetted with the new name.

## Attachments

- Attachment 1. Development Plan and Location Map [↓](#)  Page 69
- Attachment 2. Letter of support from Taranaki Whānui/Port Nicholson Trust [↓](#)  Page 70

Author	Joel De Boer, Recreation and Parks Planner
Authoriser	Myfanwy Emeny, Open Space and Parks Manager Paul Andrews, Manager Parks, Sports & Rec Claire Richardson, Chief Operating Officer

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## **SUPPORTING INFORMATION**

### **Engagement and Consultation**

Council officers have informed the Newlands Paparangi Progressive Association, Grenada Residents Association, Newlands Softball, Capital Football, Wellington Softball and Wellington Rugby Football Union about the proposed name change. We have not had a formal response from any of the above groups. We had one individual respond who did not support the name.

### **Treaty of Waitangi considerations**

The name "Pukehuia" was put forward by Ngā Hau e Whā o Paparāangi. They are kaitiaki in the Newlands takiwā as granted the right to be so by mana whenua, who are Taranaki Whānui ki Te Upoko o Te Ika.

Taranaki Whānui ki Te Upoko o Te Ika support the proposed name. See letter of support from Taranaki Whānui/Port Nicholson Trust - Attachment 2.

### **Financial implications**

Costs associated with the new signage are covered by the park upgrade cost.

### **Policy and legislative implications**

The proposed name change is consistent with the Naming Policy Te Māpihi Maurea and Te Tauihu (Te Reo Māori Policy) by recognising the importance of te reo Māori and revitalise the language within Wellington City/Te Whanganui o Tara.

### **Risks / legal**

There is low risk associated with the name change.

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

There are no climate change impacts from the name change.

### **Communications Plan**

If the proposed name is approved by Council, officers will arrange for appropriate signage and communication as part of the Park redevelopment and update Council records and website to reflect the new name.

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

There are no health and safety matters to consider.





3 February 2021

To whom it may concern

**PUKEHUIA PARK, NEWLANDS RENAMING**

This letter has been prepared on behalf of Port Nicholson Settlement Trust (The Trust). The Trust is the post settlement governance entity for members of Taranaki Whānui ki Te Upoko o te Ika, and is the representative body ensuring Taranaki Whānui interests are acknowledged within Whanganui-a-Tara. These interests include cultural, economic, social and environmental.

Ngā Hau e Whā o Paparārangī provided the name for the redeveloped Newlands Park tendered to PNBST's Naming Kōmiti for review and comment.

We would like to confirm that, as recommended by the Kōmiti, PNBST fully supports the proposed name as provided by Ngā Hau e Whā o Paparārangī.

Nāku itī nei, na,

Mō – Naming Kōmiti  
Taranaki Whānui ki Te Upoko o Te Ika | Port Nicholson Block Settlement Trust

Tranway Building  
1-3 Thomson Quay  
Freepost 166874  
Wellington 6144

Telephone: (04) 472 3372  
Email: [pnbst@portnicholson.org.nz](mailto:pnbst@portnicholson.org.nz)  
Website: [www.pnbt.mapi.nz](http://www.pnbt.mapi.nz)

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## **PROPOSED ROAD CLOSURE**

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### **Purpose**

1. This report asks the Council to approve the temporary closure of roads to enable this event to take place.

### **Summary**

2. Application has been made to temporarily close roads for the following event:
  - Filming 2 March 2021, Rain Day 3 March 2021 7.00am to 8.00pm.

### **Recommendation/s**

That the Council:

1. Receive the information.
2. Agree to close the following road and sections of the road for the event to vehicles and cycles only, subject to the conditions listed in the proposed Road Closure Impact Report:
  - a. Filming Tuesday 2 March 2021, Rain day being Wednesday 3 March 2021 7.00am to 8.00pm  
Holland Street (Off Tory Street).
3. Note that recommendations in this report should not be amended without first carrying out further consultation with affected parties and verification from the Council's Traffic engineer that the amendment is not likely to cause unreasonable impact on traffic.

### **Background**

3. The Council receives numerous requests throughout the year for public roads to be closed for public and private events. In order for the closures to have an effect, under Schedule 10 of the Local Government Act 1974, council approval is required.
4. The authority to approve requests for road closures is made under Schedule 10. Clause 11e, of the Local Government Act 1974 and the Transport (vehicular Traffic Road Close) Regulations 1965. This authority is delegated to the Regulatory Process Committee. Due to the timing of the event, the Council is being asked to approve the temporary road closure.
5. This report has been prepared in accordance with the procedures that were approved by the Committee on 15 December 2010. In summary these are:
  - a. An event organiser applies for the road closure where proposed events require one.
  - b. Council officers receive the proposal and assess the merits and need for a road closure.

