

Agenda for a meeting of the Waikato District Council to be held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **WEDNESDAY, 9 NOVEMBER 2022** commencing at **9.30am**.

Information and recommendations are included in the reports to assist the Committee in the decision making process and may not constitute Council's decision or policy until considered by the Committee.

1. APOLOGIES AND LEAVE OF ABSENCE

2. CONFIRMATION OF STATUS OF AGENDA

3. DISCLOSURES OF INTEREST

4. CONFIRMATION OF MINUTES

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GJ Ion
CHIEF EXECUTIVE

To	Waikato District Council
Report title	Confirmation of Minutes
Date:	3 November 2022
Report Author:	Gaylene Kanawa, Democracy Manager
Authorised by:	Gavin Ion, Chief Executive

1. Purpose of the report

Te Take moo te puurongo

To confirm the minutes for the inaugural meeting of Council held on Thursday, 20 October 2022.

2. Staff recommendations

Tuutohu-aa-kaimahi

THAT the minutes for the inaugural meeting of the Waikato District Council held on Thursday, 20 October 2022 be confirmed as a true and correct record.

3. Attachments

Ngaa taapirihanga

Attachment 1 – CCL Minutes – 20 October 2022

Minutes of a meeting of the Waikato District Council held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **THURSDAY, 20 OCTOBER 2022** commencing at **6.00pm**.

Present:

Her Worship the Mayor, Mrs JA Church (Chairperson)
 Cr C Beavis
 Cr CA Eyre
 Cr JM Gibb
 Cr M Keir
 Cr P Matatahi-Poutapu
 Cr K Ngataki
 Cr EM Patterson
 Cr M Raumati
 Cr V Reeve
 Cr LR Thomson
 Cr P Thomson
 Cr T Turner
 Cr D Whyte

Attending:

Invited Guests

Mr GJ Ion (Chief Executive)
 Mr TG Whittaker (Chief Operating Officer)
 Mr C Morgan (General Manager Community Growth)
 Mr S Toka (Pouhono Iwi ki te Haapori / Iwi and Community Partnership Manager)
 Ms K Rhind (Senior Community Engagement Manager)
 Mrs GJ Kanawa (Democracy Manager)

The Mayor-elect and Councillors-elect were welcomed into the Council Chamber by a karanga from Ms K Rhind (Senior Community Engagement Advisor), followed by a Mihi Whakatau from Mr S Toka (Iwi and Community Partnerships Manager) and the Council waiata.

Mr H Raumati, Mr Hone Turner and Archdeacon N Simmonds responded on behalf of the Councillors-elect and their guests.

The Chief Executive opened the meeting in accordance with clause 21, Schedule 7 of the Local Government Act 2002, and welcomed the elected members, Waikato-Tainui representatives, other guests and staff.

The Chief Executive chaired the meeting until the completion of the declarations.

DECLARATION BY HER WORSHIP THE MAYOR JACQUI CHURCH

His Worship the Mayor read and signed the declaration required under clause 14, Schedule 7 of the Local Government Act 2002, in the presence of the Chief Executive.

The Chief Executive presented Her Worship the Mayor with the mayoral chains for the Waikato District.

DECLARATION BY COUNCILLORS

Each Councillor present read and signed the declaration required under clause 14, Schedule 7 of the Local Government Act 2002, in the presence of His Worship the Mayor.

APOLOGIES

There were no apologies and all members were present.

DECLARATIONS OF INTEREST

There were no disclosures of interest.

APPOINTMENT OF DEPUTY MAYOR

Agenda Item 4

Resolved: (Her Worship the Mayor, Mrs JA Church/Cr Ngataki)

THAT Council notes Her Worship the Mayor has appointed Councillor Eyre as Waikato District Council's Deputy Mayor for the 2022-2025 triennium, in accordance with section 41A (3)(a) of the Local Government Act 2002.

CARRIED

WDC2210/07

APPOINTMENT OF COUNCILLORS TO COMMUNITY BOARDS

Agenda Item 5

Resolved: (Her Worship the Mayor, Mrs JA Church/Cr Patterson)

THAT the Waikato District Council, pursuant to section 50 (b) of the Local Government Act 2002 and section 19(f) of the Local Electoral Act 2001 makes the following appointments to Community Boards for the 2022-2025 triennium:

- a. Tuakau Community Board:**
 - i. Councillor Paaniora Matatahi-Poutapu from the Tai Raro Takiwaa Maaori Ward; and**
 - ii. Councillor Vern Reeve from the Tuakau-Pokeno General Ward.**
- b. Rural-Port Waikato Community Board:**
 - i. Councillor Paaniora Matatahi-Poutapu from the Tai Raro Takiwaa Maaori Ward; and**
 - ii. Councillor Carolyn Eyre from the Western Districts General Ward.**
- c. Huntly Community Board:**
 - i. Councillor Paaniora Matatahi-Poutapu from the Tai Raro Takiwaa Maaori Ward; and**
 - ii. Councillor David Whyte from the Huntly General Ward.**
- d. Taupiri Community Board:**
 - i. Councillor Tilly Turner from the Tai Runga Takiwaa Maaori Ward; and**
 - ii. Councillor Janet Gibb from the Newcastle-Ngaruawahia General Ward.**
- e. Ngaruawahia Community Board:**
 - i. Councillor Tilly Turner from the Tai Runga Takiwaa Maaori Ward; and**
 - ii. Councillor Eugene Patterson from the Newcastle-Ngaruawahia General Ward.**
- f. Raglan Community Board:**
 - i. Councillor Tilly Turner from the Tai Runga Takiwaa Maaori Ward; and**
 - ii. Councillor Lisa Thomson from the Whaingaroa General Ward.**

CARRIED

WDC2210/08

EXPLANATION OF STATUTORY MATTERS AFFECTING ELECTED MEMBERS

Agenda Item 6

The Legal Counsel, Mrs C Pidduck introduced the report and provided an overview of the statutory matters affecting elected members.

Resolved: (Her Worship the Mayor, Mrs JA Church/Cr Whyte)

THAT the Waikato District Council acknowledges the legislation affecting elected members and notes the requirement to advise the Chief Executive of any interests or issues arising from the relevant legislation.

CARRIED

WDC2210/09

COUNCIL MEETING SCHEDULE FOR 2022

Agenda Item 7

The Chief Executive spoke to the report, following which there were no questions.

Resolved: (Crs Eyre/Beavis)

THAT the Waikato District Council:

- a. approves the following Council meeting dates and times for the balance of the 2022 year:
 - i. **Wednesday, 9 November 2022 commencing at 9:30am; and**
 - ii. **Monday, 12 December 2022 commencing at 9.30am; and**
- b. notes that a schedule of meetings for 2023 will be presented for approval at the meeting on Monday, 12 December 2022.

CARRIED

WDC2210/10

There being no further business the meeting was declared closed at 7.10pm.

Minutes approved and confirmed this 9th day of November 2022.

JA Church
CHAIRPERSON

To	Waikato District Council
Report title	Governance Structure & Appointments to External Organisations 2022-2025
Date:	2 November 2022
Report Author:	Gaylene Kanawa, Democracy Manager
Authorised by:	Gavin Ion, Chief Executive

1. Purpose of the report

Te Take moo te puurongo

The purpose of this report is to:

- present the Mayor's committee structure as established under section 41A Local Government Act 2002; and
- seek the Council's approval to the draft Governance Structure for the 2022-2025 triennium; and
- to confirm appointments to both joint committees and external organisations.

Her Worship the Mayor has briefed members on her proposed Governance Structure and Appointments of Committee Chairpersons and Deputy Chairpersons at a briefing held on Friday, 4 November 2022.

The Mayor will provide a further overview of the structure and appointments to community committees and other external organisations as well as joint committees.

2. Executive summary

Whakaraapopotanga matua

As per section 41 of the Local Government Act the Mayor can set a governance structure and appoint the Chairperson(s) for committees and subcommittees.

It is the responsibility of Council to approve the delegations and terms of reference that enables effective decision-making under the committee structure, as well as the membership of the committees, subcommittees, and other decision-making bodies.

This report sets out draft delegations and terms of reference for Council and the committees, based on the Mayor's committee structure, which will be recorded in a governance structure document ('the Governance Structure').

The report also advises that changes will be required to a number of current policies should the Governance Structure be approved. This is to ensure the necessary alignment between these strategic documents and is recommended to be carried out in consultation with the Chairperson of the Policy & Regulatory Committee.

3. Staff recommendations

Tuutohu-aa-kaimahi

That the Waikato District Council:

- a. in accordance with section 41A Local Government Act 2002, the Council notes that the Mayor has established the committee structure and appointed the chairpersons to those committees as set out in the Governance Structure attached to this report (Attachment 1);**
- b. the Council approves the Governance Structure attached to this report (Attachment 1), including:**
 - i. the appointment of members to:**
 - 1. specified committees, subcommittees and other decision-making bodies in accordance with clause 31, Schedule 7 Local Government Act 2002; and**
 - 2. positions on community committees and external organisations, including joint committees with other local authorities; and**
 - 3. notes that the appointments to Community Boards is partially completed with the representation review and further resolved as part of the inaugural meeting for those boards that sat within a general ward that consisted of more than one councillor as follows:**

"THAT the Waikato District Council, pursuant to section 50 (b) of the Local Government Act 2002 and section 19(f) of the Local Electoral Act 2001 makes the following appointments to Community Boards for the 2022-2025 triennium:

a. Tuakau Community Board:

- i. Councillor Paaniora Matatahi-Poutapu from the Tai Raro Takiwaa Maaori Ward; and***
- ii. Councillor Vern Reeve from the Tuakau-Pokeno General Ward.***

b. Rural-Port Waikato Community Board:

- i. Councillor Paaniora Matatahi-Poutapu from the Tai Raro Takiwaa Maaori Ward; and***
 - ii. Councillor Carolyn Eyre from the Western Districts General Ward.***
-

c. Huntly Community Board:

- i. Councillor Paaniora Matatahi-Poutapu from the Tai Raro Takiwaa Maaori Ward; and**
- ii. Councillor David Whyte from the Huntly General Ward.**

d. Taupiri Community Board:

- i. Councillor Tilly Turner from the Tai Runga Takiwaa Maaori Ward; and**
- ii. Councillor Janet Gibb from the Newcastle-Ngaruawahia General Ward.**

e. Ngaruawahia Community Board:

- i. Councillor Tilly Turner from the Tai Runga Takiwaa Maaori Ward; and**
- ii. Councillor Eugene Patterson from the Newcastle-Ngaruawahia General Ward.**

f. Raglan Community Board:

- i. Councillor Tilly Turner from the Tai Runga Takiwaa Maaori Ward; and**
- ii. Councillor Lisa Thomson from the Whaingaroa General Ward.**

- ii. the terms of reference and delegations to the specified committees, subcommittees and other decision-making bodies in accordance with clause 32, Schedule 7 Local Government Act 2002; and**

- c. approves the updating of Council policies that is necessary to reflect the approved Governance Structure, such updates to be undertaken by staff in consultation with the Chairperson of the Policy & Regulatory Committee.**

4. Discussion and analysis

Taataritanga me ngaa tohutohu

Committee Structure

Under section 41A of the Local Government Act 2002, the Mayor has the discretionary powers to appoint the deputy mayor, design a committee structure and appoint chairs to those committees (“the Mayor’s committee structure”). The Deputy Mayor’s appointment was presented at the Council’s inaugural meeting on 20 October 2022.

Her Worship the Mayor has discussed the proposed governance structure, and appointment of chairpersons to committees, informally with Councillors.

It is for the Council to:

- determine the terms of reference of, and delegations of Council to, committees, subcommittees, and other decision-making bodies while they are established; and
- appoint elected members as its representatives on various external committees and organisations.

At the 29 September 2022 Council meeting, the Council resolved to retain the District Licensing Committee and Waters Governance Board. As such, these bodies were not disestablished at the end of the previous term.

The Council can amend the membership and its delegations to those bodies (subject to the provisions of the Sale and Supply of Alcohol Act 2012 in relation to the DLC noting that the previous Council removed elected members from the DLC to enable it to run more independent of Council).

A draft Governance Structure recording these matters for the 2022-2025 triennium is attached for Council's consideration and approval.

The delegations made by the Council to each committee are a matter for the full Council to decide under clause 32, Schedule 7 of the LGA. Further, the LGA allows the Council to:

- Discharge or amend the membership of a committee established by the Mayor;
- Establish additional committees; and
- Replace any chairpersons appointed by the Mayor.

Such changes require a Council resolution.

Summary of the proposed Governance Structure

The key considerations included in the proposed Governance Structure are:

- To provide a stand-alone document to record the Council's committee structure, membership and quorum of committees, committee terms of reference and delegations, and appointments to external organisations.
 - Council's terms of reference are focussed on matters that must be retained by the Council under relevant legislation.
 - A corollary of the above point is increased decision-making delegations provided to the Council committees, particularly the 'whole of Council' committees.
 - Four (4) committees of the "whole of Council", are proposed:
 - Performance & Strategy Committee;
 - Infrastructure Committee;
 - Policy & Regulatory Committee; and
 - Sustainability & Wellbeing Committee
-

- Common delegations continue to apply across all four (4) 'whole of Council' committees, as and when these delegations relate to each committee's respective terms of reference.
- Providing certainty on the quorum of Council committees, subcommittees, and other decision-making bodies.

Consequential changes following approval of the Governance Structure

There are a number of minor operational consequences if the new Governance Structure is approved:

- Minor reference and name changes will be required to some Council policies to reflect the updated decision-making body and/or appointments to external organisations. It is suggested these updates are made by staff, in consultation with the Chairperson of the Policy & Regulatory Committee. For clarity, any significant changes to Council policies must be presented to the Policy & Regulatory Committee for consideration.
- The Delegations Register can be updated to remove those sections covered within the Governance Structure document. In future, any changes to the Governance Structure would be presented to Council for approval.
- It is further recommended that the Council undertake a mid-term review of the Governance Structure.

Other Delegations

A comprehensive review of delegations for other parts of Council (including Community Boards, Community Committees, other external organisations, and staff) is required but will take considerable time to complete. It is recommended that the Council adopt the current terms of reference for Community Boards and Committees until such time as staff can report back to Council on the work requested by the Mayor to consider further empowerment of Community Boards and Committees.

4.1 Options

Ngaa koowhiringa

The Council cannot change the Governance Structure proposed by the Mayor but may recommend changes to the terms of reference and delegations of the proposed committees and subcommittees. For clarity, any delegations to committees or other decision-making bodies must comply with relevant legislation.

4.2 Financial considerations

Whaiwhakaaro puutea

There are no material financial considerations associated with the recommendations of this report.

4.3 Legal considerations **Whaiwhakaaro-aa-ture**

To ensure the Council operates effectively and efficiently, it is best practice for a committee structure to be established so that decisions are made at the appropriate level. Certain decisions, however, must be exercised by the full Council and cannot be delegated – these are set out under the Council’s terms of reference in the proposed Governance Structure.

Committees or other bodies with delegated decision-making powers have the full authority of the Council for such delegated powers. The Council cannot usually rescind or amend a decision made by a committee to which the council has delegated the decision-making power (clause 30(6), Schedule 7, LGA).

The Council retains ultimate responsibility for any decision-making powers delegated to committees, other bodies and officers.

4.4 Strategy and policy considerations **Whaiwhakaaro whakamaaherehere kaupapa here**

The establishment and approval of a committee structure at the start of each triennium reflects best practice to ensure the effective and efficient operation of Council business.

4.5 Maaori and cultural considerations **Whaiwhakaaro Maaori me oona tikanga**

Maaori and cultural considerations are addressed through the establishment of two (2) Maaori ward councillors as part of the 2021 Representation Review and arrangements.

The Mayor’s proposal further considers these matters with:

- the establishment of a Sustainability & Wellbeing Committee and it’s proposed terms of reference; and
- the appointments to the Joint Management Committees with the Waikato Raupatu River Trust and Ngaa Wai o Waipaa Co-Governance Forum; and
- Councillor involvement/appointments to oversee engagement with the Mana Whenua Forums. The terms of reference for these forums are currently with Waikato Tainui for feedback and will be incorporated into the governance structure once that feedback has been received.

4.6 Climate response and resilience considerations **Whaiwhakaaro-aa-taiao**

The report and proposed governance structure provides strengthened consideration towards Council’s climate response and resilience through the establishment of the Sustainability & Wellbeing Committee as outlined in their proposed terms of reference.

4.7 Risks

Tuuraru

There is possibility of a high level of reputational risk should Council not adopt a Governance Structure at this meeting and would require all matters to be considered by Council. Legislation also demands that the structure be adopted at the first ordinary meeting of Council (i.e. this meeting). Council's appetite is low toward reputational risk.

5. Significance and engagement assessment

Aromatawai paahekoheko

5.1 Significance

Te Hiranga

The decisions and matters of this report are assessed as of low significance, in accordance with the Council's [Significance and Engagement Policy](#).

5.2 Engagement

Te Whakatuutakitaki

Highest level of engagement	Inform ✓	Consult <input type="checkbox"/>	Involve <input type="checkbox"/>	Collaborate <input type="checkbox"/>	Empower ✓
<i>Tick the appropriate box/boxes and specify what it involves by providing a brief explanation of the tools which will be used to engage (refer to the project engagement plan if applicable).</i>	<i>Staff will advise Community Boards and Community Committees of the Governance Structure, along with the work being undertaken by staff early in 2023 to further empower Community Boards.</i>				

State below which external stakeholders have been or will be engaged with:

Planned	In Progress	Complete	
✓	✓	<input type="checkbox"/>	Internal
✓	<input type="checkbox"/>	<input type="checkbox"/>	Community Boards/Community Committees
✓	<input type="checkbox"/>	<input type="checkbox"/>	Waikato-Tainui/Local iwi and hapuu

6. Next steps Ahu whakamua

The report presents the Mayor's committee structure for the 2019-22 triennium. It is recommended that the Council approve the attached draft Governance Structure document, which reflects the committee structure, membership, and terms of reference/delegations to the committees, and Council's appointments to community boards, external organisations, and joint committees.

