

Strategic Capability Committee

AGENDA

Notice of Meeting:

An ordinary meeting of the Strategic Capability Committee will be held on:

Date: Wednesday 7 February 2018
Time: 8.30am
Venue: Committee Room 1, Level 2, Civic Offices,
53 Hereford Street, Christchurch

Membership

Chairperson	Mayor Lianne Dalziel
Deputy Chairperson	Deputy Mayor Andrew Turner
Members	Councillor Vicki Buck
	Councillor Phil Clearwater
	Councillor Pauline Cotter
	Councillor David East
	Councillor Raf Manji

1 February 2018

Principal Advisor

Brendan Anstiss
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Note: The reports contained within this agenda are for consideration and should not be construed as Council policy unless and until adopted. If you require further information relating to any reports, please contact the person named on the report.

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STRATEGIC CAPABILITY COMMITTEE - TERMS OF REFERENCE

Chair	Mayor Dalziel
Membership	Deputy Mayor Turner (Deputy Chair) The Chairpersons of the following committees: <ul style="list-style-type: none">• Finance and Performance Committee• Innovation and Sustainable Development Committee• Social and Community Development Committee• Infrastructure, Transport and Environment Committee• Regulatory Performance Committee Independent Member to be appointed by the Council
Quorum	Half of the members if the number of members (including vacancies) is even, or a majority of members if the number of members (including vacancies) is odd.
Meeting Cycle	Monthly.
Reports To	Council

Responsibilities

The focus of the Strategic Capability Committee is to ensure alignment across Council committees, the organisation and Crown partners

The Strategic Capability Committee is responsible for:

- Advising and supporting the Mayor to lead the development of the Long Term Plan and Annual Plan, including setting the overall parameters, strategic direction and priorities, and the development of a consultation document.
- Leading and overseeing the Council's strategic relationship with the Crown.
- Leading and overseeing specific strategic projects of shared interest and interface with the Crown, including the Cost Share Agreement and matters under the Greater Christchurch Regeneration Act.
- Matters relating to the performance of the Chief Executive, including appointment and succession planning as may be necessary from time to time.
- Organisational capability, workforce planning and development
- Council remuneration and employment policy.

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- Part A Matters Requiring a Council Decision
Part B Reports for Information
Part C Decisions Under Delegation
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TABLE OF CONTENTS

C	1.	Apologies.....	4
B	2.	Declarations of Interest.....	4
C	3.	Confirmation of Previous Minutes	4
B	4.	Deputations by Appointment.....	4
B	5.	Presentation of Petitions	4
C	6.	Resolution to Exclude the Public.....	9

1. Apologies

At the close of the agenda no apologies had been received.

2. Declarations of Interest

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

3. Confirmation of Previous Minutes

That the minutes of the Strategic Capability Committee meeting held on Wednesday, 22 November 2017 be confirmed.

4. Deputations by Appointment

There were no deputations by appointment at the time the agenda was prepared.

5. Presentation of Petitions

There were no petitions received at the time the agenda was prepared.

UNCONFIRMED

Strategic Capability Committee
OPEN MINUTES

Date: Wednesday 22 November 2017
Time: 1:05pm
Venue: Council Chambers, Civic Offices,
53 Hereford Street, Christchurch

Present

Chairperson	Mayor Lianne Dalziel
Deputy Chairperson	Deputy Mayor Andrew Turner
Members	Councillor Vicki Buck
	Councillor Phil Clearwater
	Councillor Pauline Cotter
	Councillor David East
	Councillor Raf Manji

21 November 2017

Principal Advisor

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- Part A** Matters Requiring a Council Decision
Part B Reports for Information
Part C Decisions Under Delegation
-

The agenda was dealt with in the following order.

1. Apologies

Part C

Committee Resolved SCCM/2017/00016

That the apology for lateness from Councillor Buck be accepted.

Mayor/Councillor Clearwater

Carried

2. Declarations of Interest

Part B

There were no declarations of interest recorded.

3. Confirmation of Previous Minutes

Part C

Committee Resolved SCCM/2017/00017

Committee Decision

That the minutes of the Strategic Capability Committee meeting held on Tuesday, 10 October 2017 be confirmed.

Councillor Clearwater/Deputy Mayor

Carried

4. Deputations by Appointment

Part B

There were no deputations by appointment.

5. Presentation of Petitions

Part B

There was no presentation of petitions.