- c. The council advertised its intention to close the road in the public notice column of the local newspaper and on social media.
- d. Together with the event organiser. Council officers ensure consultation with affected stakeholders are carried out and a communication plan is formulated.
- e. Any objections are followed up and resolved as far as practical.
- f. The event organiser works together with Council officers who modify any plan in response to public submissions and prepare an impact reports for the Committee.
- g. Council officers recommend any conditions that should apply to the approval.
- h. The Committee/Council deliberates on the proposed road closures.
- i. A Council officer notifies the event organiser to the Committee's decision.
- j. If the proposed closure is approved, council officers ensure the event organisers follow the agreed communications plan including notifying the public and affected parties. The event is also monitored to ensure the traffic management plan is adhered to and any associated conditions are followed to keep the public safe and to avoid any unreasonable impact on traffic.

## **Discussion**

6. This event is a one off event and Screen Wellington organisers have applied for permission.

## **Public Notification**

7. Members of the public have been advised of the road closures and informed of their right to object.
8. The public notice advertising that the Councils is proposing to consider this closure notified via the following channels:
  - Dominion Post
  - Facebook
  - Twitter
  - Have Your Say

These details on this are part of the Impact Report.

9. Event organisers are working with resident groups where applicable, community groups, local retailers and businesses and have advised them of their intention to close the road.
10. Members of the public will again be advised of the road closures prior to the event via:
  - Advanced roadside signage
  - Media releases
  - Council website
  - Council social media channels.

11. This proposed road closure is subject to the Government COVID-19 guideline announcements (or any subsequent announcements) regarding events of this nature. Government timelines will dictate any postponement date should it be required.

### **Objections**

12. No objections have been received for the proposed events.

### **Impact Assessment**

13. A temporary plan will be prepared by a Council approved traffic management company for approval by Council prior to the event.
14. Any objections as a result of the road closure will be dealt with before the event.
15. The proposed closures (when implemented according to the approved temporary traffic management plan) are generally considered unlikely to unreasonably impede traffic. A detailed impact report for each event, including conditions placed on the event organiser is attached.

### **Options**

16. Option 1: Agree to the temporary road closures.
17. Option 2: Do not agree to the temporary road closures. If you choose this option, then the events relying on the road closures will not be able to go ahead.

### **Next Actions**

18. If the proposed road closures are approved, the event organiser will issue further public notices advising of the approved closures, implement the approved traffic management plan, run the event and clean the site. Council officers will monitor the impact of the closures and debrief with the organisers following the conclusion of the event.

### **Attachments**

Attachment 1.	Filming Impact <a href="#">↓</a> 	Page 76
Attachment 2.	Filming Advert <a href="#">↓</a> 	Page 79
Attachment 3.	Filming Map <a href="#">↓</a> 	Page 80

Author	Maria Taumaa, Street Activities Coordinator
Authoriser	Jacqui Austin, Team Leader Street Activities and Audit Coordination Sean Woodcock, Customer, Compliance and Business Service Manager Tom Williams, Chief Infrastructure Officer

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## **SUPPORTING INFORMATION**

### **Engagement and Consultation**

Council intention to consider the proposed temporary road closures was notified through an advertisement in the Dominion Post, Facebook, Twitter. These advertisements invited the public to make submissions on the proposed road closures.

Event organisers have also consulted the following government agencies and associated organisations.

New Zealand Police

NZTA

Fire and Emergency New Zealand

Wellington Free Ambulance

Public Transport Operators

Relevant Council Business units, eg Roding Communications, WREDA

Any correspondence received in response to the proposed closures has been included in the attached impact reports.

The City Events team has assessed the proposed events with regard to their contribution towards Council strategies and policies. The proposed events support the Council's strategy of being the "Events Capital" and will contribute to the economic success of the city.

### **Treaty of Waitangi considerations**

There are no Treaty of Waitangi implications.

### **Financial implications**

The administration of events is managed under project C481. There are no unforeseen costs associated with these events.

### **Policy and legislative implications**

A council traffic engineer has assessed the proposed road closures with regard to the expected impact on traffic. This information is part of the impact reports.

### **Risks / legal**

Nil

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

N/A

### **Communications Plan**

Residents and Retailers affected by the Road Closures will be notified by letter drop or contacted by the event organiser.

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

Health and Safety is covered by the event management submitting a plan to the Council for approval prior to the event. This is assessed together with the traffic management plan to ensure the event and associated road closures are managed safely.

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**REGULATORY PROCESSES COMMITTEE**

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**PROPOSED TEMPORARY ROAD CLOSURE – IMPACT REPORT**

*FILMING*  
*TUESDAY 2 MARCH 2021 7.00 AM TO 8.00 PM*  
*RAIN DAY WEDNESDAY 3 MARCH 2021*

---

**1. Description of Event**

Wellington has a film friendly policy which forms part of the Wellington Regional Strategic Plan. Each year, film and television companies filming in Wellington contribute millions of dollars to the Wellington Economy and provide hundreds of jobs to residents. For this reason, Wellington encourages filming and is enthusiastic about keeping our region 'film friendly'

Wellington has seen a huge increase in film activity over the past two years, proximity to the airport and studios makes our city an attractive location for many productions. During year 19/20 Screen Wellington recorded 301 approved permits for Wellington City with a production value worth \$8.4 million.