7. Confirmation of statutory compliance Te Whakatuuturutanga aa-ture

As required by the Local Government Act 2002, staff confirm the following:

The report fits with Council's role, Terms of Reference and Delegations.	N/A - Recommending a new Governance Structure for 2022-25
The report contains sufficient information about all reasonably practicable options identified and assessed in terms of their advantages and disadvantages (<i>Section 5.1</i>).	Confirmed
Staff assessment of the level of significance of the issues in the report after consideration of the Council's Significance and Engagement Policy (<i>Section 6.1</i>).	Low
The report contains adequate consideration of the views and preferences of affected and interested persons taking account of any proposed or previous community engagement and assessed level of significance (<i>Section 6.2</i>).	Confirmed
The report considers impact on Maaori (<i>Section 5.5</i>)	Confirmed
The report and recommendations are consistent with Council's plans and policies (<i>Section 5.4</i>).	Confirmed
The report and recommendations comply with Council's legal duties and responsibilities (<i>Section 5.3</i>).	Confirmed

8. Attachments Ngaa taapirihanga

Attachment 1 – Draft Governance Structure 2022-2025



Governance Structure

**Terms of Reference and Delegations for Council,
and Committees of Council**

2022-25

**Adopted by Council on
9 November 2022**

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Introduction

This document sets out the Governance Structure by which Waikato District Council:

- carries out its governance functions; and
- formally delegates its powers and responsibilities to committees and other decision-making bodies.

The Governance Structure is developed in accordance with the provisions and requirements of the Local Government Act 2002 and is based on the following governance principles:

1. That there is as few governance levels as possible to enable efficient and effective exercise of delegated functions and powers.
2. That the business of Council is transacted transparently and inclusively, whenever possible.
3. That decisions are made once, not twice. A decision made by a committee under delegation from the Council has the same effect as if it were made by the Council itself.
4. That each committee's powers are restricted to the areas of responsibility of that committee.
5. That the Council and all committees exercise their powers and functions in accordance with the Local Government Act 2002, other applicable legislation and the Standing Orders.
6. That a committee is not obliged to exercise a power or function delegated to it; where appropriate the power or function can be referred back to the Council for decision in consultation with the Mayor.
7. That all members are expected to attend the meetings for which they are appointed members.
8. Working groups or panels can be established as needed to address special or particular issues, and report directly to Council or the relevant committee. Working groups and panels have no decision-making powers.

The Governance Structure for Waikato District Council is adopted at the beginning of each triennium. It sets out in full the delegations to the committees, including:

- **Common delegations:** There are a number of common delegations from Council to the following committees of the whole: Performance & Strategy Committee, Infrastructure Committee, Sustainability & Wellbeing Committee, and Policy & Regulatory Committee. These common delegations are set out on page 10 and should be read in conjunction with the Terms of Reference for those committees.
- **Specific delegations:** There are specific delegations over and above the common delegations. These are set out for each committee from page 12.

The Governance Structure may also be reviewed and amended by the Council as necessary throughout the triennium.

The Role of the Mayor

Section 41A of the Local Government Act 2009 confers a number of powers and responsibilities to the Mayor. The Mayor may:

- Define and promote a vision for the advancement of the Waikato district and the communities of the district, and to provide leadership to achieve that vision.
- Lead the development of council plans, policies and budgets (including the Annual Plan and Long Term Plan) for consideration by the Council.
- Ensure effective engagement between the Council and the communities of the district.
- Appoint the Deputy Mayor.
- Establish committees of the governing body (Council) and appoint the chairperson for each of those committees.

Ambiguity and Conflict

For clarity, matters that are not delegated by the Council to a committee or another subordinate decision-making body, or to the Chief Executive or other Council officer, are to be determined by the Council.

In the event of uncertainty or dispute as to which committee is authorised to act in respect of a particular matter, due to ambiguity or conflict between the provisions of the Terms of Reference, the Chief Executive will prepare a written report on the matter for Council's consideration. The decision of Council will be final and binding.

Interpretation

Committee includes, for the Council:

- a. A committee comprising all the members of the Council;
- b. A standing committee or special committee appointed by the Council;
- c. A standing committee or special committee appointed by the Mayor;
- d. A joint committee appointed under clause 30 of Schedule 7 of the Local Government Act 2002;
- e. Any subcommittee of a committee described in items (a) (b), (c) or (d) above.

Quorum

The terms of reference for each committee contain the quorum required. Generally (unless otherwise specified) a quorum is the presence of half of the members if the number of members is even, and a majority of members if the number of members is odd.

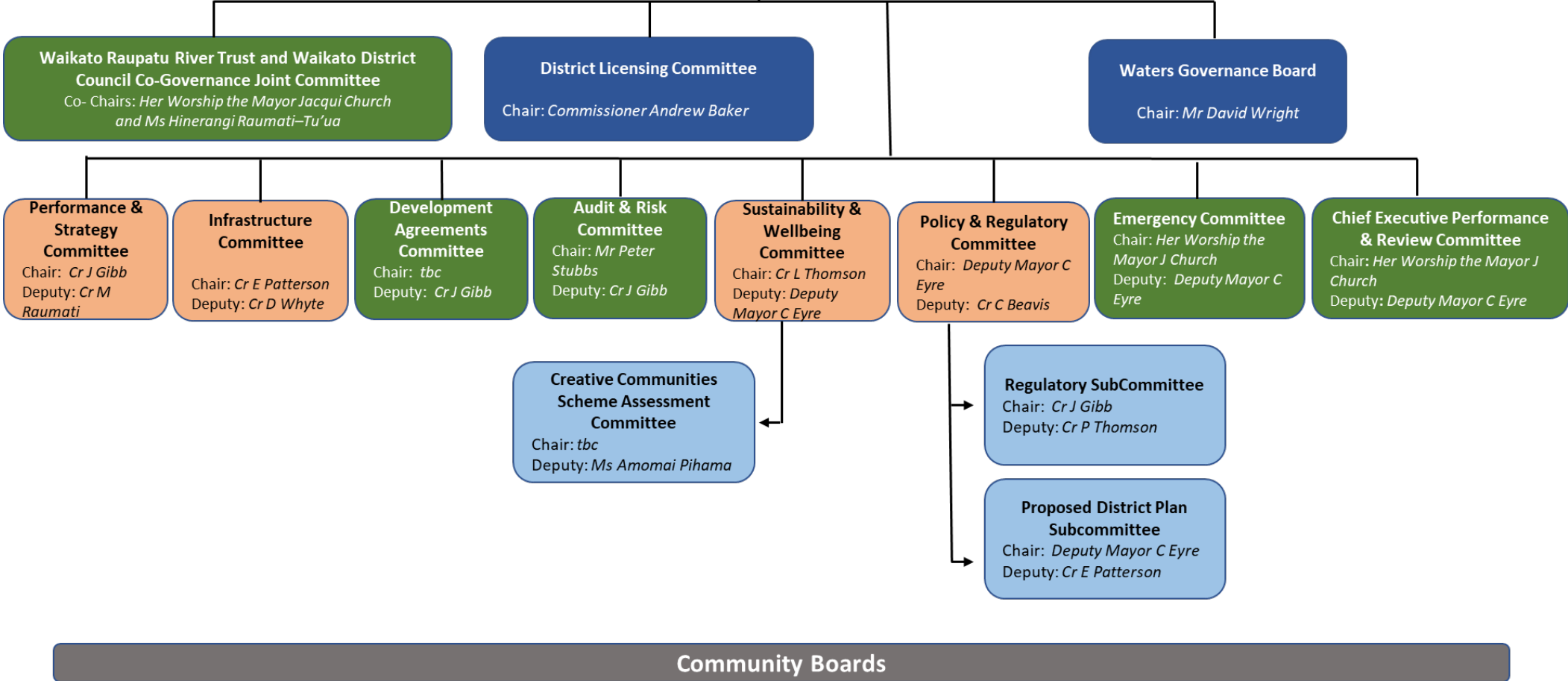
- External, appointed members are included in calculating the quorum and are counted towards the quorum when present. This reflects the expectation that appointed members will attend those committees to which they are appointed.
- Ex officio members are not included in calculating the quorum but are counted towards the quorum when present. This reflects the expectation that ex officio members will not always be able to attend all committees and forums but have full voting rights when present.

References to legislation in this Governance Structure includes amendments, re-enactments and substitutions, as well as any regulations made under that legislation.



Council and Committees of Council

Council



Council

Chairperson:	Her Worship the Mayor
Deputy Chairperson:	Deputy Mayor
Membership:	The Mayor and all Councillors
Meeting frequency:	Six weekly – or as required
Quorum:	Half of the members (including vacancies)

Purpose

1. To provide leadership to, and advocacy on behalf of, the people of the Waikato District.
2. To define and represent the total communities' interests, ensuring ongoing community and economic development, the effective stewardship of existing assets, sustainable management of the environment, and the prudent management of the communities' financial resources.

Terms of Reference

The Council's terms of reference include the following powers which cannot be delegated to committees, subcommittees, officers or any other subordinate decision-making body:

1. The power to make a rate.
2. The power to make a bylaw.
3. The power to borrow money, or purchase or dispose of assets, other than in accordance with the Long-Term Plan.
4. The power to adopt a Long-Term Plan, Annual Plan, or Annual Report.
5. The power to appoint a Chief Executive.
6. The power to adopt policies required to be adopted and consulted on under the Local Government Act 2002 in association with the Long-term Plan or developed for the purpose of the local governance statement, including the Council's Infrastructure Strategy.
7. The power to adopt a remuneration and employment policy.
8. The power to approve or amend the Council's Standing Orders.
9. The power to approve or amend the Code of Conduct for elected members, and consider any recommendations made in relation to a complaint lodged under the Code.
10. The power to appoint and discharge:
 - a. members (including chairpersons) of Council committees and subordinate decision-making bodies, subject to the Mayor's powers under section 41A Local Government Act 2002; and
 - b. elected member representatives on external organisations.
11. The power to establish a joint committee with another local authority or other public body and appoint elected members as representatives on such committees or bodies.
12. The power to make the final decision on a recommendation from the Ombudsman where it is proposed that Council not accept the Ombudsman's recommendation.
13. The power to approve or change the District Plan, or any part of that Plan, in accordance with the Resource Management Act 1991.
14. The power to amend or replace the delegations in Council's Delegations Register (except where expressly permitted in the Delegations Register).

To exercise the following powers and responsibilities of Council, which the Council chooses to retain:

1. To approve a proposed policy statement or plan under the Resource Management Act 1991.
2. To approve changes to boundaries of the District under the Resource Management Act 1991 or any other legislation.
3. In respect of District Plan decisions:
 - a. To appoint independent commissioners to a panel for hearings of a Proposed District Plan;
 - b. To approve the recommendation of hearings commissioners on a proposed plan, plan change or variation (including private plan change); and
 - c. To approve a proposed plan or a change to a district plan under Clause 17, Schedule 1 of the Resource Management Act 1991.
4. To adopt governance level strategies, plans and policies which advance Council's vision and strategic goals (e.g. Hamilton to Auckland rail), other than where expressly delegated to a committee.
5. To approve Council's recommendation to the Remuneration Authority for the remuneration of elected members.
6. To approve the Triennial Agreement.
7. To approve resolutions required to be made by a local authority under the Local Electoral Act 2001, including the appointment of an electoral officer and reviewing representation arrangements.
8. To approve any changes to the nature and delegations of any Council committees or subordinate-decision making bodies.
9. To approve the Local Governance Statement.
10. To approve funding requests not allowed for within budgets, in accordance with Significance & Engagement Policy parameters.
11. To approve any additional funding decisions required for the Watercare Services contract.
12. To approve development agreements as recommended by the Development Agreements Subcommittee where infrastructure is not allowed for within the Long Term Plan.
13. To receive six-monthly reports from each Community Board on its activities and projects.

Common Delegations

The following delegations from Council are common to Performance & Strategy Committee, Infrastructure Committee, Sustainability & Wellbeing Committee and Policy & Regulatory Committee, within their respective areas of responsibility.

General Principle

1. The work of these committees will be in accordance with the priorities and work programme agreed by the Council.
2. These committees have the powers necessary to perform the respective committee's responsibilities, in accordance with the approved Long Term Plan and Annual Plan budgets.

Consultation and engagement

3. Ensure appropriate, effective and transparent engagement with the community, tangata whenua and other stakeholders (including community boards and committees).
4. Conduct any public engagement (including a special consultative procedure) required on issues before the committee, in accordance with Council's Significance and Engagement Policy, Local Government Act 2002 or other applicable legislation.
5. Conduct hearings, where appropriate, to consider submissions from members of the public and external organisations; making determinations on such matters unless they are reserved for Council to decide.
6. Receive and consider valid petitions and make any recommendations or decisions (within the committee's delegations) in relation to such petitions.

Submissions and legislation

7. Approve submissions, including (but without limitation) to external organisations, on legislation and proposals that impact governance policy or matters.

NOTE: The following process can be used in the event that a submission cannot be presented to the relevant committee prior to the due date for submission:

- a. The Mayor, Deputy Mayor, Chairpersons of the Infrastructure, Sustainability & Wellbeing, and Performance & Strategy Committees (together, 'the Submission Forum') may jointly approve a submission.
- b. Officers will circulate the submission to the Submission Forum for approval, providing at least 24 hours for the review of the submission. All Committee members must be notified of the submission so as to enable feedback to be provided via the Submission Forum.
- c. Each member of the Submission Forum will confirm by response whether they approve the submission or have any feedback on the submission.
- d. Where possible, a consensus of the Submission Forum members should be sought. If required, a majority view will prevail.
- e. Any submission approved via this process must be presented to the next relevant committee meeting for noting.

If the submission is of a technical and operational nature only, the submission can be approved by the Chief Executive (in consultation with the relevant committee chairperson prior to lodging the submission).

Projects and programmes

8. Monitor and oversee strategic projects and programmes.
9. Monitor Council's Activity Management Plans.

Contracts

10. Approve and/or monitor tenders, contracts (including variations) and other legally binding arrangements provided that such contracts/arrangements:
 - a. Do not require the approval of Council; and
 - b. Fall within the budget approved under the Long Term Plan or Annual Plan and have a value exceeding the Chief Executive's financial delegation.

NOTE: The Chief Executive will present a quarterly report to the Council noting the contracts in excess of \$2 million approved by Committee Chairs exercising financial delegation.

Community Boards

11. Consider and make decisions on recommendations from Community Boards that fall within the committee's area of responsibility.

Other

12. Consider and make decisions which are within the Chief Executive's delegations, and which the Chief Executive has referred to the committee for decision making.
13. Consider and make decisions on matters that fall within a committee's area of responsibility that are outside of delegations to the Chief Executive or other Council officers.
14. Commission new committee reports and work required to respond to significant or compliance issues, or to complete the agreed programme of Council.
15. Make recommendations to the Council or other committees (in relation to decisions that fall within their respective terms of reference).
16. Establish subcommittees, working groups or hearings panels to consider any matter within the committee's terms of reference, and approve the membership and terms of reference for such subcommittee, working group or hearings panel¹.

¹ A template for establishing a Working Group or Hearings Panel is attached as Appendix A.

Performance & Strategy Committee

Reports to:	The Council
Chairperson:	Cr Janet Gibb
Deputy Chairperson:	Cr Marlene Raumati
Membership:	The Mayor and all Councillors
Meeting frequency:	Six-weekly
Quorum:	Majority of members (including vacancies)

Purpose:

The Performance & Strategy Committee is responsible for:

1. Setting the broad vision and direction for the District's Long Term Plan, determine specific outcomes that need to be met to deliver on Council's vision, develop and monitor strategies to achieve those goals.
2. Monitoring of Council's strategy, and performance (both financial and non-financial) against the Long Term Plan and Annual Plan.
3. Determining financial matters within its delegations and Terms of Reference and making recommendations to Council on financial matters outside its authority.
4. Guiding and monitoring Council's interests in Council Controlled Organisations (CCOs), Council Organisations (COs) and subsidiaries.

In addition to the common delegations on page 10, the Performance & Strategy Committee is delegated the following Terms of Reference and powers:

Terms of Reference - Strategy:

1. Develop and agree strategy and plans for the purposes of consultation (including those required under schedule 10 of the Local Government Act 2002).
2. Recommend to Council strategy and plans for adoption, that underpin Council's Long Term Plan.
3. Monitor and review adopted strategies and plans.
4. To monitor and provide advice on the development and implementation of growth and development strategies, land use, and spatial plans in line with national policy requirements.

Terms of Reference – Performance:

5. To monitor Council's financial strategy, and performance against that strategy.
6. To monitor Council's non-financial performance framework as set out in the Long Term Plan.
7. To receive quarterly reports on the Chief Executive's Business Plan.
8. To provide clear direction to Council's CCOs and COs on Council's expectations, including feedback on draft statements of intent.
9. To receive six-monthly reports of Council's CCOs and COs, including on board performance.
10. To undertake any reviews of CCOs and agree CCO-proposed changes to their governance arrangements, except where reserved for full Council's approval.
11. To monitor Council's investments and Local Government Funding requirements in accordance with Council policy and applicable legislation.

