

HUTT CITY COUNCIL

KOMITI RATONGA RANGATŌPŪ ME TE RAUTAKI
POLICY, FINANCE AND STRATEGY COMMITTEE

Minutes of a meeting held in the Council Chambers, 2nd Floor, 30 Laings Road
Lower Hutt on
Tuesday 11 July 2023 commencing at 2.23pm

PRESENT:

Cr A Mitchell (Chair)	Mayor C Barry
Cr K Brown (via audio-visual) (from 2.04pm)	Cr B Dyer
Cr Edwards (via audio-visual)	Deputy Mayor T Lewis (Deputy Chair)
Cr K Morgan	Cr C Parkin

APOLOGIES: Cr Stallinger

IN ATTENDANCE: A Blackshaw, Acting Chief Executive
J Griffiths, Director Strategy and Engagement
R Hardie, Head of Policy and Strategy (part meeting)
R Houlbrooke, Policy Lead (part meeting)
B Cato, Chief Legal Officer
C Ellis, Head of Chief Executive's Office
M Harwood, Solicitor
J Randall, Democracy Advisor
K Stannard, Head of Democratic Services

PUBLIC EXCLUDED BUSINESS

9. **APPOINTMENTS TO REPRESENTATION REVIEW PANEL**

Report No. PFSC2023/3/207 by the Policy Lead

The Head of Policy and Strategy elaborated on the report.

In response to questions from members, the Head of Policy and Strategy confirmed guidance from the Local Government Commission would be provided to members. He added Gavin Beattie would also work with the panel and provide advice. He explained members would be drawing on the experience of others, but a best practice templated approach was not recommended. He said officers would monitor the budget set aside for the Representation Review to ensure it was sufficient. He anticipated there might be an opportunity for Councillors to receive progress updates, but emphasised the independence of the review. He stressed Councillors would be unable to provide input. He said a recommendation from officers on Māori Wards could be expected in November 2023. He said this would be communicated to the public. He agreed to consider circulating information that set out the elected members' responsibilities and their level

of involvement in the Representation Review process.

The Chair foreshadowed an additional recommendation regarding an amendment to the Terms of Reference for the Independent Review Panel.

RECOMMENDED: (Cr Mitchell/Cr Morgan)

Minute No. PFSC 23306

"That the Committee recommends that Council:

- (1) notes that on 30 May 2023 Council decided to establish an independent panel (the panel) to engage with communities and make recommendations to Council on whether communities in our city are fairly and effectively represented at Council;*
- (2) agrees to amend the Terms of Reference for the Independent Review Panel to reflect that the panel makeup will comprise five members;*
- (3) notes that a public expressions of interest process was run between 6 and 19 June 2023 and that seven expressions of interest were received;*
- (4) notes that a group of senior Council officers reviewed the expressions of interest;*
- (5) agrees to appoint to the independent panel:
 - (a) Mr Paul Swain;*
 - (b) Ms Ana So'otaga;*
 - (c) Tā (Sir) John Clarke;*
 - (d) Ms Meenakshi Sankar; and*
 - (e) Mr Matt Richardson;**
- (6) agrees to appoint Mr Paul Swain as the panel Chair;*
- (7) notes that panel members will be remunerated in line with Group 4 Level 3 of the DPMC Revised Fees Framework. The daily rates are Chair: \$308 to \$633; Members: \$226 to \$435;*
- (8) agrees to remunerate the panel with daily fees of up to \$633 for the Chair and \$435 for panel members;*
- (9) notes the high-level communications and engagement plan;*
- (10) notes the proposed process to review the boundary and names of wards, including introducing bilingual names for each ward; and*
- (11) notes that the independent panel will hold its first meeting in August 2023."*