Quick as a Wink Ltd are proposing a road closure on Holland Street to film scenes for a television series. This is a large-scale production, with around 120 to 150 crew, majority of which live locally and those that don't live in Wellington have been accommodated by local hotels. Typically, a project of this scale can spend anywhere between \$15 - \$20 million in New Zealand. The local contribution is significant with many additional businesses engaged (traffic management companies, catering, security, transport etc). All of which benefit from the influx of work currently coming through the screen sector.

The production company have been pro-active in working directly with businesses on Holland St regarding the closure. This includes tailoring closure times to work around peak hours, ensuring businesses and residents have appropriate access.

The proposed road closures to vehicles and cyclists, are as follows: Filming: Tuesday 2 March 2021 7.00 am to 8.00pm, Rain Day Wednesday 3 March 2021

- **Holland Street (off Tory Street)**

Please refer to the map attachment for further detail.

Pedestrian access will not be restricted, and emergency services will have immediate access to the area if required. Public transport operators have been notified of the proposed closure.

**2. Events Directorate Support**

The Events Units has no connection with and no objection to this event.

**3. Proposal Notice and Consultation**

The public notice advertising that the Council is proposing to consider this closure was notified via the following channels:

## REGULATORY PROCESSES COMMITTEE

Absolutely Positively  
Wellington City Council  
Me Heke Ki Pōneke

- Dominion Post, Saturday 6 February 2021
- Social Media, Monday 8 March 2021
- Twitter, Monday 8 March 2021
- Facebook, Tuesday 9 March 2021
- Have your say, Tuesday 9 March 2021

The New Zealand Police and the Ministry of Transport (NZTA) will be advised closer to the event by way of phoning the watch tower at central police station and NZTA will be notified by way of the traffic management.

### 4. Objections

The event organiser has advised the New Zealand Police and the Ministry of Transport.

There have been no objections to this road closure request.

### 5. Traffic Impact Assessment

#### Prior Closures

The road closure is proposed under the powers provided to Council under the Local Government Act 1974, section 342. Stopping and closing of roads, schedule 10: Local Government Act 1974, Section 342, Schedule 10

#### Traffic Impact

Council officers consider that the proposed closure, if implemented according to an approved Traffic Management Plan (TMP), is not likely to impede traffic unreasonably subject to the conditions listed below.

#### Conditions

- The road closure is valid from 7am to 8pm on Tuesday 2<sup>nd</sup> March with a Rain Day of Wednesday 3<sup>rd</sup> March 2021.
- The event organiser is to notify the public via letter drop to affected parties, advanced signage, and media releases.
- The event organiser is responsible for safety (pedestrian and traffic) within the closed area.
- The event organiser is to provide marshals at all road closure ends to ensure that public safety (interaction of traffic and spectators) is not compromised. This is essential where road closures transition from partial to full closures and vice versa.
- The event organiser is to ensure emergency services (Police, Fire and Ambulance Services) have been consulted with and the TMP includes all their specific requirements.
- The event organiser is to ensure that the affected property and business owners along the road closures are advised and consulted with.
- The event organiser must have a health and safety plan, which covers how emergency vehicles are required to enter the road closure site if required, 10 days before the event.
- The event organiser must have an approved TMP no later than ten (10) working days prior to the event.
- Information signs must be installed ten (10) working days before the event.

## REGULATORY PROCESSES COMMITTEE

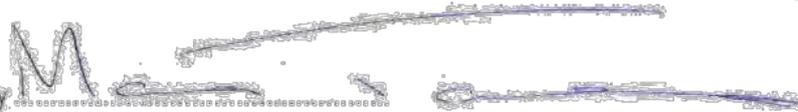
Absolutely Positively  
**Wellington City Council**  
Me Heke Ki Pōneke

- The event organiser must provide Council with an event hazard/risk management plan ten (10) working days prior to the event that describes in full how the event organiser will manage all health and safety risks associated with the event.
- The event organiser must organise a debrief session (minutes must be taken) as close as possible after the event with all affected parties. These findings must be recorded and distributed to attending parties.
- This proposed road closure is subject to government covid-19 guideline announcements regarding events of this nature. Government timelines and amount of people allowed to congregate will dictate any postponement date should it be required.

However, the Council reserves the right to modify this opinion at any time. If, in the opinion of the Council, the closure may or does impede traffic unreasonably, any approval granted by the regulatory processes committee may be revoked and the event organiser may be required to open the road at the direction of a suitably qualified Council officer in charge of traffic.