The Committee is delegated the following powers to act:

- Approval of:
 - a. the increase or decrease of the number of members on CCO and CO boards;
 - b. appointments to, and removals from, CCO and CO boards; and
 - c. a mandate on Council's position in respect of remuneration proposals for CCO and CO board members to be presented at Annual General Meetings.
- Approval of letters of expectation for each CCO and CO.
- Approval of statements of intent for each CCO and CO.
- Exercise the Council's powers as a shareholder, or as given under a trust deed, in relation to a CCO or CO, including (but not limited to) modification of constitutions and/or trust deeds, granting shareholder approval of major transactions where required, or exempting CCOs in accordance with the Local Government Act 2002. For clarity, this delegation includes the approval or otherwise of any proposal to establish, wind-up or dispose of any holding in, a CCO or CO.
- Monitor work programme of Future Proof, Waikato Plan, Growth Strategy and cross-boundary issues.
- Approval of any process for making decisions where additional operating expenditure or capital expenditure funding, or deferred capital expenditure, is required.
- Approval of all insurance matters which exceed the delegation of the Chief Executive or other staff, including considering legal advice from the Council's legal and other advisers, approving further actions relating to insurance issues, and authorising the taking of formal actions
- Review and make recommendations to Council in relation to Fees & Charges (after consultation with relevant community boards or committees).
- Review and recommend to Council the adoption of the Annual Report.
- Approval of transactions in relation to investments in accordance with Council policy.
- Approval of contractual and other arrangements for supply and services, and revenue generating contracts, which exceed the Chief Executive's delegations, but exclude contracts or arrangements that are reserved for the Council or another committee's approval.
- Approval of rating issues where these exceed the delegated authority of officers or are an appeal against officer decisions. For clarity, this excludes decisions that are required, by law, to be made by the Council.
- Approval to write-off outstanding accounts that exceed officer delegations.

Infrastructure Committee

Reports to:	The Council
Chairperson:	Cr Eugene Patterson
Deputy Chairperson:	Cr David Whyte
Membership:	The Mayor and all Councillors
Meeting frequency:	Six-weekly
Quorum:	Majority of the members (including vacancies)

Purpose

The Infrastructure Committee is responsible for:

1. Guiding sustainable, physical development and growth of the Council's infrastructure to meet current and future needs.
2. Oversight and monitoring of efficient, safe and sustainable roading and transport, and waste management.
3. Governance of District's parks, reserves, community facilities and cemeteries.

In addition to the common delegations on page 10, the Infrastructure Committee is delegated the following Terms of Reference and powers:

Terms of Reference:

1. To provide direction on strategic priorities for core infrastructure aligned to the District's development, and oversight of strategic projects associated with those activities.
2. To guide the development and implementation of the 30 Year Infrastructure Plan.
3. To support and provide direction regarding Council's involvement in regional alliances, plans, initiatives and forums for regional infrastructure and shared services (for example, Regional Transport Committee).
4. To monitor and make decisions in relation to Council-owned community centres, facilities and halls.

The Committee is delegated the following powers to act:

- Approval of acquisition (including lease) of property, or disposal (including lease) of property owned by the Council, (where such acquisition or disposal falls within the Long Term Plan and exceeds the Chief Executive's delegation).
- Approval of easements, rights of way and other interests over property on behalf of Council.
- Approval of all matters under the Public Works Act 1981, unless such delegation is prohibited by legislation or is otherwise expressly reserved by Council or delegated to the Chief Executive or staff.
- Approval of road names in the Waikato District in accordance with Council policy.
- Approval of any proposal to stop any road.
- Hearing any written objections on a proposal to stop any road, and to recommend to Council its decision in relation to such objections.

- Approval of alterations and transfers within the provisional programme of capital works as prepared for the Long Term Plan and Annual Plan, subject to the overall scope of the programme remaining unchanged and the programme remaining within overall budget.
- Approval of tender procedures adopted from time to time within the guidelines as set down by Waka Kotahi New Zealand Transport Agency for competitive pricing procedures (CPP), or other authorities where funding or subsidies are subject to their approval.
- Approval of traffic regulatory measures defined as:
 - a. Compulsory Stop Signs
 - b. Give Way Signs
 - c. No Passing Areas
 - d. No Stopping/Parking Provisions
 - e. Speed Restrictions
 - f. Turning Bays
 - g. Weight Restrictions on Bridges (Posting of Bridges).
- For all Council-owned land that is either open space under the District Plan, or reserve under the Reserves Act 1977, the power to:
 - a. Approve leases, subleases, licences, and easements (in relation to land and/or buildings).
 - b. Approve amendments to management plans.
 - c. Adopt or change names of reserves.
 - d. Make any decision under a management plan which provides that it may not be made by a Council officer (for example, agree a concession), provided that any decision that has a significant impact under the management plan is recommended to Council for approval.
 - e. Recommend to Council for approval anything that would change the ownership of such land.

For clarity, the committee is delegated all powers of the Council as administering body under the Reserves Act 1977, unless such delegation is prohibited by legislation or is otherwise expressly reserved by Council or delegated to the Chief Executive or staff.
- Enquire into and dispose of any objection to a notice issued pursuant to Section 335 (1) of the Local Government Act 1974 requiring payment of a sum of money for the construction of a vehicle crossing by the Council (section 335(3) Local Government Act 1974). Should a decision be made to reject the objection and reaffirm the requirements in the notice, to authorise that an application be made to the District Court, (section 335(4) Local Government Act 1974) Act, for an order confirming the notice.
- Consider and approve subsidies for the installation of stock underpasses in extraordinary circumstances in accordance with Council policy and bylaws.

Policy & Regulatory Committee

Reports to:	Council
Chairperson:	Deputy Mayor Carolyn Eyre
Deputy Chairperson:	Cr Crystal Beavis
Membership:	The Mayor and all Councillors
Meeting frequency:	Six-weekly
Quorum:	Majority of the members (including vacancies)

Purpose

The Policy & Regulatory Committee is responsible for the Council's governance policies and bylaws and reviewing the District Plan.

In addition to the common delegations on page 10, the Policy & Regulatory Committee is delegated the following Terms of Reference and powers:

Terms of Reference:

1. To establish, implement and review the governance policy framework that will assist in achieving the Council's strategic priorities and outcomes.
2. To develop, review and approve Council bylaws for consultation.
3. To consider and determine changes to the schedules and parking restrictions in the Public Places Bylaw 2016, including hearing any submissions relating to those proposed changes.
4. To hear and determine matters arising under current bylaws, including applications for dispensation from compliance with the requirements of bylaws, unless such matters are otherwise delegated by Council.
5. To administer the Council's District Plan in accordance with the Resource Management Act 1991.
6. To monitor the performance of regulatory decision-making by the District Licensing Committee², Regulatory Subcommittee and officers under their respective delegations.

The Committee is delegated the following powers to act:

Governance Policies

- Develop and agree governance policies for the purpose of consultation/engagement.
- Recommend to Council policy for adoption, amendment, or revocation.
- Monitor and review policy, including recommending amendments to any policy as and when required.

² For clarity, the District Licensing Committee is a committee of Council under the Sale and Supply of Alcohol Act 2012.

Bylaws

- Determine all preliminary matters in relation to bylaws, except where expressly reserved for Council under legislation or the bylaw itself. For clarity, this delegation includes those matters to be determined under section 155 Local Government Act 2002.
- Develop and approve the statement of proposal and associated documentation for new or amended bylaws for consultation.
- Make any resolution where in a bylaw the Council has specified that a matter be regulated, controlled or prohibited by the Council by resolution.
- Recommend to Council new or amended bylaws for adoption.

District Plan

- Review and approve for notification a proposed district plan, a proposed change to the District Plan, or a variation to a proposed plan or proposed plan change (excluding any plan change notified under clause 25(2)(a), Schedule 1 of the Resource Management Act 1991)
- Withdraw a proposed plan or plan change under clause 8D, Schedule 1 of the Resource Management Act 1991.
- Make the following decisions to facilitate the administration of plan changes, variations, designation and heritage order processes:
 - a. To decide whether a decision of a Requiring Authority or Heritage Protection Authority will be appealed to the Environment Court by the Council and authorise the resolution of any such appeal, provided such decisions are consistent with professional advice.
 - b. To consider and approve Council submissions on a proposed plan, plan changes, and variations, unless expressly delegated to another decision-making body.
 - c. To monitor the private plan change process.
 - d. To accept, adopt or reject private plan change applications under clause 25, Schedule 1, Resource Management Act 1991.

Other Resource Management Issues

- Pursuant to Section 34(1) of the Resource Management Act 1991, to exercise all of the Council's functions, powers, and duties under that Act, except the functions, powers and duties:
 - a. that cannot be delegated or that are otherwise retained by the Council under its terms of reference; or
 - b. expressly delegated to other Council committees or decision-making bodies, or officers.
- Monitor and approve submissions in relation to National Policy Statements.

Other Delegations

- Exercise all the Council's functions, powers and duties under the Building Act 2004, the Health Act 1956, the Dog Control Act 1996, and the Food Act 2014, and the respective regulations made under these Acts, except the functions, powers, and duties:
 - a. that cannot be delegated or that are otherwise retained by the Council under its terms of reference; or
 - b. expressly delegated to other Council committees or decision-making bodies, or officers.
- Approval of attendance of elected members at conferences, seminars, training, or events, in accordance with Council policy.

Sustainability & Wellbeing Committee

Reports to:	The Council
Chairperson:	Cr Lisa Thomson
Deputy Chairperson:	Deputy Mayor Carolyn Eyre
Membership:	The Mayor and all Councillors
Meeting frequency:	Six-weekly
Quorum:	Majority of members (including vacancies)

Purpose:

The Sustainability & Wellbeing Committee is responsible for:

1. Developing strategies and plans to achieve the goals of Council's Long Term Plan as they relate to sustainability and the four wellbeings.
2. Enhancing the District's economic position by promoting it as a business-friendly and business-enabled location and providing direction on strategic initiatives, plans, projects, and potential major developments relating to economic and business development.
3. Monitoring of Council's sustainability and wellbeing related strategies and plans.
4. Partnering to guide the provision of strategic community services to meet the current and future needs of the district and the enhanced wellbeing of its communities.
5. Facilitating community and stakeholder involvement and engagement with community infrastructure, safety, and wellbeing matters.
6. Overseeing civil defence and emergency management.
7. Approval and monitoring of funding to benefit the social, cultural, and environmental wellbeing of communities.

In addition to the common delegations on page 10, the Sustainability & Wellbeing Committee is delegated the following Terms of Reference and powers:

Terms of Reference – Sustainability & Wellbeing:

12. To develop, monitor and review Council's plans and strategies in relation to climate resilience and adaptation.
13. To develop, monitor and review Council's plans and strategies in relation to desired community outcomes, including Blueprints.
14. To develop, monitor and review Council's Economic Development plans and strategies.
15. To develop, monitor and review Council's social development and cultural wellbeing plans and strategies.

Terms of Reference – Engagement and Funding:

16. To develop and agree engagement strategy and plans for the purpose of enhancing community engagement and involvement.
17. To provide advice on the development and implementation of strategies in relation to the impacts on sustainability and the four wellbeings.
18. To receive and consider presentations and reports from stakeholders, government departments, organisations and interest groups on development and wellbeing issues and opportunities within the District.
19. To determine funding applications for the Discretionary Grants Fund in accordance with the Discretionary Grants Policy and Guidelines, in a fair and just manner.
20. To determine recommendations for funding applications for the Heritage Assistance Fund and Conservation Fund in accordance with Council policy.
21. To monitor and review the work of the Creative Communities Scheme Assessment Committee on a regular basis.
22. To prioritise allocation of funding for community activities in accordance with Council policy and strategy.

Terms of Reference – Civil Defence and Emergency Management:

23. To monitor the performance of Waikato District's civil defence and emergency management response against Council's requirements under the Civil Defence and Emergency Management Act including:
 - a. implementation of Government requirements; and
 - b. co-ordinating with, and receiving reports from, the Waikato Region Civil Defence and Emergency Management Group Joint Committee.

The Committee is delegated the following powers to act:

- Approval of:
 - Climate resilience and adaption strategies and plans
 - Economic Development strategies and plans
 - District and Community Blueprints
 - Social Development and Cultural strategies and plans
 - Community Engagement strategies and plans
- Approval of funding applications for the Rural Ward Fund within the funds allocated by the Council on an annual basis (other than those applications to be determined by the relevant community board or community committee).
- Approval of funding applications for the Heritage Assistance Fund and Conservation Fund as recommended to the committee by officers or relevant assessment bodies.
- Approval of funding applications for any other community-based funding as delegated to the committee by the Council.

Audit and Risk Committee

Reports to:	The Council
Chairperson:	External appointee – Mr Peter Stubbs
Membership:	Deputy Chairperson – Cr Janet Gibb Mayor Jacqui Church (<i>ex officio</i>) Deputy Mayor Carolyn Eyre Cr Marlene Raumati Cr Peter Thomson
Meeting frequency:	As required – no less than four times each year.
Quorum:	Four members

Purpose:

The Audit and Risk Committee is responsible for:

1. Considering and reviewing the adequacy of Council's risk management and internal control frameworks.
2. Monitoring and seeking assurance on the functioning of Council's risk management and internal control frameworks (including systems and processes).
3. Managing the independent auditor (internal and external) expectations and relationships.

Terms of Reference:

To achieve the above purpose the Audit and Risk Committee will:

1. Annually review council's risk management framework to ensure it is effective
2. Ensure the strategic risk register is current and relevant
3. Ensure Council has an effective internal control framework to identify and manage business risk (at the risk portfolio level)
4. Review Council's insurance programme for adequacy of risk mitigation
5. Review the effectiveness of Council's business continuity and disaster recovery planning and testing arrangements
6. Ensure Council has an effective framework in place to prevent, detect and investigate fraud-related issues
7. Ensure Council has an effective Health and Safety/Zero Harm framework in place to prevent, detect and investigate safety-related issues
8. Review the internal audit framework to ensure that appropriate organisational structures, authority, access, and reporting arrangements are in place
9. Approve the annual internal and external audit programme and related plans
10. Consider Council's annual report from a risk perspective, and subject to audit clearance, make recommendations to Council regarding adoption
11. Review audit reports (internal and external) and monitor management's implementation of audit recommendations
12. Keep Council informed on significant risk or audit issues raised and proposed actions
13. Meet regularly with independent auditors to gain assurance on the risk frameworks and the management of them

The Committee is delegated the following recommendatory powers:

1. The committee has no decision-making powers.
2. The committee may make recommendations to the Council and/or the Chief Executive
3. The committee may conduct and monitor special investigations in accordance with Council policy and approved budget, including engaging expert assistance, on matters within its terms of reference.

Administrative arrangements:

Meetings

The committee will meet at least four times each year. An extraordinary meeting may be called to review the annual report. The chairperson is required to call a meeting if requested to do so by the Council, or the Chief Executive.

A meeting plan, including dates and agenda items, will be agreed by the committee each year. The meeting plan will cover all the committee's responsibilities as detailed in these Terms of Reference.

For clarity, the Council's Standing Orders and Code of Conduct will apply to committee meetings and members.

Membership

Members are appointed for an initial term of no more than the three years that aligns with the triennial elections, after which they may be eligible for extension or reappointment.

The Council appoints external members of the committee; the terms of the appointment are to be recorded in a contract.

Attendance at meetings

Meetings can be held in person, by telephone, or by video conference in accordance with Standing Orders.

The Chief Executive, Executive Leadership Team members, and external audit representatives will be invited to attend each meeting, unless requested not to do so by the chairperson of the committee. The committee may also ask other Council employees, or other suitably qualified persons with interest or expertise in special topics, to attend committee meetings or participate for certain agenda items.

The committee will meet separately with both the internal and external auditors at least once a year.

Reporting

The committee will regularly, and at least once a year, report to the Council on its operation and activities during the year.

The report should include:

- a summary of the work the committee performed to fully discharge its responsibilities during the preceding year; and
- a summary of the Waikato District Council's progress in addressing the findings and recommendations made in internal and external audit reports, and the Auditor-General's reports (if applicable).

The committee may, at any time, report to the Chief Executive or the Council on any other matter it deems of sufficient importance to do so. In addition, at any time an individual committee member may request a meeting with the Chief Executive or the Council.

Assessment arrangements

The chairperson of the committee will initiate a review of the performance of the committee at least once every two years and present it to the Council. This will support the committee's philosophy of continuous improvement.

Review of Terms of Reference

The committee will review its Terms of Reference at least once a year. This review will include consultation with the Council.

Any substantive changes to the Terms of Reference will be recommended for approval by the committee to the Council.

Emergency Committee

Reports to:	The Council
Chairperson:	Her Worship the Mayor Jacqui Church
Deputy Chairperson:	Deputy Mayor Carolyn Eyre
Membership:	Chairperson – Infrastructure Committee Chairperson – Performance & Strategy Committee Chairperson – Sustainability & Wellbeing Committee
Meeting frequency:	As required
Quorum:	Two members.

Purpose:

The Emergency Committee is to determine matters within the authority of Council, Council committees or subcommittees, or community boards where an urgent decision is required and a full meeting of Council is precluded due to a lack of quorum.

Terms of Reference and Delegations

1. To exercise all powers, responsibilities and duties of the Council, Council committees or subcommittees, or community boards except for those that:
 - Have been delegated to staff; and
 - Cannot be delegated pursuant to clause 32, Schedule 7 of the Local Government Act 2002, or under any other legislation.

