

### **Distribution of benefits over time**

There are immediate and contemporaneous benefits as well as long term benefits accruing directly to the businesses in a BID and, indirectly to the wider community.

### **Whether the activity is needed to mitigate negative effects.**

These activities are not undertaken to mitigate any negative effects of actions of individuals or groups of individuals.

### **The costs and benefits of separate funding**

It is possible to identify the properties which directly benefit from the activities of a BIDA and allocate the costs to them through targeted rates. The cost of administering a targeted rate regime to fund this programme is likely to be marginal and could be accommodated within the existing budget of the Council's rating unit. However, additional staff time may be required to monitor the programme.

Separate funding of a BID enables the Council to allocate costs to those who directly benefit from BID activities and avoid imposing additional rate burden on other rate payers who do not gain a direct benefit. That is efficient and equitable.

### **The recommended funding source and its overall impact**

All businesses within a BID area will receive some benefit from its activities, but it is likely that the level of benefit to individual businesses could vary depending on the size and nature of the business. It is not practicable and cost effective to charge businesses individually according to the level of benefit they receive (user pays). Also, since some BID activities may produce "local public goods", a user pays approach is not effective in recovering the costs.

A general rate is not suitable for funding a BID, as it would shift the bulk of the rate burden to those who do not benefit directly. By levying targeted rates it would be possible to prevent "free riding" and allocate the costs to those who directly benefit from "local public goods". The Council could set the rate linked to land value.

Targeted rate is more efficient, equitable and administratively simpler than other forms of funding a BID and it is unlikely to have an adverse impact on the overall wellbeing of the community.

## **COMMENTARY**

The Council endorsed a town centre strategic partnership programme in September 2006. The Town Centre Strategic Partnership Programme is designed to establish a mutually beneficial partnership structure in Waitakere between the Council and stakeholders in each town centre. The area that this structure applies to is known as a Business Improvement District (BID). The stakeholders in a BID form an Incorporated Society, known as a Business Improvement District Association (BIDA), to enable collective stakeholder participation and management of activities and projects within the BID. The Council and stakeholders work together to improve and enhance business retention and performance in the town centre.

This strategic partnership programme will be introduced over time to all Waitakere town centres, linked to a programme of strategic planning for each of the City's town centres as identified in the Growth Management Strategy. The draft Annual Plan 2008/2009 has included a sum of \$78,750

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(including GST) to be recovered as a targeted rate from the Te Atatu Peninsula Business Sector. Preparatory work is also being undertaken for other town centres in Henderson, Ranui, New Lynn and Glen Eden town centres.

## **DECISION MAKING**

### **Issues**

In terms of section 101 (2) of Local Government Act 2002 the Council is required to make adequate and effective provision in its Long Term Council Community Plan and its Annual Plan to meet the expenditure needs identified in those plans. Such funding needs must be met from those sources that the local authorities determine to be appropriate following the consideration of the factors set out in section 101 (3) of Local Government Act 2002. The Council's Revenue and Financing Policy, developed in accordance with this section of the Local Government Act 2002, identifies the funding sources for the activities included in the Long Term Council Community Plan. The current Revenue and Financing Policy does not include the operations of a BID as a group of activities to be funded by the Council.

### **Options Identified**

General rates and targeted rates were identified and considered as potential sources of funding for BID operations.

### **Assessment of Options**

One of the fundamental principles in the Council's Revenue and Financing Policy relevant to the choice of an appropriate funding instrument to fund a BID is the allocation of costs in relation to the distribution of benefits ("beneficiary pays" principle). At present, the operating expenditures related to town centres are funded mainly by general rates, as the benefits of such expenditures are considered to be widely distributed among all rate payers. The costs that could be apportioned to the entire business sector are, however, allocated to that sector as a whole through the business differential.

The primary benefit from a BID will accrue to the business ratepayers located within a BID through the joint action they take and activities they generate to improve their business performance. The services that would be provided in a BID are likely to be both private goods and local "public goods". Their benefits include increases in business turnover and property values in the BID. Indirectly, the activities in a BID could benefit the whole community in the area through its contribution to the community outcomes mentioned earlier; but it is not practicable to quantify such benefits (spill over effects). In general, the direct private benefits are more likely to outweigh the indirect public benefits.

Where Council activities (or those that are undertaken in partnership with others) primarily benefit identifiable business properties, there is no justification for distributing the related costs entirely among all the business ratepayers. General rates place an additional rate burden on businesses that are not directly benefiting from the expenditure; furthermore, they could result in cross-subsidising the businesses which directly benefit. There is, therefore, a case for levying targeted rates on the business properties that directly benefit from town centre developments, when such private benefits exceed the indirect public benefits.

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## STRATEGIC CONTEXT

The activities of a BIDA are intended to promote and maintain vibrant and thriving town centres through a strong business association and active business stakeholder participation in local town centre and community matters. Thus the activities of a BIDA contribute to community outcomes identified in the Long Term Council Community Plan under: Strong Communities; Strong Economy; Urban and Rural Villages; Vibrant Arts and Culture; and Working Together.

Waitakere City's community outcomes are strongly aligned with the City's strategic direction. Through this linkage, a BIDA contributes to the Council's following strategic platforms:

- Urban and Rural Villages
- Integrated Transport and Communication
- Strong Innovative Economy
- Strong Communities
- Active Democracy
- Green Network

In addition, the programme also facilitates the implementation of several of the Council's key strategies, including:

- Town Centre Strategy
- Growth Management Strategy
- Transport Strategy
- Social Infrastructure
- Economic Development Strategy

The programme is an integral part of the Council's support for business growth in Waitakere and, as such, sits alongside other Council work as well as Waitakere Enterprise's work on business enhancement and recruitment. It has been identified in the Long Term Council Community Plan 2006-2016.

### Preferred Option

A targeted rate, set at an affordable level for businesses in the town centre, is an appropriate response to the desire of those town centre business owners to improve their performance, their working environment and their economic condition.

In terms of section 16 of the Local Government (Rating) Act 2002, the Council may set a targeted rate to fund a function if the function is identified in its annual plan as a function for which a targeted rate may be set. There are several factors that could be applied to set a targeted rate according to the Local Government (Rating) Act 2002. A targeted rate set as a fixed charge is the simplest form of all; but it could have a regressive effect on properties with relatively low land values. This raises the issue of affordability, especially for small businesses. Also, for some businesses, the costs could be disproportionate to the benefits. Another option is to set the rate in relation to the property value. At present, general rates on properties are calculated as a rate in the dollar of land value. Setting a targeted rate on this basis is consistent with the principles underlying the general rates.

Finally, as the suggested targeted rate is solely to be charged on business properties within the area, it is appropriate that no further differentials are applied. An undifferentiated rate set as a rate in the dollar of land value is therefore considered appropriate for setting a targeted rate for BIDA purposes.

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## **SUBMISSION TO AUCKLAND REGIONAL COUNCIL 2008 - 2009 ANNUAL PLAN**

Waitakere City Council thanks the Auckland Regional Council for the opportunity to comment on its draft Annual Plan for 2008-2009. Waitakere City Council and the Auckland Regional Council have developed a close working relationship in a number of areas, and Waitakere desires to continue to foster and strengthen this relationship.

A number of outstanding achievements have been achieved in the past year including:-

- The Waitakere Ranges Heritage Area Act 2008
- Rail developments, including planning for electrification and grade separation
- Auckland Sustainability Framework
- Local Government (Auckland) Amendment Act decisions and progress on appeals
- Project Twin Streams
- Major Civil Defence exercises

This submission should be seen in the context of the close working relationship that Waitakere City Council has developed with the Auckland Regional Council and a desire to continue to work together for the benefit of Waitakere and the Auckland Region.