### Attachments

- Map of proposed closure
- Copy of Dom Post Public notice

Prepared By   
Maria Taumaa  
Street Activities Coordinator

Approved By   
Jacquie Austin  
Team Leader Street Activities and Audit Coordination

 The Dominion Post | 6 Feb 2021

## **Proposal to Close Roads**

The Council meeting Regulatory Processes Committee will meet on Wednesday 24 February 2021 to consider the following temporary road closures for events.

**Filming Tuesday 2 March 2021**

**Rain Day Wednesday 3 March 2021**

**Road Closed 7.00am to 8.00pm**

**Holland Street (Off Tory Street)**

Any person objecting to a proposed road closure must contact the City Council in writing before 4pm, Friday 19 February 2021. Please send correspondence to Street Activities at mailing address PO Box 2199 Wellington or by email [Street.activities@wcc.govt.nz](mailto:Street.activities@wcc.govt.nz)

This proposed road closure is subject to the Government Covid-19 guidelines regarding events of this nature.

Government timelines and amount of people allowed to congregate will dictate any postponement date should it be required.

Wellington City Council  
PO Box 2199, Wellington 6140  
[Wellington.govt.nz](http://Wellington.govt.nz)

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



Event Name: Filming (Holland St - Off Tory St) From: 2/03/2021 7:00:00 am Until: 2/03/2021 8:00:00 pm

Event Type: Road Closure

Event Details: Rain Day = 2nd March

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3. Committee Reports

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**REPORT OF THE STRATEGY AND POLICY COMMITTEE**  
**MEETING OF 11 FEBRUARY 2021**

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

**The Strategy and Policy Committee recommends:**

**PROCUREMENT STRATEGY**

Recommendation/s

That the Council:

1. Agree to the proposed 2021 Wellington City Council Procurement Strategy.

**Attachments**

Attachment 1. Proposed Procurement Strategy [↓](#) 

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February 2021  
**Procurement  
Strategy**

Next review date - September 2021



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# 1. Introduction

Every year Wellington City Council spends over \$500m on external suppliers to help the Council run its operations and deliver its projects. This includes a wide range of works, goods and services across all Council functions that together enable the delivery of community infrastructure, facilities and services for the residents of Wellington.

The Council has a responsibility to ensure **good public value** when it is engaging external suppliers, especially where they are critical to achieving our long-term city outcomes. Effective spend with these suppliers positively impacts how we can stretch our budgets and ultimately will impact rates.

Amid these challenging times, now more than ever we must also ensure that procurement is an enabler to advance the **long-term wellbeing of our communities**. This in turn supports our communities to create a more **productive, sustainable and inclusive economy** for Wellington.

Therefore, we must:

- select and engage the right suppliers, goods and assets at the right quality and right price to ensure **good public value** and to achieve **tangible social, economic, cultural, environmental and public wellbeing outcomes**
- manage the contracts and relationships we have with suppliers, particularly our strategic suppliers, so that both we and they **deliver what has been promised**, that risks are **identified and managed** effectively for us both, and that we continue to identify and obtain improvements through the life of the contracts
- ensure procurement and commercial activities are aligned with and enable the Council's values, strategic objectives and strategic policies. These include Wellington Towards 2040: Smart Council and the core activities and projects defined in the Council's Long-term Plans and Annual Plans, as well as (but not limited to) supporting the Council's commitments to:
  - the Health and Safety Workplace Act 2015
  - Māori, including under Te Tiriti o Waitangi/ The Treaty of Waitangi
  - Sustainability, including under Te Atakura / First to Zero
  - Local and regional opportunities, including under the Economic Development Strategy.
- champion and apply procurement and commercial management practices that maximise good public value, are effective and efficient, and are **fit for purpose** for the value, complexity and risk of what is being procured or managed, and
- **enhance the satisfaction** of our stakeholders, our staff and our suppliers.

This 2021 Procurement Strategy describes how the Council's procurement and commercial activity will support the achievement of the Council's strategic objectives, in ways that align with its values and strategic policies, always seeking to maximise the overall benefits that can be delivered as a result.

