

Waimakariri District Council Extraordinary Council meeting Agenda

Tuesday 20 December 2022

9.00am

Council Chambers

215 High Street

Rangiora

Members:

Mayor Dan Gordon

Cr Neville Atkinson

Cr Al Blackie

Cr Robbie Brine

Cr Brent Cairns

Cr Tim Fulton

Cr Jason Goldsworthy

Cr Niki Mealings

Cr Philip Redmond

Cr Joan Ward

Cr Paul Williams

The Mayor and Councillors

WAIMAKARIRI DISTRICT COUNCIL

AN EXTRAORDINARY MEETING OF THE WAIMAKARIRI DISTRICT COUNCIL WILL BE HELD IN THE COUNCIL CHAMBERS, RANGIORA SERVICE CENTRE, 215 HIGH STREET, RANGIORA, ON TUESDAY 20 DECEMBER 2022 COMMENCING AT 9.00AM

Sarah Nichols
GOVERNANCE MANAGER

**Recommendations in reports are not to be construed as
Council policy until adopted by the Council**

BUSINESS

Page No

1. APOLOGIES

2. CONFLICTS OF INTEREST

Conflicts of interest (if any) to be reported for minuting.

3. REPORT

3.1. Adoption of the Annual Report 2021-2022 – J Millward (Acting Chief Executive).

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RECOMMENDATION

THAT the Council:

- (a) **Receives** report No. 221214216436.
- (b) **Adopts** the Annual Report for the year ended 30 June 2022 (TRIM 220725125648);
- (c) **Approves** the Annual Report Summary for the year ended 30 June 2022 (TRIM 220817141357);
- (d) **Notes** the Net Surplus before taxation of \$42.8m is \$9.3m greater than budget, and primarily relates to \$9.4m received from vested assets, that have been transferred from development to the Council;
- (e) **Receives and notes** the Auditor's opinion for the Annual Report and Annual Report Summary will be incorporated into the reports;
- (f) **Authorises** the Acting Chief Executive to make necessary minor edits and corrections to the Annual Report that may occur prior to printing.

3.2. **Trustee Appointment to the Christchurch Foundation** –S Nichols
(Governance Manager)

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RECOMMENDATION

THAT the Council:

- (a) **Receives** Report No. 221214215702.
- (b) **Endorses** the trustee appointment of Peter Scott (Chair of Environment Canterbury) as the Waimakariri District Council representative on the Christchurch Foundation Trust.

3.3. **Canterbury Local Authorities' Triennial Agreement 2022-25** – J Millward
(Acting Chief Executive)

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RECOMMENDATION

THAT the Council:

- (a) **Receives** Report No. 221213215017.
- (a) **Ratifies** the Canterbury Local Authorities Triennial Agreement for the 2022-2025 term.

4. MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED

Item No	Minutes/Report of:	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
ADJOURNED BUSINESS				
4.1	Report of H Downie (Senior Advisor, Strategy and Programme) and R Hawthorne (Property Manager)	North of High Development Update (agreements in progress) and a proposed Agreement with Ashmore Holdings Ltd for 5 and 11 Blake Street	Good reason to withhold exists under Section 7	Section 48(1)(a)
MEMO				
4.2	Memo of C Brown (General Manager Community and Recreation)	Mandeville Contaminated Stockpile – Legal Action Advice	Good reason to withhold exists under Section 7	Section 48(1)(a)

Item N°	Reason for protection of interests	Ref NZS 9202:2003 Appendix A
4.1 – 4.2	Protection of privacy of natural persons; To carry out commercial activities without prejudice; Protect information which is subject to an obligation of confidence Avoid prejudice to measures protecting the health or safety of members of the public Maintain legal professional privilege; Enable Council to continue with (commercial) negotiation without prejudice or disadvantage Prevent the disclose of information for improper gain or advantage	Section 7 2(a) Section 7 2(b)ii Section 7.2(c) Section 7.2 (d) Section 7 (g) Section 7 2(i) Section 7 (j)

5. NEXT MEETING

The next scheduled ordinary meeting of the Council will commence at 1pm on Tuesday 7 February 2023.

WAIMAKARIRI DISTRICT COUNCIL
REPORT FOR DECISION

FILE NO: FIN-01 / 221214216436

REPORT TO: Council


DATE OF MEETING: 20 December 2022

FROM: Jeff Millward, Acting Chief Executive / General Manager Finance & Business


SUBJECT: Adoption of the Annual Report for the Year Ended 30 June 2022

SIGNED BY:

(for Reports to Council or Committees)



 Department Manager



 Acting Chief Executive

1. SUMMARY

- 1.1. The purpose of this report is to present the Annual Report for the year ended 30 June 2022 to the Council for adoption.
- 1.2. Overall, the year-end accounts show the Council is in a relatively sound position. The Net Operating Surplus, before taxation for the year ended 30 June 2022 was \$42.8million (2021:\$31.8million) compared with a budgeted net operating surplus of \$33.5 million.
- 1.3. There a number of reasons for the \$9.3million variance and is primarily related to the recognition of 11.2million of vested assets attributed to development within the district, 14.3million from revaluation gains from interest swaps, 6.8million write down on land, 3.1million from flooding events and 5.5million less development contributions from the timing of subdivisions.
- 1.4. A summary of main variances to budget is provided in section 4.3 and within note 31 of the Annual Report.
- 1.5. Borrowings remained the same at \$170million, compared to the \$195m budgeted. The lower borrowing of \$15m requirement is primarily lower due to the delayed and reforecast capital work.
- 1.6. Of the 111(2021:107) measures, the Council achieved 61% (68) (2021:71%) of all non-financial performance measures and a further 10 (9%) were assessed has having been achieved to within 5% of the intended target. One measure was forecast to have a completion date later than 2022 and not included in the final result. Once again Covid-19 had an impact on what would have been a better result.
- 1.7. Fifty-one percent (\$37.9m) (2021:90%) of the \$73.9million capital projects were completed. This is significantly lower than the 90% completed programme last year. This year has been impacted by Covid-19, lock downs and resourcing challenges.
- 1.8. The message from the Mayor's and Chief Executive is provided at the front of the Annual Report and provides a general overview of activity throughout the year. Within each significant activity is a summary of the year's key achievements, with the intention of providing the reader a better understanding of the scope of the work and achievements throughout the year for that activity. Each Activity area also has the financial results and a set of non-financial reporting measures that are reported against targets and work plans.
- 1.9. The Annual Report also contains the financial reporting benchmarks section, as required by the Local Government (Financial Reporting Prudence) Regulations 2014. This is the

2nd year (of three years) of reporting against the 2021-2031 Long Term Plan forecasts. The previous financial period trends are also shown.

- 1.10. A Summary Annual Report has also been completed in conjunction with section 98 (4) b of the Local Government Act. The Summary Annual Report has also been audited by Audit New Zealand and provides the reader with a snapshot of the key information provided within the Annual Report. Both reports together with the Auditors report are placed on the Council's website, once they are adopted by the Council.
- 1.11. The draft Annual Report was presented to the Audit & Risk Committee on 20 September 2022. There have been no material movements, apart for the gains resulting from a revaluation of Interest Rate Swaps and vested assets to the final audited Annual Report.
- 1.12. At the time of preparing this report, it is expected that the Auditors report will provide unmodified opinion.

Attachments:

- i. Annual Report for the year ended 30 June 2022 (Trim 220725125648) (separately circulated)
- ii. Annual Report Summary for the year ended 30 June 2022 (Trim 220817141357)
- ii. The audit opinion and letter of representation for the year ended 30 June 2022 (is to be tabled)

2. **RECOMMENDATION**

THAT the Council:

- (a) **Receives** report No. 221214216436.
- (b) **Adopts** the Annual Report for the year ended 30 June 2022 (TRIM 220725125648);
- (c) **Approves** the Annual Report Summary for the year ended 30 June 2022 (TRIM 220817141357);
- (d) **Notes** the Net Surplus before taxation of \$42.8m is \$9.3m greater than budget, and primarily relates to \$9.4m received from vested assets, that have been transferred from development to the Council;
- (e) **Receives and notes** the Auditor's opinion for the Annual Report and Annual Report Summary will be incorporated into the reports;
- (f) **Authorises** the Acting Chief Executive to make necessary minor edits and corrections to the Annual Report that may occur prior to printing.

3. **BACKGROUND**

- 3.1 The Council must adopt within 4 months of the end of the financial year which it relates (being the 30 June), an audited Annual Report to its community and stakeholders, as required under section 98 of the Local Government Act 2002. The Government has extended this date to the 31 December 2021, due to Covid-19 and due to the lock downs and restrictions on available resources to audit the accounts. This approval remains in place until 31 December 2023.

4. **ISSUES AND OPTIONS**

- 4.1. The Net Surplus after Vested Assets and before Taxation for the year ended 30 June 2022 totalled \$42.8m. This compared with the budget for the year of \$33.5m.

4.2. Income Statement for the year ended 30 June 2022

Consolidated Income Statement for the Council Parent (\$000s)

Income Statement	Budget	Actual	Difference
	\$'000	\$'000	(unfavourable)
Revenue			
Rates	73,960	74,399	439
Interest	295	231	(64)
Subsidies and grants	17,907	16,953	(954)
Other revenue	18,162	21,062	2,900
Development and other Contributions	17,157	11,631	(5,526)
Vested Assets	14,662	25,826	11,164
Total revenue excluding gains	142,143	150,102	15,522
Operating expenses by activity			
Governance	3,178	2,889	289
District Development	7,924	7,232	692
Roads and Footpaths	20,449	23,563	(3,114)
Water Supply	10,492	11,267	(775)
Sewage/Treatment and Disposal	13,457	12,874	583
Stormwater Drainage	5,043	5,464	(421)
Refuse and Recycling	10,114	10,066	48
Libraries and Museums	5,087	4,669	418
Recreation	19,395	21,053	(1,658)
Community Protection	7,770	7,867	(97)
Community Development	2,205	2,148	57
Property Management	1,084	7,906	(6,822)
Earthquake Recovery	1,752	2,138	(386)
Non-Significant Activities	1,071	2,402	(1,331)
Total expenses	109,020	121,538	(12,518)
Operating Surplus / (Deficit) before gains	33,123	28,564	(4,559)
Other gains	368	14,257	13,889
Operating Surplus / (Deficit) after gains	33,491	42,821	9,330

Comparison with the Budgeted Net Surplus

4.3. The largest differences were as follows:

Income

- Subsidies and grants \$1.0m less budget due to less Government subsidies received on Shovel Ready projects as some projects were postponed to next year. This was partially offset by more than budgeted Waka Kotahi subsidies, New Zealand Libraries Partnership Programme and Tennis Centre grants.
- Other revenue was \$2.9m over budget due to recoveries from private works, increased rates penalties, more than budgeted connection fees to connect to

Council's infrastructural facilities. Revenue from resource consents/building consents were more than budgeted due to increased workload partially offset by increased costs.

- Development contributions \$5.5m less than budgeted as the major developments wait to get to the next stage of their development. The revenue of 2021/22 is \$1.2m higher than last year.
- Vested assets were \$11.2m more than budgeted mainly due to development activities in the district.
- Other gains of \$14.3m (\$13.9m more than budgeted) contains gains on revaluation of interest rate swaps of \$13.6m, gain on sale of land of \$0.3m and gain on revaluation of investment property of \$0.3m.

