

Council Meeting 20190515 Attachments

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Minutes of an ordinary meeting of Council held in the Council
Chamber at Level 2 Philip Laing House
144 Rattray Street, Dunedin on
Tuesday 3 April 2019, commencing at 1 pm

Membership

Cr Stephen Woodhead	<i>(Chairperson)</i>
Cr Gretchen Robertson	<i>(Deputy Chairperson)</i>
Cr Graeme Bell	
Cr Doug Brown	
Cr Michael Deaker	
Cr Carmen Hope	
Cr Trevor Kempton	
Cr Michael Laws	
Cr Ella Lawton	
Cr Sam Neill	
Cr Andrew Noone	
Cr Bryan Scott	

Welcome

Cr Woodhead welcomed Councillors, members of the public and staff to the meeting.

1. APOLOGIES

No apologies were noted.

2. LEAVE OF ABSENCE

Resolution

That the request for leave of absence from Cr Andrew Noone be accepted.

Moved: Cr Woodhead

Seconded: Cr Hope

CARRIED

3. ATTENDANCE

Sarah Gardner (Chief Executive)
Nick Donnelly (General Manager Corporate Services and CFO)
Gavin Palmer (General Manager Operations)
Peter Winder (Acting General Manager Regulatory)
Andrew Newman (Acting General Manager Policy, Science and Strategy)
Sally Giddens (General Manager People, Culture and Communications)
Peter Fitzjohn (Director Stakeholder Engagement)
Liz Spector (Committee Secretary)

4. CONFIRMATION OF AGENDA

The agenda was confirmed as tabled.

5. CONFLICT OF INTEREST

No conflicts of interest were advised.

6. PUBLIC FORUM

No requests to address the Council were received.

7. PRESENTATIONS

No presentations were conducted.

8. CONFIRMATION OF MINUTES

Resolution

That the minutes of the (public portion of the) Council meeting held on 20 February 2019 be received and confirmed as a true and accurate record.

Moved: Cr Hope

Seconded: Cr Bell

CARRIED

9. ACTIONS (STATUS OF COUNCIL RESOLUTIONS)

Status report on the resolutions of the Council Meeting

Report	Action	Status
Delegations – Resource Management Act (Council 27/6/18)	<i>An independent review of the Council's consenting functions be undertaken</i> <i>That the Chief Executive prepares a brief on the requirements of the review for Council consideration.</i>	COMPLETE

10. CHAIRPERSON'S AND CHIEF EXECUTIVE'S REPORTS

10.1. Chairperson's Report

Chairman Woodhead reported to the Council on the most recent Mayoral Forum held on 5 March, updated on the Civil Defence and Emergency Management 2018-2028 Group Plan, the Mana to Mana meeting on 15 March, and briefed them on other community events he attended since the 20 February 2019 Council Meeting.

Resolution

That the Council:

- 1) **Receives** this report.

Moved: Cr Laws
Seconded: Cr Robertson
CARRIED

10.2. Chief Executive's Report

Chief Executive Sarah Gardner reviewed her report with the Councillors. She briefed them on meetings she attended since the previous Council Meeting, discussed the Environmental Extension Group Meeting she presented at and reviewed the Procedural Decision handed down from the Environment Court on the Proposed Regional Policy Statement. The Councillors had several questions about the decision and Mrs Gardner said she had taken steps to lodge an appeal with the court. Councillor Laws requested a more in-depth discussion of the procedural decision be brought to the next Policy Committee meeting and requested ORC's legal counsel to be invited to the discussion. Mrs Gardner also detailed developing stages of a new customer service strategy which will come to Council in the new financial year.

Resolution

That the Council:

- 1) **Receives** this report.
- 2) **Directs** staff to provide a full report with implications of Procedural Decision No NZEnvC42 on appeals to the RPS to the next Policy Committee meeting and request attendance of ORC Legal Counsel at that meeting.

Moved: Cr Laws
Seconded: Cr Robertson
CARRIED

11. MATTERS FOR COUNCIL DECISION

11.1. Recommendation from Hearing Panel - Otago Navigation Safety Bylaw 2018

Harbourmaster Steve Rushbrook addressed the Council about proposed new navigational bylaws. He said the new bylaw is designed to provide clarity around navigation safety requirements and has been updated to reflect changes since the previous 2003 bylaw. He said some of the updates addressed rules related to use of lifejackets in all vessels up to 6 metres, and proper use of kill cords in small vessels. He said public consultation was conducted and during this consultation phase, an addition was requested by DoC to reflect their standard wording for operating vessels close to marine mammals. Mr Rushbrook said this will give ORC the opportunity to support and educate water users in our region about appropriate vessel operation around marine life. He said if the Council adopts the bylaw as presented, it will become effective as of 1 May 2019 and signage installation and other public awareness efforts will begin.

Councillor Bryan Scott thanked Mr Rushbrook for the work undertaken to bring the updated bylaw to the Council. He then made a motion.

Resolution

That the Council:

- 1) **Receives** this report.
- 2) **Adopts** the Otago Regional Council Navigation Safety Bylaw 2019, as recommended by the Hearings panel, with a commencement date of 1 May 2019
- 3) **Approves** the affixing of the common seal to the Otago Regional Council Navigation Safety Bylaw 2019.

Moved: Cr Scott
Seconded: Cr Lawton
CARRIED

11.2. Freshwater Management Unit setting and Engagement approach

Policy Analysts Julia Briggs, Sylvie Leduc, Tom De Pelselmaecker along with GM Andrew Newman addressed the Councillors about the proposed FMU setting and engagement approach. Ms Briggs said a team comprised of staff across the organisation and iwi representatives met weekly over the past three months to draft a preferred plan for implementation. She said they chose an approach that captured Ki uta ki tai, or Mountains to the Sea, criteria. The team researched whether community group views were known and if there were active community groups. She said they also considered the relationship of iwi with water and how the FMU boundaries would align with territorial authorities.

Councillor Deaker thanked staff for the collaborative effort to bring this plan to the Council. Councillor Robertson said the plan looks and feels right. She asked that the member communities be involved at a grass-roots level to give input on their desired objectives and values. Councillor Lawton asked staff to ensure data will be made available to the communities

so they can follow the process that has been used to determine the FMU boundaries. Councillor Laws asked that Community Reference Groups be fully utilised and have an important voice in the final adoption of the FMUs and freshwater objectives.

Ms Leduc spoke about the engagement model. She said there will be a consistent and transparent consultation process to define freshwater objectives and limits. She said there will be consultation on "futures" scenarios, options for freshwater objectives, and options assessment prior to notification. Councillor Woodhead stated today's objective is setting the framework for the conversation with the communities. He said the task is ultimately to educate the regional community on freshwater management and give them the opportunity to provide input. There was no further discussion and Cr Woodhead asked for a motion.

Resolution

That the Council:

- 1) **Receives** this report, and
- 2) **Adopts:**
 - a. *The following FMUs for managing fresh water across Otago:*
 - (i) *Five Freshwater Management Units for the Otago region, respectively called the Mata-au, Taieri, North Otago, Dunedin Coastal and Catlins; and*
 - (ii) *A further delineation of the Mata-Au into five sub-units, called rohe, being Upper Lakes, Dunstan, Manuherekia, Roxburgh and Lower Clutha rohe.*
 - b. *The proposed consultation and engagement model for the development of freshwater objectives for Otago's FMUs, excluding the Arrow and Cardrona catchments, and the Manuherekia rohe; and*
 - c. *The proposed engagement approach for priority plan changes in the Arrow and Cardrona catchments, and the Manuherekia rohe.*

Moved: Cr Scott
Seconded: Cr Deaker
CARRIED

11.3. Delegations

Chief Executive Sarah Gardner reviewed proposed changes to the Delegations Manual with the Council. She said the changes were only to map title changes due to the recent internal reorganisation, with no functional changes made to the delegations. Cr Woodhead asked for a motion.

Resolution

That the Council:

- 1) **Endorses** the equivalence mapping of existing delegations to new positions and authorises the Chief Executive to update the Delegations Manual to reflect the changes.
- 2) **Notes** that the Chief Executive bring a review of Delegations to the next Council meeting.

Moved: Cr Robertson
Seconded: Cr Noone
CARRIED

11.4. 2019-20 Annual Plan: Draft Financial Forecast and Community Engagement

General Manager Corporate Services and CFO Nick Donnelly and Manager Corporate Planning Mike Roesler presented the 2019/20 Annual Plan draft to the Councillors. Mr Roesler said the report enables Council to agree to proposed adjustments to the detailed financial forecasts defined in year two of the Otago Regional Council 2018-28 Long Term Plan (LTP). He said the report also details the proposed community engagement approach related to the adjustments. Mr Donnelly explained that the proposed changes do not trigger the Council Significance and Engagement Policy, nor do they make any significant or material changes to the content of the previously adopted LTP. Therefore, he said staff recommended an engagement approach that reflects Council's intention to maintain the direction agreed in the LTP.

Councillor Graeme Bell asked how the public will be able to provide feedback on the proposed adjustments. Mr Roesler said while the community engagement approach will be less formal than in previous years, it will include community events where the public can speak personally with Councillors, a digital brochure outlining the adjustments available on the ORC website, an online suggestion box to receive public comments, social and print media releases, as well as radio interviews. Cr Laws asked if the brochure will be delivered to all ratepayers. Mr Roesler said that it would not be, however, the printed brochure would be available upon request. Cr Robertson said she thinks most submitters will appreciate the new method of engagement. Cr Kempton said he has found there has been an enormous rise in number of public submissions, but that hasn't correlated with an increase to the number of people requesting to speak at hearings. He said a slightly less formal style has increased engagement. After further general discussion, Councillor Brown made a motion.

Resolution

That the Council:

- 1) **Notes** an important step in reviewing the detail financial forecasts defined in year 2 of its 2018-28 Long Term Plan has been completed and the proposed adjustments are provided in this report.
- 2) **Notes** that the proposed adjustments to the 2018-28 Long Term Plan as provided in this report are consistent with the strategic direction previously consulted and agreed with the community.
- 3) **Approves** the proposed adjustments to the 2018-19 Long term Plan as contained in attachment 1 as providing the basis for engaging with the community.
- 4) **Agrees** that the proposed adjustments provided in attachment 1 do not include or result in significant or material differences from the content of the 2018-28 Long-term Plan.
- 5) **Approves** the community engagement approach as provided in attachment 2 of this report.

Moved: Cr Brown

Seconded: Cr Noone

CARRIED

12. MATTERS FOR NOTING

Cr Woodhead declared the meeting adjourned at 3:05 p.m. for 10 minutes.

Cr Woodhead reconvened the meeting at 3:15 p.m.

12.1. Documents Signed under Council Seal

Resolution

That the Council:

- 1) **Notes** this report.

Moved: Cr Neill

Seconded: Cr Noone

CARRIED

12.2. Priority Catchments

General Manager Policy, Science and Strategy Andrew Newman addressed the Council about the framework for assessing risk in the catchment plan change process. He said the paper was presented to provide insights on the initial view of the main risks along with mitigation processes, associated with the development of plans to notify Arrow, Cardrona and Manuherikia as priority catchments. Mr Newman iterated the paper was a work in progress, and by no means a complete register of risk mitigation processes. He said staff will bring a project plan back to the Council to articulate the information better, which will also clarify terms of reference for any community reference or technical advisory groups as well as clarify what roles will be undertaken by internal staff.

Cr Kempton thanked Mr Newman for the report. He said a critical component of a successful implementation will be the ability to mitigate and close out risks while keeping an eye on potential or emerging risks. Cr Robertson said it will be critical to ensure Council's objectivity as a regulator, leader and facilitator and to ensure this is expressed to the community. Cr Lawton asked how Mr Newman anticipated the reference groups would work. She asked how a local resident would be selected to participate and if remuneration would be part of participation. Mr Newman said those details would be worked out, but if a group member was working on behalf of an interest group, they would be acting for their employer and be remunerated by that employer. He said if the member was an individual or had a genuine hardship, compensation would be discussed. Cr Scott requested regular progress reports be presented to Council and suggested a refresher on the terms of reference for this program would be valuable. He said he was interested in the Quality Assurance process staff was working with to achieve the best possible outcome for the Council and community. Mrs Gardner said it was important not to blur the division between operational and governance and asked that Councillors give clear direction to allow staff to get on with what Council wants accomplished. Cr Woodhead agreed and said a discussion around process and responsibilities can be arranged by Mrs Gardner. After further deliberation, Cr Kempton made a motion.

Resolution

That the Council:

- 1) **Receives** this report and provides guidance to staff on their view of risks to achieving material progress on plan frameworks – to notification, for the “Priority Catchments” being Arrow, Cardrona and Manuherikia.

Moved: Cr Kempton
Seconded: Cr Robertson
CARRIED

16. RESOLUTION TO EXCLUDE THE PUBLIC

Resolution

Moved: Cr Woodhead
Seconded: Cr Brown
CARRIED

That the public be excluded from the following parts of the proceedings of this meeting, namely:

Item 1.1 Approval of minutes of the 20 February 2019 Public Excluded Council Meeting

Item 2.1 Head Office Update

Resolution

That the meeting resume in public session at 04:32 pm.

Moved: Cr Woodhead
Seconded: Cr Scott
CARRIED

13. REPORT BACK FROM COUNCILLORS

Cr Lawton reviewed a transport update from Wakatipu Transportation.

Cr Bell discussed a NZ research program using dung beetles to improve water quality and soil health. He also mentioned questions from the public about the K5 is not working to curtail the rabbit population in Central Otago. Cr Woodhead mentioned that a report on the 6-month blood testing results on rabbits will be coming to the next committee round.

Cr Hope mentioned several DairyNZ events she attended as well as a day with Catchments Otago. She also mentioned a meeting in Invermay with the Forestry Field Day where the impact of deer in waterways was discussed.

14. NOTICES OF MOTION

No Notices of Motion were advised.

15. RECOMMENDATIONS ADOPTED AT COMMITTEE MEETINGS

15.1. Recommendations of the Policy Committee

Resolution

That the recommendations of the of the 20 March 2019 Policy Committee were confirmed.

Moved: Cr Robertson

Seconded: Cr Brown
CARRIED

**15.2. Recommendations of the Regulatory Committee
Resolution**

That the recommendations of the 21 March 2019 Regulatory Committee meeting were confirmed.

Moved: Cr Scott
Seconded: Cr Neill
CARRIED

**15.3. Recommendations of the Communications Committee
Resolution**

That the recommendations of the 20 March 2019 Communications Committee meeting were confirmed.

Moved: Cr Deaker
Seconded: Cr Laws
CARRIED

**15.4. Recommendations of the Technical Committee
Resolution**

That the recommendations of the 21 March 2019 Technical Committee were confirmed.

Moved: Cr Noone
Seconded: Cr Lawton
CARRIED

**15.5. Recommendations of the Public Portion of the Finance and Corporate
Committee
Resolution**

That the recommendations of the 20 and 21 March 2019 Finance and Corporate Committee meeting were confirmed.

Moved: Cr Brown
Seconded: Cr Noone
CARRIED

17. CLOSURE

The meeting was declared closed at 04:40 pm.

Chairperson

Date

LGNZ Rules Review

Proposed amendments to the Rules

Since late 2018, LGNZ has consulted with members on options for changing the LGNZ Rules, at Zone and Sector meetings.

Attached are a number of proposed substantive and technical changes to the Rules, which are based on feedback from members. These proposed changes have been discussed with, and endorsed by, LGNZ's Governance and Strategy Advisory Group (GSAG) and National Council.

The rationale for each of the proposed changes is set out in further detail below.

These proposed changes to LGNZ's Rules will be discussed and voted on at LGNZ's Annual General Meeting (AGM) on Sunday 7 July 2019. Although LGNZ's Rules provide that LGNZ is only obliged to give members 10 working days' notice of any proposed changes to the Rules, we are providing the proposed changes to councils early so as to allow proper consideration and discussion of the proposed changes by your council, ahead of the AGM.

Proposal One – Amendments to provide Te Maruata representation on National Council (including consequential amendments)

To reflect the increasing diversity of the local government family/whanau it is proposed that the Rules be amended to provide that the Chair of Te Maruata is a member of National Council, with full voting rights.

Te Maruata Roopu Whakahaere (Te Maruata) is a subcommittee of the National Council comprised of Māori elected members. Te Maruata was established in response to a remit passed at the 2008 LGNZ AGM. Its role is to promote increased representation of Māori as elected members of local government; to enhance Māori participation in local government processes; provide support for councils in building strong relationships with iwi, hapu and Māori groups; provide Māori input on development of future policies or legislation relating to local government; and foster and support a network of Māori elected members and staff of local government for the purpose of sharing information, challenges and aspirations relevant to kaupapa Māori.

Given Te Maruata's importance, National Council resolved in 2018 that the Chair of Te Maruata would sit on National Council as a non-voting member. Feedback from members is that the time is now right for Te Maruata's Chair to sit as a full member of National Council.

This proposed amendment to the Rules reflects a drive for greater diversity on National Council, the importance of local government engaging with Māori communities and the obligations that local government has to reflect the obligations of the Treaty of Waitangi.

Proposal 1 (attached) details a number of consequential, technical changes that will need to be made to the Rules if the substantive proposal to provide a seat on National Council for Te Maruata's Chair is adopted.

Proposal Two – Amendments to give effect to Auckland Council representation on National Council (including consequential amendments)

It is proposed that the Rules be amended to provide that Auckland Council has three seats on National Council, to be held by:

- The Mayor of Auckland (or an alternate member of the Auckland Council governing body appointed by the Mayor);
- A member of the Auckland Council governing body; and
- A member of an Auckland Council local board.

These proposed amendments are designed to reflect the scale of Auckland (one-third of New Zealand's population). They are also designed to bring the LGNZ Rules into line with Auckland Council's current unique governance structure (ie a governing body and local boards). The current LGNZ Rules pre-date the establishment of Auckland Council and its current governance structures, which were introduced by legislation in 2010. LGNZ's view is that its Rules should be consistent with those changes.

Local boards are a unique governance structure, providing governance at a local level within Auckland Council and enabling democratic decision-making by and on behalf of communities within the local board area. There are 21 local boards, comprising 149 elected members in total. Local board responsibilities include adopting local board plans, agreeing annual local board agreements that set annual budgets, and agreeing and overseeing annual work programmes. Currently there is no provision for the representation of local board members on National Council. LGNZ's view is that it is important that provision is made for the representation of this group of elected members on National Council.

As a result of these proposed changes to Auckland's representation, Auckland Council would no longer be part of Zone 1; Zone 1 would be comprised of Far North region councils only. Zone 1 would be entitled to one seat on National Council.

To ensure that the representation of metropolitan New Zealand on National Council is not by Auckland Council alone, specific amendments are proposed to make it clear that three seats on National Council will be held by metropolitan councils *other than* Auckland Council.

Based on feedback from Zone meetings, it is also proposed that the Rules be amended to specifically provide that at least one of the three Metropolitan Sector representatives on National Council be from the South Island. This is designed to ensure that there is appropriate representation of metropolitan South Island on National Council.

Proposal 2 (attached) details a number of consequential, technical changes that will need to be made to the Rules if the substantive proposal to change the representation of Auckland Council on National Council is adopted.

Note that Proposals 1 and 2 will result in the membership of National Council increasing from 15 members to 18. Feedback from current National Council members is that a Council of this size for a membership based body is workable, particularly given that the Rules give National Council the power to create an executive committee, or subcommittee structures, where that is considered appropriate.

Proposal Three – Minor (administrative) substantive changes

A number of minor administrative changes to the Rules are proposed, including:

- Inclusion of community board members in the definition of Elected Member;
- The ability for National Council to appoint individuals (with full speaking rights, but no voting rights) to the National Council to provide assistance to National Council because of their training, qualifications or experience; and to ensure diversity of representation;
- Changes to the definition of a quorum for the purpose of National Council meetings; and
- The ability for National Council to pass a resolution without a meeting with the agreement of 75 per cent of all National Council members (as opposed to all National Council members, as currently required).

These proposed amendments are designed to ensure that the Rules provide for all types of elected member, are consistent with the proposed substantive changes to the Rules, and to simplify National Council's processes.

Proposal Four – Minor amendments to modernise and rationalise language

LGNZ is proposing that a number of changes be made to modernise the Rules (eg to make provision for electronic notices and voting), and rationalise the language of the Rules.

These changes are technical in nature, and do not result in any substantive changes to the Rules.

Next steps

As noted above, these proposed changes to the Rules will be discussed and voted on at LGNZ's AGM on Sunday 7 July 2019. Members will receive copies of the proposed changes to the Rules as part of the formal AGM papers.

However, LGNZ is providing copies of the proposed changes in advance so that councils have plenty of time to consider the proposed changes. LGNZ encourages members to now discuss and debate the proposed changes to the Rules, ahead of the AGM.

As per Rule K4(b), each of the four proposed sets of changes to the Rules will require the support of a two-thirds majority of LGNZ's members in order to pass. Therefore your council's vote does matter and can make a difference.

If you would like LGNZ to visit your council to discuss the proposed changes to the Rules ahead of the AGM, please contact Malcolm Alexander or Grace Hall to arrange that – see below for contact details.

For further information on the proposed changes, or if you have any questions, please contact Malcolm Alexander, Chief Executive (malcolm.alexander@lgnz.co.nz) or Grace Hall, Senior Policy Advisor (grace.hall@lgnz.co.nz).

PROPOSED AMENDMENTS TO THE RULES 2019

Proposal 1 - Minor (Administrative) Substantive Changes:

1. Rule A2: - Delete paragraph (b) of the definition of "Elected Member" and substitute:
 - "(b) A person holding office as a member of a local board within the district of a Member Authority; and**
 - (c) A person holding office as a member of a community board within the district of a Member Authority."**

2. Rule E11A to E11C: Add the following after Rule E11:
 - "E11A From time to time, the National Council may appoint to the National Council any person whom the National Council believes will assist the National Council in its deliberations because of that person's training, qualifications or experience. Any such person is not required to be qualified to be a National Council member or an Elected Member. The National Council may discharge any such person from the National Council in like manner.**

 - E11B From time to time, the National Council may appoint to the National Council any person whom the National Council believes will ensure diversity of representation on National Council. Any such person must be an Elected Member. The National Council may discharge any such person from the National Council in like manner.**

 - E11C Any person appointed under Rules E11A or E11B shall have full speaking rights but no voting rights at National Council meetings."**

3. Rule E17: Delete the word "six" in both places it appears and substitute "**a quorum**".

4. Rule E26: Delete the current wording and substitute:

"At any meeting of the National Council, a quorum consists of:

 - (a) half of the membership (President and members provided for in Rule E1) if the number of such members (including vacancies) is even; or**
 - (b) a majority of members (President and members provided for in Rule E1) if the number of such members (including vacancies) is odd.**

5. Rule E29A: Delete the current wording and substitute:

"The National Council may pass a resolution without a meeting held in accordance with Rules E20-E29, but only if the resolution is assented to by not less than 75% of the members of the National Council then in office and entitled to vote."

Proposal 2 - Amendments to provide Te Maruata representation on the National Council (including consequential amendments):

Rule A2:

Amend the definition of "NATIONAL COUNCIL MEMBER" by deleting the words "elected or appointed" and substituting "**elected, appointed or assuming office**".

Insert after the definition of "SECTOR GROUP" the following:

"TE MARUATA" means the committee named Te Maruata Roopu Whakahaere established in response to the remit passed at the 2008 Annual Conference and any committee in substitution for that committee."

Rule E1: Delete the opening words and paragraph (a) and substitute the following:

"E1 The National Council of LGNZ consists of the President and:

(a) The person for the time being holding office as the Chair of Te Maruata (or an alternate appointed in writing by that person);"

Rule E10: Delete the current wording and substitute:

"E10 Persons appointed to the National Council or who assume office as a member of National Council under Rules E1 to E9 assume office on the day that is eight weeks after the triennial local government elections are held, except that the person who assumes office as a member of National Council pursuant to Rule E1(a) assumes that office at such time that the Chair of Te Maruata is appointed at a hui organised by LGNZ for the purpose of Te Maruata appointment, and subject to Rules E12 to E16 all such persons serve in office until their successors have assumed office."

Rule E15: After the reference to "the President" add the words "**or the position occupied by the Chair of Te Maruata.**"

Rule E15A: Add the following after Rule E15:

"E15A In the event of the position on National Council occupied by the Chair of Te Maruata becoming vacant, that position will be filled by the Deputy Chair of Te Maruata until such time that a replacement Te Maruata Chair is elected."

Rule E16: Add after the reference to "Rule E15" "**, or who assumes office under Rule E15A,**"

Proposal 3 - Amendments to give effect to Auckland Council representation on the National Council (including consequential amendments):

Rule D1: Delete the second sentence and substitute the words **“Each Member Authority (except Auckland Council) shall belong to one Zone, and no Member Authority shall belong to more than one Zone.”**

Rule D2: Delete from the definition of “Zone One” in paragraph (a) the words **“and the Auckland Council”**.

Rule E1: Delete paragraphs (b) to (e) and substitute the following:

- “(b) One person elected by each of Zones One, Two, Three, Four, Five and Six;**
- (c) Three persons elected by the Metropolitan Group –**
 - (i) at least one of whom is an elected member of a South Island Member Authority; and**
 - (ii) none of whom is an elected member of Auckland Council or any of its local boards;**
- (d) Two persons elected by the Regional Group;**
- (e) One person elected by each of the Provincial and Rural Groups;**
- (f) The Mayor of Auckland (or an alternate member of the Auckland Council governing body appointed in writing by the Mayor); and**
- (g) Two persons to represent Auckland as set out in Rule E1A.”**

Add after Rule E1 the following:

“E1A AUCKLAND REPRESENTATION

The appointments referred to in Rule E1(g) must be:

- (a) one person appointed by the Auckland Council, from members of the governing body (not being the Mayor, or the Mayor’s alternate under Rule E1(f)); and**
- (b) one person appointed by Auckland Council local boards, from elected members of the local boards.”**

Proposal 4 – Minor Amendments to Modernise (e.g. electronic notices and voting) and rationalise language.

Please refer to the attached version of the Rules (Appendix X) with all proposed amendments shown in red.

RULES

of

**NEW ZEALAND LOCAL
GOVERNMENT ASSOCIATION
INC**

**(TRADING AS *Local
Government New Zealand or
LGNZ*)**

(adopted at the Annual General Meeting on
18 July 2001
and amended at the Special General Meeting
on 11 March 2005, and at the Annual
General Meeting on 27 July 2005,
28 July 2010, 15 July 2012), and Special
General Meeting 13 March 2014

**~~TRACKED CHANGES ARE THOSE ADOPTED
BY RESOLUTIONS AT THE SGM OF
13 MARCH 2014~~**

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A NAME AND INTERPRETATION

A1. The name of the Society is the NEW ZEALAND LOCAL GOVERNMENT ASSOCIATION INC (trading as "*Local Government New Zealand*" and referred to as *LGNZ* in these Rules).

A2. In these Rules unless the context requires a different interpretation:

'ANNUAL GENERAL MEETING' means the Annual General Meeting of a Member Authority held in accordance with Part G.

'APPOINTED' means appointed to office whether by election or otherwise and "appointment" has a corresponding meaning.

'CHIEF EXECUTIVE' means the Chief Executive of *LGNZ* appointed under rule 11, and includes an Acting Chief Executive appointed under Rules 14 and 15 when acting during the absence of the Chief Executive or a vacancy in that office.

'ELECTED MEMBER' means an elected member of a Member Authority and includes –

- (a) A person holding office as Chairperson, Mayor, or Councillor of a Member Authority;
- (b) A person holding office as a member of a local board or governing body established under section 10 of the Local Government (Auckland Council) Act 2009.

'LOCAL AUTHORITY' means a Regional Council, Unitary Authority, or Territorial Authority, or any statutory body being the successor of such local authority, but does not include the Minister of Local Government.

'MEMBER AUTHORITY' means a ~~L~~ocal ~~A~~uthority for the time being admitted to membership of LGNZ in accordance with Part C.

'NATIONAL COUNCIL' means the governing body of LGNZ constituted in accordance with Part E.

'NATIONAL COUNCIL MEMBER' means a member of the National Council elected or appointed from time to time in accordance with Rule E1, and includes the President.

'REGIONAL COUNCIL', 'UNITARY AUTHORITY' and 'TERRITORIAL AUTHORITY' have the same meaning as in the Local Government Act 2002 except that they do not include the Minister of Local Government.

'SECTOR GROUP' means a sector based grouping of ~~M~~ember ~~A~~uthorities as provided for in Part D.

'ZONE' means a geographical grouping of ~~M~~ember ~~A~~uthorities as provided for in Part D.

- A3.** The definitions contained in Section 2 of the Local Government Act 2002, unless the context otherwise requires, apply to any term not expressly defined in these Rules.

- A4. Subject to Rule A5, for all purposes under these Rules, the population of a ~~Member~~ Authority is its census night population as determined in the most recent census.
- A5. On application by a ~~Member~~ Authority, the Annual General Meeting may by resolution determine that the population of the ~~Member~~ Authority for the purpose of one or more of these Rules is as determined by any more recent estimate issued by the Department of Statistics.
- A6. Where any Rule provides that a person assumes office on a specified day, that person shall assume office at the commencement of that day, that is, immediately after midnight of the preceding day, unless otherwise specified.
- A7. Subject to Rule A6, where any matter or thing is required or authorised by these Rules to be done on or not later than a specified date or day, that matter or thing may be done at any time up to midnight on that day, unless otherwise specified.

B OBJECTS AND POWERS

B1. The objects of LGNZ are:

- (a) To promote the national interests of local government through the promotion of *LGNZ's* vision as approved by the National Council from time to time;
- (b) To advocate on matters affecting the national interests of local government and the communities that it represents;
- (c) To constructively promote and facilitate regular dialogue with Government, Parliamentarians, and the agencies of Government on matters of national interest to local government with a view to enhancing and ensuring a long-term commitment to partnership between central and local government in New Zealand;
- (d) To provide full, accurate and timely information to ~~Member~~ ~~Authorities~~ and associate members on matters affecting local government and LGNZ;
- (e) To research, survey, and investigate those matters in which LGNZ has an interest or a responsibility on behalf of its ~~Member~~ ~~Authorities~~;
- (f) To provide advice and to deliver education and training opportunities for ~~Member~~

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~~A~~authorities and others on the role and practices of local government, sound governance and management practices, best practice operational matters, ~~and~~ the laws affecting local government, and other matters relevant to local government;

- (g) To hold such conferences and forums as required for the advancement of its objects;
- (h) Generally to do all such other things as may be incidental or conducive to attaining the attainment of any of the above objects ~~or any of them~~.

