

Innovation and Sustainable Development Committee - Terms of Reference

Chair	Councillor Buck
Membership	Councillor Templeton (Deputy Chair), Deputy Mayor Turner, Councillor Davidson, Councillor Gough, Councillor Livingstone, and Councillor Swiggs
Quorum	Half of the members if the number of members (including vacancies) is even, or a majority of members if the number of members (including vacancies) is odd.
Meeting Cycle	Monthly
Reports To	Council

Areas of Focus

The focus of the Innovation and Sustainable Development Committee is driving the concept of innovation, as in the City vision of a “City of Opportunity, where anything is possible” and to do so in ways that may be experimental and different.

The Committee considers and reports to Council on issues and activities relating to:

- Strategies and priorities in relation to innovation and sustainable development.
- Climate change and sustainability initiatives such as electric vehicles, carbon reduction and waste minimisation.
- City Promotion initiatives such as Christchurch Narrative and Visitors Strategy.
- Innovative or disruptive strategies and programmes, including Smart Cities programme of work.
- Innovative approaches to the delivery of issues that often go across levels of government.
- Allocation of funds related to the innovation and sustainability sector, including a new Innovation and Sustainability Fund.
- Council’s Brand and Communications strategies.

Delegations

- The Council delegates to the Innovation and Sustainable Development Committee the authority to make decisions on applications to the Enliven Places Projects Fund of more than \$15,000.
- The Innovation and Sustainable Development Committee has the delegated authority to approve Applications to the Innovation and Sustainability Fund seeking between \$10,001 and \$100,000 *and Council approval will be required for Committee funding recommendations over \$100,001*. The following resolution was passed at the Council meeting of 28 September 2017 and 28 June 2018.

42. Innovation and Sustainability Fund Establishment

Council Resolved CNCL/2017/00001

That the Council:

1. Approve the creation of an Innovation and Sustainability Fund ("Fund") for 2017/18 funded by:
 - a. \$400,000 from the Capital Endowment Fund as provided in the 2017/18 Annual Plan; and
 - b. Additional funding from donations in lieu of the Councillors Director Fees as provided for in the Policy for the Appointment of Directors to Council Organisations (adopted 28 September 2017, reference CNCL/2017/00002).
2. Approve the funding in the draft 2018-28 Long Term Plan for future years until 2025:
 - a. \$400,000 per year from the Capital Endowment Fund for the first three years; and
 - b. additional funding from donations in lieu of the Councillors Director Fees as provided for in the Policy for the Appointment of Directors to Council Organisations.
3. Delegate to:
 - a. the Head of Urban Design, Regeneration and Heritage, the delegated authority to approve Innovation and Sustainability Grant applications of up to and including \$10,000 in accordance with the Terms Of Reference for the Fund; and
 - b. the Innovation and Sustainable Development Committee, the delegated authority to approve Innovation and Sustainability Grant applications between \$10,001 and \$100,000, in accordance with the Terms Of Reference for the Fund; and
 - c. the Head of Urban Design, Regeneration and Heritage the delegated authority to determine and carry out the administration requirements for this Fund, and to enter into Funding Agreements with Grant recipients.
4. Approve the Fund's Terms of Reference, as amended by these resolutions (Attachment A of the report).
5. Approve that any unallocated funds remaining at financial year end (30 June annually) will be recognised as committed, but unallocated on the Balance Sheet and added to the total funding available for allocation.

Councillor Buck/Councillor Scandrett

Carried

Council Resolved CNCL/2018/00130

That the Council:

1. Approve the following amendment to the Innovation and Sustainability Fund's Terms of Reference (word changes in italics):
 - a. Applications seeking between \$10,001 and \$100,000 will be delegated to the Innovation and Sustainable Development Committee, *and Council approval will be required for Committee funding recommendations over \$100,001.*
2. Delegate to the Head of Urban Design, Regeneration and Heritage the decision to publicly release this report when there is no longer any commercial sensitivity relating to any of the applications.

Councillor Buck/Councillor Davidson

Carried