Expenditure

- Please be aware "capital expensed" mentioned below means costs incurred that cannot be capitalised. Those costs, although not associated with any operational budget, were funded via loans/renewal fund.
- District Development - Actual expenditure was \$0.7m less than budget. Costs on District Plan review were less than budget due to programme delayed while responding to the RMA (Resource Management Act) Housing Amendment Act requirements. In addition, Strategy and Engagement expenditure was less than budget due to resourcing challenges. Partially offset by costs incurred on resource consents processing more than budgeted due to increased workload covered by increased resource consents revenue.
- increased workload covered by increased resource consents revenue.
- Roads and Footpaths -Actual expenditure was \$3.1m more than budget mainly due to expenditure incurred due to flood events and costs on the road safety related programme.
- Water Supply - Actual expenditure was \$0.8m more than budget due to unbudgeted asset deletions from the capital renewal programme. In addition, costs incurred on reticulation and headworks repairs and maintenance were more than budgeted.
- Sewerage and the Treatment and Disposal of Sewage - Actual expenditure was \$0.6m less than budget due to less reactive maintenance works required during the year. Plant and equipment usage at various treatment plant sites was reduced to achieve power efficiency.
- Recreation - Actual expenditure was \$1.7m more than budget largely due to unbudgeted asset deletions from the capital renewal programme, capital expensed from recreation capital projects and depreciation more than budgeted (MainPower Stadium).
- Property Management - Expenditure was over budget by \$6.8m mainly due to valuation loss on investment properties due to consideration of revised remediation costs/land covenants. Council also incurred losses on forestry disposals and revaluation. In addition, legal fees and costs on external consultants were more than budget due to increased property transactions, project consultation and resource consent applications.
- Nonsignificant activities - Expenditure was over budget by \$1.3m mainly due to capital expensed from various business improvement projects that was not budgeted, In addition, employee related costs were more than budgeted (i.e. Kiwisaver employer contributions).

Financial Limits

A brief summary of treasury policy limits is provided as follows:

Measure	Limit	Actual 2021	Actual 2022
Gross interest paid on term debt will not exceed 15% of gross operating revenue	15%	6.1%	6.0%
Net cash inflow from operating activities exceeds gross annual interest expense by two times	2 times	7.0 times	6.2 times
Local Government Funding Agency. Interest as a maximum of 25% of rates revenue.	25%	8.4%	7.9%
Net debt as percentage of operating revenue shall not exceed 175% or if WDC obtains a Standard and Poor's long term credit rating of 'A+' or better 250%	250%	156%	151%
Liquidity ratio of greater than 110%	110%	171%	173%

Non-financial performance measures and levels of service

- 4.4. Of the 111(2021:107) measures, the Council achieved 61 (68) (2021:71%) of all non-financial performance measures and a further 10 (9%) were assessed as having been achieved to within 5% of the intended target. One measure was forecast to have completion date later than 2022 and not included in the final result. Once again Covid-19 had an impact on what would have been a better result.

Capital Expenditure

- 4.5. Fifty-one percent (\$37.9m) (2021:90%) of the \$73.9million capital projects were completed. This was well down on capital projects last year. This year has been impacted by Covid-19, lock downs and resourcing challenges. A significant amount of effort has been applied to the Procurement and Contract Management through to the reporting to Council. The lingering impacts and issues arising out of Covid-19, as forecast are having an effect an ongoing effect on Council operations.

Balance Sheet

- 4.6. Ratepayer Equity as at 30 June 2022 is \$2.213m (2021: \$1.772m). This is a \$441m (24.9%) increase over that in 2021 and generally reflects movements in the additional capital and assets vested from growth that is occurring in the district. \$397.5million is attributed to revaluation of assets.
- 4.7. Borrowings remain the same at \$170million (2021:\$170m), compared to the \$195m budgeted. The lower borrowing that was required is primarily lower due to the delayed and reforecast capital work.

Annual Report Summary

- 4.8. Under section 67, 98 & 99 of the Local Government Act 2002, the Council is required to make publicly available a summary of its Annual Report. The summary is required to be audited. A copy of the draft summary is attached. It comprises:

- The Mayor's report
- A summary of the Financial Statements
- Key performance measures from the LTP
- Summary of Activity

Letter of Representation

- 4.9. As at the time of preparing this report, the audit is approaching completion. It is anticipated that the audit will have been completed and clearance from the Auditors to issue the Auditors report and the Council to adopt by the time Council meets on 20 December.
- 4.10. There is a no disclosure required to be made for "events after balance date" to the Annual Report.

- 4.11.** It is standard practice for the Mayor and the Chief Executive to sign a letter of representation relating to the audit.

The letter covers a large number of matters, but the essence is that the Mayor and Chief Executive believe the financial statements are correct and that they are not aware of any financial irregularities. The letter also states that Management consider the organisation to be a going concern.

- 4.12.** Options

The Council could:

- Adopt the Annual Report for the Year Ended 30 June 2022; OR
- Request that modifications be made to the Annual Report for the year ended 30 June 2022; OR
- Hold a further meeting for the purpose of adopting the Annual Report. If the meeting is not held prior to the 31 December this would not meet the statutory timeframes as set out in the Local Government Act 2002.

- 4.13.** The Management Team and Chief Executive have reviewed this report and support the recommendations.

- 4.14.** Audit New Zealand is currently completing its audit of the Annual Report and is expected to have been completed by 16 November. The Audit report is expected to be an unmodified opinion.

5. COMMUNITY VIEWS

5.1. Mana whenua

Te Ngāi Tūāhuriri hapū are consulted through various forums and their views were taken into consideration during the plan. Joint meetings are held throughout the year and contribute to the outcomes provided in the Annual Report.

5.2. Groups and Organisations

Audit New Zealand have conducted interim audits and audited the Annual Report.

5.3. Wider Community

Readers and stakeholders of Council have an interest in the Annual Report, including the Auditor Report.

6. FINANCIAL IMPLICATIONS AND RISKS

6.1. Financial Implications

A number of steps are taken to mitigate the risk of an error in the external financial statements. These include internal review and external audit.

Financial information is contained within the report.

6.2. Sustainability and Climate Change Impacts

The recommendations in this report do not have sustainability and/or climate change impacts, however the work programme and outcomes are directly associated and impacted.

6.3. Risk Management

The audit work carried out by Audit New Zealand provides added assurance regarding the accuracy of the Council's financial statements. At the time of preparing the report, the audit field work was completed and being provided to the technical review group. The opinion will be subject to this review. There have been no significant matters arising from the audit and therefore it is expected an unmodified opinion will be issued from Audit New Zealand,

who are the auditors appointed by the Office of the Auditor General to audit the Council's Annual Report.

6.4. Health and Safety

Not applicable to adopting the Annual Report.

7. CONTEXT

7.1. Consistent with Policy

These issues are not matters of significance in terms of the Council's Significance and Engagement Policy.

7.2. Authorising Legislation

Section 98(1) of the Local Government Act 2002 requires that "a local authority must prepare and adopt in respect of each financial year an annual report".

Section 98(3) of the Local Government Act 2002 requires that "The annual report must be completed and adopted by resolution within 4 months of the end of the financial year to which it relates".

Section 98(4) provides that "A local authority must, within 1 month after the adoption of its annual report, make publicly available – (a) its annual report; and (b) a summary of the information contained in its annual report".

The Local Government (Financial Reporting and Prudence) Regulations 2014 requires Council to disclose performance in relation to benchmarks in the annual plan, annual report and long-term plan.

7.3. Consistent with Community Outcomes

The production of the Annual Report contributes to the outcome that "Public organisations make information about their plans and activities readily available".

7.4. Authorising Delegations

The Council must adopt its Annual Report including the Auditors report by the extended date by 31 December 2021.

Jeff Millward
Acting Chief Executive and General Manager Finance & Business



Annual Report Summary
2021 - 2022
The Year in Review

A copy of the full Annual Report is
available at waimakariri.govt.nz





**Leaving a positive
print on the future
of our district.**

Our district, our place, our plan. Our job is to look after our district, not just for this generation, but for many more to come. Never before have our actions and decisions around the sustainability of our community been so important. Our **'thumbprint'** represents the mark we leave on the Waimakariri District.

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MESSAGE FROM THE MAYOR AND CHIEF EXECUTIVE



PAGE 4

WHERE WE SPENT YOUR RATES



PAGE 6

COMMUNITY OUTCOMES



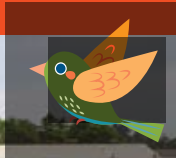
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OVERALL SERVICE PERFORMANCE RESULTS



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HIGHLIGHTS FOR THE YEAR



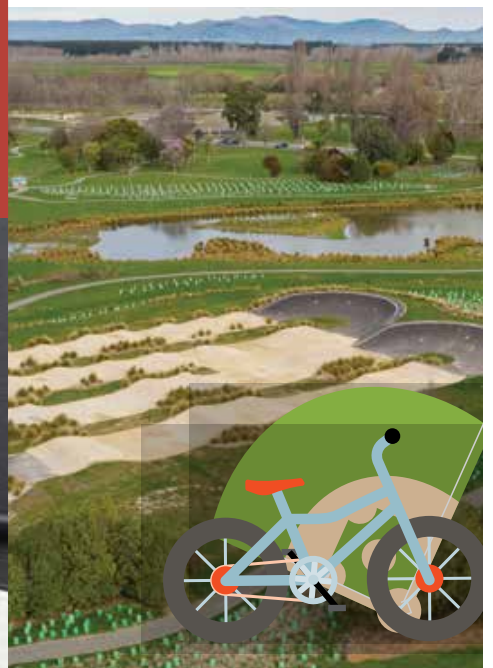
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RECREATION



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INFRASTRUCTURE SERVICES



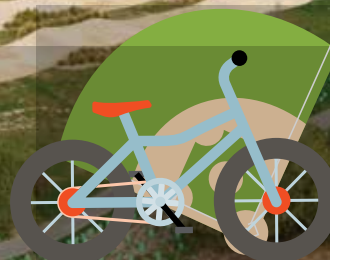
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OUR FINANCES



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INDEPENDENT AUDITORS REPORT



Message from the Mayor and Chief Executive

Tēnā koutou katoa

Welcome to the Annual Report for 2021 – 22.

This document is being put together shortly after the dismantlement of the Covid-19 Protection Framework aka the ‘traffic light system’ and it’s a timely milestone to acknowledge as we look back on the Council’s work programme and progress for the last year.

The impact of the pandemic has been profound and as a community we will continue to see the ongoing economic, health, social and psychological impacts over the coming years.

Many businesses had to adapt quickly to physical distancing, masking requirements, implementing vaccine passes and the disruptive effects of economic uncertainty. The Council had to weather the same challenges and despite this we can report back and say that we’ve had a successful year.

This year unfortunately Chief Executive Jim Harland stepped down due to health reasons. Luckily, we were in the fortunate position to appoint Jeff Millward, General Manager of Finance and Business Support, as Acting Chief Executive.

Jeff is widely respected across Canterbury and throughout local government and finance sectors, and has been the General Manager of Finance and Business Support for 14 years, and with the council in one role or another for 37 years.

The continuity of our experienced staff has meant we continued

to deliver to the aspirations of our Annual Plan and made great progress on several fronts.

Because of the economic uncertainty caused by Covid-19 the Council made rates restraint a priority and Waimakariri had the lowest rates increase across the Greater Christchurch area two years running.

We’re proud of this fact and that while doing this we continued to invest in our community.