B2. For the purpose of carrying out all or any of its objects *LGNZ* has the following powers:

- (a) To purchase, take on lease or exchange, hire or otherwise acquire any real or personal property and any rights or privileges which *LGNZ* thinks necessary or expedient;
- (b) To fund its activities by subscriptions, fees, income, or payments from ~~M~~member ~~A~~authorities and associate members, sponsorships and other activities and to grant any rights and privileges to ~~M~~member ~~A~~authorities and associate members;

- (bb) To engage in any activities that advance the objects of *LGNZ* including activities that raise money for that purpose;
- (c) To borrow, raise or secure the payment of money (with or without security) in such manner as *LGNZ*, in its discretion, thinks fit;
- (d) To invest, lend, advance and deal with the moneys of *LGNZ* in such a manner as *LGNZ*, in its discretion, thinks fit;
- (e) To appoint, remunerate, remove or suspend any employee of *LGNZ*;
- (f) To make, adopt, vary and publish rules dealing with any of the matters in the objects set out in Part B and take all steps that are necessary or advisable for applying the *R*ules;
- (g) To receive and take any gifts or donations of money or property for any of the objects of *LGNZ* whether subject to any special trusts or not, and whether as sole trustee or not, but the National Council may decline to accept any gift or donations or take over or hold any property which has annexed to it any condition or obligation not approved by the National Council;

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- (h) To make, draw, accept, discount and execute any promissory notes, bills of exchange, debentures or other negotiable instruments;
- (i) To subscribe to, become a member of, or co-operate with, any other society whether incorporated or not whose objects are altogether or in part similar to those of *LGNZ*. To procure from and communicate to that society any information that is likely to advance the objects of *LGNZ*;
- (j) To provide services for and assistance to any other society whether incorporated or not whose objects are in full or in part similar to those of *LGNZ*;
- (jj) To provide services for and assistance to any member of *LGNZ*;
- (k) To acquire or subscribe for shares or other equity securities in any company or other incorporated body;
- (l) To enter into any contract, make any arrangements or undertake any activity for the financial or other benefit of *LGNZ*;
- (m) To prepare and implement a business plan;

- (n) To do all other acts and things for the purpose of attaining any of the objects of *LGNZ*.

C MEMBERSHIP

MEMBERS

- C1. Subject to Rules C4 and C5 a ~~L~~ocal ~~A~~uthority becomes a ~~M~~ember ~~A~~uthority upon payment of the annual subscription.

ASSOCIATE MEMBERS

- C2. Subject to Rules C4 and C5 any other person or organisation that is approved as an associate member of *LGNZ* by the National Council, becomes an associate member of *LGNZ* on payment of the appropriate annual subscription.

- C3. The National Council may from time to time by resolution -

- (a) Create amend or delete any category or categories of associate members; and
- (b) Determine the extent of the rights and privileges of associate members as members of *LGNZ* (which must not include voting rights as members of *LGNZ*).

- C3A. Without limiting the categories of persons or organisations that may become ~~a~~Associate ~~m~~Members, the National Council may make provision for an associate membership category or categories for council organisations, council-controlled organisations, council-controlled trading organisations and exempted organisations (as those terms are defined in the Local Government Act

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2002, but without the exclusions provided in section 6(4) of that Act).

TERMINATION OF MEMBERSHIP

- C4. Any ~~M~~member ~~A~~authority or associate member may resign from membership by giving to LGNZ notice in writing, and every notice, unless otherwise expressed, takes effect one month after the giving of that notice but does not in any case release the ~~M~~member ~~A~~authority or associate member from payment of any subscription, fees or other payments owing to LGNZ at the time of resignation.
- C5. The National Council has the power, by resolution, to terminate, or suspend for any specified period, the membership of any ~~M~~member ~~A~~authority or associate member for whatever reasons, in its discretion, it thinks fit.
- C6. Any ~~M~~member ~~A~~authority or associate member whose membership has been terminated or suspended is entitled to table a motion before an Annual General Meeting seeking the revocation of the termination or suspension, and notwithstanding any provisions of these Rules to the contrary (including any procedural requirement for a seconder to a motion), the motion shall be put to that Annual General Meeting.
- C7. If any motion referred to in Rule C6 is passed, the termination or suspension shall be deemed to have no effect.

LIFE MEMBERSHIP

- C8.** Notwithstanding anything to the contrary in these Rules, the Annual General Meeting or a Special General Meeting may by resolution, upon the recommendation of the National Council, elect to life membership any person who has given outstanding service to *LGNZ* or to local government generally.
- C9.** A life member may attend any Annual General Meeting or Special General Meeting of *LGNZ* without paying a fee, and has such speaking rights as the Chair of the meeting allows but a life member is not entitled to exercise any other rights conferred by or under these Rules upon ~~M~~member ~~A~~authorities or associate members.

TRANSITIONAL MEMBERSHIP

- C10.** Notwithstanding anything to the contrary in these Rules but subject to Rule C11, any Local Authority, which pursuant to a final reorganisation scheme or other final scheme whether implemented under the Local Government Act 2002 or otherwise, succeeds to the functions of a regional council, unitary authority or territorial authority, any one or more of which were separately Member Authorities of LGNZ, becomes a Member Authority of LGNZ entitled to all the rights and privileges of that status.
- C11.** The National Council may require payment by a Local Authority whose predecessors were not all Member Authorities ~~or were not all financial member authorities,~~ of such additional sum as it considers necessary to fairly equate, in respect of the balance of the current financial year, with the subscription which would otherwise have been payable had the Local Authority been a Member Authority at the commencement of that financial year.

D ZONES AND SECTOR GROUPS

ZONES

- D1.** There shall be six geographical groupings of ~~M~~member ~~A~~authorities to be known as ~~Z~~zones. Each ~~M~~member ~~A~~authority shall belong to a zone and no member authority shall belong to more than one zone.
- D2.** Subject to paragraph D5, the membership of the six ~~Z~~zones is as follows:
- (a) Zone One – All ~~M~~member ~~A~~authorities within the area bounded by the Northland Regional Council and the Auckland Council.
 - (b) Zone Two - All ~~M~~member ~~A~~authorities within the area bounded by the Waikato and Bay of Plenty Regional Councils and the Gisborne District Council and those parts of the Waitomo and Taupo District Councils situated in any other Regions.
 - (c) Zone Three - All ~~M~~member ~~A~~authorities within the area bounded by the Taranaki, Hawke's Bay, and Manawatu-Wanganui Regional Councils and that part of the Tararua District situated in the Wellington Region but excluding any parts of the Taupo and Waitomo District Councils.

(d) Zone Four - All ~~M~~member ~~A~~authorities within the area bounded by the Wellington Regional Council including that Council but excluding any part of the Tararua District.

(e) Zone Five - All ~~M~~member ~~A~~authorities within the area bounded by the Canterbury and West Coast Regional Councils, the Tasman and Marlborough District Councils, the Nelson City Council, and the Chatham Islands ~~County~~ Council but excluding any part of the Waitaki District.

(f) Zone Six - All ~~M~~member ~~A~~authorities within the area bounded by the Otago and Southland Regional Councils and that part of the Waitaki District Council included in the Canterbury Region.

D3. For the purposes of Rule D2, membership of the six ~~Z~~zones is to be determined by the boundaries specified in Rule D2 even though all or any of the ~~L~~local ~~A~~authorities may be abolished or their boundaries altered by any final reorganisation scheme or other final scheme whether implemented under the Local Government Act 2002 or otherwise.

D4. In the event that the district of a ~~m~~Member ~~a~~Authority is or becomes located in more than one ~~Z~~zone, or if for any other reason it is unclear to which ~~Z~~zone a ~~M~~member ~~A~~authority belongs, the

matter must be ~~conclusively~~ determined by resolution of the National Council.

- D5.** The National Council may redefine the membership of any ~~Z~~zone after consultation with all affected members. Upon making any change the National Council will notify all members of its decision and of the date on which it becomes effective.

ZONE FUNCTIONS

D6. In addition to making appointments to the National Council, ~~Z~~zones may:

- (a) Provide information and advice on issues and concerns affecting members to the National Council and the Chief Executive, and receive and disseminate information to their members; ~~r~~ and
- (b) Assist the National Council and the Chief Executive in dealing with national issues and in otherwise furthering the objects of LGNZ.

SECTOR GROUPS

D7. There shall be four sector based groupings of ~~M~~member ~~A~~authorities known as ~~S~~sector ~~G~~groups made up as follows:

- (a) Metropolitan Group - All territorial authorities and unitary authorities having populations of 90,000 or over;
- (b) Provincial Group - All territorial authorities and unitary authorities having populations of 20,000 or over and less than 90,000;
- (c) Rural Group - All territorial authorities and unitary authorities having populations of less than 20,000; and

(d) Regional Group - All regional councils and unitary authorities.

D8. Subject to Rule D9, each ~~M~~Member ~~A~~Authority, by virtue of its membership of LGNZ belongs to a ~~S~~sector ~~G~~group specified in Rule D7.

D9. Any ~~M~~Member ~~A~~Authority, may apply to the Chair of the ~~S~~sector ~~G~~Group to which it would prefer to belong and may belong to a ~~S~~sector ~~G~~group different from that specified in Rule D7 if:

(a) The Chair of the ~~S~~sector ~~G~~Group to which it applies agrees in writing; and

(b) The decision of the Chair is confirmed by National Council.

D10. For the purpose of making any appointment under paragraphs (c) or (d) or (e) of Rule E1:

(a) No ~~M~~Member ~~A~~Authority may vote in respect of more than one ~~S~~sector ~~G~~group; and

(b) A ~~M~~Member ~~A~~Authority which is a unitary authority may vote either as a territorial authority or as a member of the Regional Group but not both.

D11. For any purpose other than ~~for the purpose of~~ making an appointment under paragraphs (c) or (d) or (e) of Rule E1:

(a) No member is bound to any ~~S~~sector ~~G~~group; and

- (b) Any ~~M~~member ~~A~~authority may attend meetings of any ~~S~~sector ~~G~~group and be treated, subject to the following paragraph (c), as a member of that ~~S~~sector ~~G~~group; and
- (c) Member ~~A~~authorities who are described as belonging to a particular ~~S~~sector ~~G~~group in Rule D7 may determine from time to time whether other ~~m~~Member ~~A~~authorities who attend meetings of their ~~S~~sector ~~G~~group have voting rights, either generally or in regard to any particular case.

SECTOR GROUP FUNCTIONS

D14. In addition to making appointments to the National Council, ~~S~~sector ~~G~~groups may:

- (a) Provide information and advice on issues and concerns affecting members to the National Council and the Chief Executive, and receive and disseminate information to their members; and
- (b) Assist the National Council and the Chief Executive in dealing with national issues and in otherwise furthering the objects of LGNZ.

ZONE AND SECTOR GROUP MEETINGS

D15. Each ~~Z~~zone and each ~~S~~sector ~~G~~group must comply with any directions of the National Council as to:

- (a) The making of appointments;
- (b) The conduct of meetings; or
- (c) The conduct of its affairs generally.

D16. Each Zzone and each Ssector Ggroup must meet or conduct ballots at such time or times to enable appointments to the National Council to be made in accordance with these Rules.

D17. Subject to the preceding provisions of these Rules, each Zzone and each Ssector Ggroup may conduct meetings at such times and places, and in such manner as it ~~may itself~~ determines.

D18. No Zzone or Ssector Ggroup meeting may be held unless *LGNZ* and all Mmember Aauthorities within the Zzone or Ssector Ggroup concerned have been given not less than 5 working days' notice of the meeting, venue and the business to be considered.

D19. The President and Chief Executive (or their nominees) are entitled to be notified of, attend, and have speaking rights at all Zzone and Ssector Ggroup meetings.

D20. A record must be kept of all Zzone and Ssector Ggroup meetings and a copy of the record forwarded to *LGNZ*.

D21. Subject to any directions by the National Council, each Zzone or Ssector Ggroup is responsible for determining the manner of administering and funding its activities but

the cost of any services to be provided by LGNZ must first be agreed with the National Council.

- D22.** At all times each Zzone and Ssector Ggroup must have a person designated as its Chair.

E NATIONAL COUNCIL

COMPOSITION OF NATIONAL COUNCIL

- E1.** The National Council of LGNZ consists of the President and 14 members appointed as follows:
- (a) Two persons appointed by Zone One;
 - (b) One person appointed by each of Zones Two, Three, Four, Five and Six;
 - (c) Three persons appointed by the Metropolitan Group;
 - (d) Two persons appointed by the Regional Group;
 - (e) One person appointed by each of the Provincial and Rural Groups.

QUALIFICATION AND VOTING

- E2.** Every person who holds office as an ~~e~~elected ~~m~~Member is qualified to be appointed to or assume office as a member of~~appointed to~~ the National Council as the case may be.
- E3.** No ~~L~~Local ~~A~~Authority or any representative of a ~~L~~Local ~~A~~Authority is entitled to make an appointment or to vote in the making of appointments pursuant to Rule E1 unless the ~~L~~Local ~~A~~Authority is a ~~m~~Member ~~a~~Authority.
- E4.** Subject to the determination referred to in Rule E6, no ~~M~~Member ~~A~~Authority is entitled to exercise more than one vote for

any candidate for appointment under Rules E1(c) or (d) or (e).

- E5. Subject to these Rules, each ~~Z~~zone and each ~~S~~sector ~~G~~group is entitled to determine the manner in which its appointments will be made.

SECTOR GROUP APPOINTMENTS

- E6. Appointments of National Council members by ~~s~~Sector ~~g~~Groups must be made in the following manner:

- (a) Elections in each ~~S~~sector ~~G~~group must be held within eight weeks after the triennial local government elections are held;
- (b) Elections are to be conducted under the supervision of the Chief Executive by way of secret ballot and may be carried out by postal vote or electronic voting;
- (c) Each ~~M~~member ~~A~~authority in a ~~S~~sector ~~G~~group has a single vote for the purpose of the elections;
- (d) If any matter arises in the conduct of the elections which is not expressly provided for in these Rules, the Chief Executive must determine the matter in his or her absolute discretion but may be guided by the provisions of the Local Electoral Act 2001;
- (e) As soon as practicable after the closing of voting the Chief

Executive must declare the result of the election;

- (f) If, on any count, two or more candidates have an equal number of votes and one or more of them has to be excluded, the candidate or candidates to be excluded must be decided by the drawing of lots under a procedure supervised by the Chief Executive.

E7. Appointments of National Council members by sector Groups are for a period of three years except where Rule E16 applies.

ZONE APPOINTMENTS

E8. Appointments of National Council members by ~~Z~~zones must be made in the following manner:

- (a) Elections in each ~~Z~~zone must be held within eight weeks after the triennial local government elections are held;
- (b) Elections are to be conducted under the supervision of the Chief Executive by way of secret ballot and may be carried out by postal vote or electronic voting;
- (c) Each ~~M~~member ~~A~~authority in a ~~Z~~zone has the votes allocated to it as determined under Rule H1;
- (d) If any matter arises in the conduct of the elections which is not expressly provided for in these Rules, the Chief Executive must determine the matter in his or her absolute discretion but may be guided by the provisions of the Local Electoral Act 2001;
- (e) As soon as practicable after the closing of voting the Chief Executive must declare the result of the election;
- (f) If, on any count, two or more candidates have an equal number of votes and one or more of them has to be excluded, the candidate or candidates to be excluded

must be decided by the drawing of lots under a procedure supervised by the Chief Executive.

E9. Appointments of National Council members by ~~Z~~zones are for a period of three years, except where Rule E16 applies. Once notified, the persons appointed are not able, while holding office on the National Council, to also hold appointment under Rules E1(c) to (e).

E109. Persons appointed to the National Council under Rules E1 to E98 assume office on the day that is eight weeks after the triennial local government elections are held, and subject to Rules E12 to E16 serves in office until their successors have assumed office.

E110. In the event that any appointment required to be made in terms of these Rules is not made, a vacancy shall be deemed to result ~~forthwith~~. The vacancy must be filled by appointment by the National Council as soon as practicable.

VACANCIES

E12. If any National Council member (other than the President):

- (a) Resigns from the National Council by giving written notice to that effect to the Chief Executive; or
- (b) Subject to Rule E13, ceases to hold office as an ~~E~~lected ~~M~~member; or

(c) Is elected to the office of President;

then that person's position as a National Council member immediately becomes vacant.

E13. If a National Council member ceases to hold office as an ~~E~~lected ~~M~~member by not standing for election, or failing to win election, at a triennial local government election, the person continues to hold office as a National Council member until his or her successor assumes office under Rule ~~E109~~.

E14. If any National Council member is absent for two consecutive meetings of the National Council, without leave of absence granted by, or an apology satisfactory to, the National Council, then that person's position may be declared vacant by the National Council.

E15. Subject to Rules E1 to ~~E14~~, in the event of any position on the National Council (other than the office of the President) becoming vacant, the Chief Executive must immediately give written notice to all ~~M~~member ~~A~~authorities entitled to have appointed that member, and the relevant ~~Z~~one or ~~S~~ector ~~G~~group may appoint a replacement person to the vacant position. If within two months after the giving of such notice, the vacancy has not been filled, the National Council has the power to fill the vacancy by appointment.

E16. Any person appointed under Rule E15 holds office only for the unexpired portion

of the term of office of that person's predecessor.

- E17.** The National Council may continue to act with a vacancy in its numbers, but if, and so long as, its numbers are reduced below six—, the continuing members of the National Council may only act for the purposes of increasing the number of members of the National Council to six or more or for exercising any powers under Part G vested in the National Council.

POWERS OF NATIONAL COUNCIL

- E18.** The National Council has and may exercise the sole control, discretion and governance of LGNZ subject only to any limitations imposed by these Rules or directions given by the Annual General Meeting or any Special General Meeting.

NATIONAL COUNCIL MEETINGS AND PROCEDURES

- E19.** Meetings of the National Council must be held in accordance with Rules E20 to E29.
- E20.** Meetings of the National Council must be held at the times and places as are fixed by the National Council, or as requisitioned by written notice to the Chief Executive signed by the President or any three National Council members.
- E21.** Subject to Rule E23, the Chief Executive must give each National Council member at least 5 working days' notice of a meeting of the National Council and must, before each meeting, forward to each National Council member details of the

venue and business to be transacted at the meeting.

- E22.** Despite Rule E21, the National Council may deal with other business at the meeting only if a majority~~every member~~ of the National Council agrees.
- E23.** In circumstances in which the President or Chief Executive determine that business has arisen requiring urgent attention by the National Council, a meeting must be held on not less than 48 hours' notice being given by the Chief Executive, (or shorter notice if every member of the National Council agrees) and only the business notified may be transacted at that meeting.
- E24.** The President shall preside at all National Council meetings but if the President is absent, the meeting must appoint a Chair.
- E25.** Each National Council member present at any meeting of the National Council is entitled to one vote, and in the event of an equality of votes, the Chair of the meeting is entitled to exercise a second or casting vote. Proxy voting is not permitted.
- E26.** At any meeting of the National Council, a quorum exists when not less than eight of the total number of National Council members then in office are present.
- E27.** If a quorum is not present within one hour of the time fixed for a National Council meeting, the meeting shall lapse. If the meeting ceases to have a quorum for any period, no business may be conducted during that time.

E28. For the purposes of Rules E26 and E27, a quorum exists at a meeting when sufficient persons to make up the quorum are:

- (a) Assembled together at the place fixed for the meeting; or
- (b) Are linked by means of audio or audio and visual communication and can simultaneously hear each other; or
- (c) Any combination of paragraphs (a) and (b).

E29. Subject to Rules E19 to E29~~8~~A, the National Council may regulate its own procedures.

E29A. The National Council may pass a resolution without a meeting, but only if the resolution is assented to by every member of the National Council.

NATIONAL COUNCIL COMMITTEES

E30. The National Council may appoint committees for general or special purposes and may delegate any of its powers to such committees except the powers in Rules C5, E1~~1~~0, E14, and E15.

E31. The National Council must appoint the Chair of each committee who shall preside at all meetings of the committee, but if that person is absent, the meeting must appoint a member of the committee to preside at that meeting.

- E32.** From time to time, the National Council may appoint to any committee appointed under Rule E30, any person whom the National Council believes will assist the committee in its deliberations because of that person's training, qualifications or experience. Any such person is not required to be qualified to be a National Council member or an elected member. The National Council may discharge any such person from a committee in like manner.
- E33.** Every committee appointed under Rule E30 must report to the National Council, and its report must be adopted by the National Council before any action is taken in respect of the matter, unless the committee has been appointed with specific authority to act, as set out in that committee's terms of reference.
- E34.** The Chair of any committee may arrange for the attendance of any person at a committee meeting and that person has full speaking rights at that meeting. The President and the Chief Executive have the right to be notified of, attend, and have speaking rights at any committee meeting.
- E35.** Where there is urgent business to be transacted by any committee, the Chair of that committee or the Chief Executive may convene a meeting on such notice as can conveniently be given; otherwise committee meetings must be convened at such times and on such notice as the committee so determines.
- E36.** Each committee member present at any meeting of a committee is entitled to one

vote, and in the event of an equality of votes, the Chair of the meeting is entitled to exercise a second or casting vote.

- E37.** At any meeting of a committee, a quorum exists when not less than one third of the total number of members of the committee are present.
- E38.** If a quorum is not present within one hour of the time fixed for a committee meeting, it shall lapse. If the meeting ceases to have a quorum for any period, no business may be conducted during that time.
- E39.** For the purposes of Rules E37 and E38 a quorum exists at a meeting when sufficient persons to make up the quorum are:
- (a) Assembled together at the place fixed for the meeting; or
 - (b) Are linked by means of audio or audio and visual communication and can simultaneously hear each other; or
 - (c) Any combination of paragraphs (a) and (b).
- E40.** Subject to these Rules, and any directions from the National Council each committee may regulate its own procedures, including the ability to create working groups reporting to it on such issues as are necessary to advance the purposes of the committee.

F PRESIDENT AND VICE PRESIDENT

ELECTION OF PRESIDENT

F1. The President must be elected by ballot of ~~M~~member ~~A~~authorities in accordance with these Rules at the Annual General Meeting in the year following the year in which triennial local government elections are held.

F2. Any person who is an ~~E~~lected ~~M~~member at the close of nominations for the role of President, is qualified to be elected to the office of President and holds the office in accordance with these Rules.

F3. The election for President must be conducted in accordance with the ~~following~~ Preferential Voting System set out in these Rules.

F4. For the purpose of the Preferential Voting System set out in these Rules,

ABSOLUTE MAJORITY OF VOTES, in relation to a candidate, is the number of votes which is greater than one-half of the total number of votes other than non-transferable and informal votes.

NON-TRANSFERABLE VOTE means a voting ~~form~~paper on which no second or consecutive preference is recorded for an unexcluded candidate, and non-transferable has a corresponding meaning.

F5. Each ~~M~~member ~~A~~authority has the number of votes as set out in Rule H1. Each vote is transferable.

F6. Each ~~M~~member ~~A~~authority exercises its vote:

(a) By marking on the voting ~~form~~paper the number "1" in the box next to the name of the candidate who is the ~~M~~member ~~A~~authority's first preference; and

(b) By marking on the voting ~~form~~paper further consecutive numbers in descending order of preference in any or all of the remaining boxes next to the names of the remaining candidates (for example, "2" for the ~~M~~member ~~A~~authority's second preference, and "3" for the ~~M~~member ~~A~~authority's third preference and so on).

F7. The number of first preferences recorded for each candidate must be counted and all informal voting ~~form~~papers must be rejected.

F8. The candidate who obtains an absolute majority of votes is elected.

F9. If no candidate has an absolute majority of votes, the candidate who has the fewest votes is to be excluded and each voting ~~form~~paper counted to that candidate, unless non-transferable, must be counted to the unexcluded candidates next in the order of the ~~M~~member ~~A~~authority's preference.

F10. The process in Rule F9 must be repeated until one candidate has an absolute majority of votes.

F11. In this Preferential Voting System, a vote must be set aside as informal if:

- (a) The figure "1" standing alone is not placed so as to indicate a first preference for a candidate; or
- (b) At the point at which (and not before) the same preference is set opposite the name of more than one candidate; or
- (c) Rule H20 applies; or
- (d) The voting ~~form~~paper is unmarked or void for uncertainty.

F12. For the purpose of these Rules,

- (a) Every voting ~~form~~paper not rejected as informal must be counted in every count until it becomes non-transferable when it must be rejected in all further counts; and
- ~~(b)~~ If a candidate is excluded, any voting ~~form~~paper counted to the candidate is non-transferable if there is not indicated on it a consecutive preference for 1 or more unexcluded candidates.

F12A. For the avoidance of doubt, for the purposes of Rules F4 – F12, a voting form includes any electronic means of casting a vote.

- F13.** If, on any count, two or more candidates have an equal number of votes and one or more of them has to be excluded, the candidate or candidates to be excluded must be decided by the drawing of lots under a procedure supervised by the Chief Executive.
- F14.** A person elected to the office of President in accordance with Rules F1 to F16 assumes office immediately upon the declaration of the closure of the Annual General Meeting at which that person is elected, and subject to Rules F20, and F27 to F32 holds office until a successor assumes office.
- F15.** No person may hold office as President for more than three consecutive terms, provided that any person who holds office as President by virtue of an appointment in accordance with Rules F27 to F32 is eligible for re-election at the end of the unexpired term of office of that person's predecessor. For the avoidance of doubt, a term under this Rule does not include any period of office held by a President by virtue of an appointment in accordance with Rules F27 to F32.
- F16.** The President is a National Council member solely by right of holding the office of President. Where the person elected is already a National Council member, the vacancy that is created must be filled in accordance with Rules E12 to E17.

CONFIDENCE IN PRESIDENT

- F17.** A motion that the President must vacate office may be moved only at:
- (a) A Special General Meeting called in accordance with Rule G7, for the purpose of moving that motion; or
 - (b) An Annual General Meeting where the requirements of Rules F18 and F19 have been met.
- F18.** Member Aauthorities may petition the Chief Executive to include in the business of the Annual General Meeting a motion that the President must vacate office. Rules G9 to G11 apply to the petition. The Chief Executive must receive the petition at least 21 days before the date of the Annual General Meeting.
- F19.** If the requirements of Rule F18 have been met, the Chief Executive must ensure that the motion is included on the Aagenda of the Annual General Meeting. Notice of the motion must be included in the notice of business that must be given to each member authority under Rule G5.
- F20.** At the Special General Meeting or the Annual General Meeting, the motion that the President must vacate office will be carried if there is simple majority of votes cast in favour of the motion. On the declaration that the motion is carried:
- (a) The President is deemed to have resigned immediately on that declaration; and

- (b) Rules F28 and F29 apply as if there were a vacancy in the office of President.

ELECTION OF VICE-PRESIDENT

- F21.** The Vice-President must be elected by ballot of ~~M~~member ~~A~~authorities in accordance with these Rules at the Annual General Meeting in the year following the year in which triennial local government elections are held.
- F22.** 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, is qualified to be elected to the office of Vice-President.
- F23.** The election for Vice-President must be conducted in accordance with the Preferential Voting System used for the election of ~~the~~ President as set out in Rules F4 to F13.
- F24.** A person elected as Vice-President in accordance with Rules F21 to F23 assumes office immediately upon the declaration of the closure of the Annual General Meeting at which that person is elected, and, subject to Rules F37 to F41, holds office until a successor assumes office.
- F25.** Subject to Rules E12 to E17 and F37 to F41, any person elected to the office of Vice-President continues to hold office as a National Council member representing the ~~Z~~zone or ~~S~~sector ~~G~~group by which that person was appointed.

F26. Any person may hold office as Vice-President for as many consecutive terms as that person may be elected to the National Council.

VACANCY IN THE OFFICE OF PRESIDENT

F27. If any person holding office as President:

- (a) Resigns from that office by giving written notice to that effect to the Chief Executive; or
- (b) Ceases to hold office as an elected member for any reason;

the office immediately becomes vacant except that a President who ceases to be an Elected Member by not standing for election, or failing to win election, at a triennial local government election continues to hold office as President as provided in Rule F14 until the new President assumes office under Rule F14.-

F28. In the event of a vacancy occurring in the office of President within 24 months after the person assumed that office in terms of Rule F14,

- (a) Rule F34 applies; and
- (b) A ~~postal~~ ballot must be held, subject to Rule F30, as soon as practicable~~ossible~~ to elect an Elected Member to the vacant office of President.

F29. In the event of a vacancy occurring in the office of President in any other case, Rule F35 applies.

F30. All the provisions of Rules F1 to F16 apply, with any necessary modifications, to any ~~postal~~ ballot held under Rule F28, subject to the following:

- (a) The close of nominations is at a date and time nominated by the Chief Executive being not less than four weeks nor more than six weeks after the vacancy arises; and
- (b) Any person who is an ~~E~~lected ~~M~~ember at the close of nominations is qualified to be elected to the office of President; and
- (c) No voting ~~form~~paper is valid unless signed by the Mayor or Chairperson of the Member Authority, or in that person's absence by the Deputy Mayor or, Deputy Chairperson, or in that person's absence by the chief executive ~~ee of the member authority provided that no person (other than the Mayor or Chairperson) may sign the voting paper unless authorised to do so by the Mayor or Chairperson or by a resolution of the Member Authority;~~
- (d) Completed voting ~~form~~papers must be returned to the Chief Executive not later than a date and time determined by the Chief Executive being not less than four weeks and not more than six

weeks after the close of nominations; and

- (e) The person elected assumes office immediately on the declaration of the result of the election.

F30A For the avoidance of doubt, for the purposes of Rule F30, a voting form includes any electronic means of casting a vote.

F31. Where the filling of any vacancy in the office of President creates a vacancy on the National Council, that vacancy must be filled in accordance with Rules E12 to E17.

F32. Any person elected under Rule F28 holds office only for the unexpired portion of the term of office of that person's predecessor.

ACTING PRESIDENT

F33. The Vice-President is the Acting President for any period during which the President:

- (a) Is overseas; or
- (b) Is unable to undertake the duties of office; or
- (c) Is on leave approved by the National Council.

F34. In the event of a vacancy occurring in the office of President within 24 months after the person assumed that office in terms of Rule F14, the Vice-President is the Acting President until a ~~postal~~ ballot is held as set out in Rule F28 and a new President has

assumed office in accordance with Rule F30(e).

- F35.** In the event of a vacancy occurring in the office of President in any other case, the Vice-President is the Acting President until a new President is elected in accordance with Rules F1 to F16.
- F36.** If there is, at the same time, a vacancy in the office of President and a vacancy in the office of Vice-President within 24 months of the President and Vice-President assuming office in terms of Rule F14 and Rule F24, the National Council must appoint a National Council member to be Acting President until a ~~postal~~-ballot is held as set out in Rule F28 and a new President has assumed office in accordance with Rule F30(e).
- F37.** No vacancy occurs on the National Council by reason of the Vice-President being the Acting President, or by reason of a National Council member being the Acting President in accordance with Rule F36.-

VACANCY IN THE OFFICE OF VICE-PRESIDENT

F37. If any person holding office as Vice-President -

- (a) Resigns from the National Council or from the office of Vice-President by giving written notice to that effect to the Chief Executive; or
- (b) Ceases to hold office as an elected member;

the office immediately becomes vacant.

F38. In the event of a vacancy occurring in the office of Vice-President within 24 months after the person assumed that office in terms of Rule F24, a ~~postal~~ ballot must be held, subject to Rule F40, as soon as practicable to elect a National Council member to the vacant office of Vice-President.

F39. In the event of a vacancy occurring in the office of Vice-President in any other case, the National Council must appoint a National Council member to the vacant office of Vice-President.

F40. Rule F23 applies, to any ~~postal~~ ballot held under Rule F38, subject to the following:

- (a) The close of nominations is at a date and time nominated by the Chief Executive being not less than four weeks nor more than six weeks after the vacancy arises;

- (b) Completed voting ~~forms~~~~papers~~ must be returned to the Chief Executive not later than a date and time determined by the Chief Executive being not less than four weeks and not more than six weeks after the close of nominations; and
- (c) No voting ~~form~~~~paper~~ is valid unless signed by the Mayor or Chairperson of the ~~M~~member ~~A~~authority, or in that person's absence by the Deputy Mayor or Deputy Chairperson, or in that person's absence by the ~~chief executive~~~~principal administrative officer~~ provided that no person (other than the Mayor or Chairperson) may sign the voting paper unless authorised to do so by the Mayor or Chairperson or by a resolution of the ~~M~~member ~~A~~authority; and
- (d) The person elected assumes office immediately on the declaration of the result of the election.

