

ORDINARY MEETING

OF

STRATEGY AND POLICY COMMITTEE

MINUTES

Time: 9:30am
Date: Thursday, 10 December 2020
Venue: Ngake (16.09)
Level 16, Tahiwī
113 The Terrace
Wellington

PRESENT

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

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1. Meeting Conduct

1.1 Karakia

The Chairperson declared the meeting open at 9:32 am and invited members to stand and read the following karakia to open the meeting.

**Whakataka te hau ki te uru,
Whakataka te hau ki te tonga.
Kia mākinakina ki uta,
Kia mātaratara ki tai.
E hī ake ana te atākura.
He tio, he huka, he hauhū.
Tihei Mauri Ora!**

Cease oh winds of the west
and of the south
Let the bracing breezes flow,
over the land and the sea.
Let the red-tipped dawn come
with a sharpened edge, a touch of frost,
a promise of a glorious day

1.2 Apologies

Moved Councillor Day, seconded Councillor Rush, the following motion

Resolved

That the Strategy and Policy Committee:

1. Accept the apologies received from
 - a) Councillor Rush, Councillor Young and Deputy Mayor Free for early departure;
 - b) Mayor Foster, Councillor O'Neill and Councillor Fitzsimons for lateness; and
 - c) Councillor Woolf for partial absence.

Carried

1.3 Conflict of Interest Declarations

No conflicts of interest were declared.

1.4 Confirmation of Minutes

Moved Councillor Day, seconded Councillor Foon, the following motion

Resolved

That the Strategy and Policy Committee:

1. Approve the minutes of the Strategy and Policy Committee Meeting held on 3 December 2020, having been circulated, that they be taken as read and confirmed as an accurate record of that meeting.

Carried

1.5 Items not on the Agenda

There were no items not on the agenda.

1.6 Public Participation

1.6.1 InsideOUT, Gender Minorities Aotearoa, Intersex Trust Aotearoa NZ and Tīwhanawhana Trust

Tabby Besley (InsideOUT), Kate Collins (Gender Minorities Aotearoa), Mani Mitchell (Intersex Trust Aotearoa NZ), Kevin Haunui (Tīwhanawhana Trust) spoke to item 3.5 Review of the Advisory Group Model.

1.6.2 EKTA NZ

Representing EKTA NZ, Abhishek Sharma and Manjit Grewal spoke to item 3.5 Review of the Advisory Group Model.

1.6.3 Wellington Interfaith Council

Representing Wellington Interfaith Council, Mustenser Qamar and Manjit Grewal spoke to item 3.5 Review of the Advisory Group Model.

(Mayor Foster Joined the meeting at 9:43 am)
(Councillor O'Neill joined the meeting at 9:48 am)
(Councillor Fitzsimons joined the meeting at 10:03 am)
(Councillor Calvert left the meeting at 10:06 am)
(Councillor O'Neill left the meeting at 10:11 am)
(Councillor O'Neill returned to the meeting at 10:14 am)
(Councillor Paul left the meeting at 10:20 am)
(Councillor Paul returned to the meeting at 10:23 am)
(Councillor Calvert returned to the meeting at 10:23 am)
(Councillor Woolf left the meeting at 10:27 am)

2. Petitions

2.1 Petition: Save Mt Victoria's Heritage

Moved Councillor Young, seconded Councillor Pannett, the following motion

Resolved

That the Strategy and Policy Committee:

1. Receive the information and thank the petitioner.

Carried

Secretarial note: Representing the petitioners, Joanna Newman spoke to the petition.

The meeting adjourned at 10:38 am and reconvened at 10:59 am with the following members present: Mayor Foster, Councillor Calvert, Councillor Condie, Councillor Day, Councillor Fitzsimons, Councillor Foon, Deputy Mayor Free, Councillor Matthews, Councillor O'Neill, Councillor Pannett, Councillor Paul, Councillor Rush, Councillor Sparrow, Councillor Young

(Councillor Woolf returned to the meeting at 11:00 am)

3. General Business

3.1 TR167-20 Moxham/Waitoa/Hataitai Intersection Improvements

Moved Councillor Condie, seconded Councillor Paul, the following motion

Recommendation/s

That the Strategy and Policy Committee:

1. Receive the information.
2. Approve the attached amendments to the Traffic Restrictions pursuant to the provisions of the Wellington City Council Consolidated Bylaw 2008.

Moved Councillor Rush, seconded Councillor Pannett, the following amendment

Resolved

That the Strategy and Policy Committee:

3. Note that officers will work to ensure a balance between the place-making and transport functions of the village are achieved within existing budgets and that relevant Councillor portfolio leads and ward councillors are kept informed as appropriate.

Carried

Moved Councillor Condie, seconded Councillor Paul, the following substantive motion

Resolved

That the Strategy and Policy Committee:

1. Receive the information.
2. Approve the attached amendments to the Traffic Restrictions pursuant to the provisions of the Wellington City Council Consolidated Bylaw 2008.
3. Note that officers will work to ensure a balance between the place-making and transport functions of the village are achieved within existing budgets and that relevant Councillor portfolio leads and ward councillors are kept informed as appropriate.

Carried

Secretarial note: The following members of the public spoke to the submissions they had made to the consultation that was carried out on this matter:

- Stephen Ladányi as an individual
- Ellen Blake as an individual
- Mike Mellor on behalf of Living Streets Aotearoa

Attachments

- 1 TR167-20 Hataitai Intersection Improvements

Tabled documents

Attachments

- 1 Stephen Ladányi
- 2 Living Streets Aotearoa

(Councillor Paul left the meeting at 11:32 am)

(Councillor Paul returned to the meeting at 11:34 am)

3.2 The Municipal Office Building Base Build Proposal

Moved Mayor Foster, seconded Deputy Mayor Free, the following motion

Recommendation/s

That the Strategy and Policy Committee:

1. Receive the information.
2. Agree to include the Municipal Office Building options referred to in this report in the 2021 – 2031 **draft** Long-term Plan **for consultation**.
3. **Note** ~~Agree~~ that while the preferred option is to demolish and ~~rebuild~~ **replace** the Municipal Office Building ~~it is a contributory building to a heritage precinct and would require consent to demolish.~~
4. Note that the **Municipal Office Building is not heritage listed, but is a 'contributing building' within the Civic Precinct Heritage Area, and will require resource consent to demolish.**
5. **Note that the resource consent process would be best supported by** ~~planning rules set a 'high bar' for contributing buildings to be demolished which will include Council having to~~ **demonstrating** (in detail) its plan for the site post demolition.
6. Note that the preferred option will require **up to** \$750,000 in the 2021-2031 Long-term Plan to complete the consenting process and confirm that consent for the demolition of the Municipal Office Building can be achieved.
7. **Request officers to report back to Strategy and Policy Committee in Q1 in time for the LTP consultation with:**

- a proposed draft Framework for Te Ngakau Civic Square,
 - a recommended decision on the Civic Administration Building, noting that action will be connected with action on the Municipal Office Building.
 - anticipated resource consent and delivery timeframes, requesting officers to consider all options to accelerate delivery of a replacement building(s)
8. Note that Council officers will continue to work with the National Music Centre partners to further explore accommodation opportunities within Te Ngākau Civic Precinct.

Secretarial note: Mayor Foster moved the original motion with amendments (supported by officers) as marked in red.

Moved Councillor Young, seconded Councillor Fitzsimons, the following amendment

Resolved

That the Strategy and Policy Committee:

9. Agree that the Framework for the Te Ngākau Civic Square precinct is developed on the basis that Council is committed to Te Ngākau Civic Square being the musical, creative and democratic heart of Wellington, with the main Wellington City Council premises returning to Te Ngākau Civic Square as part of its re-development.
10. Agree that officers will prepare advice about future options for the Civic Administration Building for inclusion in the 2021-2031 Long-term Plan.
11. Agree that officers will prepare advice considering all possible funding options with respect to the Municipal Office Building and the Civic Administration Buildings.
12. Agree that officers will report back to Council in early 2021 about the future development of the Michael Fowler carpark.

Carried

Secretarial note: The amendment moved by Councillor Young and seconded by Councillor Fitzsimons was taken part by part, the divisions for which are as follows:

Clause 9:

For:

Mayor Foster
Councillor Day
Councillor Fitzsimons
Deputy Mayor Free
Councillor Matthews
Councillor O'Neill
Councillor Rush
Councillor Sparrow
Councillor Woolf
Councillor Young

Against:

Councillor Calvert
Councillor Condie
Councillor Foon
Councillor Pannett
Councillor Paul

Majority Vote: 10:5

Carried

Clauses 10, 11 & 12:

For:

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

Against:

None

Majority Vote: 15:0

Carried

The meeting adjourned at 11:57 am and reconvened at 12:00 pm with all the members present.

(Councillor Woolf left the meeting at 12:17 pm)

(Councillor Woolf returned to the meeting at 12:19 pm)

Moved Mayor Foster, seconded Deputy Mayor Free, the following substantive motion

Resolved

That the Strategy and Policy Committee:

1. Receive the information.
2. Agree to include the Municipal Office Building options referred to in this report in the 2021 – 2031 draft Long-term Plan for consultation.
3. Agree that the preferred option is to demolish and replace the Municipal Office Building.
4. Note that the Municipal Office Building is not heritage listed, but is a 'contributing building' within the Civic Precinct Heritage Area, and will require resource consent to demolish.
5. Note that the resource consent process would be best supported by Council demonstrating (in detail) its plan for the site post demolition.
6. Note that the preferred option will require up to \$750,000 in the 2021-2031 Long-term Plan to complete the consenting process and confirm that consent for the demolition of the Municipal Office Building can be achieved.
7. Request officers to report back to Strategy and Policy Committee in Q1 in time for the LTP consultation with:

- a proposed draft Framework for Te Ngākau Civic Square,
 - a recommended decision on the Civic Administration Building, noting that action will be connected with action on the Municipal Office Building.
 - anticipated resource consent and delivery timeframes, requesting officers to consider all options to accelerate delivery of a replacement building(s)
8. Note that Council officers will continue to work with the National Music Centre partners to further explore accommodation opportunities within Te Ngākau Civic Precinct.
9. Agree that the Framework for the Te Ngākau Civic Square precinct is developed on the basis that Council is committed to Te Ngākau Civic Square being the musical, creative and democratic heart of Wellington, with the main Wellington City Council premises returning to Te Ngākau Civic Square as part of its re-development.
10. Agree that officers will prepare advice about future options for the Civic Administration Building for inclusion in the 2021-2031 Long-term Plan.
11. Agree that officers will prepare advice considering all possible funding options with respect to the Municipal Office Building and the Civic Administration Buildings.
12. Agree that officers will report back to Council in early 2021 about the future development of the Michael Fowler carpark.

Carried

Secretarial note: The substantive motion moved by Mayor Foster and Seconded by Deputy Mayor Free was taken part by part, the divisions for which are as follows:

Clause 3:

For:

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

Against:

Councillor Pannett
Councillor Paul

Majority Vote: 13:2

Carried

Clause 5:

For:

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

Against:

Councillor Pannett
Councillor Paul

Majority Vote: 13:2

Carried

Clause 6:

For:

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

Against:

Councillor Pannett

Majority Vote: 14:1

Carried

Clause 7:

For:

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

Against:

Councillor Pannett

Majority Vote: 14:1

Carried

Clause 9:

For:

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

Against:

Councillor Calvert
Councillor Foon
Councillor Pannett
Councillor Paul

Majority Vote: 11:4

Carried

Clauses 1, 2, 4, 8, 10, 11 & 12:

For:

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

Against:

None

Majority Vote: 15:0

Carried

The meeting adjourned at 12:38 pm and reconvened at 1:12 pm with the following members present: Mayor Foster, Councillor Condie, Councillor Day, Councillor Foon, Councillor Matthews, Councillor O'Neill, Councillor Pannett, Councillor Paul, Councillor Rush, Councillor Sparrow, Councillor Young

(Councillor Fitzsimons returned to the meeting at 1:13 pm)

(Deputy Mayor Free returned to the meeting at 1:14 pm)

3.3 Naming of Sport and Community Building at Alex Moore Park

Moved Councillor Day, seconded Councillor Condie, the following motion

Resolved

That the Strategy and Policy Committee:

1. Receive the information.
2. Agree the name *Waiora* will be the official name for the Sport and Community Building at Alex Moore Park.
3. Note the engagement with Mana Whenua and the Alex Moore Park Sport and Community Incorporated (the Society) and acknowledges the support from Ngāti Toa and the Society.
4. Note the process undertaken to select the name for the Sport and Community Hub Building is in accordance with Council's Naming Policy Te Māpihi Maurea.

Carried unanimously

3.4 Quarter 1 Report 2020/21

Moved Deputy Mayor Free, seconded Councillor Condie, the following motion

Resolved

That the Strategy and Policy Committee:

1. Receive the information.
2. Note the contents of the Quarter One 2020/21 report **as amended** (Attachment 1).
3. Note the Financial and Performance Measure variances.
4. Agree to capital expenditure carry forwards of \$37 million (net) being included in the full year 2020/21 budget from the 2019/20 underspend.
5. Agree to change the budgeted timing of \$3.5m for Tākina (Convention Centre) from 2022/23 to 2020/21 as the project continues to accelerate ahead of schedule.
6. Approve the Quarter One 2020/21 report **as amended**.
7. **Agree that the Chief Executive Officer be delegated the authority to make minor editorial changes to the quarterly report before publication.**

Carried unanimously

Attachments

- 1 Quarterly Report Q1 2020-21

Meeting Duration

Moved Councillor Day, seconded Councillor Matthews, the following motion

Resolved

That the Strategy and Policy Committee

1. Continue the meeting beyond the six hours limit as per standing order 11.7.

Carried

Meeting Adjournment

Moved Councillor Day, seconded Mayor Foster, the following motion

Resolved

That the Strategy and Policy Committee:

1. Adjourn the meeting until 5:00 pm.

Carried

The meeting adjourned at 1:27 pm and reconvened at 5:05 pm with the following members present: Councillor Calvert, Councillor Condie, Councillor Day, Councillor Fitzsimons, Councillor Foon, Councillor Matthews, Councillor O'Neill, Councillor Pannett, Councillor Paul, Councillor Sparrow Councillor Woolf, Councillor Young

(Mayor Foster returned to the meeting at 5:24 pm)

(Councillor Fitzsimons left the meeting at 5:43 pm)

(Councillor Fitzsimons returned to the meeting at 5:45 pm)

3.5 Review of the Advisory Group Model

Moved Councillor O'Neill, seconded Councillor Fitzsimons, the following motion

Amended Officers' Recommendations

That the Strategy and Policy Committee:

1. Receive the information.
2. **Recommend to Council to adopt** the revised **Advisory and Reference Group** Terms of Reference **as attached** to provide greater clarity around the purpose and role of the Council's Advisory Groups.
3. Agree to increase the membership of the Accessibility Advisory Group to 12.
4. Agree to reduce the membership of the Environmental Reference Group to 12.
5. Agree to amend the Environmental Reference Group's term limits to two consecutive three-year terms.
6. Agree to amend Youth Council's term limits to ~~five one-year terms with reapplication after three years~~ **three two-year terms**.
7. Agree to increase Youth Council pay to \$75 per meeting for the Chair and \$55 per meeting for the remaining members of the Youth Council. If the Youth Council decides to have more than two members in the role of chair, the co-chairs will each receive \$65 per meeting.
8. **Recommend to the Annual Plan / Long-term Plan Committee to allocate funding in the 2021-2031 Long-term Plan for the increased Youth Council pay rates.**
9. Agree to consider how a Māori tikanga lens can be meaningfully incorporated into the Advisory and Reference Groups as part of wider Council discussions about iwi partnership and representation.
10. Agree to provide time on a Council Committee agenda for the Advisory and Reference Groups to discuss their agreed annual workplans.
11. Agree to amend the Terms of Reference to give ELT members responsibility to facilitate discussion where there is disagreement or misunderstanding between the Groups and officers.

12. Agree to change the appointment process for the Pacific Advisory Group to a selection process.

Secretarial note: Councillor O'Neill moved the original motion with amendments (supported by officers) as marked in red.

Moved Councillor Matthews, seconded Councillor Paul, the following amendment

Resolved

That the Strategy and Policy Committee:

13. Recommend to Council to agree, in principle, to the establishment of a Rainbow Advisory Group, and to direct officers to work with the Rainbow community to enable this.
14. Recommend to the Annual Plan / Long-term Plan Committee to allocate funding in the 2021-2031 Long-term Plan to establish and support a Rainbow Advisory Group.

A division was called for, voting on which was as follows:

For:

Mayor Foster
Councillor Calvert
Councillor Condie
Councillor Day
Councillor Fitzsimons
Councillor Foon
Councillor Matthews
Councillor O'Neill
Councillor Pannett
Councillor Paul
Councillor Woolf

Against:

Councillor Sparrow
Councillor Young

Absent:

Deputy Mayor Free
Councillor Rush

Majority Vote: 11:2

Carried

The meeting adjourned at 6:22 pm and reconvened at 6:32 pm with the following members present: Councillor Calvert, Councillor Condie, Councillor Day, Councillor Fitzsimons, Councillor Foon, Councillor Matthews, Councillor O'Neill, Councillor Pannett, Councillor Paul, Councillor Sparrow, Councillor Woolf

Moved Councillor Calvert, seconded Councillor Woolf, the following amendment

Resolved

That the Strategy and Policy Committee:

15. Recommend to Council to agree, in principle, to the establishment of an Ethnic Advisory Group, and to direct officers to work with ethnic communities to enable this.
16. Recommend to the Annual Plan / Long-term Plan Committee to allocate funding in the 2021-2031 Long-term Plan to establish and support an Ethnic Advisory Group.

Lost

The meeting adjourned at 7:03 pm and reconvened at 7:05 pm with the following members present: Councillor Calvert, Councillor Condie, Councillor Day, Councillor Fitzsimons, Councillor Foon, Councillor Matthews, Councillor O'Neill, Councillor Pannett, Councillor Paul, Councillor Sparrow, Councillor Woolf

Moved Councillor Condie, seconded Councillor Foon, the following amendment

Resolved

That the Strategy and Policy Committee:

17. Recommend to Council to agree that officers will use the existing criteria for adding new groups, and work with the community to determine whether a Multicultural Advisory Group or some other forum should be established and bring a report back by June 2021.

Carried unanimously

Moved Councillor O'Neill, seconded Councillor Fitzsimons, the following substantive motion

Resolved

That the Strategy and Policy Committee:

1. Receive the information.
2. Recommend to Council to adopt the revised Advisory and Reference Group Terms of Reference as attached to provide greater clarity around the purpose and role of the Council's Advisory Groups.
3. Agree to increase the membership of the Accessibility Advisory Group to 12.
4. Agree to reduce the membership of the Environmental Reference Group to 12.
5. Agree to amend the Environmental Reference Group's term limits to two consecutive three-year terms.
6. Agree to amend Youth Council's term limits to three two-year terms.

7. Agree to increase Youth Council pay to \$75 per meeting for the Chair and \$55 per meeting for the remaining members of the Youth Council. If the Youth Council decides to have more than two members in the role of chair, the co-chairs will each receive \$65 per meeting.
8. Recommend to the Annual Plan / Long-term Plan Committee to allocate funding in the 2021-2031 Long-term Plan for the increased Youth Council pay rates.
9. Agree to consider how a Māori tikanga lens can be meaningfully incorporated into the Advisory and Reference Groups as part of wider Council discussions about iwi partnership and representation.
10. Agree to provide time on a Council Committee agenda for the Advisory and Reference Groups to discuss their agreed annual workplans.
11. Agree to amend the Terms of Reference to give ELT members responsibility to facilitate discussion where there is disagreement or misunderstanding between the Groups and officers.
12. Agree to change the appointment process for the Pacific Advisory Group to a selection process.
13. Recommend to Council to agree, in principle, to the establishment of a Rainbow Advisory Group, and to direct officers to work with the Rainbow community to enable this.
14. Recommend to the Annual Plan / Long-term Plan Committee to allocate funding in the 2021-2031 Long-term Plan to establish and support a Rainbow Advisory Group.
15. Recommend to Council to agree that officers will use the existing criteria for adding new groups, and work with the community to determine whether a Multicultural Advisory Group or some other forum should be established and bring a report back by June 2021.

Carried unanimously

Attachments

- 1 Amended Terms of Reference - AAG
- 2 Amended Terms of Reference - ERG
- 3 Amended Terms of Reference - PAG
- 4 Amended Terms of Reference - Youth Council

The meeting concluded at 7:26 pm with the reading of the following karakia:

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

Authenticated: _____

Chair

ORDINARY MEETING

OF

STRATEGY AND POLICY COMMITTEE

MINUTE ITEM ATTACHMENTS

Time: 9:30am
Date: Thursday, 10 December 2020
Venue: Ngake (16.09)
Level 16, Tahiwī
113 The Terrace
Wellington

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We are proposing a change in your area



Kia ora,

This leaflet is to let you know about a change we are proposing to make in your neighbourhood.

Proposal:

Reference	<ul style="list-style-type: none"> • TR167-20 Moxham/Waitoa/Hataitai intersection improvements including changes to kerbside parking, intersection controls and relocation of pedestrian crossing facilities.
What we'd like to do	<ul style="list-style-type: none"> • Replace the existing traffic controls at the intersection of Moxham Avenue, Waitoa Road and Hataitai Road with a small mountable roundabout. • To enable this requires kerbside parking changes and relocation of the pedestrian crossing facilities.
Why we are proposing the change	<ul style="list-style-type: none"> • Concerns have been raised by the community regarding pedestrian safety and driver confusion at this intersection. • Since 2013 there been 10 report crashes at, or within 50 metres of, the Moxham Avenue, Waitoa Road and Hataitai Road intersection and a considerable number of near misses. • In September 2018 we consulted with the wider community on a proposal to install traffic lights at the intersection to improve safety, particularly for pedestrians. • Nearly 800 submissions from residents, businesses and organisations were received. • More than half of the respondents answered 'YES' to having experienced, witnessed or being aware of crashes or near misses at the intersection. However, only 32% supported the installation of traffic lights. • We concluded that whilst there was a case to improve safety, we needed to look at other options. We have now assessed 15 options and our analysis shows that a small mountable roundabout is the preferred option. • When ranked against a range of objectives the delivery of a small mountable roundabout with a raised zebra crossing on the Hataitai Road approach is considered to deliver the maximum benefit of overall performance and improved pedestrian safety at this intersection.

We are proposing a change in your area

Absolutely Positively
Wellington City Council
Me Heke Ki Pōneke

	<ul style="list-style-type: none"> • This option provides a net benefit to Wellington of around \$3 million due to improvements in public transport and general traffic movements. • It will also increase pedestrian safety as the relocation of the zebra crossings will reduce driver confusion at the intersection. • In order to accommodate the roundabout and the new pedestrian crossing locations, several parking spaces will need to be relocated. This will include converting several unrestricted parks within a close walk of the shopping centre with P60 car parks. Those car parks in the heart of the shopping centre will be replaced with shorter time limited car parks. • There was strong feedback to our last round of engagement which indicated that parking loss was a major concern from the community. Officers have commented on the feedback received (this document can be found on the webpage address below). • We have therefore modified the design to ensure there is a net car parking gain of 2 time-restricted parks in the ‘heart’ of the shopping centre. This is fully described in the Impact section below. • A Traffic Resolution is required to legalise the parking, intersection controls and new zebra crossing locations and this includes a formal consultation targeted at those residents and business most affected by the proposed changes. • Further information can be found at https://wellington.govt.nz/your-council/projects/hataitai-intersection.
Location – where we propose to make the change	Moxham Avenue, Waitoa Road and Hataitai Road Intersection in Hataitai
Impact	<ul style="list-style-type: none"> • Pedestrian impact – significantly improves pedestrian safety • Reduces driver confusion • Improves efficiency of traffic flow by providing intersection controls on all approaches of the roundabout and relocating the zebra crossings away from the intersection.

We are proposing a change in your area

Absolutely Positively
Wellington City Council
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	<ul style="list-style-type: none"> • <u>Net parking impact</u> - gain of 2 time-restricted parks. <ul style="list-style-type: none"> ○ 13 car parks removed to make room for the roundabout. ○ 1 new car park on Waitoa Road east (southside) ○ Conversion of 11 unrestricted car parks to P60 - Williams Street (6); Waitoa Road east (2); Hataitai Road (2); Waitoa Road west (1) ○ 3 P60 car parks made available after 9am by converting the existing full-time bus stop on Hataitai Road to part time • <u>Time Limit Changes:</u> <ul style="list-style-type: none"> ○ Conversion of 9 P60 car parks to P30 car parks - Waitoa Road east north and south sides (8); Waitoa Road west (1) ○ Conversion of 3 P60 car parks to P15 car parks - Waitoa Road (3) ○ Conversion of 2 P30 car parks to P15 car parks - Moxham Ave (2) ○ Conversion of 1 Taxi car park to a Loading zone (P15) - Hataitai Road ○ Conversion of 1 P60 car park to a Loading zone (P15)- Waitoa Road east • Please refer to the plan for the full detail of the parking changes.
<p>Additional Information</p>	<ul style="list-style-type: none"> • There will be some place making improvements made on the corner of Moxham and Waitoa Roads and other areas could be developed as we move into detailed design. • Most bus passengers travelling from the eastern suburbs to the central city travel through the intersection. It is used by approximately 7,000 people in buses and 12,000 people in private vehicles per day. • The current parking resolutions will remain in place (legal/enforcement) until the new restrictions with appropriate signs and markings is introduced. • Average traffic volume count – approx. 16,000 per day • To view the legal description for this Traffic Resolution, an electronic copy of the report will be available on the Councils website from Tuesday 9.00am 20 October 2020 at www.wellington.govt.nz/haveyoursay or you can call (04) 499 4444 and we will send one out to you.