The District continues to attract business and residential growth at record levels and this year we saw the highest demand for building consents since the earthquake rebuild. Our sustained growth was one of the key factors in ensuring we could continue our work programme while keeping rates increases low.

Ensuring this ongoing growth is well-planned and sustainable is a focus of the Council and this year we notified our Proposed District Plan – the rule book for how people use, subdivide and develop land for the coming 10 years or more.

At a local level we are looking at the direction of urban growth, business and town centre development, and there are exciting projects under investigation such as the Marina and Aquasports proposals for Kaiapoi.

This year we progressed a walking and cycling network plan for the District, opened our new award winning multi-use sports facility MainPower Stadium, continued to progress flood protection works in Kaiapoi, started the development of a Kaiapoi Community Hub, and

settled on road safety for school children using Southbrook Road.

These are all topics the community care about and we’re proud to be delivering these projects for the community.

But we’re not only inwardly focused. We’re working with our local government, central government and mana whenua partners as part of the Urban Growth Partnership for Greater Christchurch – the Whakawhanake Kāinga Committee - to ensure the Canterbury region develops well as a whole.

A big focus for this year has been responding to central Government’s mandated Three Waters Reform proposal.

Waimakariri District Council is committed to advocating for a better reform model. We are a founding member of Communities 4 Local Democracy He hāpori mō te Manapori (C4LD) and are proud of the alternative model we have produced with partner Councils.

C4LD represents nearly half of all local authorities in New Zealand and we have collectively asked the government to listen to the sector rather than pushing forward with their current plan. We’ve advocated strongly and made sure our voice is heard and now await the select committee and Government decisions on how it will progress.

As well as presenting a better delivery model, one of our main points of opposition was that we do not believe the proposed water-entities will be able to respond to natural disasters in as coordinated and responsive a manner as local managers like the Council.

For the second year in a row we experienced a significant rain event that caused damage and significant concern for residents. A significant band of rain on Thursday 30 July plunged Canterbury into the wettest July on record.

Across the District there were reports of surface flooding on roads, drains being near capacity and a small number of properties had flood waters enter their homes. Our Civil Defence team and staff worked through the event to ensure our infrastructure was functioning, any issues are identified, and signage was up in busy areas where extreme caution was required – all so risk to residents was minimised where possible.

From the July event there were 805 requests for service that added to the tally of about 1400 under investigation from prior events. It's hard to imagine an organisation looking after Three Waters Infrastructure for the majority of the South Island would be in as good a position to respond in times of crisis.

What these increasingly common significant rain events do is hammer home the fact the climate is changing.

This year the Council took a significant step in our climate change response – adopting a technical report from NIWA which detailed the changes in weather we should expect. This will help inform our adaptation strategy and ensure our District responds appropriately to this change. We are a member of the Canterbury Mayoral Forum Climate Change Steering Group and are working together to understand the long term effects of climate change for Canterbury.

Council is committed to working with mana whenua and the wider community to mitigate and adapt to climate change.

As well as climate uncertainty, there also continues to be a degree of uncertainty in the local government sector. Three Waters Reform, the Review into the Future for Local Government, Resource Management Act, the National Policy Statement for Urban Development and Reviewing and Modernising the Emergency Management Framework are all still progressing at pace.

The Council is committed to making sure Waimakariri has a voice in these changes and are proactively and constructively engaging in these processes so our residents get the best outcomes possible.

In this last year we mourned the loss of three great community advocates.

Dame Aroha (Ngāi tūāhuriri, Ngāi tahu) was the kaumātua of Tuahiwi Marae and Waimakariri District Council and has represented her hapū at an iwi level for many years.

She was awarded a Dame Companion of the New Zealand Order of Merit in recognition of her significant service to Māori and the community in 2020. These were just some of her accolades.

We also acknowledged the passing of Christine Joy Greengrass. Chris was involved at all levels, from grass roots to worker to governance leader, for more than 20 years.

During the earthquakes Chris worked as Team Leader in the Waimakariri Earthquake Trust, which involved working to support families following the earthquakes and assisting them on the path to recovery. Kaiapoi was badly damaged and Chris played an integral part in its recovery.

Roger Blair also recently passed away. Roger served on the Council

and the Community Board for a number of years and was a highly valued colleague. Roger made a huge contribution to our Council and was a strong advocate for the Kaiapoi community.

As we look back on the year we would like to thank the community for their ongoing support.

We look forward to continuing to work in partnership with the community to ensure Waimakariri continues to be a fantastic place to live, work and play.

Ngā mihi



Dan Gordon
Mayor



Jeff Millward
Acting Chief Executive

Where We Spent Your Rates

We deliver a broad range of services to our community in return for payment of rates.

This is a selection of the services we've provided over the year and the cost per day to you the ratepayer. These costs are based on average rates for properties where the service is provided.



Governance



Planning

(Admin, District Development, Civil Defence)



Roads and Footpaths



Libraries



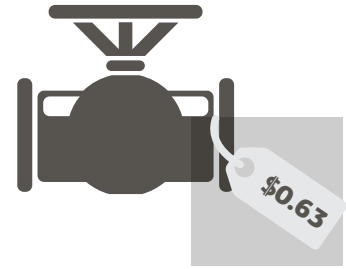
Waste Collection and Disposal



Economic Development
(Promotion CBA's)



Stormwater Drainage
(Urban & Rural areas)



Swimming Pools



Sewage Disposal



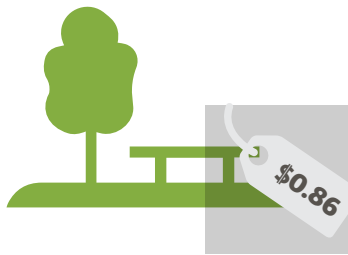
Water and Water ways



Community Buildings



Parks and Reserves



Canterbury Museum



Health and Safety

Cemeteries, Rural Fire, Health, Animal & Buildings control)



Earthquake Recovery



Other



Community Outcomes

Community Outcomes describe how Waimakariri District Council aims to achieve meeting the current and future needs of our communities with good-quality local infrastructure, providing local public services and performance of regulatory functions.

Community outcomes set the direction for our Long Term Plan (LTP) and all activities included in the 2021-2031 LTP that the Council undertakes contribute towards achieving these outcomes. The key groups of activities that contribute to each outcome are displayed.

The Local Government Act 2002 requires Council to promote the following four Community Wellbeings in the present and for the future. Each Community Outcome is associated with one or more Wellbeing.



There is a safe environment for all.

Community Leadership, Property Management, Infrastructure Services and Community Services

UN SDG 3, 13

Indigenous flora and fauna, and their habitats, especially Significant Natural Areas are protected and enhanced.

Community Services, Council Controlled Organisations and Community Leadership

UN SDG 15

There are wide ranging opportunities for people to contribute to the decision making that affects our District.

Community Leadership

UN SDG 16

People's needs for mental and physical health and social services are met.

Community Leadership

UN SDG 3, 16

Effect is given to the principles of the Treaty of Waitangi.


Community Leadership

UN SDG 10, 11, 16

There is a healthy and sustainable environment for all.

Community Leadership and Infrastructure Services


UN SDG 3, 6, 11, 12, 13, 15



Public spaces and facilities are plentiful, accessible and high quality, and reflect cultural identity.

Community Services

UN SDG 3, 11 



People have wide ranging opportunities for learning and being informed.

Community Services

UN SDG 3, 4 



Core utility services are sustainable, low emissions, resilient, affordable; and provided in a timely manner.

Infrastructure Services and Council Controlled Organisations

UN SDG 6, 7, 9, 11, 12, 13, 15 



The distinctive character of our takiwā - towns, villages and rural areas is maintained, developed and celebrated.

Community Leadership and Council Controlled Organisations

UN SDG 11 



The community's cultures, arts and heritage are conserved, developed and celebrated.

Community Services and Council Controlled Organisations

UN SDG 3, 11, 16 



There is a strong sense of community within our District.

Community Services and Community Leadership

UN SDG 3, 16 



Transport is accessible, convenient, reliable and sustainable.

Infrastructure Services

UN SDG 9, 11, 12 



Businesses in the District are diverse, adaptable and growing.

Community Leadership and Council Controlled Organisations

UN SDG 8 



Overall Service Performance Results

Non-financial performance measures have set targets to assess things like responsiveness, health and safety, timeliness and legislative compliance. They also link to and demonstrate how the activities the Council undertakes contribute to outcomes sought by the community.

Overall the results for the 2021/2022 financial year show 61 percent of all measures achieved, this is a ten percent reduction on 2020/2021.

Measures that were not met

Governance

- Rūnanga Executive meetings with Council held each quarter (2/4)
- Rūnanga/Council Annual Hui held (0/1)
- Mahi Tahi Joint Development Committee meetings (1/6)
- The percentage of Official Information Requests (OIR) applications completed within 20 working days (93%, target 100%)

District Development

- Supply of land identified for urban residential use (177ha, target 250ha)
- The percentage of plan changes responded to in accordance with the Resource Management Act (RMA) requirements (75%, target 100%)

Roads and Footpaths

- The percentage of the sealed local road network that is resurfaced (3.83%, target 5%)

Water Supply and Quality

- Percentage of real water loss from the networked reticulation system based on 240 litres per connection per day (26%, target 22%)

- The median response time to attend and/or resolve a call-out in response to a fault or unplanned interruption to the network reticulation system:
 - Attendance for urgent call-outs: from the time that the local authority receives notification to the time that the service personnel reach the site (82.4, target 60 minutes)
- The total number of complaints received about Drinking Water:
 - Council's response to complaints about Clarity, Taste, Odour, Pressure/Flow and Continuity of Supply (7.85, target less than five complaints per 1,000 connections)

Stockwater

- The number of water outages exceeding 24 hours duration (21, target Nil)

Stormwater drainage

- Rural drainage areas requests for drain cleaning responded to within five days (76%, target 95%)
- The percentage of service requests relating to any drainage enquiries that are responded to within five working days (83%, target 95%)

Earthquake Recovery and Regeneration

- Implementation of the Red Zone Regeneration Plan: Recreation and Ecological Linkages.

Recreation

- Aquatic Facilities - Customer satisfaction with the Aquatic Facilities, as measured by a biannual survey of facility users (Only one survey was completed, result was 91%, target 90%)
- Libraries and Museums - The number of visits per person per annum to the Kaiapoi and Rangiora Libraries based on the District's population (6.01, target 7.5)

- Libraries and Museums - Customer satisfaction with library services as measured by an annual survey of library users (Survey was not carried out)

Community Protection

- Emergency Management - Our Emergency Operations Centre is trained and resourced to industry standards. Our civil defence volunteers are trained and equipped to industry standards.
 - Emergency Management - Engage the community on civil defence risks.
 - Environmental Health Services - Percentage of all licensed alcohol premises inspected at least once per annum (31%, target 95%)
 - Environmental Health Services - The percentage of all other unreasonable noise complaints responded to within 48 hours (67%, target 90%)
 - Animal Control - The percentage of calls for wandering stock on roads responded to within one hour (82%, target 90%)
 - Building Services – The percentage of building consent applications processed within the statutory 20 days (90%, target 100%)
 - Building Services - The percentage of Project Information Memoranda (PIM) applications issued in 20 working days (76%, target 100%)
 - Building Services - Inspect pool barriers every three years (7%, target 33%)
- ### Property Management
- The percentage of Health and Safety, and urgent maintenance service requests responded to within 24 hours (87%, target 100%)
- ### Council Controlled Organisations - Enterprise North Canterbury (ENC)
- Business seminars and workshops delivered (11 with a target of 20).