6. Policy Register Review Results

Committee Comment

The Committee made the following changes to the recommendations:

- Adding clauses 3 and 4 to explicitly approve the removals and reclassifications set out in Attachments B and C, with the exception that the Capital Endowment Fund Policy 2001 should remain on the website.
- Clauses agreeing that stage two of the policy register review will be coordinated with the three year Council Strategy and Policy forward work programme to be approved by the Council during the development of the 2018-28 Long Term Plan, and that a workshop be held with the Council to discuss the proposed consolidations, policy reviews and documents to be contained, in advance of the Council approving the forward work programme.
- A note that the Council will retain a record of revoked policies and policies removed from the website in line with the requirements of the Public Records Act 2005.

Committee Decided SCCM/2017/00018

Part A

That the Strategic Capability Committee recommends that the Council:

1. Notes the review of the Council's policy register which will result in the updating of the register from 250 documents to 202 documents.
2. Approves the revocation of the following policies and their removal from the policy register:
 - a. Bus passenger shelters and seats 1993
 - b. Bus stop locations 1999
 - c. Community van policy 1990
 - d. Kerb and channel renewal 2003
 - e. Kerbside parking limit lines policy 2010
 - f. Notification of information added to LIMs policy 2004
 - g. Out of school programmes policy 1999
 - h. Partnerships with the private sector 2009
 - i. Pensioner housing 2001
 - j. Traffic calming policy 1999
 - k. Traffic safety works on school grounds 1997
 - l. Tree trimming (private planting) 1994
 - m. Use of public streets by private businesses 2003
 - n. Vehicle entrance feature paving treatment 1990.
3. Approves the removal from the Council website of the policies as set out in Attachment B to the report.
4. Approve the policy reclassifications as set out in Attachment C to the report.

5. Agrees that stage two of the Policy Register review be coordinated with the three year Council Strategy and Policy forward work programme that will be approved by the Council during the development of the 2018-28 Long Term Plan.
6. Requests a workshop to discuss the proposed consolidations, policy reviews and documents to be retained (Including Capital Endowment Fund Policy 2001) prior to the Council considering the Council Strategy and Policy forward work programme.
7. Note that documents removed from the Council website, including revoked policies, will be saved in the Council's record management system as superseded documents to enable future referencing as required. This will enable compliance with the Public Records Act 2005 requirements to maintain records.

Mayor/Councillor Clearwater

Carried

7. Central City Regeneration: Tackling Barrier Sites - Project Update.

Committee Decided SCCM/2017/00019

Part A

That the Strategic Capability Committee recommends that the Council:

1. Receive the information in the report
2. Approve the continued use of the framework and toolkit to tackle buildings or sites that are barriers to the regeneration of the Central City.

Deputy Mayor/Councillor Manji

Carried

Meeting concluded at 1:44pm.

CONFIRMED THIS 7TH DAY OF FEBRUARY 2018.

MAYOR LIANNE DALZIEL
CHAIRPERSON

6. Resolution to Exclude the Public

Section 48, Local Government Official Information and Meetings Act 1987.

I move that the public be excluded from the following parts of the proceedings of this meeting, namely items listed overleaf.

Reason for passing this resolution: good reason to withhold exists under section 7.

Specific grounds under section 48(1) for the passing of this resolution: Section 48(1)(a)

Note

Section 48(4) of the Local Government Official Information and Meetings Act 1987 provides as follows:

- “(4) Every resolution to exclude the public shall be put at a time when the meeting is open to the public, and the text of that resolution (or copies thereof):
- (a) Shall be available to any member of the public who is present; and
 - (b) Shall form part of the minutes of the local authority.”

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

ITEM NO.	GENERAL SUBJECT OF EACH MATTER TO BE CONSIDERED	SECTION	SUBCLAUSE AND REASON UNDER THE ACT	PLAIN ENGLISH REASON	WHEN REPORTS CAN BE RELEASED
7	SCC LONG TERM PLAN 2018-28 REPORT	S7(2)(B)(II), S7(2)(G)	PREJUDICE COMMERCIAL POSITION, MAINTAIN LEGAL PROFESSIONAL PRIVILEGE	<p>THE INFORMATION TO BE USED AS THE BASIS FOR PREPARATION OF THE COUNCIL'S LONG TERM PLAN REMAINS SUBJECT TO CHANGE. PREMATURE RELEASE OF THIS INFORMATION, BEFORE IT IS ADOPTED BY THE COUNCIL COULD PREJUDICE THOSE ENTITIES THAT MAY BE AFFECTED BY ANY CHANGES MADE.</p> <p>THE COUNCIL MAY SEEK AT THE MEETING LEGAL ADVICE ON MATTERS RELATING TO THE PREPARATION AND ADOPTION OF THE LONG TERM PLAN.</p>	UPON THE CHIEF EXECUTIVE BEING SATISFIED, IN HER DISCRETION, THAT THERE ARE NO LONGER GROUNDS FOR WITHHOLDING THE INFORMATION.