



**MINUTES OF A MEETING OF THE CHRISTCHURCH CITY COUNCIL
HELD AT 9.30AM ON THURSDAY 25 NOVEMBER 2004**

PRESENT: The Mayor, Garry Moore (Chairperson).
Councillors Helen Broughton, Sally Buck, Graham Condon, Barry Corbett, David Cox,
Anna Crighton, Carole Evans, Pat Harrow, Bob Shearing, Sue Wells and Norm Withers.

1. APOLOGIES

An apology for absence was received and accepted from Councillor Gail Sheriff.

2. CONFIRMATION OF MINUTES

COUNCIL MEETING OF 11 NOVEMBER 2004

Resolved: That the open minutes of the Council meeting held on Thursday 11 November 2004 be confirmed.

COUNCIL MEETING OF 18 NOVEMBER 2004

Resolved: That the open and public excluded minutes of the Council meeting held on Thursday 18 November 2004 be confirmed.

3. DEPUTATIONS BY APPOINTMENT

Nil.

4. PRESENTATION OF PETITIONS

Nil.

5. CORRESPONDENCE

Nil.

6. REVIEW OF CHRISTCHURCH CITY HOLDINGS LIMITED DIRECTORS' FEES

The General Manager Regulation and Democracy Services tabled a letter dated 23 November 2004 from the Office of the Controller and Auditor-General, advising that pursuant to section 6(4) of the Local Authorities (Members' Interests) Act 1968, the Auditor-General had made the following declaration to enable members of the Council to participate in the discussion and voting on the question of proposed directors' fees for Christchurch City Holdings Ltd:

"The Auditor-General declares, under section 6(4) of the Local Authorities (Members' Interests) Act 1968, that section 6(1) of the Act will not apply with respect to discussion or voting on any matter before the Christchurch City Council or any of its committees concerning proposed directors' fees for Christchurch City Holdings Limited. This declaration will continue in effect until the next triennial elections of the Council."

Councillor Crighton moved "That the Council approve the proposed fees set out in option 2 of the report". The motion was seconded by Councillor Withers and when put to the meeting was declared **lost** on division no 1 by 6 votes to 7, the voting being as follows:

Against (7): Councillors Condon, Cox, Harrow, Shearing, Wells, Mayor and the Mayor's casting vote.

For (6): Councillors Broughton, Buck, Corbett, Crighton, Evans and Withers.

The Mayor then moved a further motion "*That the Council approve the proposed fees set out in option 1 of the report*". The motion was seconded by Councillor Wells and when put to the meeting was declared **carried** on division no 2 by 7 votes to 5, the voting being as follows:

For (7): Councillors Condon, Corbett, Cox, Harrow, Shearing, Wells and the Mayor.

Against (5): Councillors Broughton, Buck, Crighton, Evans and Withers.

7. CHRISTCHURCH CITY HOLDINGS LIMITED - NOTICE OF ANNUAL GENERAL MEETING AND APPOINTMENT OF PROXY

It was **resolved** that Councillor Carole Evans be appointed as proxy to vote at the Annual General Meeting of Christchurch City Holdings Limited, with Councillor Norm Withers as the alternate.

8. ADOPTION OF ANNUAL REPORTS - TRAVIS FINANCE LIMITED AND CHRISTCHURCH CITY FACILITIES LIMITED

Resolved: That the Council's seal be attached to the minute book entry of Travis Finance Ltd and Christchurch City Facilities Ltd, in lieu of the holding of Annual General Meetings for these companies.

9. REPORT OF THE BURWOOD/PEGASUS COMMUNITY BOARD OF 10 NOVEMBER 2004

Resolved: That the Board's report be received.

10. REPORT OF THE FENDALTON/WAIMAIRI COMMUNITY BOARD OF 9 NOVEMBER 2004

Resolved: That the Board's report be received.

11. REPORT OF THE HAGLEY/FERRYMEAD COMMUNITY BOARD OF 10 NOVEMBER 2004

Resolved: That the Board's report be received.

12. REPORT OF THE RICcarton/WIGRAM COMMUNITY BOARD OF 10 NOVEMBER 2004

Resolved: That the Board's report be received.

13. REPORT OF THE SHIRLEY/PAPANUI COMMUNITY BOARD OF 9 NOVEMBER 2004

Resolved: That the Board's report be received, subject to it being noted that Yvonne Palmer had been nominated as Chairperson of the Board on the motion of Graham Condon, seconded by Bill Bush.

14. REPORT OF THE SPREYDON/HEATHCOTE COMMUNITY BOARD OF 9 NOVEMBER 2004

Resolved: That the Board's report be received.

15. NOTICES OF MOTION

Nil.

16. QUESTIONS

Nil.

17. SUPPLEMENTARY REPORT: FORMATION OF PORTFOLIO GROUPS

The Mayor referred to a tabled supplementary report regarding the proposed formation of portfolio groups. Also tabled was a schedule prepared by the General Manager Community Services, outlining in respect of the portfolio model the:

- Underlying principles
- Scope of portfolio role
- Communications
- Provision for review of portfolio system and membership after six months

The Mayor advised that the report had not been circulated with the agenda for the reason that the required information was not available at that time, but that it was necessary for the report to be dealt with at the present meeting, rather than being deferred to a subsequent meeting.

It was **resolved**:

1. That the tabled report and schedule be considered at the present meeting.
2. That the following portfolio model be adopted:

Portfolio Model	
Underlying principles	
1.	The objective of the portfolio system is to enable Councillor leadership and involvement in the development of the broad strategic areas of Council activity which support the achievement of the LTCCP community outcomes. The strategic areas are: <ol style="list-style-type: none"> a. People Matters - Strong Communities b. Environmental Diversity c. Place for the Future - Liveable City
2.	The portfolio system is intended to complement the Council's decision-making processes not conflict with them.
3.	The primary focus of a Councillor in the exercise of their portfolio responsibilities is at the strategy level.
4.	This work will lead to and link with the Council's related strategies agreed Activity Managements Plans, Asset Management Plans Service Levels etc.
5.	Portfolio members will exercise their portfolio duties while respecting governance principles.
6.	The portfolio system can only operate successfully with the goodwill and co-operation of all Council members.
7.	Portfolio members cannot commit Council on policy and financial matters.
Scope of portfolio role	
1.	Take a leadership role in the development of the broad strategic areas of Council activity and provide an opportunity for discussion with elected members for the Executive Team in the development of strategies.
2.	Build and maintain a knowledge base in their portfolio area including contributing to relationships with community boards, appropriate agencies, organisations and people.
Communications	
1.	Portfolio holders will advise each other of any issue/s they become aware of in another portfolio area or another Councillor's ward and keep them updated on that issue/s.
2.	Portfolio holders will meet at least monthly with the General Managers (and relevant staff) with both parties keeping each other informed of the activity they are undertaking in the portfolio area.
Review	
1.	The Portfolio system, including membership, will be reviewed by the Council after 6 months.

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3. That the following portfolio groups be formed, with the membership and terms of reference set out in the tabled report:

People Matters - Strong Communities
Environmental Diversity
Place for the Future - Liveable City

4. That the Executive Team be requested to review the draft timetable for portfolio group meetings attached to the report, and any associated logistical issues, to minimise any conflict with other scheduled seminars/meetings.

18. CONCLUSION

The meeting concluded at 11am.

CONFIRMED THIS 2ND DAY OF DECEMBER 2004

MAYOR