Measures that almost achieved target

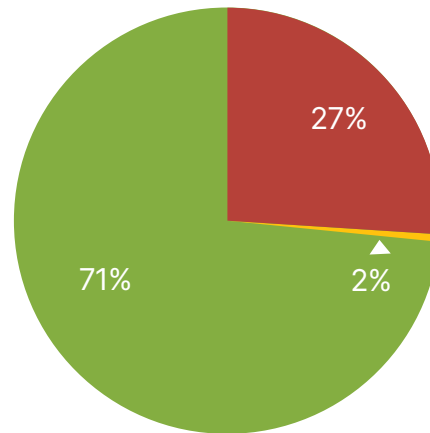
- Governance - Percentage of Council agenda items of business that are open to the public (85%, target 90%)
- District Development - The percentage of resource consents issued in accordance with the Resource Management Act (RMA) requirements (95%, target 100%)
- Reduction in fatal and serious injury crashes, expressed as the number of fatal and serious injury crashes as a combined total. (25, last year was 24)
- Roads and Footpaths – Percentage of customer service requests relating to roads and footpaths responded to within service delivery standards (94%, target 95%)
- The extent to which drinking water complies with the drinking water standards:
 - Bacterial compliance - Not fully compliant
 - Protozoal compliance - Not fully compliant
- Recreation – Customer satisfaction with meeting and performance spaces, as measured by an annual survey of facility users (89%, target 90%)
- Recreation - Facilities are available for at least 90% of the days during the year outside of scheduled maintenance (89%, target 90%)
- Environmental Health - The percentage of code of compliance certificates issued within the statutory 20 days (97%, target 100%)

Measures in progress

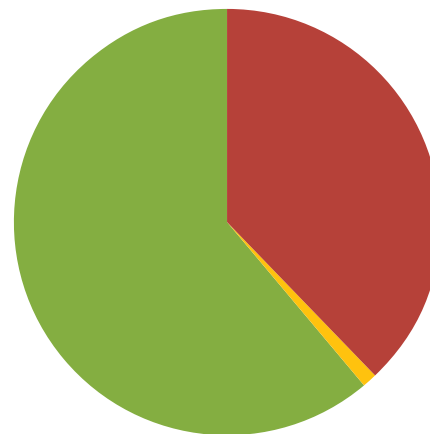
- Red Zone Regeneration - Heritage and Mahinga Kai (due for completion 2024)

Performance results

2020/2021



2021/2022



- **Met or exceeded target**
- **Not met target**
- **Two projects, not due for completion until 2022 and 2024 respectively.**

Of the 111 measures, 61% (68) were completed or met, with 38% (42) not being met. Of the measures not met, there were 10 (or 9% of the total measures) within 5% of the measure being met. One project is not due for completion until 2024.



HIGHLIGHTS FOR THE YEAR

Recreation



Public spaces and facilities are plentiful, accessible and high quality, and reflect cultural identity.



There is a safe environment for all.

MainPower Stadium opened

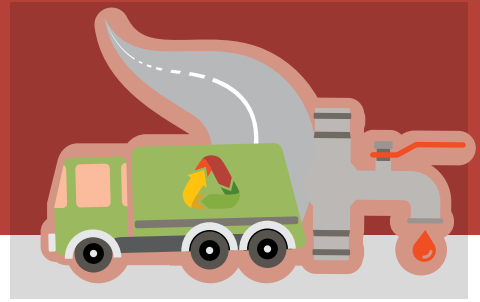
This year MainPower Stadium was opened to the public and over 6000 locals joined in festivities on the opening weekend. Since opening the award winning MainPower Stadium has become a drawcard for numerous sports competitions across the District and has hosted a range of events and tournaments on a scale not previously seen in North Canterbury. The \$28m 6000-square-metre stadium opened in August last year and provides a range of opportunities for recreation, events and activities.



Photo by Anthony Turnham



Infrastructure Services



Transport is accessible, convenient, reliable and sustainable.



Core utility services are sustainable, low emissions, resilient, affordable; and provided in a timely manner.



Public spaces and facilities are plentiful, accessible and high quality, and reflect cultural identity.

Shovel-Ready Flood Protection

Following a significant flood in 2014, the Council developed a plan to construct pump stations and other stormwater infrastructure in central Kaiapoi to improve drainage and reduce the impact of flooding. The upgrade will increase the resilience of the stormwater network across Kaiapoi and reduce the likelihood of flooding in big storm events. The overall project cost is \$18m and will be jointly funded from existing

Council budgets (\$9m) as well as Government Shovel Ready Projects funding (\$9m). The project is aimed to be complete in late 2022.



Walking and Cycling Network Plan

Council's Walking and Cycling Strategy includes a vision that Waimakariri residents choose to walk and cycle and that the environment is friendly, safe and accessible. As our population grows, and more people choose to walk and cycle, we need to ensure our networks are accessible and safe, and connect people to where they need to go. The draft plan shows what routes are already in place and where new links and routes are proposed to make better connections in and around our towns. Council has approximately \$560,000 allocated over the next three years to deliver the routes outlined in the plan and will continue to build more in further years.



Planning



There is a safe environment for all.



The distinctive character of our takiwā - towns, villages and rural areas is maintained, developed and celebrated.

Climate Change Technical Report adopted

The Council adopted a Climate Change Scenario Technical Report. The report prepared by NIWA, is to inform Council's climate change response in the Waimakariri District. This report identified that weather patterns are expected to become more volatile and will

inform a risk assessment to see what land and infrastructure is most at risk from climate change. Council is committed to working with the community to identify options for reducing this risk. This will form the basis of a Climate Change Adaptation Strategy.



District Plan Notified

This year we notified the Proposed District Plan – the planning rule book that sets rules for sustainably managing how people use, subdivide and develop land, what and where they can build and what kind of activities they can undertake. This is an important document as it helps shape the direction in which Waimakariri will continue to grow and determines the most appropriate areas for business and residential growth.



OUR FINANCES

Financial Statements

Statement of Comprehensive Revenue and Expense

For The Year Ended 30 June 2022

	2022 Actual \$'000	2022 Budget \$'000	2021 Actual \$'000
Financial Performance			
Total operating revenue	150,102	142,143	137,661
Finance costs	6,073	5,864	5,811
Other operating expenditure	115,465	103,156	109,423
Other gains	14,257	368	9,352
Plus Share of Associates	23	-	(9)
Net Surplus/(Deficit) before Taxation	42,844	33,491	31,769
Less Taxation expense	-	-	-
NET SURPLUS/(DEFICIT)	42,844	33,491	31,769
Other comprehensive revenue and expense			
Gain/(Loss) on asset revaluation	397,472	25,456	2,833
Increase/(decrease) in asset revaluation reserve due to impairment & impairment reversal	-	-	-
Financial assets at fair value through other comprehensive revenue and expense	80	-	(397)
TOTAL OTHER COMPREHENSIVE REVENUE AND EXPENSE	397,552	25,456	2,436
TOTAL COMPREHENSIVE REVENUE AND EXPENSE	440,396	58,947	34,205

Statement of Changes in Net Assets/Equity

For The Year Ended 30 June 2022

	2022 Actual \$'000	2022 Budget \$'000	2021 Actual \$'000
EQUITY AT BEGINNING OF THE YEAR	1,772,387	1,761,132	1,738,182
Prior period adjustment	-	-	-
OPENING BALANCE RESTATED FOR PRIOR PERIOD ADJUSTMENT	1,772,387	1,761,132	1,738,182
Net Surplus/(Deficit) for the year	42,844	33,491	31,769
Other comprehensive revenue and expense	397,552	25,456	2,436
TOTAL COMPREHENSIVE REVENUE AND EXPENSE FOR THE YEAR	440,396	58,947	34,205
EQUITY AT END OF THE YEAR	2,212,783	1,820,079	1,772,387

Statement of Financial Position

As at 30 June 2022

	2022 Actual \$'000	2022 Budget \$'000	2021 Actual \$'000
Current Assets	41,766	28,879	41,653
Non-current Assets	2,367,701	2,027,995	1,938,096
TOTAL ASSETS	2,409,467	2,056,874	1,979,749
Current Liabilities	56,548	52,966	46,817
Non-current Liabilities	140,136	183,829	160,546
TOTAL LIABILITIES	196,684	236,795	207,363
Accumulated general equity	946,003	922,657	902,714
Other reserves	5,474	4,902	4,996
Revaluation reserve	1,261,308	892,520	864,678
TOTAL EQUITY	2,212,783	1,820,079	1,772,387

Statement of Cash Flows

For The Year Ended 30 June 2022

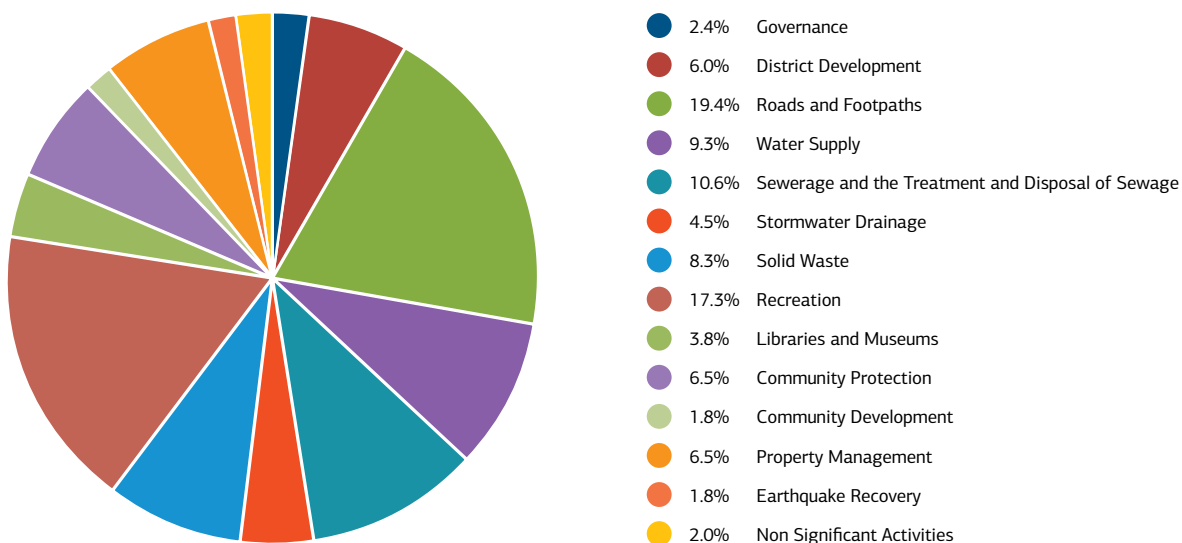
	2022 Actual \$'000	2022 Budget \$'000	2021 Actual \$'000
Cashflows from operating activities	36,266	45,734	41,384
Cashflows from investing activities	(26,692)	(73,875)	(59,936)
Cashflows from financing activities	-	25,161	10,000
NET INCREASE (DECREASE) IN CASH HELD	9,574	(2,979)	(8,552)
Plus opening cash balance	18,807	19,465	27,359
CLOSING BALANCE	28,380	16,486	18,807

Presentation currency and rounding

The financial statements are presented in New Zealand dollars and all values are rounded to the nearest thousand dollars (\$'000).

