

13 October 2019

Address 1  
Address 2  
Suburb  
City

Dear

## **Congratulations**

It is with pleasure that I write this letter to you. First, congratulations on your election to Council. It seems that more than ever, Wellingtonians are taking greater interest in the work of the Council.

I am proud of the work we have done to secure funding for the Let's Get Wellington Moving Package and the significant programme of investment and delivery we kick-started back in 2015 with the Long-term Plan. And it's great to see the construction work underway for the Town Hall and the new convention centre.

However there is much more to do and I am confident you, as the next elected members, can lead our city through the challenges and opportunities ahead.

We need to work together as one team for Wellington's future. We want Wellington to be the best it can be.

For myself and my fellow ELT members there are several key priorities that we need to gain early traction on as a new Council. These key priorities are: Let's Get Wellington Moving, Civic precinct/Library, Planning for Growth and District Plan review, Housing (social and affordable), New Triennium and Aho-Tini. This will require a reset of the financial framework. We look forward to working with you on this agenda, as well as continuing to deliver the Council's 400 services, and many other projects and activities we are responsible for.

I know that you all want to make Wellington a world-class city. To achieve this we need to meet the challenges of our economy, challenges that are very real. I look forward to leading the staff and supporting you to deliver on this vision. We are here to help you navigate any challenges and to bring focus on things that will ensure Wellington's prosperity.

Staff have worked to put together material that will assist you over the next triennium. You should have the following information:

- Your Elected Members Handbook
- Comprehensive Induction
- Programme Booklet with calendar of events
- Booklet of Forms for you to complete and return
- Elected Members Code of Conduct
- Standing Orders
- Quick Reference Guide with key contacts and some relevant information.

We will be speaking to each of you directly with regards to more specific training requirements to assist you in your role. Also, I have asked my staff to ensure that a robust

training programme, workshops and refresher sessions are booked over the next six-months. We will have this ready and confirmed for you soon.

As part of your induction programme, I would like to invite you to attend a Welcome Breakfast on Tuesday 15 October. This will be an opportunity for you to meet other elected members, the Executive Leadership Team and other key staff. I look forward to seeing you there.

Yours sincerely

A handwritten signature in black ink that reads "Kevin Lavery". The signature is written in a cursive, slightly slanted style.

Kevin Lavery  
**Chief Executive**