

CANTERBURY LOCAL AUTHORITIES TRIENNIAL AGREEMENT

1. PURPOSE

All local authorities within each region enter into a triennial agreement containing communication and co-ordination protocols covering the period until the next triennial general election of members (Section 15, Local Government Act, 2002 – the Act).

The purpose of this triennial agreement for the Canterbury region is to ensure appropriate levels of communication, co-ordination and collaboration are maintained between the local authorities of our region.

2. AGREEMENT

The parties:

Ashburton District Council
Canterbury Regional Council
Christchurch City Council
Hurunui District Council
Kaikoura District Council
Mackenzie District Council
Selwyn District Council
Timaru District Council
Waimakariri District Council
Waimate District Council
Waitaki District Council

agree to work collaboratively and in good faith for the good governance and success of their districts, cities and the region.

As signatories to this agreement, each local authority will ensure that pursuant to Section 15, Local Government Act, 2002:

- Early notification to affected local authorities party to this agreement through the distribution of draft documentation, of major policy initiatives or proposals which may have implications beyond the current geographic boundaries (or for constituent authorities) of the decision-making authority. This includes the requirement of Section 15 (2) of the Local Government Act for consultation on proposals for new regional council activities where the following process will be followed.
- Any new significant activity, as defined in Section 16 (1) of the Act, proposed by the Canterbury Regional Council, will be advised to the appropriate meeting of the Canterbury Mayoral Forum, in addition to any Section 16 (1) requirement.
- Any new activity proposed by the Canterbury Regional Council not considered significant will be advised to the appropriate territorial authorities in the Canterbury Region.

- The application of a “no surprises” policy where early notice will be given of potential disagreements between, or actions likely to have significant impact on, other local authorities.

3. COLLABORATION

The local authorities in Canterbury, as signatories to this agreement, commit to working collaboratively to drive efficiencies and better provide for the needs of their communities through the provision of good quality local infrastructure, local public services and performance of regulatory functions. This collaboration may either be Canterbury wide or on a sub-regional basis.

Collaborative commitment for the 2013-2016 term will include but is not restricted to:

- An effective Canterbury Mayoral Forum (Charter of Purpose attached)
- Developing a work programme for the Canterbury Chief Executives Forum
- Developing a shared vision for Canterbury
- Advocating on economic and social development opportunities for Canterbury
- Implementing a collaborative planning and decision making process including Integrated RMA planning
- Implementing the Canterbury Water Management Strategy (CWMS)
- Ensuring effective resilience and response to emergencies
- Integrated transport planning for the region
- Implementing the Canterbury Local Government Strategy and Policy Forum which will address common strategic policy issues generating where possible common positions and encouraging the co-ordinated sharing and reporting of information
- Developing a framework for broader collaboration across the region encompassing opportunities for greater efficiencies and effectiveness in matters such as shared services, shared capability, shared business systems, joint delivery of services, joint procurement and joint project teams/specific initiatives
- Implementing the Urban Development Strategy (UDS) for greater Christchurch

4. CANTERBURY MAYORAL FORUM

Co-ordination, communication and collaboration in relation to this agreement will be primarily through, but not limited to, the Canterbury Mayoral Forum (the Forum). The Forum will meet three-monthly and operate in accordance with its agreed Charter of Purpose (attached).

The Forum will be supported by:

- The Chief Executives Forum;
- Other regional and sub-regional forums as required;
- Meetings between staff as necessary.

5. CHIEF EXECUTIVE FORUM

There will be a Chief Executive Forum reporting to the Canterbury Mayoral Forum which will develop a work programme addressing:

- (a) Identifying and escalating strategic issues and opportunities for collaboration on strategy, policy and planning from the Canterbury Local Government Strategy and Policy Forum to the Canterbury Mayoral Forum
- (b) Implementation and management of the collaborative projects and vehicles agreed by the Canterbury Mayoral Forum. This includes reporting on progress at the agreed intervals
- (c) Investigate and report back on proposals for wider regional collaboration as outlined in the August 2013 McGredy Winder & Co paper
- (d) Any other task as requested by the Canterbury Mayoral Forum

6. REVIEW AND AGREEMENT TO REVIEW

The parties to the triennial agreement will meet to consider and agree on progress on and to amendments, if any, to the agreement annually before the end of each calendar year. In addition, following a request for amendment from any one or more authorities party to this agreement in writing to the Secretary of the Forum, received at least two weeks prior to the meeting date, the Forum will meet to consider the amendment at the next available Forum meeting.

This agreement will be placed on the Forum agenda at the final Forum prior to a triennial election to review, with the purpose of recommending changes (if any) to the incoming councils.