Explanatory Note

- An Emergency Committee meeting can be called by the Chief Executive if a Council meeting cannot be convened, on providing at least 24 hours' notice, due to a lack of quorum.
- Emergency Committee agendas and minutes will be circulated to all Councillors.
- For clarity, Councillors who are not members of the Emergency Committee may still attend an Emergency Committee meeting, though cannot participate in voting.

District Licensing Committee

Reports to:	The Council
Chairperson:	Commissioner Andrew Baker
Members	Commissioner Michael Cameron Barry Smedts Jason Howarth Patsi Davies
Meeting frequency:	As required
Quorum:	Three members

Purpose

To administer the Council's alcohol licensing obligations and responsibilities as determined by the Sale and Supply of Alcohol Act 2012 ('the Act').

Terms of Reference:

1. To consider and determine applications for licences and manager's certificates
2. To consider and determine applications for renewal of licences and manager's certificates
3. To consider and determine applications for temporary authority to carry on the sale and supply of alcohol in accordance with certain requirements.
4. To consider and determine applications for the variation, suspension, or cancellation of special licences.
5. To consider and determine applications for the variation of licences (other than special licences).
6. With the leave of the chairperson of the Alcohol Regulatory and Licensing Authority ('the licensing authority'), to refer applications to the licensing authority.
7. To conduct inquiries and to make reports as may be required of it by the licensing authority.
8. Other functions conferred on the District Licensing Committee by the Act or other legislation.

The Committee has the following powers to act:

- Make decisions on applications and renewals for licences and manager's certificates in accordance with its terms of reference, the Act and other relevant legislation.

Other delegations:

- The Chairperson of the District Licensing Committee, in consultation with the Secretary of the District Licensing Committee, is delegated the power to appoint members to the District Licensing Committee from the approved list of members for any specific hearing.

Explanatory Note:

- The Secretary of the District Licensing Committee will prepare a quarterly report to the Council on the proceedings and operations of the District Licensing Committee.

Chief Executive's Performance Review Committee

Reports to:	The Council
Chairperson:	Her Worship the Mayor Jacqui Church
Membership:	Deputy Chairperson: Deputy Mayor Carolyn Eyre Cr Janet Gibb Cr Eugene Patterson Cr Lisa Thomson
Meeting frequency:	As required, at least 3 times each calendar year.
Quorum:	A majority of members (including vacancies)

Purpose

1. The Chief Executive's Performance Review Committee has responsibility, on behalf of the Council, to coordinate the implementation of the Chief Executive's Performance Review and Remuneration policies, which relate to the management of the annual performance and remuneration reviews of the Chief Executive.

Terms of Reference:

The Committee will:

1. Meet with the Chief Executive in June of each year to discuss and agree a Performance Plan for the next financial year.
2. Undertake a review of the Chief Executive's performance against the agreed Performance Plan for the previous financial year in September, undertake a remuneration review based on the recommendations of the independent remuneration consultants, and implement the results.
3. Undertake an interim review of the Chief Executive's progress against the agreed Performance Plan in February/March.
4. Undertake any recruitment process for the Chief Executive and recommend an appointment for Council approval.

The Committee is delegated the following powers to act:

1. To make decisions on the Chief Executive's performance plan and remuneration in accordance with its Terms of Reference.
2. To recommend the appointment or dismissal of the Chief Executive to the Council.

Independent Support

The Committee will be supported by an independent consultant, mutually agreed by the Council and the Chief Executive. The independent consultant will attend all the committee meetings but will not have any voting rights.

Regulatory Subcommittee

Reports to:	Policy & Regulatory Committee
Chairperson:	Cr Janet Gibb
Deputy Chairperson:	Cr Peter Thomson
Membership:	Deputy Mayor Carolyn Eyre Cr Crystal Beavis (The composition of any Regulatory Subcommittee for quorum purposes to be determined by the Chairperson)
Meeting frequency:	As and when required
Quorum:	A panel of three to be appointed in the first instance allowing for a quorum of two once the hearing has commenced.

Purpose

1. To conduct fair and effective hearings and make determinations on the Council's regulatory functions under legislation and other matters as referred to the Committee.
2. To recommend to the Council or relevant Council committee any matters that it considers necessary to enable the effective management of the Council's regulatory functions.

Terms of Reference:

1. Hear and determine any statutory or regulatory hearings under relevant legislation unless otherwise delegated or retained by the Council, including (but without limitation):
 - a. objections under the Dog Control Act 1996;
 - b. matters under the Resource Management Act 1991 and related legislation;
 - c. matters under the Impounding Act 1955;
 - d. matters regarding drainage and works on private land under the Local Government Act 1974 and Local Government Act 2002;
 - e. matters under the Gambling Act 2003, Health Act 1956 and Litter Act 1979;
 - f. matters regarding residential pools under the Building Act 2004.
2. Hear and determine other matters that require hearings or submissions, as referred by Council or other Committees.
3. To convene working groups and carry out the Terms of Reference approved and referred by Council or other Committees.

The Subcommittee is delegated the following powers to act:

- Conduct statutory hearings on regulatory matters and undertake and make decisions on those hearings that fall within the committee's Terms of Reference.
- Appoint additional members, including external members, for hearings where expert advice is required.
- Establish and amend hearings protocols relating to the general conduct of hearings and hearings-related matters in accordance with the applicable legislation and the principles of administrative law and natural justice.
- Approval of activities and expenses relating to working groups consistent with the terms of reference and approved working group budget.

Explanatory Note:

1. The Committee may request expert advice through the Chief Executive when necessary.
2. The General Manager Customer Support, in consultation with the Chairperson of the Regulatory Subcommittee, are delegated the power to determine:
 - a. the composition of any hearings panel to be convened under the committee's terms of reference; and
 - b. the appointment of any independent hearings commissioner within the panel of commissioners approved by the Council, to hear and determine any matter under the Resource Management Act 1991 (and related legislation). An independent commissioner can be appointed to act in his/her sole capacity, or together with appointed councillors who hold the appropriate accreditation.
3. Decisions of a hearing panel shall be made by consensus although if necessary the majority view prevails.

Proposed District Plan Subcommittee

Reports to:	Policy & Regulatory Committee
Chairperson:	Deputy Mayor Carolyn Eyre
Deputy Chairperson:	Cr Eugene Patterson
Membership:	Her Worship the Mayor Cr Crystal Beavis
Meeting frequency:	As and when required
Quorum:	A majority of members (including vacancies).

Purpose

1. To assist the Chief Executive and officers to make timely decisions on any matters relating to the hearings on submissions and further submissions on the Proposed Waikato District Plan (including Stages 1, 2 and any variations) (“the Proposed District Plan”) and any appeals or other proceedings relating to Council’s decisions on the Proposed District Plan.

The Subcommittee is delegated the following powers to act:

1. To make decisions in relation to any direction sought by the Chief Executive and/or officers in relation to any matters relating to:
 - a) The hearings on submissions and further submissions on the Proposed District Plan; and
 - b) Any appeals or other proceedings relating to Council’s decisions on the Proposed District Plan.

NOTE: The authority under paragraphs 1 a) and b) includes the power to direct the Chief Executive or officers to engage any expert or legal counsel.

2. To determine an approach for resolving any appeals or other proceedings on Council’s decisions on the Proposed District Plan.
3. To delegate to the Chief Executive or any officer participating in an alternative disputes resolution process (“ADR process”) (as defined in section 268(4) of the Resource Management Act 1991) in relation to any Environment Court proceeding arising from Schedule 1 of the Act or any other ADR process directed in any other proceedings), the authority to make decisions on behalf of Council , within any parameters given by the Subcommittee, on any matters that may reasonably be expected to arise in the ADR process.
4. To authorise the Chief Executive, or his delegate, together with any other member of the Executive Leadership Team, to jointly consider and approve, within any parameters given by the Subcommittee, the content of any draft consent order to be submitted to the Environment Court to resolve any appeal on Council’s decisions on the Proposed District Plan.
5. To report to the Policy & Regulatory Committee on a quarterly basis (as a minimum) with a summary of the matters considered and decisions made by the Subcommittee.

Development Agreements Committee

Reports to:	Council
Chairperson:	Independent Chair (to be appointed)
Deputy Chairperson:	Cr Janet Gibb
Membership:	Her Worship the Mayor Deputy Mayor Carolyn Eyre Cr Peter Thomson Cr Eugene Patterson Independent member (to be appointed)
Meeting frequency:	As and when required
Quorum:	A majority of members (including vacancies).

Purpose

1. To assist the Chief Executive and officers to make timely decisions on any matters relating to development agreements.

The Subcommittee is delegated the following powers to act:

6. To make decisions in relation to any direction sought by the Chief Executive and/or officers in relation to any matters relating to:
 - a) Development agreements; and
 - b) Any objections or other proceedings relating to Council's Development Contributions Policy

NOTE: The authority under paragraphs 1 a) and b) includes the power to direct the Chief Executive or officers to engage any expert or legal counsel.

7. To determine an approach for objection or other proceedings on Council's Development Contributions Policy.
8. To authorise the Chief Executive, or his delegate, together with any other member of the Executive Leadership Team, to negotiate and approve, within any parameters given by the Subcommittee, the content of any development agreement where infrastructure budgets are allowed for in the Long Term Plan.
9. To recommend to Council any development agreement where infrastructure budgets are not currently allowed for in the Long Term Plan.
10. To report to the Council on a six monthly basis (as a minimum) with a summary of the development agreements in progress and decisions made by the Subcommittee.

Creative Communities Scheme Assessment Committee

Reports to:	Creative New Zealand and the Council's Discretionary & Funding Committee
Chairperson:	TBA
Deputy Chairperson:	Ms Amomai Pihama
Membership:	Two elected members (Councillors Tilly Turner and Mike Keir) Two iwi representatives (TBA; Ms Amomai Pihama) One Arts Council representative (Heather Cunningham) Four community representatives (Claire Du Bosky; Judi Muru; Mark Vincent; Annette Taylor)
Meeting frequency:	As and when required, at least twice yearly
Quorum:	A majority of members (including vacancies)

Purpose and Terms of Reference:

1. To administer the Creative New Zealand Creative Communities Scheme in partnership with Creative New Zealand.
2. To consider applications and allocate funding in accordance with the Creative New Zealand Creative Communities Scheme Guidelines.
3. The Committee's Chairperson will provide an update report to the Council's Discretionary & Funding Committee after each Creative Communities Scheme Assessment Committee meeting.

The Committee is delegated the following powers to act:

- Approval of funding applications to the Creative New Zealand Creative Communities Scheme.
- Appoint community representatives to the Committee.

Explanatory Note:

- Appointments to the Committee are made as follows:
 - a. Immediately following each local authority triennial election, the Council will appoint two elected members. The Creative Communities Scheme Guidelines states that the limitation on the terms served by Committee members does not apply to Council's appointed elected members.
 - b. The iwi representatives shall continue on the Committee following the local authority triennial elections, provided they serve no long than two consecutive terms. New iwi representatives are appointed by Waikato Tainui.
 - c. The Arts Council representative shall continue on the Committee following the local authority triennial elections. The Creative Communities Scheme Guidelines states that the limitation on the terms served by Committee members does not apply to the Art Council's appointed members. New Arts Council representatives are appointed by Raglan Community Arts Council.

- d. Community representatives shall continue on the Committee following the local authority triennial elections, provided they serve no long than two consecutive terms. New community representatives are appointed by the Committee.
- External appointees to the committee will be entitled to remuneration for attendance at meetings in accordance with the terms agreed between the Council and Creative New Zealand.

Waters Governance Board

Reports to:	The Council
Chairperson:	Mr David Wright
Membership:	Ms Rukumoana Schaafhausen Mr Garth Dibley Mr Gavin Ion (Chief Executive) Ms Jackie Colliar (Intern)
Meeting frequency:	Monthly
Quorum:	A majority of members (excluding the Board Intern)

The Waters Governance Board is a subordinate decision-making body of the Waikato District Council established under Schedule 7 of the Local Government Act 2002.

Purpose and Terms of Reference:

1. To provide governance and oversight of the development and implementation of the Council contract with Watercare Services Limited ('Watercare').
2. To ensure the activity goals are clearly established, and strategies are in place for achieving them.
3. To establish policies for strengthening the performance of the water activity including ensuring management and the contractor are proactively seeking to build the business through innovation, initiative, technology, new products and the development of its business capital.
4. To monitor the performance of management through the Chief Executive.
5. To ensure high standards of health & safety are maintained by management and Watercare and undertaking appropriate due diligence.
6. To decide on whatever steps are necessary to protect the Council's financial position and the ability to meet its debts and other obligations when they fall due and ensuring that such steps are taken.
7. To ensure the water activity's financial statements are true and fair and otherwise conform to law.
8. To ensure the water activity adheres to high standards of ethics and corporate behaviour.
9. To ensure the water activity has appropriate risk management/regulatory compliance policies in place.
10. To look to improve environmental outcomes from this activity.
11. To consider kaitiakitanga as part of decision-making.
12. To monitor and ensure Watercare are meeting their obligations.
13. To report to Council twice yearly on progress with Waters' Management.
14. To provide innovation and ideas that could improve profitability, service levels or environmental outcomes.
15. To hold Watercare to account over the delivery of the operational and capital programmes.
16. To work with Council to agree the overall funding requirements of the business.
17. To undertake any other matters considered relevant by the Board or referred to the Board by the Council.

The Board is delegated the following powers to act:

- Agree the form of the transactional arrangement with Watercare.
- Negotiate with Watercare and recommend to Council the final, or any amended, contract value for waters management.
- Conclude the contract (after Council approval of contract value) and terms and conditions, including any amendments, with Watercare.
- Ensure that transitional contract requirements are met by Watercare and Council.
- Hold Watercare to account for their performance at all levels.
- Monitor and oversee the performance of staff and Watercare in terms of the water activity.
- Consider and ensure improvements or innovation are implemented by Watercare or through the Chief Executive as appropriate.
- Approve changes to the operation of the contract with Watercare.
- Develop strategies to improve contractual performance or to improve business practices.
- Recommend to Council infrastructure strategy and Asset Management Plans for adoption.
- Develop an annual works programme (operating and capital) and submit to council for final approval.
- Approve alterations and transfers within the programme of capital and operational works as prepared for the Long Term Plan and Annual Plan, subject to the overall scope of the programme remaining unchanged and the programme remaining within overall budget.
- Set and ensure Watercare's adherence to health and safety requirements, and wellbeing practices.
- Set and maintain standards of ethics and corporate behaviour.
- Consider development opportunities for the Waters' business.
- Define and set levels of service for Waters' management now and in the future.
- Responsible for the financial performance of the contract and operation.
- Approve and/or amend existing or new contracts relating to the delivery of three waters' services and operation unless additional funding by the Council is required or the approval or amendment is inconsistent with Council Policy.
- Recommend to Council any new or additional funding requirements over and above that contained within the Long Term Plan.
- Develop plans to improve the overall resilience of the Waters' networks and allow for growth.
- Consider the impact of growth on the Waters' infrastructure.
- Implement and monitor the risk management framework for the waters' management and activity.
- Approve the annual and half yearly financial statements for the Waters' operation and provide any relevant commentary to the Council.
- Annually review the Board composition, structure and succession and make recommendations to council on these matters.
- Ensure the Waters' business delivered by Watercare provides value for the community in terms of the four wellbeings.

- Determine the approach for resource consent applications for the Waters' business and monitor progress of those applications on behalf of the Council.
- Review and monitor existing strategic resource consents.
- Ensure that Kaitiakitanga and environmental outcomes are key decision-making considerations for the Board.
- Uphold the vision and strategy of the Waikato-Tainui Raupatu Claims (Waikato River) Settlement Act 2010.



Community Boards and Committees

Introduction

This section of the Governance Structure set out the terms of reference and delegations for the following Community Boards and Community Committees:

- Huntly Community Board
- Ngaruawahia Community Board
- Raglan Community Board
- Rural - Port Waikato Community Board
- Taupiri Community Board
- Tuakau Community Board

- Meremere Community Committee
- Pokeno Community Committee
- Tamahere Community Committee
- Te Kauwhata Community Committee

The section also outlines the principles of the relationship between the Council and a Community Board or Committee, and that Board or Committee and the public.

Community Boards are separately constituted as unincorporated bodies and their role is set out in section 52 of the Local Government Act 2002. Community Boards may have powers delegated to them by the Council in accordance with clause 32 Schedule 7 of the LGA, other than those matters that Council cannot delegate under legislation³.

Community Committees are established by, and represent, their relevant local community. Community Committees do not have any legislated role or powers, though may be delegated powers by the Council in accordance with clause 32, Schedule 7 of the LGA.

Delegations to a Community Board or Community Committee shall be exercised with proper regard for the Council's strategic direction, policies, plans, Standing Orders and Council's interpretation of its statutory obligations (as advised by, or on behalf of, Council staff). Such delegations are based on the following principles:

- Efficient decision-making should be paramount;
- Conflicts of interest must be avoided where possible, and risks of such conflicts minimised;
- To ensure processes are free from bias and pre-determination Community Boards and Community Committees must not adjudicate on issues on which they have advocated or wish to advocate to Council;
- Community Boards and Community Committees should proactively and constructively engage with residents and ratepayers on local matters that affect the community they represent and raise with Council issues raised with them by their community and advocate on behalf of their community.

³ Including, but without limitation, section 53(3) and clause 32(1) of Schedule 7 of the LGA

These delegations:

- do not delegate any function, duty or power which legislation (for example section 53(3) and clause 32(1) of Schedule 7 of the Local Government Act 2002) prohibits from being delegated;
- are subject to and do not affect any delegation which the Council has already made or subsequently makes to any other committee, Council officer or other member of staff;
- are subject to any other legislative requirements that may apply to a particular delegation;
- are subject to any Council or Council committee resolution, from time to time, to a Community Board or Community Committee that a particular issue must be referred to Council for decision;
- reflect that decisions with significant implications should be made by Council (or a Council committee with delegated authority); and
- reflect that all statutory and legal requirements must be met when a Community Board or Community Committee makes a decision under its delegations.