We have identified below specific comments on the Draft Annual Plan based around the groups of activities in the document

### **TRANSPORT**

The following areas are covered in this part of the submission

- New Lynn Transit Oriented Development project
- Proposed regional fuel tax
- Rail
  - Electrification
  - Train services
- Bus services
- Ferries
- Real Time Information Systems for bus, rail and ferry
- Smart card integrated ticketing
- Congestion charging

#### **New Lynn Transit Oriented Development Project**

Waitakere City Council has significant concerns over the funding allocated for the New Lynn Rail Interchange project. Waitakere seeks a stronger funding commitment and strong support from the Auckland Regional Council to achieve an effective transport interchange that benefits the City and the region. We seek that the ARC contribute an additional \$7.276 million (to the current figure of \$12.554 million) a total of \$19.83 million for the New Lynn Transit Oriented Development Project for the following reasons.

New Lynn is a recognised sub-regional town centre in Auckland alongside other major centres (Newmarket, Manukau and Albany). There are significant benefits to other parts of the region from the bus-rail interchange. These include increases in passenger transport use, reduction in pressure on the roading network, achievement of intensification and land use targets and decreased pressure for sprawl.

These benefits are already reflected in the ARC's apportionment formula via the transport rate for public transport services, which spreads the benefit (60% to journey origin, 30% for journey destination and 10% across the region). The Auckland CBD in particular benefits from public transport journeys from New Lynn.

The New Lynn interchange is a major interchange on the Rapid Transport Network and is a critical element in the revitalisation and intensification of the town centre.

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Waitakere is concerned with the stated preference to extend services elsewhere in the region and beyond the current metropolitan Rapid Transport Network. In our view an efficient and effective metropolitan Rapid Transport Network should be the priority of the region. Waitakere fails to see how priority can be given to the Onehunga "integrated growth node" and not to New Lynn.

It is considered essential that the Auckland Regional Council has a more focussed and longer term funding commitment to projects already underway, like New Lynn, to achieve the full potential of this integrated land use and transport focussed town centre. If necessary we would encourage the redirection of funding to achieve the integrated objectives of the Auckland Regional Growth Strategy and the Local Government (Auckland) Amendment Act provisions.

The further development of the bus-rail interchange will enable the conversion of the bus interchange into public ownership, NZ Bus will no longer be able to charge other bus operators for use of the bus interchange. This means all bus operators will be on a level playing field and ARC will not be required to subsidise the charge of \$1 per bus movement that is currently levied on other bus operators.

Feeder bus services to the New Lynn transport interchange are more likely to be used and therefore require less subsidy if there is good provision for transfer between bus and rail. ARTA is relying on a 30% transfer rate at New Lynn, which will not be achieved without an effective and attractive bus interchange. The interchange supports the ARC's integrated ticket system.

We also wish to note in the submission that ARC would be entitled to receive a subsidy of 53% from Land Transport New Zealand in relation to components of the bus interchange that the ARC contributes to. This is in contrast to the train station components, which are not subsidised by Land Transport New Zealand. The availability of the subsidy in relation to the bus interchange reduces the extent to which ARC needs to source funds from the proposed regional fuel tax. We note that the ARC has already supported bus infrastructure in other areas including the North Shore City.

A significant amount of work is available to support the benefits and advantages of the New Lynn Rail Interchange. We would be concerned if the Auckland Regional Council does not consider that it has received sufficient information to support the critically important project and would welcome an opportunity to provide more information directly to the ARC.

We believe that for consistency with ARC's investment in rail and ferry infrastructure, it is appropriate that ARC contributes to the funding of this wider project including the bus interchange.

#### **Proposed Regional Fuel Tax**

The Council supports the ARC's proposal to raise a significant loan, to be repaid by a proposed regional fuel tax, to be applied to electrification and a range of passenger transport projects in the Auckland region. It is essential for Waitakere City and the Auckland region that additional revenue is made available to enable increased investment in passenger transport. This is necessary to carry out passenger transport projects with the goal of doubling patronage within a decade.

The Council acknowledges that the regional fuel tax scheme was prepared on the basis of the Land Transport Management Amendment Bill which was introduced into Parliament in October 2007, which limits the Auckland region to a regional fuel tax scheme up to five cents per litre. The Council is unaware of the final form of the Land Transport Management Amendment Bill as it is yet to be reported back to Parliament. The Council

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would support a regional fuel tax in excess of five cents per litre being raised and applied to priority passenger transport projects in the Auckland region.

The Council supports the introduction of the regional fuel tax and the proposed regional fuel tax scheme. The Council recognises the need to introduce the full five cents per litre from July 2008 in order to fully fund capital works from 2008/2009. The Council supports the application of the regional fuel tax to the passenger transport projects identified in the scheme: rail electrification including purchase of new electric trains, purchase and upgrade of other rolling stock, above track infrastructure development, ferry terminal upgrades and other public transport infrastructure including integrated smartcard ticketing. These are priority projects in the Auckland region.

However, the Council does not support the inclusion of the permanent upgrade of stations at Helensville, Waimauku and Huapai. Such a commitment should depend on the outcome of the trial train service to Helensville. The Council believes that a permanent train service should depend on the impacts on urban growth, the appropriate land use required to support the service and the relative priority against other passenger transport projects in the region. The Council has made land use commitments at Massey North and has factored in the bus service from western Rodney connecting at the bus interchange. Rodney District Council has not made the land use commitments at Helensville, Waimauku or Huapai to support a train service.

The Council supports of the overall package approach which allows additional funding for the other passenger transport projects that are proposed to be included in the Long Term Council Community Plan as a result of the regional fuel tax. The Council submits that the ARC needs to have some flexibility with respect to the amounts and timing of these passenger transport projects to reflect actual costs, timing and the relative priority between these projects.

In particular, the Council emphasises the importance of the following projects in Waitakere City:

### **Electrification**

The Council supports the leadership taken by ARC and ARTA on electrification. Electrification is vital to:

- increase rail patronage,
- meet the intensification targets along the rail corridor,
- increase train operating speeds allowing higher frequencies,
- meet environmental and noise standards, and
- extend the rail line from Britomart to Mt Eden.

Immediate action should be taken in response to a decision regarding electrification, in terms of design of electrification infrastructure and placing orders for electric motor units.

### **Train services**

The Council acknowledges the funding that the ARC has provided for train station upgrades and also additional train services to Henderson when the double tracking stage to Henderson was completed. The Council supports the proposed additional train services to Swanson from July 2008 once the double tracking stage to Swanson is completed.

### **Bus services**

The Council is very concerned that the review of West Auckland bus services has been delayed. As the double tracking of the Western rail line is being completed and additional train services are being provided, it is vital that the bus services are redesigned to provide feeder services to the train stations and timetables are aligned. The ARC needs to

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commit to completing this bus service review as soon as possible and implementing changes to bus services in 2008/2009.

### **Hobsonville Ferry Terminal**

In order to provide ferry services at Hobsonville from March 2010, as proposed in ARTA's Passenger Transport Network Plan and as set out in the ARC's proposed regional fuel tax scheme, it is essential that the Hobsonville ferry terminal is constructed by March 2010. The Council submits that the ARC needs to budget for investigation and design of the Hobsonville ferry terminal in 2008/2009.

### **Hobsonville Ferry services**

The Council supports the provision of ferry services at Hobsonville from March 2010. This commitment is vital to the sustainable development at Hobsonville airbase, which will create a large customer base for the ferry service. The sustainable development of Hobsonville Peninsula is a key government project and the provision of an integrated public transport system, including ferries is a key component. Planning for the Hobsonville Peninsula is progressing well, and physical development of the site could commence within the next year.

### **West Harbour Ferry services**

The Council supports the improvements to ferry services at West Harbour in 2008/2009.

### **West Harbour Ferry Terminal**

The Council supports the ARC's commitment to an upgrade of the West Harbour Ferry Terminal.

### **Real Time Information Systems for bus, rail and ferry**

The Council supports the ARC's commitment to real time information systems for bus, rail and ferry. The Council has input into the planning of these systems at a number of sites in Waitakere City and is concerned about the delays in implementation.

### **Smart card integrated ticketing**

The Council supports the ARC's commitment to smart card integrated ticketing. The Council supports the rollout of integrated ticketing and related infrastructure at appropriate interchanges, stations and terminals.

The Council submits that the ARC needs to commit to these passenger transport projects, whether or not the regional fuel tax scheme is deferred. The Council is relying on the ARC's commitment to key projects affecting Waitakere City and making significant investments and planning decisions on the basis of those key projects.

