

**QLDC Council  
9 March 2017**

**Report for Agenda Item: 4**

**Department: Corporate Services**

**Local Governance Statement**

**Purpose**

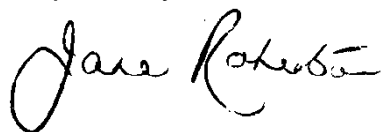
The purpose of this report is to present the 2016/19 Local Governance Statement for adoption.

**Recommendation**

That Council:

1. **Note** the contents of this report;
2. **Adopt** the Governance Statement for 2016/19.

Prepared by:



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22/02/2017

Reviewed and Authorised by:



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22/02/2017

**Background**

- 1 The Council is required under Section 40 of the Local Government Act 2002 to have a Local Governance Statement in place six months after a triennial election.

**Comment**

- 2 The Local Governance Statement is a collection of information about the processes through which the local authority engages with its community, how decisions are made and how citizens can influence these processes. It is a publicly available document and the Council is required to adopt it within six months of the triennial election.
- 3 Section 40 requires Local Governance Statements to contain the following information:

- (a) the functions, responsibilities, and activities of the local authority; and
  - (b) any local legislation that confers powers on the local authority; and
  - (ba) the bylaws of the local authority, including for each bylaw, its title, a general description of it, when it was made, and, if applicable, the date of its last review under section 158 or 159; and
  - (c) the electoral system and the opportunity to change it; and
  - (d) representation arrangements, including the option of establishing Māori wards or constituencies, and the opportunity to change them; and
  - (e) members' roles and conduct (with specific reference to the applicable statutory requirements and code of conduct); and
  - (f) governance structures and processes, membership, and delegations; and
  - (g) meeting processes (with specific reference to the applicable provisions of the Local Government Official Information and Meetings Act 1987 and standing orders); and
  - (h) consultation policies; and
  - (i) policies for liaising with, and memoranda or agreements with, Māori; and
  - (j) the management structure and the relationship between management and elected members; and
  - (ja) the remuneration and employment policy, if adopted; and
  - (k) equal employment opportunities policy; and
  - (l) key approved planning and policy documents and the process for their development and review; and
  - (m) systems for public access to it and its elected members; and
  - (n) processes for requests for official information.
- 4 The previous Local Governance Statement has been reviewed and relevant updates made. Most are simply matters that have changed slightly since the last review took place. A major deletion is that of Appendix 1 listing New Zealand legislation, as a list of this type is not information the Local Government Act 2002 requires in a Local Governance Statement.
- 5 In addition to being required to adopt a Local Governance Statement within six months of a triennial election, the Local Government Act enables a local authority to update its governance statement 'as appropriate'.

## Options

6 Only one option is considered as the Council is required by law to adopt a Local Governance Statement.

7 Option 1 Adopt the Local Governance Statement

### *Advantages:*

8 Fulfils the Council's responsibility under the Local Government Act 2002.

9 Provides interested parties with relevant, useful and up-to-date information about the Queenstown Lakes District Council.

### *Disadvantages:*

10 Failure to adopt a Local Governance Statement within six months of the triennial general election (ie, by 8 April 2017) will result in the Council acting contrary to the Local Government Act 2002.

11 This report recommends **Option 1** for addressing the matter because adoption of the Local Governance Statement is a legal requirement and will serve to provide useful information for members of the public.

## ***Significance and Engagement***

12 This matter is of low significance, as determined by reference to the Council's Significance and Engagement Policy because it has a low impact on the environment, culture and people of the district, is not inconsistent with existing policy and strategy and will have no impact on the Council's capability and capacity.

## ***Risk***

13 This matter relates to the strategic risk 'SR3 – Management Practice – working within legislation' as documented in the Council's risk register. The risk is classed as moderate. Adoption of a current Local Governance Statement mitigates this risk.

## **Financial Implications**

14 There are no budgetary or cost implications resulting from this decision.

## **Council Policies, Strategies and Bylaws**

15 The following Council policies, strategies and bylaws were considered:

- Local Governance Statement 2013
- Local Government Act 2002

## **Local Government Act 2002 Purpose Provisions**

16 The recommended option:

- Will help 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 by providing up-to-date relevant information about the QLDC;
- Can be implemented through current funding under the 10-Year Plan and Annual Plan; and
- Is consistent with the Council's plans and policies

### **Consultation: Community Views and Preferences**

17 The persons who are affected by or interested in this matter are all persons who reside in or visit the district.

18 The Council has not undertaken any consultation on the Local Governance Statement as it is a document that must be adopted by the Council. It does however, set out the principles by which the Council will engage with its community, how decisions are made and how these processes can be influenced.

### **Attachments [Presented separately]**

A Local Governance Statement 2016-19