7. LOCAL GOVERNMENT STRUCTURE

Notwithstanding the spirit of co-operation and collaboration embodied within this agreement, the local authorities, individually or collectively, reserve the right to promote, consult, and/or research change to the structure of local government within the Region.

This right is consistent with the intent of effective and efficient governance sought in the Local Government Act 2002, having particular relevance to the ideals of interest and community representation.

Local authorities will participate in the review of the regional council's representation arrangements, as required under statute, and the Mayoral Forum will also participate in the review providing the Forum's views.

8. OTHER AGREEMENTS

This agreement does not prevent local authorities entering into other agreements among themselves or outside the region to facilitate their responsibilities. Any other such agreement should not be contrary to the purpose and spirit of this agreement.

9. REGIONAL POLICY STATEMENT REVIEW

This triennial agreement will apply to any change, variation or review of the Canterbury Regional Policy Statement.


AUTHORITY

This agreement is signed on this 28th day of February 2014 by the following on behalf of their respective authorities:

COUNCIL

SIGNATURE

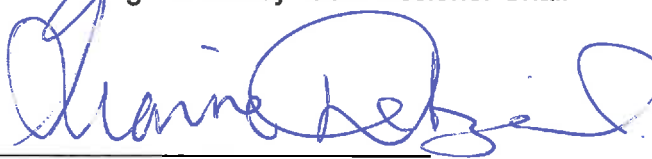
Ashburton District Council


 Angus McKay – Mayor

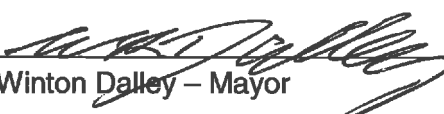
Canterbury Regional Council


 Dame Margaret Bazley – Commissioner Chair

Christchurch City Council


 Lianne Dalziel – Mayor

Hurunui District Council


 Winton Dalley – Mayor

Kaikoura District Council


 Winston Gray – Mayor

Mackenzie District Council

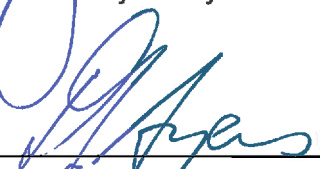

 Claire Barlow – Mayor

Selwyn District Council 

Kelvin Coe – Mayor

Timaru District Council 

Damon Odey – Mayor

Waimakariri District Council 

David Ayers – Mayor

Waimate District Council 

Craig Rowley – Mayor

Waitaki District Council 

Gary Kircher – Mayor

CANTERBURY MAYORAL FORUM
CHARTER OF PURPOSE 2013-2016

1. NAME

The name of the group shall be Canterbury Mayoral Forum.

2. OBJECTIVES

- (a) To provide a forum to enable the group to work more collaboratively with each other and the region's community leaders in an endeavour to identify opportunities and solve problems together.
- (b) To identify and prioritise issues of mutual concern and foster co-operation amongst members 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.

- (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.
 - (ii) Receive any grant or subsidy and apply monies for the purposes of such grant or subsidy.
 - (iv) Fund appropriate aspects of the Forums 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
 - Christchurch City Council
 - Environment Canterbury
 - Hurunui District Council
 - Kaikoura 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 Chairperson in the case of Environment Canterbury) and supported by its Chief Executive.
- (c) The Canterbury Mayoral Forum will have the power to co-opt other members on a permanent and/or issues basis.

6. CHAIRPERSON

- (a) The Canterbury Mayoral Forum shall appoint a Chairperson at the first meeting immediately following the Triennial Elections. This appointment may be reviewed after a period of 18 months.
- (b) The Chairperson elected will preside at all meetings of the Canterbury Mayoral Forum.
- (c) The Canterbury Mayoral Forum shall elect a Deputy Chairperson at the first meeting immediately following the Triennial Elections.
- (d) The Canterbury Mayoral Forum may appoint spokespersons from its membership for issues being considered.

7. MEETINGS

- (a) Meetings will be held as required with an annual schedule, covering a calendar year, to be determined by the members. It is anticipated that meetings would be held three-monthly at venues to be determined.
- (b) Special meetings may be called at the request of four Mayors/Chairpersons.
- (c) A working group of Chief Executives will facilitate preparation of material proposing to be considered by the Canterbury Mayoral Forum.
- (d) Agendas for meetings will be issued and minutes would be taken and circulated.

8. DECISION MAKING

The practice of the Forum will be to determine issues before it by consensus. 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, including the taking of minutes and the keeping of any books and accounts and attending to any other business of the forum.