F40A. For the avoidance of doubt, for the purpose of Rule F40, a voting form includes any electronic means of casting a vote.

F41. Any person elected under Rule F38 or appointed under Rule F39 holds office only for the unexpired portion of the term of office of that person's predecessor.

G ANNUAL AND SPECIAL GENERAL MEETINGS

ANNUAL GENERAL MEETING

- G1.** An Annual General Meeting of Mmember Aauthorities must be held on or before the 31st day of July in each year at such time and place that is fixed by *LGNZ*.
- G2.** The following business is to be conducted at the Annual General Meeting, but in such order as is determined by the National Council or the President:
- (a) President's Report and Annual Report;
 - (b) Financial Statements and Annual Statement of Accounts;
 - (c) Subject to Rule G3, remits or reports from Zones or Sector Groups or Mmember Aauthorities;
 - (ca) Fixing honoraria, if any, for the President, Vice-President, and National Council members;
 - (d) Date and venue of next Annual General Meeting and any future Special General Meetings that may have been determined by the National Council;
 - (e) Any notice or notices of motion to alter, add to, rescind or otherwise amend the Rules of *LGNZ*;
 - (f) Any other business that the National Council or the Annual

General Meeting resolves to be considered.

- G3.** Where any ~~Z~~zone or ~~S~~sector ~~G~~group or ~~M~~member ~~A~~authority wishes to bring any remit or report before the Annual General Meeting for discussion, the remit or report must be forwarded to the Chief Executive not less than two months before the date of the meeting; ~~however provided that~~ the National Council has a discretion to accept late remits or reports if received less than two months before the date of the meeting.
- G4.** Remits, reports and other matters approved by the National Council for consideration at the Annual General Meeting must be placed on the meeting ~~agenda order paper~~.
- G5.** Not later than 10 working days before the date of the Annual General Meeting, notice of the business to be considered together with all reports and statements referred to in Rule G2 must be ~~provided given~~ to each ~~M~~member ~~A~~authority.
- G6.** A report of the proceedings of the Annual General Meeting must be ~~provided printed and a copy forwarded~~ to each ~~M~~member ~~A~~authority.

SPECIAL GENERAL MEETING

- G7.** A Special General Meeting of LGNZ to discuss any issue of relevance to members may be called:

(a) By the National Council under Rule G8; or

(b) By the Chief Executive under Rule G12.

G8. The National Council may call a Special General Meeting of LGNZ at any time. However, any such Special General Meeting may only be held when notice of the meeting, the venue and the business to be considered has been given to each member authority at least five working days before the date of the meeting.

G9. Member ~~A~~authorities may petition the Chief Executive to call a Special General Meeting of LGNZ. The petition must:

(a) Subject to Rules G10 and H4, be signed by ~~M~~member ~~A~~authorities representing one third or more of the voting entitlement of all ~~M~~member ~~A~~authorities as set out in Rule H1; and

(b) State the issue or issues to be addressed at the Special General Meeting.

G10. No ~~M~~member ~~A~~authority may sign the petition unless it has passed a resolution to that effect. A copy of the resolution must be sent to the Chief Executive with the petition. The ~~M~~member ~~A~~authorities petitioning the Special General Meeting must be from more than one ~~S~~sector ~~G~~group and from more than one ~~Z~~zone.

G11. On receiving the petition, the Chief Executive must give ~~written~~ notice to all

~~M~~ember ~~A~~uthorities that he or she has received the petition together with a copy of the petition.

- G12.** If the Chief Executive is satisfied that the requirements of Rules G9 and G10 have been met, the Chief Executive must:
- (a) Call a Special General Meeting to be held within 4 weeks after the date on which the Chief Executive received the petition; and
 - (b) Determine the time and venue of the meeting; and
 - (c) Give notice of the meeting, the venue, and the business to be considered to each ~~M~~ember ~~A~~uthority at least five working days before the date of the meeting.

DELEGATES

- G13.** At the Annual General Meeting and Special General Meetings, ~~M~~ember ~~A~~uthorities admitted to membership under Rule C1 are entitled to representation as follows:
- (a) Member ~~A~~uthorities (other than Regional Councils) having populations of 50,000 or over - not more than 4 delegates;
 - (b) Member ~~A~~uthorities (other than Regional Councils) having populations of 10,000 or over and less than 50,000 - not more than 3 delegates;

- (c) Member ~~A~~authorities (other than Regional Councils) having populations of less than 10,000 - not more than 2 delegates;
- (d) Regional Councils having populations of 250,000 or over - not more than 4 delegates;
- (e) Regional Councils having populations of 100,000 or over and less than 250,000 - not more than 3 delegates;
- (f) Regional Councils having populations of less than 100,000 - not more than 2 delegates.

G14. At the Annual General Meeting and Special General Meetings, associate members ~~member—authorities~~ admitted to membership under Rule C2 are entitled to be represented by not more than 2 delegates, unless otherwise determined by the National Council under Rule C3**(b)**.

G15. Every ~~M~~member ~~A~~authority must appoint one of its delegates as its presiding delegate and may appoint one or more alternate delegates; provided that the number of alternate delegates does not exceed the number of delegates appointed.

G16. The chief executive, Mayor or Chairperson of each ~~M~~member ~~A~~authority, shall forward to the Chief Executive the name and official position of the presiding delegate, other delegates and all persons appointed by that ~~M~~member ~~A~~authority as

an alternate for any delegate who may be absent from the floor of the meeting.

G17. In Rules G13 to G16 the term "delegate" includes both an ~~E~~lected ~~M~~member and an officer of a ~~M~~member ~~A~~authority and may include members of the National Council.

G17A. For the avoidance of doubt, for the purpose of Rules G13 to G17, the names of delegates may be provided to the Chief Executive in electronic form.

PROXIES

G18. At any Annual General Meeting or Special General Meeting, the votes provided for in Part H may be exercised by a ~~M~~member ~~A~~authority by proxy in accordance with this Rule.

G19. The provisions of Part H apply, with any necessary modifications, to any person who is a proxy of a ~~M~~member ~~A~~authority as though that person was a delegate of the ~~M~~member ~~A~~authority.

G20. Proxies must be appointed in writing in this form or a similar form (which for the purposes of this Rule includes any electronic form):

**NEW ZEALAND LOCAL GOVERNMENT
ASSOCIATION INCORPORATED**

The _____ Council, a member
authority of *Local Government New
Zealand*, appoints _____ of

or failing him/her
of _____
as its proxy to vote on its behalf at the
Annual General Meeting or Special General
Meeting of *Local Government New
Zealand*, to be held on the _____ day
of 2019 and at any
adjournment thereof.

SIGNED this _____ day of

by 2019

Signature

Name

Designation

who, by signing this proxy confirms that he
or she is entitled to do so.

G21. Any instrument appointing a proxy
appearing to be executed in accordance
with these Rules, including any electronic
instrument, must, in the absence of
evidence to the contrary, be treated as
valid.

G22. No instrument creating a proxy is valid
unless:

(a) It is provided to deposited at
LGNZ's registered office at least

48 hours before the time at which the Annual General Meeting or Special General Meeting is to commence, or

- (b) A motion is passed at the meeting to accept it.

CHAIR

G23. The President shall preside at the Annual General Meeting and any Special General Meeting. If the President is absent then the meeting must, by resolution, appoint a Chair, and the Chief Executive or the Chief Executive's nominee must preside at the meeting for the purposes of making such appointment.

G24. The President, ~~or the President's nominee~~ or the Chair of the meeting has the power to propose or second any motion even though the President, ~~the President's nominee~~ or the Chair, may not be a delegate of a ~~M~~member ~~A~~authority.

QUORUM

G25. Subject to Rule G23, at the Annual General Meeting, a Special General Meeting or at a Zone or Sector Group meeting, a quorum consists of one half the total number of ~~M~~member ~~A~~authorities entitled to be represented and vote when that number is even, and a majority of such ~~M~~member ~~A~~authorities when the number is odd.

G26. If a quorum is not present within one hour of the time fixed for the meeting, the meeting will lapse. If the meeting ceases

to have a quorum for any period, no business may be conducted during that time.

G27. For the purpose of calculating whether or not a quorum is present at any Annual General Meeting or Special General Meeting, member authorities whose voting at the meeting will be by proxy are to be treated as being present.

~~**G28.** No business may be conducted at a meeting unless a quorum is present.~~

CONDUCT OF MEETINGS

G29. Subject to the requirements of these Rules, the Annual General Meeting or any Special General Meeting or Zone or Sector Group meeting may by resolution fix rules of debate and rules for the conduct of the meeting. Subject to any such resolution, a ruling of the President or Chair (as the case may be) on any point of order is final and conclusive.

H VOTING AND ELECTIONS

VOTING

- H1.** Subject to Rules H3 to H5, at the Annual General Meeting, and any Special General Meeting, or ~~Z~~zone or ~~S~~sector ~~G~~group meeting, or for the purposes of any petition under Rule G9, ~~M~~member ~~A~~authorities admitted to membership under Rule C1 are entitled to vote as follows:
- (a) Member ~~A~~authorities having an annual subscription of \$100,000 or over – 6 votes plus 1 votes for every \$20,000 increment (in whole) in excess of \$100,000:
 - (b) Member ~~A~~authorities having an annual subscription of \$80,000 to \$99,999– 6 votes:
 - (c) Member ~~A~~authorities having an annual subscription of \$50,000 to \$79,999 – 5 votes:
 - (d) Member ~~A~~authorities having an annual subscription of \$30,000 to \$49,999 – 3 votes:
 - (e) Member ~~A~~authorities having an annual subscription of \$20,000 to \$29,999 – 2 votes:
 - (f) Member ~~A~~authorities having an annual subscription of less than \$20,000– 1 vote."
- H2.** At the Annual General Meeting, any Special General Meeting, or any ~~Z~~zone or

~~S~~ector ~~G~~roup meeting, persons or organisations admitted to associate membership under Rule C2 are not entitled to vote.

H3. No ~~M~~ember ~~A~~uthority whose annual subscription is in arrears is entitled to vote at any Annual General Meeting or Special General Meeting or at any Zone or Sector Group meeting or by ~~postal~~ ballot involving elections to the National Council, ~~or any zone or sector group meeting~~, until the arrears are paid.

H4. With respect to a petition under Rule G9:

(a) No associate member admitted to membership under Rule C2 is entitled to sign the petition unless the National Council has determined, in accordance with Rule C3 that associate members of that kind may sign the petition; ~~and~~

(b) No ~~M~~ember ~~A~~uthority, or associate member whose annual subscription is in arrears is entitled to sign the petition.

H5. Subject to Part K, at any Annual General Meeting, Special General Meeting or ~~Z~~zone or ~~S~~ector ~~G~~roup meeting resolutions are carried by a simple majority of votes.

H6. At any Annual General Meeting, Special General Meeting, or ~~Z~~zone or ~~S~~ector ~~G~~roup meeting, in the event of an equality of voting (whether on a poll or otherwise), the President, or Chair as the case may be, has the casting vote.

H7. At any Annual General Meeting, Special General Meeting, or ~~Z~~zone or ~~S~~sector ~~G~~group meeting, the manner of voting on any issue is determined by the Chair, provided that the Chair, any delegate or ~~M~~member ~~A~~authority may demand a poll and on the taking of a poll, each ~~M~~member ~~A~~authority present is entitled to vote in accordance with Rule H1.

H8. If a poll is taken at any Annual General Meeting, Special General Meeting, or ~~Z~~zone or ~~S~~sector ~~G~~group meeting each ~~M~~member ~~A~~authority must be provided with one voting ~~form~~paper which must indicate the number of votes the ~~M~~member ~~A~~authority receiving it is entitled to exercise, and no ~~M~~member ~~A~~authority is entitled to divide its votes for and against the motion. No voting ~~form~~paper is valid unless signed by the presiding delegate or notified alternate.

H9. A demand for a poll does not prevent the continuance of any Annual General Meeting or meeting for the transaction of any business, other than in respect of the question upon which the poll is demanded.

CONDUCT OF ELECTIONS – PRESIDENT AND VICE-PRESIDENT

H10. The ballots referred to in Part F must be conducted in accordance with Rules H11 to H24.

H11. The Chief Executive must act as Returning Officer and is responsible for the conduct

of the elections in accordance with these Rules.

H12. Should any matter arise in the conduct of the elections which is not expressly provided for in these Rules, the Chief Executive must determine the matter in his or her absolute discretion, but may be guided by the provisions of the Local Electoral Act 2001.

H13. All nominations must be in writing signed by the Mayor, Chairperson, Deputy Mayor, Deputy Chairperson, or Chief Executive of a ~~M~~member ~~A~~authority and must be seconded in writing on the same or another document by one of those office holders of another ~~M~~member ~~A~~authority.

H14. Nomination and seconding ~~form~~papers must be received by the Chief Executive not later than 31 May in the year in which the election is to be held.

H15. Any nomination signed in accordance with, and otherwise appearing to comply with these Rules is deemed to be valid for all purposes and LGNZ is not required to inquire into its validity for any purpose whatsoever.

H15A. Subject to the requirements of Rules H13 to H15, for the avoidance of doubt, nomination and seconding forms may be provided in electronic form.

H16. If only one nomination is received for the office of President by the time nominations close, the person nominated is immediately deemed to be elected and must be declared President-elect by the

Chief Executive. If no nominations are received by the date nominations close, then the National Council must 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 of President is filled.

H17. If only one nomination is received for the office of Vice-President by the time nominations close, the person nominated is immediately deemed to be elected and must be declared Vice-President elect by the Chief Executive. If no nominations are received by the date nominations close, then the National Council has the power to fill the vacancy on the next occasion it meets after the vacancy has occurred.

H18. On the close of nominations the Chief Executive must prepare, for each member authority, voting ~~form~~papers listing the validly nominated candidates to be distributed at the Annual General Meeting. A list of the validly nominated candidates for each office and any biographical material (which may include a photograph and not more than 150 words) provided by the candidates for distribution must be distributed with the Annual General Meeting papers.

H19. At any Annual General Meeting at which the election of the President is to occur, voting ~~form~~papers for the election of the Vice-President may not be issued and that election may not take place until the result of the election of the President has been declared.

H20. No voting ~~formpaper~~ is valid unless signed by the presiding delegate or notified alternate.

H21. ~~The Chief Executive must determine the date and time of the close of voting.~~

H22. Duly completed voting ~~formpapers~~ must be returned to the Chief Executive, or to any scrutineers appointed by the Chief Executive at the Annual General Meeting, not later than the close of voting.

H23. As soon as practicable after the close of voting the Chief Executive must declare the result of the election to the Annual General Meeting.

H24. As soon as practicable after any election, the Chief Executive must on the motion of the Annual General Meeting or the National Council destroy the voting ~~formpapers~~.

H25. For the avoidance of doubt, for the purposes of Rules H18 to H24 any reference to voting form includes any electronic means of voting.

I MANAGEMENT

11. The National Council shall appoint a Chief Executive for such remuneration and on such terms and conditions as it thinks fit, and may terminate or suspend the ~~appoint~~employment of any Chief Executive so appointed by it, subject to the law and any conditions agreed to in the Chief Executive's employment ~~agreement~~contract.
12. The Chief Executive is responsible to the National Council for employing, on its behalf, the staff of LGNZ and negotiating the terms of their appointment and may, subject to the law and any conditions in an employment ~~agreement~~ contract applying to an employee, remove or suspend any employee from his or her employment.
13. The Chief Executive is responsible to the National Council for the administration of the affairs of LGNZ in accordance with policies or directions resolved from time to time by LGNZ or the National Council.
- ~~14.~~ The Chief Executive has such additional specific powers and authorities as are delegated by the National Council from time to time, including the power to subdelegate. The Chief Executive may also delegate to any officer or employee of LGNZ any of the powers, functions and duties conferred upon the Chief Executive under these Rules, including from time to time appointing an Acting Chief Executive for such period and on such terms as it thinks fit, to carry out the powers, functions and duties of the Chief Executive during any absence of the Chief Executive.

15. The National Council may, from time to time, appoint an Acting Chief Executive for such period and on such terms as it thinks fit, to carry out the powers, functions and duties of the Chief Executive during any ~~absence of the Chief Executive or a~~ vacancy in that office.

J FINANCIAL MANAGEMENT

FINANCIAL YEAR

- J1.** The financial year of *LGNZ* commences on the first day of April in each year and closes on the following 31st day of March.

SUBSCRIPTIONS

- J2.** From time to time, the National Council may by resolution, prescribe the subscriptions, fees or other payments, annual or otherwise, to be paid by ~~M~~member ~~A~~authorities and associate members, and, subject to Rule J4, the time and manner of payment of any such subscriptions, fees, or payments.
- J3.** Any resolution may prescribe different subscriptions, fees or other payments for different ~~M~~member ~~A~~authorities or associate members, or classes of ~~M~~member ~~A~~authorities, or associate members and provide for exemptions of any subscription, fee or other payment.
- J4.** The annual subscription is payable in the month of April in the financial year to which it relates.

CONTROL AND USE OF FUNDS

- J5.** All moneys received by or on behalf of *LGNZ* must be banked immediately in suitable bank accounts in the name of *LGNZ* (or in the case of a trust account, in such name as clearly identifies the trust) and all cheques or other payment on such accounts must be signed by not less than two signatories from a list of signatories

approved by the National Council (or by the trustees) and must be passed for payment or confirmed by the National Council (or as the case may be by the trustees).

INCOME AND PROPERTY

J6. Subject to Rules L9 to L11, the income and property of *LGNZ* must be applied towards the promotion of its objects, and no portion may be paid or transferred directly or indirectly to any ~~M~~member ~~A~~authority or associate member; provided that *LGNZ* may in good faith, pay to a National Council member, other member or officer of a ~~M~~member ~~A~~authority or associate member, or any other body, corporation or person, any or all of the following as may be decided, by the National Council or, acting under delegation, by the Chief Executive:

- (a) Remuneration for services rendered or payment for goods supplied;
- (b) Honoraria, except for the President, Vice-President and National Council members, and annual, daily, and incidental allowances and out of pocket expenses (including travel and accommodation allowances) incurred in any manner in the reasonable and proper conduct of the affairs of *LGNZ*.

AUDITOR

- J7.** In accordance with the Public Audit Act 2001, the auditor of *LGNZ* is the Auditor-General and the provisions of the Public Audit Act 2001 apply to the audit of the financial statements of *LGNZ*.

K ALTERATION OF THE RULES

- K1.** A change to these Rules may be initiated by-
- (a) A resolution of the National Council; or
 - (b) A ~~M~~member ~~A~~uthority giving more than one month's notice to LGNZ before the Annual General Meeting or any Special General Meeting called for the purpose of discussing changes to the Rules.
- K2.** In all cases, written notice of the proposal to change the Rules must be given to every ~~M~~member ~~A~~uthority at least 10 working days before the Annual General Meeting or the Special General Meeting.
- K3.** Every proposal to change the Rules must clearly identify the words to be deleted from the Rules and any words to be added to the Rules.
- K4.** At a meeting at which the motion to change the Rules is considered-
- (a) Any motion to amend a motion to change the Rules may be passed by a simple majority; but
 - (b) Any motion to change the Rules must be passed by resolution of a two-thirds majority of the valid votes cast.

L MISCELLANEOUS

COMMON SEAL

- L1** LGNZ must adopt a Common Seal which must be kept under the control and in the custody of the Chief Executive.
- L2.** Any two of the President, Vice President or Chief Executive, must attest the execution under seal of documents to be executed by LGNZ.
- L3.** The Common Seal must only be affixed pursuant to a resolution of the National Council or an Annual General Meeting or Special General Meeting of LGNZ.

NOTICE

- L4.** Any notice to be given to, or any document to be deposited with LGNZ or the Chief Executive, is to be regarded as given or deposited when received at the registered office of LGNZ; or if posted then three days after being posted to the usual postal address of LGNZ, or if sent electronically at the time that the notice arrives in the inbox of the Chief Executive's email address.
- L5.** Any notice to a ~~M~~member ~~A~~authority or associate member is to be regarded as given when received at the principal office of the ~~Mem~~ember ~~A~~authority or associate member or three days after being posted to the usual postal address of the member authority or associate member or if sent electronically at the time that the notice arrives in the inbox of an appropriate

email address for the Member Authority or associate member.

- L6.** In Rules L4 and L5 "received" includes received by facsimile or electronic means during ordinary business hours or if received outside those hours then at 9:00am on the next business day.
- L7.** No notice is to be regarded as having been given or received if in accordance with the usual protocols of that kind of notice, the sender has been notified of a failure of delivery.
- L8.** An inadvertent, unintentional, failure to give any notice required by these Rules to be given to a ~~M~~member ~~A~~authority, associate member, the Chief Executive, or any other person does not invalidate the doing of any thing or the election of any person in respect of which the notice was required.

DISSOLUTION

- L9.** *LGNZ* may be voluntarily wound up in accordance with section 24 of the Incorporated Societies Act 1908.

DISPOSITION OF SURPLUS ASSETS ON DISSOLUTION

- L10.** In the event of *LGNZ* being wound up at an Annual General Meeting or a Special General Meeting without having passed a resolution directing the disposing of the assets then the assets, after the payment of *LGNZ*'s liabilities and expenses of winding up, must be divided between the ~~M~~member ~~A~~authorities in proportion to the subscriptions paid by the ~~M~~member

~~A~~authorities immediately prior to the winding up.

- L11.** Any meeting called for the purpose of considering a winding up resolution pursuant to section 24 of the Incorporated Societies Act 1908 (or any statutory provision passed in amendment or substitution for that provision) must have placed before it any proposal or recommendation of the National Council relating to the disposition of the surplus assets of *LGNZ*.
- L12.** A meeting called for the purpose of considering a winding up resolution may, despite anything contained in these Rules (including any requirement for notice of the business to be conducted at such meeting) after considering any proposal or recommendation of the National Council, by resolution direct the disposal of the assets of *LGNZ* in such manner as the meeting thinks fit.

~~We, the local authorities named below, being members of the New Zealand Local Government Association Incorporated ("LGNZ"), confirm that the rules of LGNZ were amended in the manner set out in this document and that the amendments were made in accordance with Part K of the Rules of LGNZ at a Special General Meeting held on 13 March 2014.~~

Activity Review

For the period 1 July - 31 March 2019

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Key

	Target is being achieved, either to date, or in total
	Target progress is marginal, or expected to be partially achieved
	Target has not been achieved
	Target programmed for start in future

EXECUTIVE SUMMARY

Introduction

This document reports progress on the delivery of Council service to quarter three of the full financial year 1 July - 30 June 2019. It includes details of how the Council activities have performed against non-financial measures and financial budgets.

Summary – Group level

Policy & Planning

Including: Regional plans & policies; Strategies & plans

The focus has been on considering and agreeing a framework to meet legislative, national standards and community expectations regarding the management and regulation of Otago’s Fresh Water. Progress includes:

- National Policy Statement Fresh Water process and Water Plan Review endorsed. Stocktake report of NPSFM.
- Progressive Implementation Programme (PIP) adopted. Gives effect to NPSFM.
- Review of Regional Plan: Water underway
- Fresh Water Management Units (FMU), planned adoption April 2019
- Work programme for priority minimum flow catchment being aligned to PIP and will recommence and continue.
- Priority catchment work gaining momentum following revision of fresh water planning programme

Regional Policy Statement approved as partially operative. However, a recent procedural decision from the Environment Court, has questioned its lawfulness. This is being tested in the High Court.

Q3 Non Financial Performance



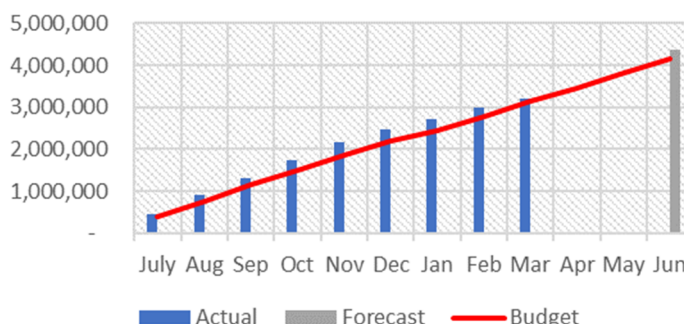
Graph1: Of the 12 reported measures, 2 relating to Regional Air Plan, and the Regional Pest Management Plan will not be achieved (red)

- Revising air quality standards was delayed by MfE.
- Regional Pest Management Plan will be adopted early in the new financial year

A similar result is forecast for year end

Unbudgeted Regional Pest Plan review expenditure continuing from last year. Additional expenditure incurred in the Minimum Flow activity for this period whilst underspends occurred in the Annual Plan, Transport Planning & Coastal Plan Activities. As the focus shifts from minimum flows to general freshwater management, expenditure expected to be marginally less in the Water Plan Activity whilst further expenditure maybe incurred due to the RPS High Court Appeal.

Policy & Planning



Environment

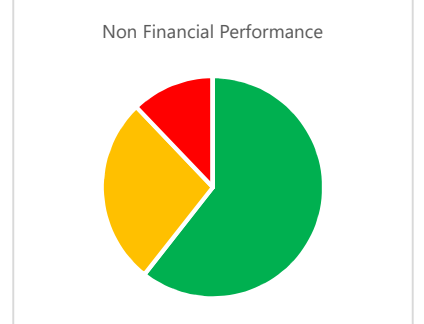
Including: Water; Air; Coast; State of the Environment; Biodiversity; Pests; Environmental incident response

Water Implementation – work progressed on agreed programmes such as compliance inspection with farms and forestry, risk assessment program, and Urban Water Quality. The implications of Councils reassessment of direction needs to be worked through for the ‘Catchment Risk Assessment Program’ and catchment group engagement.

The Air Implementation approach was clarified and agreed with Council

Biodiversity and Biosecurity (pests) implementation is under review reflecting the desire to integrate the two activities and identify service options for future Council consideration. Currently Pest management service is being delivered as agreed and Biodiversity implementation, while delayed, work is commencing on mapping and staff recruitment.

Environmental incident response - resource prioritised from compliance to meet growing external demands.

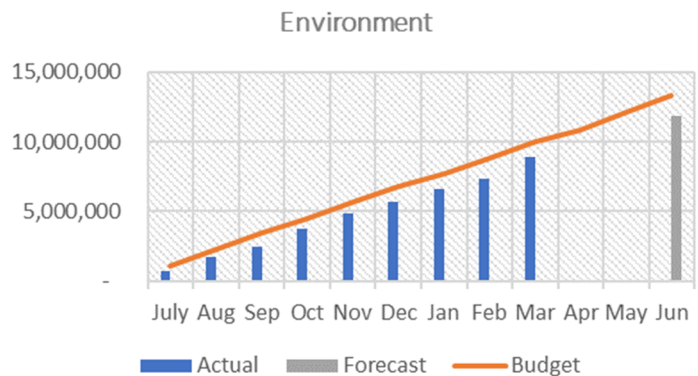


Graph: Of the 33 reported measures, 4 will not be achieved (red), being:

- Monitoring Buoys;
- response to contaminated site enquiries;
- Biodiversity good practice information;
- Lake Snow Research.

There is a risk that the year-end result may include 2 additional ‘not achieved’ (red) being: dairy inspection numbers, and, SOE wetland monitoring

Several activities are underspent for this reporting period – State of Environment, Rural Water quality Implementation (6A), Water & Deemed Permit renewals (1C), Urban Water Quality, Coastal Initiatives and Enforcement Action. The forecast is for an underspend, lake buoys not likely to be installed this year and a change in approach to Rural Water Quality & Deemed Permit renewals whilst Urban Water Quality Implementation has been refocused due to the Freshwater planning review.

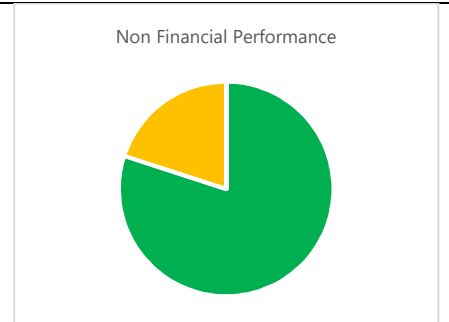


Community

Including: Governance & leadership

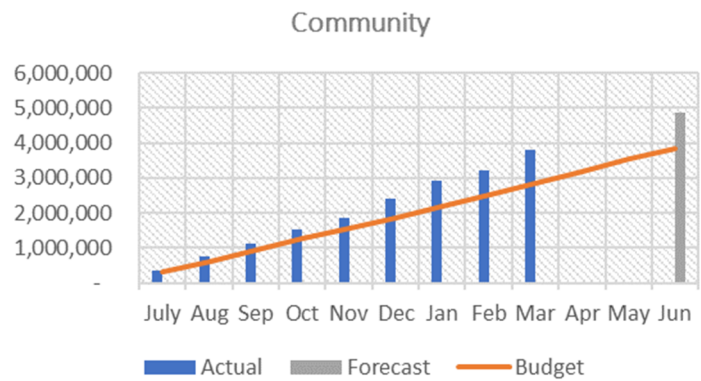
While work has progressed to inform a decision on Dunedin Head Office Replacement this is now more likely to occur in the new financial year.

The four-year Stakeholder Engagement Strategy is under review to reflect thinking that shaped the recent organisation restructure and the opportunity presented by new leadership. The engagement team is fully recruited and has begun to deliver on elements of the existing strategy.



Graph: Of the 10 reported measures, all are on track for full or partial achievement.

The overspend in this area relates to continuing Dunedin Head Office design and feasibility costs carried over from last year. Additional external costs required to complete 'response to issues' work on Territorial Council District Plan process. This work is likely to continue during the year.

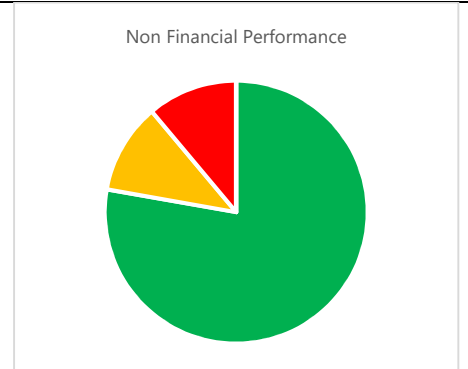


Regulatory

Including: Consent processing; Consent Compliance & Bylaw monitoring; Harbour & waterway management

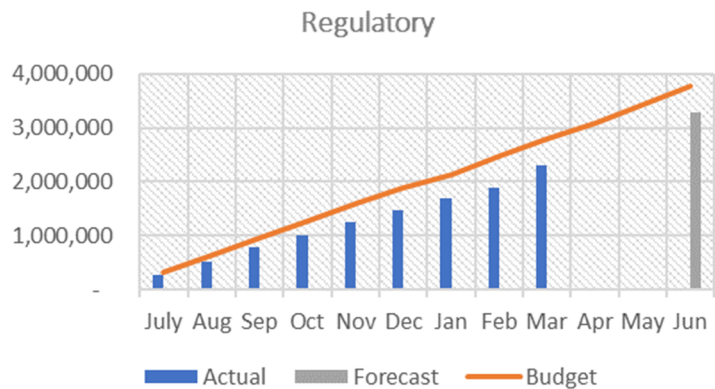
Consenting on water permits, including 'Deemed Permits' progressed

Compliance monitoring and auditing progressed. Improvement is being sought on procedures that better integrate the required work. Staff resource levels remain a broader issue and creates uncertainty about ability to deliver the full program by 30 June.