## 2. Purpose, outcomes and objectives

### 2.1 Purpose

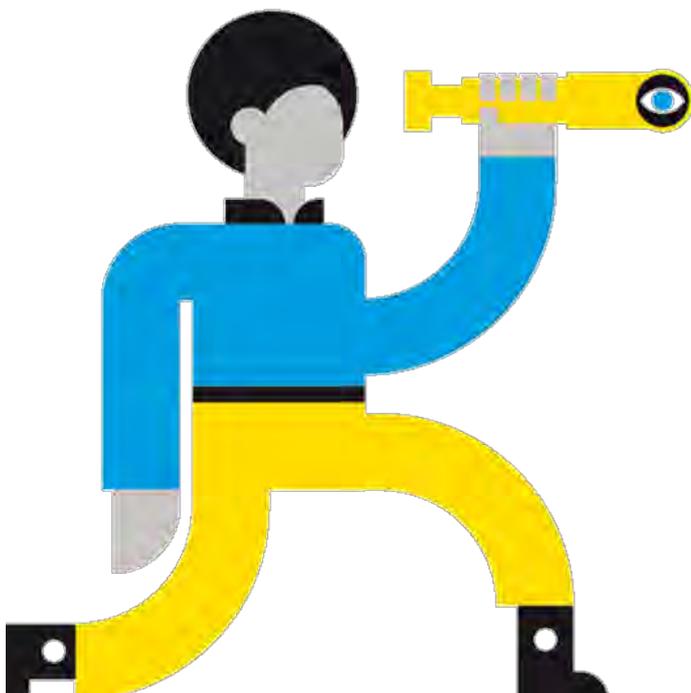
This 2021 Procurement Strategy describes how the Council's procurement and commercial activity will support the achievement of the Council's strategic objectives in ways that align with its values and strategic policies, always seeking to maximise the overall benefits that can be delivered as a result.

### 2.2 Context

The strategy guides and is supported by the Council's policies and procedures framework that is applied across all Council procurement and commercial activities in alignment with the Council's vision, strategic priorities and community outcomes.

In particular the Council will ensure that its procurement and commercial activities are aligned with and enable the delivery of Wellington Towards 2040: Smart Council and the core activities and projects defined in the Council's Long-term Plans and Annual Plans.

The strategy is also informed by and seeks to align with the Government Rules for Procurement (4ed, 2019, published by the Ministry of Business, Innovation and Employment (MBIE)) and the New Zealand Transport Authority (NZTA) Procurement Manual.



## 2.3 Strategic objectives

As set out in the current Long-term Plan, the Vision to benefit Wellington City is to achieve the following four long term city outcomes:

- **People-centred city** – People are the city’s greatest asset. Wellington’s shape and character will continue to reflect the people who live in, work in, and visit the city. The city will be healthy, vibrant, affordable, accessible and resilient, with a strong sense of identity and place.
- **Eco city** – Developing Wellington as an eco-city means proactively responding to environmental challenges and managing the transition to becoming a low carbon city. It is important that Wellington takes an environmental leadership role as the capital city of clean and green Aotearoa New Zealand. Our many natural assets give the city a head start and opportunities as part of a green economy.
- **Connected city** – Wellington is a connected city, with easy access to regional, national and global networks. Connections are physical, allowing for ease of movement of people and goods; virtual, in the form of world-class ICT infrastructure; and social, enabling people to connect with each other and their communities.
- **Dynamic central city** – Wellington is a city with a dynamic centre, a place of creativity, exploration and innovation. The central city will be a vibrant and creative place, helping Wellington to offer the lifestyle, entertainment and amenity of a much bigger city. The city centre will continue to drive the regional economy.

## 2.4 Procurement objectives

Through this strategy, the Council will undertake procurement activity in line with the following principles:

Objectives	Description
<p>Best value <b>Aroha</b> We act with the best of intent</p>	<p>Get the best possible outcomes over the whole of life of the asset, services or works, by striking the right balance of good outcomes, good quality and good price and good management.</p>
<p>Fit for the future <b>Tika</b> We do what is right</p>	<p>Tangible social, economic, cultural, environmental and public wellbeing outcomes are achieved through procurement that go beyond the immediate purchase of goods, services and infrastructure.</p>
<p>Effective and efficient processes <b>Whakapai ake</b> We are always improving</p>	<p>Processes are fit for purpose, user friendly and intuitive. They balance being effective and efficient with our responsibilities as prudent custodians of public money.</p>
<p>Risks are identified and managed <b>Kaitiakitanga</b> We are guardians</p>	<p>Appropriate controls are in place and adequate data is available to enable the Council to optimise its spend and to meet our legislative obligations as a governing local authority. We are risk aware, not necessarily risk averse.</p>
<p>Partnering for greater impact <b>Kotahitanga</b> We are stronger when we work together</p>	<p>Suppliers choose to work with the Council as a preferred client and/or partner. Stakeholders seek out procurement and commercial involvement because it adds value. The Council is an employer of choice for staff.</p>

## 2.5 Scope

The 2021 Procurement Strategy is owned by Wellington City Council's Chief Executive and Chief Financial Officer.

Responsibility for implementation and future review of the strategy lies with the Manager, Commercial Partnerships.

The strategy is mandatory for all Council procurement and applies to Council Controlled Organisations (CCOs).

The strategy has the capability to incorporate any future Councillor directives and priorities.

## 2.6 Legislative framework

The principal legislative guidance for procurement is based on Section 10 of the Local Government Act 2002, recently amended in the Local Government (Community Well-being) Amendment Act 2019. The purpose statement is "to enable democratic local decision-making and action by, and on behalf of communities and to promote the social, economic, environmental and cultural well-being of communities in the present and for the future".

