



Local Government New Zealand

te pūtahi matakōkiri

**ANNUAL REPORT
2003/2004**



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President's Foreword

I am pleased to present to you the report on the performance of *Local Government New Zealand* to the year ending March 2004, a year in which *Local Government New Zealand* continued to provide a high level of added value to its member councils.

During the year the sector continued to familiarize itself with the new Local Government Act and this was supported by the ongoing seminars as part of the Knowhow series, a joint initiative with SOLGM and the Department of Internal Affairs.

As well as the projects contained in the 2003/2004 Work Programme, the year saw the development of many new central government policy initiatives with huge impacts for the sector. *Local Government New Zealand* worked on policies concerning dog control, gaming, land transport, a guide to the prostitution reform act, building and weathertightness issues, and the foreshore and seabed policy. These issues highlighted the need to influence policy at a central government level to ensure successful implementation at a local government level.

Local Government New Zealand continues to receive strong support from its 86 members throughout New Zealand ensuring that local government presents a strong, unified voice to central government.

During the last year the National Council has come together well and continues to work effectively and efficiently as a team.

The zone and sector meetings are well attended and I have very much enjoyed the wide range of dialogue and debate that has taken place during these meetings over the past year. I look forward to this continuing in the coming year.

None of this would have been possible without the hard work and dedication of *Local Government New Zealand* staff and the ongoing support of Mayors, Chairs, Councillors and staff from our member councils. I wish to thank them all for their work and congratulate them on their outstanding achievements.

Basil Morrison
President



Chief Executive's Introduction

The 2003/04 year was both complex and challenging for both *Local Government New Zealand* and the sector. Adding to the busy schedule were a number of staff changes at *Local Government New Zealand*, including in my role as Chief Executive. I am thankful to Peter Winder, the previous Chief Executive and to Kinsley Sampson, Acting Chief Executive, who managed our commitments under the 2003/2004 Work Programme before my arrival in November 2003.

During the period, I am pleased to report that we have achieved the majority of our outcomes contained in the 2003/2004 Work Programme and, as well, handled a number of unplanned policy issues which emerged during the year. Notable among these was the new legislation on ownership of the seabed and foreshore.

Local Government New Zealand works with central government on behalf of the local government sector. At times, this can be a difficult balance. We are pleased that our good working relationship with the current Government has continued, as this allows us our ongoing involvement in policy processes across a wide range of issues. At the same time, our zone and sector meetings continue to provide excellent input into our policy making processes and are extremely valued by our members. I personally have found them invaluable as I work to develop my understanding of the needs of our sector.

In presenting this report I wish to acknowledge the sustained and impressive effort by the staff of *Local Government New Zealand*. The last year has been challenging and the workload substantial. I owe a debt of gratitude to staff for their achievements.

Lastly, I wish to thank the President, National Council and member councils for the support that they have provided both to me and the organisation during 2003/2004.

Eugene Bowen
Chief Executive



Achievements by Work Area

1 Local Democracy and Legislative Framework

Central government continued with its desire to develop a much fuller policy framework around the place, role and functions of local government, and to engage in a new and comprehensive dialogue with local government as partners.

This work area focussed on three major pieces of local government legislation: the Local Government Official Information and Meetings Act, the Rates Rebate Act and the Members' Interest Act.

Local government has moved towards a significantly more robust legislative framework as a result of this year's activity.

Outputs

- Reached agreement from the Government to examine the Rates Rebate Act
- Contributed to the Decision-Maker Guide to Local Government and production of a schools resource
- Provided a "civics education" perspective into the NZQA Foundations Skills Advisory Group
- Established the Coordinating committee for the promotion of the 2004 local government elections

2 Local Government Performance and Practice

Work continued to ensure the local government sector was familiar with the new Local Government Act and provided with advice, information and training to assist implementation. *Local Government New Zealand* continued to work with SOLGM and the Department of Internal Affairs on the KnowHow programme.

Outputs

- Completed Stage 1 of the KnowHow programme including:
 - the KnowHow guide to water assessments
 - the KnowHow guide to development contributions
 - the KnowHow guide to regulation and enforcement
 - Local Government Act – an overview
- Developed an ongoing programme of seminars addressing specific needs and guidelines
- Produced the Prostitution Reform Act Guide
- Held Seminars on each of the KnowHow guides.

- Held Regional workshops on the process of identifying community outcomes and working collaboratively
- Worked on the establishment of an elected members' professional development programme initiated during this year
- Established joint local government central government officials' project team to provide advice on local government funding
- Provided ongoing advice on the implementation of the LGA 2002 on request.

3 Sustainable Development

Local government was a key player in the implementation of Government's action for a sustainable development programme. *Local Government New Zealand* also has a role to demonstrate local government understanding and action to implement the sustainable development obligations of the Local Government Act.