Community Boards Terms of Reference

It is noted that the Community Board Terms of Reference are being reviewed at present and are likely to be revised early in 2023. In the interim these Terms of Reference apply to all Community Boards in the Waikato District.

Pursuant to Schedule 7 Clause 32 of the Local Government Act 2002 and recognising the role of Community Boards as defined in section 52 of that Act, the Waikato District Council delegates responsibilities, duties and powers to the Huntly, Ngaruawahia, Onewhero-Tuakau, Raglan, Rural-Port Waikato and Taupiri Community Boards as follows:

1. To liaise as necessary with any appointed Hall Committee to ensure that hire rates and charges are set for Council-owned halls and community centres within their Community Board area.
2. To consider applications for, and to distribute Discretionary Fund grants within their Community Board area, in a fair and equitable fashion.
3. To grant exemptions from Council bylaws for areas within their jurisdiction, where those bylaws so provide for an exemption or variation by consent of Council.

Pursuant to Schedule 7 Clause 32(3) of the Local Government Act 2002, any sub-delegation of these responsibilities, duties and powers by Community Boards is hereby expressly prohibited except the power to appoint sub-committees of management to administer Council-owned halls and community centres within their Community Board area.

Purpose

The _____ Community Board (the Community Board) is set up by the Waikato District Council (the Council) to assist Council in dealing with local issues in the community of _____.

Roles and Delegations

1. The Council's roles are:
 - a. To give effect to local identity and preferences.
 - b. To make the local authority more responsive to the community's preferences and more accountable for their actions.
 - c. To increase efficiency.
2. The Community Board's role is to express the community's views on local issues to the Council. In order to achieve this, the legislative guidelines for the Community Board shall be as follows:
 - a. Represent, and act as an advocate for, the interests of its community.
 - b. The consideration of and reporting on of all matters referred to it by the Council or any matter of interest or concern to the Community Board.
 - c. Maintain an overview of services provided by the Council within the community of _____.
 - d. The preparation of an annual submission to the budgetary process of the Waikato District Council for expenditure within the community of _____.
 - e. Communication with community organisations and special interest groups within the community of _____.
 - f. Make recommendations to the Infrastructure Committee on the disbursement of any Township Development Funds. The final decision rests with Council.

- g. To disburse within the community of _____ the discretionary funds allocated by the Council as part of its Annual Plan or Long-Term Plan budget.
 - h. Any other function and duties as may be delegated from time to time to the Community Board by the Council.
3. Pursuant to Schedule 7 Clause 32 of the Local Government Act 2002 and recognising the role of Community Boards as defined in Section 32 of that Act, the Waikato District Council delegates responsibilities, duties and powers to the Huntly, Ngaruawahia, Onewhero-Tuakau, Raglan and Taupiri Community Board as follows:
 - a. To liaise as necessary with any appointed Hall Committee to ensure that hire rates and charges are set for Council-owned halls and community centres within their community board area
 - b. To consider applications for, and to distribute Discretionary Fund grants within their Community Board area in a fair and equitable fashion.
 - c. To grant exemptions from Council bylaws for areas within their jurisdiction, where those bylaws so provide for an exemption or variation by consent of Council.
 4. Pursuant to Schedule 7 Clause 32(3) of the Local Government Act 2002, any sub-delegation of these responsibilities, duties and powers by Community Boards is hereby expressly prohibited except the power to appoint sub-committees of management to administer Council-owned halls and community centres within their Community Board area.

Membership of Community Board

1. The membership of the Community Board shall be as determined by the review of boundaries and membership procedure as set out in the Local Government Act 2002 and as confirmed prior to each Local Government Triennial Elections.
2. In line with representation reviews and any applicable Local Government Commission determinations, Councillor(s) elected in the Ward representing the Community Board area shall be Community Board members either by election or appointment. (Please note that the Local Government Commission determination does not permit both elected Councillors from the Awaroa ki Tuakau Ward to be appointed to the Onewhero-Tuakau Community Board).
3. The role of the appointed Councillor shall be the liaison link between Council and the Community Board, in particular accepting the responsibilities as set out in Clause 8 of this Charter.

Chairperson

1. The Community Board shall appoint a Chairperson from within its membership.
2. The Community Board shall appoint a Deputy Chairperson from within its membership.

Remuneration

1. Remuneration to individual members shall be as resolved by the Remuneration Authority in consultation with the Council and Community Board from time to time.
2. Community Board members must comply with current Council policies and procedures for submitting claim forms.

Meeting Procedures

1. The Community Board shall follow the general principles of the New Zealand Standards (NZS 9202:2003) Model Standing Orders including Amendment 1 for Meetings of Local Authorities and other public bodies.
2. At each Community Board meeting there shall be an opportunity for informal discussion on matters of mutual interest to the Community Board and the Council, not covered by an agenda item. This general forum will enable:
 - a. matters to be raised in order that, if the Council agrees, they may be the subject of a staff report for inclusion in the subsequent agenda
 - b. concerns with Council operations to be discussed
 - c. Ward Councillors to report back to the meeting on Council discussions and decisions
 - d. Community Board members to provide any relevant updates

Communication

The objective is to retain quality relationships between the Council and the Community Board and the Community Board and the public.

Responsibilities of Ward Councillors and Staff

The Council, through the Ward Councillor(s) and the staff, will ensure that:

1. The Community Board is consulted in the November/December period on requests for works or projects to be included in the following year's draft Annual Plan and/or draft Long Term Plan (whichever is applicable).
2. The Community Board is consulted by way of detailed presentation on the contents of the draft Annual Plan or draft Long Term Plan (whichever is appropriate) in sufficient time to allow the Community Board to make a meaningful submission to Council.
3. The Community Board participates in the prioritising of capital works projects in the Community Board area such as:
 - a. seal extension
 - b. street lighting upgrades
 - c. footpath development
 - d. roading upgrades
 - e. utilities works
 - f. playground works
4. The Community Board members will be presented with a report on a monthly basis detailing the next month's programme of works.
5. The Community Board will be consulted by way of a detailed presentation on major policy issues initiated by Council that have an effect on the Community Board area. The consultation and presentation will either be made prior to the public submission process to enable the Community Board to have input into draft documents, or be made in sufficient time to allow the Community Board to make a meaningful submission.
6. The Community Board members will be invited to participate in all community or roadside meetings held in the Community Board area on proposed works projects.

Responsibilities of Community Board Members

1. The Community Board members will contact the Ward Councillor(s), Chief Executive or General Managers prior to the Community Board meeting if sufficient detail is not available in the agenda to make the correct or appropriate decision.
2. The Community Board members will undertake or recommend to the Council promotion of local cultural, sporting and enterprise initiatives or community events.
3. The Community Board members will ensure that Discretionary Fund grants are distributed in a fair and equitable manner.
4. The Community Board members have a responsibility to be active members of the Community Board, adhering to relevant Council policies and procedures in the discharge of their duties.
5. The Community Board members will take part in any training or workshop sessions arranged by Council to promote a greater understanding of their role on behalf of the community so as to enhance performance.

Responsibilities of Council

1. The Council agrees to hold at least one combined workshop per annum, at which the Council will participate with all Community Boards in discussing issues of mutual interest and clarification will be given on future Council direction.
2. The Council may accept representations from the Community Board at its ordinary meetings on issues of significance contained within the Community Board Minutes.
3. The Council employs the Chief Executive and the Chief Executive employs all staff. The Chief Executive is accountable to the Council not to the Community Board.



Joint Committees

Waikato Raupatu River Trust and Waikato District Council Co-Governance Joint Committee

Reports to: Council

Co-Chairpersons: Her Worship the Mayor Jacqui Church and Ms Hinerangi Raumati–Tu’ua

Membership:

Council Representatives: Deputy Mayor Carolyn Eyre
Cr Janet Gibb
Cr Kandi Ngataki

Trust Representatives: Huirama Matatahi
Rangitamoana Wilson
Donald Turner (alternate)

Meeting frequency: To meet at least twice each calendar year

Quorum: 4 members (being 2 Council representatives; 2 Trust representatives)

Introduction

This Committee provides the framework for Waikato-Tainui, as trustee of the Waikato Raupatu River Trust, and the Waikato District Council to work together to give effect to the Waikato River Settlement. The parties are committed to:

- the restoration and protection of the health and wellbeing of the Waikato River for future generations;
- establishing and maintaining a positive, co-operative and enduring relationship consistent with the guiding principles and the principles of engagement; and
- work co-operatively on matters of common interest to both parties.

The Committee has delegated responsibility for:

- Implementation of the processes detailed in the schedules to the Joint Management Agreement;
- Overseeing the development of an effective and collaborative working relationship at governance, management and operational levels of both organisations.

Terms of Reference

1. Purpose

- The Waikato-Tainui Raupatu Claims (Waikato River) Settlement Act 2010 ('River Settlement Act') requires Waikato-Tainui and the Waikato District Council to work together in carrying out the duties, functions and the exercising of powers in respect of the Resource Management Act 1991 ('RMA').
- The purpose of the terms of reference (TOR) is to provide the framework for Waikato-Tainui and the Waikato District Council to work together to give effect to the River Settlement and to develop a tangible, enduring and beneficial relationship.

- The TOR covers the following key aspects in relation to the River Settlement Act and the joint management agreement:
 - a. The completion of the Joint Management Agreement;
 - b. The implementation of the processes detailed in the schedules to the Joint Management Agreement; and
 - c. The development of an effective and collaborative working relationship at governance, management and operational levels of each organisation.
- Waikato-Tainui and the Waikato District Council may, in future, consider and determine whether it is appropriate that the TOR and the Joint Management Agreement are integrated into a single document.

2. *The Relationship*

- Both Waikato-Tainui and the Waikato District Council have over many years had an informal relationship at both governance and management levels. This relationship to some extent has not been fully expressed and is often limited to the formalities of the existing statutory frameworks.
- The opportunities within the River Settlement Act have now provided a unique opportunity upon which an enduring and tangible relationship can be built beyond just the statutory frameworks alone.
- In carrying out the duties and functions covered by the TOR, the Joint Committee shall do so in accordance with the principles set out in section 44 of the River Settlement Act, which are to:
 - a. Promote the overarching purpose of the settlement to restore and protect the health and wellbeing of the Waikato River for future generations;
 - b. Respect the mana whakahaere rights and responsibilities of Waikato-Tainui;
 - c. Promote the principle of co-management;
 - d. Reflect a shared commitment to:
 - i. Work together in good faith and in a spirit of co-operation
 - ii. Being open, honest and transparent in all communications
 - iii. Using their best endeavours to ensure that the purpose of the Joint Management Agreement is achieved in an enduring manner;
 - e. Recognise that the Joint Management Agreement operates within statutory frameworks and that complying with those frameworks, meeting statutory timeframes and minimising delays are important.
- The joint committee will work co-operatively to ensure that all the requirements of the River Settlement Act are met, including finalisation of the schedules to the Agreement.

3. *Application to the duties, functions and exercising of powers in the RMA*

- The TOR shall apply to the processes associated with the following activities, the details of which are set out in the schedules to the Joint Management Agreement:
 - a. Monitoring and enforcement (s45)
 - b. Preparation, review, change or variation of RMA 1991 planning document (s46)
 - c. Resource consent process (s47)
 - d. processes relating to customary activities (s62)
- The TOR will also extend to cover other duties, functions or powers pursuant to section 52 of the Settlement Act, as set out in the Joint Management Agreement.

4. *Membership of the Joint Committee*

- The joint committee will comprise :
 - a. Four members from Waikato-Tainui, one of which must be the chair of Te Arataura
 - b. Four members from Waikato District Council, one of which must be the Mayor
- The members of the joint committee will be nominated following the triennial elections for each organisation and will include alternative members.
- If a member is unable to attend a meeting, an alternative member will attend in their place, to ensure that meetings may still proceed.

5. *Meetings of the Joint Committee*

- The joint committee must meet a minimum of twice per year.
- The joint committee may call additional meetings as often as it considers necessary, following consultation and agreement from both chairs. The purpose of these meetings may be to receive updates on projects, to discuss a specific issue, or for other purposes as agreed by the chairs.
- The venue for meetings shall alternate between the offices of the Waikato District Council and Waikato-Tainui. The host organisation shall provide the necessary support services for the meeting including a minute secretary.
- Meeting dates and venues will be organised and set by the appropriate staff of Waikato-Tainui and Waikato District Council once confirmation and agreement on that date has been received by all members on the joint committee.
- The host must give notice in writing to each member of the committee of the time and place of the meeting:
 - a. Not less than 14 days before the meeting; or
 - b. If the committee has adopted a schedule of meetings, not less than 14 days before the first meeting on the schedule.
- Notice will be given by email.
- An agenda detailing the matters to be brought before each meeting, together with relevant attachments must be sent to each member not less than two clear working days before the day appointed for the meeting.

6. *Procedure for all meetings*

- The meetings shall be co-chaired by a Waikato Tainui representative and the Mayor of Waikato District Council.
- In the event that either or both of these members are unable to attend the meeting, the members of the committee who are present will elect one of their members to preside at that meeting. That person may exercise at that meeting the responsibilities, duties, and powers of the Waikato Tainui representative or the Mayor of Waikato District Council.
- Meetings of the joint committee shall be open to the public to attend. There shall be no mandatory requirement for either Waikato-Tainui or the Waikato District Council to notify meetings, however, the minutes of the meetings will be made available for public inspection.
- Where there are matters of confidence then the committee may resolve to exclude the public from such matters in accordance with the Local Government Official Information and Meetings Act 1987. The decision of what constitutes a matter to be discussed in confidence shall be proposed by the co-chairs.

7. Minutes of meetings

- The host organisation is responsible for keeping minutes of the proceedings of meetings.
- Minutes of joint committee meetings will be published on the Waikato District Council's website.

8. Process for reaching decisions

- The process for reaching decisions will be in accordance with the principles set out in section 44 of the Settlement Act and:
 - a. Will be carried out with the highest level of good faith engagement; and
 - b. By consensus
- Members are to endeavour, at all times, to reach a consensus on the matters to be discussed and decided on by the joint committee. Members are bound by each recommendation/decision and will not take any steps to undermine a consensus recommendation/decision.
- Where a decision cannot be reached, the chairs may direct one or more of the following actions to aid in decision making:
 - a. Nominated staff from each organisation to prepare a joint report on the issue with options and recommendations for consideration by the committee
 - b. A workshop to be arranged to enable further discussion on the matter. Attendance at the workshop to be agreed by the committee and may include committee members, nominated staff and if required subject matter experts.
 - c. The issue to be referred back to respective Waikato-Tainui Executive and Waikato District Councillors for further discussion and direction
- Following the completion of one or more of these options, the matter will be placed on the agenda for the next joint committee meeting for further consideration at the direction and agreement of the co-chairs.
- The joint committee may also agree to reserve their decision on an issue until a future date and take no action in the interim.

9. Establishment of Project Teams

- The joint committee may appoint project teams to give effect to the processes identified and set out in the schedules to the Joint Management Agreement and to complete specific projects required by the joint committee.
- The project teams will consist of representatives from Waikato-Tainui and the Waikato District Council. The composition of project teams will be agreed between the partners, and will depend on the project. Generally, the project teams will comprise equal numbers from both organisations, with the relevant skills and knowledge suitable for the specific project.
- The frequency of project team meetings, the process to be followed and other administrative matters relating to the project, will be determined by the members of the project team. Progress reports will be provided to the joint committee at their meetings.

10. Facilitation of Meetings

- The co-chairs are free to conduct meetings as they see fit. The co-chairs will endeavour to ensure all meetings start and finish on time and that, where possible, all agenda items are covered.
- The co-chairs should be aware of the range of perspectives across the joint committees and are to manage discussion of those differing perspectives in light of the purpose and scope of the terms of reference.
- Where necessary the co-chairs may request that independent facilitation of meetings take place if it is in the best interest of the members working together to achieve the purpose of the Joint Management Agreement.

11. Costs

- Costs associated with the administration and hosting of joint committee meetings will be the responsibility of the host organisation.
- Costs that may arise as a result of a project directed by the joint committee are to be discussed and agreed by the joint committee and will generally be shared equally.
- Costs that may arise as a result of a decision or recommendation of the joint committee must be addressed in the recommendations. As a general principle any decision or recommendation which may result in costs to either or both organisations will be referred back to Waikato-Tainui and Waikato District Council for consideration.

12. Conflicts of Interest

- Committee members should be aware of possible conflicts of interest in regard to any matters that may be discussed by the joint committee.
- Where a conflict of interest may exist the committee member should declare the conflict as early as possible. Any member of the committee who declares a conflict of interest will not participate in the discussion or decision making on that particular issue. For clarity, being a member of Waikato-Tainui or Waikato District Council's respective governing bodies does not give rise to a conflict of interest.
- Any conflict of interest declared by a member will be recorded in the minutes of the meeting.

13. Conduct of members

- Members of the joint committee will act at all times in a manner appropriate for the good conduct of the business of the committee and as per the guiding principles which are set out in the Joint Management Agreement (clause 9- a-o).

14. Communication

- All communications on the activities of the joint committee are to be approved by the members and signed off by the co-chairs prior to any release.
- Appropriate staff from each respective organisation shall be charged with ensuring that the above protocol is followed.

