

## **Strategic Capability Committee**

### **AGENDA**

---

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

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

**Date:** Wednesday 6 June 2018  
**Time:** 3.30pm  
**Venue:** Mayor's Lounge, Level 6, 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

---

**30 May 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.

**To view copies of Agendas and Minutes, visit:**

<https://www.ccc.govt.nz/the-council/meetings-agendas-and-minutes/>

**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.

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

## 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.....	8

## **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 [Tuesday, 29 May 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.

---

## Strategic Capability Committee OPEN MINUTES

---

**Date:** Tuesday 29 May 2018  
**Time:** 3.34pm  
**Venue:** Mayor's Lounge, Level 6, 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

---

29 May 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)

To view copies of Agendas and Minutes, visit:  
[www.ccc.govt.nz/Council/meetingminutes/agendas/index](http://www.ccc.govt.nz/Council/meetingminutes/agendas/index)

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

The meeting opened at 3.34pm and immediately adjourned until 3.42pm.

The agenda was dealt with in the following order.

### **1. Apologies**

#### **Committee Resolved SCCM/2018/00015**

That the apology for absence from Councillor Manji be received.

Mayor/Deputy Mayor

Carried

### **2. Declarations of Interest**

#### **Part B**

There were no declarations of interest recorded.

### **3. Confirmation of Previous Minutes**

#### **Part C**

There were no minutes to confirm.

### **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 Resolution to Exclude the Public**

#### **Committee Resolved SCCM/2018/00016**

That Paul Loof of Paul Loof Consulting remain after the public have been excluded for Items 7, 8 and 9 of the public excluded agenda as he has knowledge that is relevant to those items and will assist the Council.

That at 3.44pm the resolution to exclude the public set out on pages 5 to 6 of the agenda be adopted.

Mayor/Deputy Mayor

Carried

The public were re-admitted to the meeting at 6.39pm at which time the meeting concluded.

It was noted that the next meeting of the Committee will be on Wednesday 6 June 2018 at 3.30pm.

CONFIRMED THIS 6<sup>TH</sup> DAY OF JUNE 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	PUBLIC EXCLUDED STRATEGIC CAPABILITY COMMITTEE MINUTES - 29 MAY 2018			REFER TO THE PREVIOUS PUBLIC EXCLUDED REASON IN THE AGENDAS FOR THESE MEETINGS.	
8	CHIEF EXECUTIVE ANNUAL PERFORMANCE REVIEW PROCESS	S7(2)(A)	PROTECTION OF PRIVACY OF NATURAL PERSONS	PROTECT THE PRIVACY OF NATURAL PERSONS	ONLY VIA AN AGREED STATEMENT FROM THE MAYOR
9	DISCUSSION WITH THE CHIEF EXECUTIVE REGARDING ANNUAL REVIEW	S7(2)(A)	PROTECTION OF PRIVACY OF NATURAL PERSONS	PROTECT THE PRIVACY OF NATURAL PERSONS	ONLY VIA AN AGREED STATEMENT FROM THE MAYOR
10	COMMITTEE DISCUSSION REGARDING THE COMPLETION OF THE CHIEF EXECUTIVE ANNUAL PERFORMANCE REVIEW PROCESS FOR THE FINANCIAL YEAR 2018 AND RELATED MATTERS	S7(2)(A)	PROTECTION OF PRIVACY OF NATURAL PERSONS	PROTECT THE PRIVACY OF NATURAL PERSONS	ONLY VIA AN AGREED STATEMENT FROM THE MAYOR