The Council submits that the ARC may wish to consider the relative priorities of the central business district rail loop projects in relation to its funding allocations. Although still at the investigation stage, the central business district rail loop will be vital to relieve the bottleneck at Britomart and to significantly increase rail patronage and rail access and stimulate further development of the central business district. It is important that the ARC has available funds to fund this project if it is shown to be feasible.

### **Congestion Charge**

The Council requests that the ARC supports further investigation into a congestion charge scheme for the region and takes this into account in planning for the future.

We do recognise that the congestion charge is an important tool that would enable the region to:

- Increase the percentage of people using passenger transport,
- Reduce the growth in expected vehicle numbers.

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- Receive a revenue source,
- Provide more reliable travel times for buses and business traffic,
- Achieve better economic and environmental outcomes.

But the Council's conditions of approval of a congestion charge scheme are that the scheme:

- is equitable across Auckland and New Zealand;
- is equitable across all social groups and not discriminating against those with least choice;
- provides for any surplus revenue to fund passenger transport and travel demand management as well as physical infrastructure;
- manages travel behaviour (to reduce congestion) as well as provide revenue;
- is able to favour or discriminate in favour of genuine goods and business traffic;
- does not overload local roads (or if it does, use revenue to fund improvements to local roads);
- reduces overall road traffic;
- is offset by a reduction in petrol tax or road user charges over time;
- supports Waitakere's economic and land use strategies.

One of the Council's conditions of support for a congestion charge scheme is that a high-quality passenger transport system is a prerequisite for the introduction of a congestion charge scheme. This needs to be considered along with and in support of the proposed regional fuel tax.

We also submit that the social and economic impacts of the regional fuel tax that have been identified by the ARC and ARTA should be included in the consultation information to be provided to the public.

### **Grade Separation**

Waitakere City Council supports the ARC's proposed seed funding arrangement for investigation and design in relation to grade separation of level crossings in the region. Waitakere City Council wishes to take up the seed funding for investigation and design work in 2008/2009 in relation to level crossings at Glenview Road (Glen Eden) and Bruce McLaren Road (Henderson). These are the two priority projects in Waitakere City and rank highly in terms of regional priorities. Waitakere City Council has sufficient budget in its Draft Annual Plan 2008/2009 for its contribution to these projects with the balance to be provided by seed funding from the ARC and a subsidy from Land Transport New Zealand.

### **BUILT ENVIRONMENT**

Council acknowledges the role of the Auckland Regional Council (ARC) and the Auckland Regional Growth Strategy (ARGS) in providing direction on regional growth. Waitakere has taken a strong position and active role in delivering the growth objectives of the ARGS. In particular, the integration of land use and transport is fundamental and is reflected in our growth and town centre strategy.

As has been stated in the Transport section of this submission Waitakere has already identified key redevelopment areas across the City, in particular New Lynn Town Centre.

Stated in LTCCP Activity 1 (P102) (as was the case in the 2007-2008 draft Annual Plan) ARC seeks to work with local councils to progress redevelopment in target locations. As Waitakere has previously submitted it is critical that this commitment is realised in terms of current redevelopment areas. All local councils in the region have significant programmes of investment within their LTCCP's and ARC should be focusing on these long term commitments. In Waitakere's case, New Lynn is a key integrated land use and transport

**ABS**

project that meets the ARGS objectives for intensification and redevelopment for a key town centre.

A desire to work with councils to deliver on redevelopment targets is likely to take the form of technical support rather than land and project investment. The councils do not need more policy support but investment in implementation.

Further, ARC has little ability to realise its intention to purchase land to facilitate urban redevelopment or participate in feasibility studies as the proposed budget will achieve very little in this regard. Waitakere would seek that a clear programme of work is developed (relating to key redevelopment areas that councils in the region are already committed to) with clear targets and funding to deliver on this intent.

Waitakere queries the statement on page 102 that “between 2012-14 – the second review of the Regional Growth Strategy will be carried out...”. It is Waitakere understands that there has yet to be a first review and this is confusing. Clarification of the intent of this statement is sought. Waitakere supports the coordination of timelines for work on the Auckland Regional Growth Strategy (First review) and Regional Policy Statement (being reviewed with proposed notification in 2010). Both these areas of work need to occur in the same timeframes so that the Regional Policy Statement review can be informed by a relevant Regional Growth Strategy and the pending decisions of the Local Government (Auckland) Amendment Act. There is a similar issue in terms of the alignment of Environmental Planning standards and the desire to achieve intensification standards.

ARC's service levels for “Planning for the Future” (P125), “Improving Air Quality” (P117) and “Auckland Regional Growth Strategy” (P102) are not linked to the timeframes for action identified in the Draft Annual Plan or the requirement for plan changes to meet the Resource Management Act statutory timeframes applying to resource consents. Linking targets to clear timeframes is essential. The ARC has not been performing in terms of its statutory timeframes for plan changes and this should be acknowledged and addressed.

## **ECONOMIC DEVELOPMENT**

### **Tourism Development**

ARC Deputy Chairman Michael Barnett is scheduled to make a presentation to Waitakere City's Policy and Strategy Committee on May 8<sup>th</sup> on this subject. At the annual plan deliberations of March 14<sup>th</sup> Council resolved to:

*Defer any proposal for additional funding for regional tourism initiatives until after a presentation by Michael Barnett on regional tourism on May 8<sup>th</sup> to the Policy and Strategy Committee.*

We therefore wish to note that Council will include in its verbal supporting presentation to the Draft Annual Plan hearings its submission on the existing role and governance of Tourism Auckland, on Council's desire to fund (or not fund) local and regional tourism development, and the optimal funding mechanisms.

## **REGIONAL LEADERSHIP AND COMMUNITY DEVELOPMENT**

We support the continuation of the role that the ARC has played in long term regional sustainability and regional coordination and the development of the Auckland Sustainability Framework and One Plan. We would like to encourage the ARC to work with Taura Here not just Mana Whenua.

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Waitakere values and strongly supports the partnership and collaboration around Project Twin Streams and overall sustainable catchment planning. We note that the Sustainable Neighbourhoods Programme (P139) will not be funded in the 2008-09 Draft Annual Plan and we would seek the reconsideration of this funding as it is essential to the ongoing partnership for Project Twin Streams and developing a model for new ways of sustainable living and working in diverse communities.

## **REGIONAL PARKS**

### **Waitakere Ranges**

We look forward to continuing our work together on the Waitakere Ranges Heritage Area Act 2008. We support the continued provision of visitor information centre facilities at the Arataki centre and investment in upgrading the quality of the visitor experience in the Waitakere Ranges Regional Park.

We acknowledge and support the ARC role in offering a range of recreational and leisure opportunities and experiences for all and look forward to working with the ARC in furthering these opportunities through processes such as the development of a Regional Visitors Strategy.

## **SAFETY**

We support the continued role of the Auckland Regional Council particularly in its role in Civil Defence - Emergency Management and hazard management.

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7 March 2008

NC40-01

- M E M O R A N D U M -

To: All Mayors/Chairs  
and Chief Executives

From: Eugene Bowen, Chief Executive

Subject: Election 2008: Nominations for Office of President  
Nominations for Office of Vice President

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The President and Vice President of *Local Government New Zealand* must be elected by ballot of member authorities in accordance with the Rules (Rule F1-F7 and F21-F26) at the Annual General Meeting (AGM) in the year following the year in which triennial local government elections are held.

We are now calling for nominations for the office of President and Vice President.

**Nominations**

*President*

Any person who is an elected member as at 31 May 2007 is qualified to be nominated for the position of President

*Vice President*

Any person (other than the President) holding office as a National Council member at the time at which the election for Vice President is held can be nominated for the position of Vice President

A nomination must be in writing and attested by affixing the Common Seal of the nominating authority to it. Nominations must be seconded in writing on the same or another document under the Common Seal of another member authority.

Nomination and seconding paper(s) must be received by the Returning Officer, *Local Government New Zealand* office no later than Friday 27 June 2008.

To assist members with the nomination process, a nomination form is attached.