Graph: Of the 9 reported measures, 1 relating to processing applications under the Flood Protection Bylaw will not be achieved (red)

Underspends relate to the Regulatory Effectiveness activity being re-prioritised and staff time on Compliance monitoring and Resource Consent processing being less than assumed in the budget for this period.



Flood Protection & Control Works, & River Management

Including: Flood & drainage schemes; Rivers & waterway management

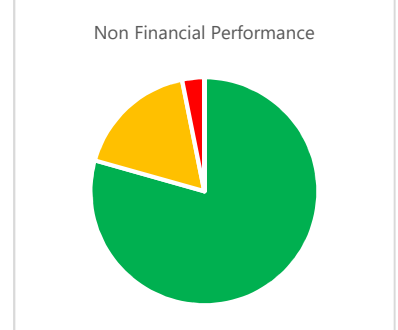
Much operational work has occurred and continues to river banks/bends (eg rockwork, willow poles) and clearance of November 2018 flood debris.

The drainage maintenance program – largely on-track

Servicing of pump stations on track

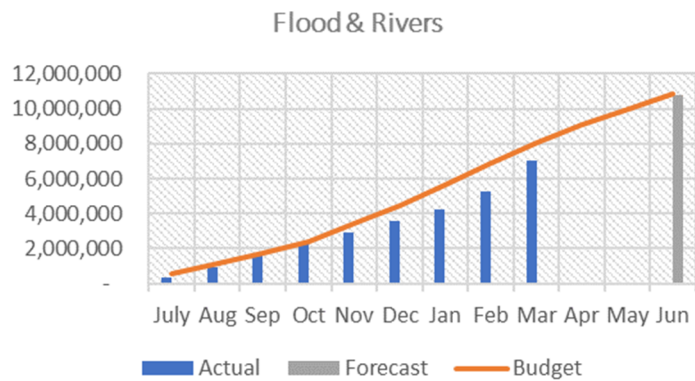
Planned Engineering works to program ie Lower Taieri Flood Scheme; Waipori Pump Station Power Supply; Bridge repair program

Dart – repair work of recent breach to bunding



Graph: Of the 17 reported schemes & catchment areas, the Lower Taieri Flood Scheme is reporting some project deferral and delay due to the November 2018 Flood

Most flood scheme works and river management activity expected to be on track financially with some possible deferrals in the East Taieri Drainage Scheme relating to the Upper Pond drainage project and in the Leith Scheme, Dundas St Bridge works expected to be complete by September 2019. Designations and bylaw work re-prioritised.



Safety and hazards

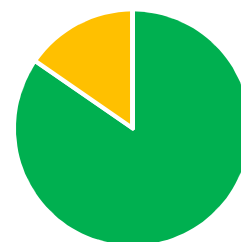
Including: Emergency Management; Hazards

Emergency Management - resolving operational risk associated with a lack of trained and experienced controllers in the Otago Region; a fully equipped co-ordination centre. Progressing operational planning for event response.

Natural Hazards – good progress on support to stakeholders including district councils to respond to natural hazards. This includes the completion of the assessment of the coastal hazards for the Waitaki District coast, and notable progress in the investigation of Roxburgh debris flow mitigation options.

Significant progress has been made on projects associated within the climate change activity. This includes the intensification of the data collection programme for South Dunedin and the Dunedin Harbourside, and the commencement of the Otago climate change risks and opportunities assessment.

Non Financial Performance

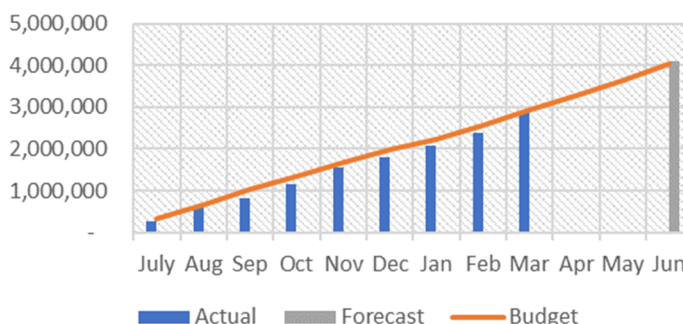


Graph: Of the 8 reported measures, 2 relating to availability of group controllers and CDEM Response are marginal (yellow). The latter will be resolved by 30 June 2019.

Forecast on track at the significant activity level

The flow forecasting activity has an overspend due to responding to the November 2018 flood event. A catch-up on the Climate Change Adaptation activity underspend is expected with significant works programmed from April.

Safety & Hazards



Transport

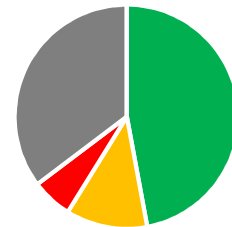
Including: Public Transport; Stock Truck Effluent Disposal Sites

The Dunedin Central City Bus Hub was launched. A staggered implementation of the services supported by the new electronic timetables and digital signage commenced on Thursday 21st March with the hub becoming fully operational on 28th March. No experience of undue delays to buses at the intersections leading to and from the hub. This reflects the close working relationship with the Dunedin City Council staff.

On track to complete the business case for the Lake Wakatipu public water ferry service for reporting to Council. The business case forms part of the 'Wakatipu Way to Go' collaborative partnership between the ORC, QLDC and the NZTA.

Investigating mass transit options between Frankton and Queenstown are progressing via Council's participation in a wider study led by NZTA.

Non Financial Performance



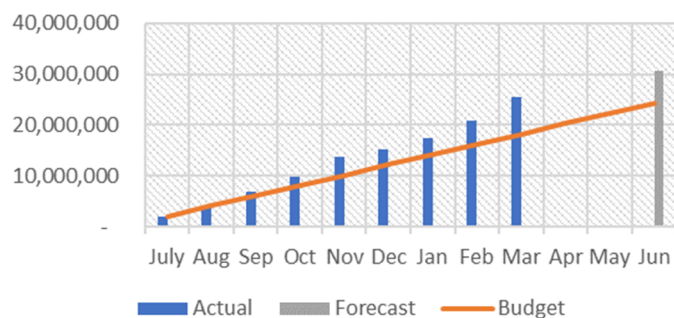
Graph: Of the 17 reported measures:

- 1 red relating to policy on school bus services which is scheduled early in the new financial year
- 2 marginal (yellow) relating to investigating mass transit options Frankton-Queenstown and feasibility study Dunedin Airport.
- 6 grey are surveys reported at year end.

There are overspends in the Public Transport Activity related to the Bus Hub construction and Electronic Ticketing implementation.

The construction of a Central Otago STED occurred in this reporting period which was assumed in last years budget.

Transport



POLICY & PLANNING

REGIONAL PLANS & POLICIES

Council’s regional plans set out policies and rules that aim to protect our natural resources, i.e. water, air and coast, and their use. The Resource Management Act requires Council to have a Regional Policy Statement that enables sustainable management of the natural and physical resources of the Otago region. It also has provisions for adopting and reviewing regional plans.

Activities include:

Regional Policy Statement	Regional Plan: Water	Minimum flows and allocation limits
Regional Plan: Air	Regional Plan: Waste	Regional Plan: Coast

Regional Policy Statement (RPS)

Summary Comment

A procedural decision from the Environment Court has questioned the lawfulness of the proposed RPS. Council obtained two independent legal opinions on the judgement to determine the most appropriate pathway. Council has decided to appeal the judgement to the High Court.

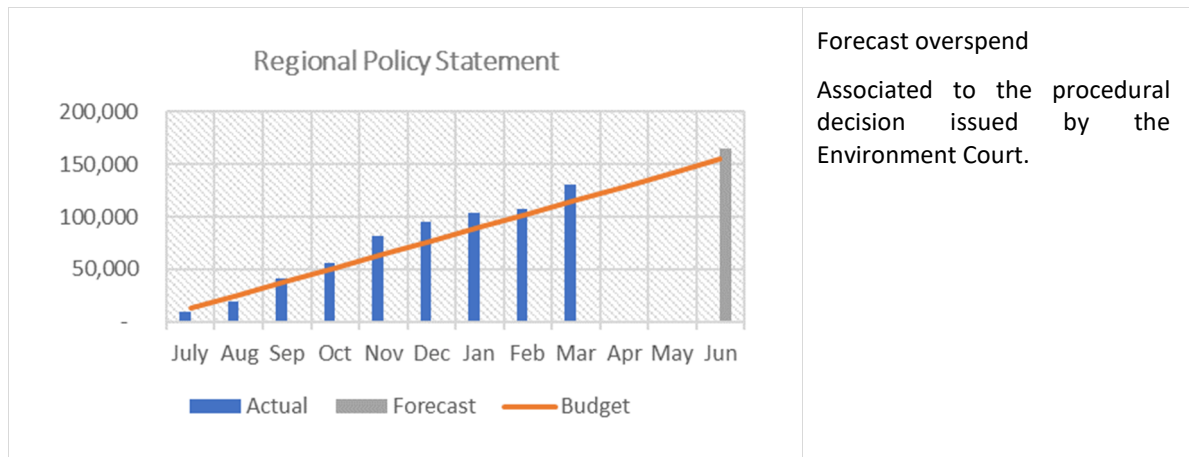
Expected:

The forecast end of year budget is more than 10% over the annual budget. This forecast anticipates additional expenditure associated with the recent High Court appeal, by ORC ,and also by Oceana Gold.

Key Measures

	Previous	Now	Future
<p>Measure: • Comply with Resource Management Act legislative planning requirements. • Complete preparation of plan reviews and changes of resource management policies, plans and strategies in accordance with Council’s publicised work programme.</p> <p>Comment: Council's work programme included a Plan Change for Priority Catchments to set minimum flows. Now that the Progressive Implementation Programme has been adopted, work on progressing the three priority catchments is now being planned. Aside from fresh water, all other work underway is consistent with the RMA and legislative planning requirements, including the proposed RPS, National Planning Standards, and the NESAQ.</p>	●	●	●
<p>Measure: Completion of required actions for making the RPS operative.</p> <p>Comment: The procedural decision released in March 2019 has questioned the lawfulness of the proposed RPS. An appeal to the High Court is underway. This means the remainder of the RPS not yet operative, will not be made operative until all appeals are settled.</p>	●	●	●

Financial performance



Forecast overspend
Associated to the procedural decision issued by the Environment Court.

Regional Plan: Water

Summary Comment

With the adoption of the Progressive Implementation Programme in October 2018, work to give effect to the National Policy Statement Fresh Water Management (NPSFM), and to review the Regional Plan: Water, is underway. This includes work on the Manuherekia, Arrow and Cardrona projects (MAC), and the wider Water Plan Review.

Expected:

With the adoption of Freshwater Management Units (FMU) in April 2019, work is now progressing on understanding and better prioritising the order of FMU processes.

Key Measures

Measure: Notification of 'Progressive Implementation Plan'.

Comment: The Progressive Implementation Programme (P.I.P) was approved for notification at October's Council meeting and was publicly notified on Saturday 15 December 2018.

Previous Now Future

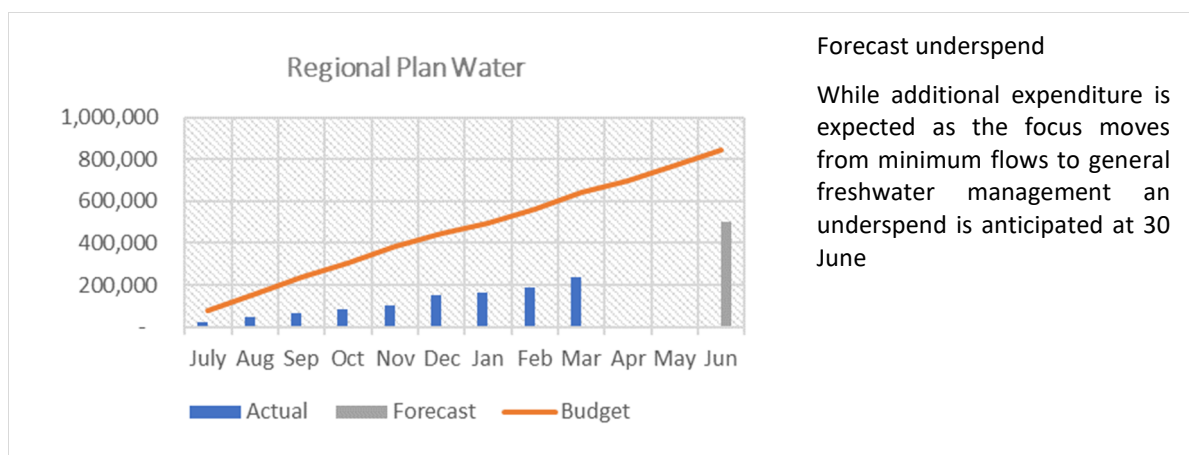


Measure: Complete a stocktake of the NPSFM.

Comment: Draft has been completed.



Financial performance



Forecast underspend
While additional expenditure is expected as the focus moves from minimum flows to general freshwater management an underspend is anticipated at 30 June

Minimum Flows and Allocation Limits

Summary Comment

The work programme for the priority minimum flows catchment is being aligned with the Progressive Implementation Plan (PIP) and work will recommence and continue. The Lindis hearing recommenced in late January and February, The Lindis Environment Court hearing has commenced, and some work on supporting specialist reports is likely to recommence.

Expected:

A revised Fresh Water Planning programme will provide substantive direction on the work that occurs across the region and the priorities. While uncertainty currently exists around the forward planning, science and operational work program, a substantial amount of additional science work (mostly field work) will be carried out in the current priority catchments. This work will inform the revised freshwater planning program. A positive recruitment outcome is expected to rectify the 'under fte budget' science unit. Operations activity is uncertain about how delivery is impacted by potentially changing requirements.

Key Measures

	Previous	Now	Future
Measure: Progress on 'Priority Catchments Minimum Flow Plan Change' minimum flows and associated water allocation.			

Comment: Following revisions of the fresh water planning programme, work on the priority catchments is now gaining momentum and this will result in additional expenditure.



	Previous	Now	Future
Measure: Monitor flows and levels for setting minimum flows/environmental levels and allocation limits for rivers, lakes and aquifers.			

Comment: All agreed sites for Manukerikia, Lindis, Cardrona and Arrow are continuing to be monitored.



	Previous	Now	Future
Measure: Publish science work for setting minimum flows/environmental levels.			

Comment:

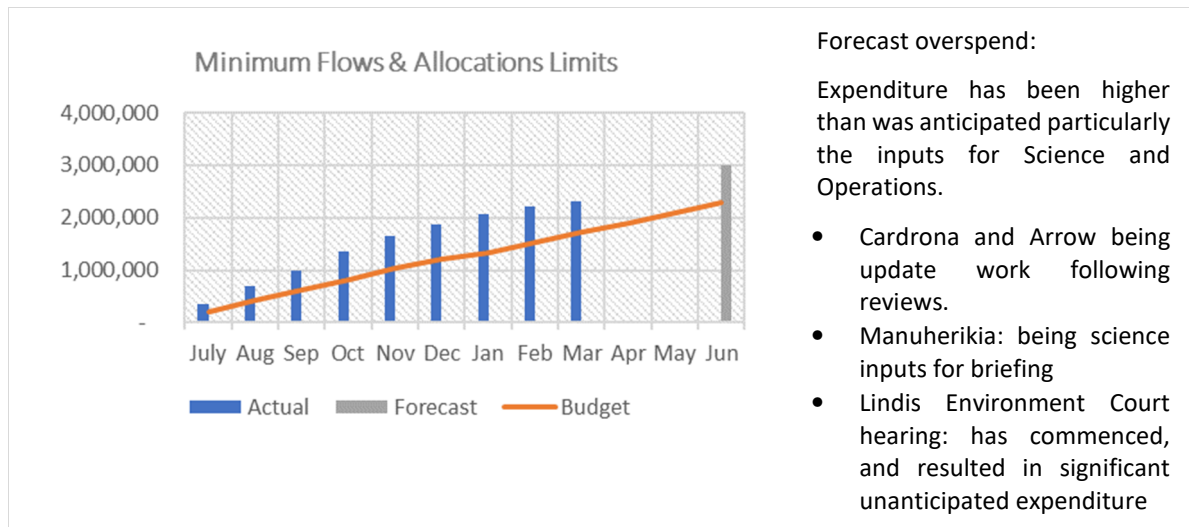
Planning: Minimum flows has been on hold pending the revisions of the fresh water planning programme.



Manukerikia: CHES model construction is on-going but has been complicated by issues with our consenting layers and databases. RMA, Section 32 supporting reports are on hold pending completion of this model.

Arrow and Cardrona: RMA, Section 32 supporting documents are completed as far as possible without freshwater management unit (FMU) objectives. FMUs will be devised with Aukaha. A substantial amount of additional work (mostly field work) in all three catchments will continue

Financial performance



Forecast overspend:

Expenditure has been higher than was anticipated particularly the inputs for Science and Operations.

- Cardrona and Arrow being update work following reviews.
- Manuherikia: being science inputs for briefing
- Lindis Environment Court hearing: has commenced, and resulted in significant unanticipated expenditure

Regional Plan: Air

Summary Comment

The Air Strategy was approved in June 2018 and a revised 'Clean Heat Clean Air' funding scheme was approved for the remainder of this financial year, at the March committee meeting. There is unlikely to be significant expenditure in this budget for the remainder of the financial year.

Expected:

It is anticipated that this budget will be underspent at the end of the financial year.

Key Measures

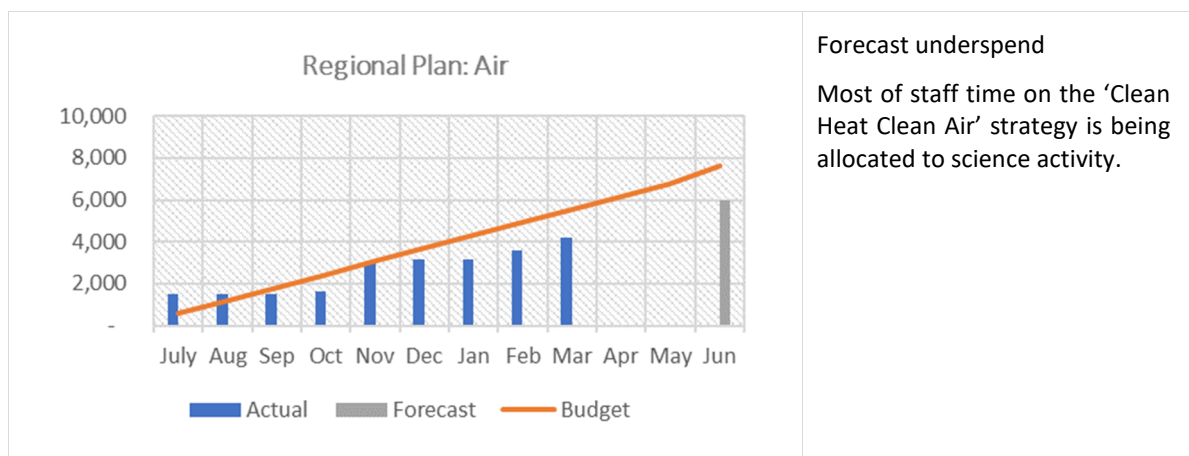
Measure: Review revised NES-AQ and assess consequences for Otago.

Comment: Achieving this target was dependent on the NES review being made available for public comment. However, this has not been released by MfE and is not expected to be released in this financial year.

Previous Now Future



Financial performance



Forecast underspend

Most of staff time on the 'Clean Heat Clean Air' strategy is being allocated to science activity.

Regional Plan: Waste

Summary Comment

No work is occurring under this activity at this stage.

Expected:

A full review of the Waste Plan will be programmed and undertaken as part of the Regional Water Plan review.

Key Measures

No reported measure

Financial performance – Regional Plan: Waste

No financial implications

Regional Plan: Coast

Summary Comment

Development of the Coastal Strategy is being deferred in the LTP to Year 4. In the meantime, plan change work for discharges of wastewater and stormwater to the coastal marine area, is being progressed as part of the parallel work for discharges into the freshwater environment. In addition, a draft stocktake of the Regional Coastal Plan against the NZCPS has been completed. Discussions with science are also occurring to determine monitoring needs and information requirements to support the commencement of the Plan Review in 2023.

Expected:

This budget will be fully utilised at the end of the year.

Key Measures

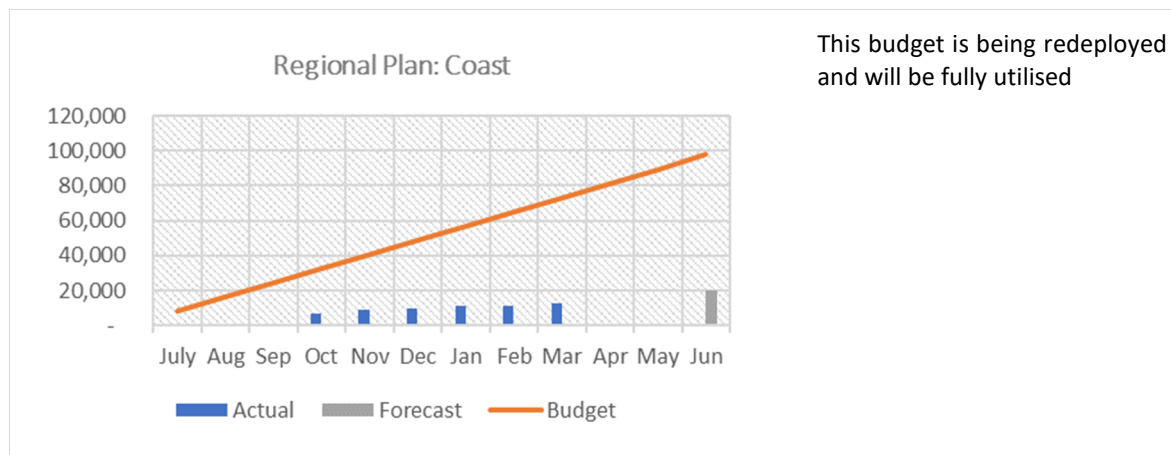
Measure: Undertake an analysis/stocktake of the Regional Coast Plan against the NZCPS and identify gaps where we do not give effect to the NZCPS.

Comment: The draft has been completed and is awaiting review.

Previous Now Future



Financial performance



STRATEGIES & PLANS

Council prepares Annual and Long Term Plans that detail Council’s significant activities, how much they will cost and how they will be paid for. For certain significant activities, strategies are prepared that provide direction on those activities. They identify what roles Council, the community, other agencies and stakeholders may play in implementing the strategy.

Activities include:

LTP/Annual Plans & Reporting Biodiversity Strategy Regional Pest Plan Review
 Regional Land Transport Plan

Long Term Plans and Annual Planning

Summary Comment

Annual Plan 2019/20 is on track.

Quarterly Activity Reporting to Council on track. As previously reported:

- The Annual Report 2017/18 has been adopted by Council
- Improvements to 18/19 Activity performance reporting made. This work is on-going

Expected:

On track

Key Measures

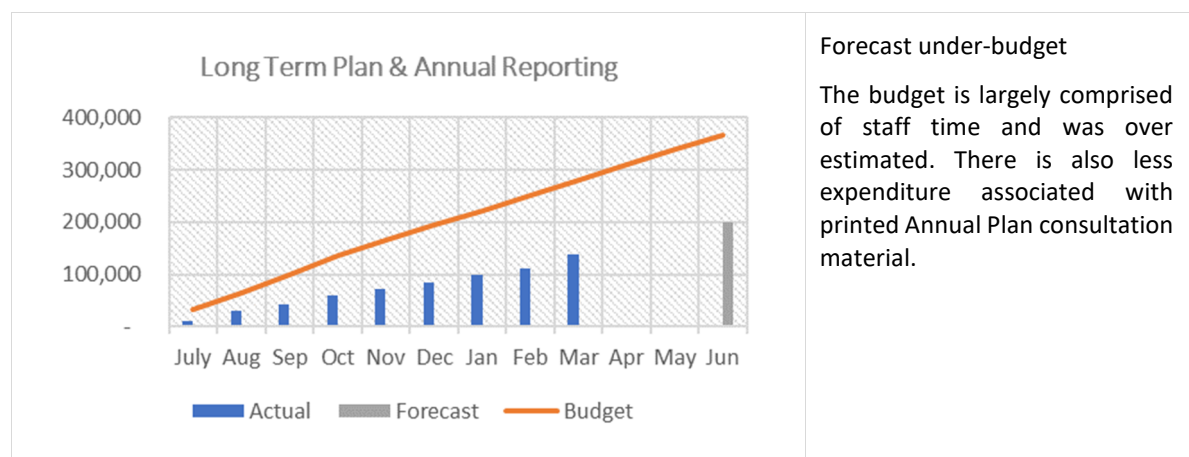
Measure: Long term plans, annual plans and annual reports receive unmodified audit opinions.

On track

Previous Now Future



Financial performance



Forecast under-budget
 The budget is largely comprised of staff time and was over estimated. There is also less expenditure associated with printed Annual Plan consultation material.

Biodiversity Strategy

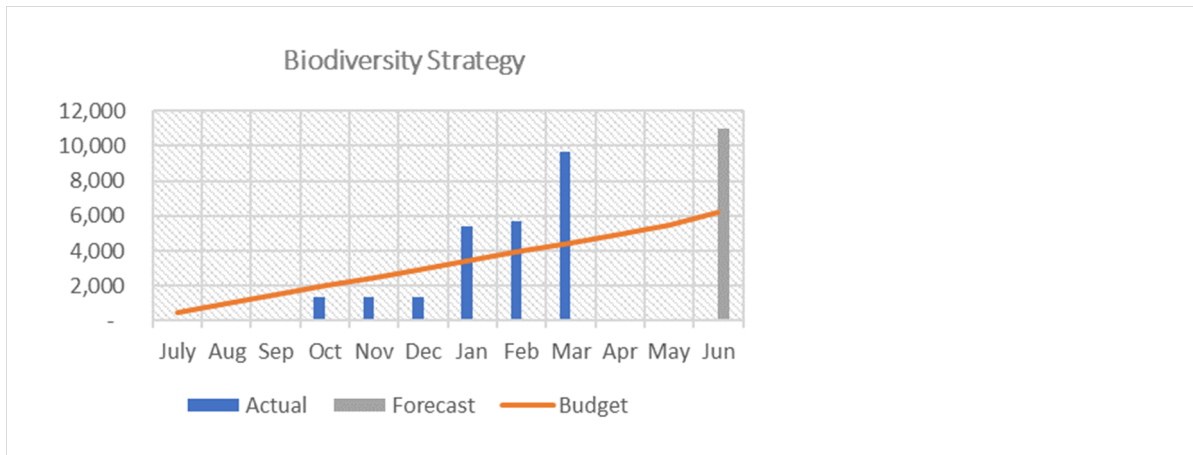
Summary Comment

Biodiversity Strategy complete and adopted by Council. Ongoing activity reported under Biodiversity Strategy implementation.

Key Measures

No reported measure

Financial performance



Pest Management Plan Review

Summary Comment

The public consultation process was progressed on the proposed Regional Pest Management Plan (RPMP).

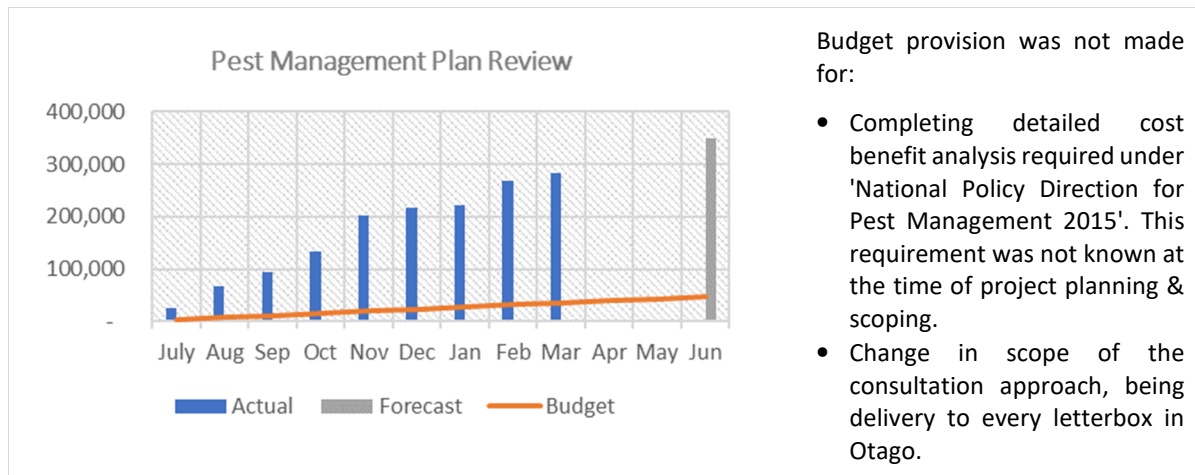
Expected:

RPMP expected to be approved early in next financial year.

Key Measures

	Previous	Now	Future
Measure: The Regional Pest Management Plan is prepared in 2018/19 and implemented 2019/20.			
Comment: The public consultation process was progressed with public submissions received on the proposed RPMP. Hearings are scheduled for June 2019 with adoption occurring in the new financial year (hence the red indicator).	●	●	●
Measure: Achieve a reducing trend in the pest plant and animal species across the Otago Region.			
Comment: Steady and ongoing progress is being achieved in many areas	●	●	●

Financial performance



Budget provision was not made for:

- Completing detailed cost benefit analysis required under 'National Policy Direction for Pest Management 2015'. This requirement was not known at the time of project planning & scoping.
- Change in scope of the consultation approach, being delivery to every letterbox in Otago.

Regional Land Transport Plan

Summary Comment

A delay in filling a key vacancy has occurred.

Expected:

Staffing is expected to be at full strength by year end.

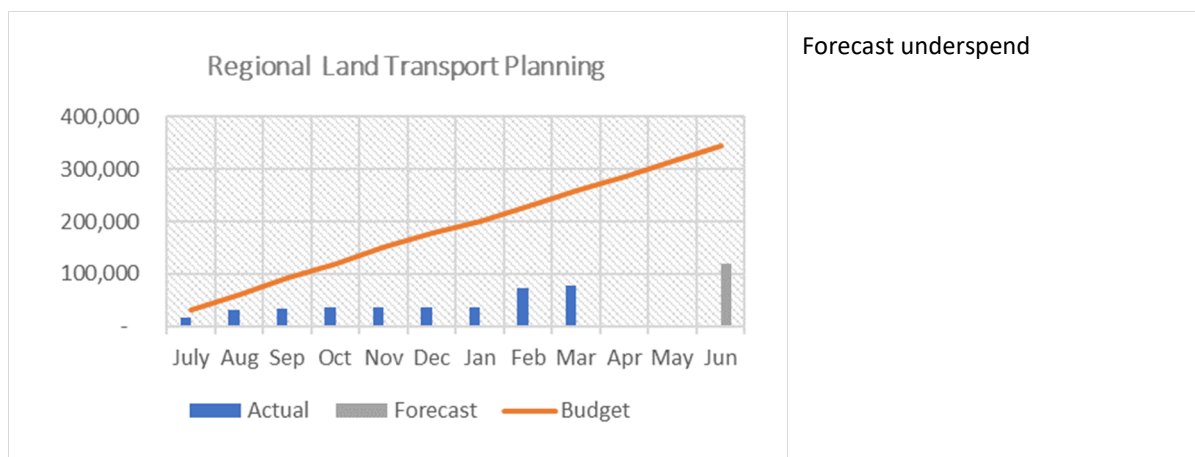
Key Measures

Measure: To collaborate with Environment Southland and other South Island local authorities to establish and deliver on pan-regional priorities for transport investment.