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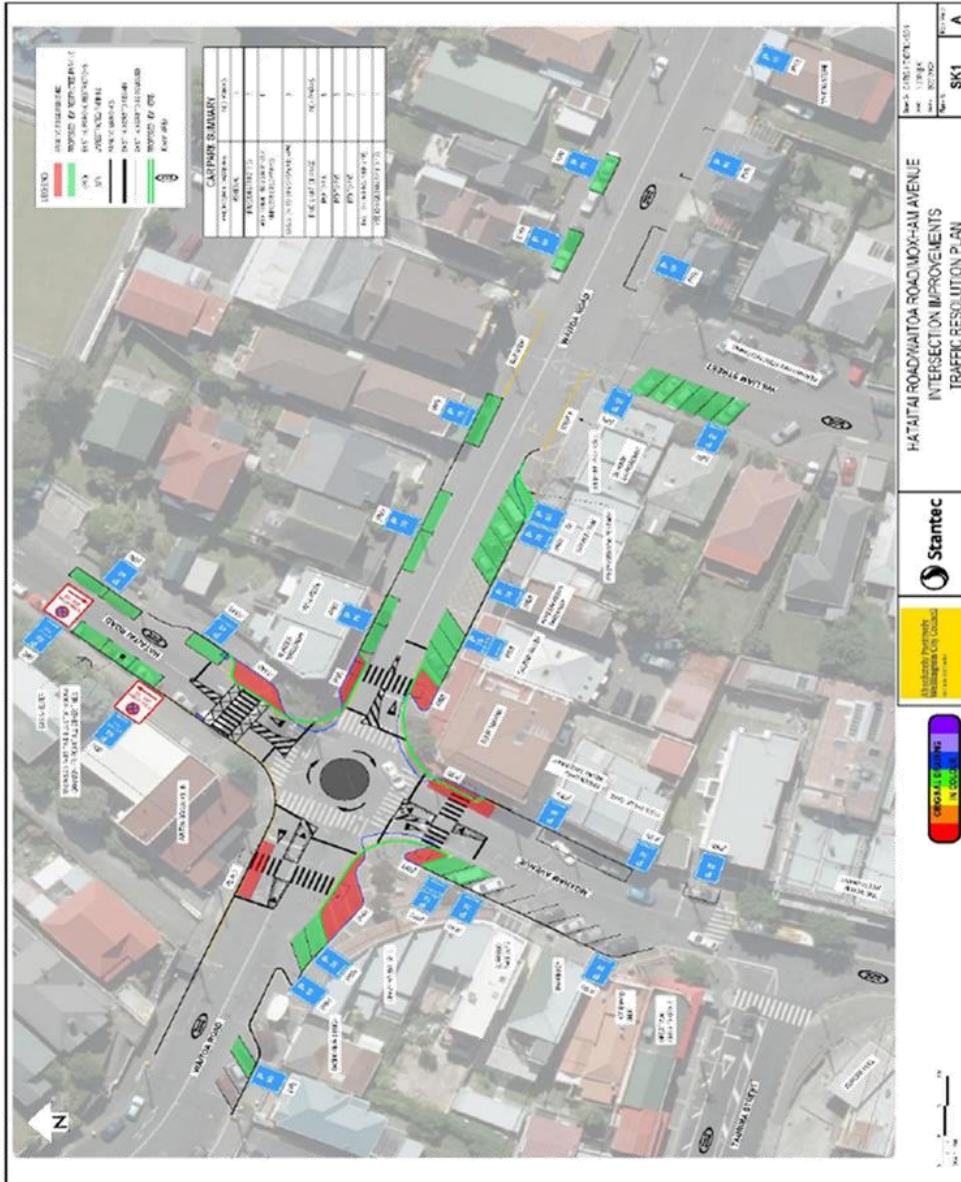
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Feedback	<p>If you would like to provide us with specific feedback, you can do so by filling out an online submission form or downloading a printable submission form on www.wellington.govt.nz/haveyoursay.</p> <p>Please note if you are giving feedback the consultation period opens 9.00am Tuesday 20 October 2020 and finishes 5.00pm Friday 6 November 2020.</p>
Next Steps	<ol style="list-style-type: none">1. Feedback collated by Friday 13 November 2020.2. The proposal will go to the Strategy and Policy Committee on Thursday 10 December 2020.3. If approved, the proposal will be installed within the following 3-6 months.

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Traffic Resolution Plan: TR167-20 Moxham Avenue, Waitoa Road and Hataitai Road, Hataitai - Intersection improvements



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Legal Description:

Delete from Schedule A (Time Limited) of the Traffic Restrictions Schedule

Road	Restriction Type	Restriction Supplement	Resolution Description
Waitoa Road	P60	At Other Times and Sundays	North side, commencing 61 metres East of its intersection with Hataitai Road (Grid Coordinates X= 1750211.19, Y= 5425939.64) and extending in an easterly direction following the northern kerbline for 15.5 metres.
Waitoa Road	P60	At Other Times	South side, commencing 49 metres East of its intersection with Moxham Avenue (Grid Coordinates X= 1750214.052, Y= 5425929.404) and extending in an Easterly direction following the Southern kerbline for 12 metres. (Metlink bus stop #6535).
Waitoa Road	P60	Monday to Saturday, 8:00am - 6:00pm	South side, commencing 10 metres west of its intersection with Moxham Avenue and extending in a westerly direction following the southern kerbline for 18 metres.
Waitoa Road	P60	Monday to Saturday, 8:00am - 6:00pm	South side, commencing 7 metres east of its intersection with Moxham Avenue and extending in an easterly direction following the southern kerbline for 15 metres.
Waitoa Road	P60	Monday to Saturday, 8:00am - 6:00pm	North side, commencing 51.5 metres east of its intersection with Hataitai Road and extending in an easterly direction following the northern kerbline for 17.5 metres.
Waitoa Road	P60	Monday to Saturday, 8:00am - 6:00pm	North side, commencing 5.5 metres east of its intersection with Hataitai Road and extending in an easterly direction following the northern kerbline for 18 metres.
Waitoa Road	P60	Monday to Saturday, 8:00am - 6:00pm	South side, commencing 31 metres south of its intersection with Moxham Avenue and extending in an easterly direction following the southern kerbline for 12 metres.
Waitoa Road	P60	Monday to Saturday, 8:00am - 6:00pm	South side, commencing 57.0 metres from its intersection with William Street and extending in a easterly direction following the southern kerbline for 6.0 metres.
Waitoa Road	P60	Monday to Saturday, 8:00am - 6:00pm	South side, commencing 6.0 metres from its intersection with William Street and extending in a easterly direction following the southern kerbline for 33.5 metres.
Waitoa Road	P60	Monday to Saturday, 8:00am - 6:00pm	North side, commencing 51.5 metres east of its intersection with Hataitai Road and extending in an easterly direction following the northern kerbline for 9.5 metres.
Moxham Avenue	P30	Monday to Saturday, 8:00am - 6:00pm	East side, commencing 186 metres north of its intersection with Tapirir Street and extending in a northerly direction following the eastern kerbline for 6 metres.
Moxham Avenue	P30	Monday to Saturday, 8:00am - 6:00pm	West side, commencing 18 metres north of its intersection with Taurima Street and extending in a northerly direction following the western kerbline for 34 metres.

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Delete from Schedule B (Class Restricted) of the Traffic Restrictions Schedule

Road	Restriction Type	Restriction Supplement	Resolution Description
Waitoa Road	Bus Stop	At All Times	North side, commencing 61 metres east of its intersection with Hataitai Road (Grid Coordinates X= 1750214.180, Y=5425935.572) and extending in an Easterly direction following the Northern kerbline for 15.5 metres. (Metlink bus stop #7535).
Waitoa Road	Bus Stop	At All Times	South side, commencing 49 metres East of its intersection with Moxham Avenue (Grid Coordinates X= 1750214.052, Y= 5425929.404) and extending in an Easterly direction following the Southern kerbline for 12 metres. (Metlink bus stop #6535).
Waitoa Road	P60	Except 9:30am - 12:30pm, Friday Only	North side, commencing 29.5 metres east of its intersection with Hataitai Road and extending in an easterly direction following the northern kerbline for 15.5 metres.
Waitoa Road	Bus Stop	At All Times	South side, commencing 28 metres west of its intersection with Moxham Avenue and extending in a westerly direction following the southern kerbline for 14 metres.
Waitoa Road	Bus Stop	At All Times	South side, commencing 49 metres east of its intersection with Moxham Avenue and extending in an easterly direction following the southern kerbline for 12 metres.
Waitoa Road	Authorised Vehicles Only	Except for Mobile Library, Friday, 9:30am - 12.30pm	North side, commencing 29.5 metres east of its intersection with Hataitai Road and extending in an easterly direction following the northern kerbline for 15.5 metres.
Hataitai Road	Bus Stop	At All Times	West side, commencing 11 metres North of its intersection with Waitoa Road and Hataitai Road (Grid Coordinates X= 1750205.005, Y=5425941.932) and extending in a Northerly direction following the Western kerbline for 15 metres.
Hataitai Road	Taxi Stand	Taxi Stand	East side, commencing 9 metres north of its intersection with Waitoa Road and extending in a northerly direction following the eastern kerbline for 15 metres.
Waitoa Road	Bus Stop	At All Times	North side, commencing 270 metres north of its intersection with the bus tunnel and extending in an easterly direction following the northern kerbline for 25 metres.

Delete from Schedule D (No Stopping) of the Traffic Restrictions Schedule

Road	Restriction Type	Restriction Supplement	Resolution Description
Waitoa Road	No Stopping	At All Times	South side, commencing 83 metres east of its intersection with Moxham Avenue and extending in an easterly direction following the southern kerbline for 6 metres.

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Waitoa Road	No Stopping	At All Times	South side, commencing from its intersection with William Street and extending in a easterly direction following the southern kerbline for 5.5 metres.
Waitoa Road	No Stopping	At All Times	South side, commencing 61 metres east of its intersection with Moxham Avenue and extending in an easterly direction following the southern kerbline for 9 metres.
Waitoa Road	No Stopping	At All Times	South side, commencing 22 metres east of its intersection with Moxham Avenue and extending in an easterly direction following the southern kerbline for 9 metres.
Hataitai Road	No Stopping	At All Times	West side, commencing 26 metres North of its intersection with Waitoa Road and (Grid Coordinates X= 1750205.005, Y= 5425941.932) Road and extending in a Northerly direction following the Western kerbline for 9 metres.
Hataitai Road	No Stopping	At All Times	West side, commencing at its intersection with Waitoa Road and Hataitai Road (Grid Coordinates X= 1750205.005, Y= 5425941.932) and extending in a Northerly direction following the western kerbline for 11 metres.
Hataitai Road	No Stopping	At All Times	West side, commencing 3.5 metres north of its intersection with Waitoa Road and extending in a northerly direction following the western kerbline for 8 metres.
Waitoa Road	No Stopping	At All Times	North side, commencing 312 metres north of its intersection with the bus tunnel and extending in an easterly direction following the northern kerbline for 15 metres to its intersection with Hataitai Road.
Waitoa Road	No Stopping	At All Times	North side, commencing 295 metres north of its intersection with the bus tunnel and extending in an easterly direction following the northern kerbline for 6 metres.
William Street	No Stopping	At All Times	West side, commencing from its intersection with Waitoa road and extending in a southerly direction following the western kerbline for 6 metres.

Add to Schedule A (Time Limited) of the Traffic Restrictions Schedule

Road	Restriction Type	Restriction Supplement	Resolution Description
Waitoa Road	P15	Monday to Sunday, 8:00am - 8:00pm	South side, commencing 13.5 metres east of its intersection with Hataitai Road (Grid Coordinates X= 1750207.834, Y= 5425928.734) and extending in an easterly direction following the southern kerb line for 9 metres

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Waitoa Road	P30	Monday to Sunday, 8:00am - 6:00pm	North side, commencing 12.5 metres east of its intersection with Hataitai Road (Grid Coordinates X= 1750213.792, Y= 5425938.16) and extending in an easterly direction following the northern kerb line for 10 metres
Waitoa Road	P30	Monday to Sunday, 8:00am - 6:00pm	North side, commencing 27 metres east of its intersection with Hataitai Road (Grid Coordinates X= 1750213.792, Y= 5425938.16) and extending in an easterly direction following the northern kerb line for 14.5 metres
Waitoa Road	P30	Monday to Sunday, 8:00am - 6:00pm	South side, commencing 31.5 metres east of its intersection with Hataitai Road (Grid Coordinates X= 1750207.834, Y= 5425928.734) and extending in a easterly direction following the southern kerb line for 12 metres
Moxham Avenue	P30	Monday to Sunday, 8:00am - 6:00pm	East side, commencing 24.5 metres south of its intersection with Waitoa Road (Grid Coordinates X= 1750207.834, Y= 5425928.734) and extending in a southern direction following the Eastern kerb line for 14.5 metres
Waitoa Road	P30	Monday to Sunday, 8:00am - 6:00pm	South side, commencing 17.0 metres west of its intersection with Moxham Avenue (Grid coordinate X= 1750197.046, Y= 5425932.083) and extending in a westerly direction following the southern kerb line for 6.5 metres
Waitoa Road	P60	Monday to Sunday, 8:00am - 6:00pm	South side, commencing 23.5 metres west of its intersection with Moxham Avenue (Grid coordinate X= 1750197.046, Y= 5425932.083) and extending in a westerly direction following the southern kerb line for 3.5 metres
Waitoa Road	P60	Monday to Sunday, 8:00am - 6:00pm	South side, commencing 41 metres west of its intersection with Moxham Avenue (Grid coordinate X= 1750197.046, Y= 5425932.083) and extending in a westerly direction following the southern kerb line for 3 metres
Hataitai Road	P60	Monday to Sunday, 9am – 6pm	West side, commencing 25.5 metres north of its intersection with Waitoa Road (Grid Coordinates X= 1750203.568, Y= 5425943.720) and extending in a northerly direction following the western kerb line for 15 metres
Hataitai Road	P60	Monday to Sunday, 8:00am - 6:00pm	East side, commencing 32 metres north of its intersection with Waitoa Road (Grid Coordinates X= 1750212.324, Y= 5425939.110) and extending in a northerly direction following the Eastern kerb line for 12 metres

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Waitoa Road	P60	Monday to Sunday, 8:00am - 6:00pm	North side, commencing 81.5 metres east of its intersection with Hataitai Road (Grid Coordinates X= 1750213.792, Y= 5425938.16) and extending in an easterly direction following the northern kerb line for 7 metres
Waitoa Road	P60	Monday to Sunday, 8:00am - 6:00pm	North side, commencing 95.5 metres east of its intersection with Hataitai Road (Grid Coordinates X= 1750213.792, Y= 5425938.16) and extending in an easterly direction following the northern kerb line for 6.5 metres
Waitoa Road	P60	Monday to Sunday, 8:00am - 6:00pm	South side, commencing 43.5 metres east of its intersection with Hataitai Road (Grid Coordinates X= 1750207.834, Y= 5425928.734) and extending in an easterly direction following the southern kerb line for 3 metres
Waitoa Road	P60	Monday to Sunday, 8:00am - 6:00pm	South side, commencing 6 metres east of its intersection with William Street (Grid Coordinates X= 1750280.18, Y= 5425893.85) and extending in an easterly direction following the southern kerb line for 11 metres
Waitoa Road	P60	Monday to Sunday, 8:00am - 6:00pm	South side, commencing 26 metres east of its intersection with William Street (Grid Coordinates X= 1750280.18, Y= 5425893.85)) and extending in an easterly direction following the southern kerb line for 9 metres
Moxham Avenue	P30	Monday to Sunday, 8:00am - 6:00pm	West side, commencing 20 metres north of its intersection with Taurima Street (Grid Coordinates X= 1750169.521, Y=5425879.594) and extending in a northerly direction following the western kerb line for 24 metres
Moxham Avenue	P15	Monday to Sunday, 8:00am - 8:00pm	West side, commencing 44 metres north of its intersection with Taurima Street (Grid Coordinates X= 1750169.521, Y= 5425879.594) and extending in a northerly direction following the western kerb line for 6 metres
Moxham Avenue	P60	Monday to Sunday, 8:00am - 6:00pm	East side, commencing 47 metres south of its intersection with Waitoa Road (Grid Coordinates X= 1750207.834, Y= 5425928.734) and extending in a southern direction following the Eastern kerb line for 5 metres
William Street	P60	Monday to Sunday, 8:00am - 6:00pm	West side, commencing 6 metres south of its intersection with Waitoa Road (Grid Coordinates X= 1750273.889, Y= 5425897.239) and extending in a southerly direction following the western kerb line for 15.5 metres

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Add to Schedule B (Class Restricted) of the Traffic Restrictions Schedule

Road	Restriction Type	Restriction Supplement	Resolution Description
Waitoa Road	Bus Stop	At All Times	South side, commencing 27 metres west of its intersection with Moxham Avenue (Grid coordinate X= 1750197.046, Y= 5425932.083) and extending in a westerly direction following the southern kerb line for 14 metres
Waitoa Road	Bus Stop	At All Times	North side, commencing 31.5 metres west of its intersection with Hataitai Road (Grid Coordinates X= 1750203.568, Y= 5425943.720) and extending in a westerly direction following the northern kerb line for 14 metres
Hataitai Road	Bus Stop	Mon – Fri, 6:30am – 9am	West side, commencing 25.5 metres north of its intersection with Waitoa Road (Grid Coordinates X= 1750203.568, Y= 5425943.720) and extending in a northerly direction following the western kerb line for 15 metres
Waitoa Road	Bus Stop	At All Times	North side, commencing 59 metres east of its intersection with Hataitai Road (Grid Coordinates X= 1750213.792, Y= 5425938.16) and extending in an easterly direction following the northern kerb line for 15 metres (Metlink bus stop #7535).
Waitoa Road	Bus Stop	At All Times	South side, commencing 54 metres east of its intersection with Hataitai Road (Grid Coordinates X= 1750207.834, Y= 5425928.734) and extending in an easterly direction following the southern kerb line for 14 metres (Metlink bus stop #6535).
Hataitai Road	Loading Zone	P15, Monday to Sunday 8:00am - 6:00pm, Goods Vehicles and Authorised Vehicles Only	East side, commencing 18 metres north of its intersection with Waitoa Road (Grid Coordinates X= 1750212.324, Y= 5425939.110) and extending in a northerly direction following the Eastern kerb line for 6 metres
Waitoa Road	Loading Zone	P15, Monday to Sunday 8:00am - 6:00pm, Goods Vehicles and Authorised Vehicles Only	North side, commencing 50 metres east of its intersection with Hataitai Road (Grid Coordinates X= 1750213.792, Y= 5425938.16) and extending in an easterly direction following the northern kerb line for 9 metres

Add to Schedule D (No Stopping) of the Traffic Restrictions Schedule

Road	Restriction Type	Restriction Supplement	Resolution Description
Waitoa Road	No Stopping	At All Times	South side, commencing at its intersection with Moxham Avenue (Grid coordinate X= 1750197.046, Y= 5425932.083) and extending in a westerly direction following the southern kerb line for 17.0 metres

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Waitoa Road	No Stopping	At All Times	North side, commencing at its intersection with Hataitai Road (Grid Coordinates X= 1750203.568, Y= 5425943.720) and extending in a westerly direction following the northern kerb line for 31.5 metres
Hataitai Road	No Stopping	At All Times	West side, commencing at its intersection with Waitoa Road (Grid Coordinates X= 1750203.568, Y= 5425943.720) and extending in a northerly direction following the western kerb line for 25.5 metres
Hataitai Road	No Stopping	At All Times	East side, commencing at its intersection with Waitoa Road (Grid Coordinates X= 1750212.324, Y= 5425939.110) and extending in a northerly direction following the Eastern kerb line for 18 metres
Waitoa Road	No Stopping	At All Times	North side, commencing at its intersection with Hataitai Road (Grid Coordinates X= 1750213.792, Y= 5425938.16) and extending in an easterly direction following the northern kerb line for 12.5 metres
Waitoa Road	No Stopping	At All Times	South side, commencing at its intersection with Hataitai Road (Grid Coordinates X= 1750207.834, Y= 5425928.734) and extending in an easterly direction following the southern kerb line for 14.5 metres
Waitoa Road	No Stopping	At All Times	South side, commencing 22.5 metres east of its intersection with Hataitai Road (Grid Coordinates X= 1750207.834, Y= 5425928.734) and extending in an easterly direction following the southern kerb line for 9 metres
Waitoa Road	No Stopping	At All Times	South side, commencing 48 metres east of its intersection with Hataitai Road (Grid Coordinates X= 1750207.834, Y= 5425928.734) and extending in an easterly direction following the southern kerb line for 6 metres
Waitoa Road	No Stopping	At All Times	South side, commencing 68 metres east of its intersection with Hataitai Road (Grid Coordinates X= 1750207.834, Y= 5425928.734) and extending in an easterly direction following the southern kerb line for 4 metres
William Street	No Stopping	At All Times	West side, commencing at its intersection with Waitoa Road (Grid Coordinates X= 1750273.889, Y= 5425897.239) and extending in a southerly direction following the western kerb line for 6.0 metres
William Street	No Stopping	At All Times	West side, commencing 21.5 metres south of its intersection with Waitoa Road (Grid Coordinates X= 1750273.889, Y= 5425897.239) and extending in a southerly direction following the western kerb line for 6 metres
Waitoa Road	No Stopping	At All Times	South side, commencing at its intersection with William Street (Grid Coordinates X= 1750280.18, Y= 5425893.85) and extending in an easterly direction following the southern kerb line for 6 metres

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Moxham Avenue	No Stopping	At All Times	West side, commencing at its intersection with Waitoa Road (Grid coordinate X= 1750197.046, Y= 5425932.083) and extending in a southerly direction following the western kerb line for 10 metres
Moxham Avenue	No Stopping	At All Times	East side, commencing at its intersection with Waitoa Road (Grid Coordinates X= 1750207.834, Y= 5425928.734) and extending in a southern direction following the Eastern kerb line for 18.5 metres

Add to Schedule G (Give Way & Stop) of the Traffic Restrictions Schedule

Road	Restriction Type	Restriction Supplement	Resolution Description
Waitoa Road	Give Way		Eastbound traffic, at its intersection with Hataitai Road
Waitoa Road	Give Way		Westbound traffic, at its intersection with Moxham Avenue
Hataitai Road	Give Way		Southbound traffic, at its intersection with Waitoa Road
Moxham Ave	Give Way		Northbound traffic, at its intersection with Waitoa Road

Add to Schedule H (Pedestrian Crossings) of the Traffic Restrictions Schedule

Road	Restriction Type	Restriction Supplement	Resolution Description
Waitoa Road	Pedestrian Crossing		Located 10.5 metres east of its intersection with Hataitai Road (Grid Coordinates X= 1750212.324, Y= 5425939.110)
Waitoa Road	Pedestrian Crossing		Located 12.5 metres west of its intersection with Moxham Avenue (Grid Coordinates X= 1750212.324, Y= 5425939.110)
Hataitai Road	Pedestrian Crossing		Located 11.5 metres north of its intersection with Waitoa Road (Grid Coordinates X= 1750203.568, Y= 5425943.720)
Moxham Ave	Pedestrian Crossing		Located 8.5 metres south of its intersection with Waitoa Road (Grid Coordinates X= 1750207.834, Y= 5425928.734)

Prepared By: Charles Kingsford (Principal Transport Engineer)
 Approved By: Siobhan Procter (Manager, Transport and Infrastructure)
 Date: 2/12/2020

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Feedback Received from members of the public and organisations

Name: Charlotte Page
Suburb: Hataitai
Agree with proposal: Yes

Name: Windsor
Suburb: Hataitai
Agree with proposal: Yes

Name: Kate Loguteva
Suburb: Hataitai
Agree with proposal: Yes

Name: Malcolm Raymond
Suburb: Greater Wellington Regional Council
Agree with proposal: Yes

While this work is being undertaken. Can there be any consideration on improving and extending the kerb build out at the existing bus stop at #33 Waitoa Road. An adjustment of the kerb line of around 4-5m in an eastern direction may improve this location and created better vehicle alignment to the kerb. Currently, if a large vehicle including large station wagon car or a utility vehicle is parked in any of the 60m parks next to the bus stop, buses cannot access the stop correctly. The result of this bus stop layout is buses end up positioned at the stop on an accute angle. This means the bus is still partially in the live lane on Waitoa Road blocking the through traffic, or at minimum making it difficult for other vehicles to overtake. Accessibility for bus users is also very difficult due to the space/gap between the kerb and the front door of the bus. This bus stop layout creates a number of accessibility issues for anyone with mobility issues, wheelchair users or persons with young children or prams trying to board or alight the bus services. Could this be considered as an additional improvement and adjustment to parking?

Officer response:

We will consider the parking arrangement on the northbound approach to the bus stop on Waitoa road (west.) There may be an opportunity to realign the current 60 deg. parks to 45 deg. parks to enable cars to park further off the live lane or to subtly change the kerb line in this location without any parking loss.

Name: Jarrod Crossland
Suburb: Mt Cook
Agree with proposal: Yes

Yes, pedestrian safety is a priority.

Name: Corey Burgess
Suburb: Hataitai
Agree with proposal: Yes

I live close by and am a safety professional. In my opinion this is the best way to prevent the death of a pedestrian and a myriad of minor crashes. Fully support this!