With reference to Rules L4 - L7, any correctly sealed nomination and seconding papers about any candidate received in this office in writing, or by facsimile, up to midnight on Friday 27 June 2008 will be accepted as a valid nomination. Please note if sent by facsimile the original should be sent to *Local Government New Zealand* to be received shortly following the said closing date.

Should only one nomination be received by Friday 27 June 2008 that person will be immediately declared elected by the Returning Officer and they will assume office immediately. On the other hand should there be no nominations to fill the positions the Returning Officer will declare the vacancy and under Rule H15, National Council must

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meet as soon as practicable to determine how the office may be filled and has full power to decide on the procedures to apply to ensure that the office is filled.

#### Voting

The elections will be carried out using the preferential voting system and member authority voting entitlements will be distributed along with the voting papers.

Voting papers will be destroyed by the Returning Officer after the results have been declared.

For further information regarding the elections, please direct it to Bridgette Connor, Internal Governance Manager, (04) 924 1216 or [Bridgette.connor@lgnz.co.nz](mailto:Bridgette.connor@lgnz.co.nz).

Yours sincerely

A handwritten signature in black ink, appearing to read 'Eugene Bowen', with a long horizontal flourish extending to the right.

Eugene Bowen  
Chief Executive  
*Local Government New Zealand*

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Local Government New Zealand  
to kaitiaki matua o Aotearoa

NOMINATION FOR OFFICE OF VICE PRESIDENT

In accordance with Rules F21-F26 and Rules H9-H24, we, the undersigned members of *Local Government New Zealand*, hereby nominate

\_\_\_\_\_ (name) \_\_\_\_\_ (title)

as a candidate for election to the office of Vice President of *Local Government New Zealand*.

Nominated by: \_\_\_\_\_ Council

whose Common Seal was affixed hereto in the presence of:

Name:

Title:

Date:

The nomination is seconded by the \_\_\_\_\_ Council

whose Common Seal was affixed hereto in the presence of

Name:

Title:

Date:

ACCEPTANCE: I, \_\_\_\_\_ (name)

a current member of National Council, hereby accept the above nomination.

\_\_\_\_\_ (Signature) \_\_\_\_\_ (Date)

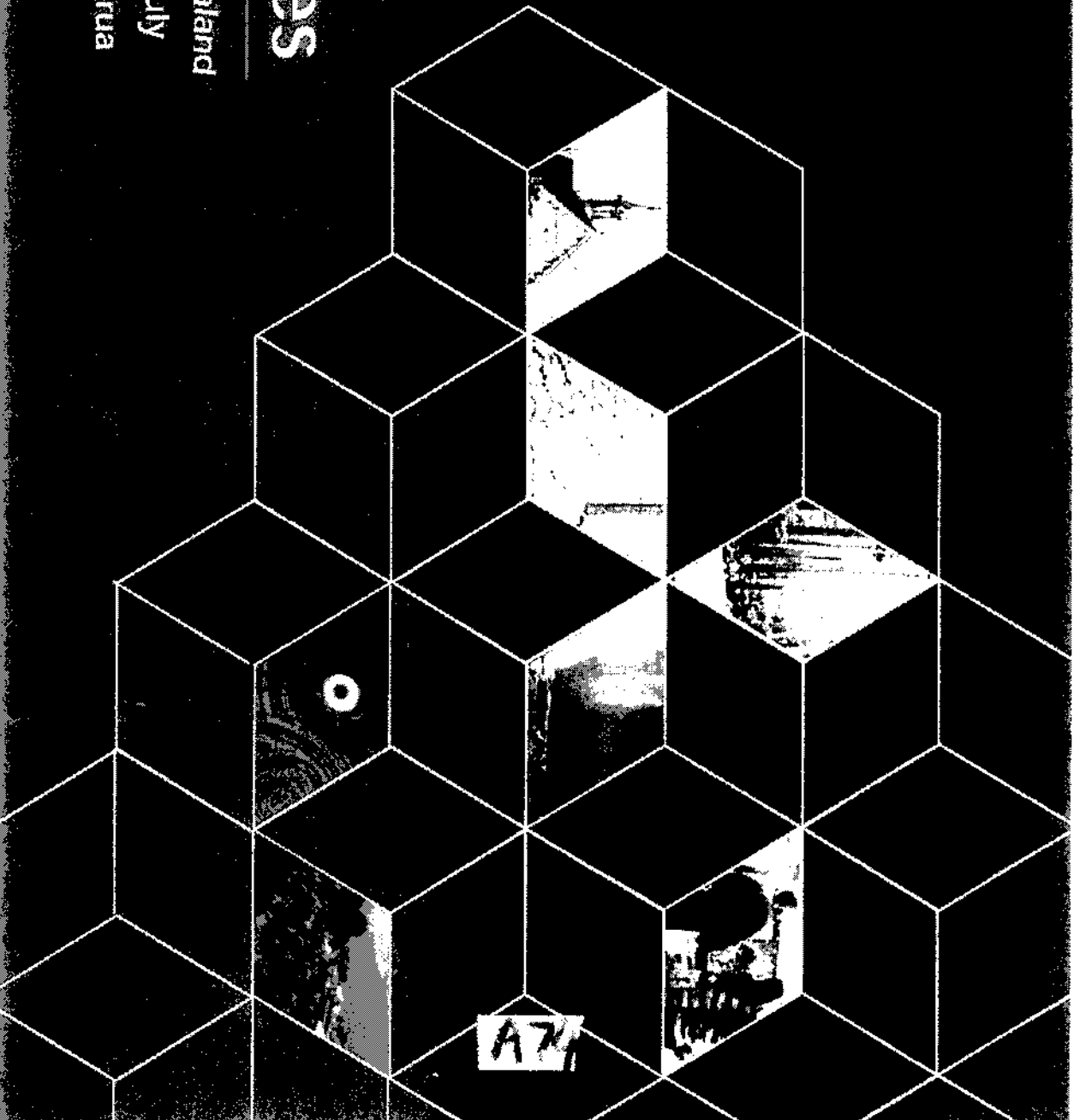
To be received at the *Local Government New Zealand* office  
Returning Officer, PO Box 1214, Wellington  
by no later than Friday 27 June 2008

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# sustainable communities

Local Government New Zealand  
Conference 2008, 27 - 30 July  
Energy Events Centre, Rotorua



## Registration Brochure

Register online [www.lgnz.co.nz](http://www.lgnz.co.nz)

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10/10/08



Basil Morrison, President  
Local Government New Zealand

Our conference is a unique event. It gives councils an opportunity to draw out issues of shared concern, explore solutions, celebrate successes, and look to the future and the ever-changing role of local government.

Please join me in Rotorua for a wonderful experience and to meet your fellow elected members from around the country. Take time to explore the best that Rotorua and the Bay of Plenty has to offer and to feel the spirit of the region.

I look forward to seeing you.

**Invitation from the Mayor of Rotorua**

It is with much pleasure that I extend a very warm and friendly invitation for you to attend the 2008 Local Government New Zealand Conference here in Rotorua from 27-30 July, 2008.

Welcome to our new \$28 million Energy Events Centre. This wonderful venue has been a partnership between many businesses in the community and I hope you enjoy all it has to offer. I am sure you will be looked after and that Local Government New Zealand has a stimulating conference in store for you.

As nature's wonderland, Rotorua has an amazing amount of activities to offer, from lakes and forests, parks and gardens, and, of course, our world famous geothermal activity and natural hot pools. Our city is well known as a centre of excellence for hospitality and as you will experience, our local community will welcome you with a warmth and friendliness that will surpass all expectations.

Welcome to Rotorua. I hope you enjoy the conference and your time here, where I am sure you will "Feel the Spirit". *Mātauranga*, Haere mai, Haere mai, Welcome. Welcome. Welcome.

Kevin Winters, JP  
Mayor

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Dr Judy McGregor  
Judy McGregor  
Judy McGregor



Brian Doherty

Brian Doherty is Professor of Economics and Director Centre for Local Government, at the University of New England, Armidale New South Wales, Australia.

Brian has published extensively in the economics of local government in general and Australian local government in particular. Brian has been involved in the debate over local government restructuring in Australia and has written a number of papers that explore promising alternatives to amalgamation, including various kinds of shared services models.