Outputs

- Provided support for and coordination of the local government team working on sustainable development issues
- Participated actively in chief executive, departmental and officials groups established in relation to water, energy, sustainable cities and child and youth development.

4 Environment

Local Government New Zealand has an ongoing role with Government to secure environmental legislation that has integrity, improves processes, enhances opportunities to achieve agreed environmental outcomes and recognises community aspirations. Similarly, local government needs to continue improving its processes, lowering costs and upgrading its capacity. Specific policy areas covered during the year included energy efficiency, reduced volumes of waste, more efficient use of resources, biodiversity, reduced greenhouse emissions, reserves and open spaces, oceans' policy and an understanding of genetic engineering.

Outputs

- Worked with the Energy Efficiency Conservation Authority to engage local government in programmes that facilitated the achievement of the 15 percent energy efficiency target recorded in the National Efficiency Conservation Strategy
- Worked with the Ministry for the Environment to implement the New Zealand Waste Management Strategy and Packaging Accord
- Participated in the considerations related to the National Policy Statement on Bio-diversity
- Assisted to develop and implement a programme to actively engage local government in initiatives that reduce greenhouse gas emissions and implement other aspects of the agreed climate change policy
- Worked with the Ministry of Agriculture and Forestry in its preparation of a Bio-security Strategy for New Zealand
- Participated in the development of an oceans' policy for New Zealand
- Explored information about the implications for local government of the Government policy on genetic engineering

- Continued to manage the Action Bio-community project including: council engagement; local, regional and national collaboration; the development of a toolbox of policy instruments; information collection and analysis; and the support of pilot projects

5 Regulatory Activity

Throughout the 2003/2004 year the regulatory activities for local government increased as central government implemented new policies with implementation implications for local government. *Local Government New Zealand's* role is to ensure the new regulatory responsibilities are implemented in an efficient and effective way with minimal compliance cost.

Outputs

- Participated in a programme to build the capacity of local government to implement the Resource Management Act while reducing compliance costs for business
- Participated in the amendments to the Resource Management Act covering climate change, energy efficiency, national standards and other matters
- Participated in legislative and other initiatives designed to overcome problems with the weathertightness of buildings and to establish a more rigorous regime for the regulation of building, including the Building Act
- Prepared submissions and participated in the development of policy for inclusion in a Public Works Amendment Act
- Participated in and prepared submission on dog control
- Participated in and prepared submissions to assist the development of a new food safety regime
- Monitored and responded to other regulatory issues such as those arising from prostitution law reform, and the review of the Land Act

6 Land Transport

Central government continued the development of a national transport policy package. *Local Government New Zealand* has consulted and developed a policy package with the sector to assist central government to come up with a sturdy framework for legislative change.

Outputs

- Advocated for changes to the Land Transport Management Act 2003
- Participated in the Auckland Transport and Funding Project (JOG)
- Supported the Road Controlling Authorities Forum and facilitated a review
- Provided input into the New Zealand Transport Strategy
- Assisted in the implementation of the Road Safety Strategy 2010
- Held Local Government Transport Forum in November 2003 and issued proceedings
- Prepared submission on the Government's Transport Sector Review
- Provided advocacy on Transfund New Zealand's Allocation Process and on Financial Assistance Rates
- Provided liaison for sector with Transfund New Zealand, Transit New Zealand, Land Transport Safety Authority and Ministry of Transport

7 Utilities

Local government, road controlling authorities and utility operators are working together to achieve a corridor management regime that recognises the needs of all parties, within a robust legal framework.

Outputs

- Supported and participated in the work of the New Zealand Utilities Advisory Group
- Completed publications including Code of Practice – Working in the Road, Partnering Agreement, Risk & Emergency Management Guidelines, and Guidelines of Utilities and the RMA
- Arranged publicity including development of flyer and a signing ceremony for the “Charter of Understanding”
- Identified legislative changes and agreed with industry representatives
- Monitored Government utilities policy and legislation
- Contributed to the Government’s infrastructure stocktake policy work

8 Water and Wastewater

Constraints and opportunities exist in the arrangements for the delivery of water, wastewater and storm water. Local government wishes to explore the options available to its communities and identify governance, pricing, regulation and institutional arrangements that remove impediments and best meet local needs.

Outputs

- Continued advocacy on behalf of the sector
- Liaised with the Ministry of Health Sanitary and Water Technical Advisory Committee on the Sanitary Works Subsidy Scheme
- Coordinated a technical group to make submissions on mandated drinking water proposals through the Health (Drinking Water) Bill
- Advocated to secure a drinking water subsidy scheme
- Coordinated best practice for the implementation of the water and sanitary services assessment requirements outlines within the Local Government Act 2002
- Supported and promoted advanced asset management
- Monitored water service delivery, legislation and policy

9 Economic Development

The need for economic growth and employment in communities continues to be a major concern for many member authorities. Local government aimed to influence central government actions and policy proposals in this area to support communities' economic and social well-being.