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Name: Anne Couper
Suburb: Not given
Agree with proposal: Yes

My comments and questions are: There will be understandable objection to loss of parking space. However, I believe that the prevalence of large SUV type vehicles with dark tinted windows diagonally parked close to the intersection (particularly the parks outside the 4 Square on the east corner) contributes to the risk factors. It is impossible to see what is approaching. I support the proposed removal of diagonal car parks for this reason. - The Give-Way sign on the Hataitai roadside of the intersection is not visible due to tree branches. Pruning would considerably improve this issue. Many Hataitai residents are still bemused that this simple measure has not taken place. - Despite the more stringent testing required for a driver's licence there is still much ignorance about intersections. Tragically spending money on a roundabout is a faster remedy than bulk driver education. While pedestrian safety is clearly of greatest concern, most pedestrians neither stop nor look nor listen when approaching the Hataitai pedestrian crossings. It is my understanding that pedestrians are still required to stop and look both ways at a pedestrian crossing. This is likely to be a cause of most near misses on the intersection. Would a roundabout change this? Has the Council observed pedestrian behaviour? - Will a roundabout have an adverse effect on the 'rush hour' traffic jam turning into Taurima Street between 8am and 9am on weekdays? There will always be a blockage at this point but it would be counter-productive to make it worse particularly at a time when we are trying to encourage use of buses, who must be frequently delayed by this intersection. I believe that it is human conduct which contributes to most potential or actual accidents at this intersection. Unfortunately, reaction rather than proaction is the only viable response to this. As I still do not support the installation of traffic lights which would be a huge waste of money, and would diminish the character of the area, the proposed roundabout does have my support as being the most viable option.

Officer response:

We have observed pedestrian behaviour at this intersection. The behaviour is generally cautious. All four crossings are located at the 'mouth' of the intersection and as such pedestrians look in all directions to ascertain if it is safe to walk. There are obviously many decisions for a driver to make as they enter the intersection and this increases the risk to pedestrians crossing the road. In relation to the trees, these have recently been trimmed back to improve visibility.

Name: Stephen Moore
Suburb: Hataitai
Agree with proposal: No

The removal of 13 parking spaces will adversely impact local businesses. This is NOT acceptable. After being advised by an email from WCC outlining the 10 crashes in the period 2013-2018, I wish to modify my submission to totally opposing the planned changes on the grounds the stated justification is not backed up by the accident statistics.

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Officer response:

Implementing the roundabout and relocating the zebra crossings requires the loss of 13 carparks in total. We have mitigated the impact of this in the final proposal resulting in a net gain of 2 time restricted car parks.

The status quo is clearly unsafe and should be addressed. Since 2013 there been 10 report crashes at, or within 50 metres of, the Moxham Avenue, Waitoa Road and Hataitai Road intersection and a number of near misses.

Additionally, a survey of over 200 residents in 2017 showed that over half respondents felt unsafe at the intersection. Additionally, over 400 respondents to the original proposal for traffic signals in 2018 indicated a safety concern.

Name: Pamela McKirdy
Suburb: Hataitai
Agree with proposal: No

This is complete overkill. Most respondents have said they do not want it or see any need for it. You state that a number of accidents have happened within 50 m of the intersection, but how many of these are actually related to the design of the intersection? The loss of 13 car parks will have serious repercussions for local businesses. Desire lines for pedestrians mean they will still attempt to cross from corner to corner in a straight line rather than diverting down the road. All we need is big stop signs and to paint the intersection with yellow cross hatching to alert motorists to pay attention. As usual, WCC is forging ahead with something locals don't want and that will have no real benefit. Complete waste of time and money. Your website states "The Hataitai community raised concerns about the safety of the intersection of Moxham Avenue, Waitoa Road and Hataitai Road following a number of reported crashes and near misses." However, data WCC provided to me shows that between 2010 and 2020 there were only 10 reported incidents, and five of those involved parked or parking cars. These five incidents have no relevance to the safety of the intersection, since nobody is parked on the intersection. That leaves us with five incidents in 10 years. This is hardly an accident blackspot. Your proposal to remove 13 carparks will severely impact local businesses and is a heavy-handed approach to the "problem". In addition, I believe it is wrong to move the crossings away from the corners. Pedestrian desire lines mean people will still attempt to cross directly from corner to corner, particularly during the day when there is not much traffic. I also think drivers will not see pedestrians as easily. They will be focussed on passing through the intersection and then relaxing once that manoeuvre is complete, and not expecting people to step out in front of them.

For the record, I am not a driver. I usually pass through this intersection by bus (almost daily) and occasionally on foot. In my 20+ years living in Moxham Ave I have witnessed ONE incident where a car didn't give way while travelling from Moxham to Hataitai Rd. Our bus tooted and braked. On the other hand, when we take my elderly in-laws for dinner at the Realm, we walk there but the in-laws drive from Miramar. If they cannot get a park then we will not be able to visit the Realm with them - local business misses out. Please reconsider - try stop signs as a cheaper and more sensible approach. Since 2000 there have been 74 crashes reported in the Hataitai Village Centre [... and] the average crash rate per year has been stable at four per year. " But this includes the whole village area including the Taurima/Moxham intersection, not just the intersection that you want to alter at Moxham/Waitoa/Hataitai Rds. Your traffic resolution for the intersection at Moxham/Hataitai/Waitoa Rds implies that that intersection is dangerous, but the data you have provided simply does not back that up. Five of the "accidents" near the intersection (not ON the

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intersection) were people hitting parked or parking cars, which is not a result of a flaw in the intersection itself. There is no justification for such a big change to the intersection. Why not try the simple and cheap option of changing the give way signs to stop signs? Moving the pedestrian crossings is also not a sensible idea. People's desire lines mean they will still cross at the corners, and I believe motorists will be less likely to look out for pedestrians as they will focus on getting through the intersection and then relax just as they "hit" the crossing.

Officer response:

Refer response above regarding the need for safety improvements at this intersection and the mitigation of parking loss.

The sightlines will be improved to the zebra crossings which will be located in more prominent positions and in some cases on kerb extensions, thus reducing the walking distance and time across the road. Together with central pedestrian refuge islands on Moxham Avenue and Waitoa Road (west), there will be a significant safety improvement for pedestrians.

Name: Paul McKenzie
Suburb: Karori
Agree with proposal: No

I believe a roundabout will NOT reduce the confusion for drivers or pedestrians! Pedestrians will have a harder job trying to work out what the cars are planning to do - indication by cars on small roundabouts is minimal at best! Drivers will have greater difficulty trying to figure out what the other drivers are intending to do while trying to watch for pedestrians. Traffic Lights are desperately needed!!!

Officer response:

Our analysis of fifteen options including traffic signals has shown that a mountable roundabout is the preferred option as it not only achieves safety improvements and reduces driver confusion, it will also return a significant net benefit in terms of vehicle movement efficiency.

Name: Lindsay Phillips
Suburb: Hataitai
Agree with proposal: No

I would much prefer to see 4x Stop Signs making the traffic stop and actually look for pedestrians! So many people almost get hit here and putting in a roundabout will not make cars go slower. Also removing the parking will be detrimental to the businesses in the area that rely on easy parking.

Officer response:

Stop signs were considered at the long-list option stage but were ruled out as they would not improve pedestrian safety outcomes nor would they reduce driver confusion. Cars would still encroach the zebra crossings.

Name: Matt P
Suburb: Hataitai
Agree with proposal: No

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I'm very concerned that WCC is saying that "The next step is to legalise the parking changes, Give Way controls and relocation of the zebra crossings through a Traffic Resolution which will be presented to the Strategy and Policy Committee on 10 December 2020." Even a cursory review of the feedback shows a local community that is very clear in it's rejection of the proposal. Only 19%, less than a fifth, think that it's a good idea. Surely that means the next steps are to abandon this idea altogether and engage properly with the local community to determine the best approach? Is the Strategy and Policy Committee a forum that rate payers can attend? Will the committee be made aware of the overwhelming rejection of this proposal? I am certain that the local community will very actively campaign against these changes using every avenue available. You can't just ride roughshod over the opinions of 81% of people, 64% of whom are emphatic in rejecting this as a terrible idea for Hataitai.

Officer response:

Responses from all consultation has shown there is a diverse range of opinions about specific options and it is highly unlikely we would ever reach consensus on option preference from the community. We have however undertaken a robust, thorough and evidence-based process to determine the problems and quantitatively assess the options to arrive at a preferred solution which in this case, is a cost-effective mountable roundabout.

The SPC is a forum that ratepayers can attend and you will be given contact details to arrange an opportunity to do so and to speak.

Name: Cathleen Phillips
Suburb: Not given
Agree with proposal: No

I gave feedback previously which has been ignored. There is not enough parking as is, you will kill the village by removing any. And make it more dangerous for pedestrians as people take the most direct route and won't want to go to inconvenient zebra crossings. Why are no other ideas being considered? The community overwhelmingly rejected this idea. Why not use community suggestions like speed bumps, paint bright yellow markings over the intersection, make clearer the stop areas? At least try these ideas. These things are cheaper and no doubt will be more effective. I'm concerned why the council is ignoring public opinion? Can I please have a proper answer within a week, not just a standard reply saying the council has considered and decided etc etc.

Officer response:

Please see previous responses to parking loss, the need for the changes and the community preference for options. We did consider other options – 15 in total and these are detailed in the presentation to the Hataitai Residents association which can be found here - <https://wellington.govt.nz/your-council/projects/hataitai-intersection>.

Name: Stephen Ladanyi
Suburb: Hataitai
Agree with proposal: No

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Your post-public consultation report shows that almost two thirds of submitters said "no" to the changes proposed by WCC officials. Despite this, you are proceeding with recommending the changes to Council. Your report details 14 separate reasons given by "no" submitters. Yet you have dismissed all but one of these (Loss of Parking - the most frequently stated objection). Fundamentally, WCC officials are proceeding with their original proposal - this flies in the face of the overwhelming "no" submissions. Back in June I requested via email details of the traffic accidents over the past 20 years cited by WCC officials in justifying "safety concerns". I still have not had a response. On 20 October I had a telephone conversation with Lindsey Hill about the WCC report back; she undertook to come back to me with some information. I still have not had a response. My family's experience with this "consultation process" has been disappointing, given that WCC officials appear to have largely rejected the majority feedback and carried on with their plan. There's no shame in listening to the people and dropping a proposal that does not enjoy wide community support. I doubt that we will participate again in so-called Council democracy - apart from the elections for councillors of course! Additional Info: Thanks for your belated provision of the Hataitai village road crash data (which I originally requested back in June when preparing my original submission). I think if this data had been made transparently available on the WCC proposal website back in June you may well have received additional community feedback! So, yes I would like to add to my earlier comments:

1. I know community consultation is NOT a referendum - my point is:

- why bother consulting with the community if you are not going to take the community responses into account by making material changes to your proposal or indeed withdrawing it?
- by your own report back, two thirds of the community responders opposed your proposal - yet you are still proceeding with it fundamentally unchanged!
- of the 14 points raised by "no" responders, you are tinkering with the parking times. Essentially WCC officials are saying "we know better than the community and don't feel the need to change our proposal to reflect any of the 14 points raised by the community"
- please don't waste the community's time with tokenism "consultation" that doesn't make a material difference to what you put forward

2. Road crash data

- WCC officials' proposal (and public presentation) put great emphasis on "safety concerns" being the call to action to do something. So let's look at what your hard data shows about "safety" and how big the problem is in the area your proposal covers:
- you have recorded crashes all around Hataitai village (both Waitoa/Hataitai/Moxham intersection, Taurimu/Moxham intersection and some outliers).
- your proposal only addresses the Waitoa/Hataitai/Moxham intersection - so let's examine the hard data for that area only:
- I count 25 crashes (over 17 years) occurring in area covered by your proposal - that's only one third of the 76 total and an average of 1.5 crashes per year
- of those 25 crashes 3 have involved minor injury and 22 involved non-injury - not exactly a major safety issue so far
- looked at another way, of those 25 crashes only 2 have involved vehicle/pedestrian, 3 have involved a single vehicle and 20 have involved multiple vehicles

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- from the location of the dots it looks reasonable to assume that 10 (50%) of the multiple vehicle crashes relate to one vehicle leaving a car park and the other vehicle coming down a road. People are always going to have non-injury car crashes when they fail to be courteous, misjudge distances etc:
- your solution to reducing these parking-related crashes appears to be to remove car parks - which are at the heart of the Hataitai Village vibe! Drivers need to take responsibility for their own driving behavior - given the nature of these Hataitai Village vehicle crashes this is best
- addressed by the insurance claims they make and premiums they pay. If their premiums go up due to claims they will hopefully improve their driving habits!
- the other 10 multi-vehicle Waitoa/Hataitai/Moxham intersection crashes appear to relate to the often stated "driver confusion" due to 2 of the entry roads having Give Way signs and 2 having no signage:
- if the 2 Give Way signs were removed the standard "everyone must give way to their right" rule would apply
- if the two Give Way signs were replaced by Stop signs the "don't enter the intersection until it is totally clear" rule would apply
- why not trial either of these simple, fast and cheap interventions before embarking on a major intersection redesign?
- your proposal does not address the 18 or so crashes occurring around The Realm location of which 5 involved minor injury - this area appears to present a greater "safety" issue than the Waitoa/Hataitai/Moxham intersection
I reiterate:
- an average of 1-2 crashes per year in the Waitoa/Hataitai/Moxham intersection does not warrant the fundamental redesign that WCC officials have proposed
- your hard data clearly does not substantiate the "safety" justification on which your proposal is fundamentally based
- you are proposing a sledgehammer to crack a nut

Officer response:

Please see previous responses to parking loss, the need for the changes and the community preference for options.

Since the earlier consultation on the roundabout, we have re-considered the parking concerns and are now recommending changes to the parking to reprioritise parking in this suburban shopping centre. These are reflected in this report.

Parking surveys recently undertaken indicate the following and has been specifically undertaken to identify the long-term parking that occurs and which could be logically 'removed' from the core shopping area, to increase parking turnover and it would be expected business activity.

The surveys revealed that during peak periods, between 80%-90% of available parks are occupied. After the proposed changes, parking within the study area will be at 100% capacity. However, a significant portion of unrestricted parks within the survey area are used for all day parking

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(approximately 40%). The proposed restrictions to currently unrestricted spaces will remove the vehicles using these spaces for all day parking, providing more capacity for short term parking during the peak periods.

Short term parking in the area accounts for over 60% of the parking demand, with medium term parking (less than one hour) accounts for a further 19%. This indicates that the proposed shorter parking restrictions align with the demand.

Considerable community consultation together with exhaustive analysis has been undertaken to achieve the best outcomes considering the public concerns raised. The road safety concerns are foremost in our mind and are key drivers in Councils sustainable transport hierarchy where safety and efficiency are key drivers for improvement.

Name: Peter Steven
Suburb: Newtown
Agree with proposal: No

I believe the proposed solution will make the area worse for pedestrians. Stop signs would be an adequate solution.

Officer response:

Stop signs were considered at the long-list option stage but were ruled out as they would not improve pedestrian safety outcomes nor would they reduce driver confusion. Cars would still encroach the zebra crossings.

Name: Jonathan Marwick
Suburb: Melrose
Agree with proposal: No

This intersection should have bus priority infrastructure. It is part of a LGWM "Bus priority corridor" where bus lanes could be installed. Moving pedestrian crossings away from walking desire paths make walking less attractive.

Officer response:

The multi criteria option analysis included bus priority with traffic signals. This option scored low compared with the other options albeit realising the high importance for safe and efficient public transport networks. The key drivers for the intersection improvements came down to addressing the significant concerns over pedestrian safety. With limited room to provide bus lanes or bus early starts at signals with the single lane approaches, this scored low on achievable improvements. A key driver in the Council's sustainable transport hierarchy, is the safe and efficient movement of people and this is realised in providing improved safety outcomes for pedestrians in accessing public transport.

Name: Terry Armstrong
Suburb: Hataitai
Agree with proposal: No

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Taking parking spaces from the vicinity of the intersection and the shops will have a negative impact on parking in the surrounding streets. Having restricted parking spaces on Hataitai Rd will exacerbate the current difficulties residents encounter. I live in Hataitai Rd, between Waitoa Rd and Konini Rd and parking is already difficult during the day because of the number of cars that are parked all day while their drivers catch the bus into the city. To alleviate this, WCC must provide a number of spaces for resident only parking.

Officer response:

Installing a Residents Parking scheme is outside of the scope of the improvement. An officer will contact you separately to discuss.

Name: Pamela Moore
Suburb: Hataitai
Agree with proposal: No

Loss of so many carparks will have an adverse effect on local businesses.

Officer response:

Please see previous responses to parking loss.

Name: Blake Towgood
Suburb: Not given
Agree with proposal: No

My disagreement of the proposal is based on (but not limited to) the following items; - The removal of 13 car parks will be detrimental to the village and local business. You (WCC) are simply not listening to the residents of Hataitai. - Poor Design solutions continually being presented. - Over kill design proposed, given the safety risk presented by council. 10x reported crashes in 7 years (less than 1x per year) with 50m of the intersection (potentially not specifically directly caused by the intersection layout). Seems like an unjustified response to me. - You (WCC) have already wasted too much of ratepayers money on this proposal, not to mention what the final design will actually cost to construct. - The creation of time limited parks will make no difference to the parking issue that you (WCC) will be creating as a direct effect of your proposed changes. Have you even undertaken a survey to study the average time a car is parked in a park at any one time (to justify implementing time limited parks). My assumption of the average time spent by any car in one park would be less than 15mins. You (WCC and the design engineers) have gone down such a massive wormhole that you have lost sight of the scope. 1. listen to the residents 2. Refer to the design principle K.I.S.S. 3. Your job are to do what is best for the residents/ratepayers, not to justify your ego's or roles. Refer previous feedback submitted regarding this proposal for additional information.

Officer response:

Please see previous responses to parking loss, the need for the changes, community preference for options and the results of a recent parking survey.

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In terms of doing what is best for resident and ratepayers, the option that has been proposed not only addresses the pedestrian safety and driver confusion concerns, it returns benefits far in excess of the cost so provides excellent value for money.

Name: Ellen Blake
Suburb: Mt Victoria
Agree with proposal: No

Please accept this late personal submission. I object to this proposal in its entirety. It will make walking around Hataitai worse and cause more disconnection in the shopping area. This is supported by statements in the proposal's benefit cost assessment. This proposal: re-sites the pedestrian crossings away from the intersection so it is harder to see the traffic; it widens the road so the cars can go faster; it includes island-divided pedestrian crossings so cars only have to give way on one side; and roundabouts focus vehicle users on their journey only to the detriment of pedestrians on footpaths. It is not appropriate in this busy public transport and walking area. A better solution would be to: - retain the pedestrian crossings where they are, - retain the kerbs in their current location, - remove some of the parking to make the intersection less busy for vehicle users - raise all the pedestrian crossings or the entire intersection, this is best practise - follow existing Council Policy that supports pedestrian priority in the sustainable transport hierarchy.

Officer response:

The current configuration is inherently unsafe for pedestrians as cars must encroach onto the pedestrian crossing to safely pull out of the intersection. The Land Transport (Road User) Rule 2004 states that "a vehicle must not stop, stand, or park the vehicle on a pedestrian crossing"¹.

Additionally NZTA's Pedestrian Planning Guide provides guidance on the siting of zebra crossings stating they "should be set back 5m or more from junction mouths."²

The location of the pedestrian crossing limit lines also creates confusion for drivers as they approach the intersection. This confusion is caused by uncertainty as to who has right of way and the risk that drivers will focus on the junction at the expense of activity on, or near, the pedestrian crossing. Whilst this project was prompted by both concerns, our primary concern is for pedestrian safety.

With the proposed design, sightlines to the zebra crossings will be improved as they will be located in more prominent positions and away from the intersection. Kerb buildouts will reduce the walking distance and time to cross the road. Together with central pedestrian refuge islands on Moxham Avenue and Waitoa Road (west), significant safety improvements will be gained. This is especially important on the Waitoa west leg of the intersection where the current walk distance is considerable with no protection provided to the pedestrian walking across the road. This is an important location serving the bus stops on either side of the road.

¹ <http://www.legislation.govt.nz/regulation/public/2004/0427/latest/whole.html#DLM303601>:

Cl.6.5 Parking on or near pedestrian crossings

² Table 15.6 in <https://www.nzta.govt.nz/assets/resources/pedestrian-planning-guide/docs/pedestrian-planning-guide.pdf>

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Raising the intersection is considered technically infeasible within the budget constraints due to the concerns regarding road surface water running across the raised table. The current topography of the intersection has both Waitoa Road (west) and Hataitai Road descending in the direction of the 4 Square dairy. Addressing this flooding risk would incur significant costs over and above the initial \$200K estimated and put it on a par with the "raised roadway" option at ~\$1.5 million.

Name: Mike Mellor on behalf of Living Streets
Suburb: Not given
Agree with proposal: No

Living Streets Aotearoa strongly opposes this Traffic Resolution for the following reasons:

1. The "Pedestrian impact" statement in the Traffic Resolution is cursory, incomplete, misleading, and with no supporting evidence.
2. The proposal is completely at odds with relevant Council policy, putting car users ahead of pedestrians.
3. Consultation on the proposal was skewed, biased and deficient.
4. A large majority of submitters does not support the chosen option.

1. Pedestrian impact

1. The pedestrian impact part of the Impact section of the proposed Traffic Resolution reads in its entirety "Improves pedestrian safety".

We could see no evidence to support this statement. However, there is evidence in the Cost Benefit Analysis - Estimated benefits and dis-benefits chart on p17 of <https://wellington.govt.nz/~media/your-council/projects/files/hataitai-intersection/hataitai-intersection-roundabout-proposal.pdf> that all the proposals consulted on result in net disbenefit to pedestrians. Pedestrians are key users of this intersection, and it is surprising and disappointing that there is no evidence given to support this impact statement, and that the effects that result in the negative figure for pedestrians in the Benefit/Cost Ratios are not mentioned, let alone discussed.

2. Council policies

A key part of Council policy with respect to transport initiatives is the Sustainable Transport Hierarchy, as referred to (for example) in the Council submission on Waka Kotahi NZTA's Accessible Streets package, where it is noted that pedestrian safety and accessibility are at the top of the hierarchy.

But this proposal turns this on its head, for instance:

- while pedestrian safety is mentioned, no evidence is provided in this respect;
- there is no mention of pedestrian accessibility, but this must be adversely affected to produce negative benefits in the BCR;
- the Pedestrian part of the Impact section of the TR consists of just one bullet point and the three words "improves pedestrian safety";
- there is no description of the pedestrian facilities being provided, of their effects or how they compare with the current situation.

By contrast, for vehicle users:

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- in the Impact section there are 14 multi-worded bullet points describing in detail the changes being made, and also that the TR “improves traffic flow” (there is no mention of pedestrian flow);

- the BCR is positive;

- in the “Why we are proposing this change” section, it is said that the proposal gives “the maximum benefit of overall performance”, but performance for pedestrians is not mentioned anywhere in the proposal. It unclear how it pedestrians have been included.

Apart from the lack of adherence to Council policy, with reference to the submission to Waka Kotahi NZTA mentioned above it is not a good look when Council urges others to follow one of its own policies that it is clearly not following itself.

3. The consultation process

The consultation on which this TR is based included three options. In none of them did the BCR show any benefit for pedestrians, everyone having a negative figure in this respect.

In our submission we noted many of the deficiencies identified above, and as far as we can see not one of them has been noted, let alone addressed. Many changes have been made for vehicle users, and (again as far as we can see) not a single one for pedestrians.

In our submission we did suggest a raised table covering the intersections and crossings to provide an optimal experience for all users according to their position in the hierarchy, but that appears to have fallen on deaf ears, too. (The original proposal said that such a proposal was “not necessary”, with no discussion or explanation.)

4. Prior Submissions

We note that 64% of submitters did not support the previous proposal, and we wonder why the Council is persisting with such an unpopular proposal.

In summary, this is a poorly developed and unpopular proposal that disregards feedback and is contrary to a key Council policy. It is also inconsistent with the advice provided to others: for instance, the submission to NZTA referred to above says “the Council is concerned about ensuring safety and accessibility for pedestrians, as the top of the sustainable transport hierarchy”, but there is no evidence of any such concern in this Traffic Resolution – precisely the opposite.

We submit that the proposal be withdrawn and replaced by one that is consistent with Council policies.

Officer response:

The recommendation to Council primarily addresses road safety and current accessibility concerns related to pedestrians who are currently in conflict with vehicles when they cross any one of the four legs of this intersection. The four zebra crossings, currently located at the ‘mouth’ of the intersection, do not support pedestrian safety and hence the recommended improvements.

Considerable consultation has been undertaken to address the observed pedestrian safety and accessibility concerns and, in so doing to expand our problem definition and inform the options analysis and assessment.

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area**

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I agree we have understated this fact in the TR report and this was an oversight. Moving the pedestrian crossings away from the mouth of the intersection does incur pedestrian disbenefits as it creates a 6-7 second delay for walkers to cross the road, however, this is outweighed by the safety benefits realised by this change. The roundabout option also returns high efficiency benefits for cars and buses as well as significant crash cost savings compared with other options.