Recent books include *The Economics of Australian Local Government* (2006), *Reform and Leadership in the Public Sector* (2007), and *Local Government Reform: A Comparative Analysis of Advanced Anglo American Countries* (2008) (forthcoming).

Kindly supported by



Judy McGregor

Dr Judy McGregor is the Equal Employment Opportunities (EEO) Commissioner with the Human Rights Commission. She is a trained lawyer, a former newspaper editor and a former university professor. Her doctorate is in political communication and she has written seven books, the most recent on older workers in New Zealand. Judy is the former chair of the Palmerston North Enterprise Board and has received large government grants to research improving the managerial competence of small and medium enterprises in New Zealand. She is currently working on extending EEO in the public sector, including local government, and in the private sector. In 2007 she ran a series of seminars throughout New Zealand for women standing in the local body elections and she is currently working with local bodies and regional agencies to profile a range of migrant worker issues.

Internationally Judy has recently worked with human rights institutions in Jordan, Palestine, Malaysia, and with Pacific journalists to develop media and communication strategies around human rights issues. Last year she led New Zealand's mission to monitor the media's coverage of Timor-Leste elections. Judy was awarded the Companion of the New Zealand Order of Merit (CNZM) for services to journalism in 2006.

Kindly supported by



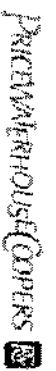
Simon Upton

Simon Upton is currently a consultant with PricewaterhouseCoopers. He is also Chairman of the OECD Round Table on Sustainable Development responsible for a programme of climate change-related work over the next three years. Between 2001-2007 he chaired the Round Table from Paris dealing with a wide range of sustainable development-related issues. Prior to that he was a Cabinet Minister. Between 1990 and 1997 he held a wide variety of portfolios including Environment, Biosecurity, Science & Technology, Health and State Services.

In his time as New Zealand's Environment Minister, Simon was responsible for the introduction of the Resource Management Act 1991 and the Hazardous Substances & New Organisms Act 1996 and became a prominent figure in international environmental negotiations on climate change and sustainable development.

Simon is a Rhodes Scholar who has degrees in English literature, music and law (University of Auckland) and a MPhil in political philosophy (Yorford University). He is currently a Visiting Fellow at Otago University. A prolific contributor of articles on a wide variety of science and environment topics, he is a two-weekly commentator in the DominionPost and the Christchurch Press.

Kindly supported by



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# CONFERENCE PROGRAM

Sunday 27 July

12:30pm - 6:00pm Conference registration

1:00pm - 4:00pm

Cost \$311 + GST (choose one tour) All tours will depart from outside the Energy Events Centre.

**Taking tourism to the next level**

**Developing world-class facilities**

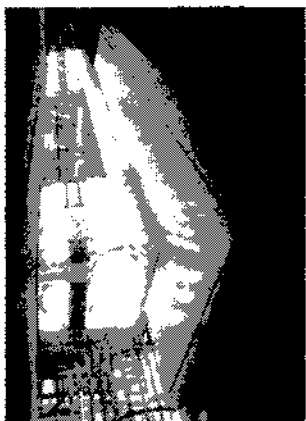
**Protecting our environment**

**Engineering solutions**

6:00pm - 7:30pm Simpson Grierson Welcome Reception, Energy Events Centre

Simpson Grierson is delighted to welcome you to enjoy Bay of Plenty hospitality at the conference Welcome Reception. Delegates are invited to catch up with one another over drinks, nibbles and entertainment.

Cost one ticket is included in the full delegate registration fee. Additional tickets are available for \$45 + GST. Semi-formal dress.



## Taking tourism to the next level

Rotorua has raised its unique geographical features to position itself as a Mountain Biking mecca. We visit the Redwoods, the base for much of the regions mountain biking and hear from Dave Donaldson, the Chairman of the organising Committee, about the security, management and success of the 07 World Championships that were held in Rotorua and the huge economic impact of mountain biking on Rotorua's economy.

We also visit Rotorua Airport to preview its plans for Teas airport services by mid-2008 and discuss the obstacles that need to be overcome for resource consent approval for the airport expansion.

## Developing world-class facilities

The iconic Rotorua Museum of Art and History celebrates its centenary in 2008. The Museum is currently being extended with an extension to the Northern wing with a further stage to follow to extend the southern wing of the building to complete the original 100 year old concept design. We look at what is planned with this exciting project.

Right next door is the multi purpose Energy Events Centre opened in 2007 and receiving wide acclaim in the marketplace, reflected in business levels surging past original projections. We will be given a comprehensive tour of the building, both front and back of house.

## Protecting our environment

This visit looks at the recently developed Haurua Bay lakefront and reserve and the recently restored Otiria wetland site and broadwalk. This area of wetland had been reduced and was under threat by development of Rotorua airport and agricultural encroachment with this restoration was undertaken.

The second part of the visit is to Lake Okaro where ERQP have led a major environmental project including the creation of a wetland for nutrient filtration, the creation of detention ponds for stormwater flows and fencing and plantings to the lake's margin and stream.

## Engineering solutions

The first part of the visit is to the Ohau Channel Diversion Wall project, part of the Lake's Restoration programme which is managed jointly by RDC, Environment SCDF and the Te Arawa Trust. Approx 70% of the nutrient input into Lake Rotorua comes from the Ohau channel, and the elimination of this is likely to avoid the algal blooms of the type seen in recent years within four to five years.

The trip proceeds to the Rotorua Wastewater Treatment plant. This plant adopts a biological nutrient activated sludge process followed by a Land Treatment System, all designed to reduce the release of nutrients into Lake Rotorua. Recently the plant has been upgraded to C-coding and the reticulation extended to include lakeside settlements.

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**Monday 28 July**

8.00am - 9.00pm Conference registration

9.15am - 10.15am N/A

Welcome speeches

Official opening by Rt Hon. Helen Clark, Prime Minister

10.15am - 10.50am

Morning tea, kindly sponsored by Meridian

10.50am - 11.35am

**Brian Doherty**, Professor of Economics, Director for the Centre of Local Government at the University of New England, kindly sponsored by Civic Assurance

11.35am - 12.20pm

**Judy McCreagor**, Equal Employment Opportunities Commissioner, Human Rights Commission, kindly sponsored by Bert

12.20pm - 12.30pm

Wrap-up

12.30pm - 2.00pm

Lunch, kindly sponsored by Meridian

12.40pm - 1.20pm

**Working Lunch - Local Government's Funding Revolution**

Sirpaan O'Brien hosts a working lunch on the revolutionary

Securities (Local Authorities Exemption) Amendment Act. This Act

will enable local authorities to fund intergenerational assets through

the offering of securities to the public and institutions. Jonathan

Safer and Adam Jackson will address opportunities and issues for

local authorities on a practical, policy and political level.

Please register your interest on the registration form, enclosed with

this brochure, or online registration.

2.00pm - 3.20pm

Break-out sessions based on Brian Doherty's presentation

3.20pm - 3.50pm

Afternoon tea, kindly sponsored by Meridian

3.50pm - 4.10pm

John Kay, Leader of the Opposition

4.10pm - 4.30pm

Wrap-up

6.30pm - 7.30pm

Pre-dinner drinks, Energy Events Centre

7.30pm onwards

**Fulton Hogan Conference Dinner, Energy Events Centre**

Fulton Hogan is pleased to sponsor the main social event of the conference, the conference dinner. We have a fabulous selection of wines, food and an extraordinary line-up of entertainment. All seating at the conference dinner will be pre-allocated. Prior to the conference delegates will have the opportunity to book tables of 1-10 people. Information on this process will be sent to registered delegates before the conference.

Cost one ticket is included in the full delegate registration fee. Additional tickets are available for \$120 + GST for partners. Pre-dinner drinks, tables, meal, entertainment and beverages are included. Formal dress.

Buses will be available to transport delegates from the conference hotels to the Energy Events Centre and return after the dinner.