15. Dispute Resolution

- If any dispute should arise in connection with the operation of these Terms of Reference, the co-chairs and joint committee members will use their best endeavours to settle the dispute by agreement.
- The members will act in good faith and co-operate with each other to resolve the dispute.
- The members shall refer to the guiding principles in the JMA (clause 9 – a-o) when seeking to settle the dispute and may also use the options set out in section 8 of this terms of reference to assist them to reach a consensus.



Mana Whenua Forums

(subject to consulting with Waikato-Tainui)



Te Kaunihera aa Takiwaa o Waikato Mana Whenua Forums Terms of Reference

For Waikato District Council Chief Executive Approval – 28 October 2022

INTRODUCTION

Waikato District Council has agreed to establish Mana Whenua Forums to strengthen and enhance our engagement with Maaori. Four such forums have been identified based on engagement Council has already had with the mana whenua forums used to inform the Better Off Funding.

The purpose of the Mana Whenua Forums is to forge an effective and meaningful partnership between the Waikato District Council and Mana Whenua. To deliver the Council vision of liveable, thriving and connected communities, we need enduring relationships that enable the council to reflect the voice of Maaori in decision making.

PRINCIPLES

The following principles are the basis for the Terms of Reference.

PRINCIPLES OF TE TIRITI O WAITANGI

Waikato District Council recognises Te Tiriti o Waitangi as the founding document of Aotearoa New Zealand.

Mana whenua and Council agree to the following understanding of the principles of Te Tiriti o Waitangi:

Principle of Tino Rangatiratanga – Self Management

The right of Maaori to exercise under the law, authority, and control over their Rohe, land, rivers, resources and taonga.

Principle of Kaawanatanga – Governance

The Government has the right to make laws for the good of order and security of the country subject to the duty imposed (on the Crown) to Maaori under the Treaty.

Principle of Whakawhanaungatanga – Partnership

A duty on both iwi/hapuu and the Council to interact in the best possible way with reason, respect and in good faith.

Principle of Ooritanga – Equality

The right of Mana Whenua to fair and equal treatment under the law.

Principle of Kaitiakitanga – Guardianship

The right of Maori to exercise guardianship over their ancestral lands, water, sites, waahi tapu and other taonga.

Principle of 'Mahi tahi, matapaki hoki – Cooperation and consultation

The duty to listen to what others have to say, consider their responses, and then decide what will be done.

Principle of Whakatika i te hee – Redress Past Breaches

The duty of the Crown to work towards settlement of grievances under the Treaty of Waitangi.

PRINCIPLES OF THE KIINGITANGA

Mana whenua and Council agree that the relationship will be based on the following principles:

Whakaiti	Humility Freedom from pride or arrogance / the quality or state of being humble.
Whakaponu	Trust & Faith to rely on and feel safe and confident that you will not hurt anyone or be hurt by anyone.
Aroha	Love & Respect - A strong caring affection with respect.
Rangimaarie	Peace & Calm when someone is not excited or upset even when there is cause for it. The state of remaining calm after some period of disturbance.
Manaakitanga	Caring Displaying kindness, assistance and concern for others.
Kotahitanga	Unity - The ability to represent togetherness, to be able to stand and working together through thick and thin matters.
Mahi Tahi	Collaboration - The action of working together to produce something.

RELATIONSHIP PRINCIPLES

The relationship between mana whenua and Waikato District Council will be based on the following principles:

- Both parties are seeking to provide for the cultural, social, economic, and environmental well-being of their respective communities in the present and for the future.
- The parties will act in utmost good faith.
- The relationship shall be built on honesty and integrity and shall be fair and equitable and maintained in a spirit of friendship and co-operation.
- Waikato District Council recognises that mana whenua are the 'Kaitiaki' of their rohe.
- Recognise that the relationship is a mutual two-way relationship and any changes of the agreement need to involve discussions and agreement between the partners.
- Recognise the need for Waikato District Council to work within a legislative framework.
- Recognise the independence of each partner, including:
 - a) The mana whenua representatives as a voice for the Maaori communities.
 - b) Recognise the independence of hapuu and iwi.

- c) The Council as a democratic decision maker, responsible to the community.
- Waikato District Council recognise the relationship mana whenua have with culture and traditions with respect to ancestral lands (e.g., maunga, puke), water bodies (e.g., moana, awa and roto), sites of significance, waahi tapu, and other taonga and the need to protect these.
- It is recognised that mana whenua has an inherent right to contribute to the decision-making processes which affect their rohe.

ROLES AND RESPONSIBILITIES

MANA WHENUA FORUMS

- The role of the Mana Whenua Forums is to provide strategic leadership and advice to Waikato District Council, mana whenua, and the wider community in respect of environmental, social, economic, and cultural outcomes relating to mana whenua.
- It is also to provide a forum for mana whenua within the Waikato district area to discuss and debate their local authority issues and concerns to advance and protect the interests of mana whenua.
- Provide an opportunity for the Waikato District Council and mana whenua to discuss and develop council concepts, policies, projects, and procedures that impact on mana whenua.
 - to identify when it is appropriate for one partner to have representatives on any relevant strategy and policy development forum / group of the other partner.
 - to develop guidelines in respect of appointment, role, and accountabilities of representatives.
- To provide input to the draft strategy /policy development where there has been no representation in its development.
- Bring to the other partners attention issues / concerns in respect of existing strategy or policy.
- Exchange information of mutual interest.
- Discuss new initiatives approaches and directions.
- Provide leadership and advice on appropriate consultation and communication.
- Identify key strategy and communication outcomes and establish systems for regular and effective monitoring of those outcomes.
- Monitor effectiveness of existing strategy policies and processes.
- Monitor effectiveness and adequacy of progress of projects.
- Monitor the on-going development and process of the Mana Whenua Forums.

LOCAL GOVERNMENT ACT 2002

Parts 2 and 6 of the Local Government Act 2002 provide principles and requirements for local authorities that are intended to facilitate participation by Maaori in local authority decision making processes. In summary, the Act requires local authorities to:

- 'Take into account' Maaori interests where any significant decisions are to be made affecting 'land or a body of water',
- Establish and maintain processes to provide opportunities for Maaori to contribute to decision-making processes,
- Consider ways to foster the development of Maaori capacity to contribute to decision making processes,
- Put in place processes to consult with Maaori, and
- Assist Maaori to better participate generally in decision making.

GOVERNANCE

Strategic and policy issues and issues affecting Mana whenua, will generally be addressed through the the Mana Whenua Forums.

OPERATIONAL

Operational issues will be addressed within the context of the strategies and policies approved by Council and/or the Mana Whenua Forums.

Operational issues affecting mana whenua as a whole or several Mana Whenua Forum members will be addressed through the Mana Whenua Forums in the first instance.

Operational issues affecting individual iwi/hapuu will be addressed by Waikato District Council staff directly with iwi/hapuu.

RESERVATION OF RIGHTS TO RELATIONSHIP AT GOVERNANCE/CEO LEVEL

Mana Whenua Forum members reserve the right to have discussions with the Waikato District Council Chief Executive, Mayor and/or elected members on issues.

REPRESENTATION

MANA WHENUA REPRESENTATION ON MANA WHENUA FORUMS

Mana whenua will appoint a representative to be a member of the Mana Whenua Forums and will advise Council of that representative.

MANA WHENUA REPRESENTATION

- It is recognised that individuals, incorporations, land trusts etc, within the rohe may not be mandated to speak on behalf of mana whenua, make decisions, or enter into agreements (formal or otherwise) that affect the iwi / hapuu.
- It is recognised that Mana Whenua Forum members are accountable to their respective mana whenua groups. It is also the responsibility of the members to report back and be guided by the direction and responses from their iwi / hapuu / marae.

CONSULTATION

Council recognises that:

- Individual communities of interest have their own consultation processes and timeframes that should be taken into consideration when Council initiates its consultation process; and
- Sufficient time needs to be allowed and appropriate information provided for people to make a meaningful contribution to the issues under consultation.

In this respect it is recognised that Mana Whenua Forum members need adequate opportunity to hold hui and to develop an understanding and consensus by the iwi/hapuu.

PROCESS AND ARRANGEMENT FOR ADDRESSING SPECIFIC ISSUES

ADDENDUMS

Where there are specific significant issues which Mana Whenua Forums and Waikato District Council are addressing, which require agreed processes and arrangements beyond that provided in this Terms of Reference, then an addendum to this Terms of Reference will be developed.

The addendum will be mutually agreed by both parties and will remain in place until such time as the issue has been resolved to the satisfaction of both parties.

IWI AND HAPUU MANAGEMENT PLANS

Council recognises the Iwi/hapuu and Iwi management plans as policy reference documents.

CONFLICT OF INTEREST OF INDIVIDUALS

The Waikato District Council and Mana Whenua Forum members agree that, in respect of its dealings with each other, as far as possible conflicts of interest will be avoided.

Some instances where conflicts of interest may occur include situations in which:

- an individual's personal interests may affect that individual's judgement in acting in the best interest of Mana Whenua.
- the issue may give rise to an individual or the individual's whanau receiving a financial benefit
- the individual's interest is greater than the interest of the Mana Whenua.

This is by no means a definitive or exhaustive list.

TERMS OF REFERENCE REVIEW

A formal review of the Terms of Reference shall be undertaken by the parties on an annual basis.

These Terms of Reference can be reviewed from time to time, as required, by mutual agreement of the parties.

CROWN CLAIMS AND RELATIONSHIPS

Nothing in this relationship or the process mitigates or prejudices in any way the basis of claims before the Waitangi Tribunal or any historic, current, and future dealings with the Crown, nor does it represent any position or agreement about the level or nature of redress that this relationship might represent for claimants individually or collectively.

SIGNED as Terms of Reference

SIGNED for and on behalf of **mana whenua representatives** by

Name

Signature and Date

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

SIGNED by

THE MAYOR of

Te Kaunihera aa Takiwaa o Waikato
Waikato District Council

Mayor Jacqui Church

Chief Executive – Gavin Ion

In the presence of

Witness

Date:

Other Joint Committees

The Terms of Reference for the following joint committees are found on the Waikato Regional Council's website⁴.

Waikato Civil Defence Emergency Management Group

Regional Transport Committee

Regional Connections Committee

Waikato Plan Leadership Committee

Hauraki Gulf Forum

Ngaa Wai o Waipaa Co-Governance Forum

Future Proof Implementation Committee

⁴ <https://www.waikatoregion.govt.nz/assets/WRC/Council/About-Us/Democracy-resources-and-information/Terms-of-Reference-2016-2019-Triennium-v2.pdf>. Additional joint committees to be added once the Waikato Regional Council's governance structure is confirmed.



Appointments

Community Boards and Community Committees

Huntly Community Board:	Tai Raro Takiwaa Maaori Ward (Cr Matatahi-Poutapu) Huntly General Ward Councillor (Cr Whyte)
Taupiri Community Board:	Tai Runga Takiwaa Maaori Ward (Cr Turner) Newcastle-Ngāruawāhia General Ward (Cr Gibb)
Ngaruawahia Community Board:	Tai Runga Takiwaa Maaori Ward (Cr Turner) Newcastle-Ngāruawāhia General Ward (Cr Patterson)
Raglan Community Board:	Tai Runga Takiwaa Maaori Ward (Cr Turner) Whaingaroa General Ward (Cr L Thomson)
Rural-Port Waikato Community Board:	Tai Raro Takiwaa Maaori Ward (Cr Matatahi-Poutapu) Western Districts General Ward (Deputy Mayor, Cr Eyre)
Tuakau Community Board:	Tai Raro Takiwaa Maaori Ward (Cr Matatahi-Poutapu) Tuakau-Pōkeno General Ward (Cr Reeve)
Te Kauwhata Community Committee:	Waerenga-Whitikahu General Ward (Cr Raumati)
Meremere Community Committee:	Waerenga-Whitikahu General Ward (Cr Raumati)
Tamahere Community Committee:	Tamahere-Woodlands General Ward Councillors (2) (Cr Beavis & Cr Keir)
Pōkeno Community Committee:	Tuakau-Pōkeno General Ward Councillors (2) (Cr Ngataki & Cr Reeve)
North-East Waikato Community Committee:	Awaroa-Maramarua General Ward Councillor (Cr P Thomson)
Te Kowhai Community Committee:	Newcastle-Ngāruawāhia General Ward Councillor (Cr Gibb)

Eureka Community Committee:	Tamahere-Woodlands General Ward Councillor (Cr Keir)
Tauwhare Community Committee:	Tamahere-Woodlands General Ward Councillor (Cr Keir)
Matangi Community Committee:	Tamahere-Woodlands General Ward Councillor (Cr Beavis)
Newstead Residents & Ratepayers	Tamahere-Woodlands General Ward Councillor (Cr Beavis)
Pukemiro/Glen Afton Community Committee:	Deputy Mayor (Cr Eyre)
Gordonton Community Committee:	Tamahere-Woodlands General Ward Councillors (2) (Cr Beavis & Cr Keir)
Horsham Downs Community Committee: Councillor (Cr Gibb)	Newcastle-Ngāruawāhia General Ward
Mercer Community Committee:	Tuakau-Pōkeno General Ward Councillors (2) (Cr Ngataki & Cr Reeve)
North-West Waikato Residents & Ratepayers Committee:	Awaroa-Maramarua General Ward Councillor (Cr P Thomson)
Whatawhata Community Committee:	Newcastle-Ngāruawāhia General Ward Councillor (Cr Patterson)
Mana Whenua Forums : (North, South, East, West)	Applicable General Ward Councillors Applicable Maaori Ward Councillors
Raglan Wastewater Consultation Group:	Infrastructure Committee Chairperson\
Te Kauwhata Wastewater Consultation Group	Infrastructure Committee Chairperson

Council Controlled Organisations (CCOs) and Council Organisations (COs)

Waikato Regional Airport Ltd:	Performance & Strategy Chairperson
Civic Financial Services Ltd:	Performance & Strategy Chairperson
Hamilton & Waikato Tourism:	Deputy Mayor (Alternate: Performance & Strategy Chairperson)
Waikato Local Authority Shared Services Limited (CoLab) Director:	Chief Executive
Strada Corporation Ltd Director:	Chief Executive

Joint and Regional Committees

Regional Transport Committee:	Infrastructure Committee Chairperson (Alternate: Infrastructure Committee Deputy Chairperson)
Regional Connections Committee:	Infrastructure Committee Chairperson (Alternate: Infrastructure Committee Deputy Chairperson)
Te Huia Committee:	Infrastructure Committee Chairperson
Waikato Civil Defence Emergency Management Group	Her Worship the Mayor
Hauraki Gulf Forum:	Tai Raro Takiwaa Maaori Ward (Cr Matatahi-Poutapu)
Nгаа Wai o Waipaa Co-Governance Forum:	Tai Runga Takiwaa Maaori Ward Councillor (Cr Turner)
Future Proof Implementation Committee:	Her Worship the Mayor; Deputy Mayor
Waikato Plan Joint Committee:	Deputy Mayor (Cr Eyre) (Alternate: Her Worship the Mayor) ⁵
Onewhero Reserve User Group	Awaroa-Maramarua General Ward Councillor (Cr P Thomson)
Port Waikato Residents & Ratepayers:	Deputy Mayor (Cr Eyre)
Wharekawa Coast 2120:	Tai Raro Takiwaa Maaori Ward (Cr Matatahi-Poutapu)

⁵ Appointed on behalf of the Future Proof partners

Recreation Reserve Committees

Te Kauwhata Domain Management Committee:	Waerenga-Whitikahu General Ward (Cr Raumati)
Ohinewai Area Committee:	Huntly General Ward Councillor (Cr Whyte)
Lake Kainui Recreation Reserve Committee:	Newcastle-Ngāruawāhia General Ward Councillor (Cr Patterson)
Te Akau/Waingaro Community Committee Complex:	Deputy Mayor (Cr Eyre)
Tuakau Recreation Reserve Committee:	Tuakau-Pōkeno General Ward Councillor (Crs Ngataki)
Waikato District Lakes and Freshwater Wetlands Memorandum of Agreement Governance Group:	Waerenga-Whitikahu General Ward Councillor Tai Raro Takiwaa Maaori Ward Councillor

Other External Organisations

Department of Corrections Community Liaison Group for the Spring Hill Corrections Facility:	Waerenga-Whitikahu General Ward Tai Raro Takiwaa Maaori Ward (Cr Raumati & Cr Matatahi-Poutapu)
Gordonton Woodlands Trust Appointments Committee	Chief Executive, or delegate
Hamilton Airport Community Liaison Group:	Tamahere-Woodlands Ward Councillor (Cr Beavis)
Heritage Representatives:	Cr Beavis, Cr Ngataki
Local Government New Zealand (including Zone 2 meetings and Rural/ Provincial Sector meetings)	Her Worship the Mayor (Alternate: Deputy Mayor)
Papahua Holiday Park Board of Management:	Whāingaroa General Ward Councillor (Cr L Thomson)
Waikato Coalfields Museum Trust:	Huntly General Ward Councillor (Cr Whyte)
Waikato District Council - Hamilton City Council Governance Group:	Her Worship the Mayor, Deputy Mayor, Cr Turner, Cr Gibb
Waikato District Crime Prevention Technology Trust:	Tuakau-Pokeno General Ward (Cr Reeve), Huntly General Ward (Cr Whyte) and Whāingaroa General Ward (Cr L Thomson)
WEL Energy Trust:	Her Worship the Mayor (Alternate: Deputy Mayor)

Schedule of Amendments to WDC Governance Structure 2022/25

Date	Section	Amendment/Addition/Deletion	Authorisation

Appendix A – Template for Establishing a Working Party

Working Group/Hearings Panel – *Insert Name*

Chairperson:	
Elected Members:	
External Members:	
Support Staff¹:	
Date Established²:	
Reporting Back Date:	
Appointing Committee³:	
Purpose⁴:	
Terms of Reference⁵:	

Notes:

1. Support staff to include the General Manager (or Chief Executive) supporting the Working Group/Hearings Panel.
2. Refer to the Council or committee meeting date that established the working group/hearings panel.
3. Identify the committee (or Council) that established the working group/hearings panel.
4. The Council/committee resolution that established the working group/hearings panel.
5. Detail the powers, duties and functions of the working group/hearings panel. This is not to include any decision-making powers.