Moxham/Waitoa/Hataitai Intersection Proposed Changes, 10 December 2020

- | | |
|-------------------------|---|
| 1. Weak call to action | <ul style="list-style-type: none">• An average of 1.2 minor/non-injury crashes per year is not exactly a crisis situation• No urgent need to spend c. \$200k when rates are speculated to rise 23%• Resources should be focused on major infrastructure issues, not the small stuff |
| 2. Residents oppose it | <ul style="list-style-type: none">• 64% of respondents opposed the roundabout proposal, yet officials persist with it• 13 “negative feedback” points dismissed with no meaningful changes made to proposal• Sledgehammer to crack a nut - fundamental change proposed to destination village vibe |
| 3. Benefits overstated | <ul style="list-style-type: none">• Change predicated on a “safety” rationale• Yet 55% of claimed benefits relate to transport “time saved” (by dint of NZTA methodology)• Safety benefits are only \$60k p.a. - seems generous for an average of 1.2 minor/NI crashes |
| 4. Actual problem | <ul style="list-style-type: none">• Hataitai Rd Give Way sign is masked by tree outside Wisconsin• No 30kph pink road marking strip on Hataitai Rd to slow vehicles (unlike other 3 approaches)• Drivers approach intersection at 50kph and think they only need to give way to their right• Drivers don’t realise Waitoa Rd has no signs and those vehicles therefore have right of way |
| 5. Fast, cheap solution | <ul style="list-style-type: none">➤ Paint pink 30kph strip on Hataitai Rd road to slow approaching vehicles➤ Remove tree outside Wisconsin on Hataitai Rd➤ Place Stop sign & yellow line on Hataitai Rd (and Moxham Ave)<ul style="list-style-type: none">- Stop means do not enter the intersection until it is clear both left and right- Other intersections have Stop signs on only one axis, e.g. Caledonia St/Kauri St |



Stephen Ladányi, Hataitai resident for 30 years.

Apparent Reasoning

- it will provide significant safety benefits for pedestrians;
- the current layout is inherently unsafe for pedestrians;
- driver uncertainty is something to be avoided;
- it is a good investment;
- it is consistent with Council's policies and strategies

Unfortunately, all of these are mistaken.



Apparent Reasoning

- it will provide significant safety benefits for pedestrians;
- the current layout is inherently unsafe for pedestrians;
- driver uncertainty is something to be avoided;
- it is a good investment;
- it is consistent with Council's policies and strategies

Unfortunately, all of these are mistaken.

Desirable consultation criteria

1. Genuine choice
2. Full information and disclosure
3. All relevant proposals considered
4. Council policies noted and respected

These were all areas of concern with this consultation

Likely consequences for Hataitai

More traffic and fewer pedestrians will tend to mean:

A less vibrant centre

A less safe environment for pedestrians

Fewer people catching buses because of the added difficulty and risk of getting to the stops

Is this what Council and Hataitai actually want?

In conclusion...

Please vote against this Traffic
Resolution, which will tend to
make Hataitai a worse place

Quarterly Performance Report

Quarter One 2020/21

(1 July 2020 - 30 September 2020)

Nau mai | Welcome

This report provides a summary of Wellington City Council's (the Council) operating performance for the 2020/21 financial year, up to the end of the relevant quarter.

Quarterly reports reflect the Council's current 10-year plan and annual plan. These documents are published on the Council's website (www.wcc.govt.nz). Our 10-year Plan has full details on our outcome indicators, performance measures and strategic priorities and supporting key projects.

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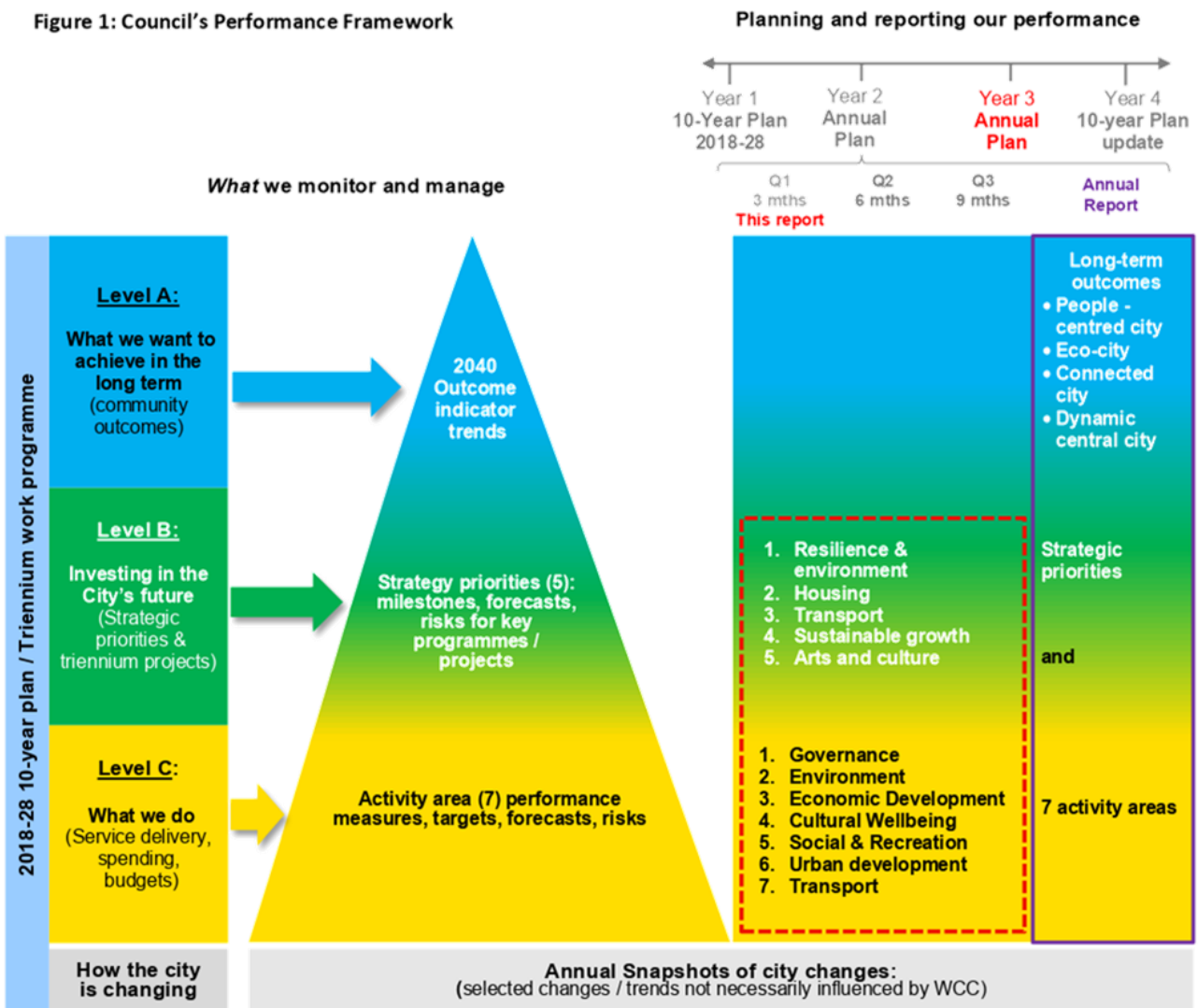
Introduction: What we report

Quarterly reports focus on operating performance, which is level B and C in our Performance Framework (Figure 1 below). The report includes commentary on what we did, status updates on key projects, material changes in performance measures (KPIs) and budgets, forecasts, and any risks that may influence future performance. Forecasts are based on an informed view of conditions that may influence future performance or results.

Exception reporting

Quarterly results are reported by exception and include KPI, achievements and budget performance. As the year progresses, we include prior quarter(s) non-financial performance status for comparison refer Appendix One.

Figure 1: Council’s Performance Framework



How to read this report

What's being reported?

This report includes:

- a) progress updates for the significant projects in Our 10-Year Plan 2018-28
- b) performance KPI targets and budgets, key achievements, challenges /risks and where possible, year-end forecasts for our seven activity areas
- c) consolidated financial performance

The aim is to inform three key questions:

- Are we tracking as expected?
- Are we expecting to achieve year-end target?
- Are our responses to challenges sufficient to mitigate any undesirable impacts?

What information we include?

In general the information in the report covers relevant financial and non-financial information relating to operating performance. Activity area KPIs cover quality, timeliness, affordability and utilisation.

Structure of this report

The summary and snapshots provide an overview of performance for the year up to the relevant quarter - drawing on the information in the following sections and appendices:

- [Summary of key headlines](#) contains snapshots of significant projects, performance measures and financial performance.
- [Activity area performance](#) contains details on financial and non-financial performance (by exception) for each of the Council's seven key strategy areas.

How we rate status

To decide what is significant and therefore what to focus on in this report we use the status definitions that are defined in tables at the start of each section. The statuses use colours to clearly identify the projects, budget items or performance measures that need attention.

Reporting by exception

In general, only exception items are reported (with a status of red, amber or blue) in Sections 1 and 2. In general, our approach in this report is to focus on over and/or under performance (or by 'exception'). The blue highlight indicates over performance and the red highlight indicates under performance. Using a range for "met" of +/-10% allows for seasonal changes in performance. Amber is used for financial reporting where variance is >\$500k OR >10% off target.

Performance data

Results are reported year-to-date. All information is current as at the end of the relevant quarter. A number of KPI results are gathered annually e.g. from an annual residents monitoring survey. All performance measure data for the full financial year is published in the Council's Annual Report.

Performance Summary - Quarter 1

Executive Summary

Overall performance in the first quarter was largely consistent with the Annual Plan.

Performance Measures

59 out of 77 (77%) performance measure results were met or exceeded their target by the end of the quarter with some measures exceeding revised targets. There were 17 (23%) performance measures that did not meet target; eight of these related to Wellington Water services. Two performance measure declined from 'mostly met' to 'not met' since the publication of the 2019/20 Annual Report. KPI achievement was consistent with Q1 in 2019/20 which was 79% achieved.

Financial Results

Operational Revenue was 1% better than budget (\$1.9m) and Operating Expenditure is 10% (\$16m) lower than budget (underspent) for the quarter, creating a \$3.9m deficit for the quarter, \$18m better than budget.

The year-end forecast is to achieve a nominal deficit of \$55m at year-end, \$0.6m greater than the Annual Plan budget. The Annual Budget already includes \$7.4m of savings to reduce rates funding after covid-19 impacts.

Capital Expenditure was 26%, \$21.3m behind target (underspent). This is mainly due to delays to the St James theatre strengthening and Basin Reserve works, advancing the Keith Spry pool strengthening (a smaller project) ahead of the Wellington Regional Aquatic Centre, and Social Housing upgrades being on hold while the financial sustainability is addressed. The year-end forecast is to improve this delivery and only underspend the revised budget by \$8.8m or 3.3%. The revised budget includes \$43m of extra capital expenditure, mainly due to underspent funds in 2019/20 being carried forward.

Significant projects

Of the 19 significant projects reported, none are showing in red (major risk) status. The southern landfill extension project is forecast to move from yellow status to amber (moderate risk) in Q2. Two of the five amber status projects, both in urban development, are forecast to move from amber status to green (no significant risks) in Q2.

Treasury

All measures are compliant with the Treasury Management Policy at quarter end.

Liquidity levels at 30 September were 129%, better than the policy floor of 115% providing \$200m of extra facility headroom. Debt funding and fixed interest maturities were all within the annual forecast bands. Counterparty credit risk limits were within policy limits.

There were \$213m of deposits at quarter end including \$103m held for pre-funding of debt maturities.

The net debt position increased during the quarter from \$665 to \$680m. This was lower than budgeted due to the capital expenditure being \$21m under budget.

Item 3.4 Attachment 1








Summary of key headlines

Below is a summary of significant projects, performance measures and financial information. Details of these areas are in the three snapshots of the year that follow this summary. More details on what we did, spent and how we performed in the quarter can be found in Section One, Section Two and the Appendices.

Activity area	a) Projects	b) Performance measures	c) Financial performance
Governance	a) No significant projects in progress this quarter.	b) 4 out of 5 performance measures with an available result were either on track or exceeded target. For the first time contact centre did not meet SLA response times See p16.	c) The operating expenditure budget was underspent 23%. There was no capital spending during the quarter.
Environment	a) Work continued on several pipeline and reservoir projects, as well as an extension to the Southern Landfill. See status in snapshot of significant projects p7.	b) 24 out of the 33 performance measures with an available result were on track or exceeded target at the end of the quarter. Eight results from Wellington Water Limited shown as "not met" and another five shown as "exceeded". See p19.	c) The operating expenditure was underspent by 8% \$3.9m and the capital budget was underspent by 15% \$2.4m.
Economic development	a) Work progressed on the Convention & Exhibition Centre project. See status in snapshot of significant projects p7.	b) All three measures with available results were on track to meet annual target. See p22.	c) The operating expenditure budget was largely on track at 7% underspent \$0.5m and capital expenditure budgets was underspent by 77% \$3.1m.
Cultural wellbeing	a) Work progressed on several venues that are being upgraded, including the Town Hall and St James Theatre. See status in snapshot of significant projects p7.	b) One performance measure with an available result met target and Wellington Museum Trust exceeded target at the end of the quarter. See p25.	c) The operating expenditure budget was largely on track at 6% underspent (\$0.4m) and the capital budget was underspent 17% (\$2.2m).
Social and recreation	a) Work continued on several social and recreation projects however delays and rephasing required.	b) 16 out of the 20 performance measures with an available result were exceeded or met target at the end of the quarter. Of the four that did not meet target, three related to libraries. See p29.	c) The operating expenditure budget was largely on track at 7% underspent (\$1.8m) and the capital expenditure budget was underspent by 55% (\$5.6m).
Urban development	a) Work continued on several urban development projects, including Planning for Growth and earthquake strengthening of priority buildings and venues. See status in snapshot of significant projects p7.	b) 5 out of the 8 performance measures with an available result were on track for the quarter. Two timeliness measures were not met, issuing of subdivision certificates dropped from 96% at year end. The measure for noise complaints was not available. See p33.	c) The operating expenditure budget was on track (3%, \$0.2m overspent) and capital expenditure budget was underspent by 14% (\$1.7m).
Transport	a) Work continued on Let's Get Wellington Moving and several cycleway projects. See status in snapshot of significant projects p7.	b) 5 out of the 6 performance measures were met or exceeded. The one not met related to weekend parking occupancy. See p36.	c) The operating expenditure budget was underspent by 41% (\$6.9m) and capital expenditure budget was underspent by 17% (\$3m).
Organisation	b) There are no performance measures in this area	c) The operating expenditure budget was favourable by 4% (\$3.4m) and capital expenditure budget was underspent by 41% (\$3.1m).	

a) Snapshot of significant projects

This snapshot summarises the progress status of the significant projects supporting our strategic priorities that are underway in the quarter. Status indicators are:


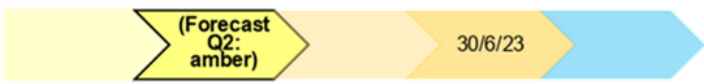
Progress status for current phase	Status definition
 Green	Generally, on track with no major risks identified
 Yellow	There is a level of uncertainty present that is being monitored by governance
 Amber	Moderate to major risks are being closely monitored by governance
 Red	Major risks are present that require intervention
	Current programme / project phase and progress status colour

The investment in Council programmes or projects is assessed, managed and governed in phases. This ensures that there is a sustained focus on delivering the planned benefits over the life of the project. Significant programmes and projects receive on-going management focus. Investments are classified as 'significant' based on criteria including effort, impact, risk, cost, stakeholder interest and urgency.



Note: A programme generally has multiple projects. The Forecast status is the expected progress status for the next quarter.

Significant Projects/Programmes

Environment

Programme, project or work stream (WS)	Project Phases; progress and budget status	Budget (Capital Expenditure = capex FY = Full year)
Southern Landfill extension		
<i>Previous progress status: yellow</i>		FY capex budget: \$4.51m FY capex forecast: \$0.550m
Status: Potential issues with Council's decision-making process for the proposed Stage 4 extension of the landfill have been identified, specifically around whether the Council's long-term plan constitutes a Council decision to approve the extension. Officers expect to provide further advice to Councillors in February 2021 on the landfill extension with consultation beginning shortly after.		

Economic development

Programme, project or work stream (WS)	Project Phases; progress and budget status	Budget (Capital Expenditure = capex Operational expenditure = opex FY = Full year)
Convention & Exhibition Centre - TĀKINA		
<i>Previous progress status: green</i>		FY capex budget: \$53.1m FY capex forecast: \$47.9m
Status: No material delay in the program resulted from the last re-emergence of Covid-19 risk and the project remains on track. Work with Te Papa around the operating model is now focussed on agreeing how the sales and marketing aspect of the model will work between Te Papa and WellingtonNZ, and the financial modelling/commercial negotiations.		

Resilience




Programme, project or work stream (WS)	Project Phases; progress and budget status	Budget
		Capital Expenditure = capex Operational expenditure = opex FY = Full year, WOL = whole of project life)
St James Theatre		
Previous progress status: amber		WOL capex budget: \$36.8m WOL capex forecast: \$36.7m
Status: Construction progress currently tracking close to schedule. Financial forecast is tracking above the approved budget. Theatre services design is currently behind schedule at the end of the quarter, and while the design for theatre services are not currently critical, the delay is a risk to pricing surety.		
Town Hall seismic strengthening		
Previous progress status: amber		WOL capex budget: \$131.9m WOL capex forecast: \$133m
Status: Overall, the project is slightly behind schedule. However, completed during the quarter included the Civic carpark steelwork, auditorium north wall temporary propping and Illot E3 piling. Underway is slab reinforcing (66% complete), Main entry E2 piling (60% complete), West Hall/MOB piles (40% complete), exterior bluestone removal, Civic Square rattle space and asbestos removal.		
Mt Cook reservoirs and pipelines		
Wallace St pipeline Previous progress status: green		FY capex budget: \$8.8m FY capex forecast: \$8.8m
Status Comment: The major works have now been completed following the installation of stormwater pipes in Rolleston Street. Minor tidying works and final inspections will be completed in quarter 2. (This project relates to the construction of pipelines for Omāroro Reservoir - see below - to provide seismic and operational, resilience, and accommodate growth)		
Omāroro Reservoir Previous progress status: amber		LTP capex budget: \$31m WOL capex forecast: \$52m
Status Comment: The contract has been awarded, the management plans have been approved and tree removal completed. A permit to remove the lizards has been issued and the habitat established. The site establishment is underway with the construction of sedimentation ponds and site offices		
Earthquake Prone Buildings (EPB)		
Previous progress status: yellow		FY capex budget: \$500K Allocated: \$400K
Status Comment: There are 8 EPBs expiring within 24 months and of those two are expiring in the next 12 months. Hearing dates (seeking orders for Council to carry out seismic work and recover the costs from the owners) have been allocated for two expired EPB's.		

Transport

Programme, project or work stream (WS)	Project Phases; progress and budget status	Budget
		Capital Expenditure = capex Operational expenditure = opex FY = Full year)
Let's Get Wellington Moving Programme (3 projects)		
LGWM Programme Summary Previous progress status: amber		FY capex budget: N/A FY capex forecast: N/A

Programme, project or work stream (WS)	Project Phases; progress and budget status					Budget Capital Expenditure = capex Operational expenditure = opex FY = Full year)
	Develop	Plan	Deliver	Close	Evaluate	
	<p>Status Comment: Detailed planning activities continued for Let's Get Wellington Moving. This included development of options for Mass Rapid Transit from the Railway Station to Airport; Strategic Highway Improvements including the Basin Reserve and an extra Mt Victoria Tunnel; and improvements for buses, cycling and walking into and across the central city including the Golden Mile and Thorndon Quay/Hutt Road. In July we also introduced safer speed limits of 30 km/h on most central city streets. Public consultation on options for the Golden Mile was also carried out during this period.</p>					
Cycleways programme (5 projects)						
1: The Parade Island Bay <i>Previous progress status: green</i>					<p>FY capex budget: N/A FY capex forecast: N/A</p>	
	<p>Status Comment: \$600k has been approved to undertake options analysis this financial year. NZTA has been contacted for their official funding position on the Island Bay cycleway. The funding (and likely delivery) of Newtown Connections is in place, 2022 at the earliest. A Detailed Business Case is on hold until funding for Newtown Connections is confirmed.</p>					
2: Cobham Drive <i>Previous progress status: amber</i>					<p>FY capex budget: \$1.13m FY capex forecast: \$8.05m</p>	
	<p>Status Comment: Construction of Cycleway and landscape works between Evans Bay and Troy Street roundabout continues. Seawall construction is well underway - 230 metres of seawall has been built at the end of August 2020. Expected completion of 430 metres of seawall is for October 2020.</p>					
3: Evans Bay Stage 1 <i>Previous progress status: yellow</i>					<p>FY capex budget: \$3.63m FY capex forecast: N/A</p>	
	<p>Status Comment: Project approved for delivery (Strategy & Policy Committee 8 October)</p>					
4: Evans Bay – Kilbirnie connections <i>Previous progress status: red</i>					<p>FY capex budget: \$1.26m FY capex forecast: \$1.26m</p>	
	<p>Status Comment: The Kilbirnie cycleway network is complete except the Coutts St section which has been put on while upgrading the Onepu /Rongotai / Evans Bay Parade inter-section is considered.</p>					
5: Newtown Connections <i>Previous progress status: green</i>					<p>FY capex budget: \$3.4m FY capex forecast: \$475k</p>	
	<p>Status Comment: The parking policy consultation and resulting resolutions in the Newtown area have been approved. Public consultation for Newtown is expected to occur in late 2020. The interim delivery of Adelaide Rd between the Basin and John St in tandem with bus priority work has been put on hold subject to the development of the business cases. We are proceeding with the public consultation material and parking management plan. LGWM are considering incorporating the Newtown connections project into their programme – Riddiford Street in Newtown is part of the MRT.</p>					

Urban planning and development

Programme, project or work stream (WS)	Project Phases; progress and budget status 	Budget Capital Expenditure = capex Operational expenditure = opex FY = Full year)
Planning for growth		
Spatial plan Previous progress status: green		YTD opex budget: \$285K YTD opex actual: \$285k
Status Comment: All community engagement activities affected by the pandemic delays have been rescheduled and are now continuing. About 2500 submissions were received by the end of the quarter.		
District Plan		
Previous progress status: green		FY capex budget: \$4.75m FY capex forecast: \$4.75m
Status Comment: Drafting is underway. The draft District Plan will need to reflect the outcomes of City- wide engagement on the draft Spatial Plan.		

b) Snapshot of performance measures

Performance Measures (KPIs) Status				
	Target not met by >10%	Target met - within +/-10% of target	Target exceeded by >10% target	Status not applicable*
Total Q1 performance measures: 76 of 77 measures reported	17	41	18	1
1. Governance: 5 KPIs reported Not met and exceeded commentary on pg 15	1	3	1	-
<i>Favourable variance for the quarter related to facilitating decision making (provision of meeting agendas at least 4 days prior to meeting). Contact centre call response time measure impact by reduction of staff due to training.</i>				
2. Environment: 33 KPIs reported Not met and exceeded commentary on pg 17	9	15	9	-
<i>Positive variance for Wellington Botanic Gardens, and all three Zealandia measures. Wellington Water Limited (WWL) measures have been reported. External Auditors are further testing the reliability of the reported results of some WWL measures. Eight out of the nine WWL measures were "not met" and five out of the nine measures "exceeded. One Council measure "not met" related to continued COVID-19 impact on education programme attendees.</i>				
3. Economic development: 3 KPIs reported. Not met and exceeded commentary on pg 24	0	3	0	-
<i>These KPI results are indicative only as the targets are set annually. Year to date results from WellingtonNZ (WREDA) indicate that SOI activities delivering value and supporting businesses are on track.</i>				
4. Cultural wellbeing: 2 KPIs reported Not met and exceeded commentary on pg 26	0	1	1	-
<i>KPI with favourable variance related to Wellington Museums Trust visitor numbers tracking well ahead of target.</i>				
5. Social and recreation: 20 KPIs reported Not met and exceeded commentary on pg 29	4	10	6	-
<i>There were KPIs with both favourable and unfavourable variances related to library utilisation. COVID-19 cancellations to impact Community centre and hall occupancy. Data capture changes means that Leisure card usage will not meet targets this year. City housing, grants, graffiti removal and Basin Reserve measures exceeded targets.</i>				
6. Urban development: 7 of 8 KPIs reported Not met and exceeded commentary on pg. 35	2	5	0	1
<i>KPIs with unfavourable variances related to timeliness (issuing of building consents, and subdivision certificates). The one NA result relates to noise complaints as data was not captured for Q1.</i>				
7. Transport: 6 of 6 KPIs reported Not met and exceeded commentary on pg. 38	1	4	1	-
<i>Lower weekend parking occupancy rates appear to be an ongoing impact related to COVID. Support local tourism campaign saw Cable Car deliver significant passenger volumes exceeding target.</i>				
* "Not applicable" means either the KPI data was unavailable at the time of publication or that it was not appropriate to compare the result against target (e.g. target not set, status inconclusive).				
KPI indicator	Definition			
Blue	Target exceeded by >10%			
Green	Target met (i.e. actual result is between 10% under and 10% over target)			
Red	Target not met: >10% under target			
Not applicable	Status or data not reported or not measured against target (number of measures)			

c) Snapshot of financial performance

Budget Versions

The revised budget below represents the Annual Plan approved budget, in future quarters we will seek approval to revise this budget to capture budget changes that will improve the overall result by embedding further savings and revenue gains made during the year.

The revised budget for capital includes the carry-forwards as requested in recommendation four, as a result of underspends in 2019/20. Additionally, there is \$3.5m relating to Tākina, mainly driven by the programme being ahead of schedule.

