

**QUEENSTOWN LAKES DISTRICT COUNCIL
FOR MEETING OF 01 NOVEMBER 2004**

REPORT FOR AGENDA ITEM:

SUBMITTED BY: Chief Executive

REPORT DATED: 12 November 2001

REPRESENTATION ON RELATED BODIES

PURPOSE

The Council is the most widely recognised representative body in the District. As such, it is commonly either invited to, or required to, make appointments to the management of a wide range of other entities. The form of those appointments varies widely.

This paper proposes a means to review those appointments and fill vacancies where appropriate.

INTRODUCTION

The Council is involved in a broad range of appointments beyond the standing committees that have been appointed to date. The reasons for those appointments are as diverse as the constitutional arrangements under which they are made. It is difficult to categorise them in a structured way in the sense that whatever group you put them into there would equally be an argument for some other allocation.

The only way to present them is to list each one with a brief summary of its history and relevance. I have then proposed a process for the Council to consider whether an appointment needs to be made, and if so how it should be done.

THE VARIED NATURE OF APPOINTMENTS

In a broad way the appointments can be categorised as follows:

- a) Specialised committees of the Council (or jointly with other Councils)
- b) Council owned entities (e.g. local authority trading enterprises LATEs or trusts)
- c) Statutory bodies where involvement is legally required
- d) Community organisations where Council has developed into a role over time.

THE WANAKA COMMUNITY BOARD

The delegated authority of the Wanaka Community Board includes the making of appointments otherwise reserved to the Council. These include:

LOCAL APPOINTMENTS

**Wanaka Station Park
Ruby Island
Hillary Trust
Emergency Services Trust
Hawea Residents Assn
Chamber of Commerce
Friends of Pembroke Park
Lake Guardians
Events
Luggate
Makarora
Albert Town
Wanaka Pool
Residents Assn
Lake Wanaka Tourism
Armstrong Trust**

THE PROCESS FOR FILLING APPOINTMENTS

I don't believe that any of these appointments should automatically be filled without scrutiny. To do that the following process is proposed:

- a) Each appointment is referred to the committee of most logical jurisdiction. The committee will then make a recommendation to the full Council;
- b) The committee is required to apply the principles set out below to the appointment and satisfy itself that the appointment is warranted. If it feels that it isn't warranted then there will need to be a process to exit the role. I would expect each appointment would involve an invitation to the organisation concerned to meet with the committee.
- c) The next issue is who should fill the vacancy. I propose a hierarchy for such appointments:
 - i. Where the committee concludes that the appointment needs to be filled by a councillor then it should recommend who that should be. I have made a recommendation to that effect in a number of cases;
 - ii. If a councillor is not necessary then the organisation should be invited to propose an alternative means of filling the vacancy;
 - iii. Alternatively the Council should advertise for expressions of interest in appointments and maintain a portfolio of interested persons. The Mayor, CEO and chair of the relevant standing committee would then submit a nomination to the Council as new vacancies arise.

PRINCIPLES TO GUIDE APPOINTMENTS

Each of the committees making a recommendation for an appointment to an external appointment shall have regard to the following principles, and appointees then hold office understanding those are the Council's expectations:

- a) The Council will only make an appointment where, in its opinion, the appointment furthers the Council's objectives in some way. The ultimate test of that, when they are completed, will be the Council's strategic plans;

- b) Each appointment will be made on the basis that the Council is seeking the best person for the job (which will involve an assessment of that persons skills, background, sympathy with the objectives of the group, and consideration of the Council's equal employment opportunities policies);
- c) Where multiple appointments are required the Council will seek to create a 'team' of people able to provide effective leadership. The Council will seek to balance the criteria and skills covered in (b) above;
- d) Subject to any legal or constitutional impediments each appointee's first duty shall be to the Council. In particular, where there is a statement of corporate intent, each appointee will have particular regard to that statement of the Council's policy;
- e) To further accountability, each appointee will maintain communication with the relevant committee. This will preferably be done when the organisation itself meets with the relevant committee;
- f) It is generally considered desirable that 'fresh blood' be introduced from time to time. Subject to satisfactory performance and compatibility with the organisations needs, a representative can expect to serve about two consecutive terms of about three years each.
- g) The Council will avoid appointments which create conflicts of interest for representatives e.g. where a Councillor is expected to become an advocate for that organisation against the wider priorities of the council. Where a potential conflict arises the representative is expected to respect the wider needs of the community and the Council over the narrow needs of the organisation.

Appendices

Each appointment (at least those we have identified) have been separately listed in an appendix of their own. It is proposed that each appendix be referred to the most logical committee. I have suggested in each case which one it is.

Special Cases

The following special cases are noted where the Council has no direct right to nomination but the Council is still perceived to have representation.

- (a) **Wakatipu District Youth Trust**
The link to this body is through the Lakes District Safer Communities Council. It should be noted however that Councillor McKeague is a member and therefore is an informal link to this important body.
- (b) **Strengthening Families**
The Mayor (in a personal capacity) has supported this group in the past. The group is a venture between educational and social agencies to support families under stress.
- (c) **Happiness House**
Past Councillors Hayes and Spijkerbosch, and the Mayor have all provided informal communication with Happiness House. The Council provides an annual grant of \$5,000.

Transitional Arrangements

In order to put these new arrangements are put in place it is proposed to ask sitting members to remain in the appointments until committees have given the matter their consideration and a recommendation has been approved by the Council.

Remuneration

Participation in these bodies doesn't, under current Council policy, attract remuneration. The exceptions are formal committees of the Council or the ORC, which are remunerated by the respective organisations.

Situations where some representatives or bodies are paid, and others not, can create resentment and division. It is better to avoid this by treating each member equally.

Other Measures of Support

Providing councillors or other representatives to sit on boards and committees is only one means by which the Council supports community organisations. There are numerous other contributions including providing goods (e.g. a phone for the Arrowtown Youth Group), premises or land (such as space in the old school buildings, DQ's offices in the old Malaghan library or meeting space in the Council Chamber), services such as photocopying or plans, or direct advocacy.

RECOMMENDATIONS

It is recommended that the Council:

- a) Receive this report;*
- b) Adopt the process being proposed for the filling of vacancies and the principles to be applied;*
- c) Confirm the allocation to committees proposed in the appendices.*