The procurement processes will support Council's commitment to Māori including responsibilities under Te Tiriti o Waitangi / The Treaty of Waitangi and its broader legal obligations as described in the Local Government Act 2002.

## 2.7 Monitoring

Procurement and commercial activities will be monitored to ensure the objectives of the procurement strategy across the various stages of the supplier lifecycle (planning, sourcing, engagement, management and review) are achieved.

This will include biannual reporting on the Procurement Strategy to the Finance, Audit and Risk Subcommittee.

The procurement strategy will be reviewed every three years to ensure continued alignment to the Council's strategic objectives, values and policies as they evolve and are updated.



## 3. Procurement principles

### 3.1 Best value

#### Aroha – we act with the best of intent

Best value is about getting the best possible outcome over the whole of life of the asset, services or works, by striking the right balance of good outcome, good quality, good price and good management.

Selecting the most appropriate procurement processes and engagement models, that are proportionate to the value, risk and complexity of the procurement will help achieve value for money.

Commercial performance is at the heart of driving value for money. Council takes a whole of life or total cost of ownership approach to commercial outcomes and to optimising the use of goods and assets.

To develop strong, commercially driven business partnerships, we will develop and apply business acumen and commercial awareness in what we do.

Business acumen is delivered by:

- ensuring procurement strategies, engagement models and desired outcomes are clearly aligned with Council's goals and objectives, and based on tangible benefits
- ensuring decisions are positioned to achieve desired outcomes
- growing understanding of and leveraging the different parts of the organisation and how they work together
- enabling results that bring commercial benefits on a whole of life or total cost of ownership approach where the Council optimises the use of goods and assets.

Commercial awareness focuses on:

- using sound financial logic to influence business direction
- optimising commercial outcomes through sourcing and strategic negotiation skills
- keeping up to date with commercial developments within the industry.

### 3.2 Fit for the future

#### Tika – we do what is right

Tangible social, economic, cultural, environmental and public wellbeing outcomes are achieved through well-designed procurement processes and consideration that go beyond the immediate purchase of goods, services and infrastructure.

Procurement and commercial management practices provide key opportunities to maximise value for money and quality services delivery, as well as deliver tangible benefits for the local community, economy and the environment.

Wherever appropriate, procurement initiatives support and/or champion broader strategic outcomes (whether in the short, medium or long term) related to:

- **Health and safety** – Council is committed to reducing and where possible removing the risk of harm to its employees, contractors, volunteers, and the public, as reflected in our Health and Safety Statement of Commitment 2019 and our responsibilities as a PCBU under the Health and Safety Act 2015. The Council's procurement and commercial activities will ensure that requirements and targets for Health and Safety, and for public health more generally, are robustly considered and managed and where appropriate, influenced.
- **Cultural equity** – Council shall encourage procurement decisions that actively seek to foster careers, job security, embrace diversity and an inclusive culture, and better outcomes for Māori, as well as for other cultures and communities such as Pasifika. Council is committed to engaging with iwi in a manner that is increasingly positively regarded.
- **Environmental sustainability** – as the Council strives to become a Zero Carbon Capital and achieve net zero emissions by 2050, procurement activity aligns with its sustainability policies, including Te Atakura / First to Zero. Procurement and commercial decisions that have a positive impact on the natural environment and biodiversity are encouraged. This includes sourcing from Fair Trade certified suppliers, ensuring prudent use of natural resources and minimisation of waste or hazardous substances, as well as efforts to reduce carbon or Greenhouse Gas emissions. In particular, strategies for spend related to energy, fleet and waste minimisation will reflect our forward approach to environmental sustainability.

- **Supporting local and regional businesses** – including providing visibility of upcoming opportunities, actively seeking opportunities for social enterprises and not-for-profit entities to participate in Council contracts, and improved certainty of work pipelines for those suppliers that are contracted to Council. This may include specific consideration of how such organisations contribute to the vibrancy and sustainability of the local economy, support job or market growth.
- **Social equity** – the Council shall encourage procurement decisions that actively seek benefits to the community in terms of social wellbeing, social cohesion, diversity and inclusion, equal opportunities and participation. Wherever practicable, Council remains committed to encouraging selection and contracting of suppliers that pay their people at least the Living Wage, to the Living Wage being a requirement in our contracts for regular and ongoing core services provided to Council and to maintaining our Living Wage Aotearoa New Zealand accreditation status.
- **Innovation** – Council will encourage innovative processes, services and outcomes, as pathways to evolve into the future. Procurement will seek deliver significant additional value through planning, researching and analysing opportunities to source new solutions that meet our needs. Innovative ideas from the market will be sought in the form of new products or services and we will be open to new ways of working – these are key to enabling achieving our objectives. Innovation will be an active part of supplier relationship management, particularly with strategic and business critical suppliers.