Operating expenditure

Net Operating Expenditure by Strategy Area	Annual Plan	YTD				Full Year			
		Actual - \$000s	Revised Budget - 000s	Variance - \$000s	%	Forecast - \$000s	Revised Budget - \$000s	Var \$000s	%
Revenue	538,118	133,218	131,336	1,882	0%	542,042	538,118	3,924	1%
Expenditure	593,717	137,086	153,155	16,068	12%	597,000	593,638	(3,362)	(1%)
Net Surplus (Deficit)	(55,599)	(3,868)	(21,819)	17,951	82%	(54,958)	(55,520)	562	1%

Key () = deficit/ overspend

The overall operating result is on track to meet budget, the \$16m lower spend is mainly due to;

- Total contracts are \$11m under budget:
 - transport and water contracts are underspent year-to-date,
 - different timing of spend in grants, particularly in the COVID recovery fund,
 - no CCO claims as yet on the \$5m COVID provision,
- \$6m of this variance is due to depreciation, mainly driven by a delay in the asset revaluation data, this will be included in the next quarters finances,
- Full year forecast is largely in line with budget.

Further breakdown of this result, by Strategy Area, is shown below.

Net operating expenditure

Net Operating Expenditure by Strategy Area	Annual Plan	YTD				Full Year			
		Actual - \$000s	Revised Budget - 000s	Variance - \$000s	%	Forecast - \$000s	Revised Budget - \$000s	Var \$000s	%
Governance	24,629	4,805	6,210	1,405	23%	24,461	24,644	183	1%
Environment	180,648	41,657	45,515	3,857	8%	181,354	180,591	(763)	0%
Economic Development	25,465	6,180	6,632	451	7%	24,953	24,936	(17)	0%
Cultural Wellbeing	20,673	5,796	6,155	359	6%	20,826	20,826	-	0%
Social and Recreation	94,632	24,620	26,428	1,807	7%	92,638	93,759	1,121	1%
Urban Development	27,156	6,981	6,756	(225)	(3%)	27,076	27,213	137	1%
Transport	57,109	10,013	16,866	6,853	41%	56,942	57,097	155	0%
Total strategy areas	430,311	100,053	114,561	14,508	13%	428,249	429,065	816	0%
Council	(374,712)	(96,184)	(92,742)	3,443	4%	(373,291)	(373,545)	(254)	(0%)
Total	(55,599)	(3,868)	(21,819)	17,951	82%	(54,958)	(55,520)	562	1%

Key: Actual, Budget and FY Budget () = net revenue, Variance () = deficit/ overspend

Capital Expenditure

Capital Expenditure by Strategy Area	Annual Plan	YTD				Full Year			
		Actual - \$000s	Revised Budget - \$000s	Variance - \$000s	%	Forecast - \$000s	Revised Budget - \$000s	Var \$000s	%
Governance	-	-	-	-	-	-	-	-	-
Environment	64,872	13,305	15,734	2,429	15%	70,645	70,645	-	0%
Economic Development	12,809	928	4,060	3,132	77%	16,241	16,241	-	0%
Cultural Wellbeing	52,669	11,094	13,343	2,248	17%	49,253	58,787	9,534	16%
Social and Recreation	33,055	4,489	10,087	5,597	55%	37,708	40,506	2,798	7%
Urban Development	46,582	10,341	12,090	1,749	14%	49,914	50,928	1,014	2%
Transport	70,837	14,753	17,798	3,044	17%	78,497	73,192	(5,305)	(7%)
Total strategy area	280,824	54,912	73,111	18,200	25%	302,257	310,298	8,041	3%
Council	18,306	4,451	7,578	3,127	41%	30,805	31,526	721	2%
Total	299,130	59,363	80,690	21,327	26%	333,062	341,824	8,762	3%

Capital expenditure was \$21m underspent in the first quarter. This was across the spectrum of the 320 capital projects.

The \$5.6m underspend in Social & Recreation was due to the re-phasing of the Basin Reserve and a change of plan with the aquatic facilities strengthening switching the planned WRAC upgrade for the less costly Keith Spry pool. The Economic Development \$3.1m underspend is mainly caused by the St James earthquake strengthening project being behind schedule causing knock-on effects on other projects. The \$3m underspend in Transport principally relates to delays in many projects going through the planning and design phases. Now with improving weather expenditure will increase with the commencement of physical works. The forecast is to be over budget in the cycling network which will be offset by under spending in other Transport projects, particularly Bus Priority Planning which is dependent on LGWM initiatives.



Capital expenditure budget adjustments 2020/21

As a consequence of the 2019/20 Annual Report, there was a capital expenditure gross underspend of \$66m, the following reprogramming of capital expenditure has been included in revised budget for 2020/21.

The negative carry forward in the Cultural Wellbeing area is driven by Tākina (The Convention Centre), which was overspent in 2019/20 by \$4.5m as a result of the project being ahead of schedule.








In addition to the below \$37m proposed carry forward, there is also an additional \$3.5m proposed transfer of capital budget for Tākina from 2021/22 to 2020/21, this is an acceleration of the construction.

Strategy Area	Annual Report final carry forward from 2019/20 (\$000s)	Proposed carry forward to 2020/21 (\$000s)
Governance	-	-
Environment	7,476	5,772
Economic Development	3,352	3,432
Cultural Wellbeing	(4,221)	269
Social and Recreation	12,490	10,170
Urban Development	27,977	4,346
Transport	10,702	2,355
Council	8,235	10,720
Totals	66,011	37,064

Activity area performance

Pārongo ā-tāone Governance	15
Taiao Environment	17
Whanaketanga ōhanga Economic development	22
Oranga ahurea Cultural wellbeing	24
Kaupapa pāpori me ngā mahi a rēhia Social and recreation	27
Tāone tupu ora Urban development	33
Waka Transport	36

This section provides the end of quarter results **by exception** for performance measure and financial budget in each of the Council's activity areas. The results are reported using the following definitions:

Measure indicator	Definition
 Amber	Target exceeded (i.e. the actual result is greater than 10% over target)
 Green	Target met (i.e. actual result is between 10% under and 10% over target)
 Red	Target not met (i.e. the actual result is greater than 10% under target)
 Not applicable	Status or data not reported or not measured against target (number of measures)
Financial indicator	Definition
 On track	Budget met (i.e. actual result is between 10% under and 10% over budget) – Not shown in this section as only exceptions are reported.
 Underspend, Overspend, Under achieved, Over achieved	Budget mostly met (i.e. actual result is greater than 10% under /over budget OR variance is greater than \$500k off budget)
 Underspend, Overspend, Under achieved, Over achieved	Budget not met (i.e. the actual result is greater than 10% under /over budget AND greater than \$500k off budget)

Pārongo ā-tāone | Governance

Aim: Maintain confidence in decision-making and ensuring that the views of Māori and mana whenua are heard.

Key activity groups: Governance, information and engagement; Māori and mana whenua partnerships

There are a total of 17 non-financial performance measures in this activity area, 10 are only reported annually (of these three are mandatory measures required by statute) and two measures are reported internally (without comparison to target, volumes of call and emails); 5 are reported quarterly.

Quarter 1 performance and budget overview

Of the five KPIs with an available result, three had met the set targets, one had not met its target and one exceeded its target at the end of the quarter. The KPI that did not meet target was contact centre response times and the KPI that exceeded its target was availability of meeting agendas.

The Governance operating expenditure was 23% under budget. There was no capital expenditure.

Non-financial performance		Financial - Performance against budget \$000s						
Target met by >10%	1	Actual	Budget	Variance	YE Forecast	YE Budget	Comment	
Target met - within +/- 10% of target	3	(133)	(129)	4	(516)	(516)	3% Materially in line with budget.	
Target exceeded by >10% target	1	4,939	6,339	1,400	24,977	25,159	22% Under budget mainly due to the timing of the dispersal of grants for the CCO COVID response.	
Not applicable	-	Net operating expenditure	4,805	6,210	1,405	24,461	24,644	23%
		Capital expenditure	-	-	-	-	-	No expenditure and no budget planned.

What we did

Meetings

- All meeting (19) agendas and reports were published at least 4 clear days before the meeting.
- Three public oral hearings were held covering 30km/h speed limits in Karori and Marsden Village, the future of Central Library, and the Social Housing Policy. There were 95 oral submissions from interested individuals and organisations.
- The Council agreed to both use the Single Transferable Vote election system for the 2022 local government elections and conduct a representation review ahead of the 2025 election
- The Tawa Community Board elected (On 8 October,) Jackson Lacy as their new Deputy Chairperson.

City Archives

- Following a pilot in August / September, we started a 3-year project of digitising all our archival records. The aim is to ensure the Councils records / information remains accessible.

Māori and mana whenua partnerships

Conducted:

- early iwi engagement on the Long-Term Plan
- workshops with Taranaki Whānui and Ngāti Toa Rangatira on the Spatial Plan; and
- the Paetahi WCC-Iwi Leaders Forum quarterly hui.

Completed the:

- Street flags and te reo phrase projections on Embassy Theatre and Te Papa.
- Ngā Tāngata Kōrero mō te Reo with City Gallery.
- Installation of Paekākā signage for Wellington Botanical Gardens ki Paekākā.

- The Installation of Te Wharepōuri St signage.

External communications

- Launched social media channels to increase community awareness and access to services and information the Council provides use of channels has been high.

COVID-19 impacts

- Following the Level 4 pandemic lockdown there has been a significant increase in demand for Council services. The demand for property related information services has increased and turnaround times has improved by flexible resourcing of the various activities.

Detailed quarter performance by exception

The following budget item(s) and performance measure(s) are those with a result that is greater than 10 percent of target or 10 percent / \$500k off budget. Variances greater than 10 percent can indicate, for example, underutilised resources, insufficient capacity etc.

Financial performance by exception

Operating expenditure by exception (> 10% / \$500k off budget) \$000s					
Activity	Year to date			Full year	
	Actual	Budget	Variance	Forecast	Budget
1.1 Governance information & engagement	4,861	6,259	1,398	24,659	24,842
Underspend: 22% Under budget mainly due to the timing of the dispersal of grants for the CCO COVID response.					

Capital expenditure by exception (> 10% / \$500k off budget) \$000s
There are no capital expenditure exceptions to report.

Performance measures (KPIs) by exception

Performance measure	2019/20 Result	2020/21 Target	Actual	Target	Variance	Variance explanation (where target is not met by >10%)
1.1 Governance information and engagement						
<i>Facilitating democratic decision making</i>						
Meeting and committee agendas (%) made available to the public at least 4 days prior to meetings	92%	70%	100%	70%	42.8%	Exceeding the target reflects the Democracy Services team working proactively across the business to ensure reports for meetings are prepared on time and published in advance of the legislative deadline.
Contact Centre - Contacts responded to within target timeframes (calls answered within 30 seconds)	100%	100%	74%	85%	-13%	The implementation of a new request management system has impacted service levels with less availability of staff due to system testing and training

Taiao | Environment

Aim: Protect, restore and enhance Wellington's natural environment

Key activity groups: Gardens, beaches and green open spaces; Waste reduction and energy conservation; Water supply; Wastewater; Stormwater; Conservation attractions

There is a total of 53 non-financial performance measures in this activity area, 18 are only reported annually, 26 are mandatory measures required by statute and two measures are only reported internally (without comparison to target); 33 are reported quarterly.

Quarter 1 performance and budget overview

24 out of the 33 KPIs with an available result met or exceeded target at the end of the quarter. Wellington Water measures have been reported however concerns remain about data inaccuracies. Thirteen of the eighteen exception results were reported by Wellington Water.

The overall operating expenditure result was 8% favourable and the capital budget was underspent by 15%.

Non-financial performance		Financial - Performance against budget \$000s						
Target not met by >10%	9	Actual	Budget	Variance	YE Forecast	YE Budget	Comment	
Target met - within +/- 10% of target	15	Revenue	(6,058)	(6,021)	37	(24,310)	(24,596)	1% Materially in line with budget.
Target exceeded by >10% target	9	Expenditure	47,715	51,536	3,821	205,664	205,187	7% Under budget due to lower than planned depreciation and contract costs in the street cleaning area.
Not applicable	-	Net operating expenditure	41,657	45,515	3,857	181,354	180,591	8%
		Capital expenditure	13,305	15,734	2,429	70,645	70,645	15% Under budget due to delays on the Seatoun wharf, Landfill extension, timing around the carbon credit purchasing, Zoo and Zealandia capital programme and the Kilbirnie Stormwater project. Offsetting to some extent is the overspending on the Mt Albert tunnel repairs.

What we did

Parks

Commenced:

- Polhill Reserve - work on the mountain bike track (Highbury Fling Overpass)
- Wellington waterfront - the renewal of the Police Wharf structure; and
- The community engagement on the draft Cemeteries Management Plan.

Completed:

- Oban St new bridge, track and Woodridge to Seton Nossiter Park link (Trelissick Park)
- Queens Wharf wastewater pipe and brackets replacement with Wellington Water
- community engagement and tendering for redevelopment with construction in Q2 completion in June 20/21 (Newlands Park); and

- detailed design in preparation for consenting and tendering of the Seatoun Wharf renewal.

Predator Free Wellington

Continued:

- eradicating the last rat hotspots on Miramar
- planning for phase 2 Predator Free 2050, for Owhiro Bay to the Basin Reserve and Mt Victoria through to Rongotai; and
- early engagement with key stakeholders on the plan.

Wellington Gardens

- There were 15,300 visits for the period 19 Sept - 19 Oct.

- The Botanic Garden Spring Festival was promoted online with input from the Dutch Ambassador, and the Dutch Society.
- Work continued on the designs for the Botanic Gardens 5 earthquake prone buildings to bring them up to 67%.

Campaigns

- The Great Kereru Count was held as part of the annual national campaign. Wellingtonians recorded over 5600 observations, which was the highest participation rate in the country. The campaign received extensive media coverage.

Wellington Zoo

- The Zoo was named as one of the ten best Zoos in the world by *The Discoverer Blog*.
- WorkSafe have made a SafePlus video at Wellington Zoo which will be one of a series of case studies to be used to promote health and safety in the workplace.
- The Zoo Board Trust have approved the Snow Leopard concept design at its July meeting. The next phase of the project will include engineering the design.
- MOUs have been renewed with Kea Conservation Trust and Associação Mico-Leão-Dourado Golden Lion Tamarins.

Zealandia

- Completed first community partnership project for young People
- During Mental Health Awareness Week (21 - 27 September), recording five new soundscapes at the sanctuary. The downloadable recordings are of different bird species not often heard in the city

Water, Wastewater and Stormwater - Wellington Water Limited (WWL)

- In Q1 WWL responded to and continues to manage, several major wastewater events and risks with real or potential environmental impacts i.e.: Dixon St Tunnel Collapse, sludge Pipeline Failure Mt Albert, Owhiro Bay Contamination, Moa Pt Interceptor.

COVID-19 impacts

- ZEALANDIA extended the post-lockdown free admissions through to the end of the school holidays (19 July), and hosted 34,297 visitors during the first quarter, up 43% on the same quarter last year.
- ZOO - Moving to COVID-19 Alert Level 2 during the quarter impacted on operations with Close Encounters and Venues bookings being restricted

Detailed quarter performance by exception

The following budget item(s) and performance measure(s) are those with a result that is greater than 10 percent of target or 10 percent / \$500k off budget. Variances greater than 10 percent can indicate, for example, underutilised resources, insufficient capacity etc.

Financial performance by exception, revenue and expenditure

Operating expenditure by exception (> 10% / \$500k off budget) \$000s					
Activity	Year to date			Full year	
	Actual	Budget	Variance	Forecast	Budget
2.1 Gardens, beaches and open spaces	(887)	(526)	361	(2,607)	(2,607)
Over achieved: Revenue 69% Above budget temporarily due to higher than budgeted NZTA subsidy revenue relating to roadside vegetation clearance.					
2.1 Gardens, beaches and open spaces	11,178	11,937	759	47,335	47,335
Underspend: 6% Gross expenditure under budget (mainly in street cleaning) due to lower contract spend and an adjustment period as the new contractor settles in and the extent of work programme is to be revised. Spending levels are also driven by weather condition.					
2.3 Water network	(38)	(10)	28	(39)	(39)
Over achieved: Revenue 290% Above budget due to a minor refund on Bulk Water from GWRC					
2.3 Water network	12,663	13,596	933	54,181	54,209
Underspend: 7% Under budget due to lower than planned depreciation. Network maintenance however is higher than planned due to the higher volumes and complexity of the work to be done.					
2.4 Waste water	(216)	(173)	42	(694)	(694)
Over achieved: Revenue 24% Above budget temporarily in Trade Waste income.					
2.4 Waste water	10,990	12,958	1,968	52,180	51,675
Underspend: 15% Under budget due to lower than planned depreciation and professional costs. This is in part offset by higher than planned Wastewater Treatment Plant costs because of higher sludge disposal and					

Operating expenditure by exception (> 10% / \$500k off budget) \$000s					
Activity	Year to date			Full year	
	Actual	Budget	Variance	Forecast	Budget
electricity costs (for increased UV treatment to meet effluent compliance). Those additional expenses are reflected in the forecast.					
2.5 Storm water	(27)	(51)	(24)	(204)	(204)
Under achieved: Revenue 47% Under budget due to lower NZTA roading subsidies for sump clearing.					

Capital expenditure by exception (> 10% / \$500k off budget) \$000s					
Activity	Year to date			Full year	
	Actual	Budget	Variance	Forecast	Budget
2.1 Gardens, beaches and open spaces	801	1,437	636	10,487	10,487
Underspend: 44% Under budget mainly due to delays in the Seatoun wharf project in relation to heritage, consents, legal and tendering.					
2.2 Waste Reduction	89	1,044	955	7,444	7,444
Underspend: 91% Under budget on the Landfill stage 4 development which is currently on hold as well as timing on the carbon credit purchases.					
2.4 Waste water	4,734	3,385	(1,349)	13,540	13,540
Overspend: 40% Above budget as a consequence of work on completing the Mt Albert Tunnel project.					
2.5 Storm water	1,137	1,950	813	7,802	7,802
Underspend: 42% Under budget with work on the Kilbirnie Stage 2 project on hold.					
2.6 Conservation attractions	76	1,274	1,198	4,797	4,797
Underspend: 94% Under budget due to phasing of spend in the Zoo and Zealandia. The expectation is to spend the Full Year budget for both.					

Performance measures (KPIs) by exception

Performance measure	2019/20 Result	2020/21 Target	Actual	Target	Variance	Variance explanation (where target is not met by >10%)
2.1 Parks, beaches and open spaces						
Number of visitors to the Wellington Botanic Gardens and Otari-Wilton's Bush	1,312,556	900,000	287,566	224,239	28%	Reduced attendance target to reflect covid-19 constraints. Actual reflects increased domestic tourists
Number of formal education attendees at Council programmes (School & Community)	1,145	2,000	55	500	-89%	Attendances are low due to Covid-19 impacts. Forecasting to increase in Q2
2.3 Water supply						
Meeting customer expectations						
Number of complaints about the drinking water's clarity, taste, odour, pressure or flow, continuity of supply, and supplier responsiveness, expressed per 1000 connections*	12.79	<20	2.21	5	56%	The methodology of complaint recording is currently under review.
Continuity of supply and resolution of faults						
Median response time for attendance for urgent call outs*	144 mins	≤60 mins	126.6	≤60 mins	-111%	The work volumes to maintain an aging water network is increasing along with compliance costs which

Performance measure	2019/20 Result	2020/21 Target	Actual	Target	Variance	Variance explanation (where target is not met by >10%)
Median response time for the resolution for urgent call outs*	18.48 hours	≤4 hrs	32.76hrs	≤4 hrs	-719%	affects call attendance onsite and resolution times. Wellington Water Limited is achieving 87% customer satisfaction on call-backs
Median response time for attendance for non-urgent call outs*	145.92hours	≤36 hours	96.61	36	-168%	
Median response time for resolution for non-urgent call outs*	9.93 days	≤5 days	10.27	5	-105%	
Water supply interruptions (measured as customer hours)	0.35 hours	≤0.94 hours	0.16hrs	0.5hrs	68%	
2.4 Waste water						
Compliance and sustainability						
Dry weather wastewater overflows, expressed per 1000 connections*	10.8/1000	0/1000	2.77/100	0	-100%	Most overflows are a result of the ageing pipes, tree root intrusions and the disposal of fats, wipes and sanitary products through the wastewater network
Meeting customer expectations						
Number of complaints about the wastewater odour, system faults, blockages, and supplier responsiveness, expressed per 1000 connections*	12.79/1000	<20/1000	4.46	7.5	41%	The methodology of complaint recording is currently under review by AuditNZ.
Continuity of service and resolution of faults						
Median response time for wastewater overflows (attendance time)*	2.16 hours	≤1 hour	84.67	60	-41%	Most overflows are a result of the ageing pipes, tree root intrusions and the disposal of fats, wipes and sanitary products through the wastewater network.
Median response time for wastewater overflows* (resolution time)	14.4 hours	≤6 hours	26.88	6	-348%	
2.5 Storm water						
Continuity of service and resolution of faults						
Number of pipeline blockages per km of pipeline	0.2	≤0.5	0.04	0.125	68%	
Performance measure						
Monitored sites (%) that have a rolling 12 month median value for E-coli (dry weather samples) that do not exceed 1000 cfu/100ml	72%	90%	77%	90%	-14%	Owhiro Bay catchment has been escalated to an investigation and mitigation project. Issues continue at: Newlands at Gorge; Owhiro Stream and Owhiro Bay Parade; Harris Street Culvert; Thorndon Quay Culvert; Taranaki Street Culvert; Te Aro Culvert at Jervois Quay; Overseas passenger Terminal; Tyers Stream at Gorge
Meeting customer expectations						

Performance measure	2019/20 Result	2020/21 Target	Actual	Target	Variance	Variance explanation (where target is not met by >10%)
Number of complaints about stormwater system performance per 1000 connections*	11.42/1000	<20/1000	2.49	5	50%	The methodology of complaint recording is currently under review
2.6 Conservation attractions						
Zealandia						
Total number of visitors	143,367	118,100	34,297	10,093	240%	COVID-19 impacted targets. Actual visitation significantly more than forecast
Number of Education visits	8,051	9,000	2,898	1,925	51%	COVID-19 impacted targets. Actual visitation significantly more than forecast
Number of Individual memberships	14,021	11,200	17,355	11,200	55%	There were 17,355 members at the end of September 2020, up from 14,021 on 30 June 2020, and 11,096 at the same time last year.

* Mandatory measures

Whanaketanga ōhanga | Economic development

Aim: Support city promotions, events and attractions, to enhance Wellington's reputation as a great place to live and visit.

Key groups of activities: City promotions and business support

There is a total of 9 non-financial performance measures in this activity area, 6 are only reported annually (of these 3 are mandatory measures required by statute) and three are reported quarterly.

Quarter 1 performance and budget overview

Although WCC economic development KPIs have targets set annually, status is reported against year-to-date progress. All three reported results were showing satisfactory progress towards achievement of these annual goals as specified in the WREDA's (WellingtonNZ) Statement of Intent.

Operating expenditure was 7% favourable and capital expenditure was underspent 77% during the quarter.

Non-financial performance		Financial - Performance against budget \$000s					
		Actual	Budget	Variance	YE Forecast	YE Budget	Comment
Target not met by >10%	0	(951)	(3,819)	(2,868)	(15,277)	(15,277)	(75%) Lower than budget due to the impact of Covid-19 on venues and the inability to plan and hold events.
Target met - within +/-10% of target	3	7,131	10,451	3,319	40,229	40,212	32% Under budget due to reduced operating costs in venues relating to Covid-19 and the timing of the dispensing of grant funding in the City Growth Fund.
Target exceeded by >10% target	0	6,180	6,632	451	24,953	24,936	7% under budget
Not applicable	0	928	4,060	3,132	16,241	16,241	77% Under budget, chiefly on the St James theatre where earthquake strengthening will need to be completed before other renewal work can commence.

What we did (Wellington NZ – Incl. Creative HQ)

TĀKINA

- Progress on construction is on track. Work with Te Papa around the operating model is now focussed on agreeing how the sales and marketing aspect of the model will work between Te Papa and WellingtonNZ.

WellingtonNZ

- Screen Wellington- Permitting and projects have grown through the first quarter with 56 projects welcomed and facilitated, worth a combined \$5.3M.

- Covid -19 has presented an opportunity to attract productions to Wellington as well as continue filming for existing projects. Several feature films that had halted due to Covid-19, commenced filming throughout the region including Poppy, Millie Lies Low, Whina and Avatar. These projects were some of the first in the world to do so. Several commercials and Season 3 of Wellington Paranormal were also completed.
- The completed Wellington UNESCO City of Film four-year strategy and first year programme of work was delivered to council.

- *Accelerators* – the Tourism Accelerator that was cancelled due to Covid-19 has been completely re-scoped and re-launched as the Tourism Design Accelerator. This programme kicks off on the 29 October 2020.
- Plans are underway to launch an environment and climate-focused accelerator in March 2021. The current focus is programme design and pulling together partnerships and sponsors.
- Business support – over 900 businesses have been called by the WellingtonNZ Business Recovery team and its partners, to ensure SMEs across the region are aware of the support available and 1,100 businesses have

contacted WellingtonNZ for support during Jul-Sep.

COVID impacts

- Additional funding was received for Government and 3rd parties from the COVID Response Programme
- Visitor Centre commissions are being impacted by lower traffic numbers for international tourists. There was an increase in domestic tourists during the school holidays. Historically, domestic tourists tend to have lower levels of booking experiences via the Centre

Detailed quarter performance by exception

The following budget item(s) and performance measure(s) below are those with a result for the quarter that is greater than 10% of target or within 10% / \$500k of budget. Variances greater than 10% can indicate (for example) underutilised resources, insufficient capacity etc.