To	Waikato District Council
Report title	Elected Members Remuneration 2022-23
Date:	2 November 2022
Report Author:	Gaylene Kanawa, Democracy Manager
Authorised by:	Gavin Ion, Chief Executive

1. Purpose of the report

Te Take moo te puurongo

The purpose of this report is to seek the Council's approval of the allocation of the fund available to remunerate Councillors based on approval of the proposed 2022-23 Governance Structure.

2. Executive summary

Whakaraapopototanga matua

The Remuneration Authority ('the Authority') is the independent body set up by Parliament to approve the remuneration of key office holders, including local government representatives.

The Authority set the remuneration for the Mayor and Community Board members, as detailed in its 2021/22 Determination. With effect from 16 October 2022 (the day after our official election results), all Councillors will receive the base Councillor remuneration of \$47,967 per annum (as required under the Determination). This amount is split into 12 payments per year and paid on or near the 15th of the month.

Following the elections in October 2022, a new Governance Structure is being presented at this meeting, requiring Council to review the allocation of the governance remuneration pool set out in the 2021/22 Determination (Attachment 1).

This includes recommending the remuneration payable to a base Councillor position as well as Councillors undertaking additional responsibilities. The entire remuneration pool of \$832,914 must be allocated.

Council will need to decide the:

- proposed remuneration rate for a councillor with no additional responsibilities;
- positions who will have additional responsibilities for example: deputy mayor, committee chair, portfolio lead etc; and
- proposed additional remuneration for each position with additional responsibilities. It is suggested that Council increase remuneration for the Maori Ward Councillors due to the size of their wards and the fact they are appointed to three (3) community boards each.

Once Council has made its decisions regarding the allocation of its governance remuneration pool, the remuneration of positions of responsibility and the councillor minimum allowable remuneration rate, the Chief Executive will return to the Authority the completed worksheet together with a brief description of each position of responsibility.

If the proposal is received by 16 November 2020 and the Authority agrees with the Council's proposal the new rates will be included in a pre-Christmas 2022 determination which will amend the principal determination. If the council is unable to provide their information by that date, their proposal if accepted will be included in the next amendment determination which will be issued in late February/early March 2023.

The proposed allocation of the remuneration pool is set out in the attachment to this report and reflects the new proposed Governance Structure and responsibilities expected to be undertaken by the Deputy Mayor and specified Chairpersons. It is recommended that all positions receive an increased remuneration level.

The Council is required to allocate the entire governance remuneration pool for the remainder of the 2022/23 financial year, as determined by the Authority. If the Council's recommended allocation is approved by the Authority, it is expected to be gazetted before Christmas and will take effect from:

- 16 October 2022 for base Councillor remuneration (day after official election results announced); and
- 10 November 2023 for positions of additional responsibility (day after decision is made by Council regarding additional responsibilities).

If Council formally delegates to community boards significant other responsibilities than they currently hold, any extra remuneration your council wish them to have will need to come from the council's governance remuneration pool. If council is going to do this, they need to let the Authority know what they are proposing and how this will impact on your Council pool. The Authority will need to agree to your council's proposal.

Any such proposal around community boards remuneration will need to be sent to the Authority as early as possible. At this stage there are no further responsibilities for community boards, however the Mayor has indicated this is to be reviewed and it is recommended that Council incorporate any review for the 2023/24 Remuneration review.

3. Staff recommendations Tuutohu-aa-kaimahi

That the Waikato District Council:

- a. approves the remuneration for Councillors, including positions of additional responsibility, as follows:

Position	Number of Members	Remuneration per Member
Deputy Mayor	1	\$93,736
Chairperson – Infrastructure Committee, Performance & Strategy Committee, Sustainability & Wellbeing Committee	3	\$80,345
Maaori Ward Councillors	2	\$61,598
Councillor Base Remuneration	7	\$53,564

- b. delegates to the Chief Executive, or his nominee, to complete the documentation to be submitted to the Remuneration Authority to give effect to this resolution; and
- c. notes that the recommended remuneration for Councillors will take effect once approved by the Remuneration Authority and gazetted, which is expected to be towards the end of December 2022.

4. Background Koorero whaimaarama

Remuneration for elected members is determined by an independent governmental body – the Remuneration Authority (“the Authority”). Elected members’ current remuneration is detailed in the Authority’s 2022/23 determination (“the 2022/23 Determination”).

Schedule 2 of the 2022/23 Determination sets out elected members’ remuneration for the period after the 2022 local authority elections until 30 June 2023. In accordance with the Local Electoral Act 2001, Councillors took office with effect from (and including) 16 October 2022 – the day after the date of the public declaration of election results. All Councillors currently receive the determined base remuneration of \$47,967.

The 2022/23 Determination includes a governance remuneration pool of \$832,914 to be allocated between all Councillors including setting a base councillor position and the councillors who hold positions of additional responsibility. The entire pool must be allocated. The base councillor remuneration cannot be lower than the amount noted in the previous paragraph.

Remuneration for the Mayor and elected Community Board members is set by the Remuneration Authority and sits outside the remuneration pool.

Each elected member is only entitled to one payment for additional responsibilities. Consequently, if a Councillor is undertaking two roles, he/she will get paid the additional remuneration for the higher-paying role only.

5. Discussion and analysis

Taataritanga me ngaa tohutohu

The Council is required to decide on the allocation of the governance remuneration pool for the remainder of the 2022/23 financial year. In practice, this pool is to be allocated amongst the Councillors as the remuneration for the Mayor and Community Board members is already set in the 2022/23 determination. The remuneration pool cannot be used for payment of any external appointees to Council committees or subordinate decision-making bodies.

The purpose of the allocation is to reflect the roles and responsibilities undertaken by the Councillors, including those Councillors who undertake additional responsibilities. The Council has previously recognised the additional work undertaken by the Deputy Mayor, chairpersons of the principal Council committees and the chairperson of the Discretionary & Funding committee.

The new Governance Structure for the 2022-25 triennium is being presented to the Council for approval at this meeting. The allocation of the remuneration pool should reflect the new structure and the responsibilities of Councillors arising from that structure.

A proposed allocation of the remuneration pool is set out in the worksheet attached to this report. The Council is required to use this worksheet for approving the proposed allocation and submitting to the Remuneration Authority. For ease of reference, the following table provides a comparison from the remuneration that was in place prior to the local authority elections:

Insert table

The following key points explain the rationale for the proposed allocation:

- Significant workload for the Deputy Mayor, including new responsibilities, Chairing a Committee and Sub-committee and projects on behalf of the Mayor and governance body.
 - Chairpersons of four 'whole of Council' committees responsible for increased delegations and overseeing wider portfolio of work.
 - proposed additional remuneration for each position with additional responsibilities. It is suggested that Council increase remuneration for the Maaori Ward Councillors due to the size of their wards and the fact they are appointed to three (3) community boards each.
-

5.1 Options

Ngaa koowhiringa

It is for Council to determine how best to allocate the governance remuneration pool amongst the different positions undertaken by the Councillors. Provided the entire pool is allocated and the allocation can be explained and justified to the Remuneration Authority, there are a vast range of options that the Council could consider.

The recommended option, set out in (Attachment 2) of this report, aligns with the rationale adopted by the Council in previous terms as well as reflecting the new Governance Structure (as noted above).

5.2 Financial considerations

Whaiwhakaaro puutea

The increased remuneration for elected members, as required by the 2022/23 Determination, falls within the operational budget for the current financial year. As noted, the Council is required to allocate the entire governance remuneration pool detailed in the Determination.

5.3 Legal considerations

Whaiwhakaaro-aa-ture

The remuneration for elected members is governed by Schedule 7 of the Local Government Act 2002 and the Remuneration Authority Act 1977. The recommendation in this report is in accordance with the Council's legal obligations and policy requirements.

5.4 Strategy and policy considerations

Whaiwhakaaro whakamaaherehere kaupapa here

The report and recommendations are consistent with the Council's policies, plans and prior decisions.

5.5 Maaori and cultural considerations

Whaiwhakaaro Maaori me oona tikanga

Council needs to consider whether they wish to allocate additional remuneration to the Maaori ward councillors due to the large size of their wards along with the additional responsibilities of attending three (3) community board meetings each.

5.6 Climate response and resilience considerations

Whaiwhakaaro-aa-taiao

Climate action will be a significant issue for all elected members during the council term. Whilst there are no specific considerations at this time, the impact should not be underestimated.

5.7 Risks Tuuraru

The matters in this report have no known risks for the Council.

6. Significance and engagement assessment Aromatawai paahekoheko

6.1 Significance Te Hiranga

The decisions and matters of this report are assessed as of low significance, in accordance with the Council's [Significance and Engagement Policy](#).

6.2 Engagement Te Whakatuutakitaki

Highest level of engagement	Inform ✓	Consult <input type="checkbox"/>	Involve <input type="checkbox"/>	Collaborate <input type="checkbox"/>	Empower <input type="checkbox"/>
<i>Tick the appropriate box/boxes and specify what it involves by providing a brief explanation of the tools which will be used to engage (refer to the project engagement plan if applicable).</i>	Elected Members have been Informed of the options available for the remuneration review and process.				

7. Next steps Ahu whakamua

The Council's recommended allocation of the governance pool, together with supporting documentation, will be submitted to the Remuneration Authority before 16 November 2022 – the Authority's first 'cut-off' point. It is suggested this process is completed by the Chief Executive or delegate.

The Authority will consider the Council's proposed allocation and, if approved, present this with other local authorities' proposals, in a revised 2022/23 Determination. A revised 2022/23 Determination is expected to be gazetted on or around 20 December 2022, at which point the proposed allocation is 'in force'.

The updated remuneration will be paid on the next payroll date (i.e. 15 January 2023), including the following back-pay:

- Base Councillor remuneration – from 15 October 2023
- Additional responsibilities' remuneration – from 10 November 2023 (i.e. the day after the date of the Council resolution of the proposed allocation).

Should the Council wish to amend the allocation of the governance remuneration pool during the 2022-25 triennium, it will need to complete the process as set out in this report.

8. Confirmation of statutory compliance Te Whakatuuturutanga aa-ture

As required by the Local Government Act 2002, staff confirm the following:

The report fits with Council's role and Terms of Reference and Delegations.	Confirmed
The report contains sufficient information about all reasonably practicable options identified and assessed in terms of their advantages and disadvantages (<i>Section 5.1</i>).	Not applicable
Staff assessment of the level of significance of the issues in the report after consideration of the Council's Significance and Engagement Policy (<i>Section 6.1</i>).	Low
The report contains adequate consideration of the views and preferences of affected and interested persons taking account of any proposed or previous community engagement and assessed level of significance (<i>Section 6.2</i>).	Confirmed
The report considers impact on Maaori (<i>Section 5.5</i>)	Confirmed
The report and recommendations are consistent with Council's plans and policies (<i>Section 5.4</i>).	Confirmed
The report and recommendations comply with Council's legal duties and responsibilities (<i>Section 5.3</i>).	Confirmed

9. Attachments Ngaa taapirihanga

Attachment 1 – 2022/23 Remuneration Authority Determination

Attachment 2 – Table of proposed remuneration calculation



Local Government Members (2022/23) Determination 2022

This determination is made by the Remuneration Authority under the Remuneration Authority Act 1977 and clauses 6 and 7A of Schedule 7 of the Local Government Act 2002, after having regard to the matters specified in clause 7 of that schedule.

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	Remuneration from 2022 election of members	

Determination

1 Title

This determination is the Local Government Members (2022/23) Determination 2022.

2 Commencement

This determination comes into force on 1 July 2022.

3 Expiry

This determination expires at the close of 30 June 2023.

Interpretation

4 Interpretation

In this determination, unless the context otherwise requires,—

board means—

- (a) a community board of a territorial authority other than the Auckland Council; or
- (b) a local board of the Auckland Council

determination term means the period from the coming into force of this determination to its expiry

hearing has the meaning given to it by clause 5

hearing time has the meaning given to it by clause 6

local authority means a regional council or a territorial authority

member means, in relation to a local authority or a board, a person who is declared to be elected to that local authority or board under the Local Electoral Act 2001 or who, as the result of further election or appointment under that Act or the Local Government Act 2002, is an office holder in relation to the local authority or board (for example, a chairperson)

on local authority business includes on the business of any board of the local authority

regional council means a regional council named in Part 1 of Schedule 2 of the Local Government Act 2002

RMA means the Resource Management Act 1991

territorial authority means a territorial authority named in Part 2 of Schedule 2 of the Local Government Act 2002.

5 Meaning of hearing

In this determination, **hearing** means—

- (a) a hearing arising from a resource consent application made under section 88 of the RMA; or
- (b) a meeting for determining a resource consent application without a formal hearing; or
- (c) a hearing arising from a notice of requirement (including one initiated by the local authority); or
- (d) a pre-hearing meeting held under section 99 of the RMA in relation to a hearing referred to in paragraph (b) or (d); or
- (e) a hearing as part of the process of the preparation, change, variation, or review of a district or regional plan or regional policy statement; or
- (f) a mediation hearing in the Environment Court as part of an appeal from a decision of a local authority; or
- (g) a hearing on an objection against a charge fixed by a local authority under section 36 of the RMA.

6 **Meaning of hearing time**

In this determination, **hearing time** means the time spent on any of the following:

- (a) conducting a hearing;
- (b) formal deliberations to decide the outcome of a hearing;
- (c) participating in an official group site inspection related to a hearing;
- (d) determining a resource consent application where a formal hearing does not take place;
- (e) preparing for a hearing and participating in any inspection of a site for the purposes of a hearing (other than an official group site inspection under paragraph (c));
- (f) writing a decision arising from a hearing or communicating for the purpose of the written decision.

Entitlement to remuneration, allowances, and hearing fees

7 **Remuneration, allowances, and hearing fees payable**

Remuneration

- (1) For the period beginning on 1 July 2022 and ending on the close of the day on which the official result of the 2022 local election is declared under section 86 of the Local Electoral Act 2001 in relation to a local authority, a member of that local authority or a member of a board of that local authority is entitled to the applicable remuneration set out in Schedule 1 (adjusted under clause 9 if applicable).
- (2) On and from the day after the date on which the official result of the 2022 election is declared under section 86 of the Local Electoral Act 2001 in relation to

a local authority, a member of that local authority or a member of a board of that local authority is entitled to the applicable remuneration set out in Schedule 2 (adjusted under clause 9 if applicable).

- (3) If a member of a territorial authority is also elected or appointed to a board, the member is entitled only to the remuneration that is payable to the member as a member of the territorial authority.

Allowances and hearing fees

- (4) A member of a local authority or a member of a board is also entitled to—
- (a) the applicable allowances payable under clauses 11 to 14;
 - (b) the applicable hearing fees payable under clause 15.

8 Acting mayor or chairperson

- (1) This clause applies to a member who acts as a mayor or chairperson during a period when, because of a vacancy or temporary absence, the local authority is not paying the remuneration or allowances that it would usually pay to the mayor or chairperson.
- (2) While the member is acting as mayor or chairperson, the local authority must pay the member the remuneration and allowances usually payable to the mayor or chairperson, instead of the member's usual remuneration, allowances, and hearing fees.

9 Motor vehicles for mayors and regional council chairpersons

- (1) A local authority may provide to the mayor or regional council chairperson of the local authority—
- (a) a motor vehicle (which may be provided for restricted private use, partial private use, or full private use); or
 - (b) a vehicle-kilometre allowance under clause 11.
- (2) If a local authority provides a motor vehicle to a mayor or regional council chairperson during the determination term, the maximum purchase price that the local authority may pay for the motor vehicle is,—
- (a) in the case of a petrol or diesel vehicle, \$55,000; and
 - (b) in the case of an electric or a hybrid vehicle, \$68,500.
- (3) If a local authority provides a motor vehicle to a mayor or regional council chairperson for restricted private use, the local authority must not make a deduction from the annual remuneration payable to the mayor or regional council chairperson under Schedule 1 or 2 (as applicable) for the provision of that motor vehicle.
- (4) If a local authority provides a motor vehicle to a mayor or regional council chairperson for partial private use or full private use,—

- (a) the local authority must adjust the annual remuneration payable to the mayor or regional council chairperson under Schedule 1 or 2 (as applicable) in accordance with subclause (5) or (6) (as applicable); and
- (b) the adjustment must take effect on and from—
- (i) the date of commencement of this determination (in the case of a motor vehicle provided to the person before that date); or
 - (ii) the date of provision of the motor vehicle to the person (in the case of a motor vehicle provided during the determination term).
- (5) If a local authority provides a motor vehicle to a mayor or regional council chairperson for partial private use, the local authority must deduct the amount calculated in accordance with the following formula from the remuneration payable to that person:

$$v \times 41\% \times 10\%$$

where v means the purchase price of the vehicle.

- (6) If a local authority provides a motor vehicle to a mayor or regional council chairperson for full private use, the local authority must deduct the amount calculated in accordance with the following formula from the remuneration payable to that person:

$$v \times 41\% \times 20\%$$

where v means the purchase price of the vehicle.

