


16. PORTFOLIO GROUPS – A REVIEW



General Manager responsible:	General Manager City Environment, DDI 941-8656
Officer responsible:	General Manager City Environment
Authors:	Jane Parfitt, Councillors Carole Evans and Bob Shearing

PURPOSE OF REPORT

1. This report has been prepared on the basis of advice that Councillors have reached a consensus that the portfolio groups should be reviewed to increase their effectiveness. It is understood that all Councillors have been involved in the discussions leading to this proposed change. The Deputy Mayor, Councillor Carole Evans, and Councillor Bob Shearing were appointed to undertake the review and their findings are set out below.

EXECUTIVE SUMMARY

2. Now that the portfolio groups have been operating for over half the term, it was felt timely to review their operations. The proposal is to consolidate Creating Strong Communities, Environmental Diversity and Liveable City into two groups which would meet weekly. Economic development and corporate governance/regulatory issues would remain to be considered by the full Council as at present and form a third portfolio group.
3. By taking this approach, each group would have a balanced workload and at the same time, we could build on previous work done by the three portfolio groups.
4. While the proposal provides for the establishment of two new portfolio groups as substitution for the existing three groups, we would also add a new third portfolio group viz the Council as a whole.
5. The three portfolios would be:
 - (1) **Regulatory, Economic Development, Governance**
 - (2) **Infrastructure and Environment**
 - (3) **Sustainable Communities**

The REG Portfolio Group would be accountable for the following strategies:

- Regulatory
- Economic Development
- Governance

6. The Infrastructure and Environment Portfolio Group would be accountable for the following strategies:

- Biodiversity
- Open Space
- Waterways and Wetlands
- Surface Water
- Water Supply
- Metropolitan Christchurch Transport Study (MCTS)
- Resource Efficiency/Waste Minimisation
- Energy

7. The Sustainable Communities Portfolio Group would be accountable for the following strategies:

- Cultural Identity
- Housing
- Safety
- Healthy City
- Community Development
- Recreation and Sport
- Urban Development
- Urban Renewal
- Heritage

8. The proposal is that the membership for each group be:

Regulatory, Economic Development, Governance Portfolio Group

- The Mayor
- Councillor Carole Evans
- Councillor David Cox
- Councillor Helen Broughton
- Councillor Sally Buck
- Councillor Graham Condon
- Councillor Barry Corbett
- Councillor Pat Harrow
- Councillor Bob Parker
- Councillor Bob Shearing
- Councillor Gail Sheriff
- Councillor Sue Wells
- Councillor Norm Withers

Infrastructure and Environment Portfolio Group

- The Mayor
- Councillor Gail Sheriff
- Councillor Bob Shearing
- Councillor Sally Buck
- Councillor Barry Corbett
- Councillor Carole Evans
- Councillor Pat Harrow

Sustainable Communities Portfolio Group

- The Mayor
- Councillor Graham Condon
- Councillor Anna Crighton
- Councillor Helen Broughton
- Councillor David Cox
- Councillor Bob Parker
- Councillor Sue Wells
- Councillor Norm Withers

9. The Sustainable Communities Portfolio Group would meet on Wednesdays between 9am and 12 noon with Stephen McArthur and Stephen Hill as the responsible General Managers and an alternate to be appointed.
10. The Infrastructure and Environment Portfolio Group would meet on Wednesdays between 1pm and 4pm with Jane Parfitt and Michael Theelen as the responsible General Managers and Roy Baker as the alternate.

PURPOSE STATEMENT

Objective and Principle of Portfolio Groups

11. The portfolio group system is established to enable elected representative leadership, and involvement in the development of the broad strategic areas of council activity.
- The portfolio system is intended to complement the Council's decision-making processes and not conflict with them.
 - Portfolio groups will function using the Council's Standing Orders and Code of Conduct as a guide.
 - Portfolio groups will generally identify their forward programme and set a schedule for Council seminars.

- Portfolio groups will report at least monthly to the full Council.
- Portfolio groups will be responsible for reviewing existing strategies before going to the Council.
- Portfolio groups to take a leadership role in the development of strategies and the presentations to the Council.
- Portfolio groups will work closely with Community Boards on strategic matters that affect their communities.
- Portfolio groups will meet weekly and where appropriate with community groups and stakeholders.
- Portfolio groups will agree on, and nominate their spokespersons.

FINANCIAL AND LEGAL CONSIDERATIONS

12. There are no legal considerations and this proposal would operate within the same budget as we currently have.

RECOMMENDATIONS

It is recommended:

- (a) That the Council:
 - (i) Adopt the revised terms of reference for portfolio groups.
 - (ii) Adopt the revised structure for portfolio groups.
- (b) That any requested changes to the proposed membership of portfolio groups set out in this report be referred to a working party comprising the Deputy Mayor and Councillor Bob Shearing, for report back to the Council.