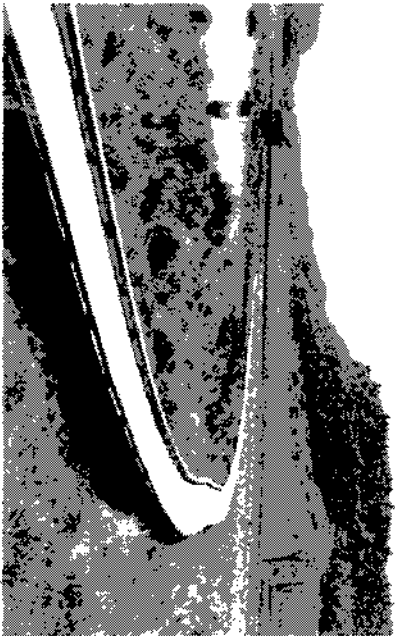


**Tuesday 29 July**

- 8:00am – 9:00pm Conference registration
- 9:00am – 9:40am **Simon Upton**, Consultant, PricewaterhouseCoopers, kindly sponsored by PricewaterhouseCoopers
- 9:40am – 10:00am Report back on Rangitikei Inquiry Progress, Eugene Bowen, Chief Executive, Local Government New Zealand
- 10:00am – 10:05am Introduction to the technical sessions (Transpower)
- 10:05am – 10:45am *Marongia*, kindly sponsored by Meridian
- 10:45am – 12:15pm

Choose one session

- Next Steps - Sustainable land transport networks**
- Managing land-use impacts on water**
- Housing affordability – Is there a role for councils?**
- Strengthening our people**



#### **Next Steps – Sustainable land transport networks**

The Government's reforms of the transport sector under the 'Next Steps' programme will have a profound effect on the way local government manages its land transport networks.

The changes provide opportunities for councils to influence transport outcomes in their regions, cities and districts, but also pose significant risks for councils and their communities. This workshop discusses 'Next Steps' and identifies how councils can avoid the risks and take advantage of the opportunities.

#### **Managing land-use impacts on water**

Increasing intensification of land-use has put pressure on our valuable water resources. The State of the Environment Report and the Parliamentary Commissioner for the Environment have both highlighted the increasing problem of land-use impacts on water quality. Water allocation is now a significant issue in many communities.

This session explores the challenges of water management and the sustainability of land-use activities. Case studies of Lake Taupo, the Rotorua Lakes and Hawke's Bay will cover the use of economic instruments and planning mechanisms to help address water management issues.

#### **Housing affordability – Is there a role for councils?**

Achieving affordable housing for New Zealanders is a complex issue. There are many citizens and many possible responses. Should councils be involved in the affordable housing debate, and if so, in what way?

This session looks at practical case studies where councils have decided to become involved (and why). You will hear from the community housing sector on partnership opportunities, and receive a brief update on government initiatives affecting local government.

The case studies will provide some views and ideas to stimulate a workshop discussion to debate the issues and possible solutions from a local government perspective.

#### **Strengthening our people**

We all want healthy, happy, safe communities and councils want to do what they can to contribute to this. But what is the best way for councils to support positive social outcomes? How can we work with social service providers to achieve positive change, but this session and find out!

Learn what has worked in Rotorua and the lessons you can take home. We will visit a number of social service providers to hear from them and the council about what works. Join us for this practical and informative session to learn how to deliver the best possible social outcomes for your community.

*(Note – this session may extend into the lunch break as it may involve offsite visits to providers with lunch included on the tour)*

12:35pm – 1:30pm	Lunch, kindly sponsored by Meridian
1:30pm – 3:00pm	Choose one session
	<b>Growing communities through digital technologies</b>
	Smart initiatives for sustainable infrastructure
	Using your Community Boards for added value
	Writing our history: A workshop for local government
3:00pm – 3:30pm	Afternoon tea, kindly sponsored by Meridian
3:30pm – 3:45pm	Hon. Nanaia Mahuta, Minister of Local Government
3:50pm – 4:30pm	Debater: "The Local Government Act (2002) is all we need for successful local government"
	This is sure to be one of the highlights of the conference as well known local government personalities argue in a light-hearted and entertaining way for and against the proposition that "the Local Government Act (2002) is all we need for successful local government"
4:30pm – 5:00pm	Wrap-up and farewell to Basil Morrison, President, Local Government New Zealand
5:15pm – 7:00pm	Mayors' Taskforce for Jobs, (attendance by invitation only)
	Free social night

**Growing communities through digital technologies**

In a global environment, the competition for resources, local business, services and lifestyle recognition has become more intense. This session might just offer some councils have responded to ensuring local educational institutions offer the best possible opportunities for all students, how core health services are enhanced, how new businesses are attracted and how the area is marketed internationally, all through the use of modern technologies.

These examples follow the discussions at the Broadband Forum on local government's role in the broadband world. Councils can have a significant influence on the general well-being of their communities by recognising the benefits derived from digital technologies. This is your chance to see how other areas have responded to such opportunities.

**Smart initiatives for sustainable infrastructure**

Growth in population, demand and costs has put some council infrastructure services at a crisis point. Whether it is next year that your water supply will be critically stretched, or in five years time that your landfill will be full, councils are increasingly looking for new initiatives to reduce demand and conserve infrastructure resources.

This session focuses on water and waste services with practical case studies where councils are using alternative approaches (and why) and cooperation of government initiatives that are driving a more sustainable approach in local government services.

**Using your Community Boards for added value**

Councils and community boards cannot partner well, even in our communities in isolation. Shaping communities to meet the needs of the diverse groups we represent requires building relationships and partnerships at all levels, including the neighbourhood level.

This workshop profiles a community board which partnered with its local high school to take a strongly participative and innovative approach to creating the needs of their community, especially young people, were addressed in a major mall development. Representatives from the Board and high school will brief delegates on what they did, what they achieved and the value of partnerships.

**Writing our history: A workshop for local government**

How will the heritage, history and story of your community be recorded for the future? Does your community value and understand this history now?

Those in local government who are proud of the areas they live in and want to see their heritage written up in an interesting and informative way will benefit from this stimulating and practical workshop session.

The workshop will be facilitated by Mayor Bob Harvey. As well as being long-time Mayor of Wairakere City, Bob is passionate about our stories, and believes it is imperative the history of all cities, towns, boroughs and areas be captured for future generations. Bob is the author of several histories of the west. He is currently involved in the publication of a history of Wairakere to commemorate the 20th year of the City and the long history of settlement in the region.

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**Wednesday 30 July**

9.00am – 12.30pm Conference registration

8.30am – 9.30am Sector Annual General Meetings

9.30am – 10.00am Morning tea kindly sponsored by Meridian

10.00am – 12.00pm Local Government New Zealand Annual General Meeting

Please refer to pages 11 and 12 for more information on the Annual General Meeting. The Sector Annual General Meetings and the Annual General Meeting are for members only

12.00pm – 12.15pm Closing address from the President of Local Government New Zealand

Local Government New Zealand with the support of Conq, will have a quiet space available for networking in the Grand Hall of the Energy Events Centre.

Local Government New Zealand also recognises the support of MWH for the conference site hire. After the conference we encourage you to reuse the conference site hire for other activities or to pass them on to friends and family for their use.



2017

Local Government New Zealand



# Energy Events

Monday 28 and Tuesday 29 July

All tours will depart from outside the Energy Events Centre. Tours will leave promptly so please be early (this finish time may vary slightly). Minimum and maximum numbers apply so tour bookings will be reconfirmed closer to the conference. A full refund will apply for any tour cancelled by the organisers due to low numbers.

**Costs include GST**

	Rotorua à Pied	Spirit of Tarawera	See, Hear, Taste	Art Up Close and Personal
Monday	10:00am - 11:30am	10:00am - 2:00pm		
	or			
	2:00pm - 3:30pm			
Tuesday	10:00am - 11:30am		9:00am - 11:30am	12:30pm - 3:30pm
	or			
	2:00pm - 3:30pm			



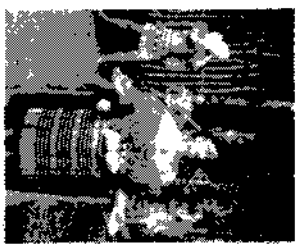
**Rotorua à Pied**  
90 minutes, group of 1-10 people per tour \$15 per person

Let yourself be led away in Rotorua's historical district. Even if you've seen the sights before you'll find this walking tour of great interest with a professional guide's commentary at points where you stop along the way. (Enroute you can also check out your options to adjourn to a coffee shop afterwards!) The tour will operate in wet weather so pack your umbrella just in case.