Expenditure Summary

The chart below shows how expenditure was spread among Council's activities. Council's total operating expenditure for 2021/22 was \$121.5m.



Financial overview

Under the provisions of the Local Government Act (LGA) 2002 (s.101) Council is required to manage its revenues, expenses, assets, liabilities, investments and general dealings prudently and in a manner that promotes the current and future interests of its community.

The Council must ensure that each year's projected operating revenues are set at a level sufficient to meet that year's projected operating expenses (breakeven).

The Annual Report shows that Council recorded a net surplus before taxation for the year ended 30 June 2022 of \$42.8m, which was \$9.4m more than budget. The surplus was \$31.8m for the 2020/21 financial year.

Revenue and other gains were \$21.8m over budget

Subsidies and grants \$1m less budget due to less Government subsidies received on Shovel Ready projects as some projects

were postponed to next year. This was partially offset by more than budgeted Waka Kotahi subsidies, New Zealand Libraries Partnership Programme and Tennis Centre grants.

Other revenue was \$2.9m over budget due to recoveries from private works, increased rates penalties, more than budgeted connection fees to connect to Council's infrastructural facilities. Revenue from resource consents/building consents were more

than budgeted due to increased workload partially offset by increased costs.

Development contributions were \$5.5m under budget as major developments wait to get to next stage of their development. The revenue of 2021/22 is \$1.2m higher than last year.

Vested assets were \$11.2m more than budgeted mainly due to development activities in the district.

Other gains of \$14.3m (\$13.9m more than budgeted) contains gains on revaluation of interest rate swaps of \$13.6m, gain on sale of land of \$0.3m and gain on revaluation of investment property of \$0.3m.

Operating expenses were \$12.5m over budget

Capital expensed of \$3m are costs incurred but which do not form part of the final assets and was not budgeted.

Loss on disposal of fixed and other infrastructural assets was \$2.4m more than budget mainly due to unbudgeted write-offs of old asset values that were subsequently replaced.

Loss on revaluation of investment properties was \$5.7m and was not budgeted.

Other comprehensive revenue and expense

The Council recorded a \$397.5m gain on asset revaluation (budget

\$25.5m). As at 30 June 2022, Council revalued its roading, land and buildings, 3 waters and community facilities assets.

Financial Position

Total assets were \$352.6m more than the budget mainly due to asset revaluations.

Total liabilities were \$40.1m less than the budget as less external borrowings were required as a result of delays in Council's capital programme and gains on revaluation of interest rate swaps due to interest rate movements.

Financial Benchmarking

There are no major variances in the Council's financial performance in relation to various benchmarks which enable the assessment of whether the Council is prudently managing its revenues, expenses, assets, liabilities and general financial dealings.

Specific disclosures

The specific disclosures in the summary financial statements have been extracted from the full financial statements. The full financial statements were authorised for issue by Council on 20 December 2022.

The full financial statements of the Council and group have been prepared in accordance with the requirements of the LGA 2002, which include the requirement to comply with generally accepted

accounting practice in New Zealand (NZ GAAP).

The full financial statements have been prepared in accordance with Tier 1 Public Benefit Entity (PBE) accounting standards.

The summary financial statements do not include all the disclosures provided in the full financial statements and cannot be expected to provide as complete an understanding as provided by the full financial statements.

The summary financial statements are in compliance with Public Benefit Entity Financial Reporting Standard 43 (PBE FRS 43).

An unmodified audit opinion was given on the full Annual Report by Audit New Zealand.

You can find a copy of the full Annual Report on the Council's website: waimakariri.govt.nz.

Events after balance date

Resignation of Chief Executive

On 8 July 2022 Jim Harland stepped down as Chief Executive for health reasons.

Waimakariri District Council has appointed Jeff Millward, General Manager of Finance and Business Support, into the role of Acting Chief Executive.

The Council will start the process to find a new Chief Executive in February 2023 following the local government elections and busy Christmas period.



Financial Benchmarking

Annual Report disclosure statement for year ending 30 June 2022

What is the purpose of this statement?

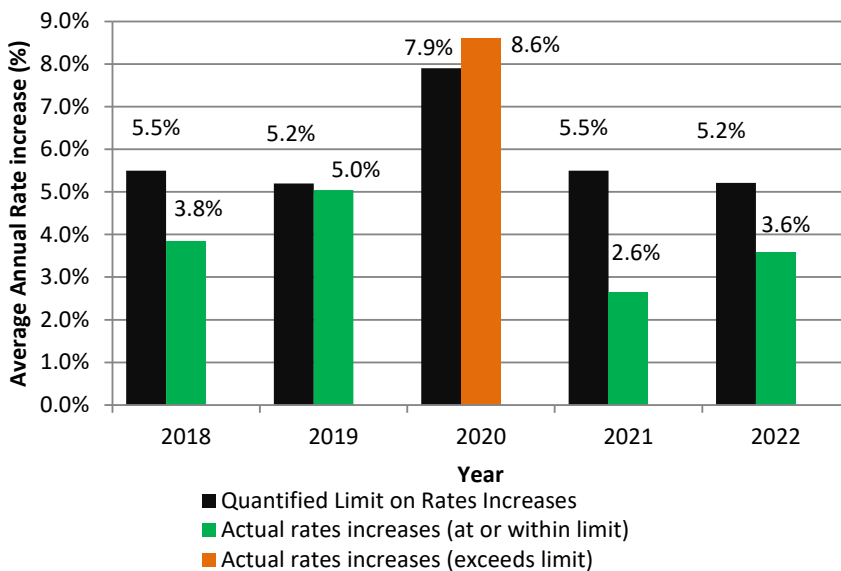
The purpose of this statement is to disclose the Council's financial performance in relation to various benchmarks to enable the assessment of whether the Council is prudently managing its revenues, expenses, assets, liabilities, and general financial dealings.

The Council is required to include this statement in its Annual Report in accordance with the Local Government (Financial Reporting Prudence) Regulations 2014 (the regulations). Refer to the regulations for more information, including definitions of some of the terms used in this statement.

Rates (increases) affordability

The following graph compares the Council's actual rates increases with a quantified limit on rates increases included in the financial strategy included in the Council's Long Term Plan. The quantified limit is the average rates increase per property and the limit for each year shown is sourced from the 2015-25, 2018-28 and 2021-31 Ten Year Plans.

The following graph excludes the rating impact from optional waste bins.



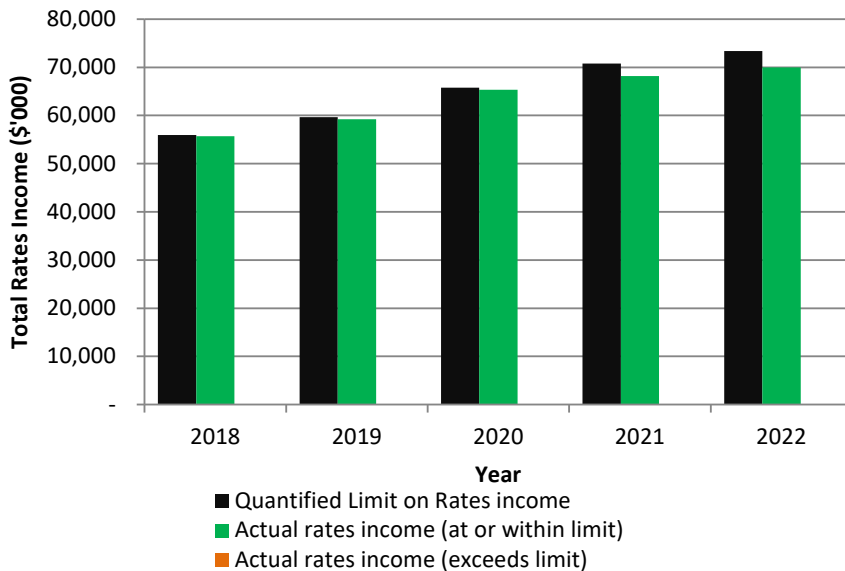
The rates increase for 2020 is over the limit due to additional growth and cost to meet the additional levels of service.

The rates increase for 2021 is under the limit, as Council reduced the proposed rate to relieve the financial pressures during Covid-19 on ratepayers.

Rates (income) affordability

The following graph compares the Council's actual rates income with a quantified limit on rates contained in the Financial Strategy included in the Council's Long Term Plan. The quantified limit is the total rates income for the Council and the limit for each year shown is sourced from the 2015-25, 2018-28 and 2021-31 Ten Year Plans.

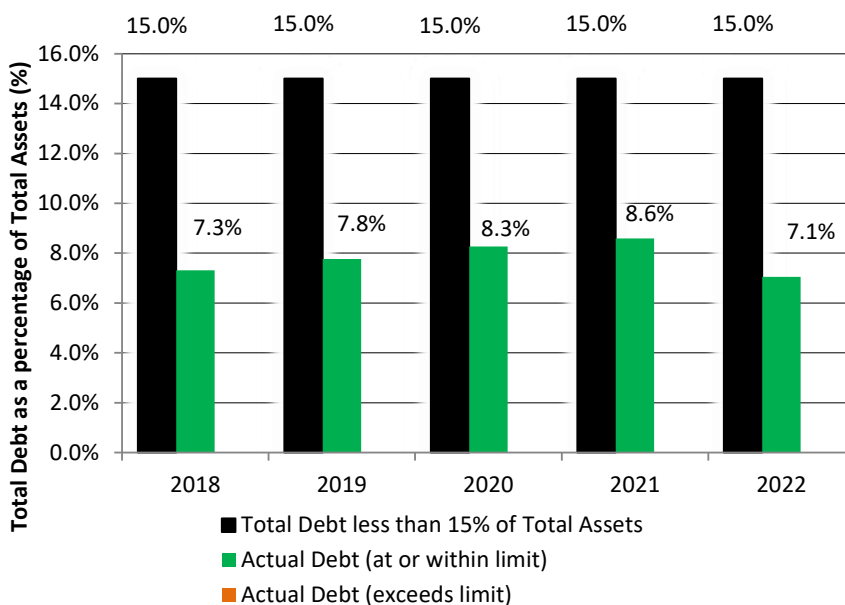
The rates income below excludes GST.



Debt affordability benchmark

The Council meets the debt affordability benchmark if its actual borrowing is within each quantified limit on borrowing. The following graph compares the Council's actual borrowing with a quantified limit on borrowing stated in the Financial Strategy included in the Council's Long Term Plan.

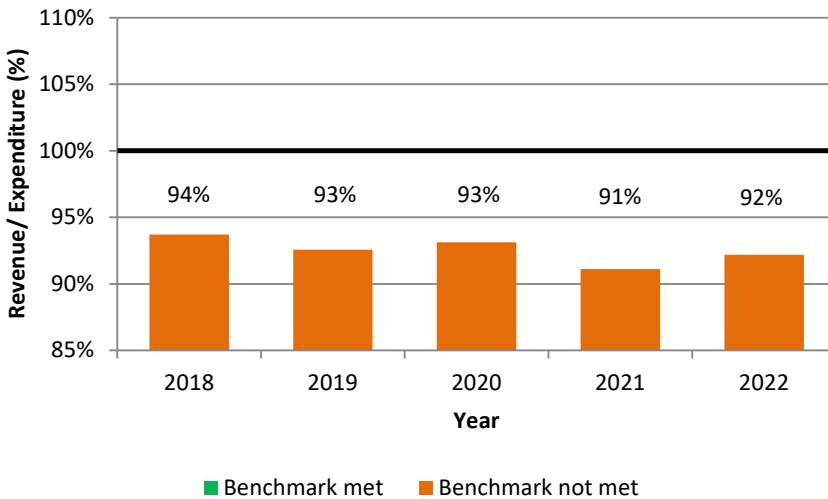
The quantified limit for the following graph is total debt as a percentage of total assets will not exceed 15%. The limit shown was sourced from the 2015-25, 2018-28 and 2021-31 Ten Year Plans.