Performance by exception

See table above for details underachieved against revenue, underspend on expenditure and capital. There are no non-financial performance exceptions to report.

Oranga ahurea | Cultural wellbeing

Aim: Support arts activity that adds vibrancy to the city; promote inclusive, tolerant and strong communities.

Key groups of activities: Arts and cultural activities

There is a total of 13 non-financial performance measures in this activity area, 5 are annual (of these 3 are mandatory measures required by statute), 6 are only reported internally (without comparison to target), and 2 are reported quarterly.

Quarter 1 performance and budget overview

Both performance measures with an available result were met or exceeded at the end of the quarter. The one measure with a favourable result related to visits for Wellington Museum Trust.

Overall operating budget was 6% favourable and capital expenditure was 17% under spent.

Non-financial performance		Financial - Performance against budget \$000s						
Target not met by >10%	0	Actual	Budget	Variance	YE Forecast	YE Budget	Comment	
Target met - within +/- 10% of target	1	Revenue	(320)	(191)	128	(776)	(776)	67% Under budget due to Grants income being lower than budget.
Target exceeded by >10% target	1	Expenditure	6,116	6,347	231	21,601	21,601	4% Under budget due to the timing of the dispersal of grants in the City Events programme and Regional Amenities fund. Actual grants for Orchestra Wellington and Capital of Culture are higher than budget.
Not applicable	0	Net operating expenditure	5,796	6,155	359	20,826	20,826	6%
		Capital expenditure	11,094	13,343	2,248	49,253	58,787	17% Under budget on the Convention Centre project as well as the Bond Store upgrade. Both of these projects are forecasting to be under spent at year end.

What we did

Arts Fund projects

- Opened in July Local artist Elisabeth Pointon's aerial banner flyover project; *Lockdown Laundry*, a public art project by Katja Starke using residents' experiences of the Covid-19 lockdown
- launched:
 - a 10-day series of live sonic-art performances (*Harmonic Tree* by Andrew Laking) at the Begonia House; and
 - Whetūrangi*, public artwork by Maureen Lander with Te Roopu.

Arts and creative funding

- Grants of \$177,583 approved by the Arts and Culture Fund Subcommittee for 31 projects.

- \$72,871 was allocated to 20 art projects in the August round of the Creative Communities Scheme.

Toi Pōneke

- Exhibitions delivered during the quarter were "I'm glad you're here" and "just the way you" by Siân Torrington; "Loose Parts" and "Joyful Mayhem" by Rebekah Rasmussen; "Oceans turn to goo" by Ted Whitaker; Furniture Memoirs by Katy Cottrell
- Public Programmes delivered during the quarter were Band Sensations responds live in the gallery; Te Reo Matariki workshop Family artmaking workshop; Script writing & feature film making; City Arts Collection

City Events

- Delivered the Matariki ki Pōneke Festival 17-26 July which included:
 - Ahi Kā Live and Mana and Tangata Matariki Korero: Zoom hui series
 - Tūrama: Woven beams of light cast into Wellington's night sky
 - Sponsored Mana Moana Digital Ocean: An online collection of multimedia art; and
 - Waituhi - public art series.
- The Matariki ki Pōneke festival provided employment opportunities to over 300 local creatives, artists, businesses and performers. The festival attracted over 17,000 people to public events.

Experience Wellington:

- Visitation across all sites has been steadily increasing since reopening for the pandemic lockdown.
- The July school holidays saw sustained visitation at the Wellington Museum with the Mittens exhibition, Space Place, PlayHQ.
- There workshops in Capital E were sold out, with good attendances at the "Square Eyes" film screenings at City Gallery and

performances of Orchestra Wellington's 'Where's my Triangle?'

COVID-19 impacts

- The arts and events sectors have been significantly impacted by the pandemic with many events being postponed or cancelled. Attendance and revenue has reduced impacting the long-term viability of many organisations or activities. Council is continuing to monitor arts organisations and independent artists and adapting our support as required.
- Waterfront - activity across all types of for July-September was less than previous years
- The pandemic has resulted in the postponing or cancelling of most international artist residencies.
- Wellington Museum Development - the project was unsuccessful in receiving funds from the Government's COVID-19 Shovel Ready fund. The Chair and the Director Museums Wellington are investigation potential funding opportunities for the Project.

Detailed quarter performance by exception

The following budget item(s) and performance measure(s) below are those with a result for the quarter that is greater than 10% of target or within 10% / \$500k of budget. Variances greater than 10% can indicate (for example) underutilised resources, insufficient capacity etc.

Financial performance by exception

See table above for details over achieved against revenue and underspend on capital.

Performance measures (KPIs) by exception

Performance measure	2019/20 Result	2020/21 Target	Actual	Target	Variance	Variance explanation (where target is not met by >10%)
4.1 Arts and cultural activities						
Wellington Museums Trust - utilisation						
Total Wellington Museum Trust visitors	535,421	261,700	85,651	50,950	68%	Overall, tracking very well against conservative targets.

Kaupapa pāpori me ngā mahi a rēhia | Social and recreation

Aim: Provide a wide range of services throughout the city to encourage quality of life and healthy lifestyles.

Key groups of activities: Public Recreation promotion and support; Community support health and safety.

There is a total of 68 non-financial performance measures in this activity area, 36 are only reported annually (of these 3 are mandatory measures required by statute), 12 measures are only reported internally, and 20 measures are reported quarterly.

Quarter 1 performance and budget overview

16 out of 20 performance measures with an available result exceeded or met target at the end of the quarter. There were KPIs with both favourable and unfavourable variances related to library utilisation. COVID-19 cancellations to impact Community centre and hall occupancy. Data capture changes means that Leisure card usage will not meet targets this year. City housing, grants, graffiti removal and Basin Reserve measures exceeded targets.

The overall operating budget was 7% favourable and the capital budget was underspent by 55%.

Non-financial performance		Financial - Performance against budget \$000s					
		Actual	Budget	Variance	YE Forecast	YE Budget	Comment
Target not met by >10%	4	(11,185)	(9,599)	1,586	(40,519)	(39,786)	17% Favourable - noting the revenue budgets were reduced to reflect the likely impact of COVID
Target met - within +/- 10% of target	10	35,805	36,026	221	133,156	133,544	1% Favourable due to lower than planned facilities maintenance costs and personnel costs.
Target exceeded by >10% target	6	24,620	26,428	1,807	92,638	93,759	7% favourable.
Not applicable	-	4,489	10,087	5,597	37,708	40,506	55% Under budget mainly due to the re-phasing of the Basin Reserve and Aquatic Facilities, Social Housing and Community Halls programmes. Delays in the Alex Moore Park Sports Hub project is also a contributing factor.

What we did

City Housing

- Investigation into a replacement Tenancy Management System is underway as is preparation for compliance with the Healthy Homes Guarantees Act (HHGA).
- Occupancy rates remain high at 99% and there is low turnover of tenancies. The waitlist remains unchanged at 376.
- Occupation of the CBD Conversion (Te Kāinga) building has been delayed with a phased handover of the building to occur from December 2020. Full occupancy is expected from 1 February 2021.
- New initiatives started include Age Concern seniors' group and Emerge Mental Health Support group at Central Park, a tenant-led community garden project at Rintoul St and funding for youth to attend an Arabic course (city-wide).
- City Housing community activities included providing services to tenants, such as food distribution and mental health support.

Swimming Pools and Club Active Fitness Centres

- Commenced stage 1 of the upgrade of the northern end of Keith Spry Pool and

planning for the 5-year maintenance closure which will happen between December 2020 and April 2021.

- Newtown School finalised the project plan for their pool upgrade and we entered into a formal funding agreement. Stage 1 of the project is now underway.

Recreation Centres and Sports Hubs

- Renouf Tennis Centre Redevelopment - LED lighting replacement is completed and work is underway on the changing room upgrade and replacement of the roof.
- Alex Moore Sport and Community Hub - Construction continued with a target completion date of March 2021. AMPSCI continues to work on securing funding for their \$2M contribution to the build cost.

Playgrounds and skate

- We completed our engagement with the Skate Community and communicated the findings with the Wellington Skate Association, Skateboarding New Zealand and members of the skate community.
- During the quarter we commenced the Kekerenga St Play Area renewal and completed renewals in Aro Valley, Carrara Park, Coronation Park, Victory Crescent, Southgate and Montgomery Crescent Play Areas.

Libraries and community spaces

- We completed community engagement on the Central Library building, with over 1400 submissions.
- We opened Te Awe, the third and largest CBD library branch. Since it opened in mid-July, there have been 59,729 visitors.
- We delivered through volunteers the Friday Kai Kitchen providing hot meals, a free laundry service and showers to Linden residents.
- Through the Linden and Newlands Community centres Challenge 2000 we provided 2 days a week a youth focused programme.

Community wellbeing and harm reduction

- We continued support for mural projects and ongoing clean ups done by graffiti volunteer groups (corrections crews, school students and community groups)
- We continued programme of improving the safety in Te Aro Park. This includes more lighting, cleaning and opening the space.
- Enforcement of an alcohol ban continued during the quarter.

Grants

Grants approved during the quarter were:

- [Age Concern Wellington](#) was allocated \$95,094 for its ReConnect programme
- Vincents Art Workshop (\$56,000) and Pablos (\$30,000)
- Ngāti Kahungunu ki Pōneke Community Services are establishing services for vulnerable and isolated whanau via a new mobile kaupapa māori service. (\$125,000)
- Wesley Wellington Mission Inc (\$10,000)
- The Wellington City Mission (\$250,000)
- Take 10 Mobile Youth Support Zone (\$50,000), – a youth outreach programme additional funding (\$80,000) for the establishment of a central city Saturday night safety service
- Shakti Ethnic Women's Support Group (\$8,000)
- Sexual Abuse Prevention Network (\$65,737)
- Kiwi Community Assistance Charitable Trust (\$22,806)
- Island Bay Presbyterian Church (\$11,000); and
- Changemakers Resettlement Forum (\$69,350).

Covid-19 Impacts:

- Q1 pandemic related, bookings, leagues and events cancelled included Volleyball New Zealand's Interprovincial Champs, Basketball New Zealand's Lower North Island Basketball Champs, and New Zealand Handball's National Club Champs.
- While libraries remained open during the quarter Some community groups are not expected to return to community centres until quarter two.
- ICC Women's World Cup postponed which will now be held in March 2022.
- *Alcohol licensing*: Events rescheduled due to the pandemic have resulted in large numbers of special licence applications. Over 100 special licence applications were received for two major events (Winetopia and The Food Show) occurring two weeks apart. These applications have been prioritised for processing.
- The impact of the pandemic on the hospitality sector is being closely monitored – both businesses closing and applications for new licences/ registrations. While some businesses have closed, we are also receiving a steady stream of new applications, often taking over an existing business or setting up in a recently closed site.

Detailed quarter performance by exception

The following budget item(s) and performance measure(s) below are those with a result for the quarter that is greater than 10% of target or within 10% / \$500k of budget. Variances greater than 10% can indicate (for example) underutilised resources, insufficient capacity etc.

Financial performance by exception

Operating expenditure by exception (>10% / \$500k off budget) \$000s					
Activity	Year to date			Full year	
	Actual	Budget	Variance	Forecast	Budget
5.1 Recreation Promotion & Support	(3,016)	(1,961)	1,055	(9,348)	(9,348)
Over achieved: 54% Revenue above budget, noting budgets were reduced to recognise the likely impact of Covid-19.					

Capital expenditure by exception (>10% / \$500k off budget) \$000s					
Activity	Year to date			Full year	
	Actual	Budget	Variance	Forecast	Budget
5.1 Recreation Promotion & Support	1,399	3,058	1,659	9,399	12,197
Overspend: 54% Under budget mainly due to the re-phasing of the Basin Reserve and Aquatic Facilities programme of works. The expectation is to spend the Full Year budget for both. The favourable variance is partially offset by the phasing of the playgrounds programme of work (catch up in relation to COVID delays).					
5.2 Community Support	1,511	5,258	3,748	22,398	22,398
Underspend: 71% Under budget primarily due to the re-phasing of the Social Housing and Community Halls programmes of works.					
5.3 Public Health and Safety	1,582	1,771	189	5,911	5,911
Underspend: 11% Under budget in relation to COVID related catch up work and grout issues in the Alex Moore Park Sports Hub project.					

Performance measures (KPIs) by exception

Performance measure	2019/20 Result	2020/21 Target	Actual	Target	Variance	Variance explanation (where target is not met by >10%)
5.1 Recreation Promotion & Support						
Utilisation						
Number of uses of Leisure Card	94,429	148,000	22,835	37,750	-39.5%	New bookings system captures LC attendance in a different way so we will not meet the target this year and will be reviewing the measure for the LTP. Average for Jul/Aug/Sep was around 7500.
Basin Reserve Trust						
Basin Reserve - Total event days (excluding practice days)	139	73	6	4	50%	Function bookings ahead of target while cricket days behind due to (outfield) turf renewal
5.2 Community Support						
Libraries utilisation						
Library items issued (e-library)	639,203	340,000	169,063	85,000	99%	Increased demand for online services following on from Covid-19 alert level changes
Estimates of attendees of library programmes	46,146	Baseline	8,140	19,483	-58%	Programmes only returned at alert level 1 due to social distancing requirements (impacting on both the number of events planned and also attendees at events held). Last year Q1 result was 19,483.

Performance measure	2019/20 Result	2020/21 Target	Actual	Target	Variance	Variance explanation (where target is not met by >10%)
Library physical visits	1,408,860	2,400,000	413,176	600,000	-31%	COVID restrictions closed down these facilities initially and during level 2 severely restricted access for different groups. Some groups have chosen not to return until level 1. Bookings now increasing steadily towards the end of the year.
Library website visits	3,935,427	3,300,000	1,484,938	825,000	80%	Increased demand for online services within context of Covid-19 alert levels
Community centres utilisation						
Occupancy (%) of Council community centres and halls	34%	45%	31%	45%	-31%	Pandemic restrictions closed down these facilities initially and during level 2 severely restricted access for different groups. Some groups have chosen not to return until level 1. Bookings now increasing steadily towards the end of the year.
Funding success						
Grants outcomes (%) achieved (through funded outcomes – four out of five – being met) - Social and Recreation Fund	90%	80%	100%	80%	25%	Increased pressure on grants funding due to the financial impact of COVID on the community sector. Unexpected costs due to changes in alert levels and/or further lockdown periods.
Housing quality and usage						
Occupancy rate of available housing facilities	98%	90%	99%	90%	10%	Continuing high demand for City Housing Properties and low turn over
5.3 Public health and safety						
Timeliness						
Graffiti removal – response time frames (%) met	84%	80%	89.5%	80%	12%	We continued to provide support for mural projects and provide support for ongoing clean ups done by graffiti volunteer groups. The community groups include volunteers from corrections crews, school students and community groups.

Tāone tupu ora | Urban development

Aim: Embrace Wellington as a compact, vibrant, attractive and safe city that is built on a human scale and is easy to navigate

Key groups of activities: Urban planning, heritage and public spaces development; Building and development control

There is a total of 20 non-financial performance measures in this activity area, 12 are only reported annually (of these 3 are mandatory measures required by statute) and 8 measures are reported quarterly.

Quarter 1 performance and budget overview

At the end of the quarter, 5 of the 7 performance measures with an available result met target. The unfavourable performance measure variances related to timeliness of building consents, and subdivision certificates. Measure for noise complaints was not able to be reported due to the data not being available.

The overall operating budget was 3% unfavourable and the capital budget was 14% underspent.

Non-financial performance		Financial - Performance against budget \$000s					
		Actual	Budget	Variance	YE Forecast	YE Budget	Comment
Target not met by >10%	2	(3,454)	(2,980)	473	(13,918)	(11,149)	16% Favourable - noting the revenue budgets were reduced to reflect the likely impact of COVID. Consenting volumes are higher than for the same period last year.
Target met - within +/- 10% of target	5	10,434	9,736	(699)	40,994	38,362	(7%) Unfavourable due to higher than planned District Plan workstream costs, personnel and professional costs (much of which can be recovered from customers).
Target exceeded by >10% target	0	6,981	6,756	(225)	27,076	27,213	(3%)
Not applicable	1	10,341	12,090	1,749	49,914	50,928	14% Under budget due to delays on Frank Kitts Park playground and North Lambton Quay project (part of the Central City Framework) where this will be aligned with the LGWM Golden Mile work stream and the Housing Investment Programme. This is partially offset by the Town Hall project which is currently ahead of programme.

What we did

District Plan Review:

- Work continued the District Plan review. This included public consultation for the Spatial Plan, review of the heritage objectives, policies and rules, assessment of new nominations to the heritage schedules, review of the existing heritage schedule.

Heritage strategy and advice:

- A draft of the heritage strategy is underway to guide Council's future programme for the protection, use and celebration of Wellington's heritage.
- In Q1 heritage advice was provided on significant Council assets / policies including the Central Library, Basin Reserve, Wellington Town Hall, Oriental Bay Band Rotunda, Truby King House and

remedial works on the heritage seawalls at Oriental and Lyall Bay, the Cemeteries Management Plan and the Dangerous and Insanitary Buildings Policy and LGWM.

Built Heritage Incentive and Building Resilience Funds

- The round for this financial year (opened August, closed October) with 18 applications for both seismic strengthening and heritage conservation projects. \$1.5m in funding was requested out of an available pool of \$350,000 (this figure excludes the \$120,000 received by the Sacred Heart Cathedral in May 2020 as a result of an out-of-round application). Applications are currently being assessed for recommendations to the Grants Sub-Committee in December 2020.

Building Consents and Compliance

- The team is on-track to meet in Q2 performance against the statutory processing standards for building consents and code of compliance certificates (within 20 working days). We are also contracting additional external engineering expertise to ensure structural and geo-tech reviews of applications for building consent are not delayed.

Resource Consents

- July experienced slightly less consent applications than the previous year. Consent numbers for August and September are exceeding the same time last year
- In Q1 we commenced processing of requests under the COVID Fast-Track Act for a Ryman retirement village on the former Teachers College site in Karori and, a new commercial building at 55 Molesworth Street.
- Received and application for social housing at 44 Frederick Street was received. This will create 75 new homes. This project is receiving \$10 million from the Government as a 'shovel-ready' project.
- The percentage of satisfied customers continues to be high - currently sitting at 93%.

COVID-19 impacts

- Covid-19 has impacted heritage building owners, especially those who are struggling with retaining or acquiring tenants or are required to seismically strengthen their buildings in a competitive construction market.

Detailed quarter performance by exception

The following budget item(s) and performance measure(s) below are those with a result for the quarter that is greater than 10% of target or within 10% / \$500k of budget. Variances greater than 10% can indicate (for example) underutilised resources, insufficient capacity etc.

Financial performance by exception

Operating expenditure by exception (>10% / \$500k off budget) \$000s					
Activity	Year to date			Full year	
	Actual	Budget	Variance	Forecast	Budget
6.1 Urban planning and Policy	0	(257)	(257)	(863)	(1,031)
<i>Under achieved:</i> 100% Lower than budget due to timing around when the tenants will commence contributing rent in the Housing Investment programme.					
6.1 Urban planning and Policy	3,226	2,806	(421)	11,173	11,088
<i>Overspend:</i> 15% Over budget due to expenditure on professional costs associated with the District Plan work stream. This is presently being offset by under spending in the Housing investment programme. The forecasts will be reviewed.					
6.2 Building & Development Control	(3,454)	(2,723)	731	(13,055)	(10,118)
<i>Over achieved:</i> 27% Above budget in Building Consents by \$0.703m and marginally with Resource Consents noting budgets were reduced to recognise the likely impact of Covid-19. Volumes are higher than for the corresponding time last year.					
Capital expenditure by exception (>10% / \$500k off budget) \$000s					
Activity	Year to date			Full year	
	Actual	Budget	Variance	Forecast	Budget
6.1 Urban planning and Policy	478	2,979	2,501	13,472	14,486
<i>Underspend:</i> 84% Under budget due to delays on Frank Kitts Park playground and North Lambton Quay project (part of the Central City Framework) where this will be aligned with the LGWM Golden Mile work stream and the Housing Investment Programme. Forecast under spends relate to the Central City Framework.					

6.2 Building & Development Control	9,879	9,111	(768)	36,442	36,442
<i>Overspend:</i> 8% Above budget due to the Town Hall being ahead of programme.					

Performance measures (KPIs) by exception

Performance measure	2019/20 Result	2020/21 Target	Actual	Target	Variance	Variance explanation (where target is not met by >10%)
6.2 Building and development						
Timeliness						
Building consents (%) issued within 20 working days	79%	100%	87%	100%	-13%	The number of consents issued within 20 working days has continued to improve. The turnover of staff and the withdrawal of service by engineering contractors last year had a significant impact on the ability to meet statutory timeframes. The recovery from this was slowed during alert level 4 as only a very limited number of Officers had the IT equipment to work from home. We have seen an increase in consent numbers since July which continued pressure on meet processing targets. A continued improvement in the % of consents being issued within the 20day timeframe for the quarter is forecast.
Subdivision certificates – Section 223 certificates (%) issued within statutory timeframes	96%	100%	88%	100%	-12%	An increasing volume combined with complex applications is impacting the ability to meet targets.

Waka | Transport

Aim: Manage the transport network so it's sustainable, safe and efficient

Key groups of activities: Transport, Parking

There is a total of 36 non-financial performance measures in this activity area, 22 are only reported annually (of these 3 are mandatory measures required by statute).

There is a total of 33 non-financial performance measures in this activity area, 25 are only reported annually (of these 3 are mandatory measures required by statute), 8 are only reported internally and 6 measures are reported quarterly.

Quarter 1 performance and budget overview

5 of the 6 performance measures with an available result met or exceeded target at the end of the quarter. The one measure that did not meet target was related to weekend parking occupancy. The Cable car exceeded their passenger target.

The overall operating expenditure was 41% favourable and capital budgets were 17% under budget.

Non-financial performance		Financial - Performance against budget \$000s					
		Actual	Budget	Variance	YE Forecast	YE Budget	Comment
Target not met by >10%	1	(9,604)	(7,403)	2,201	(38,901)	(38,546)	30% Favourable - noting the Parking revenue budgets were reduced to reflect the likely impact of COVID and higher than budgeted NZTA roading subsidies for Capex project work.
Target met - within +/- 10% of target	4	19,617	24,269	4,652	95,844	95,644	19% Favourable due to delays on contract costs tied with LGWM a delay on the Ngauranga to Petone cycleway and lower personnel costs.
Target exceeded by >10% target	1	10,013	16,866	6,853	56,942	57,097	41% Favourable due to higher than planned revenues and delays on contract costs tied with LGWM a delay on the Ngauranga to Petone cycleway and lower personnel costs.
Not applicable	0	14,753	17,798	3,044	78,497	73,192	17% Under budget due to many projects going through the planning and design phases. Now with improving weather expenditure will increase with the commencement of physical works. The timing of bus shelter expenditure and minimal spend on LGWM projects is also contributing to the under spending. Forecast to be over budget in Cycling network which will be offset by under spending in Transport projects, particularly Bus Priority Planning which is dependent on LGWM initiatives.

What we did

Transport planning

- The draft Activity Management Plan was submitted to NZTA. We also provided a submission to the Regional Council on the first draft the Regional Land Transport Plan.
- Launched the Forward Works Viewer - a tool that allows us to co-ordinate all road works across the city and keep the city moving.

LGWM

- Completed the LGWM Central City Safer Speeds (reducing speed limit to 30 kph), Safer Speed 30kph approval for Karori Road and Marsden Village, Dixon St speed cushion installation, Taylor Terrace speed humps installation.

Roading and footpaths

- Completed rock revetment at Evans Bay to ensure sustainability of new cycleway
- Started the Wadestown Road Wall Strengthening, Consultation on Box Hill and Station Road intersection and, the review of safety along rural road
- Commenced the:
 - redesign of Rangiora Ave footpath to reduce need for tree removal; and
 - the final design of proposed mini roundabout in Hataitai (addressing retail concerns about parking loss).

Cycleways

- Completed Hutt Road Cycleway post-construction safety audit actions.

Resilience and structures

- Continued work on Seatoun Tunnel Earthquake Strengthening, Pedestrian Bridge Strengthening (Ruahine St, Hataitai) and the Ngaio Gorge Slopes Stabilisation.

Parking

- Continued the implementation of new equipment for Parking Officers (replacement of Radio Telephones, Body Worn Cameras, Handheld devices and printers).

COVID-19 impacts

- Since COVID there has been a significant increase in the number of on-road negative interactions with customers. As a result, we are constantly reviewing the operating environment and are making changes as required to ensure our staff are as well supported as possible.

Detailed quarter performance by exception

The following budget item(s) and performance measure(s) below are those with a result for the quarter that is greater than 10% of target or within 10% of budget. Variances greater than 10% can indicate (for example) underutilised resources, insufficient capacity etc.

Financial performance by exception

Operating expenditure by exception (>10% / \$500k off budget) \$000s					
Activity / budget result	Year to date			Full year	
	Actual	Budget	Variance	Forecast	Budget
7.1 Transport network	15,448	19,720	4,272	78,505	78,305
Underspend: 22% Under budget through delays on contract costs tied with LGWM and a delay on the Ngauranga to Petone cycleway. The forecast over spend relates to promotional costs re public education.					
7.2 Parking	(7,535)	(5,205)	2,330	(29,119)	(29,119)
Over achieved: 45% Above budget, noting budgets were reduced to recognise the likely impact of Covid-19.					