Outputs

- Developed a local government sector economic development strategy

- Gave a grant to Mayors' Taskforce for Jobs to assist policy development and advocacy on unemployment and job creation and provided ongoing support
- Prepared best practice guidelines on tourism and the Resource Management Act and on Regional Tourism Organisations governance relationships and contracts
- Worked with Ministry of Tourism on case study analysis and policy development work on a subsidy scheme for water and sewerage infrastructure serving tourism demand
- Worked with Lincoln University on a tourism planning toolkit for local government
- Continued promotion of the LG Filming Protocol

10 e-local Government

Local Government New Zealand continued to co-ordinate the development of e-government across local government in New Zealand

Outputs

- Continued to coordinate and facilitate the implementation of the e-local government strategy through the project team
- Supported local authorities in contributing to the all of Government portal
- Contributed to Government policy (MED) on the Digital Strategy
- Advocated to LINZ on geospatial policy and strategy and participated in the Government geospatial officials committee (OCGI)
- Promoted broadband rollout beyond the Government's Project PROBE with PROBE regional coordinators for community and economic development purposes
- Monitored Government policy and advocated on community ICT, e-government and e-commerce

11 Cultural Well-being

Councils contribute to the cultural well-being of communities. This portfolio provides a local government perspective to central policy initiatives concerning arts, culture and heritage.

Outputs

- Continued to work with Sport and Recreation New Zealand (SPARC) to represent the interests of local government and monitor their approach to strategic relationships with councils
- Developed draft memorandum of understanding with the Libraries and Information Association New Zealand (LIANZA), currently under consideration by both organisations
- Held three regional workshops in association with LIANZA to promote the ways in which libraries contribute to community well being
- Provided on-going liaison with Creative New Zealand towards joint initiatives to promote cultural well-being
- Developed and published guidelines on the promotion of cultural well-being

12 Social Well-being

Building stronger communities is a concern shared by both local and central government. National policies impact at the local level, and therefore require a local government input to ensure quality decisions.

Outputs

- Provided assistance to councils on implementing the new gaming legislation including model policies, demographic information, legal opinions and presentations to zone meetings
- Undertook planning for national conference on what councils can do to create safer communities
- Liaised with the Crime Prevention Unit on the review of safer community councils, the possibility of developing an accredited training course for officers on crime prevention through environmental design and the development of the Government's draft Violence in Public Places strategy.
- Contributed to officials' discussions on coordinating central government contributions to community outcomes processes.
- Worked with the Ministry for Social Development (MSD) on promotion of the Government's strategies for youth and children
- Worked with MSD on the development of Children's Participation Toolkit now located on the *Local Government New Zealand* website.
- Worked with HNZC on a range of housing initiatives.
- Contributed to the production of the research paper on "Local Government's Role in Social housing".

13 Emergency Management and Emergency Services

Local government requires clear understanding and full implementation of the new Civil Defence and Emergency Management Act. Work also continued to ensure that rural fire services continue to be funded and delivered in an efficient and equitable manner.

Outputs

- Advocated and built capacity to ensure that the new legislation was refined and appropriately implemented
- Carried out research, advocacy and submissions on Fire Service funding, service delivery, governance and accountability

14 Ready Response

From time to time legal challenges arise which may be of critical national and generic importance to the sector and require *Local Government New Zealand* to become involved in, extend support to, or act on behalf of a council or councils.

This budget area is reserved to handle a quick response to these.

Outputs

- Continued assistance to the Chatham Islands Council to secure a sustainable future for local governance on the islands
- Used as a contingency budget for emergency issues requiring legal advice

15 Internal Governance

This portfolio covers the effective governance and management of *Local Government New Zealand*.

Outputs

- Organised meetings and operations of the National Council
- Held Annual General Meeting
- Continued to support to zones and sector meetings
- Provided support for the Community Boards Executive Committee

16 Communications

To achieve its strategic goals and advance specific policy and other objectives successfully, *Local Government New Zealand* needs to communicate strongly. It must influence stakeholder opinion effectively on behalf of the sector and communicate well to all member authorities.

Local Government New Zealand's role is to create a credible voice for local government with stakeholders, interest groups, members and, when appropriate, the general public.