Comment: The Chair of the Regional Land Transport Committee and staff are continuing to be involved in the South Island RTC Chairs.

Previous	Now	Future
●	●	●

Financial performance



Forecast underspend

ENVIRONMENT

Council has a responsibility for looking after the natural resources of the Otago region. Key components of Council's work on the environment are focused on:

- Water,
- Air
- State of the environment reporting
- Biodiversity
- Pests
- Coasts
- Incident response

WATER

The quality of our water and its availability are critical to our way of life. Council's Regional Plan: Water sets out policies and rules that aim to protect both the quality and availability of water in our aquifers, rivers, lakes and wetlands.

For water quality, the Council is focused on the level of contaminants discharged into our waterways. Rural land-use, urban domestic and commercial practices significantly influence water quality. Council works with landowners, and stakeholders to achieve National Standards, planning goals and targets.

For water quantity, the Council is focused on the issues related to the availability of water for irrigation, aquatic habitats, and natural character of the rivers. The Council is required to set limits on how low the flow of certain rivers may get (minimum flows), whilst still protecting the habitats and rivers. Economic, cultural and social values are taken into consideration when setting minimum flows, and these flows determine the amount of water that may be available for use.

Activities include:

Rural Water Quality Implementation Water & Deemed Permit Renewal Urban Water Quality Implementation

Rural Water Quality Implementation

Summary Comment

Work is on track for monitoring and reporting water quality. Environmental inspection and compliance work, while impacted by the floods and staff reprioritisation is largely on track. The desktop risk assessment component of Good Water Project is complete and the next step under consideration.

Engagement activity has been progressing, albeit not to the desired level. Science delivery has been impacted by fte level (under budget) however key aspects of water quality reporting has progressed to plan.

Expected:

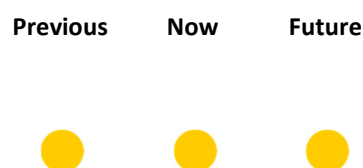
Forecasted results are likely to be mixed with monitoring and reporting on track along with environmental compliance work, albeit with some uncertainty regarding the latter. The dairy farm inspection programme, while not forecast to meet the target, has inspected all farms identified in the risk assessment work.

This activity expects to adapt to direction resulting from the fresh water management framework (eg decisions on FMUs). Looking out to the next financial year this will positively influence work such as the Good Water Project (ie Farm Catchment Risk Assessments) and engagement with catchment groups and stakeholders.

Key Measures

Measure: Water quality previously not meeting the limits set out in the Regional Plan: Water, is improving.

Comment: Annual report to be completed.



Measure: Assessments are carried out to determine if water quality is meeting the limits set out in the Regional Plan: Water.

Comment: Completed



Measure: Good water project - Undertake and report environmental risk assessments on properties throughout Otago.

Comment: Staff are focusing compliance inspection with dairy farms and forestry inspection work. Work on the Desktop risk assessments is completed. No further work has occurred on the On-farm catchment projects as this is awaiting final confirmation from Council on the adoption of this project. Meeting with the Shag River rural community planned for April 2019 to present findings of the good water project



Measure: Using a risk based approach, undertake 465 inspections of dairy farms for compliance with the prohibited activity rules.

Comment: Dairy inspections are underway. 242 completed to date. Focus has been on the Waitaki Plains and in Sth Otago. To date 4 significant non-compliance and 5 minor non-compliance have been found. Due to staff being diverted onto 'Incident Response' it is likely this target will not be fully met.

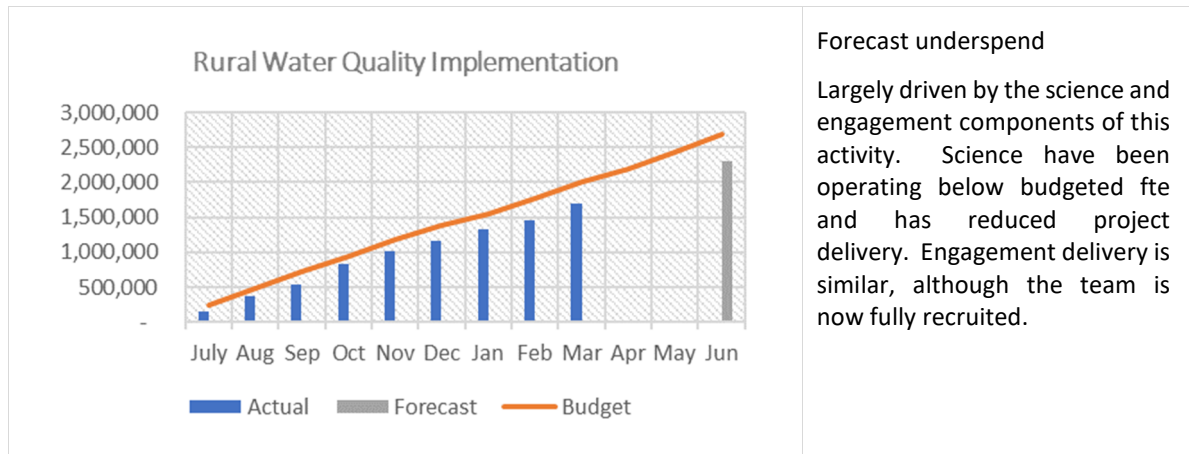


Measure: Report the results of Manuherikia water quality study to the community.

Comment: Report received from NIWA



Financial performance



Forecast underspend
Largely driven by the science and engagement components of this activity. Science have been operating below budgeted fee and has reduced project delivery. Engagement delivery is similar, although the team is now fully recruited.

Water and Deemed Permit Renewal

Summary Comment

Water consenting activity has progressed but at a level less than desired or planned. Inputs to this activity, including science information and stakeholder engagement, have been lower than anticipated. Both science and engagement resource have focused on other priorities. The consents team has been more reactive to deemed permit replacement applications where that time is charged to the application being considered.

Expected:

Work is expected to align with and benefit from an improving understanding of FMU's including water quality, quantity, objectives and allocation. Science and stakeholder engagement input to this activity will increase as science 'FTE' is recruited and engagement priorities shift.

Key Measures

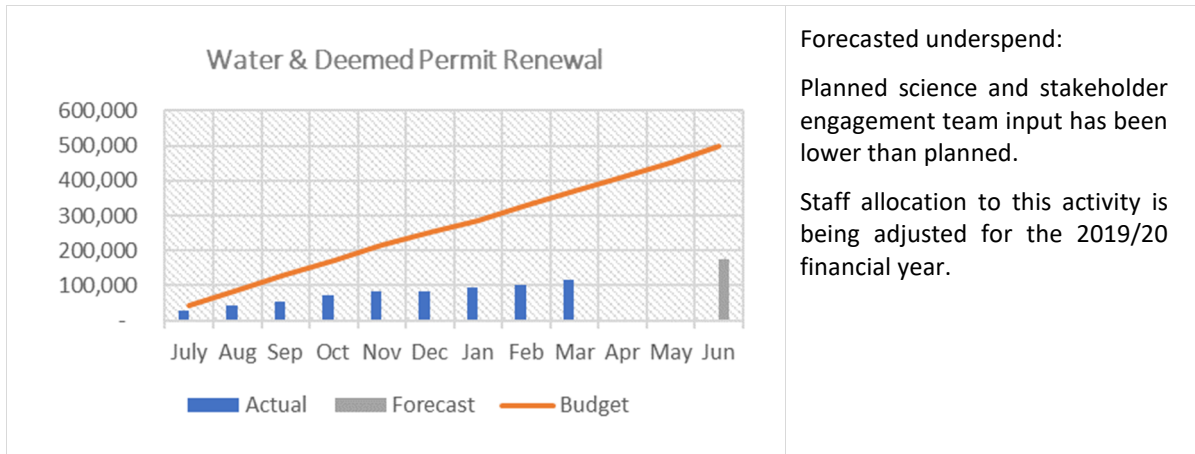
Measure: No less than 25 groups will have had two meetings facilitated by ORC.

Comment: To date, meetings have been held with 33 priority catchment groups, with 24 of these being two or more meetings

Previous Now Future



Financial performance



Urban Water Quality Implementation

Summary Comment

Work is still progressing on this however it has been delayed as staff work on projects with a higher priority, namely Air and RPS.

Expected:

While work will progress, this activity will fit within the Fresh Water Planning review and will be subject to the broader priorities identified under that review.

Key Measures

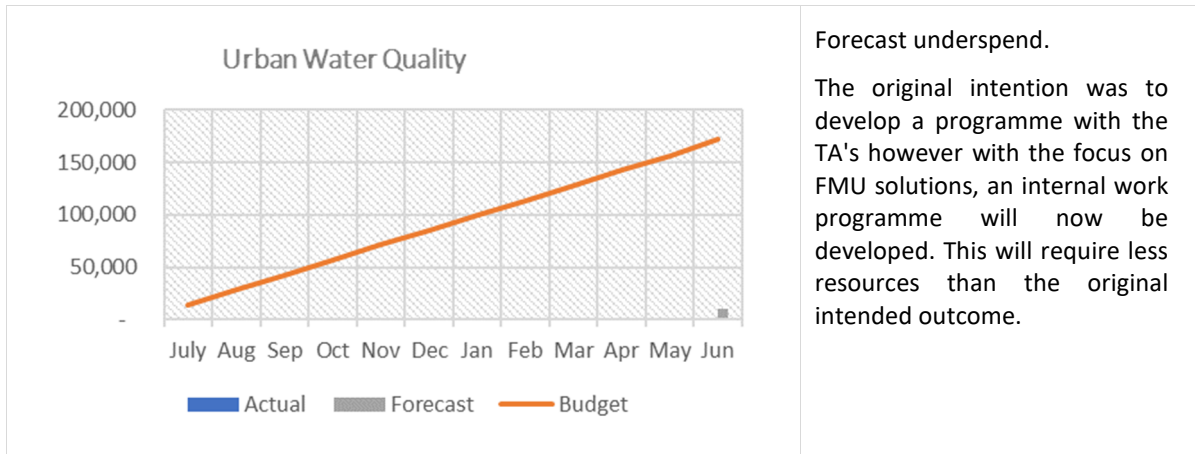
Measure: Complete development of the Urban water quality implementation plan.

Comment: Work is still progressing on urban water quality, however urban water will be built into the wider Water Plan review

Previous Now Future



Financial performance



Forecast underspend.

The original intention was to develop a programme with the TA's however with the focus on FMU solutions, an internal work programme will now be developed. This will require less resources than the original intended outcome.

AIR

Council is responsible for ensuring compliance with the National Environmental Standard. Under the Resource Management Act, Council is also responsible for controlling the discharge of contaminants to air. This activity is focused on implementing the Otago Region Air Strategy to improve air quality to acceptable levels. Implementation involves oversight of a range of actions including; the clean heat, clean air programme, education and awareness, the use of compliance monitoring and enforcement, and the use of air quality information.

Air Strategy Implementation

Summary Comment

Strategy implementation options have been presented to Council. Work with Cosy Homes Trust MoU signed. Clean Heat support being provided.

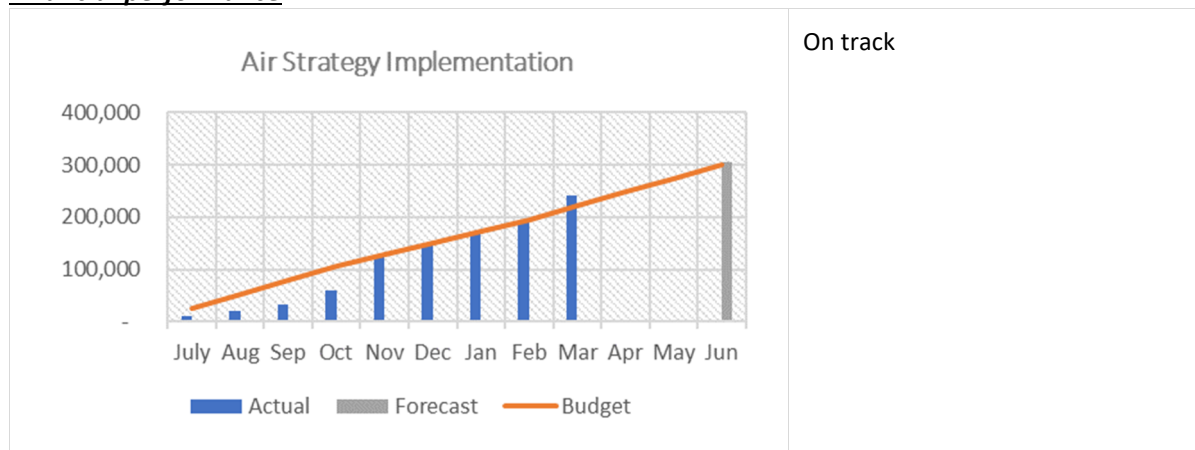
Expected:

Council are supporting implementation plan. Expected end of year status to be very close to budget.

Key Measures

	Previous	Now	Future
<p>Measure: Implement priority Year 1-3 projects to achieve goals under the Air Strategy:</p> <p>Yr1. Outcomes and issues for outdoor burning around urban areas are identified.</p> <p>Comment: Options for implementation of the Air Strategy have been presented to Committee. Assessment of the Clean Heat Clean Air Programme on rates and subsidy options have been completed.</p>	●	●	●
<p>Measure: Administer Clean Heat funding for Air Zone 1 and Milton.</p> <p>Comment: Support is provided as applications are received. 11 clean heat applications were approved during the past month resulting in a total of 45 for the year. Breakdown of appliances installed:</p> <ul style="list-style-type: none"> • Alexandra -13 • Arrowtown -6 • Clyde -4 • Cromwell - 15 • Milton -7 <p>Type of fire installed:</p> <ul style="list-style-type: none"> • Gas Fire-2 • Heat pump -4 • Pellet Fire -2 • Wood burner -37 	●	●	●

Financial performance



STATE OF THE ENVIRONMENT

Council’s State of the Environment monitoring relates to the information gained from the Council’s science programme.

Activities include:

Water quality & quantity (W2) Air Quality (A1) Environmental Monitoring & Reporting (EMaR) (G6)

Water Quality and Quantity Monitoring

Summary Comment

Monitoring of the State of Environment on-going as programmed with no issue identified to affect current monitoring. Installation of lake buoys underway, however only one bouy will be operational by the end the financial year (Lake Hayes). Work programme related to lake snow is on-going.

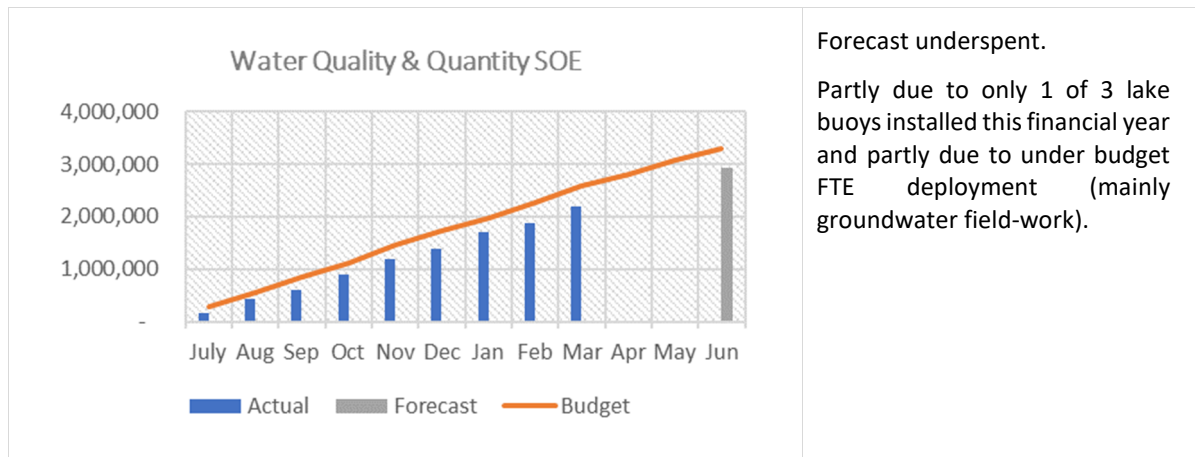
Expected:

Applications for two Ground Water Scientists sought and advertised externally.

Key Measures

	Previous	Now	Future
<p>Measure: Changes and trend in natural resource availability and quality are analysed and reported to the Council as per the schedule entitled “Monitoring Schedule for 2018-28 Long Term Plan”.</p> <p>Comment: Changes and trend analysis on-going.</p>	●	●	●
<p>Measure: External audit shows good quality control of data collections and analysis as per the schedule entitled “Monitoring Schedule for 2018-28 Long Term Plan”.</p> <p>Comment: Data collection and validation processes are ongoing and in accordance with the Environmental Monitoring Team’s business practice.</p>	●	●	●
<p>Measure: Lead research into methods to manage lake snow on water quality.</p> <p>Comment: Outcome of the workshop and research programme presented to Technical Committee in September. Awaiting feedback from CE forum for a coordinated approach.</p>	●	●	●
<p>Measure: Install lake monitoring buoys in Lakes Wanaka, Wakatipu and Hayes.</p> <p>Comment: Data collection and validation processes are ongoing and in accordance with the Environmental Monitoring Team’s business practice.</p>	●	●	●

Financial performance



Forecast underspent.
Partly due to only 1 of 3 lake buoys installed this financial year and partly due to under budget FTE deployment (mainly groundwater field-work).

Ambient Air Quality Monitoring and Reporting

Summary Comment

Monitoring and reporting programme on track.

Expected:
Programme delivery on track

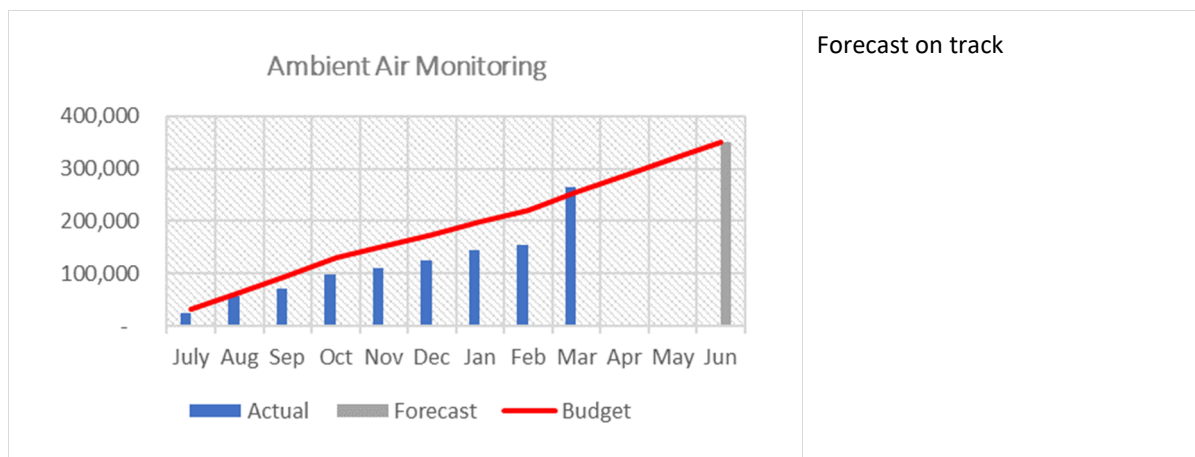
Key Measures

Measure: Monitor air quality to assess compliance with the National Environmental Standard requirement of no more than one daily average reading of PM10 per annum to be higher than 50 micrograms per cubic metre.

Comment: Monitoring continues as required.

Previous	Now	Future
●	●	●

Financial performance



Forecast on track

Environmental Monitoring and Reporting (EMaR)

Objective: To administer the national EMaR project on behalf of the national partners and to complete Otago's data contribution. The partners include; Regional Sector, MfE and Cawthron Institute.

Summary Comment

EMaR work programme is on track with an agreed update, as at 4 April 2019, on the delivery date of the LAWA Coastal 'How Healthy is my Estuary'?

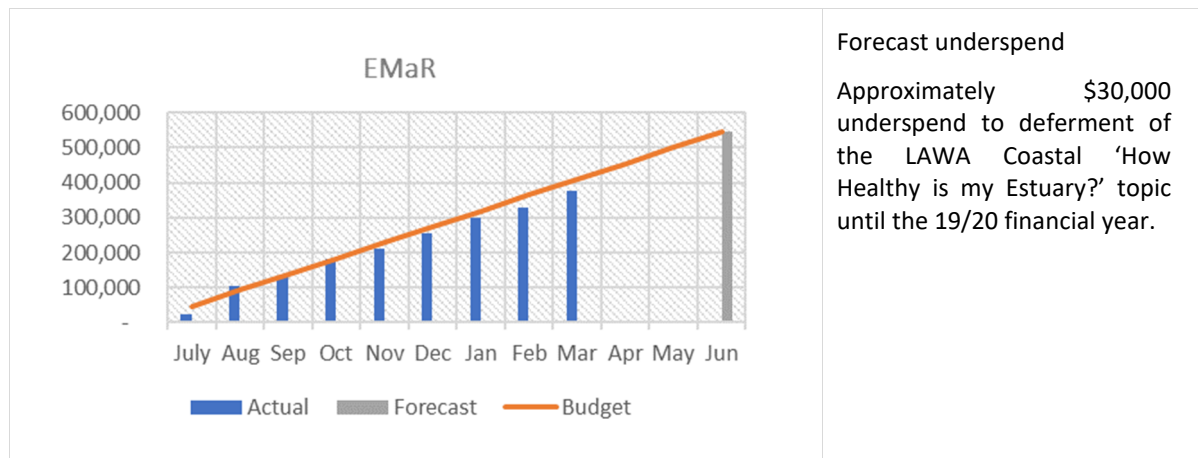
Expected:

Current EOY expectation is for an underspend of.

Key Measures

No reported measure

Financial performance



BIODIVERSITY

The Biodiversity Strategy for Otago was completed in 2017/18. A Biodiversity Officer will be recruited to support implementation of the strategy. Preliminary activities will include; developing stakeholder and technical groups, hosting a biodiversity forum, and sharing information on good management practices for indigenous biodiversity.

Environmental enhancement is focused on the ongoing allocation of funding 'ring-fenced' for community and catchment groups working to achieve results that align with Council objectives on Biodiversity. This activity is also focused on providing oversight of a small number of specific enhancement projects such as Lake Hayes, Lake Tuakitoto and Tomahawk Lagoon.

Activities include:

Biodiversity Strategy Implementation (L1) Environmental Enhancement (L6) Wilding Pines (L7)

Biodiversity Strategy Implementation

Summary Comment

Implementation is picking-up pace as the planning work associated with Biodiversity, Biosecurity and the Regional Pest Plan is fully completed. A project team has been established to ensure Council implements in an integrated way (ie. pest control integral part of biodiversity programme).










The implementation focus has been on initiating work to map the regions biodiversity and defining the job specification for a Biodiversity Co-ordinator. These two actions will assist in prioritising areas for active biodiversity management and improving regional collaboration.

Work continues to progress on the compliance wetlands project and anticipate that work will be completed at end of financial year.

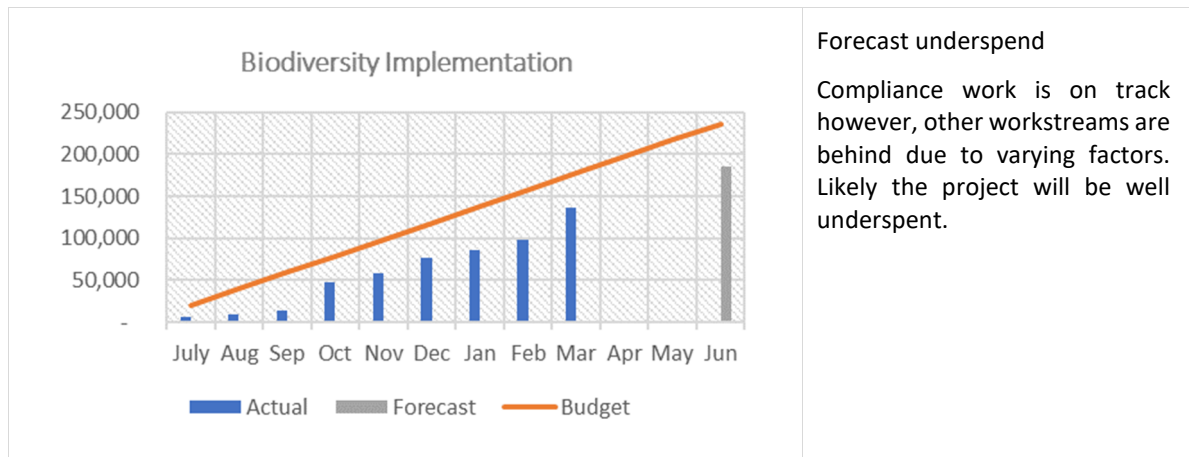
Expected:

Biodiversity mapping will be significantly advanced by June 30, if not completed. An agreed job specification for a Biodiversity Co-ordinator will be complete and advertised. While compliance activity is on-track there is a delivery risk associated with resource being prioritised to a heavy 'Environmental Incidence' workload.

Key Measures

	Previous	Now	Future
<p>Measure: Implement a significant wetlands compliance monitoring programme.</p> <p>Comment: Due to staff availability, performance indicators for March 2019 have not been collated. Data will provided for April 2019.</p>			
<p>Measure: Develop a monitoring programme for SoE reporting on Otago's wetlands.</p>			
<p>Measure: Develop and disseminate information on good management practices for indigenous biodiversity, and the importance of ecosystem services. Prepare community specific information packages as necessary.</p> <p>Comment: This work has not been carried out reflecting the timing of adoption of the various strategies and plans and the immediate implementation priorities. The information programme will start after the recruitment of a biodiversity officer/resource. In the interim we promote existing biosecurity/biodiversity work, such as broom gall mite, and promote the ECO Fund and associated projects.</p>			

Financial performance



Forecast underspend
 Compliance work is on track however, other workstreams are behind due to varying factors. Likely the project will be well underspent.

Environmental Enhancement

Summary Comment

Most projects within L6 are on track and progressing as planned. The exception is public consultation for Lake Hayes remediation, as a timeframe is still to be determined and it may not take place in this financial year.

Expected:

It is expected to be slightly over budget, depending on the timeframe for Lake Hayes consultation.

Key Measures

Measure: 1. At least 75% of annual funding allocated to the Enviro Enhancement fund has been granted to suitable projects and activities. 2. The outcome(s) of all projects and activities have been reported back to Council within the timeframes specified in the funding agreement. 3. Projects and activities funded achieve milestones as per the funding agreement.

Comment: Recommendations for successful applicants to the ECO Fund for Round 2 were approved at the 20 Feb council meeting and all applicants have been contacted to advise if they were successful or not. Similar to the first round, we were oversubscribed, with 24 applicants applying for a total of over \$380k from \$83 available. Council are in contact with all applicants, and will advise those who are unsuccessful that this does not stop them for applying in a future round (they are all given personalised responses in their letters). The next round of funding is 1-20 May.

Previous Now Future



Measure: Develop and publicly consult on technical and funding proposals for the remediation of Lake Hayes. Initiate the first action relating to piped water to Mill Creek.

Comment: GHC Consulting engaged to manage the project planning to develop technical and funding work to level requested by Council. Waiting on modelling and other advice regarding options from Univ Waikato. Pipe to Mill Creek and discharge structure has been installed, although discharge structure required late design change. Report on options presented at March Technical Committee. Recommendation to publically consult approved by Committee.



Measure: Complete implementation plan and consult on options for Lake Tuakitoto.

Comment: Two workshops and online consultation for potential projects for Lake Tuakitoto have been completed. Stakeholder Engagement is now working with the Director of Science, Hazards and Engineering to determine which projects go into the annual planning cycle. We will then report back to the community and work with them on community-led projects. This project has been delayed because other work has taken priority, but is still on track to be completed this financial year.

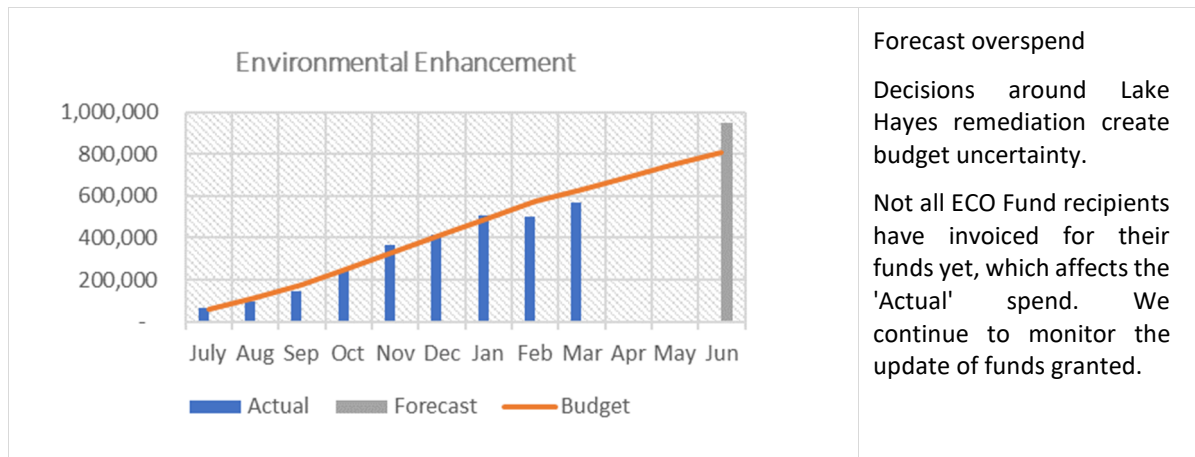


Measure: Complete a policy guiding Council decision-making on allocating the Environmental Enhancement Fund.

Comment: This is complete. The terms of reference were signed off at the 31 October council meeting.



Financial performance



Forecast overspend

Decisions around Lake Hayes remediation create budget uncertainty.

Not all ECO Fund recipients have invoiced for their funds yet, which affects the 'Actual' spend. We continue to monitor the update of funds granted.

