

Mayor and Councillors
COUNCIL

23 JANUARY 2014

Meeting Status: **Public**

Purpose of Report: For Decision

GOVERNANCE STATEMENT - 2013-2016 TRIENNIUM

PURPOSE OF REPORT

- 1 The Council is presented with an updated Local Governance Statement for adoption in accordance with the requirements of Section 40(1) of the Local Government Act 2002 (refer Appendix 1).

SIGNIFICANCE OF DECISION

- 2 This report does not trigger the Council's Significance Policy.

BACKGROUND

- 3 A Local Governance Statement is a collection of information about the processes through which the Council engages with its community, how the Council makes decisions, and how the community can influence those decisions.
- 4 The first Governance Statement was adopted by Council in 2003. Since then there have been a number of amendments to reflect changes in the Council Governance Structure and the most recent version is from June 2013. The version at Appendix 2 has been changed to reflect the new Council structure and provide other updated information.

CONSIDERATIONS

Issues

- 5 Council needs to adopt and make publicly available an updated Governance Statement before 12 March 2014 in order to comply with the provisions of the Local Government Act 2002.

Financial Considerations

- 6 There are no financial considerations.

Legal Considerations

- 7 There are no other legal considerations.

Delegation

- 8 Only Council may make this decision.

Consultation

9 There are no consultation considerations.

Policy Implications

10 There are no policy implications.

Tāngata Whenua Considerations

11 There are no tāngata whenua considerations.

Publicity Considerations

12 Once adopted the Statement will be made publicly available on the Council website.

RECOMMENDATIONS

13 That in accordance with Section 40(1) of the Local Government Act 2002, the Council adopts and makes publicly available the Governance Statement for the 2013-2016 Triennium as at Appendix 2 of report Corp-13-1054.

14 That the Council authorises the Chief Executive to make administrative updates to the Governance Statement as necessary in respect of any subsequent changes in circumstances or amendments the council might make to the individual policies contained or referenced in the Governance Statement.

Report prepared by:

Approved for submission by:

Vyvien Starbuck-Maffey

Stephen McArthur

Democratic Services Team Leader

Group Manager Strategy and Partnerships

ATTACHMENTS:

Appendix 1 Extract from Local Government Act 2002 – Section 40(1)

Appendix 2 – Updated Governance Statement

Appendix 1

Extract from Local Government Act 2002

Section 40 Local governance statements

- (1) A local authority must prepare and make publicly available, following the triennial general election of members, a local governance statement that includes information on-
 - 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.
- (2) A local authority must comply with subsection (1) within 6 months after each triennial general election of members of the local authority.
- (3) A local authority must update its governance statement as it considers appropriate.