Balanced budget benchmark

The following graph displays the Council's revenue (excluding development contributions, financial contributions, vested assets, gains on derivative financial instruments, and revaluations of property, plant, or equipment) as a proportion of operating expenses (excluding losses on derivative financial instruments and revaluations of property, plant, or equipment).

The Council meets this benchmark if its revenue equals or is greater than its operating expenses.



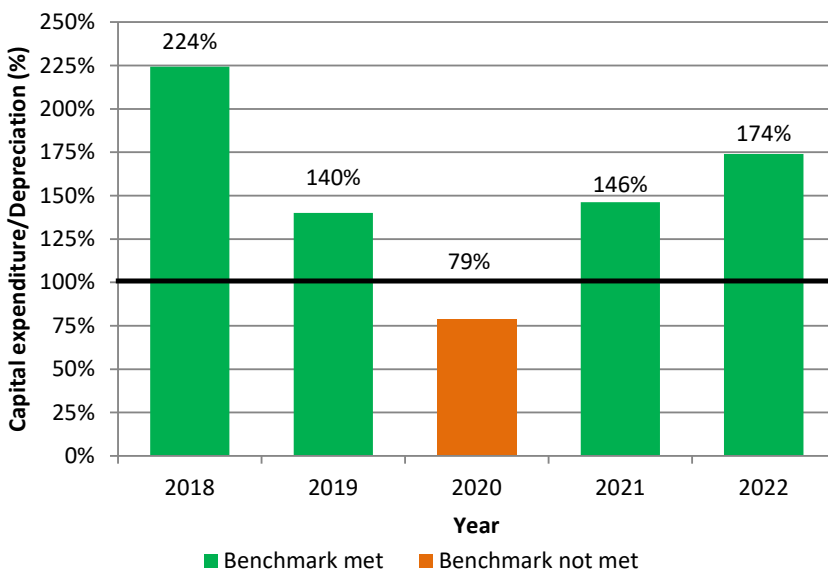
Council's operating expenses exceeded its revenue in 2018, 2019, 2020, 2021 and 2022. Council considered rate affordability by smoothing the rates increase caused by the earthquake events to outer years. Also depreciation is not fully funded due to the depreciation fund able to be invested at a higher rate than inflation over the useful life of assets.

Essential services benchmark

The following graph displays the Council's capital expenditure on network services as a proportion of depreciation on network services.

The Council meets this benchmark if its capital expenditure on network services equals or is greater than depreciation on network services.

Network services are classified as water supply, sewerage and the treatment and disposal of sewage, stormwater drainage, flood protection and control works and the provision of roads and footpaths.

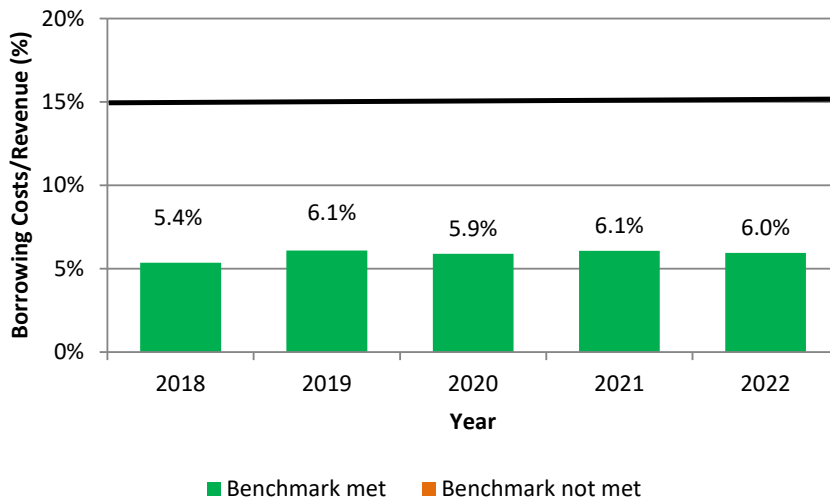


Council's depreciation on network services exceeded capital expenditure on network services in 2020 due to capital programme delays from Covid-19.

Debt servicing benchmark

The following graph displays the Council's borrowing costs as a proportion of revenue (excluding development contributions, financial contributions, vested assets, gains on derivative financial instruments, and revaluations of property, plant, or equipment).

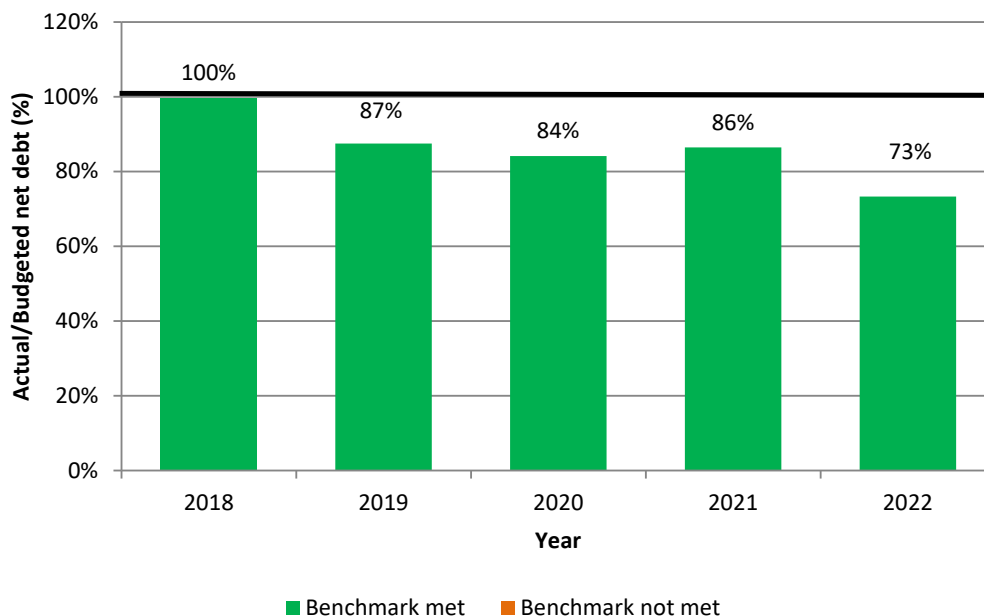
Because Statistics New Zealand projects the Council's population will grow as fast as, or faster than, the national population growth rate, it meets the debt servicing benchmark if its borrowing costs equal or are less than 15% of its revenue.



Debt control benchmark

The following graph displays the Council's actual net debt as a proportion of planned net debt. In this statement, net debt means financial liabilities less financial assets (excluding trade and other receivables).

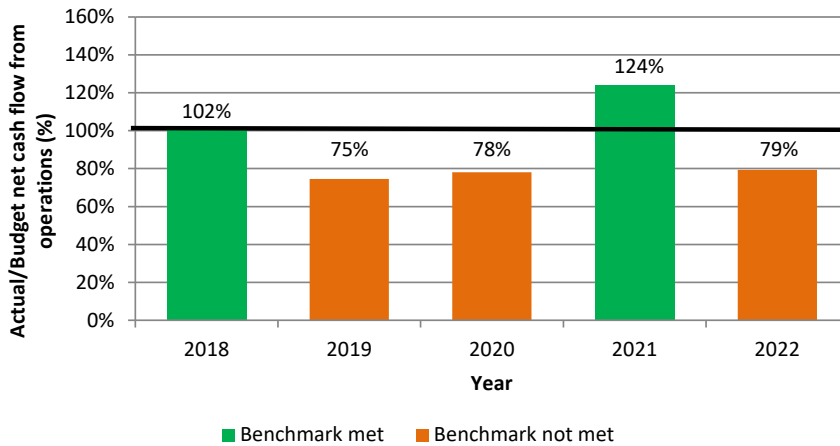
The Council meets the debt control benchmark if its actual net debt equals or is less than its planned net debt.



Operations control benchmark

This graph displays the Council's actual net cash flow from operations as a proportion of its planned net cash flow from operations.

The Council meets the operations control benchmark if its actual net cash flow from operations equals or is greater than its planned net cash flow from operations.



2019

Council received less earthquake recovery subsidies due to a change in Crown funding. Also contributing are Business Improvement projects which are being loan funded.

2020

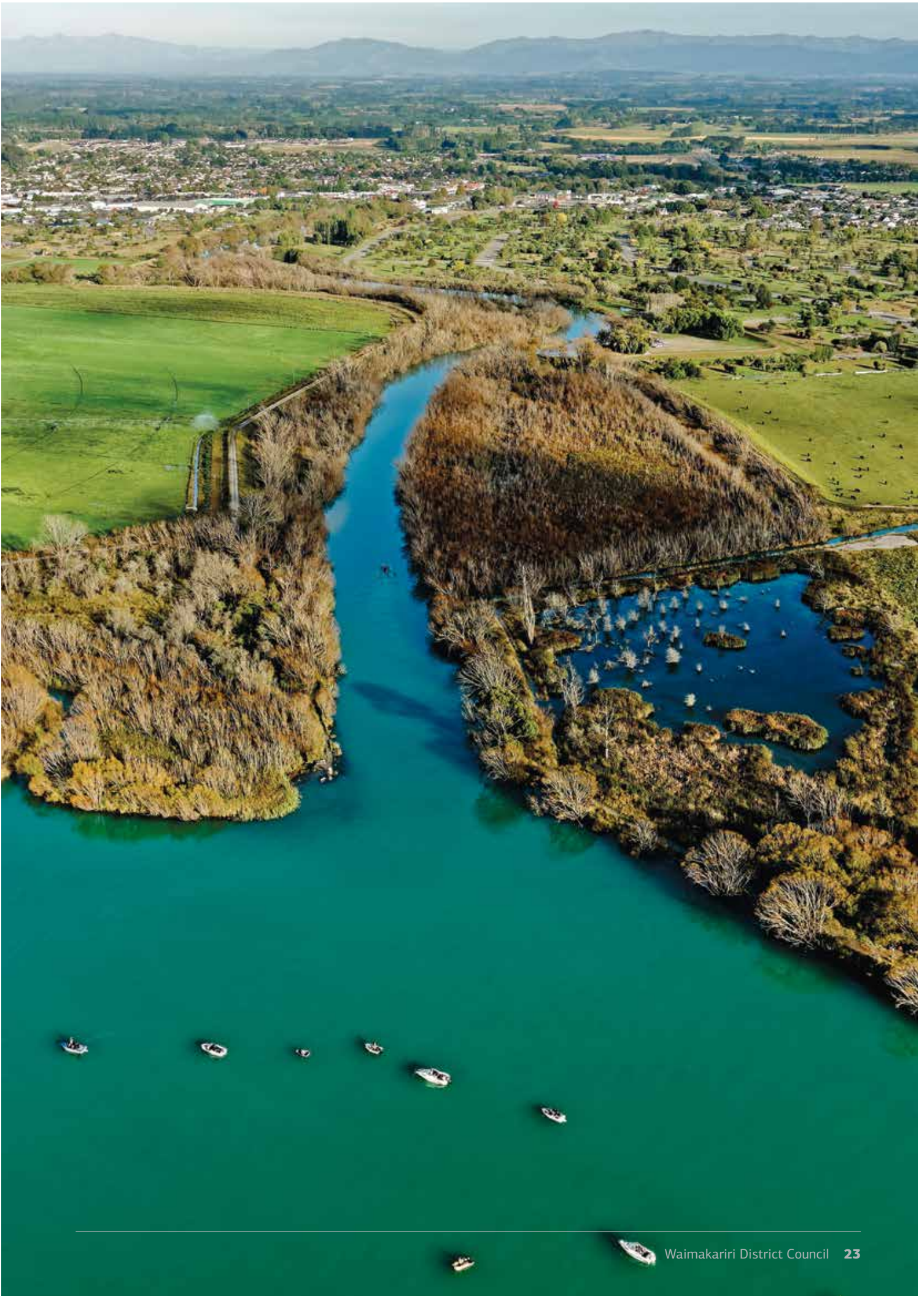
Council received less development and other contributions compared to the budget due to major developments waiting to get to the next stage of their development.