Wilding Pines

Summary Comment

On track

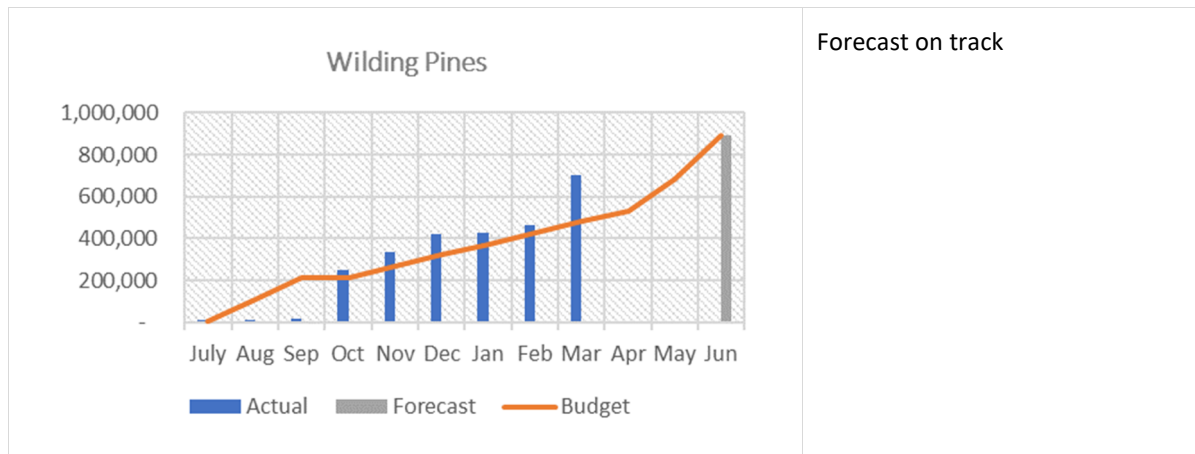
Expected:

On track

Key Measures

No reported measures

Financial performance



Forecast on track

PESTS

The Council's Pest Management Strategy (PMS) for Otago promotes a regionally coordinated approach to address the impacts of specific pest animals and pest plants. Activities are focused on both education, monitoring and compliance regarding private landowners, and Council led work to control pests.

Activities include:

Pest Management Plan Implementation; Biocontrol of Pests; Regional Services Contracting
















Pest Management Plan Implementation

Summary Comment

Inspection work pest plant and animal species is being completed in accordance with the operational plan. Complaint levels remain steady and have been responded to in accordance with Council operational requirements.

Expected:
On track

Key Measures

	Previous	Now	Future
<p>Measure: All properties with reported non-compliance of rabbit numbers over MAL3 are contacted regarding the requirement to respond in accordance with the Regional Pest Management Plan.</p> <p>Comment: 90 Rabbit inspections. 69 compliant and 21 non compliant. We are in the early stages of setting up a number of community meetings to talk control options for the 2019 winter.</p>			
<p>Measure: All reported non-compliance for pest plants will be followed up to ensure works to control pest plants have been carried out.</p> <p>Comment: 273 complaints all followed up with a request for work to undertaken to achieve compliance. (Includes 15 complaints that were not in our RPMP)</p>			
<p>Measure: All complaints about boundary control of pest plants and pest animals will be responded to within 10 working days, and where necessary control works will be required to be carried out.</p> <p>Comment: 211 pest plant boundary complaints followed. 85 pest animal complaints received.</p>			
<p>Measure: Reported wallaby sightings are investigated and responded to within 3 working days.</p> <p>Comment: 6 Wallaby sightings followed up this period.</p>			
<p>Measure: The Council advocates for the community to government agencies conducting Lagarosiphon control in Lakes Dunstan and Wanaka. Lagarosiphon has not established in Lake Wakatipu.</p> <p>Comment: ORC is a member of three lagarosiphon groups. (Dunstan, Wanaka, Wakatipu/Kawarau). The groups meet twice a year and are well represented by government agencies, Councils and the wider community. ORC, LINZ and their contractors have a very good working relationship and are in regular contact. Contractors to LINZ undertake inspections of Lake Wakatipu twice a year and remove any plants</p>			

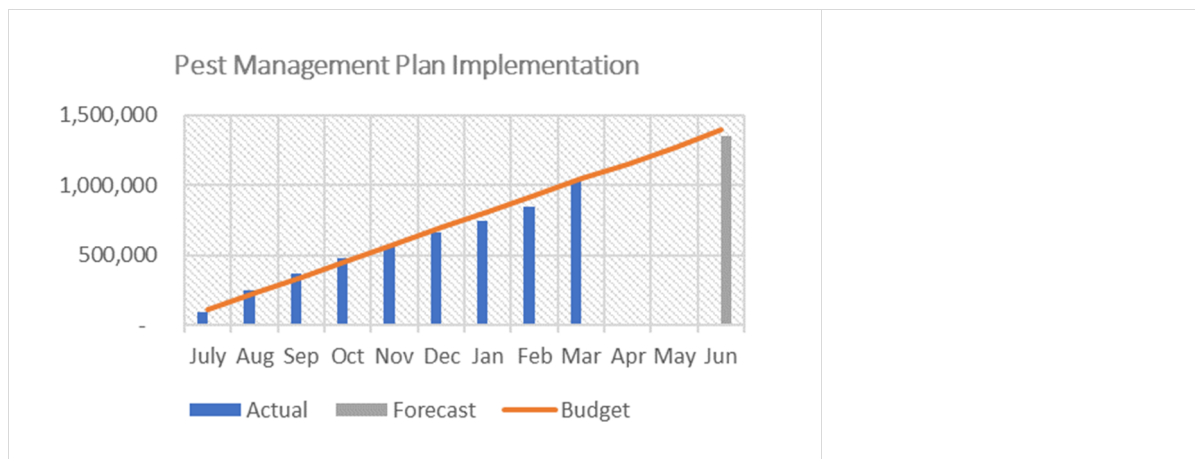
found. Wanaka Group met on 15 March 2019. Dunstan and Wakatipu Groups met on 12 April 2019. LINZ has been requested to provide an update for all lakes at upcoming workshop.

Measure: Develop and implement a new Pest Management Implementation Plan in accordance with the new rules of the Regional Pest Management Plan.

Comment: The new RPMP has been notified and has now closed for public for submissions. An implementation plan will occur once the new plan is in place.



Financial performance



Biocontrol of Pests (L3) Richard Lord

Summary Comment

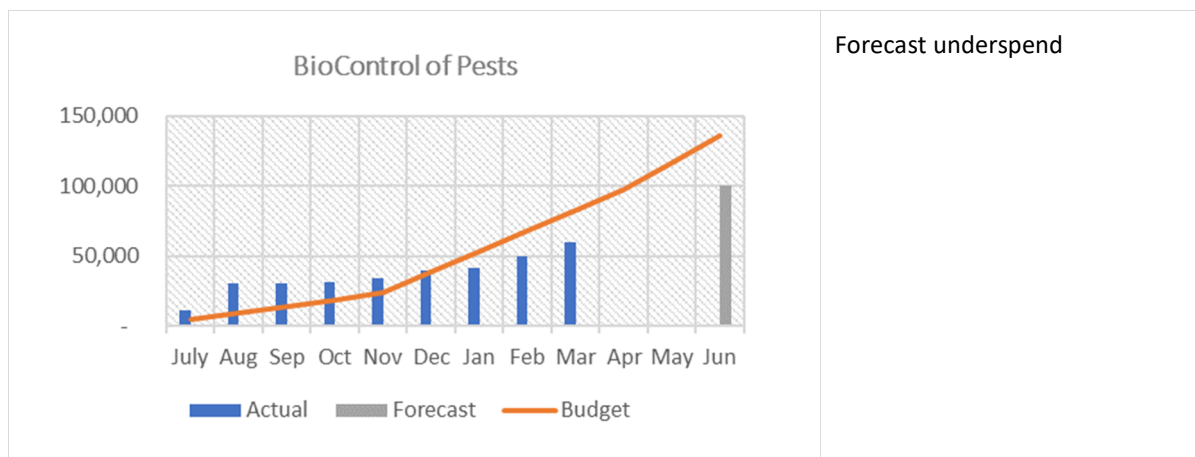
Work is seasonal and has started on pest plant control agents. RhD testing has occurred to programme.

Expected:

Key Measures

No reported measure

Financial performance



Forecast underspend

Regional Services Contracting

Summary Comment

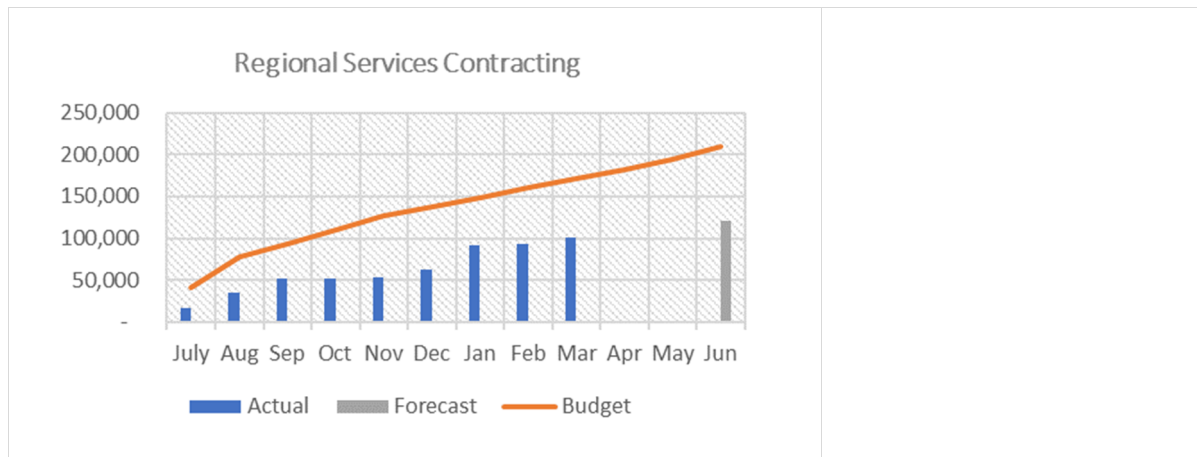
Work underway to clarify the Council's role

Expected:

Key Measures

No reported measure

Financial performance



COAST

This activity provides for research and information gathering to assist developing a Coastal Strategy in 2021/22. Following the completion of monitoring programmes, Council also plans to report on the health of the Tokomairiro and Kaikorai estuaries.

Coastal Initiatives

Summary Comment

This programme has not commenced and will start in 2020/2021, dependent on resourcing and strategy.

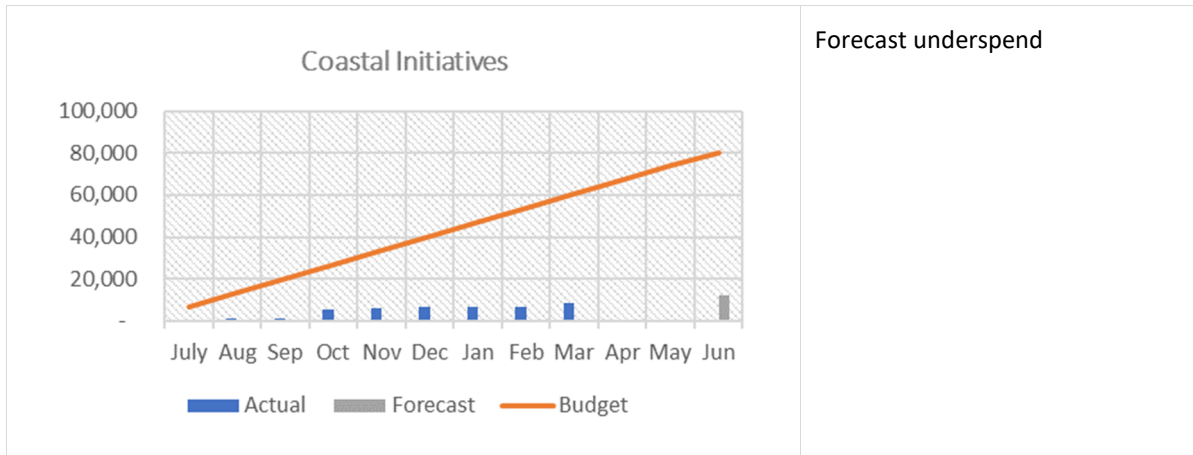
Expected:

Partial delivery of the programme expected with monitoring of estuary health status being delivered as planned. NIWA contracted to complete modelling field work for the Tokomairiro and Kaikorai estuaries.

Key Measures

No measure

Financial performance



ENVIRONMENTAL INCIDENT RESPONSE

Council operates a 24-hour Pollution Hotline. Pollution incidents and other resource management complaints are investigated, and action taken to a level reflecting the adverse effects on the environment that have occurred.

Managing contaminated sites involves investigating and managing historic and active industrial and trade use sites that manufacture, use, or store hazardous substances and may be contaminated. Where necessary, enforcement and clean-up or remedial work is also carried out.

Activities include:

Environmental Incident Response (11) Contaminated Sites (12) Investigations & Enforcement Action (13)

Environmental Incident Response

Summary Comment

Incident response numbers are remaining high. The previously reported use of procedural specialist to map workflows and optimise key system use has resulted in improvements that staff are now implementing. It has also set the basis for developing a Compliance/Consents Strategy which is underway.

A new team leader in the investigation unit has been appointed filling a critical resource 'gap'.

MNZ and pollution exercises have been carried out on 12 February and 27-28 February respectively. The exercises were very successful. A further exercise is planned for May 2019.

Expected:

On track to meet targets subject to recruitment of budgeted resource. Recent process improvements and the completion of a Compliance/consents strategy will provide clear guidance on future direction and service delivery.

Key Measures

	Previous	Now	Future
<p>Measure: • Maintain 24-hour/7 day a week response for environmental incidents. • Average time taken to respond to oil spills no more than 1.5 hours.</p> <p>Comment: Council is maintaining a 24/7 pollution and incident response service. 2 significant oil spill exercises have been held on 12 February on Dunedin Harbour and on 27-28 February in Central Otago. A further MNZ exercise is planned for late May 2019.</p>	●	●	●
<p>Measure: • Hold at least one pollution incident response training exercise for each of the following: o desktop exercise; o a field exercise for pollution incident response; and o an equipment training day. • Hold at least one marine oil spill incident response training for each of the following: o desktop exercise; o a field exercise for marine oil incident response.</p> <p>On track. Further exercise planned for late May 2019</p>	●	●	●

Measure: Acknowledge and assess the necessary actions of reported incidents within 0.5 hours of receipt.

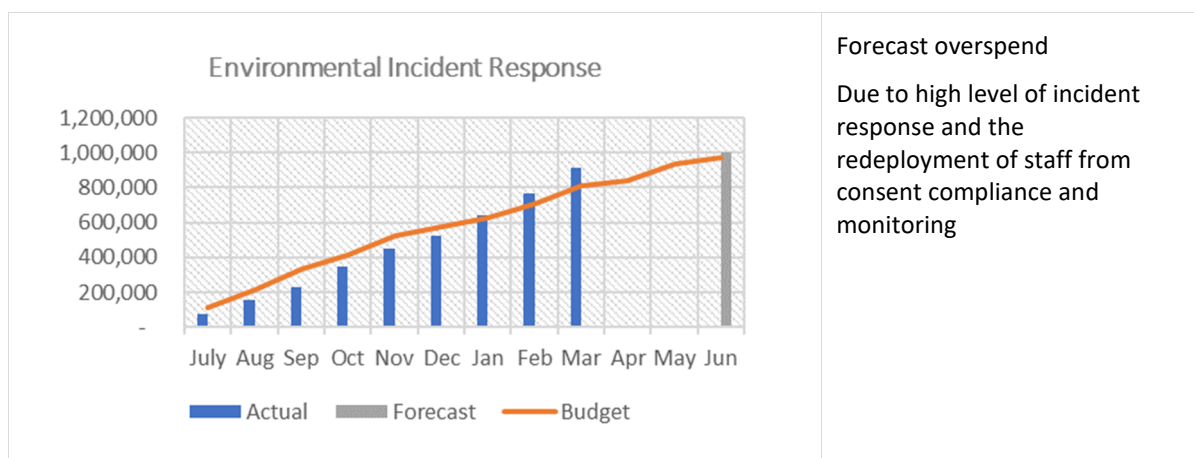
Comment: For the period 1 July to 31 March 2019 Council staff responded to 1597 incidents.

- 130 related to stormwater,
- 232 related to water pollution and
- 330 related to air discharge type complaints.

Incident response remains a priority. The increasing number of calls Council is receiving is stretching the ability to respond in a timely manner at all times. In some situations calls have been noted for the record, due to staff inability to respond. Team leader of investigations interviews have been carried out and appointment has been made.



Financial performance



Forecast overspend
Due to high level of incident response and the redeployment of staff from consent compliance and monitoring

Contaminated Sites

Summary Comment

Business as usual work with site investigation reports and Hazardous Activities and Industry List (HAIL) enquires forming the majority of the workstream. The Dunedin City Council gasworks Contaminated Sites Remediation Fund (CSRF) is ongoing. Council are also still project lead for the Otago Contaminated Sites Working Group involving all TLA's.

Work has also recently been done on the old Rosebank sawmill site in Balclutha, and with Waitaki District Council over the closed landfill site near Oamaru. HAIL and Public enquires (521) also remain very high and are being responded to as quickly as possible, and within 5 working days.

Expected:
On track

Key Measures

Measure: Respond to public enquiries about potential contaminated land with 24 hours.

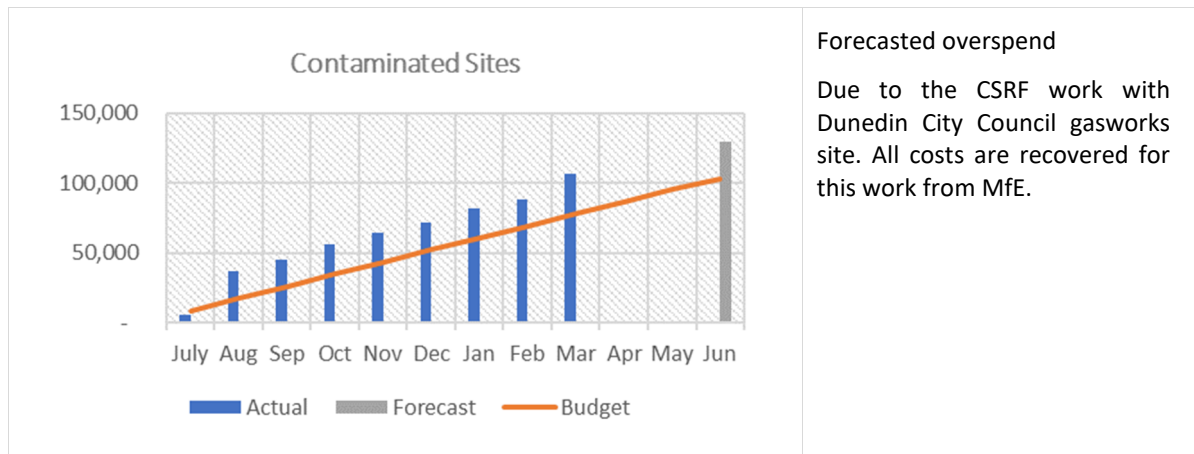
Comment: 521 public enquiries have been received. In most cases, these have not been responded to within 24 hours, hence the 'red' flag. Responding to public enquiries typically takes place within 1-5 working days. The reason why responses have taken longer than 24 hour are:

- There is no arrangement for weekend coverage of contaminated land enquiries
- Relevant staff workloads, which involve field work, make a 24 hour response time difficult.

Previous Now Future



Financial performance



Forecasted overspend

Due to the CSRF work with Dunedin City Council gasworks site. All costs are recovered for this work from MfE.

Investigations and Enforcement Action

Summary Comment

The following relates to the number of RMA cases pending and approved for the 6 month period:

- 3 prosecutions,
- 1 Enforcement Order
- 37 infringements
- 17 abatement notices
- 28 Notice of Direction has also been issued under the Biosecurity Act.

Expected:

Council will continue to take cases where the effects are considered more than minor.

Key Measures

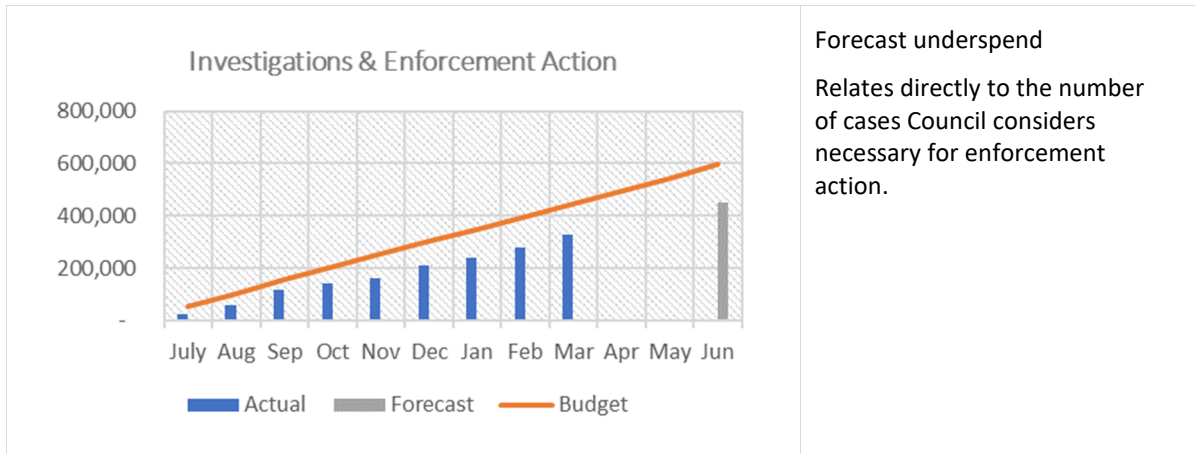
Measure: Update website to show outcomes of any enforcement action taken by the Council.

Comment: Currently enforcement outcomes are not easy to find online. We expect to address this before year end.

Previous Now Future



Financial performance



COMMUNITY

GOVERNANCE

Governance & democracy activity involves providing effective representation on behalf of the Otago community. Formal meetings of Council and Council committees are held and open to the public.

Public awareness activities focus on education, consultation and encouraging community participation in decision-making, and to promote awareness of Council plans, policies and activities. Co-ordinating the 'Enviroschools Otago' programme is included.

Matters raised by government or other agencies that require a regional response are co-ordinated and/or completed by Council. This is an important regional advocacy role.

Activities include:

Governance & democracy (G8); Public awareness (G1); Response to external proposals (G4);
Financial contributions (G3); Dunedin Head Office (G5)

Governance and Democracy

Summary Comment

Six Committee rounds and five Council meetings completed. Agendas and minutes published as required.

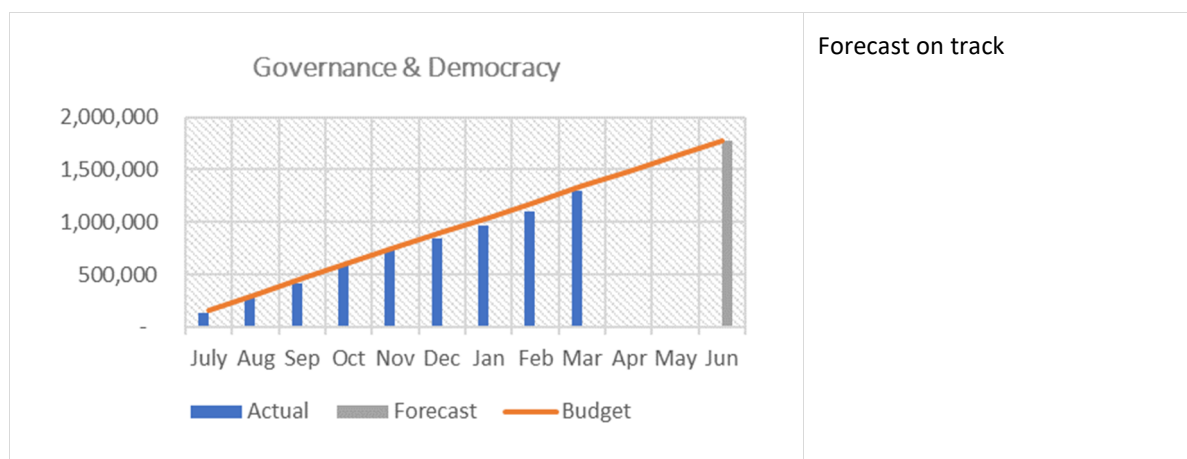
Expected:

On track

Key Measures

	Previous	Now	Future
Measure: All meetings conducted in accordance with Standing Orders and the Local Government Official Information and Meetings Act 1987.			
Comment: Six committee rounds and five Council meetings held to date - all have met legislative requirements.	●	●	●
Measure: Percentage of official information requests responded to within statutory timeframes. Percentage of council agendas that are publicly available two working days or more before a meeting.			
Comment: On target.	●	●	●
Measure: Undertake a review of representation for the 2019 elections.			
Comment: Council has formally notified the Local Government Commission of Council's final representation arrangements - awaiting the decision of of the Local Government Commission.	●	●	●

Financial performance



Public Awareness and Education

Summary Comment

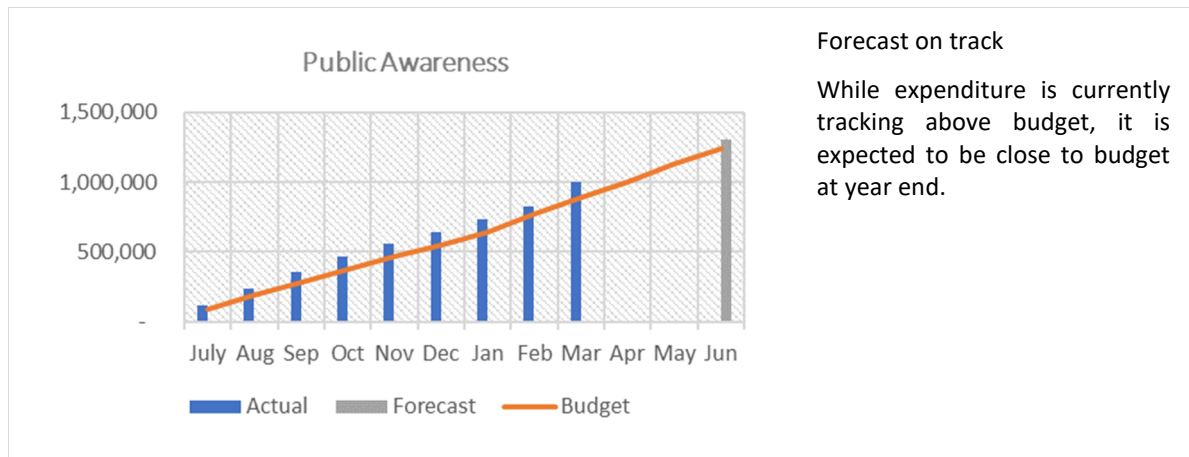
With changes to personnel during the year, this activity is now coming into a period of meeting service expectations. Some changes of priority within the Stakeholder Engagement and Communication Strategy are under consideration.

Forecast:
On track

Key Measures

	Previous	Now	Future
<p>Measure: Implement the four-year Stakeholder Engagement and Communication Strategy.</p> <p>Comment: The Communication Strategy is under review to align with thinking underpinning the recent organisation restructure, and management changes. Implementation to date has include improved media operations and introduction of digital engagement to ORC. Implementation is expected to accelerate following the review.</p>	●	●	●
<p>Measure: Clearly articulate council policies, purpose and activities through enabling two-way conversations and providing clear information through the production of: • Newsletters, pamphlets and info sheets • Social media releases • Science reports and summaries • Web-based information • Public events</p> <p>Comment: Ongoing multi-channel communication approach to articulating council policies, purpose and activities, including newsletters, pamphlets, info sheets, social media, media releases, web-based information, public events and advertising.</p>	●	●	●
<p>Measure: Respond to all issues, activities and queries on matters that require a regional perspective or impact on regional resource management functions.</p> <p>Comment: Media queries are responded to ongoingly. Other queries are being dealt with across the organisation as appropriate.</p>	●	●	●

Financial performance



Response to External Proposals

Summary Comment

Responses are continuing to be made in a timely way. ORC is participating in appeal and mediation work, as necessary. This includes significant mediation and Environment Court attendance for the QLDP and involvement in the DC 2GP. There is also a noticeable increase in consent applications from QLDC since January 2019 that require assessment and where necessary, comment.

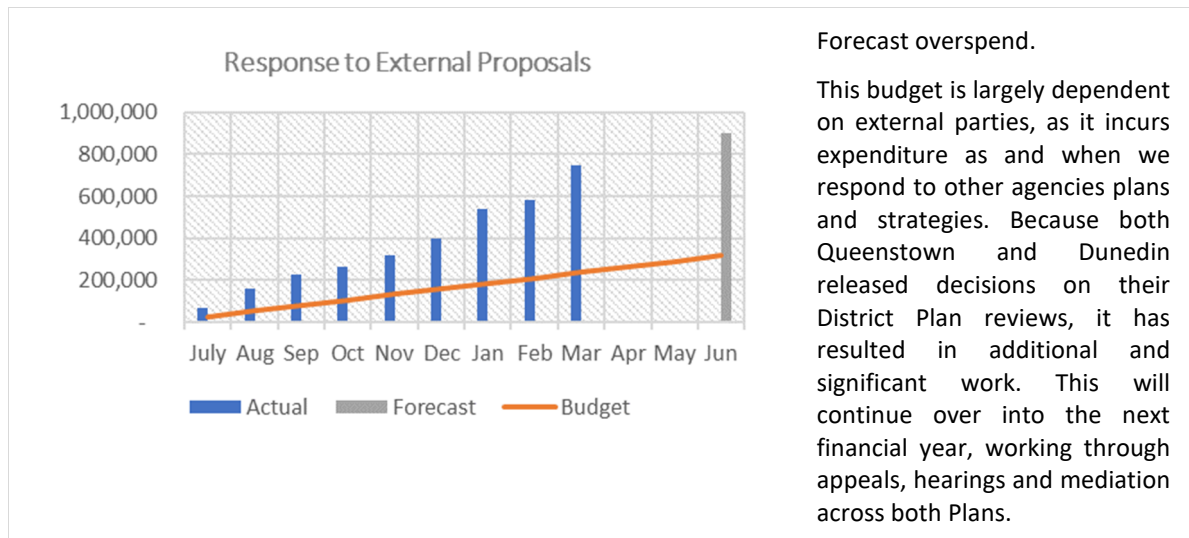
Expected:

This project will continue to be over spent at the end of the financial year as we progress through our role in the Queenstown Lakes District Plan appeals and the 2GP appeals.

Key Measures

	Previous	Now	Future
<p>Measure: Make submissions to third parties where they affect Council’s responsibilities and functions, excluding on local government matters, and including:</p> <ul style="list-style-type: none"> • National policies and significant legislation. • Regional and district plans and policies, plan changes and consent applications. • Conservation plans and strategies. • Codes of practice, standards and guidelines. <p>Comment: ORC has been actively involved in appeals on the Queenstown Lakes District Plan, as appellant and s274 party. ORC has also appealed provisions in the 2GP.</p>	●	●	●
<p>Measure: Make submissions to third parties where they affect Council's roles and responsibilities in respect of Local Government Act matters.</p> <p>Comment: No requested submission(s) regarding the Local Government Act for this reporting period.</p>	●	●	●
<p>Measure: Establish a process for responding to submissions and providing feedback/comment on resource consent applications.</p> <p>Comment: The draft process has been developed and will be taken to Committee early in 2019.</p>	●	●	●

Financial performance



Forecast overspend.

This budget is largely dependent on external parties, as it incurs expenditure as and when we respond to other agencies plans and strategies. Because both Queenstown and Dunedin released decisions on their District Plan reviews, it has resulted in additional and significant work. This will continue over into the next financial year, working through appeals, hearings and mediation across both Plans.

