

Wānaka Community Board

GOVERNANCE PROTOCOL STATEMENT

Purpose

This protocol statement aims to document best practice protocols to:

- Encourage communication, coordination and cooperation between the Queenstown Lakes District Council ("Council") and the Wānaka Community Board ("Board").
- Provide a mechanism for the Council and the Board to:
 - a. enable democratic local decision-making and action by, and on behalf of, communities; and
 - b. meet the current and future needs of communities for good-quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses

Protocols for Governance, Communication and Coordination

- c. The Council and Board have a joint responsibility for the good governance of the district and that the best interests of the communities of the district are served when the Council and Board work cooperatively.
- d. The Board will be consulted on significant policy and planning documents that impact on the Wānaka Ward before the policies or plans are adopted as draft documents and notified for public comment. It is acknowledged that in some special circumstances, urgency may limit the applicability of this protocol.
- e. The Board and the Council will agree on levels of service to be provided in the Wānaka Ward. Where the agreed service levels differ from the district-wide service level adopted by Council then a rate differential may be applied to the Wānaka Ward to equalise the different level of service.
- f. Board concerns regarding operational performance will be communicated to the relevant General Manager in the first instance and subsequently to the Council's Chief Executive if not resolved.
- g. The Council's Chief Executive will ensure that the Board is provided with complete, timely and robust information, support and advice to enable the Board to carry out its role as prescribed in the Local Government Act 2002 (as set out in the attached Appendix) and exercise its delegations. This includes the provision of adequate staff support for Board activities.

- h. Appropriately qualified members of the Board may be appointed to any Hearings Panel to consider resource consent applications. This will require that the Board maintain an impartial position on resource consent applications at all times.
- i. The Council and the Board will ensure that appropriate training and development is provided for Councillors and Board Members to ensure they have the necessary skills to undertake their governance and policy making responsibilities within local government.
- j. The Council and the Board acknowledge that good governance requires them to consider community views and provide a balance of the different views and the trade-offs necessary.
- k. As far as is practicable the Council will delegate powers to the Board over matters concerning the Wānaka ward that are necessary to enable the Board to fulfill its role as prescribed in the Local Government Act 2002. The Board will be consulted over any changes the Council proposes to make to delegations to the Board.
- l. Delegations to the Board underlie the spirit of partnership between the Council and the Board and any changes to delegations and this Governance Protocol Statement should be considered in tandem with each other.
- m. Where the Board is exercising its powers (either mandated or delegated) to make binding decisions where the Council considers there is a high degree of significance (as defined in Council's Significance and Engagement Policy) to the community it must follow the special consultative procedure under the Local Government Act 2002 in reaching its decision.
- n. The Council and the Board will act consistently with the Code of Conduct. Where the Board has been involved in reaching decisions made by the Council then it will not publicly criticise those decisions.

Process

The Mayor and Chief Executive may attend meetings of the Board to report on Council issues impacting on the Board. Members of the senior management team will regularly attend Board meetings for this purpose. The Chair of the Board may attend Council meetings and report on Board issues impacting on the Council.

Review of Protocol Statement

The Council and the Board may consider and review this protocol statement at any time. Any proposal for change must be presented for consideration at the next available meetings of the Council and the Board upon the request of either of them. The request must be made in writing to the Chief Executive at least two weeks before the next meeting date.

The Council and the Board must ratify any proposed changes to this protocol statement prior to them coming into effect.

This protocol statement will be placed on the agenda of the final meetings of the Council and the Board prior to the triennial election for the purpose of reviewing the document and recommending changes (if any) to the incoming Council and Board.

SIGNATURES

NAME (Mayor)

NAME
(Chair, Wānaka Community Board)

APPENDIX

10 Purpose of local government

- (1) The purpose of local government is—
 - (a) to enable democratic local decision-making and action by, and on behalf of, communities; and
 - (b) to meet the current and future needs of communities for good-quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses.
- (2) In this Act, **good-quality**, in relation to local infrastructure, local public services, and performance of regulatory functions, means infrastructure, services, and performance that are—
 - (a) efficient; and
 - (b) effective; and
 - (c) appropriate to present and anticipated future circumstances.

Section 10(1)(b): replaced, on 5 December 2012, by [section 7\(1\)](#) of the Local Government Act 2002 Amendment Act 2012 (2012 No 93).

Section 10(2): inserted, on 5 December 2012, by [section 7\(2\)](#) of the Local Government Act 2002 Amendment Act 2012 (2012 No 93).

52 Role of community boards

The role of a community board is to—

- (a) represent, and act as an advocate for, the interests of its community; and
- (b) consider and report on all matters referred to it by the territorial authority, or any matter of interest or concern to the community board; and
- (c) maintain an overview of services provided by the territorial authority within the community; and
- (d) prepare an annual submission to the territorial authority for expenditure within the community; and
- (e) communicate with community organisations and special interest groups within the community; and
- (f) undertake any other responsibilities that are delegated to it by the territorial authority.

Compare: 1974 No 66 s [101ZY](#)