These dimensions will be considered in procurement and commercial activities to determine where a difference can be made, including when undertaking procurement planning, cost benefit analyses, weighted attribute assessments of proposals from suppliers and through the contract lifecycle with commercial partner.

### 3.3 Effective and efficient processes

#### Whakapai ake – we are always improving

Processes are used that are fit for purpose, user friendly and intuitive. They balance being effective and efficient with meeting our responsibilities as guardians of ratepayer money.

For suppliers, this will mean unnecessary barriers to engaging on Council opportunities are removed. For staff, it will be easy to do the right thing.

Council's data, tools, systems and processes will enable procurement to be effective and efficient, and to continuously improve how we work and the outcomes we achieve. This will include better planning, preparation, execution and management of procurement and commercial activities, and achieving improved outcomes and transparency of significant contracts across Council.

### 3.4 Risks are identified and managed

#### Kaitiakitanga – we are guardians

Appropriate controls are in place and adequate data is available to enable the Council to optimise its spend and to meet and our legislative obligations as a governing local authority.

Importantly, good procurement is being risk aware and managing risk well, not necessarily risk averse.

### 3.5 Partnering for greater impact

#### Kotahitanga – we are stronger when we work together.

##### Staff

Council attracts, develops and retains the best staff with appropriate levels of skill, competency and experience to deliver its procurement and commercial requirements.

To attract and retain procurement expertise, Council offers a diverse portfolio of procurement projects, differing procurement models and interesting community focussed work, which is not normally available through private sector activities.

Targeted learning, development and mentoring of our procurement and commercial staff is encouraged through individual personal development plans.

For purposes of standardisation and best practice, procurement skills and competency development are aligned (where appropriate) with:

- The Ministry of Business, Innovation and Employment (MBIE) as the lead agency for procurement capability development in the public sector in New Zealand
- The Chartered Institute of Procurement and Supply (CIPS) who lead global excellence in procurement and supply
- The New Zealand Transport Agency as a key funder of our activities
- Sharing of procurement specific intellectual property throughout the Local Government Procurement Manager network
- New Zealand and international procurement best practice in both public and private sectors.

Operating budgets define the number of employees and skill classification that can be employed, and Human Resources policies determine the remuneration levels.

### Suppliers and Partners

The Council develops strong relationships and/or partnerships with suppliers and other external parties, particularly where they are important to the delivery of significant goods and services.

The Council proactively seeks opportunities to influence, encourage and strengthen markets and supply channels so that both the Council and suppliers can deliver what has been promised, risks are identified and managed effectively for both parties, and opportunities to grow and improve are identified and achieved through the life of contracts.

This will include providing better visibility of upcoming opportunities, and certainty of work pipelines for those suppliers and partners that are contracted to the Council.

The Council remains committed to working with its suppliers and partners to deliver a safe, fair, sustainable and responsible approach to business. Terms and expectations are made available to current and prospective suppliers via an accessible, user-friendly, on-line portal. Suppliers are expected to acknowledge and comply with the Council's Supplier Code of Conduct<sup>1</sup> as part of their relationship with

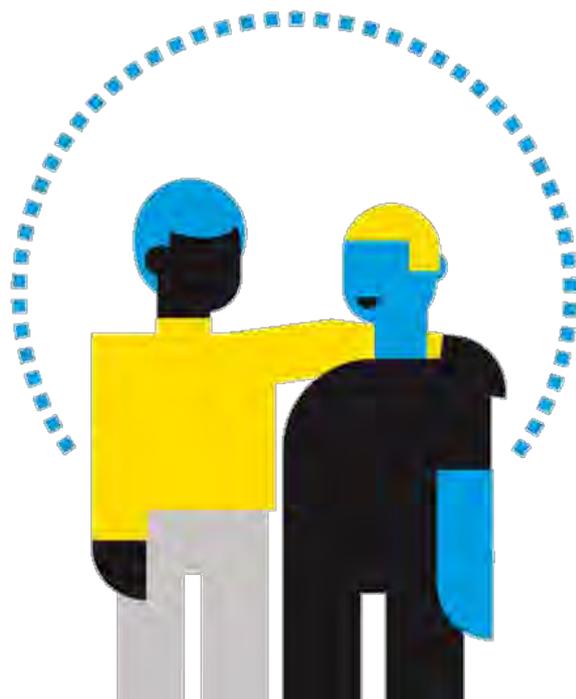
the Council. This code sets out the minimum expectations from suppliers and their extended supply chain, to help the Council to deliver on its sustainable sourcing outcomes. Terms of Trade also set out expectations on how the Council conducts business with its suppliers, including a commitment to making payments to suppliers in a timely manner, providing they adhere to the requirements set out in the standard terms of trade when using the electronic P2P process.

As result, suppliers choose to work with the Council as a preferred client and/or partner.