Dunedin Head Office Replacement

Summary Comment

Work on concept design, build cost estimate and due diligence completed and reported back to Council. Work on a consultation document is being drafted with build Vs lease Vs joint venture (potential proposal from joint venture partner) options. Negotiations continuing for the potential purchase of new preferred site.

Expected:

Expected a new site will be secured by year end. Detailed design will commence once a site is secured and construction tenders likely in Q2 / Q3 of 2019/20. Budget expected to be significantly overspent but within budget after adjustment for carried forward from 2018/19.

Key Measures

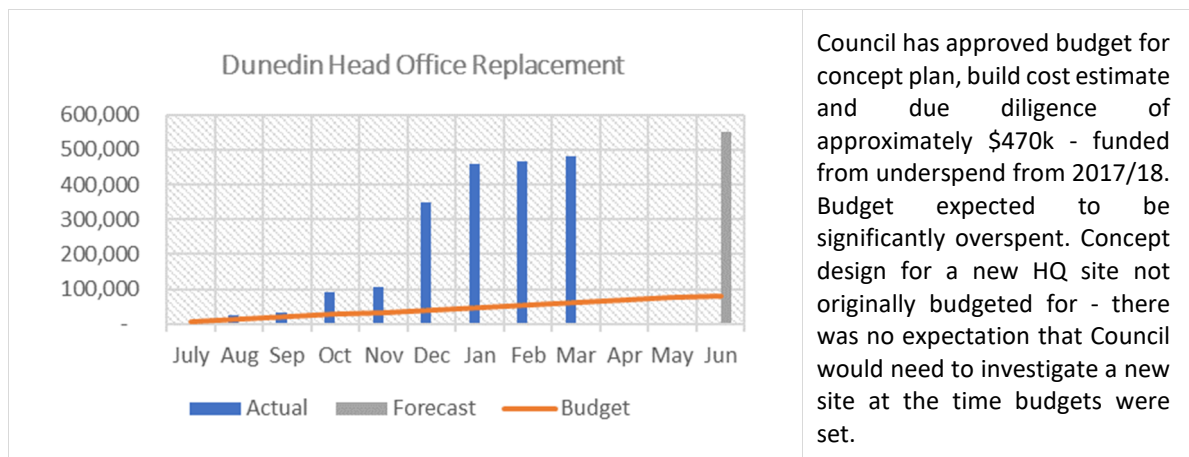
Measure: Construction of the new head office building is completed, and the new building is fully occupied.

Comment: Discussions/negotiation with landowner of preferred build site on potential acquisition ongoing. Council decision on consultation options not likely to occur in this financial year.

Previous Now Future



Financial performance



Council has approved budget for concept plan, build cost estimate and due diligence of approximately \$470k - funded from underspend from 2017/18. Budget expected to be significantly overspent. Concept design for a new HQ site not originally budgeted for - there was no expectation that Council would need to investigate a new site at the time budgets were set.

REGULATORY

This group of activities focus on the issuing of resource consents that determine the use of our natural resources, including discharges to water, air, coast and land. Council audits and monitors consents to ensure 'holders' are complying with conditions. Council compliance work also extends to activities in respect of dam safety carried out under the Building Act.

Harbour safety and navigation in the Otago and Karitane harbours is a Council responsibility. This includes ensuring a prompt response to harbour incidents and notifying relevant authorities if required.

Activities include:

Consent Processing (R1);	Regional Plan Compliance Monitoring (R2);	Harbours & Waterways Management (R4);
Regulatory Effectiveness (R3);		

Consent Processing










Summary Comment

All decisions on consents, except four, were given within RMA mandated timeframes. The four exceptions were for two different applications where one application exceeded the timeframes by three working days and the other application exceeded the timeframes by one working day. 98.37% achievement rate. Only one Building Act application was processed during this period. It was processed within the statutory timeframes. IANZ accreditation retained. Nine decisions on the Otago Flood Protection Management Bylaws was given within this time period. Two of those decisions were released over the 20 working days timeframe.

Expected:

Activity is expected to remain on track assuming recruitment levels remain as planned and consultant resource is available when required (ie during recruitment).

Key Measures

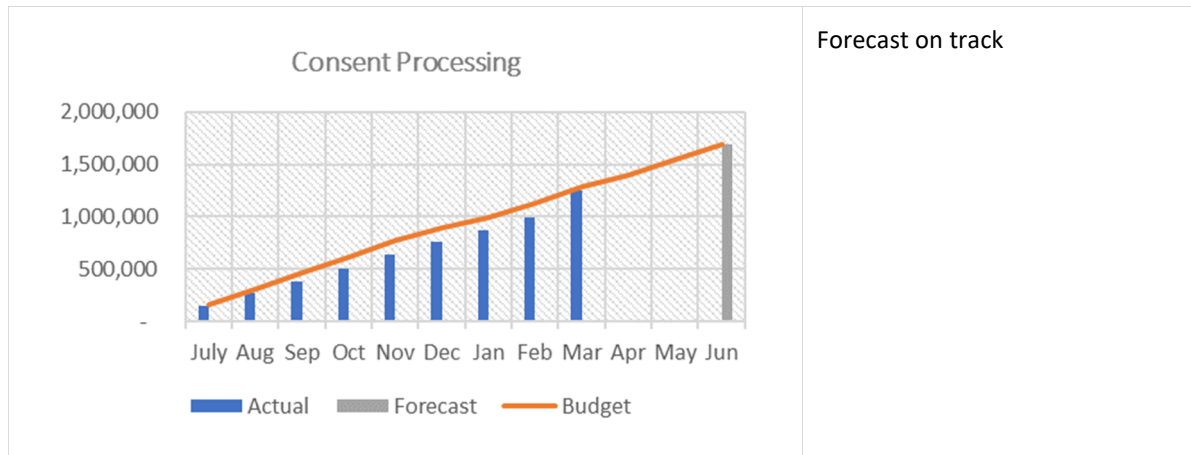
	Previous	Now	Future
<p>Measure: Percentage of resource consent applications processed within the RMA statutory timeframes.</p> <p>Comment: All decisions on consents, except four, were given within RMA mandated timeframes. The four exceptions were for two different applications where one application exceeded the timeframes by three working days and the other application exceeded the timeframes by one working day. 98.37% achievement rate.</p>			
<p>Measure: Undertake Building Act functions for dams in Otago, Southland and West Coast in accordance with the quality standards and timeframes prescribed in the Act.</p> <p>Comment: No applications were received in this period. Processing of applications already in the system are in accordance with the quality standards and timeframes prescribed in the Building Act.</p>			
<p>Measure: Maintain IANZ accreditation.</p> <p>Comment: IANZ accreditation retained. Audit completed in Dec 2018. Audit report received Jan 2019. Follow up audit to be in June 2019. This may be cancelled if the accreditation is allowed to lapse.</p>			

Measure: Process applications for approvals under the Otago Flood Protection Management Bylaw within 20 working days of receiving the application and make recommendations.

Comment: One decision on the Bylaws was given within this time period. This decision was made over the 20 working day timeframe.



Financial performance



Forecast on track

Regional Consent Compliance and Bylaw Monitoring

Summary Comment

A continuation of the focus in the performance monitoring and some auditing of consents. However, auditing is still being affected by the need to prioritise staff to incident response work. This has been compounded by the need to recruit and onboard 4 officers to replace recent resignations in the Compliance Team. This recruitment has been successful. Recruitment is also underway for 3 additional compliance staff to undertake consent audit work and this resource will make a positive impact in the next financial year.

Expected:

Auditing of consents and the septic tank work are likely to be under spent.

Key Measures

Measure: Percentage of performance returns received that will be assessed for compliance with consent conditions.

Comment: Due to staff availability, performance indicators for March 2019 have not been collated. Data will provided for April 2019.

Previous Now Future

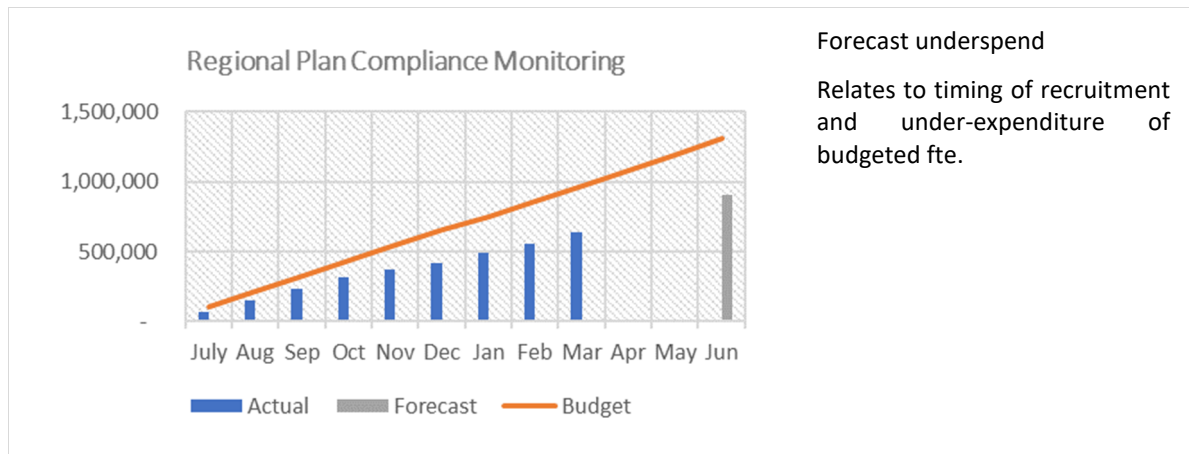


Measure: Percentage of non-compliance found that have been followed up with enforcement action.

Comment: Due to staff availability, performance indicators for March 2019 have not been collated. Data will provided for April 2019.



Financial performance



Harbour & Waterway Management

Summary Comment

Otago is now fully compliant with the Port and Harbour Marine Safety Code. The Navigational Safety Bylaw has been signed off by Council and will be operational on the 1st May 2019.

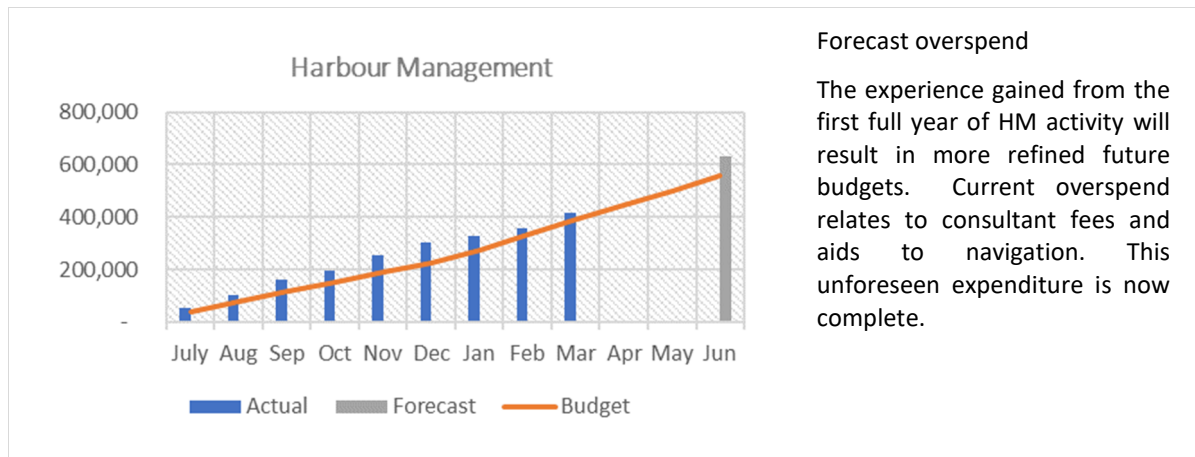
Expected:

Likely this will be over budget at the end of the year, this is partly due to the learning curve year one for this department.

Key Measures

	Previous	Now	Future
<p>Measure: Average time taken to respond to notification from harbour control of any incidents in Otago Harbour will be no more than 1 hour.</p> <p>Comment: No incidents to report for this period.</p>	●	●	●
<p>Measure: Percentage of enforcement action taken when there are breaches of the Otago Maritime Safety Bylaw.</p> <p>Comment: This will not become active until such time as the navigational bylaws are legally in place and approved by the minister, at that point they will also need aligning with the MNZ common compliance tool for maritime infringements. Best assessment is that this could be active by August 2019</p>	●	●	●
<p>Measure: Establish a Harbour Liaison Group.</p> <p>Comment: next meeting for this group will be planned for the 22nd May 2019.</p>	●	●	●

Financial performance – Harbour & Waterway Management



Forecast overspend

The experience gained from the first full year of HM activity will result in more refined future budgets. Current overspend relates to consultant fees and aids to navigation. This unforeseen expenditure is now complete.

Regulatory Effectiveness

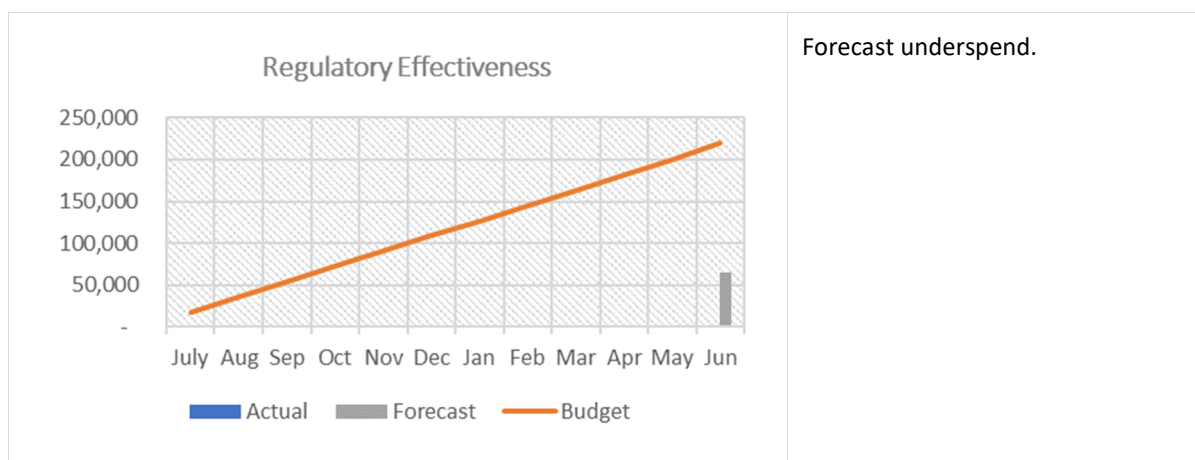
Summary Comment

This project has not formally commenced because opportunities to improve cross organisational effectiveness have presented through existing projects.

Expected:

The Consents Function review is being funded from this project, so it will reflect this expenditure by 30 June.

Financial performance



Forecast underspend.

FLOOD PROTECTION AND CONTROL WORKS, AND RIVER MANAGEMENT

FLOOD PROTECTION & DRAINAGE SCHEMES

Flood protection works carried out by Council include constructing and maintaining flood banks, swales, bunds and spillways. Some works are necessary to maintain the safety and integrity of schemes. Management of the Shotover River delta is included in this work

Council is also well advanced with construction of the Leith Flood Protection Scheme located in the Dunedin City area.

Drainage scheme works carried out by Council include reviewing and maintaining drainage pumps and outfall structures.

Flood Protection & Drainage Schemes – Scott Fowlds

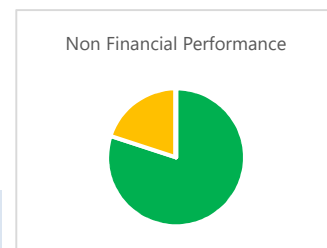
Alexandra Flood Protection(F1);	Leith Flood Protection(F2);	Lower Clutha Flood-Drainage Protection(F3);
Lower Taieri Flood Protection(F4);	West Taieri Drainage (F5);	East Taieri Drainage (F6);
Tokomairiro Drainage (F7);	Shotover River Delta (F8);	Designations & Bylaws (F9)

Alexandra Flood Protection

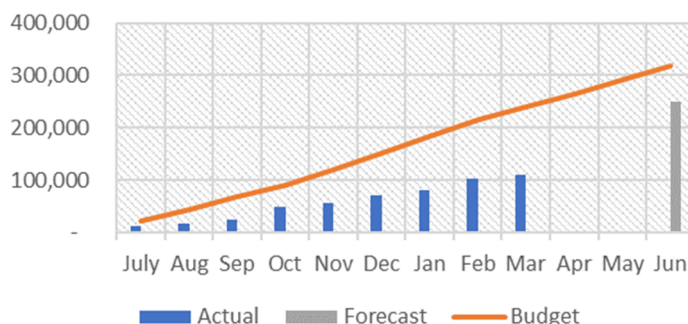
Limited focus on Alexandra scheme, due to focus on other areas and priorities, and limited immediate requirements in this area. Routine operational maintenance programmes focus on track. Key projects of asset condition monitoring and design of new screens commenced, but yet to be completed.

Expected: Programme largely on target, including routine maintenance, and completion of installation of new outfall screens and asset condition assessment. However programme will be significantly underspent, due to focus on other schemes and priorities this year, and capital project of screen replacement expected to be completed significantly under budget.

Financial Comment: Forecast underspend due to priority on other areas. Key projects of structural assessment of pumpstations and replace inlet screens commenced, but yet to come to charge. Routine maintenance on track.



Alexandra Flood Protection

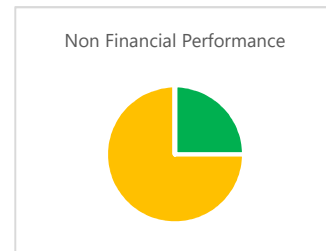


Leith Flood Protection Scheme

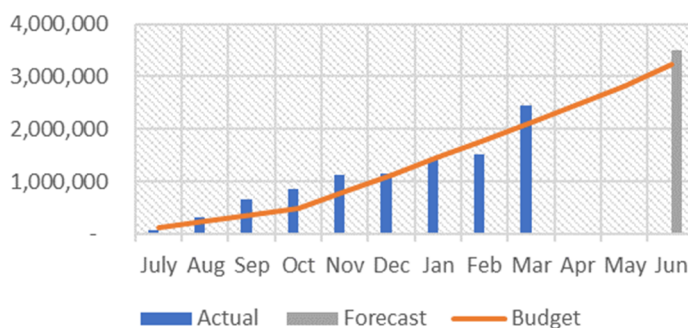
Good progress overall on the major projects on the Leith, while noting the carry over of ITS works from the previous year, and expectation that the construction of the Dundas Street bridge project will not be fully completed this year. It will roll over into next year with completion programmed for September 2019.

Expected: Programme is expected to be significantly over budget, due primarily to the roll over of completion of the ITS project into the current year. Major works on the ITS section will be completed, the Dundas Street bridge works will be substantially complete (completion Sept 2019), and development of initial amenity works on the Lower Leith prepared.

Financial Comment: Forecast overspend due to the additional expenditure required to complete the ITS project, and commencement of the major works on the Dundas Street bridge.



Leith Flood Protection Scheme

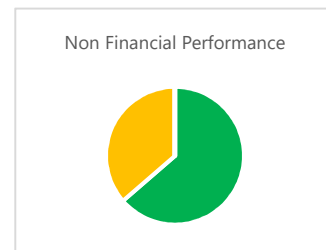


Lower Clutha Flood & Drainage Scheme

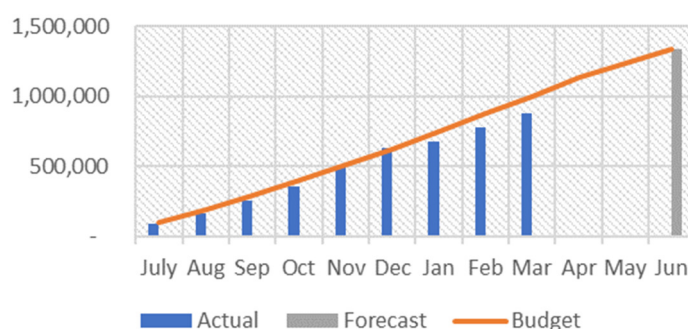
Routine maintenance programmes on track, but with additional maintenance due to flooding in November. Initial engineering project development underway and have been impacted by earlier resource limitations.

Expected: Programmes expected to be largely completed on budget, noting some additional operations costs from the flood event, and variations in the capital programme. Design and consents for capital works on Robson Lagoon and Factory Rd expected to be completed, but unlikely to undertake significant physical works on Robsons Lagoon, and Factory Rd FB refurbishment potentially deferred.

Financial Comment: Forecast on track with key capital projects yet to be undertaken. Maintenance programmes above budget due to flood event response and repairs

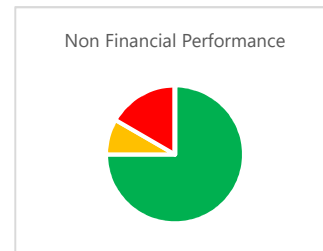


Lwr Clutha Flood Protection & Drainage



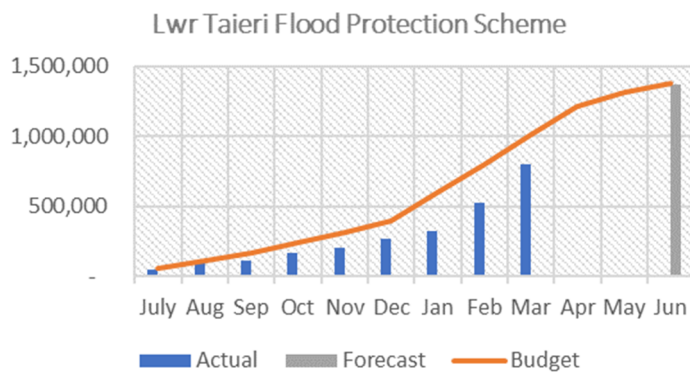
Lower Taieri Flood Protection Scheme

Routine maintenance programmes undertaken, and seasonal maintenance programmes underway. Engineering programmes are behind target due to initial resourcing issues and the November flood event, deferral of the FB crest levelling project (to align with the scheme performance review underway), and delay of the final Mill Creek FB repairs and Outram FB weighting blanket. This is balanced in part by progression of the Contour Canal FB Stage 5/6 (not budgetted in the current year).substantially on track, with major works now commencing.



Expected: Operational and investigation programmes expected to be substantially completed on programme, including scheme maintenance, flood clean-up and Scheme performance assessment hydraulic model development. Capital programme completed, including Silver Stream FB repairs, Contour Canal FB stage 6 (unbudgetted), and initial work/repairs on Riverside Spillway and Outram weighting blanket design. Overall EOY expenditure expected to be below budget, due to deferral of the FB crest levelling project (to align with the scheme performance review underway) and delay to completion of final repairs to Mill Ck, partly offset by progression of (unbudgetted) Contour Canal project stage 6.

Financial Comment: Operational expenditure largely on-track. Engineering programme behind target and budget due to initial resourcing issues and the November flood event, deferral of the FB crest levelling project (to align with the scheme performance review underway), and delay of the final Mill Creek FB repairs and Outram FB weighting blanket. This is balanced in part by progression of the Contour Canal FB Stage 5/6 (not budgetted in the current year).

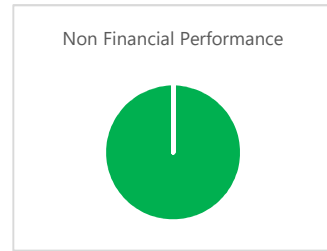


West Taieri Drainage Scheme:

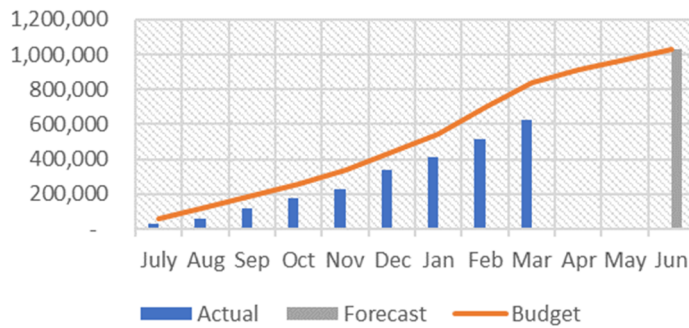
Routine maintenance programmes on track. Servicing of Waipori D pump completed, and Henley PS refurbishment nearing completion (Note major works on discharge pipeline not required at this stage). Investigation of Waipori power supply nearing completion. Additional work and expenditure in response to the November flood event.

Expected: Substantial completion of major programmes on schedule, but under budget due primarily to reduced cost of the Henley PS refurbishment.

Financial Comment: Forecast on-track with capital programmes yet to come to charge, savings on Henley PS refurbishment, some delay and reduction in engineering expenditure, and some additional expenditure for response and follow up to the November flood.



West Taieri Drainage



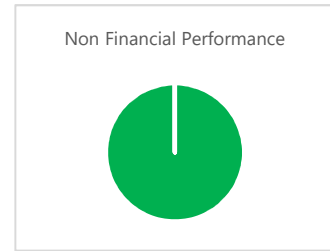
East Taieri Drainage Scheme

Significant response and additional expenditure required following the November flood event, to excavate drains and restore the drainage network.

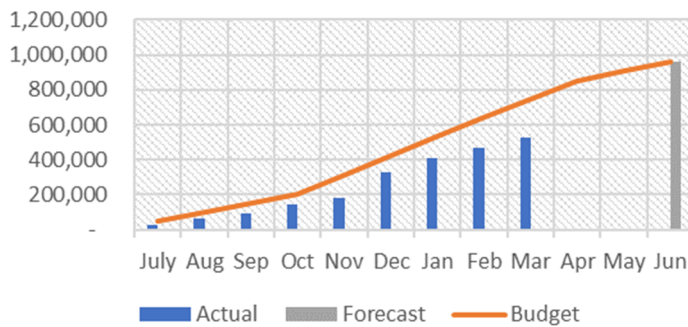
Engineering programmes are behind schedule with the deferral of consideration of the Upper Pond drainage improvements being a key reason. This was required to align with the wider review project.

Expected: Expect EOY expenditure to be significantly below budget, with additional operational expenditure from the flood, more than offset by the reduced engineering programme and deferral of the Upper Pond drainage project.

Financial Comment: Expenditure below budget due to Engineering programme (in particular the Upper Pond drainage improvements deferred), and offset by significant additional operational expenditure due to the November flood.



East Taieri Drainage

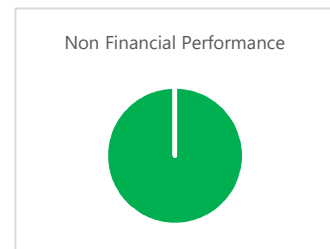


Tokomairiro Drainage Scheme

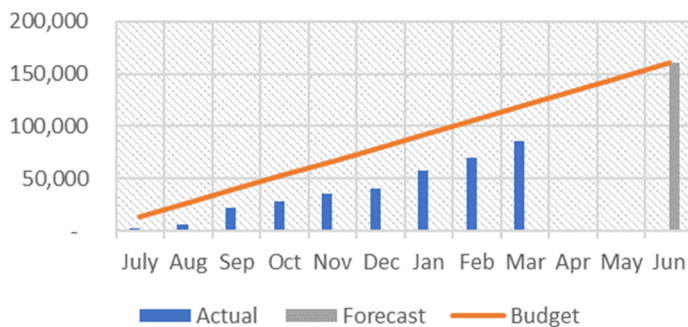
Maintenance programmes generally on track, with some clean up required following flood in Nov 18. Bridge inspections now complete, and programme for repair and replacement to be developed - major repairs yet to commence.

Expected: Programmes expected to be substantially completed on programme and budget, including progressing repair of initial priority bridges

Financial Comment: Programme largely on track, however major bridge repairs yet to commence.



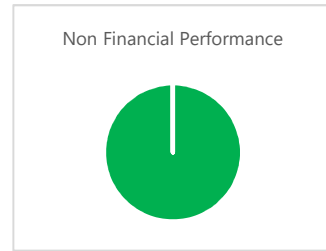
Tokomairiro Drainage



Shotover River Delta

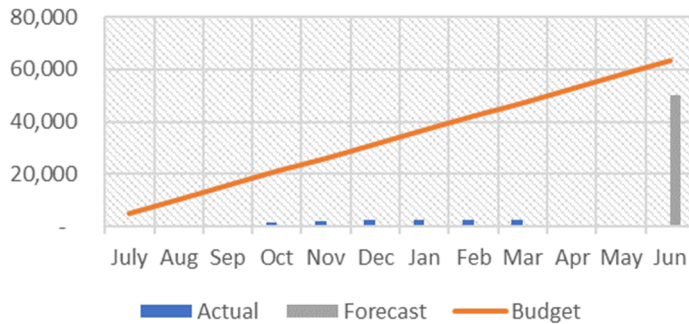
No significant flows/events to date. Survey and assessment forthcoming. No large intervention (vegetation, gravel removal) required in this period

Expected: No issues anticipated. Cross section surveys later in coming months will use significant component of outstanding budget. Minimal operation work required to date following site inspections and non post-event response required.



Financial Comment: Timing. Forecast on track.

Shotover River Delta



Designations and Bylaws

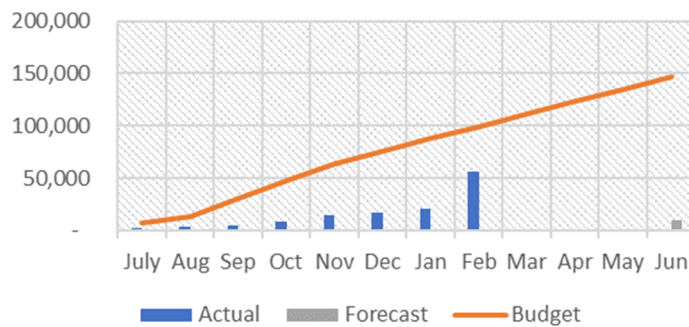
Expected: Expect to make some further progress and development on programmes, however this will be limited by resource availability and priorities, and programme significantly under budget at EOY.

Expect Waitaki and QLDC designation processes on track, but likely more limited progress on LC and Alex mapping and designation preparation

Financial Comment: Overall this area has had limited focus and resource to date, due to other priorities, scheme, management and review, flood response, and personnel changes.

Waitaki and QLDC designation processes on track, but limited progress on LC and Alex mapping and designation preparation.

Designations & Bylaws



RIVERS AND WATERWAY MANAGEMENT

River and waterway management works are carried out to maintain river and stream channel capacity. Such works include willow maintenance, vegetation control and removing obstructions and blockages. This activity also manages some specific flood protection assets, such as Lindsay Creek flood protection assets and Albert Town rock work bank.

Council also carries out a programme of river monitoring that involves surveying the stability and alignment of specific rivers and investigates river changes and erosion.