2021

Council received unbudgeted Stimulus and Shovel Ready programmes funding.

2022

Council paid out more than budgeted cash to suppliers due to flood events and capital expensed (costs incurred that cannot be capitalised and funded via loans/renewal funds).



Independent Auditor's Report

To the readers of Waimakariri District Council's summary of the annual report for the year ended 30 June 2022.

AUDIT NEW ZEALAND
Mana Arotake Aotearoa



**Leaving a positive
print on the future
of our district.**



WAIMAKARIRI
DISTRICT COUNCIL

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: GOV32- 221214215702

REPORT TO: COUNCIL

DATE OF MEETING: 20 December 2022

AUTHOR(S): Sarah Nichols, Governance Manager

SUBJECT: Trustee Appointment to the Christchurch Foundation

ENDORSED BY:
(for Reports to Council,
Committees or Boards)
General Manager
Acting Chief Executive**1. SUMMARY**

- 1.1. This report seeks to endorse a Trustee appointment to the Christchurch Foundation Trust, which represents the Councils of Selwyn, Waimakariri and Environment Canterbury.

2. RECOMMENDATION**THAT** the Council

- (a) **Receives** Report No. 221214215702.
- (b) **Endorses** the trustee appointment of Peter Scott (Chair of Environment Canterbury) as the Waimakariri District Council representative on the Christchurch Foundation Trust.

3. BACKGROUND

- 3.1. A number of partnership fora, committees and advisory groups, not required by legislation, make important contributions to meeting Waimakariri Council's community outcomes. No additional remuneration is attached to the appointment of Councillors to represent Waimakariri District Council on these fora. Some appointments are a collaboration with neighbouring Councils Selwyn, Hurunui and Environment Canterbury, where one joint representative is appointed and reports back to each Council on a 'when required' basis as new information comes to hand.
- 3.2. The Christchurch Foundation is a registered charity that was formed following the Canterbury earthquakes, with a role to make greater Christchurch better by growing philanthropy. The Trust help generous people and companies achieve their dreams for the greater Christchurch area by working on the donor's behalf.

4. ISSUES AND OPTIONS

- 4.1. The Christchurch Foundation Trust is reaching the end of the establishment phase of their organisation. They have been making changes to best position the organisation for the future, including reviewing the governance structure, skills, experience and representation.
- 4.2. Until now, the Mayor and Deputy Mayor of Christchurch City Council have been trustees, which was appropriate for the establishment phase. Looking to the future, the Trustees would like their governance board to reflect the wider geographic area that they cover. To that end the Trustees have resolved to vary their Trust Deed so the council appointments will include: (a) The Mayor of Christchurch City Council and (b). An appointee from the pool of Mayor of Selwyn District Council, Mayor of Waimakariri District Council and the Chair of the Canterbury Regional Council, to be agreed by the four entities.
- 4.3. The four entities have informally expressed their endorsement of the Chair of the Canterbury Regional Council Chair (Chair Peter Scott) in the Trustee position, as their joint representative. The Mayor has considered this appointment and is supportive of the recommendation.

- 4.4. The Christchurch Foundation Trust will be notified of the appointment once confirmed by the four Councils involved.
- 4.5. At its meeting of 14 December Environment Canterbury endorsed Chair Scott as the joint representative, which he accepted. Similar endorsement will be confirmed by the other two councils at their next meeting.

Implications for Community Wellbeing

There are not implications on community wellbeing by the issues and options that are the subject matter of this report.

- 4.6. The Mayor and Chief Executive as reviewed this report and support the recommendations.

5. COMMUNITY VIEWS

5.1. Mana whenua

Te Ngāi Tūāhuriri hapū are not likely to be affected by, or have an interest in the subject matter of this report.

5.2. Groups and Organisations

There are not groups and organisations likely to be affected by, or to have an interest in the subject matter of this report.

5.3. Wider Community

The wider community is not likely to be affected by, or to have an interest in the subject matter of this report.

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1. Financial Implications

There are not financial implications of the decisions sought by this report. No remuneration is made or contributed to for this appointment.

6.2. Sustainability and Climate Change Impacts

The recommendations in this report do not have sustainability and/or climate change impacts.

6.3 Risk Management

There are not risks arising from the adoption/implementation of the recommendations in this report.

6.3 Health and Safety

There are not health and safety risks arising from the adoption/implementation of the recommendations in this report.

7. CONTEXT

7.1. Consistency with Policy

This matter is not a matter of significance in terms of the Council's Significance and Engagement Policy.

7.2. Authorising Legislation

Nil.

7.3. Consistency with Community Outcomes

The Council's community outcomes are not relevant to the actions arising from recommendations in this report.

7.4. Authorising Delegations

The Council has the delegation to make such appointments.

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** GOV-32 / 221213215017**REPORT TO:** COUNCIL**DATE OF MEETING:** 20 December 2022**AUTHOR(S):** Jeff Millward, Acting Chief Executive**SUBJECT:** Canterbury Local Authorities' Triennial Agreement 2022-2025**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)_____
General Manager

Acting Chief Executive**1. SUMMARY**

- 1.1. This report seeks to ratify a triennial agreement relating to all local authorities in the Canterbury region. The agreement contains protocols for communication and co-ordination amongst the authorities during the period until the next triennial general election of members. It further mandates the work of the Mayoral Forum, the Chief Executives Forum and other regional forums and working groups.
- 1.2. The parties to the Agreement are the 11 local authorities of Canterbury. To comply with the Local Government Act, all councils are required to ratify the Agreement no later than 1 March 2023.

Attachments:

- i. Canterbury Local Authorities' Triennial Agreement 2022-2025 (221213215019)

2. RECOMMENDATION**THAT** the Council:

- (a) **Receives** Report No. 221213215017.
- (a) **Ratifies** the Canterbury Local Authorities Triennial Agreement for the 2022-2025 term.

3. BACKGROUND

- 3.1. Not later than 1 March after each triennial general election of members, all local authorities within each region must enter into a triennial agreement under Section 15 of the *Local Government Act 2002*.
- 3.2. The purpose of this agreement is to ensure that appropriate levels of communication, co-ordination and collaboration are maintained between local authorities within the region. The agreement must include:
- protocols for communication and co-ordination between the councils
 - the process by which councils will comply with section 16 of the Act, which applies to significant new activities proposed by regional councils
 - processes and protocols through which all councils can participate in identifying, delivering and funding facilities and services of significance to more than one district.

- 3.3. Agreements may also include commitments to establish joint governance arrangements to give better effect to the matters set out above.
- 3.4. A triennial agreement may be varied by agreement between all the local authorities within the region, and remains in force until local authorities ratify a new agreement.

4. ISSUES AND OPTIONS

- 4.1. The secretariat has drafted the Agreement at the direction of the outgoing Mayoral Forum. The attached draft was discussed and endorsed at the May and August 2022 meetings of the Mayoral Forum.
- 4.2. The Agreement includes terms of reference for the Mayoral Forum and mandates it as the primary mechanism for implementing the Agreement in Canterbury (Agreement, paragraph 14). The Agreement (paragraph 16) also mandates the Chief Executives Forum and other regional forums and working groups.
- 4.3. The attached Triennial Agreement 2022–25 was agreed by the Mayoral Forum at its first meeting on 25 November 2022.
- 4.4. While a non-statutory body, the Mayoral Forum is the primary mechanism to give effect to a statutory requirement (the Triennial Agreement). The Mayoral Forum's Charter of Purpose (terms of reference) is part of the Triennial Agreement.
- 4.5. If the Council agrees, the Mayor will sign the 2022–25 Triennial Agreement, on behalf of the Council.
- 4.6. The Secretariat will then publish a signed copy of the Agreement on the Mayoral Forum website by 20 March 2023 and the Chair of the Mayoral Forum will extend a standing invitation to the Kaiwhakahaere of Te Rūnanga o Ngāi Tahu to Mayoral Forum meetings and write to the chairs of the Papatipu Rūnanga to invite them to meet biannually with the Mayoral Forum.

Implications for Community Wellbeing

There are no implications on community wellbeing by the issues and options that are the subject matter of this report.

- 4.7. The Management Team has reviewed this report and support the recommendations.

5. COMMUNITY VIEWS

- 5.1. **Mana whenua**
- 5.2. Te Ngāi Tūāhuriri hapū are likely to be affected by, or have an interest in the subject matter of this report. The Mayoral Forum terms of reference, which form part of the Agreement, provide (paragraph 5(c)) that:

The Canterbury Mayoral Forum shall have the power to invite people to attend and participate in its meetings on a permanent and/or issues basis. The Forum has issued a standing invitation to the Kaiwhakahaere or other representative/s of Te Rūnanga o Ngāi Tahu to attend and participate in meetings of the Forum. The Canterbury Mayoral Forum has extended an invitation to the chairs of the Papatipu Rūnanga to meet biannually with the Mayoral Forum.

- 5.3. Engagement with Papatipu Rūnanga through biannual meetings commenced in February 2021. At these meetings the Forum and Rūnanga chairs began discussing how they would like to engage with each other as Canterbury's leaders, however these discussions were not concluded by the end of the previous local government term.

Following adoption of the Triennial Agreement the secretariat will draft letters for the Chair of the Mayoral Forum to send to both the Kaiwhakahaere of Te Rūnanga o Ngāi Tahu and the chairs of the Papatipu Rūnanga to confirm these arrangements.

5.4. **Groups and Organisations**

There are no groups and organisations likely to be affected by, or to have an interest in the subject matter of this report.

5.5. **Wider Community**

The wider community is likely to be affected by, or to have an interest in the subject matter of this report. The parties agree to work collaboratively and in good faith for good governance and success of their districts, cities and region.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1. **Financial Implications**

There are financial implications of the decisions sought by this report. Member councils meet their own costs for meeting attendance (travel, accommodation and Mayoral Forum working dinners). When we invite guests to working dinners, the cost of their meals will come from the regional forums levy councils pay annually.

The Chief Executives Forum has a regional forums budget for approved collaborative projects. This is funded by a levy on member councils to an agreed formula. The levy for 2022/23 is \$63,000.

The Mayoral Forum may choose to levy councils for specific project work if required, over and above the Chief Executives regional forums budget. This is decided on a case-by-case basis.

