

## **Strategic Capability Committee**

### **AGENDA**

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#### **Notice of Meeting:**

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

**Date:** Monday 19 February 2018  
**Time:** 1pm  
**Venue:** Committee Room 1, Level 2, Civic Offices,  
53 Hereford Street, Christchurch

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#### **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

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**13 February 2018**

#### **Principal Advisor**

Brendan Anstiss  
General Manager Strategy &  
Transformation  
Tel: 941 8472

Christopher Turner-Bullock  
Committee Advisor  
941 8233  
Christopher.Turner@ccc.govt.nz  
[www.ccc.govt.nz](http://www.ccc.govt.nz)

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**

<b>Chair</b>	Mayor Dalziel
<b>Membership</b>	Deputy Mayor Turner (Deputy Chair) The Chairpersons of the following committees: <ul style="list-style-type: none"><li>• Finance and Performance Committee</li><li>• Innovation and Sustainable Development Committee</li><li>• Social and Community Development Committee</li><li>• Infrastructure, Transport and Environment Committee</li><li>• Regulatory Performance Committee</li></ul> Independent Member to be appointed by the Council
<b>Quorum</b>	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.
<b>Meeting Cycle</b>	Monthly.
<b>Reports To</b>	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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**1. Apologies**

**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, 7 February 2018](#) be confirmed (refer page 5).

**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.

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## Strategic Capability Committee OPEN MINUTES

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**Date:** Wednesday 7 February 2018  
**Time:** 8.32am  
**Venue:** Council Chamber, Level 2, Civic Offices,  
53 Hereford Street, Christchurch

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### 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

### In Attendance

Councillor Chen  
Councillor Mike Davidson  
Councillor Galloway  
Councillor Johanson  
Councillor Livingstone  
Councillor Scandrett  
Councillor Swiggs  
Councillor Templeton

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7 February 2018

**Principal Advisor**  
Brendan Anstiss  
General Manager Strategy &  
Transformation  
Tel: 941 8472

Christopher Turner-Bullock  
Committee Advisor  
941 8233  
Christopher.Turner@ccc.govt.nz  
[www.ccc.govt.nz](http://www.ccc.govt.nz)

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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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The agenda was dealt with in the following order.

**1. Apologies**

**Part C**  
Councillors Buck, East and Manji for lateness

**2. Declarations of Interest**

**Part B**  
There were no declarations of interest recorded.

**3. Confirmation of Previous Minutes**

**Part C**  
**Committee Resolved SCCM/2018/00020**

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

Mayor/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.

**8. Resolution to Include Supplementary Reports**

**Committee Resolved SCCM/2018/00021**

That the reports be received and considered at the Strategic Capability Committee meeting on Wednesday 7 February 2018

7. SCC Long Term Plan 2018-28 Report – Attachment C (Public Excluded)

9. Local Leadership – Engaging with the Crown (Public Excluded)

Mayor/Deputy Mayor

Carried

**6 Resolution to Exclude the Public**  
**Committee Resolved SCCM/2018/00022**

**Part C**

That at 8.35am the resolution to exclude the public set out on pages 9 to 10 of the agenda be adopted.

Mayor/Deputy Mayor

Carried

**The public were re-admitted to the meeting at 10.30am at which time the meeting concluded.**

**CONFIRMED THIS 19<sup>TH</sup> DAY OF FEBRUARY 2018**

**MAYOR LIANNE DALZIEL  
CHAIRPERSON**



## 6. Resolution to Exclude the Public

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*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	PUBLIC EXCLUDED STRATEGIC CAPABILITY COMMITTEE MINUTES - 7 FEBRUARY 2018			REFER TO THE PREVIOUS PUBLIC EXCLUDED REASON IN THE AGENDAS FOR THESE MEETINGS.	
8	CANTERBURY SPORTS LTD, 466-482 YALDHURST ROAD - TECHNICAL ASSESSMENT	S7(2)(E), S7(2)(I)	PREVENTION OF MATERIAL LOSS, CONDUCT NEGOTIATIONS	CSL HAVE NOT YET SIGNED THE AGREEMENT TO PAY COSTS OF TECHNICAL ASSESSMENTS (AGREEMENT LETTER WAS SENT IN DECEMBER 2017). THE REPORT SHOULD NOT BE DISCLOSED TO CSL BEFORE AGREEMENT IS SIGNED.	1 MAY 2018 COST AGREEMENT IS SIGNED BY CSL