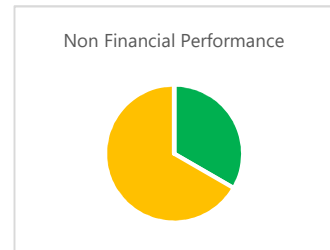
Rivers & Waterway Management

Dunedin Rivers and Waterway Management (M1);	Clutha Rivers and Waterway Management (M2);	Central Otago Rivers and Waterway Management (M3);
Wakatipu Rivers and Waterway Management (M4);	Wanaka Rivers and Waterway Management (M5);	Waitaki Rivers and Waterway Management (M6);
Lower Waitaki Rivers and Waterway Management (M7);	Non Scheme Management (M8)	

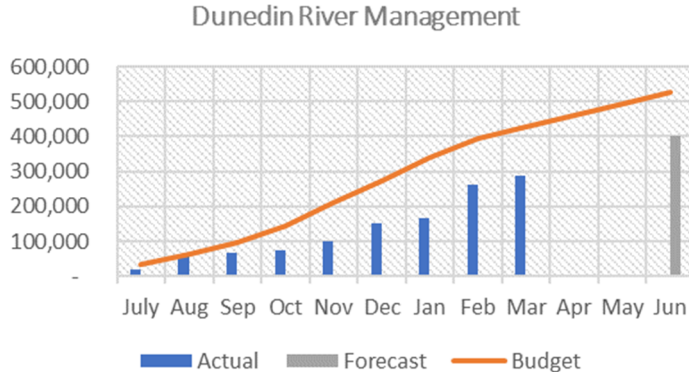
Dunedin Rivers & Waterway Management

Work is going as planned except for smaller projects or investigations that have been delayed due to reprioritisation and response to large flood events.

Expected: No major issue expected by the end of the financial year. Some deferral of smaller project (ie yellow)



Financial Comment:

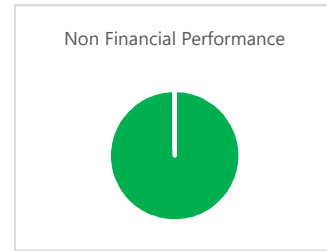


Clutha Rivers & Waterway Management

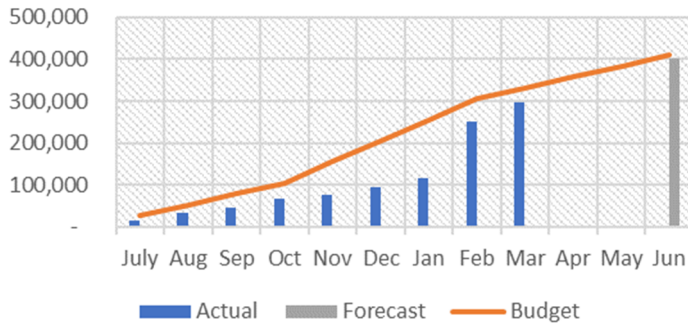
Operations work ongoing with no major intervention (Operations team) in this period. NH work on going.

Expected: No issues anticipated meeting target.

Financial Comment: Underspent in Natural Hazards partly due to timing (survey cost \$20k committed but not paid yet) and staff time (commitment to other projects)



Clutha River Management

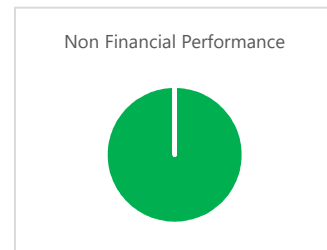


Central Otago Rivers & Waterway Management

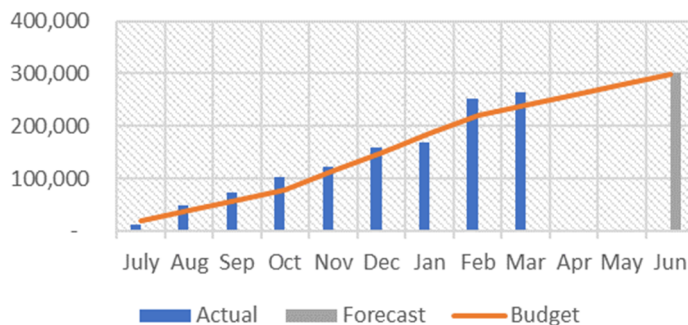
Operations work on-going. Natural hazards team work on-going, with Roxburgh creeks and Manuherikia River flooding key focus.

Expected: November flood has presented some challenges, and post-flood assessment have necessitate unplanned work (in particular on the Manuherikia River). Roxburgh debris-flow assessment underway, but will likely require survey support.

Financial Comment: Natural Hazard component underspent, but survey and investigation re. Roxburgh and Manuherikia costs upcoming. Operational budgets likely to be exceeded due to November flooding response including work on bank protection along Manuherikia River (upstream of Ophir).



Central Otago River Mgt

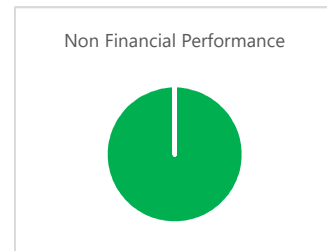


Wakatipu Rivers & Waterway Management

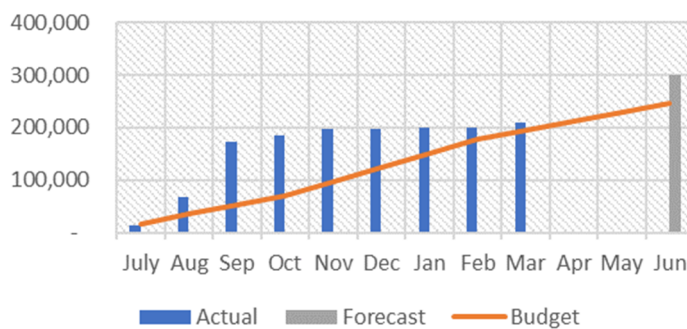
Ongoing Rees/Dart river management (short-term). Extremely heavy rain in March 2019 likely to result in additional work (physical and investigation)

Expected: Delivering to program & responding to community concerns. Possibly overspent due to Dart work.

Financial Comment: Comments from Operations needed. Budget wrongly spilt between Hazards and Operations (\$50k). This has been fixed. Further physical work likely required due to ongoing damage to Dart bund, and repair to protection work along the Rees River and to respond to March 2019 heavy rain effects in Dart River.



Wakatipu River Mgt

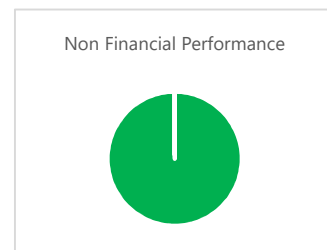


Wanaka Rivers & Waterway Management

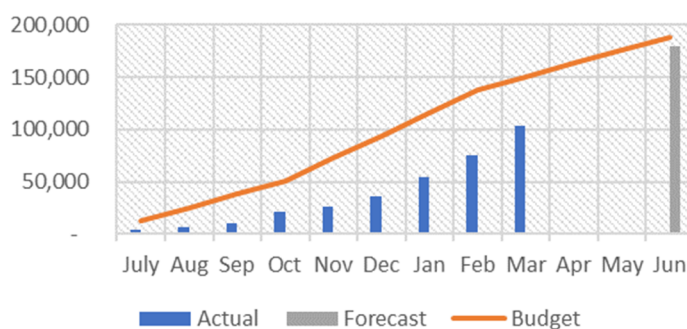
No large intervention required during this period. Cardrona RMRMP development continues and cross section surveys planned for later in the financial year.

Expected: Operational work on-going with no major issue expected.

Financial Comment: Comments from Operations needed. Natural hazards budget likely to be underspent (by \$25k approximately, staff time) due to commitments to other projects.



Wanaka River Mgt

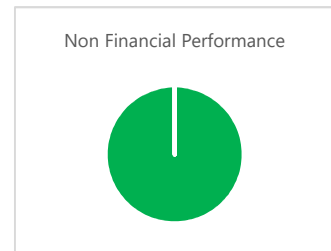


Waitaki Rivers & Waterway Management

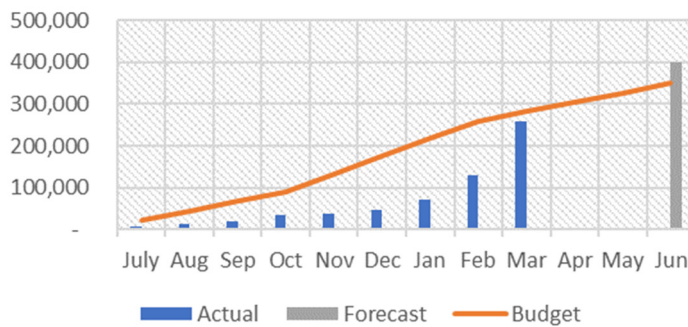
No large intervention required during this period. Waianakarua and Shag RMRMP completed. Implementation work for Kakanui, Shag and Waianakarua RMRMP in progress.

Expected: Likely to be marginally underspent mainly due to commitment to other projects.

Financial Comment: Operations comments needed. Current underspend partly due to less Natural Hazards staff time spent than budgeted for and less maintenance work required.



Waitaki River Mgt



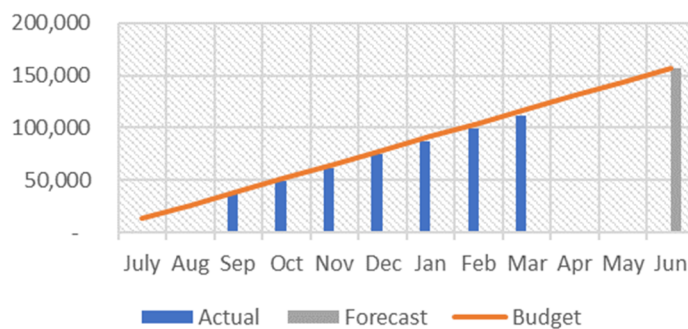
Lower Waitaki River Control Scheme

Work with Environment Canterbury continues from last year. Meeting to discuss scheme and ORC involvement in Dec 2018.

Expected: No issues anticipated.

Financial Comment: The budget is committed to pay Environment Canterbury the ORC share of Waitaki River management.

Lwr Waitaki Flood Protection Scheme



SAFETY AND HAZARDS

Council, together with the Otago territorial authorities and emergency services, plan for and provide civil defence emergency management programmes across the region. This service is focused on the national priorities of Reduction, Readiness, Response and Recovery. Work includes identifying and reducing risks (eg dams), broad based community planning, maintaining effective communication links across all sectors of CDEM, conducting training exercises and contributing towards the welfare of our community.

EMERGENCY MANAGEMENT

Summary Comment










The EM Otago team has made excellent progress this year with a number of key projects now coming to fruition. Training in the first three months of this year has been lacking due to non availability of national funding from MCDEM however we are now making progress across a number of areas to ensure training is ongoing.

Expected:

At year end EM Otago expects to have completed a number of key projects including:

- operational systems development & integration (D4H and radio communications),
- completion of the Group Plan, Group Welfare Plan, and stage 1 of the Group Animal Emergency Management Plan,
- implementation of some priority activities required by the Project AF8 SAFER Framework,
- Significant progress around community engagement and planning.
- Improved Public information and Education via upgraded website, revised community public education plan, and more usable collateral for public events.

Key Measures

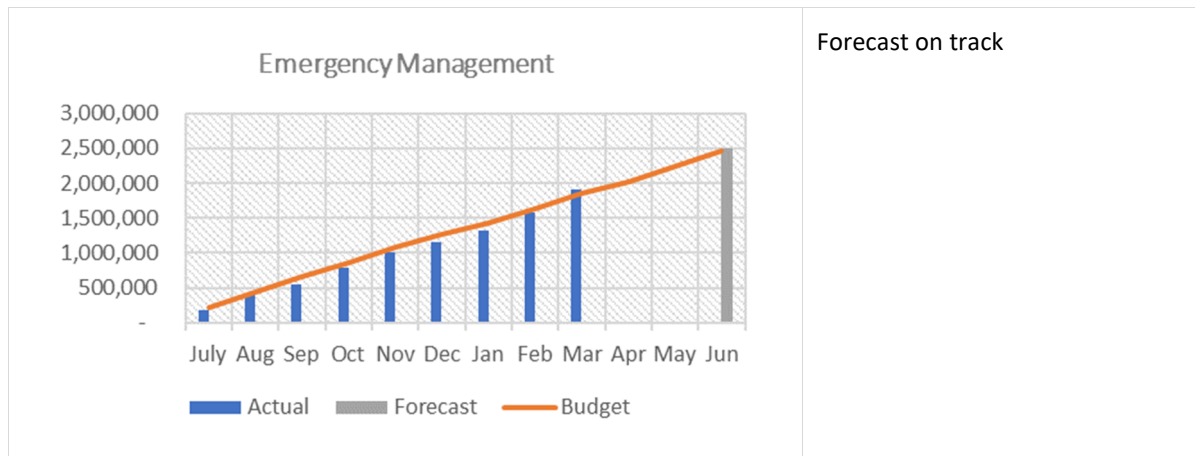
	Previous	Now	Future
<p>Measure: A Group CDEM controller or alternate controller is available to respond 24 hours, 7 day a week, 365 days a year.</p> <p>Comment: Currently there is one approved and experienced Group Controller for Otago. Six experienced and qualified controllers from outside Otago have been approved by the Joint Committee as a backup.</p>			
<p>Measure: Time taken for the Group Emergency Coordination Centre to be activated in response to a civil defence event or emergency.</p> <p>Comment: The facility at Phillip Lang House has been resourced with basic equipment and an operational layout resolved. Backup power has not yet been installed. Staff capability is being developed through a combination of ORC staff and external volunteers and secondments from a variety of agencies and organisations is being sourced and appointed over the next three months, noting operational agreements will be required for external staff including delegations and remuneration.</p>			
<p>Measure: An operative Group CDEM Plan is reviewed within statutory timeframes and fully implemented.</p> <p>Comment: Development of this Plan is proceeding with CEG and Joint Committee direction and within statutory timeframes. Completion is expected by 30 June 2019</p>			

Measure: Full suite of region-wide issues plans to in place and reviewed according to each plan. These will include: • Regional Dam Failure Plan • Regional Animal Response Plan • South Island Alpine Fault Plan • Coast Tsunami Plan

Comment: Operational planning for event response is underway in multiple areas both locally, regionally, and in partnership with bordering regions and national agencies. The penultimate draft of the Otago/Southland Fuel plan is almost complete, the Otago Risk Register review is underway and the next stage of the air operations plan is underway. The regional animal response plan (stage 1) is in place, coastal tsunami preparedness activities continue with the next stage focused on education within tsunami evac zones and the implementation of Project AF8 continues with recent public events held in Queenstown and Wanaka.



Financial performance



Natural hazards, flow forecasting & climate change adaptation

Work to identify natural hazards involves assessing the scale and significance of natural hazards in Otago, including seismic, tsunami and flooding. Information obtained is published in the Otago Natural Hazards database, which is maintained by Council.

Council assists territorial authorities with managing natural hazards in their areas through collaborative initiatives such as the Wakatipu/Wanaka Flood Study, the Milton 2060 Strategy and working with the Dunedin City Council on the South Dunedin Future programme.

Flood events are a key focus for Council. It has systems in place to continually monitor and provide warnings and information on rainfall and river levels. In the case of an event, interested and potentially affected parties are provided directly with information in a timely manner.

Activities include:

Natural hazards (N1)

Flood & flow risk management (N2)

Climate change adaptation (N3)

Natural Hazards







Summary Comment

Most AP targets for this year are underway and on track. Unbudgeted Roxburgh Debris flow assessment may require modifying or deferring land instability projects. Data and information continues to be provided to the public via the Natural Hazards Database (NHDB).

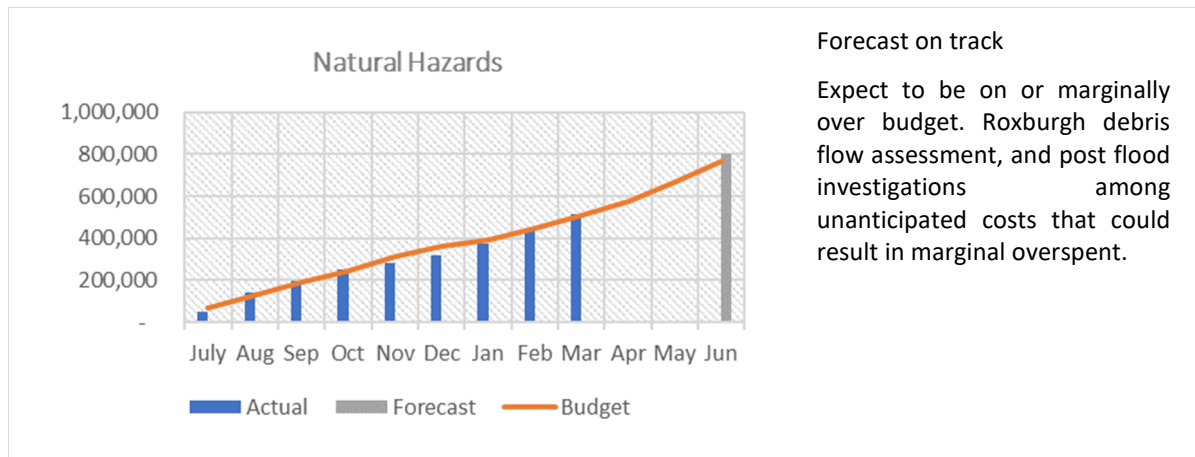
Expected:

Roxburgh debris flow assessment, and post flood investigations has resulted in the need to reprioritise some projects.

Key Measures

	Previous	Now	Future
<p>Measure: Natural hazard information is available to the public and to communities via an effective web-based Otago Natural Hazards Database 24 hours a day/7 days a week.</p> <p>Comment: NHDB has been online and accessible over the reporting period. Updates on the database continue to progress. The Coastal Hazards, Landslides, Alluvial Fan, Seismic, Storm Surge and Tsunami layers have been updated and successfully uploaded to the NHDB. The Flooding layers have been upload to the NHDB. Limitations with the current database platform are becoming evident as we seek to increase the amount of information available. Discussion with IT on new version planned in April.</p>			
<p>Measure: Natural hazards events and consequences are properly and timely reported on so that appropriate measures to reduce risk are taken.</p> <p>Comment: General work and reporting on hazards continues.</p>			

Financial performance – Natural Hazards



Forecast on track

Expect to be on or marginally over budget. Roxburgh debris flow assessment, and post flood investigations among unanticipated costs that could result in marginal overspent.

Climate Change Adaptation

Summary Comment

Project planning work is now entering implementation phase with data acquisition and associated expenditure occurring from April 2019, including:

- Drilling, groundwater (approx. \$130k),
- Regional risk assessment (approx. \$100k),
- Clutha Delta investigations (approx.\$100k)

Expected:

While started, there is a risk the Clutha Delta investigations will not be completed this financial year. Otherwise on track.

Key Measures

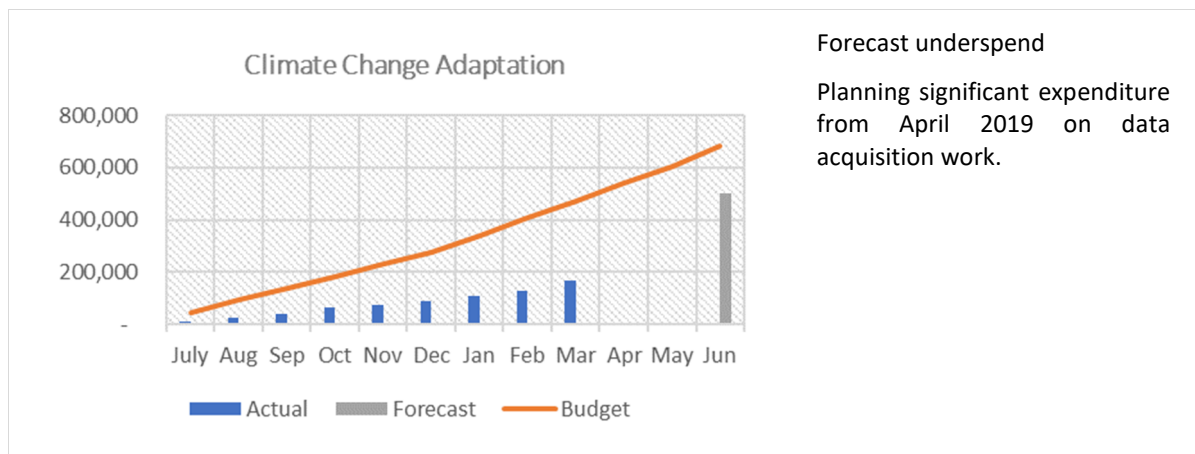
Measure: Knowledge and understanding of the likely effects of climate change in Otago are properly and timely disseminated so that informed decisions and responses can be made.

Comment: Have sought advice to develop a project plan for this work and to ensure it is properly scoped. Workshop completed late in 2018 and additional workshop completed in March 2019. Project planning and scoping underway. Data acquisition in South Dunedin continues and will be publically available.

Previous Now Future



Financial performance



Forecast underspend

Planning significant expenditure from April 2019 on data acquisition work.

Flow Forecasting

Summary Comment

Large organisational response to November flooding. Significant work on updating the Flood Procedures Manual and associated process is underway. Improving response is ongoing with the number of flood managers extended to support the 24/7 roster and large events (4 new flood managers added with initial training provided). Work on improving flood forecasting models and setting up new models progressing well. Training provided to staff to run flood models to ensure redundancy if key staff away. Low flow forecasting programme to commence in coming months. Focus on Lower Clutha Flood forecasting model.

Expected:

No operational/completion issues anticipated. November flooding caused significant costs with large impacts on budget.

Key Measures

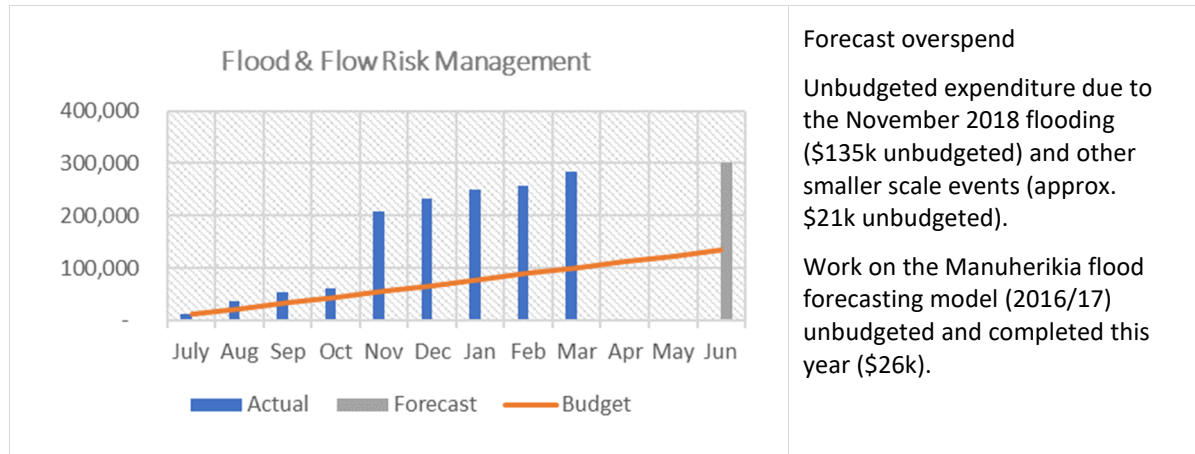
Measure: Accurate and reliable rainfall and river flow information is provided to territorial authorities and the community, and is provided in an efficient and timely fashion.

Comment: Rainfall and flow info has been disseminated to the public mainly through the Waterinfo website. Waterinfo website upgraded to make it more user friendly. May undergo further review following november 2018 flood event.

Previous Now Future



Financial performance



Forecast overspend

Unbudgeted expenditure due to the November 2018 flooding (\$135k unbudgeted) and other smaller scale events (approx. \$21k unbudgeted).

Work on the Manuherikia flood forecasting model (2016/17) unbudgeted and completed this year (\$26k).

TRANSPORT

Under the Land Transport Management Act, Council is responsible for developing and implementing a Regional Land Transport Plan. Council must report on progress with implementing the plan and carry out reviews to ensure it remains appropriate for the region.

Public passenger transport services are provided in Dunedin and Queenstown and Council contracts the provision of those services. It aims to ensure a viable, affordable, quality service that will attract patronage growth. Council also administers the Total Mobility scheme in Otago to meet the transport needs of those with disabilities that are unable to access public transport.

Providing public transport services is undertaken with the financial assistance of the NZ Transport Agency.

Activities include:

Public Transport (T2);

Stock Truck Effluent Disposal (T3)

Public Passenger Transport
















Summary Comment

Both networks are experiencing growth in patronage and revenue. The significant projects currently underway are in the implementation of the Dunedin Central Bus Hub and the replacement ticketing system, it is expected that both of these projects will enhance the customer experience and will support the growth experienced in the two networks.

Expected:

The ticketing project has been delayed into the 19/20 financial year

Key Measures - Dunedin

	Previous	Now	Future
<p>Measure: Reliability of Dunedin service - at least 95% of monitored services leave the terminus on time.</p> <p>Comment:</p>			
<p>Measure: Vehicle quality Dunedin - 100% of vehicles comply with Regional Passenger Transport Vehicle quality standards.</p> <p>Comment: Issues experienced earlier in the year have been resolved. Fleet quality now meets the required standard.</p>			
<p>Measure: Public Satisfaction Dunedin – at least 85% of bus users are satisfied with the overall standard of service.</p> <p>Comment:</p>			
<p>Measure: Investigate the feasibility of a Dunedin City to Momona Airport public transport service.</p> <p>Comment: Proposal to undertake the investigation is pending</p>			
<p>Measure: Implement increased off-peak frequency in Dunedin.</p> <p>Comment: Off Peak frequency for Waverly service scheduled to commence on the 3rd week of March.</p>			
<p>Measure: Formally explore with the DCC the establishment of a joint governance group for the Dunedin public transport bus service.</p>			

Comment: A joint governance group has been established that will enhance the working relationship at a political level. It is noted that the group does not take away ORC's decision-making.



Measure: Consider the RPTP and current policy on school bus services under that plan and report.

Comment: Consideration will be given during the review of the RPTP. This review is programmed for the next financial year hence the 'red' indicator.



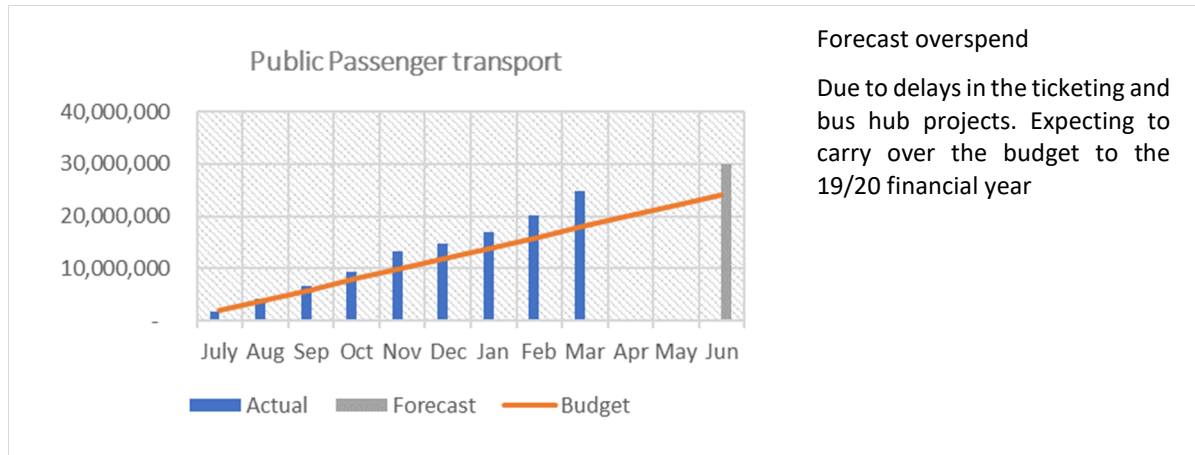
Key Measures - Queenstown

	Previous	Now	Future
<p>Measure: Reliability of Queenstown service – at least 95% of monitored services leave the terminus on time.</p> <p>Comment:</p>			
<p>Measure: Vehicle quality Queenstown – 100% of vehicles comply with Regional Passenger Transport Vehicle quality standard.</p> <p>Comment: 100% compliance</p>			
<p>Measure: Public Satisfaction Queenstown – at least 85% of bus users are satisfied with the overall standard of service.</p> <p>Comment:</p>			
<p>Measure: Patronage in Queenstown – at least 105% percentage growth on contracted services above 2017/18 levels.</p> <p>Comment:</p>			
<p>Measure: Implement improved off-peak frequencies in Queenstown.</p> <p>Comment: Improved peak frequencies implemented for Lake Hayes to Jacks Point in November. Off peak frequency not considered a priority at this stage.</p>			
<p>Measure: Consider the feasibility, implementation and operation of a small ferry service in the Wakatipu basin.</p> <p>Comment: Now working on the detailed business case. Scheduled for reporting to Council May 2019</p>			
<p>Measure: Provide additional series to support major events in Dunedin and Queenstown.</p> <p>Comment: Target met</p>			
<p>Measure: Investigate introducing a Malaghans Road loop service into the Queenstown network between Arrowtown and Queenstown.</p> <p>Comment: Waiting for investigations into Lakes Hayes Estate service (due 15 May 2019)</p>			
<p>Measure: Investigate mass transit options for increased passenger transport capacity between Queenstown and Frankton.</p>			

Comment: Council are providing input to a wider study being undertaken by NZTA.



Financial performance



Forecast overspend
Due to delays in the ticketing and bus hub projects. Expecting to carry over the budget to the 19/20 financial year

Stock Truck Effluent Disposal Sites

Summary Comment

Have completed the 'Brass Knocker' site and waiting for contracts to be agreed for site effluent removal. Raes Junction is meeting operational requirements and also awaiting contract renewal for effluent removal.

Expected:
Sites are expected to fully operational

Key Measures

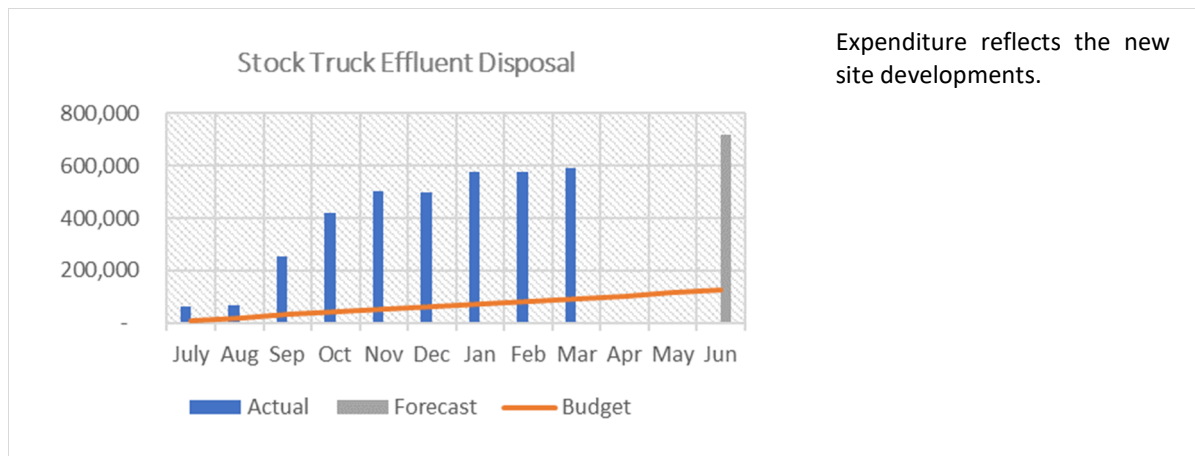
Measure: Reduction on the number of complaints received.

Comment: There has been no complaints received over the last reporting quarter

Previous Now Future



Financial performance



Expenditure reflects the new site developments.