Capital expenditure by exception (>10% / \$500k off budget) \$000s					
Activity	Year to date			Full year	
	Actual	Budget	Variance	Forecast	Budget
7.1 Transport network	14,705	17,640	2,935	77,865	72,560
<p>Underspend: 17% Under budget due to many projects going through the planning and design phases. Now with improving weather expenditure will increase with the commencement of physical works. The timing of bus shelter expenditure and minimal spend on LGWM projects is also contributing to the under spending. Forecast to be over budget in Cycling network which will be offset by under spending in Transport projects, particularly Bus Priority Planning which is dependent on LGWM initiatives.</p>					
7.2 Parking	48	158	110	632	632
<p>Underspend: 70% Under budget due to delays in the projects.</p>					

Performance measures (KPIs) by exception

Performance measure	2019/20 result	2020/21 target	Actual	Target	Variance	Variance explanation (where target is not met by >10%)
7.1 Transport network						
Wellington Cable Car						
Total passenger trips	862,487	516,957	105,929	62,887	68%	The July school holidays proved to be a welcome relief for the Cable Car. The injection of domestic tourism, support local promotions, combined with Alert Level 1 (AL1) made a significant difference during the term break, and we welcome over 2450 guests per day. On comparison, we were only 12% behind 2019 passenger numbers with similar revenue results.
7.2 Parking						
Availability						
City parking occupancy during weekends (08:00-18:00)	42%	Range 50-70%	46%	Range 50-70%	-100% Not met	Occupancy lower than usual on weekends, this is an ongoing impact relating to Covid-19

Accessibility Advisory Group Terms of Reference – December 2020

*“Disability is not something individuals have. What individuals have are impairments...
Disability is the process that happens when one group of people
create barriers by designing a world only for their way of living,
taking no account of the impairments other people have.”*

NEW ZEALAND DISABILITY STRATEGY 2001

A Glossary of Terms is in Appendix D

1. Purpose of the Accessibility Advisory Group (AAG)

- Advise Council on how to help grow a great and accessible City, where barriers to people with impairments are minimised.
- Bring lived experience and knowledge to Council around accessibility issues in the context of Council’s roles and priorities.
- It is recognised that members come from and remain connected to their communities, it is from this foundation members share their expertise and lived experience in this advisory role, and engage with their communities and others as part of the wider council consultation processes. The expectations around this connection are set out in the *Communication and Involvement of communities* points below’

The AAG will not be seen as representing all views on accessibility in the City.

2. Expectations

Members will be accountable for their efforts to provide¹:

- Constructive advice – on Council projects and policies, where possible identifying evidence and solutions, whilst taking into account the wider needs, issues and views of people with impairments.
- Communication – engage with the Council and relevant communities to increase information flow and build knowledge of Council processes to increase involvement in Council decision-making.
- Involvement of communities - work with council staff to help the Council involve more people with impairments and from wider communities in the setting and meeting of

¹ Within their capabilities and any legitimate time / resource constraints.

city-wide objectives. The Council is ultimately responsible for full community consultation.

The specific work areas where members will contribute will be set out in the annual work programme. The work programme will be finalised reasonably quickly and in a collaborative way. That annual work programme will be determined jointly between the AAG, Council officers, Chair of the appropriate Committee and Councillor representative. This will take into account the Council's priorities as well as the skills, experience, interests and commitments of AAG members. This will enable members to have early input into the Council's work².

Council officers will report back to the AAG on how advice was considered, and whether or not officers and councillors chose to act on that advice, with reasons given at the appropriate time through e-mail and at AAG meetings.

The Council liaison officer, working with the Chair, will track meeting attendance and contribution to workflows. Issues considered will include:

- Punctuality and attendance of meetings
- Behaviour in relation to the role and Code of Conduct
- Degree of active involvement in the work of the group.

*See number 7 Terms of Appointment.

3. Reporting

The AAG will publicly report to the appropriate Council Committee with the agreed workplan within the first four months of each financial year.

The AAG will publicly report to the appropriate Council Committee within the last four months of each financial year. The report will refer to the agreed work plan and outline progress against this over the previous year, and any issues it wishes to raise with Council.

The names of members, their attendance and minutes of the group's meetings will be available on the Council website and annual report.

4. Meetings

There will be up to 12 paid meetings per year of the full AAG. A provisional meeting schedule will be agreed once the work programme is finalised. This schedule can be varied throughout the year.

5. Training for members

The Council will provide members with:

² Work of Council includes Council's strategy and policy development, planning and service delivery.

- An induction explaining the machinery of local government, the Council's function and processes and the role of the AAG
- Training or resources as necessary to fulfil their roles as an AAG member. For example, Chairing, contributing at meetings, understanding the role of local government and presentation skills as needed or on request.

6. Key membership criteria

The AAG will include up to 12 members.

Members need to:

- have the experience or knowledge around people living with impairments
- have a broad knowledge of 'accessibility' as well as being able to advise on the wider needs and issues affecting people with impairments
- have good relationships and networks with a range of communities
- reside within Wellington City Council's boundaries.

Subject to the above, the Council will during recruitment, have regard to maintaining an appropriate balance of impairment types, age and gender mix, Māori and other ethnic communities needs and issues.

Further details of the roles and accountabilities of members (including Chairs) and non-members that support the AAG are in Appendix A.

7. Terms of Appointment

The standard term of appointment will be three years. An AAG member's membership will cease if that member resigns and may cease if that member:

- misses more than three consecutive meetings without apology or 4 meetings within one year
- does not work proactively during any one-year review period, or
- behaves in a way that violates the Code of Conduct (Appendix B) or is otherwise seen as detrimental to the effective operation of the AAG.

A member can be nominated for two consecutive elections.

No member can sit on the group for more than two consecutive three year terms.

A member may be nominated for a future term not immediately after them completing two consecutive terms.

The process for electing the Chair/Co-Chair is set out in Appendix A.

AAG will have rolling membership to ensure that the group has some experienced members at all times.

8. Payment

Members will be paid \$110 per meeting for up to 12 meetings per year they attend of the full AAG.

The Chair will be paid \$150 for every meeting per year of the full AAG attended. If the group decides to have more than one member in the role of Chair, the additional \$40 available to the Chair will be split between the Co-Chairs.

The Council will also support the group by providing refreshments at up to 12 meetings per year.

Council at its discretion will consider providing extra resources to AAG on a case-by-case basis and where those extra resources enable the group to meaningfully contribute to the Council's objectives.

9. Budget

The AAG is an advisory group set up to inform the work and activities of the Council. The group will not be given an independent budget to commission work or undertake activities outside of this advisory role.

10. Support funds to enable members to fully participate at meetings

Members will be reimbursed for reasonable travel expenses required to allow members to travel to meetings and participate in AAG based activities.

If a support person is required for a member to fully participate in the group's discussions, the Council can pay this person up to \$40 per hour.

The above payments will be at the discretion of the relevant Council directorate.

Payments will not be made to members to provide care for children or other family members to allow attendance at AAG meetings.

The Council will ensure Council-based meeting venues are fully accessible with accessible toilets and that other required assistance (such as New Zealand Sign Language interpreters) is available.

11. Conflict Resolution

Should conflict occur, the Chair/Co-Chairs and group will work with Council Officers to resolve the conflict.

If there are any concerns, members should raise them:

- with the Chair of the group if concerns are about other members
- with the responsible Councillor and/or the Group's ELT member if concerns are about the Chair of the group
- with the Chair of the group (who will decide whether to raise them with the Group's ELT member) if concerns are about employees.

12. Conflict of interest

Members will be asked to complete a conflict of interest form when they join the AAG and at the beginning of each year they sit on the group. This will be provided by the Council liaison officer.

Members are also expected to notify the liaison officer of any new or emerging conflicts of interest at the start of each meeting where the liaison officer is present.

For the purpose of the AAG, conflicts of interest are deemed to occur where a member advises on work-streams that impact on:

- money or other resources the member has invested outside Council
- the member's family, or
- official positions the member holds on groups or bodies outside of Council.

13. Review of Terms of Reference

The Terms of Reference will be reviewed as required. AAG will be involved in any review. All changes to the Terms of Reference will need approval by the appropriate Council Committee and the Council.

Appendix A: Role descriptions for the AAG Chair, members, Liaison Officers, Responsible Council Manager and Appointed Councillor

Members

Member position	Roles and accountabilities
Chair/Co-Chairs	<ul style="list-style-type: none"> • encourage open communication where all members can effectively contribute • work with Council officers to compile meeting agendas • work with Council officers and AAG members to develop, complete and implement the group’s annual work programme referred to in section 2 • be the AAG spokesperson representing the views and recommendations of the group • work with the Council liaison officers to review the contribution of AAG members at the yearly review and raise any concerns with the appropriate Council Officer • sign off minutes from the previous meeting • Members of the AAG will elect a Chair and Co-Chair (if applicable) annually each October.
All AAG Members (including Co-Chairs)	<ul style="list-style-type: none"> • be prepared for meetings and consider issues with an open mind • actively participate in AAG meetings and contribute to the actions in the agreed annual work programme • keep a broad knowledge of accessibility issues and issues affecting people with impairments • turn up to meetings on time • be available and attend any other training/meetings that may be planned • establish, maintain and make the most of existing relationships with other groups around the City • be committed to appropriately providing information to the range of organisations and communities supporting or including people with impairments –and seeking their feedback • not take individual issues to AAG that can be dealt with via general enquiries to Council’s information Centre • comply with the Code of Conduct in Appendix B • have their contributions reviewed annually against the current “Terms of Appointment”.

Non-Members who will work with AAG

Member position	Roles
Council liaison officers	<ul style="list-style-type: none"> • Administration, support and promotion of the group. This will include the induction of new members, development of agendas, recording meeting minutes and following up on action points to report back to the group • work with the Chair/Co- Chair to set the meeting agenda • work with the Chair to track attendance and review the contribution of AAG members at the yearly review • work across Council business units to help them effectively engage with the AAG in the right ways and at the right stages of a work-stream (development and implementation of policy, strategy, planning and service delivery) • ensure officers presenting to the AAG are informed of, and present information to the group that is targeted to the group’s needs • Progress projects agreed between AAG and officers.
Responsible Council Manager	<ul style="list-style-type: none"> • approve the AAG’s annual work programme • help the Council liaison officers ensure officers work with AAG in the right ways and stages.
Accessibility Advisor	<ul style="list-style-type: none"> • offer support on an ‘as required’ basis for communication of certain issues between the wider Council and the AAG • work closely with AAG, including attending meetings and reporting back on AAG’s work-streams • ensure that issues raised are discussed with the AAG and any outcomes/developments are reported back on.
Councillor/s	<ul style="list-style-type: none"> • act as a communication link between Council (councillors and officers) and the AAG by attending meetings on a regular basis. • provide with officers, information, advice and explanation of the Council’s political process and agreed Council policy when required and facilitate feedback from the AAG to Council.

Appendix B: Code of Conduct

1. Objective

The objective of the code is to enhance:

- mutual trust, respect and tolerance between members as a group and with Councillors and Council staff
- The credibility and accountability of the Council within its communities.

The following is the standard of behaviour that is expected from members of Wellington City Council reference and advisory groups.

2. Relationships with others

Members will conduct their dealings with each other, and elected members, in ways that:

- are open, honest and maintain integrity
- focus on issues rather than personalities
- avoid aggressive, offensive and abusive conduct
- maintain confidence in their group.

3. Relationships with Council staff

The effective performance of the group also requires a high level of cooperation and mutual respect between members and Council staff. To ensure this is maintained, members will:

- treat all employees with courtesy and respect (including the avoidance of aggressive, offensive or abusive conduct towards employees)
- observe any guidelines that the Chief Executive puts in place regarding contact with employees
- not do anything which compromises, or could be seen as compromising, the impartiality of an employee
- avoid publicly criticising any employee in any way, but especially in ways that reflect on the competence and integrity of the employee
- raise concerns about employees only with the Chair of the group, who will then decide whether to raise the issue with an appropriate senior Council officer
- not seek to improperly influence staff in the normal undertaking of their duties.

4. Contact with the media

Groups may have the opportunity to input into a number of different initiatives and for consistency, it is important that a single point of contact is established to respond to any media enquiries.

- All media enquiries shall be redirected to Council staff.
- If it is agreed with Council staff that it is appropriate for a view to be expressed by the group, only the Chair, or the Chair's proxy, can represent the group to the media. The

Chair will work with the Council's External Relations team in relation to any public comments.

- Views expressed to the media on behalf of the group must have been previously agreed on by the group as a whole.
- If a member is contacted by a journalist for a view from their group, they must refer the journalist to the Chair or Co-Chair.
- Members are free to express a personal view in the media or the view of other organisations of which they are a member, at any time. However, they must make clear that these represent their private views as an individual, or the view of their organisation.

5. Confidential Information

In the course of their duties, members will receive information that they need to treat as confidential. This will often be information that is either commercially sensitive or is personal to a particular individual or organisation.

Members should be aware that failure to observe confidentiality will impede the performance of Council and could expose the Council to prosecution under the Privacy Act 1993 and/or civil litigation.

6. Individual queries

Members will not bring individual issues to their advisory groups that can best be dealt with by going through the Council's Service Centre.

7. Honesty and Integrity

Members have a duty to act honestly. They must declare any private interests relating to their duties and take steps to resolve any conflicts of interest in such a way that protects the public interest. They must not act in order to gain financial or other benefits for themselves, their families, friends or business interests.

8. Complaints

Any complaints about other group members, officers or Councillors should be addressed confidentially to the Chair who can then raise the issue with relevant Council officers.

Appendix C: Recruitment and Selection Process

Recruitment of new members will be managed by the Council liaison officers (Appendix A).

The Council will call for nominations using contacts with disability consumer groups, the Council's website and local print media.

Applications will be reviewed and shortlisted by a selection panel consisting of:

- the Council liaison officers
- two members of the AAG
- Council's Accessibility advisor.

The role description for members included in Appendix A will be used for the selection process. The selection panel will make the final decision about all appointments to the AAG.

Replacement of Vacancies

Vacancies will be recruited for annually for all Advisory and Reference Groups.

Appendix D: Glossary of Terms

Accessibility	A general term used to describe the degree to which a product, device, service or environment is accessible by as many people as possible. It can consider physical accessibility, social accessibility, people's attitudes and actions etc. In the context of these terms of reference, the Accessibility Advisory Group will provide advice on Council policy, planning and activities considering physical and social accessibility from the perspective of people living with disabilities.
Disability	The New Zealand Disability Strategy (NZDS) describes disability as a process that occurs when 'one group of people create barriers by designing a world only for their way of living, taking no account of the impairments other people have'. 'Impairments' include physical, sensory, neurological, psychiatric, intellectual and any other impairment, and encompass people with permanent, intermittent, temporary and perceived impairments.
People first	A worldwide advocacy movement that focuses on individuals, not a disability. It uses people-first language.
Social model	A view of disability that recognises people are disabled by barriers in society (systems, attitudes, architecture, services) that exclude or prevent them from participating fully.

Key Guiding Documents

NZ Disability Strategy 2001 - <http://www.odi.govt.nz/nzds>

UN Convention on the Rights of Persons with Disabilities - (New Zealand signed this in 2007. It was ratified in 2008) - <http://www.un.org/disabilities>

Human Rights Act 1993 - http://www.legislation.govt.nz/act/results.aspx?search=ts_act_human+rights_resel&p=1

Environmental Reference Group

Terms of Reference – December 2020

1. Purpose of the Environmental Reference Group (ERG)

- Advise Council on the best ways to improve Wellingtonian’s quality of life environmentally, socially, culturally and economically by protecting and enhancing the local environment.
- Bring knowledge and insight into Council around the environment, including water, energy, waste, biodiversity, urban design and transport management, in the context of Council’s roles and priorities.

The ERG will not be seen as representing all views on the environment in the City.

2. Expectations

Members will be accountable for their efforts to provide¹:

- Constructive advice – on Council projects and policies, where possible identifying evidence and solutions, whilst taking into account wider needs, issues and views.
- Communication - where practical, provide information about the work of the Council to their networks and provide information from their networks back to the Council.
- Advice on Council engagement – provide advice to Council staff to help Council involve more people from Wellington’s communities in the setting and meeting of city objectives, in-line with the Council Engagement Policy. The Council is ultimately responsible for full community consultation.

The specific work areas where members will contribute will be set out in the annual work programme. The work programme will be finalised reasonably quickly and in a collaborative way. That annual work programme will be determined jointly between the ERG, Council officers, Chair of the appropriate Committee and Councillor representative. This will take into account the Council’s priorities as well as the skills, experience, interests and commitments of ERG members. This will enable members to have early input into Council’s work².

¹ Within their capabilities and any legitimate time / resource constraints.

² Work of Council includes Council’s strategy and policy development, planning and service delivery.

Council officers will report back to the ERG on how advice was considered, and whether or not officers and councillors chose to act on that advice, with reasons given at the appropriate time through e-mail and at ERG meetings.

The Council liaison officer, working with the Chair, will track meeting attendance and contribution to workflows. Issues considered will include:

- Punctuality and attendance of meetings
- Behaviour in relation to the role and Code of Conduct
- Degree of active involvement in the work of the group.

*See number 7 Terms of Appointment.

3. Reporting

The ERG will publicly report to the appropriate Council Committee with the agreed workplan within the first four months of each financial year.

The ERG will publicly report to the appropriate Council Committee within the last four months of each financial year. The report will refer to the agreed work plan and progress against this over the previous year, and any issues it wishes to raise with Council.

The names of members, their attendance and minutes of the group's meetings will be available on the Council website and annual report.

4. Meetings

There will be up to 12 paid meetings per year of the full ERG. A provisional meeting schedule will be agreed once the work programme is finalised. This schedule can be varied throughout the year.

5. Training for members

The Council will provide members with:

- An induction explaining the machinery of local government, the Council's function and processes and the role of the ERG
- Training or resources as necessary to fulfil their roles as an ERG member. For example, Chairing, contributing at meetings, understanding the role of local government and presentation skills as needed or on request.

6. Key membership criteria

The ERG will include up to 12 members.

Members need to have:

- a familiarity with the natural or built environment of Wellington City
- some involvement (or knowledge of) practical environmental initiatives

- demonstrated awareness of and enthusiasm for natural or built environmental issues
- links into the community and a willingness to make use of those links for contributing to the agreed work programme
- an ability to give a balanced view that aims to find solutions.

Subject to the above, the Council will try to include in ERG an appropriate balance of experience and expertise and of men, women and youth, and representation of tikanga Māori and other communities

In addition, a representative from Council's mana whenua partners will be invited to be a member of the ERG. Council officers will maintain a communication link between mana whenua partners and the ERG.

Further details of the roles and accountabilities of members (including Chairs) and non-members that support the ERG are in Appendix A.

7. Terms of Appointment

The standard term of appointment will be two years. An ERG member's membership will cease if that member resigns and may cease if that member:

- misses more than three consecutive meetings without apology or 4 meetings within one year
- does not work proactively during any one-year review period, or
- behaves in a way that violates the Code of Conduct (Appendix B) or is otherwise seen as detrimental to the effective operation of the ERG.

A member can apply to be appointed for up to three terms.

No member can sit on the group for more than three consecutive two year terms.

8. Payment

Members will be paid \$110 per meeting for up to 12 meetings per year that they attend of the full ERG.

The Chair will be paid \$150 for every meeting of the full ERG attended per year. If the group decides to have more than one member in the role of Chair, the additional \$40 available to the Chair will be split between the Co-Chairs.

The term and election of the Chair is set out in Appendix A.

The Council will also support the group by providing refreshments at up to 12 meetings per year.

Council at its discretion will consider providing extra resources to ERG on a case-by-case basis (including for planning) and where those extra resources enable the group to meaningfully contribute to the Council's objectives.

9. Budget and representation issues

The ERG is an advisory group set up to inform the work and activities of the Council. The group will not be given an independent budget to commission work or undertake activities outside of this advisory role.

10. Conflict Resolution

Should conflict occur, the Chair/Co-Chairs and group will work with Council Officers to resolve the conflict.

If there are any concerns, members should raise them:

- with the Chair of the group if concerns are about other members
- with the responsible Councillor and/or the Group's ELT member if concerns are about the Chair of the group
- with the Chair of the group (who will decide whether to raise them with the Group's ELT member) if concerns are about employees.

11. Conflict of Interest

Members will be asked to complete a conflict of interest form when they join the ERG and at the beginning of each year they sit on the group. This will be provided by the Council liaison officer.

Members are also expected to notify the liaison officer of any new or emerging conflicts of interest at the start of each meeting where the liaison officer is present.

For the purpose of the ERG, conflicts of interest are deemed to occur where a member advises on work-streams that impact on:

- money or other resources the member has invested outside Council
- the member's family, or
- official positions the member holds on groups or bodies outside of Council.

12. Review of Terms of Reference

The Terms of Reference will be reviewed as required. ERG will be involved in any review. All changes to the Terms of Reference will need approval by the appropriate Wellington City Council Committee and the Council.

Appendix A: Role descriptions for the ERG Chair, members, Liaison Officers, Responsible Council Manager, and Appointed Councillor/s

Members

Member position	Roles and accountabilities
<p>Chair</p>	<ul style="list-style-type: none"> • encourage open communication where all members can effectively contribute • work with Council officers to compile meeting agendas • work with Council officers and members of the ERG to develop, complete and implement the group’s annual work programme referred to in section 2 • be the ERG spokesperson representing the views and recommendations of the group, including presentations to Council and other groups as required • work with the Council liaison officer to review the contribution of ERG members at the yearly review and raise any concerns with the appropriate Council Officer • sign off minutes from the previous meeting. <p>Members of the ERG will elect a Chair. The Chair will hold the position for a maximum of two consecutive years.</p>
<p>Co-Chair</p>	<ul style="list-style-type: none"> • support the other Co-Chair in their role • act in place of the other Chair if the other Chair is unavailable or has a conflict of interest
<p>All ERG Members (including Co-Chairs)</p>	<ul style="list-style-type: none"> • be prepared for meetings and consider issues with an open mind • actively participate in ERG meetings and contribute to the actions set in the agreed annual work programme • keep a broad knowledge of issues affecting the natural and built environment • turn up to meetings on time • be available and attend any other training/meetings that may be planned • be committed to appropriately providing information between their networks and Council • not take individual issues to ERG that can be dealt with via general enquiries to Council’s information Centre • comply with the Code of Conduct in Appendix B • have their contributions reviewed annually against the current “Terms of Appointment”.

Non-Members who will work with ERG

Member position	Roles
Council liaison officers	<ul style="list-style-type: none"> administration, support and promotion of the group. This will include the induction of new members, development of agendas, recording meeting minutes and following up on action points to report back to the group work with the Chair/Co-Chair to set the meeting agenda work with the Chair to track attendance and review the contribution of ERG members at the yearly review work across Council business units to help them effectively engage with ERG in the development and implementation of policy, strategy, planning and service delivery in the city ensure officers attending the ERG are informed of, and present information to the group, in accordance with the ERG's presentation guidelines progress projects agreed between ERG and officers, including ensuring officers across Council's business units engage with ERG in the right ways and at the right stages of a work-stream.
Responsible Council Manager	<ul style="list-style-type: none"> approve the ERG's annual work programme help the Council liaison officers ensure officers work with ERG in the right ways and stages.
Councillor/s	<ul style="list-style-type: none"> act as a communication link between Council (councillors and officers) and the ERG by attending meetings on a regular basis provide with officers, information, advice and explanation of the Council's political process and agreed Council policy when required and facilitate feedback from the ERG to Council.

Appendix B: Code of Conduct

1. Objective

The objective of the code is to enhance:

- mutual trust, respect and tolerance between members as a group and with Councillors and Council staff
- the credibility and accountability of the Council within its communities.

The following is the standard of behaviour that is expected from members of Wellington City Council reference and advisory groups.

2. Relationships with others

Members will conduct their dealings with each other, and elected members, in ways that:

- are open, honest and maintain integrity
- focus on issues rather than personalities
- avoid aggressive, offensive and abusive conduct
- maintain confidence in their group.

3. Relationships with Council staff

The effective performance of the group also requires a high level of cooperation and mutual respect between members and Council staff. To ensure this is maintained, members will:

- treat all employees with courtesy and respect (including the avoidance of aggressive, offensive or abusive conduct towards employees)
- observe any guidelines that the Chief Executive puts in place regarding contact with employees
- not do anything which compromises, or could be seen as compromising, the impartiality of an employee
- avoid publicly criticising any employee in any way, but especially in ways that reflect on the competence and integrity of the employee
- raise concerns about employees only with the Chair of the group, who will then decide whether to raise the issue with an appropriate senior Council officer
- not seek to improperly influence staff in the normal undertaking of their duties.

4. Contact with the media

Groups may have the opportunity to input into a number of different initiatives and for consistency, it is important that a single point of contact is established to respond to any media enquiries.

- All media enquiries shall be redirected to Council staff.
- If it is agreed with Council staff that it is appropriate for a view to be expressed by the group, only the Chair, or the Chair's proxy, can represent the group to the media. The

Chair will work with the Council's Communication and Engagement team in relation to any public comments.

- Views expressed to the media on behalf of the group must have been previously agreed on by the group as a whole.
- If a member is contacted by a journalist for a view from their group, they must refer the journalist to the Chair or Co-Chair.
- Members are free to express a personal view in the media or the view of other organisations of which they are a member, at any time. However, they must make clear that these represent their private views as an individual, or the view of their organisation.

5. Confidential Information

In the course of their duties members will receive information that they need to treat as confidential. This will often be information that is either commercially sensitive or is personal to a particular individual or organisation.