### Stakeholders

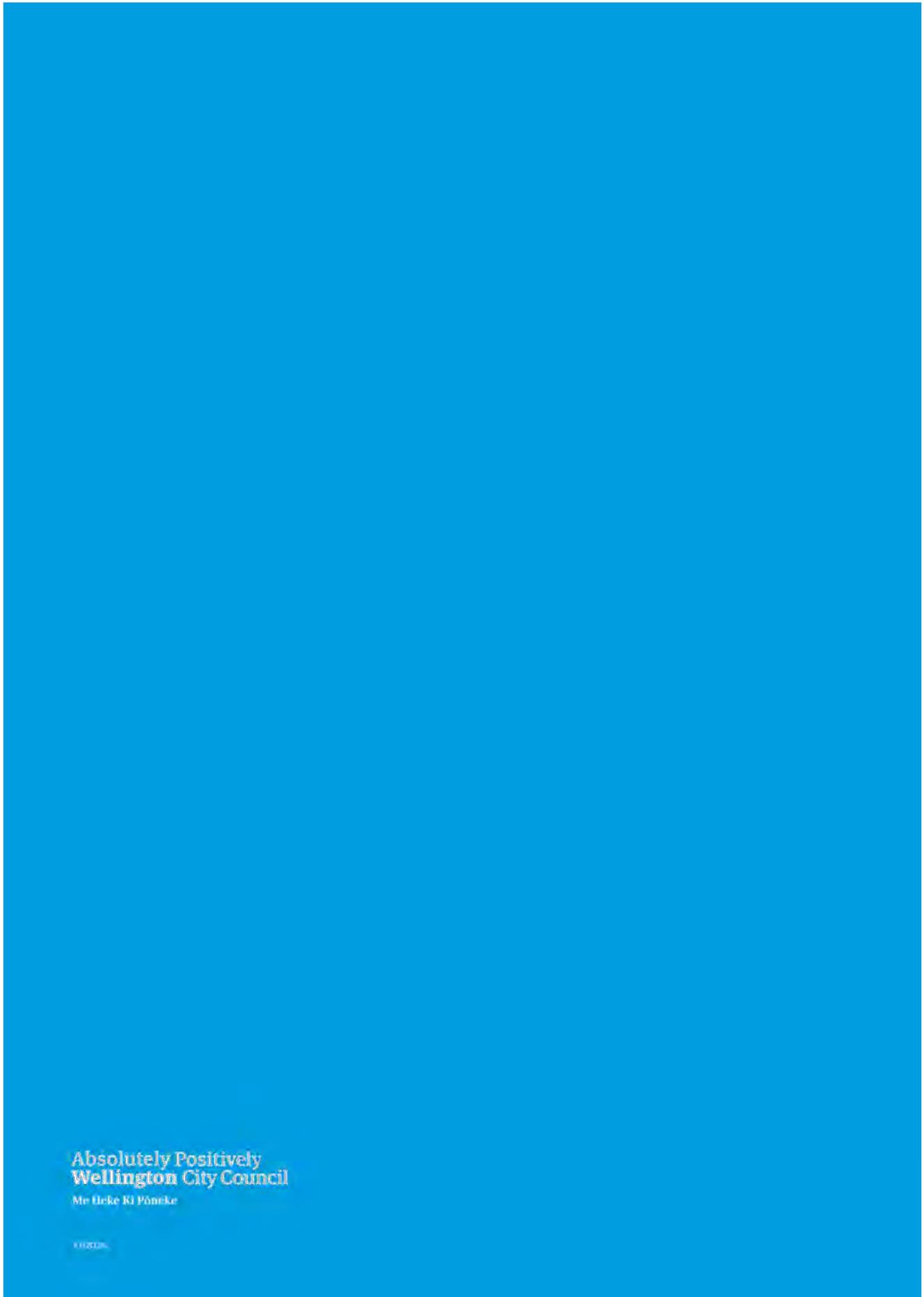
The Council's stakeholders seek out procurement and commercial involvement because it adds value to them. The Council seeks out the involvement of stakeholders, including our CCO's, external industry and interest groups, cultural and community representatives, influencers and enablers, to help plan for and achieve better outcomes.

Positive outcomes and changes are communicated and celebrated through a range of channels, including through the Council's website, intranet and social media channels.



<sup>1</sup> Currently under development, 2020





Absolutely Positively  
Wellington City Council  
Me Heke Ki Pōneke

0100206



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4. Public Excluded

Recommendation

That the Council:

1. Pursuant to the provisions of the Local Government Official Information and Meetings Act 1987, exclude the public from the following part of the proceedings of this meeting namely:

General subject of the matter to be considered	Reasons for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
4.1 Public Excluded Report of the Strategy and Policy Committee Meeting of 4 February 2021 Proposed Land Aquisition	7(2)(b)(ii) The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.	s48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.

2. Review the public-excluded status of item 4.1 Proposed Land Acquisition for release to public once the transaction has been settled.