**Spirit of Tarawera**  
4 hours, group of 30-50 people \$65 per person

After a short scenic drive from the city step aboard a private luxury catamaran, Cleverley Spirit, on spectacular Lake Tarawera. Enjoy the crystal clear water and mountain views as you cruise around the lake and visit a hot water beach. There will be an optional guided bush walk so wear suitable footwear. A delicious picnic lunch will be served onboard. This is an outing not to be missed!



**See, Hear, Taste**  
2.5 hours, group of 10-20 people \$45 per person

No visit to Rotorua is complete without some local Maori cultural experience. In this unique tour we offer you a combination you won't find in any tour brochure. Stroll to the Realm of Tane where you will be enthralled by their Maori story of creation and introduced to plants used for medicinal purposes as well as food. Continuing this theme you will stroll down the road a short way to join the charming Head Chef of the Millennium Hotel for a very tasty morning tea with a difference.



**Art Up Close and Personal**  
3 hours, group of 20-25 people \$60 per person

Travel to the homes of three fascinating local artists. Visit their studios where they will in turn discuss their art and attitudes. Learn about their different styles and processes and view their work in progress. Homemade afternoon tea will be served in one of their gardens. You should probably ensure you have your wallet with you in case you are tempted by any of their wares!

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# Registration Information

## Full Conference Registration

Earlybird prior to and including 15 May  
**\$1017.78 + GST (\$1145 including GST)**

Standard from 16 May

**\$1155.56 + GST (\$1300 including GST)**

- Attendance at all conference sessions
- Satchel and contents
- Morning and afternoon tea
- Lunch
- Simpson Gieson Welcome Cocktails
- Fulton Hogan Conference Dinner

**Day Registration \$555.56 + GST (\$625 including GST)**

- Attendance at that day's conference sessions
- Satchel and contents
- Morning and afternoon tea
- Lunch
- Attendance at that day's social functions

## Partner Registration

This year we have changed from a specific partner registration to partners registering for the particular event, or combination of events.

If you are bringing a partner to the conference, please register your partner on your registration form. If your partner wishes to attend the social functions and partner's lunch, please select the events on your registration form. All of these events have been priced separately so partners can choose what suits them. Everyone registered as partners will receive a name badge and a partner's bag.

## How to Register



Mail this completed form together with your cheque or credit card payment for Conference Innovators Ltd, PO Box 13-094, Christchurch 8141.



Visit the website [www.ignz.co.nz](http://www.ignz.co.nz), click on 'Event' 'Conference 2008' and follow the link to the online registration form. Print a copy for your records. Payment for registration can be made by credit card (secure transmission facilities provided) or an invoice can be requested.

Once you have completed the submission process, a summary of your registration will be emailed automatically and a tax invoice will be posted within seven days of your submission. You may access and amend your details until one month prior to the conference.



Fax the completed form (both sides) together with your credit card payment or invoice purchase order to: Conference Innovators 1 64 3 279 0460. A tax invoice will be sent on receipt of the registration form. Payment can be made by cheque, credit card or direct credit into the account nominated on the tax invoice.

Accommodation can be booked online but must be guaranteed with a credit card number. The credit card will be used as a guarantee only and no charges will be debited prior to check-out. On check-out your accommodation costs over the settled with cash, cheques or credit card. If you wish to charge back your accommodation to your council this can be done at check out as long as you have made prior arrangements directly with the hotel concerned.

## Cancellations

Should you need to cancel your registration, you may reassign your registration to another person. All cancellations and substitutions must be notified in writing to Conference Innovators. Registration cancellations received in writing before and including 27 June will receive a full refund. Registration cancellations between 29 June and 17 July inclusive will receive a full refund less an administration charge of 25 percent of the registration fee.

No refunds will be made from 18 July inclusive. Delegates are not to share registrations. Charges for cancellations of accommodation, particularly within one month of the conference, will be subject to the discretion of the hotel concerned and your credit card may be charged a cancellation fee levied by the hotel.

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## CONFERENCE ACCOMMODATION

The conference has reserved a block booking in each of the listed hotels. Rooms will be allocated on a first in basis until 26 June 2016 as long as there are rooms available. Rooms can only be booked by registered delegates. After this date the rooms will be released and no guarantee can be made that rooms will still be available for late bookings.

Bookings should be made as part of the on-line registration process or on the registration form in this brochure.

Accommodation booked must be guaranteed with a credit card. The credit card will be used as a guarantee only and no charges will be debited prior to check-out (apart from any cancellation fees that may apply). Cancellation fees may apply any time within the month prior to conference.

On check-out your accommodation costs and incidentals can be settled with cash, eftpos or any credit card. If you wish to charge back to your council this can be done during check-out, as long as the council has made a prior arrangement directly with the hotel concerned.

All prices are per night and exclusive of GST and breakfast.



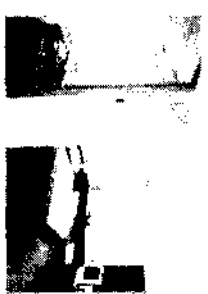
### Millennium Hotel

(Official Conference hotel)

All Guest Rooms \$169 + GST

Check in: 2:00pm Check out: 10:00am

Cor Erera and Hinemaru Streets, 5 minutes walk to the Energy Events Centre



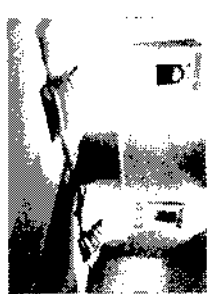
### Novotel Lakeside Rotorua

Guest Room \$177 + GST

Junior Suite \$266 + GST

Check in: 2:00pm Check out: 11:00am

Futuakeki Street, 8 minutes walk to the Energy Events Centre



### Sudima Hotel Lake Rotorua

Superior Room \$135 + GST

Check in: 2:00pm Check out: 10:00am

1000 Erera Street, 6 minutes walk to the Energy Events Centre



### Princes Gate Hotel

Double Room \$165 + GST

Check in: 2:00pm Check out: 11:00am

(Note hotel is only available nights of conference, not pre/post nights)

1057 Arawa Street, 5 minutes walk to the Energy Events Centre



### Mayfair Apartments

Two Bedroom Apartment \$250 + GST

(managed by the Princes Gate Hotel including check in)

Check in: 2:00pm Check out: 10:00am

(Note rate applies for up to 4 people in double and twin rooms, subject to availability nights of conference)

1080 Pulaki Street, 5 minutes walk to the Energy Events Centre

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21st Annual General Meeting  
 of Local Government New Zealand  
 Wednesday 30 July 2008  
 10.00am-12.00pm  
 Energy Events Centre  
 All delegates for the Annual General Meeting must register by 30 June 2008.

**Wednesday 30 July 2008**  
**10.00am-12.00pm**  
**Energy Events Centre**  
**The Annual General Meeting**  
**is open to members only.**  
**All delegates for the Annual**  
**General Meeting must**  
**register by 30 June 2008.**

**Membership**

Member authorities notified to membership of Local Government New Zealand are entitled to representation at the Annual General Meeting.

The representation of each member authority is determined by member authority resolution or by the mayor/chaiperson or principal administration officer of each member authority. Members include elected members and staff of all fully financial local authorities.

**Delegates**

The number of delegates officiating at the Annual General Meeting is determined by the local authority population level. A list of the total number of delegates allowed per member authority is available at [www.lgnz.co.nz](http://www.lgnz.co.nz). Please note that the number of representatives at the Annual General Meeting does not affect the number of delegates able to attend the Conference. Each member authority may nominate:

- Presiding Delegate - the person responsible for voting on behalf of the authority at the Annual General Meeting
- Alternate Delegates - persons responsible for voting on behalf of the authority if the Presiding Delegate is absent from the Annual General Meeting
- any other delegates - provided the total number attending the Annual General Meeting does not exceed the number of representatives allowed
- any observers attending - no speaking or voting rights
- Please note that persons attending the Annual General Meeting as observers will be seated separately from the main delegation.