Selwyn District Council provides meeting rooms and covers catering costs for regional forums that meet in its premises.

Environment Canterbury covers secretariat salaries and overheads and some Mayoral Forum meeting costs (room hire and lunch). Environment Canterbury also acts as fund-holder for any grants obtained from central government.

This budget is included in the Annual Plan/Long Term Plan.

6.2. **Sustainability and Climate Change Impacts**

The recommendations in this report do not have sustainability and/or climate change impacts.

6.3 **Risk Management**

There are no risks arising from the adoption/implementation of the recommendations in this report. The Agreement complies with requirements in section 15 of the Local Government Act 2002. The Agreement needs to be ratified by the parties to the agreement – the 10 territorial authorities in Canterbury and the regional council – no later than 1 March 2023.

6.3 **Health and Safety**

There are no health and safety risks arising from the adoption/implementation of the recommendations in this report.

7. **CONTEXT**

7.1. **Consistency with Policy**

This matter is not a matter of significance in terms of the Council's Significance and Engagement Policy. Adopting and ratifying a triennial agreement as required by the Local

Government Act 2002 s.15 is unlikely to trigger Significance and Engagement Policies as adopted by councils to comply with s.76AA of the Local Government Act 2002.

7.2. **Authorising Legislation**

Section 15 Local Government Act 2002

7.3. **Consistency with Community Outcomes**

The Council's community outcomes are relevant to the actions arising from recommendations in this report. There are wide ranging opportunities for people to contribute to the decision-making by public organisations that affects our district.

7.4. **Authorising Delegations**

The Council has delegation to sign a Triennial Agreement.

Canterbury Local Authorities' Triennial Agreement 2022–25

Background

1. Section 15 of the Local Government Act 2002 (the Act) requires local authorities within a regional council area to enter into a Triennial Agreement (the Agreement) by 1 March following triennial local body elections.
2. The purpose of the Agreement is to ensure appropriate levels of communication, co-ordination and collaboration between local authorities within the region. The agreement must include:
 - protocols for communication and co-ordination between the councils
 - the process by which councils will comply with section 16 of the Act, which applies to significant new activities proposed by regional councils
 - processes and protocols through which all councils can participate in identifying, delivering and funding facilities and services of significance to more than one district.
3. Agreements may also include commitments to establish joint governance arrangements to give better effect to the matters set out in paragraph 2 above.

Parties to the Agreement

4. The Parties to the Agreement are the Kaikōura, Hurunui, Waimakariri, Selwyn, Ashburton, Timaru, Mackenzie, Waimate and Waitaki District Councils, the Christchurch City Council, and the Canterbury Regional Council (Environment Canterbury).

Standing together for Canterbury

5. The Parties agree to work collaboratively and in good faith for the good governance and sustainable development of their districts, cities and region.

Communication

6. The Parties value and will maintain open communication, collaboration and trust. In the interest of “no surprises”, the Parties will give early notice of potential disagreements between, or actions likely to impact significantly on, other Parties.

Significant new activities

7. When a Party is considering a major policy initiative or proposal that may have implications for other Parties, they will give early notification to the affected Parties and share the information with the Canterbury Mayoral Forum and the Canterbury Chief Executives Forum.
8. The Canterbury Regional Council will provide early advice to the Canterbury Chief Executives Forum and the Canterbury Mayoral Forum of any significant new activity, in addition to other requirements specified in s.16 of the Act.

Local government structure in Canterbury

9. Notwithstanding the spirit of co-operation and collaboration embodied in the Agreement, the Parties, individually or collectively, reserve the right to promote, consult and/or research change to the structure of local government within the Canterbury region.
10. This right is consistent with the intent to improve the effectiveness and efficiency of local government (Local Government Act 2002 s.24AA), having particular regard to communities of interest and community representation.

Regional Policy Statement review

11. The Agreement applies to any change, variation or review of the Canterbury Regional Policy Statement.

Collaboration

12. The Parties commit to working collaboratively to:
 - enable democratic local decision-making and action by, and on behalf of, communities
 - promote the social, economic, environmental, and cultural well-being of communities in the present and for the future (Local Government Act 2002, s.10).
13. Collaboration may be undertaken on a whole-of-region, or sub-regional, basis.
14. The primary mechanism to implement this Agreement is the Canterbury Mayoral Forum. The Forum will meet quarterly and operate in accordance with its agreed terms of reference, which are attached as **Appendix 1**.
15. The Canterbury Mayoral Forum will:
 - continue to provide governance of the Canterbury Water Management Strategy
 - develop and lead implementation of a sustainable development strategy for Canterbury region for the local government triennium 2023–25
 - advocate for the interests of the region, its councils and communities.
16. The Canterbury Mayoral Forum will be supported by the Canterbury Chief Executives Forum and other regional forums and working groups as agreed from time to time.
17. The Chief Executives Forum will:
 - report quarterly to the Canterbury Mayoral Forum on delivery of its work programme to implement and manage collaborative projects and agreed actions of the Canterbury Mayoral Forum
 - identify and escalate to the Canterbury Mayoral Forum strategic issues and opportunities for collaboration from the Policy, Corporate and Operational Forums and other regional and sub-regional working groups.
18. As requested by the Canterbury Mayoral Forum, Environment Canterbury will host a permanent regional forums secretariat and resource this from the regional general rate.

Other agreements

19. This Agreement does not prevent the Parties from entering into other agreements among themselves or outside the Canterbury region. Any other such agreement should not, however, be contrary to the purpose and spirit of this Agreement.

Agreement to review

20. A triennial agreement may be varied by agreement between all the local authorities within the region and remains in force until local authorities ratify a new agreement.
21. Any one or more of the Parties can request an amendment to this Agreement by writing to the Chair of the Canterbury Mayoral Forum at least two weeks before a regular quarterly meeting of the Forum.
22. The Canterbury Mayoral Forum will review the Agreement no later than the final meeting before triennial local body elections and recommend any changes to the incoming councils.

Authority

23. This Canterbury Local Authorities' Triennial Agreement 2022–25 is signed by the following on behalf of their respective authorities:

COUNCIL	SIGNATURE	DATE
Ashburton District Council Mayor		
Canterbury Regional Council Chair		
Christchurch City Council Mayor		
Hurunui District Council Mayor		
Kaikōura District Council Mayor		

Mackenzie District Council Mayor
Selwyn District Council Mayor
Timaru District Council Mayor
Waimakariri District Council Mayor
Waimate District Council Mayor
Waitaki District Council Mayor

Appendix 1: Canterbury Mayoral Forum terms of reference

1. Name

The name of the group shall be the Canterbury Mayoral Forum.

2. Objectives

- (a) To provide a forum to enable Canterbury councils to work more collaboratively with each other and with central government and other key sector leaders in Canterbury to identify opportunities and solve problems together.
- (b) To identify and prioritise issues of mutual concern and foster co-operation, co-ordination and collaboration to address these issues (including where appropriate joint work plans).
- (c) To formulate policies and strategies on matters where all member councils may act collaboratively in determining plans for the co-ordination of regional growth.
- (d) To ensure increased effectiveness of local government in meeting the needs of Canterbury communities.
- (e) To act as an advocate to central government or their agencies or other bodies on issues of concern to members.
- (f) To develop and implement programmes, which are responsive to the needs and expectations of the community.

3. Principles

In pursuit of these objectives the Canterbury Mayoral Forum will observe the following principles.

- (a) Establish and maintain close liaison with other local government networks to ensure as far as possible the pursuit of common objectives and the minimisation of duplication.
- (b) Establish and maintain close liaison with Ministers of the Crown and local Members of Parliament.
- (c) Establish and maintain close liaison with a wide number of diverse stakeholders and key sector organisations within the region.
- (d) Exercise its functions with due regard to the tangata whenua and cultural diversity of the Canterbury community.
- (e) Keep the local community informed about its activities by proactively releasing information about key projects in a timely manner, as agreed by the member councils.
- (f) Encourage member councils to promote and apply cross-boundary structures and systems.
- (g) Establish a provision for reporting back to its respective Councils.

4. Powers

- (a) The Canterbury Mayoral Forum shall have the power to:
 - (i) levy for any or all of its objects in such amount or amounts as may be mutually determined and acceptable to individual local authorities
 - (ii) determine and make payments from its funds for any or all of the purposes of its objects
 - (iii) receive any grant or subsidy and apply monies for the purposes of such grant or subsidy
 - (iv) fund appropriate aspects of the Forum's activities regionally.
- (b) The Canterbury Mayoral Forum does not have the power to legally bind any council to any act or decision unless that act or decision has been agreed to by decision of that council.

5. Membership

- (a) Membership of the Canterbury Mayoral Forum shall be open to the following councils:
 - Ashburton District Council
 - Canterbury Regional Council (Environment Canterbury)
 - Christchurch City Council
 - Hurunui District Council
 - Kaikōura District Council
 - Mackenzie District Council
 - Selwyn District Council
 - Timaru District Council
 - Waimakariri District Council
 - Waimate District Council
 - Waitaki District Council.
- (b) Each member council shall be represented by its Mayor (or Chair in the case of Environment Canterbury) and supported by its Chief Executive. On occasions where the Mayor or Chair cannot attend, a council may be represented by its Deputy Mayor or Deputy Chair.
- (c) The Canterbury Mayoral Forum shall have the power to invite people to attend and participate in its meetings on a permanent and/or issues basis. The Forum has issued a standing invitation to the Kaiwhakahaere or other representative/s of Te Rūnanga o Ngāi Tahu to attend and participate in meetings of the Forum. The Forum has also extended an invitation to the chairs of the Papatipu Rūnanga to meet biannually with the Mayoral Forum.

6. Chairperson

- (a) The Canterbury Mayoral Forum shall select a Chair at the first meeting immediately following the Triennial Elections. This appointment may be reviewed after a period of 18 months.
- (b) The Chair selected will preside at all meetings of the Canterbury Mayoral Forum.
- (c) The Canterbury Mayoral Forum shall select a Deputy Chair at the first meeting immediately following the Triennial Elections.
- (d) The Canterbury Mayoral Forum may appoint spokespersons from its membership for issues being considered, in which case each member council agrees to refer all

requests for information and documents to the duly appointed spokespersons.

7. Meetings

- (a) Meetings will be held as required with an annual schedule, covering a calendar year, to be determined by the members. Meetings will be held quarterly at venues to be determined.
- (b) Special meetings may be called at the request of four members.
- (c) The secretariat will prepare an agenda for Mayoral Forum meetings in consultation with the Chair and the Chief Executives Forum.
- (d) Agendas for meetings will be issued and minutes will be taken and circulated.
- (e) A summary of each meeting will be drafted and shared on the Canterbury Mayoral Forum website for members to distribute within their councils as a high-level record of the meeting.
- (f) Approved minutes and approved final reports and papers will be made available via the Canterbury Mayoral Forum website as agreed by the Canterbury Mayoral Forum.

8. Decision making

- (a) The practice of the Forum will be to determine issues before it by consensus.
- (b) If the consensus is to determine issues by voting, the determination shall be determined by a majority of votes of the authorities represented at the meeting through the Mayor or Chair or their nominated representative.

9. Secretariat

The Canterbury Mayoral Forum will appoint Environment Canterbury to carry out the secretariat function on such terms and conditions as it shall decide for the discharge of duties. This includes taking minutes, keeping any books and accounts and attending to any other business of the forum.