Outputs

- Began communication on ways to coordinate communications plans to support the 2004 local authority elections
- Undertook media liaison for *Local Government New Zealand* and the local government sector, made significant gains in relationship building and raised awareness
- Produced 14 publications (4 LGNewZ plus 10 ENewZ) plus special publications for one-off activities or events that required communication
- Continued development of website
- Provided ongoing networking and communication with key stakeholder groups
- Maintained subscriptions to relevant publications
- Maintained Intranet and website facilities
- Updated and maintained Contacts database for the organization
- Maintained Library and archives collection

17 Research, Publications and Grants

This portfolio describes the work that *Local Government New Zealand* carries as long term investments in the local government sector

Outputs

- Contributed to the longitudinal study of local government long-term planning and strategic policy development research project in collaboration with Victoria University
- Implemented a revised award to support participation by New Zealand local government people in the Australia New Zealand School of Government

18 International

To the extent resources allow, *Local Government New Zealand* needs to liaise internationally to contribute to global local government and to gain from others' experiences. This activity focuses on productive relationships with identified international organisations and increased awareness of the challenges facing local government internationally.

Outputs

- Maintained membership of or contributions to international organisations
- Participated in the International Union of Local Authorities – Asia/Pacific region and the Commonwealth Local Government Forum
- Promoted strategies to build local government capacity in the Pacific through the creation of links between Pacific Island councils and local authorities in New Zealand, in collaboration with the Ministry of Foreign Affairs and Trade
- Provided information for overseas enquiries and limited support was given on request

19 Conference - Current Year

Production of the conference is a major *Local Government New Zealand* project, and is run on a self-funding basis. The conference aimed to promote national strategic interests and enable networking and information sharing, both within the sector and with external stakeholders.

Output

- Held successful 2003 Conference in Queenstown from 27 – 30 July

20 Conference - Future Years

Planning for future conferences is a major *Local Government New Zealand* project. These are run annually and planning needs to begin two years out.

Output

- Initiated planning for 2004 Conference to be held in Auckland and engaged conference organizers
- Ensured venue booked and planning for 2005 conference underway

21 Standards and Codes of Practice

Local Government New Zealand has a role in promoting consistency and best practice by the development of New Zealand standards, codes of practice and handbooks that meet the needs of the local government sector.

Output

- Established project team to assess the needs of the local government sector
- Prepared and costed three-year work programme for 2004/07 following submission process with the sector
- Approved contract with Standards New Zealand for delivery of the local government programme.



Other

22

Governance of the LGITO

Local Government New Zealand has governance ownership of, and responsibility for, the Business Unit it has set up called the Local Government Industry Training Organisation (LGITO). It needs to undertake this role effectively and efficiently as part of its stated goal of enhancing sector performance. The Unit's actual operation is fully self-funding.

Output

- Provided advice to National Council on the full range of LGITO governance matters
- Commentaries for National Council on the six-monthly reports from the LGITO Board

23

Contract Servicing - Civic Assurance, SOLGM, LGITO and EDANZ

Local Government New Zealand provides telephone and computer services to Civic Assurance.

Output

- Provided output services in keeping with service agreements



Office Holders (as at 31 March 2004)

President

Basil Morrison Mayor, Hauraki District Council

Vice President

Margaret Shields Chair, Greater Wellington

Zone Representation

ZONE 1

Dianne Hale Deputy Mayor, North Shore City Council

Yvonne Sharp Mayor, Far North District Council

ZONE 2

Grahame Hall Mayor, Rotorua District Council

ZONE 3

Mary Bourke Mayor, South Taranaki District Council

ZONE 4

Sue Piper Councillor, Wellington City Council

ZONE 5

Wynne Raymond Mayor, Timaru District Council

ZONE 6

Frana Cardno Mayor, Southland District Council

Sector Group Representation

METRO

Position vacant

Garry Moore Mayor, Christchurch City Council

Sukhi Turner Mayor, Dunedin City Council

PROVINCIAL

Murray Anderson Mayor, Ashburton District Council

RURAL

David Owen Mayor, Waimate District Council

REGIONAL

Neil Clarke Chair, Environment Waikato

Hon Margaret Shields Chair, Greater Wellington

Local Government New Zealand Staff as at 31 March 2004

Eugene Bowen	Chief Executive
Gilly Fiford	Executive Assistant to Chief Executive
Suzanne Howard	Internal Governance Coordinator
Kirsty Anderson	Manager, Communications
Teresa Mollo	Communications Assistant
Meredith Barker	Senior Communications Advisor
(Vacant)	Manager, Member Services and Events
June Lewis	Records, Library and Information Officer
Neesha Morar	Library Assistant
(Vacant)	Receptionist
Mike Reid	Manager, Governance
Andrew Palleson	Policy Analyst, Governance
Kylie Hawley	Secretary, Governance, and Development and Infrastructure
Tim Davin	Manager, Development and Infrastructure
Colin Drew	Senior Policy Analyst, Development and Infrastructure
Jan Rivers	Local e-govt Strategy Coordinator
John Hutchings	Manager, Environment
Claire Miller	Secretary, Environment
Jane Johnston	Senior Policy Analyst, Environment



New Zealand Local Government Association Incorporated
(trading as *Local Government New Zealand*)
Financial Statements for the Year ended 31 March 2004