Following the closing date a list of each local authority's registered delegates will be sent immediately to the principal administration officer or the Mayor/Chairperson of each local authority for confirmation. This is to ensure that only those persons authorised to do so may speak on behalf of their council, as a member of Local Government New Zealand. Please ensure that all delegates are aware of the delegate role they have been nominated for.

AGM information continued overleaf

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Local Government New Zealand  
 100 Victoria Road  
 Auckland

AGM Registration Form (2008)

Registrations for the 21st Annual General Meeting must be received by 30 June 2008.

Delegate name: .....

Authority: .....

Tel: .....

Email: .....

All delegates please select one of the following options:

I am a member and will attend the AGM - please indicate one of the following

Presiding delegate

Alternate delegate

Other delegate

Observer - sitting away from the main delegation

Local Government New Zealand members include all elected members and staff of fully financial member local authorities.

If you are registering for someone else and they are attending the AGM please ensure that they are aware of the delegation they have been nominated for.

I am a Life Member

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Wellington

PO Box 1274

Local Government New Zealand

AGM Registration

Registrations for the 21st Annual General Meeting must be received by 30 June 2009. Detach this completed form and pass in an envelope to:

**Remit Process**

Submission of proposed remits for consideration at the Local Government New Zealand Annual General Meeting are open and must be received no later than Wednesday 26 May 2008. All proposed remits and accompanying information must meet the remit policy. Those meeting this policy will be screened by the Remit Screening Committee and following approval will move forward to the Annual General Meeting for consideration by the membership. The full remit process and policy can be found at [www.lgnz.co.nz](http://www.lgnz.co.nz).

**Voting Entitlements**

The voting entitlement of each member authority is determined by the local authority subscription levels. No member authority whose annual subscription is in arrears is entitled to vote at the Annual General Meeting. A list of voting entitlements can be found at [www.lgnz.co.nz](http://www.lgnz.co.nz).

**Obituaries**

Local Government New Zealand requests that obituary notices for inclusion in the Annual General Meeting proceedings for the period from 19 July 2007 onwards should be advised in writing no later than Monday 21 July 2008.

**AGM Information**

For further clarification of the requirements regarding any issue of the Annual General Meeting contact the Local Government New Zealand office.  
Tel: +64 4 924 1200 Email: [info@lgnz.co.nz](mailto:info@lgnz.co.nz)



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1 February 2008

NC 40-04

- M E M O R A N D U M -

TO: All Mayors/Chairs  
All Chief Executives

FROM: Internal Governance Manager

SUBJECT: 2008 Annual General Meeting Remit Process

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We invite member authorities wishing to submit proposed remits for consideration at the *Local Government New Zealand* Annual General Meeting (AGM) to do so no later than Wednesday 28 May 2008. This is to ensure that we comply with Rule G3 of the Rules, ie that remits are forwarded to the Chief Executive not less than two months before the date of the Annual General Meeting.

It is important to note that the meeting dates for Zones have been scheduled to allow, and indeed encourage, members to raise issues of importance through the Zone meetings and then the National Council meetings rather than the AGM.

Also, the primary route for members to propose areas of work for national action on legislative or policy matters is now well established as being through the process of developing the annual *Local Government New Zealand* Work Programme. We therefore recommend that you consider, before submitting a remit, whether or not the issue could be better and more immediately dealt with through these avenues.

Proposed remits should be sent with the attached form. This form can be downloaded on the *Local Government New Zealand* website [www.lgnz.co.nz](http://www.lgnz.co.nz) under About Us; Annual General Meeting. The full remit policy can also be downloaded from the website.

#### Remit Policy

Proposed remits, other than those relating to the internal governance and constitution of *Local Government New Zealand*, should address only major strategic "issues of the moment". They should have a national focus articulating a major interest or concern at the national political level.

The criteria for considering remits were reviewed in March 1999 and National Council adopted the following Remits Screening Policy:

1. Remits must be relevant to local government as a whole rather than exclusively relevant to a single Zone, Sector group or an individual council

2. Remits should be of a major policy nature (constitutional and substantive policy) rather than matters that can be dealt with by administrative action
3. Remits must have formal support from at least one Zone or Sector Group meeting, or five Councils, prior to their being submitted, in order for the proposer to assess support, clarity of the proposal etc
4. Remits defeated at the AGM in two successive years will not be permitted to go forward
5. Remits will be assessed to determine whether the matters raised can be actioned by alternative, and equally valid means to achieve the desired outcome
6. Remits that deal with issues or matters currently being actioned by *Local Government New Zealand* may also be declined on the grounds that the matters raised are "in-hand". This does not include remits that deal with the same issue but from a different point of view
7. Remits must be accompanied by background information and research to show that the matter warrants consideration by delegates. Such background should demonstrate:
  - the nature of the issue
  - the background to it being raised
  - the issue's relationship, if any, to the current *Local Government New Zealand* Work Programme and its objectives (for a copy please refer to our website, [www.lgnz.co.nz](http://www.lgnz.co.nz), under About Us. (The 2008-09 version will be posted on the website following the May 2008 National Council meeting)
  - the level of work, if any, already undertaken on the issue by the proposer, and outcomes to date
  - the resolution, outcome and comments of any Zone or Sector meetings which have discussed the issue
  - suggested actions that could be taken by *Local Government New Zealand* should the remit be adopted.

#### Remit Process

*Local Government New Zealand* will take the following steps to finalise remits for the 2008 AGM:

- all proposed remits and accompanying information must be forwarded to *Local Government New Zealand* no later than Wednesday 28 May 2008, to allow time for the remits committee to properly assess remits
- a remit screening committee (comprising the President, Vice President and Chief Executive) will review and assess proposed remits against the criteria described in the above policy
- prior to their assessment meeting, the remit screening committee will receive analysis from the *Local Government New Zealand* staff on each remit assessing each remit against the criteria outlined in the above policy
- proposed remits that fail to meet the tests imposed by the above policy will be informed as soon as practicable of the committee's decision, alternative actions available, and the reasons behind the decision

- proposed remits accepted will be contacted as soon as practicable to arrange the logistics of presenting the remit to the AGM
- all accepted remits will be posted to the *Local Government New Zealand* website at least one month prior to the AGM

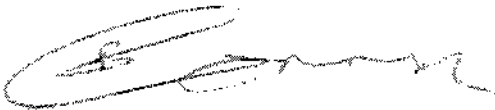
To ensure quality preparation for members' consideration at the AGM, the committee will not consider or take forward proposed remits that do not meet this policy, or are received after Wednesday 28 May 2008.

#### General

Remits discussed at the AGM will be presented in the AGM Business Papers that will be distributed to delegates not later than 2 weeks before the AGM, as required by the Rules.

The minutes of previous AGM's can be found at [www.lgnz.co.nz](http://www.lgnz.co.nz) under About Us; Annual General Meeting.

Should you require further clarification of the requirements regarding the remit process please contact [bridgette.connor@lgnz.co.nz](mailto:bridgette.connor@lgnz.co.nz) or 04 924 1216.



Bridgette Connor  
Internal Governance Manager  
*Local Government New Zealand*



ANNUAL GENERAL MEETING 2008  
REMIT APPLICATION

Council Proposing Remit:	
Contact Name:	
Phone:	
Email:	
Fax:	
Remit passed by: (zone/sector meeting and/or list 5 councils as per policy)	
Remit:	

Background Information and Research:

Please attach separately and include:

- nature of the issue
- background to its being raised
- new or confirming existing policy
- how the issue relates to objectives in the current Annual Work Programme
- what work or action on the issue has been done on it, and the outcome
- any existing relevant legislation, policy or practice
- outcome of any prior discussion at a Zone or Sector meeting
- evidence of support from Zone/Sector meeting or five councils
- suggested course of action envisaged.

Please forward to: *Local Government New Zealand*  
Bridgette Connor, Internal Governance Manager  
P O Box 1214, Wellington 6140

no later than Wednesday 28 May 2008

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