Members should be aware that failure to observe confidentiality will impede the performance of Council and could expose the Council to prosecution under the Privacy Act 1993 and/or civil litigation.

6. Individual queries

Members will not bring individual issues to their advisory groups that can best be dealt with by going through the Council's Service Centre.

7. Honesty and Integrity

Members have a duty to act honestly. They must declare any private interests relating to their duties and take steps to resolve any conflicts of interest in such a way that protects the public interest. They must not act in order to gain financial or other benefits for themselves, their families, friends or business interests.

8. Complaints

Any complaints about other group members, officers or Councillors should be addressed confidentially to the Chair who can then raise the issue with relevant Council officers.

Appendix C: Recruitment and Selection Process

Recruitment of new members will be managed by the Council liaison officers (Appendix A).

The Council will call for applications from within the city's boundaries via a number of different media (newspapers, social media, the Council website, community radio etc.).

Vacancies will be recruited for annually for all Advisory and Reference Groups.
New members will be selected by the ERG liaison officers and the Chair or Co-Chairs of the ERG..

Pacific Advisory Group

Terms of Reference – December 2020

1. Purpose of the Pacific Advisory Group (PAG)

- Advise Council on how to help grow a great City, where Pasifika peoples thrive and contribute to Council's priorities.
- Bring knowledge and extra insight into Council about how the different needs of Wellington's Pasifika communities can be addressed in the context of Council's roles and priorities.
- It is recognised that members come from and remain connected to their communities, it is from this foundation members share their expertise and lived experience in this advisory role, and engage with their communities and others as part of the wider council consultation processes. The expectations around this connection are set out in the *Communication and Involvement of communities* points below'

2. Expectations

Members will be accountable for their efforts to provide¹:

- Constructive advice – on Council projects and policies, where possible identifying evidence and solutions, whilst taking into account the wider needs, issues and views of communities from the Pacific nations that PAG members are from.
- Communication – engage with the Council and Pasifika communities to increase information flow and build knowledge of Council processes to increase involvement in Council decision-making.
- Involvement of communities - work with council staff to help Council involve more people from Wellington's Pasifika communities in the setting and meeting of city-wide objectives. The Council is ultimately responsible for full community consultation.

The specific work areas where members will contribute will be set out in the annual work programme. The work programme will be finalised reasonably quickly and in a collaborative way. That annual work programme will be determined jointly between the PAG, Council officers, Chair of the appropriate Committee and Councillor representative. This will take into account the Council's priorities as well as the skills, experience, interests and

¹ Within their capabilities and any legitimate time / resource constraints

commitments of PAG members. This will enable members to have early input into Council's work².

Council officers will report back to the PAG on how advice was considered, and whether or not officers and councillors chose to act on that advice, with reasons given at the appropriate time through e-mail and at PAG meetings.

The Council liaison officers, working with the Chair, will track meeting attendance and contribution to workflows. Issues considered will include:

- Punctuality and attendance of meetings
- Behaviour in relation to the role and Code of Conduct
- Degree of active involvement in the work of the group.

*See number 7 Terms of Appointment.

3. Reporting

The PAG will publicly report to the appropriate Council Committee with the agreed workplan within the first four months of each financial year.

The PAG will publicly report to the appropriate Council Committee within the last four months of each financial year. The report will refer to the agreed work plan and outline progress against this over the previous year, and any issues it wishes to raise with Council.

The names of members, their attendance and minutes of the group's meetings will be available on the Council website and annual report.

The PAG, through the Chair, will also present a verbal report to Pacific Forums that occur.

4. Meetings

There will be up to 12 paid meetings per year of the full PAG. A provisional meeting schedule will be agreed once the work programme is finalised. This schedule can be varied throughout the year. At least half of the current number of members, not including vacancies, and at least four of the Pacific nation groups must be present for the group to have a quorum.

5. Training for members

The Council will provide members with:

- An induction explaining the machinery of local government, the Council's function and processes and the role of the PAG
- Training or resources as necessary to fulfil their roles as a PAG member. For example, Chairing, contributing at meetings, understanding the role of local government and presentation skills as needed or as requested.

² Work of Council includes Council's strategy and policy development, planning and service delivery.

6. Key Membership criteria

The PAG will include up to 17 members.

Three members will be from Samoan communities.

Two members will be from each of the following communities: Cook Islands, Tonga, Fiji, Niue, Tokelau and Tuvalu.

One member will be from a Melanesian community and one member will be from a Micronesian community.

Subject to the above, the Council will during recruitment, have regard to maintaining an appropriate balance of age and gender mix, and representation of tikanga Māori. Where one or more place is not able to be filled, the remaining PAG members will continue to meet.

Further details of the roles and accountabilities of members (including Chairs) and non-members that support PAG are in Appendix A.

7. Term of Appointment

The standard term of appointment will be three years. A PAG member's membership will cease if that member resigns and may cease if that member:

- misses more than three consecutive meetings without apology or 4 of meetings within one year
- does not work proactively during any one-year review period, or
- behaves in a way that violates the Code of Conduct (Appendix B) or is otherwise seen as detrimental to the effective operation of PAG.

A member can be nominated for two consecutive elections.

No member can sit on the group for more than two consecutive three year terms.

A member may be nominated for a future term not immediately after them completing two consecutive terms.

The process for electing the Chair and Deputy Chair is set out in Appendix A.

8. Payment

Members will be paid \$110 per meeting for up to 12 meetings per year they attend of the full PAG.

The Chair will be paid \$150 for every meeting per year of the full PAG attended. If the group decides to have more than one member in the role of Chair, the additional \$40 available to the Chair will be split between the Co-Chairs.

The Council will also support the group by providing refreshments at up to 12 meetings per year.

Council at its discretion will consider providing extra resources to PAG (including for planning) on a case-by-case basis and where those extra resources enable the group to meaningfully contribute to the Council's objectives.

9. Budget

The PAG is an advisory group set up to inform the work and activities of the Council. The group will not be given an independent budget to commission work or undertake activities outside of this advisory role.

10. Conflict Resolution

Should conflict occur, the Chair/Co-Chairs and group will work with Council Officers to resolve the conflict.

If there are any concerns, members should raise them:

- with the Chair of the group if concerns are about other members
- with the responsible Councillor and/or the Group's ELT member if concerns are about the Chair of the group
- with the Chair of the group (who will decide whether to raise them with the Group's ELT member) if concerns are about employees.

11. Conflict of Interest

Members will be asked to complete a conflict of interest form when they join the PAG and at the beginning of each year they sit on the group. This will be provided by the Council liaison officer.

Members are also expected to notify the liaison officer of any new or emerging conflicts of interest at the start of each meeting where the liaison officer is present.

For the purpose of the PAG, conflicts of interest are deemed to occur where a member advises on work-streams that impact on:

- money or other resources the member has invested outside Council
- the member's family, or
- official positions the member holds on groups or bodies outside of Council.

12. Review of Terms of Reference

The Terms of Reference will be reviewed as required. PAG will be involved in any review. All changes to the Terms of Reference will need approval by the appropriate Council Committee and the Council.

Appendix A: Role descriptions for the PAG Chair, members, Liaison Officers, Responsible Council Manager and Appointed Councillor

Members

Member position	Roles and accountabilities
Chair	<ul style="list-style-type: none"> • encourage open communication where all members can effectively contribute • run the meeting efficiently • work with Council officers to compile meeting agendas • work with PAG members and Council officers to develop, complete and implement the group’s annual work programme referred to in section 2 • be the PAG spokesperson representing the views and recommendations of the group • work with the Council liaison officers to review the contribution of PAG members at the yearly review and raise any concerns with the appropriate Council Officer • sign off minutes if the Deputy Chair was not present at the previous meeting • The Chair and Deputy Chair will hold their position for a maximum of three years • PAG members will elect the Chair and Deputy Chair by ballot as vacancies arise.
Deputy Chair	<ul style="list-style-type: none"> • support the Chair in their role • act in place of the other Chair if the Chair is unavailable or has a conflict of interest • sign off minutes of the previous meeting.
All PAG Members (including Chair and Deputy Chair)	<ul style="list-style-type: none"> • be prepared for meetings and consider issues with an open mind • provide advice on the development and implementation of the agreed annual work programme • actively participate in PAG meetings and contribute to the actions in the agreed annual work programme • turn up to meetings on time • be available and attend any other training/meetings that may be planned • proactively establish, maintain and make the most of existing relationships with Pasifika groups and diverse Pacific individuals in the City, including Church Ministers, young and old Pacific persons, people who were both Island-born and born in New Zealand • maintain a broad knowledge of issues and opportunities for Pacific people and their communities • advise from a ‘pan-Pacific’ perspective (i.e. not limited to the views of a specific organisation or nation group)

	<ul style="list-style-type: none"> • comply with the Code of Conduct in Appendix B • have their contributions reviewed annually against the current “Terms of Appointment”.
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Non-Members who will work with PAG

Member position	Roles
Council liaison officers	<ul style="list-style-type: none"> • administration, support and promotion of the group. This will include the induction of new members, development of agendas, recording meeting minutes and following up on action points to report back to the group • work with the Chair/Co- Chair to set the meeting agenda • work with the Chair to track attendance and review the contribution of PAG members at the yearly review • work across Council business units to help them effectively engage the PAG in the development and implementation of policy, strategy, planning and service delivery in the city • Progress projects agreed between PAG and officers, including ensuring officers across Council’s business units engage with PAG in the right ways and at the right stages of a work-stream.
Responsible City Council Manager	<ul style="list-style-type: none"> • approve the PAG’s annual work programme • help the Council liaison officers ensure officers work with PAG in the right ways and stages.
Councillor/s	<ul style="list-style-type: none"> • act as a communication link between Council (councillors and officers) and the PAG by attending meetings on a regular basis. • provide with officers, information, advice and explanation of the Council’s political process and agreed Council policy when required and facilitate feedback from the PAG to Council.

Appendix B: Code of Conduct

1. Objective

The objective of the code is to enhance:

- mutual trust, respect and tolerance between members as a group and with Councillors and Council staff
- the credibility and accountability of the Council within its communities.

The following is the standard of behaviour that is expected from members of Wellington City Council reference and advisory groups.

2. Relationships with others

Members will conduct their dealings with each other, and elected members, in ways that:

- are open, honest and maintain integrity
- focus on issues rather than personalities
- avoid aggressive, offensive and abusive conduct
- maintain confidence in their group.

3. Relationships with Council staff

The effective performance of the group also requires a high level of cooperation and mutual respect between members and Council staff. To ensure this is maintained, members will:

- treat all employees with courtesy and respect (including the avoidance of aggressive, offensive or abusive conduct towards employees)
- observe any guidelines that the Chief Executive puts in place regarding contact with employees
- not do anything which compromises, or could be seen as compromising, the impartiality of an employee
- avoid publicly criticising any employee in any way, but especially in ways that reflect on the competence and integrity of the employee
- raise concerns about employees only with the Chair of the group, who will then decide whether to raise the issue with an appropriate senior Council officer
- not seek to improperly influence staff in the normal undertaking of their duties.

4. Contact with the media

Groups may have the opportunity to input into a number of different initiatives and for consistency, it is important that a single point of contact is established to respond to any media enquiries.

- All media enquiries shall be redirected to Council staff.
- If it is agreed with Council staff that it is appropriate for a view to be expressed by the group, only the Chair, or the Chair's proxy, can represent the group to the media. The

Chair will work with the Council's Communication and Engagement team in relation to any public comments.

- Views expressed to the media on behalf of the group must have been previously agreed on by the group as a whole.
- If a member is contacted by a journalist for a view from their group, they must refer the journalist to the Chair or Co-Chair.
- Members are free to express a personal view in the media or the view of other organisations of which they are a member, at any time. However, they must make clear that these represent their private views as an individual, or the view of their organisation.

5. Confidential Information

In the course of their duties, members will receive information that they need to treat as confidential. This will often be information that is either commercially sensitive or is personal to a particular individual or organisation.

Members should be aware that failure to observe confidentiality will impede the performance of Council and could expose the Council to prosecution under the Privacy Act 1993 and/or civil litigation.

6. Individual queries

Members will not bring individual issues to their advisory groups that can best be dealt with by going through the Council's Service Centre.

7. Honesty and Integrity

Members have a duty to act honestly. They must declare any private interests relating to their duties and take steps to resolve any conflicts of interest in such a way that protects the public interest. They must not act in order to gain financial or other benefits for themselves, their families, friends or business interests.

8. Complaints

Any complaints about other group members, officers or Councillors should be addressed confidentially to the Chair who can then raise the issue with relevant Council officers.

Appendix C: Recruitment and Selection Process

Council will determine how new members will be selected by each Pacific nation group. This will be resourced by Council officers.

The Council will support the selection process by:

- preparing clear role descriptions for Members, the Chair and the Deputy Chair
- working with Pacific nation groups to identify appropriate candidates for membership
- ensuring promotion of the selection process is transparent via a wide range of media and community networks to ensure that all Pacific people in Wellington are aware of the opportunity and how they can participate
- running the selection process with Pacific nation groups (which may include calling for nominations, and information sessions.)

All members who want to nominate themselves for the role of Chair or Deputy Chair will submit a basic resume to Council officers for distribution to all PAG members before the election for these positions.

Replacement of Vacancies

Vacancies will be recruited for annually for all Advisory and Reference Groups. For PAG, the representation of the Islands is to remain as set out in section 6 of the Terms of Reference: Key Membership Criteria. This means new members will be recruited from the same Island community from which the vacancy arose.

Youth Council

Terms of Reference – December 2020

1. Purpose of Youth Council

- Assist and advise the City Council on how to help grow a great City where young people thrive and contribute to the City Council's priorities.
- Bring extra insight to Council (a youth perspective) to solve problems facing a changing world.
- Develop the capabilities of its members (including leadership and engaging wider youth).

The Youth Council will not be seen as representing all young people in the City.

2. Expectations

Members will be accountable for their efforts to provide¹:

- Constructive advice – on City Council projects and policies, where possible identifying evidence and solutions, whilst taking into account the wider needs, issues and views of young people.
- Communication – engage with the City Council and a range of young people from communities to increase information flow and build knowledge of Council processes to increase involvement of young people in Council decision-making and Civic life. This could include Youth Council-led engagement projects when agreed by the City Council.
- Involvement of communities - work with council staff to help City Council involve more young people in the setting and meeting of city-wide objectives. The City Council is ultimately responsible for full community consultation.

The specific work areas where members will contribute will be set out in the annual work programme. The work programme will be finalised reasonably quickly and in a collaborative way. That annual work programme will be determined jointly between the Youth Council, Council officers, Chair of the appropriate Committee and Councillor representative. This will take into account the Council's priorities as well as the skills, experience, interests and commitments of Youth Council members. This will enable members to have early input into the City Council's work².

Council officers will report back to the Youth Council on how advice was considered, and whether or not officers and councillors chose to act on that advice, with reasons given at the appropriate time through e-mail and at Youth Council meetings.

¹ Within their capabilities and any legitimate time / resource constraints.

² Work of Council includes Council's strategy and policy development, planning and service delivery.

The City Council liaison officer, working with the Chair, will track meeting attendance and contribution to workflows. Issues considered will include:

- Punctuality and attendance of meetings
- Behaviour in relation to the role and Code of Conduct
- Degree of active involvement in the work of the group.

*See number 8 Terms of Appointment.

3. Reporting

The Youth Council will publicly report to the appropriate Council Committee with the agreed workplan within the first four months of each financial year.

The Youth Council will publicly report to the appropriate Council Committee within the last four months of each financial year. The report will refer to the agreed work plan and outline progress against this over the previous year, and any issues it wishes to raise with Council.

The names of members, their attendance and minutes of the group's meetings will be available on the Council website and annual report.

4. Meetings

There will be up to 20 paid meetings per year of the full Youth Council. A provisional meeting schedule will be agreed once the year's intake of members start their appointments. This schedule can be varied throughout the year.

5. Training for members

In return for their commitment, the City Council will provide members with:

- An induction explaining the machinery of local government, the City Council's functions and processes and the role of the Youth Council
- Training or resources as necessary to fulfil their roles as a Youth Council member. For example, Chairing, contributing at meetings, understanding the role of local government, and presentation skills as needed or on request
- Opportunities to attend conferences/seminars and be a youth representative on various working parties/project teams.

6. Secondments and Council roles

Secondments and City Council roles may be offered for high performing Youth Council members as part of the Youth Council's Youth development role.

7. Key membership criteria

The Youth Council will include up to 20 members. Role descriptions for members are included in **Appendix A**.

7.1 Criteria for membership

Members need to:

- be between 14-24 years of age
- live within the boundaries of Wellington City Council
- have the ability to work with other people and work in a team.

Subject to the above, Wellington City Council will, during recruitment, have regard for the aims for Youth Council membership to include a broad range of Wellington City's youth population, including diversity of culture, gender, sexual orientation, impairments, interest, subject-matter experience and occupations.

Further details of the roles and accountabilities of members (including the Chair's) and non-members that support the Youth Council are in Appendix A.

8. Terms of Appointment

The standard term of appointment will be two years. A Youth Council's membership will cease if that member resigns and may cease if that member:

- misses more than three consecutive meetings without apology or 4 meetings within one year
- does not work proactively during any one calendar year review period, or
- behaves in a way that violates the Code of Conduct (Appendix B) or is otherwise seen as detrimental to the effective operation of the Youth Council.

A member can be nominated for three consecutive elections.

No member can sit on the group for more than three consecutive two year terms.

A member may be nominated for a future term not immediately after them completing two consecutive terms.

9. Payment

There will be up to 20 Youth Council meetings per year.

Members will be paid \$55 per meeting for each meeting of the full Youth Council they attend.

The Chair will receive \$75 per meeting for each meeting of the full Youth Council they attend. If the Youth Council decides to have more than two members in the role of Chair, the Co-Chairs will each receive \$65 per meeting for each meeting of the full Youth Council they attend.

The term and election of the Chair and Deputy Chair are set out in Appendix A.

The City Council will also support the group by providing refreshments and assistance with travel to or from the paid meetings of the group.

The City Council at its discretion will consider providing extra resources to Youth Council on a case-by-case basis (including for planning) and where those extra resources to enable the group to meaningfully contribute to the Council's goals.

10. Budget

The Youth Council is an advisory group set up to inform the work and activities of the City Council. The group will not be given an independent budget to commission work or undertake activities outside of work that is agreed with the City Council.

11. Conflict Resolution

Should conflict occur, the Chair/Co-Chairs and group will work with Council Officers to resolve the conflict.

If there are any concerns, members should raise them:

- with the Chair of the group if concerns are about other members
- with the responsible Councillor and/or the Group's ELT member if concerns are about the Chair of the group
- with the Chair of the group (who will decide whether to raise them the Group's ELT member) if concerns are about employees.

12. Conflict of Interest

Members will be asked to complete a conflict of interest form when they join the Youth Council and at the beginning of each year they sit on the group. WCC's Council liaison officer will be responsible for providing members with a conflict of interest form as part of new member induction packs and to all members at the beginning of each year.

Members are also expected to notify the liaison officer of any new or emerging conflicts of interest at the start of each meeting.

For the purpose of the Youth Council, conflicts of interest are deemed to occur where a member advises on work-streams that impact on:

- money or other resources the member has invested outside Council
- the member's family, or
- official positions the member holds on groups or bodies outside of Council.

13. Review of Terms of Reference

The Terms of Reference will be reviewed as required. Youth Council will be involved in any review. All changes to the Terms of Reference will need approval by the appropriate Council committee and Council.

Appendix A: Role descriptions for the Youth Council Chair, members, Liaison Officers, Responsible City Council Manager and Appointed Councillor

Members

Member position	Roles and accountabilities
Chair	<ul style="list-style-type: none"> • encourage open communication where all members can effectively contribute • work with Youth Council members and City Council officers to compile meeting agendas • work with Youth Council members and City Council officers to develop, complete and implement the group’s annual work programme referred to in section 2 • be the spokesperson for Youth Council and represent the views and recommendations of the group • work with the Council liaison officers to review the contribution of Youth Council members at the yearly review and raise any concerns with the appropriate Council Officer <p>Members of the Youth Council will elect a Chair and Deputy Chair. The Chair and Deputy Chair will hold their position for a maximum of twelve months.</p>
Deputy Chair	<ul style="list-style-type: none"> • support the Deputy Chair in their role. • act in place of the other Chair if the other Chair is unavailable or has a conflict of interest.
All Youth Council Members (including Chair and Deputy Chair)	<ul style="list-style-type: none"> • be prepared for meetings and consider issues with an open mind • actively participate in Youth Council meetings and contribute to the actions agreed in the annual work programme • pass minutes at meetings • arrive at meetings on time • establish, maintain and make the most of existing relationships with other groups around the City • provide Youth Council & City Council information to their networks • bring youth issues and opportunities to the Youth Council and assist the City Council to canvass youth views • not take individual issues to Youth Council that can be dealt with via general enquiries to the City Council’s information Centre • comply with the Code of Conduct in Appendix B • have their contributions reviewed annually against the current “Terms of Appointment”.

Non-Members who will work with the Youth Council

Member position	Roles
City Council liaison officers	<ul style="list-style-type: none"> • administration, support and promotion of the group. This will include the induction of new members, development of agendas, recording meeting minutes and following up on action points to report back to the group • work with the Chair/Deputy Chair to set the meeting agenda • work with the Chair to track attendance and review the contribution of Youth Council members at the yearly review • work across Council business units to help them effectively engage the Youth Council in the development and implementation of policy, strategy, planning and service delivery in the city • Progress projects agreed between Youth Council and officers, including ensuring officers across Council’s business units engage with Youth Council in the right ways and at the right stages of a work-stream • liaise with other Council officers around presentations and the development of projects, plans, etc • liaise with families for minors • ensure safety of minors.
Responsible City Council Manager	<ul style="list-style-type: none"> • approve the Youth Council’s annual work programme • help the City Council liaison officer ensure officers work with Youth Council in the right ways and stages.
Councillor/s	<ul style="list-style-type: none"> • act as a communication link between the City Council (councillors and officers) and the Youth Council by attending meetings on a regular basis. • provide with officers, information, advice and explanation of the Council’s political process and agreed City Council policy when required and facilitate feedback from the Youth Council to the City Council.

Appendix B: Code of Conduct

1. Objective

The objective of the code is to enhance:

- mutual trust, respect and tolerance between members as a group and with Councillors and Council staff
- the credibility and accountability of the Council within its communities.

The following is the standard of behaviour that is expected from members of Wellington City Council reference and advisory groups.

2. Relationships with others

Members will conduct their dealings with each other, and elected members, in ways that:

- are open, honest and maintain integrity
- focus on issues rather than personalities
- avoid aggressive, offensive and abusive conduct
- maintain confidence in their group.

3. Relationships with Council staff

The effective performance of the group also requires a high level of cooperation and mutual respect between members and Council staff. To ensure this is maintained, members will:

- treat all employees with courtesy and respect (including the avoidance of aggressive, offensive or abusive conduct towards employees)
- observe any guidelines that the Chief Executive puts in place regarding contact with employees
- not do anything which compromises, or could be seen as compromising, the impartiality of an employee
- avoid publicly criticising any employee in any way, but especially in ways that reflect on the competence and integrity of the employee
- raise concerns about employees only with the Chair of the group, who will then decide whether to raise the issue with an appropriate senior Council officer
- not seek to improperly influence staff in the normal undertaking of their duties.

4. Contact with the media

Groups may have the opportunity to input into a number of different initiatives and for consistency, it is important that a single point of contact is established to respond to any media enquiries.

- All media enquiries shall be redirected to Council staff.
- If it is agreed with Council staff that it is appropriate for a view to be expressed by the group, only the Chair, or the Chair's proxy, can represent the group to the media. The Chair will work with the Council's Communication and Engagement team in relation to any public comments.
- Views expressed to the media on behalf of the group must have been previously agreed on by the group as a whole.

- If a member is contacted by a journalist for a view from their group, they must refer the journalist to the Chair or Co-Chair.
- Members are free to express a personal view in the media or the view of other organisations of which they are a member, at any time. However, they must make clear that these represent their private views as an individual, or the view of their organisation.

5. Confidential Information

In the course of their duties members will receive information that they need to treat as confidential. This will often be information that is either commercially sensitive or is personal to a particular individual or organisation.

Members should be aware that failure to observe confidentiality will impede the performance of Council and could expose the Council to prosecution under the Privacy Act 1993 and/or civil litigation.

6. Individual queries

Members will not bring individual issues to their advisory groups that can best be dealt with by going through the Council's Service Centre.

7. Honesty and Integrity

Members have a duty to act honestly. They must declare any private interests relating to their duties and take steps to resolve any conflicts of interest in such a way that protects the public interest. They must not act in order to gain financial or other benefits for themselves, their families, friends or business interests.

8. Complaints

Any complaints about other group members, officers or Councillors should be addressed confidentially to the Chair who can then raise the issue with relevant Council officers.

Appendix C: Recruitment and Selection Process

Wellington City Council will call for expressions of interest from 14-24 year olds from within the city's boundaries via a number of different media. Young people interested in being a Youth Council member will complete an application.

Annual Intake

After having called for expressions of interest and a given application period, the Youth Council can shortlist applicants for interviewing, when agreed by the Chair and Council officer who will select shortlisted applicants. Interviews will be conducted based upon a shortlist of applicants, who will be interviewed by the Youth Council Chair, Deputy Chair and the two Council Liaison officers.

Replacement of Vacancies

Vacancies will be recruited for annually for all Advisory and Reference Groups.