- (7) In this clause,—

full private use means—

- (a) the vehicle is usually driven home and securely parked by the mayor or regional council chairperson; and
- (b) the vehicle is available for the mayor's or regional council chairperson's unrestricted private use; and
- (c) the vehicle is used by the mayor or regional council chairperson for both local authority business and private use; and
- (d) the vehicle may also be used by other local authority members or staff on local authority business, with the permission of the mayor or regional council chairperson

partial private use means—

- (a) the vehicle is usually driven home and securely parked by the mayor or regional council chairperson; and
- (b) the vehicle is used by the mayor or regional council chairperson for both local authority business and private purposes; and
- (c) the vehicle may also be used by other local authority members or staff on local authority business, with the permission of the mayor or regional council chairperson; and

- (d) all travel in the vehicle is recorded in a logbook; and
- (e) the use of the vehicle for private purposes accounts for no more than 10% of the distance travelled in the vehicle in a year

purchase price means the amount paid for the vehicle,—

- (a) including goods and services tax and any on-road costs; and
- (b) after deducting the amount of any rebate that applies under the clean car discount scheme in respect of the purchase of the vehicle

restricted private use means—

- (a) the vehicle is usually driven home and securely parked by the mayor or regional council chairperson; and
- (b) the vehicle is otherwise generally available for use by other local authority members or staff on local authority business; and
- (c) the vehicle is used solely for local authority business; and
- (d) all travel in the vehicle is recorded in a logbook.

Allowances

10 Definition of member

For the purposes of payment of allowances under clauses 11 to 14, **member**, in relation to a territorial authority, includes a member of a board of the territorial authority.

11 Vehicle-kilometre allowance

- (1) A local authority may pay to a member a vehicle-kilometre allowance to reimburse that member for costs incurred in relation to eligible travel.
- (2) A member's travel is eligible for the allowance if—
 - (a) it occurs at a time when the member is not provided with a motor vehicle by the local authority; and
 - (b) the member is travelling—
 - (i) in a private vehicle; and
 - (ii) on local authority business; and
 - (iii) by the most direct route that is reasonable in the circumstances.
- (3) The allowance payable to a member for eligible travel is,—
 - (a) for a petrol or diesel vehicle,—
 - (i) 83 cents per kilometre for the first 14,000 kilometres of eligible travel in the determination term; and
 - (ii) 31 cents per kilometre after the first 14,000 kilometres of eligible travel in the determination term;
 - (b) for a petrol hybrid vehicle,—

- (i) 83 cents per kilometre for the first 14,000 kilometres of eligible travel in the determination term; and
- (ii) 18 cents per kilometre after the first 14,000 kilometres of eligible travel in the determination term:
- (c) for an electric vehicle,—
 - (i) 83 cents per kilometre for the first 14,000 kilometres of eligible travel in the determination term; and
 - (ii) 10 cents per kilometre after the first 14,000 kilometres of eligible travel in the determination term.
- (4) However, if a member of a local authority travels from a place where the member permanently or temporarily resides that is outside the local authority area, to the local authority area on local authority business, the member is only eligible for a vehicle-kilometre allowance for eligible travel after the member crosses the boundary of the local authority area.

12 Travel-time allowance

- (1) A local authority may pay a member (other than a mayor or a regional council chairperson) an allowance for eligible travel time.
- (2) A member's travel time is eligible for the allowance if it is time spent travelling within New Zealand—
 - (a) on local authority business; and
 - (b) by the quickest form of transport that is reasonable in the circumstances; and
 - (c) by the most direct route that is reasonable in the circumstances.
- (3) The travel-time allowance is \$40.00 for each hour of eligible travel time after the first hour of eligible travel time travelled in a day.
- (4) However, if a member of a local authority permanently or temporarily resides outside the local authority area and travels to the local authority area on local authority business, the member is only eligible for a travel-time allowance for eligible travel time—
 - (a) after the member crosses the boundary of the local authority area; and
 - (b) after the first hour of eligible travel time within the local authority area.
- (5) The maximum total amount of travel-time allowance that a member may be paid for eligible travel in a 24-hour period is 8 hours.
- (6) Despite subclause (1), the Chatham Islands Council may pay the Mayor of the Chatham Islands Council an allowance for eligible travel time.

13 ICT allowances*Member uses local authority's ICT*

- (1) If a local authority supplies ICT to a member for use on local authority business and allows for its personal use, the local authority may decide what portion, if any, of the local authority's costs reasonably attributable to such personal use must be paid by the member.

Member uses own equipment and consumables

- (2) If a local authority determines that a member requires particular ICT equipment to perform their functions and requests that the member use their own equipment for those purposes, the local authority may pay an allowance.
- (3) The matters for which the local authority may pay an allowance, and the amounts that the local authority may pay for the determination term, are as follows:
- (a) for the use of a personal computer, tablet, or laptop, including any related docking station, \$400;
 - (b) for the use of a multi-functional or other printer, \$50;
 - (c) for the use of a mobile telephone, \$200;
 - (d) for the use of ICT consumables, up to \$200.

Member uses own services

- (4) If a local authority requests a member to use the member's own Internet service for the purpose of the member's work on local authority business, the member is entitled to an allowance for that use of up to \$800 for the determination term.
- (5) If a local authority requests a member to use the member's own mobile telephone service for the purpose of the member's work on local authority business, the member is entitled, at the member's option, to—
- (a) an allowance for that use of up to \$500 for the determination term; or
 - (b) reimbursement of actual costs of telephone calls made on local authority business on production of the relevant telephone records and receipts.

Pro-rating

- (6) If the member is not a member for the whole of the determination term, subclauses (3) to (5) apply as if each reference to an amount were replaced by a reference to an amount calculated in accordance with the following formula:

$$(a \div b) \times c$$

where—

- a is the number of days that the member held office in the determination term
- b is the number of days in the determination term
- c is the relevant amount specified in subclauses (3) to (5).

- (7) The Remuneration Authority may approve rules proposed by a local authority to meet the costs of installing and running special ICT where, because of distance or restricted access, normal communications connections are not available.
- (8) In this clause, **ICT** means information or communication technology, including—
- (a) ICT equipment (for example, a mobile telephone and a laptop computer); and
 - (b) ICT services (for example, a mobile telephone service and an Internet service); and
 - (c) ICT consumables (for example, printer or photocopy paper and ink cartridges).

14 Childcare allowance

- (1) A local authority may pay a childcare allowance to an eligible member as a contribution towards expenses incurred by the member for childcare provided while the member is engaged on local authority business.
- (2) A member is eligible to be paid a childcare allowance for childcare provided for a child only if—
- (a) the member is a parent or guardian of the child or is a person who usually has responsibility for the day-to-day care of the child (other than on a temporary basis); and
 - (b) the child is under 14 years of age; and
 - (c) the childcare is provided by a person who—
 - (i) is not a parent of the child or a spouse, civil union partner, or de facto partner of the member; and
 - (ii) does not ordinarily reside with the member; and
 - (d) the member provides evidence satisfactory to the local authority of the amount paid for childcare.
- (3) A local authority must not pay childcare allowances to a member that total more than \$6,000 per annum per child.

Hearing fees

15 Fees related to hearings

- (1) A member of a local authority or member of a board who acts as the chairperson of a hearing is entitled to be paid a fee of up to \$116 per hour of hearing time related to the hearing.
- (2) A member of a local authority or member of a board who is not the chairperson of a hearing is entitled to be paid a fee of up to \$93 per hour of hearing time related to the hearing.

-
- (3) For any period of hearing time that is less than 1 hour, the fee must be apportioned accordingly.
- (4) This clause does not apply to—
- (a) a mayor or a member who acts as mayor and is paid the mayor's remuneration and allowances under clause 8(2); or
 - (b) a chairperson of a regional council or a member who acts as chairperson of a regional council and is paid the chairperson's remuneration and allowances under clause 8(2).

Revocation

16 Revocation

The Local Government Members (2021/22) Determination 2021 (LI 2021/173) is revoked.

Schedule 1 Remuneration before 2022 election of members

cl 7(1)

Part 1 Remuneration of members of regional councils

Bay of Plenty Regional Council

Office	Annual remuneration (\$)
Chairperson	148,551
Deputy Chairperson of Regional Council	80,004
Committee Chairperson (6)	70,000
Councillor with no additional responsibilities (6)	61,525
Councillor (Minimum Allowable Remuneration)	54,525

Canterbury Regional Council

Office	Annual remuneration (\$)
Chairperson	180,000
Deputy Chairperson	106,341
Councillor (with no additional responsibilities) (12)	72,601
Councillor (Minimum Allowable Remuneration)	64,460

Hawke's Bay Regional Council

Office	Annual remuneration (\$)
Chairperson	137,904
Deputy Chairperson of Regional Council	73,258
Chairperson Corporate and Strategic Committee	73,258
Chairperson Regional Transport Committee and Hearings Committee	73,258
Chairperson Finance, Audit and Risk Sub-committee	73,258
Chairperson, Clifton to Tangoio Coastal Hazards Strategy Joint Committee	73,258
Chairperson Environment and Integrated Catchments Committee	73,258
Councillor with no additional responsibilities (2)	62,868
Councillor (Minimum Allowable Remuneration)	51,083

Manawatū–Whanganui Regional Council

Office	Annual remuneration (\$)
Chairperson	145,002
Deputy Chairperson	68,603
Audit, Risk, and Investment Committee Chair and Catchment Operations Committee Deputy Chair	68,603
Audit, Risk, and Investment Committee Deputy Chair	50,818
Catchment Operations Committee Chair	73,685
Environment Committee Chair	66,062

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Office	Annual remuneration (\$)
Environment Committee Deputy Chair	50,818
Passenger Transport Committee Chair	66,062
Passenger Transport Committee Deputy Chair	50,818
Manawatu River Users' Advisory Group Chair	50,818
Councillor (with no additional responsibilities) (2)	50,818
Councillor (Minimum Allowable Remuneration)	46,008

Northland Regional Council

Office	Annual remuneration (\$)
Chairperson	128,271
Deputy Chairperson	79,181
Councillor (with no additional responsibilities) (7)	71,681
Councillor (Minimum Allowable Remuneration)	53,710

Otago Regional Council

Office	Annual remuneration (\$)
Chairperson	149,058
Deputy Chairperson	91,055
Councillor (with no additional responsibilities) (9)	69,155
Councillor (Minimum Allowable Remuneration)	49,351

Southland Regional Council

Office	Annual remuneration (\$)
Chairperson	124,215
Deputy Chairperson and Regional Transport Committee Chair	63,784
Chair, Strategy and Policy Committee	54,672
Chair, Organisational Performance and Audit Committee	54,672
Chair, Regulatory Committee	54,672
Chair, Regional Services Committee	54,672
Councillor (with no additional responsibilities) (6)	45,560
Councillor (Minimum Allowable Remuneration)	37,788

Taranaki Regional Council

Office	Annual remuneration (\$)
Chairperson	103,986
Deputy Chairperson of Regional Council	56,042
Chairperson Executive, Audit and Risk Committee	56,042
Chairperson Consents and Regulatory Committee	56,042
Chairperson Policy and Planning Committee	56,042
Chairperson Regional Transport Committee	45,781
Chairperson Civil Defence Group Committee	45,781
Councillor with no additional responsibilities (4)	39,466
Councillor (Minimum Allowable Remuneration)	37,493

Waikato Regional Council

Office	Annual remuneration (\$)
Chairperson	163,254
Deputy Chairperson	86,228
Committee Chair (8)	73,860
Councillor (with no additional responsibilities) (4)	64,160
Councillor (Minimum Allowable Remuneration)	58,640

Wellington Regional Council

Office	Annual remuneration (\$)
Chairperson	176,436
Deputy Council Chairperson (with committee chairperson responsibilities)	93,084
Chair, Environment Committee	82,712
Chair, Transport and Infrastructure Committee	82,712
Chair, Climate Committee	82,712
Chair, Chief Executive Employment Review Committee	82,712
Chair, Te Upoko Taiao—Natural Resources Plan Committee	82,712
Chair, Hutt Valley Flood Management Subcommittee and Portfolio Leader	82,712
Portfolio Leader, Sustainable Development	79,614
Councillor (with no additional responsibilities) (4)	66,346
Councillor (Minimum Allowable Remuneration)	62,378

West Coast Regional Council

Office	Annual remuneration (\$)
Chairperson	85,683
Deputy Chairperson of Regional Council and Chairperson Resource Management Committee	64,456
Councillor with no additional responsibilities (5)	52,512
Councillor (Minimum Allowable Remuneration)	36,777

Part 2

Remuneration of members of territorial authorities and their community or local boards

Ashburton District Council

Office	Annual remuneration (\$)
Mayor	123,201
Deputy Mayor	59,182
Councillor (with no additional responsibilities) (8)	41,214
Councillor (Minimum Allowable Remuneration)	25,779

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Methven Community Board

Office	Annual remuneration (\$)
Chairperson	5,554
Member	2,777

Auckland Council

Office	Annual remuneration (\$)
Mayor	296,000
Deputy Mayor	167,900
Chair of Committee of the Whole (4)	140,857
Chair of Regulatory Committee	140,857
Deputy Chair of Committee of the Whole (4)	127,240
Chair of other Committee (2)	124,970
Council-controlled Organisation Liaison Councillor (2)	124,970
Deputy Chair of other Committee (5)	119,297
Portfolio Lead	114,758
Councillor (Minimum Allowable Remuneration)	107,794

Albert–Eden Local Board

Office	Annual remuneration (\$)
Chairperson	93,744
Deputy Chairperson	56,247
Member	46,872

Aotea/Great Barrier Local Board

Office	Annual remuneration (\$)
Chairperson	58,559
Deputy Chairperson	35,135
Member	29,279

Devonport–Takapuna Local Board

Office	Annual remuneration (\$)
Chairperson	87,052
Deputy Chairperson	52,231
Member	43,526

Franklin Local Board

Office	Annual remuneration (\$)
Chairperson	92,021
Deputy Chairperson	55,212
Member	46,010

Henderson–Massey Local Board

Office	Annual remuneration (\$)
Chairperson	100,944
Deputy Chairperson	60,566
Member	50,472

Hibiscus and Bays Local Board

Office	Annual remuneration (\$)
Chairperson	92,629
Deputy Chairperson	55,577
Member	46,314

Howick Local Board

Office	Annual remuneration (\$)
Chairperson	99,856
Deputy Chairperson	59,913
Member	49,928

Kaipātiki Local Board

Office	Annual remuneration (\$)
Chairperson	91,818
Deputy Chairperson	55,091
Member	45,909

Māngere–Ōtāhuhu Local Board

Office	Annual remuneration (\$)
Chairperson	101,147
Deputy Chairperson	60,688
Member	50,573

Manurewa Local Board

Office	Annual remuneration (\$)
Chairperson	100,335
Deputy Chairperson	60,201
Member	50,168

Maungakiekie–Tāmaki Local Board

Office	Annual remuneration (\$)
Chairperson	95,975
Deputy Chairperson	57,585
Member	47,988

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Ōrākei Local Board

Office	Annual remuneration (\$)
Chairperson	90,195
Deputy Chairperson	54,117
Member	45,098

Ōtara–Papatoetoe Local Board

Office	Annual remuneration (\$)
Chairperson	100,437
Deputy Chairperson	60,262
Member	50,218

Papakura Local Board

Office	Annual remuneration (\$)
Chairperson	93,846
Deputy Chairperson	56,307
Member	46,923

Puketāpapa Local Board

Office	Annual remuneration (\$)
Chairperson	91,108
Deputy Chairperson	54,665
Member	45,554

Rodney Local Board

Office	Annual remuneration (\$)
Chairperson	88,979
Deputy Chairperson	53,387
Member	44,489

Upper Harbour Local Board

Office	Annual remuneration (\$)
Chairperson	87,458
Deputy Chairperson	52,475
Member	43,729

Waiheke Local Board

Office	Annual remuneration (\$)
Chairperson	70,422
Deputy Chairperson	42,253
Member	35,211

Waitākere Ranges Local Board

Office	Annual remuneration (\$)
Chairperson	88,573
Deputy Chairperson	53,144
Member	44,286

Waitematā Local Board

Office	Annual remuneration (\$)
Chairperson	98,713
Deputy Chairperson	59,228
Member	49,356

Whau Local Board

Office	Annual remuneration (\$)
Chairperson	93,035
Deputy Chairperson	55,821
Member	46,517

Buller District Council

Office	Annual remuneration (\$)
Mayor	96,837
Deputy Mayor and Finance Risk and Audit Committee Chair	42,959
Regulatory and Hearings Committee Chair	29,579
Community, Environment and Services Committee Chair	29,579
Community Grants Portfolio Holder	25,463
Youth Development Portfolio Holder	25,463
Punakaiki Area Portfolio Holder	25,463
Councillor (with no additional responsibilities) (4)	23,403
Councillor (Minimum Allowable Remuneration)	19,836

Inangahua Community Board

Office	Annual remuneration (\$)
Chairperson	7,367
Member	3,684

Carterton District Council

Office	Annual remuneration (\$)
Mayor	85,683
Deputy Mayor	49,995
Councillor (with no additional responsibilities) (6)	29,462
Councillor (Minimum Allowable Remuneration)	19,374

Central Hawke's Bay District Council

Office	Annual remuneration (\$)
Mayor	106,470
Deputy Mayor, Chair of Strategy and Wellbeing Committee, Lead Urban Councillor	54,968
Chair of Finance and Infrastructure Committee and Member of Risk and Assurance Committee	41,588
Lead Rural Councillor and Member of Risk and Assurance Committee	34,384
Member of Risk and Assurance Committee (2)	31,296
Councillor (with no additional responsibilities) (3)	27,179
Councillor (Minimum Allowable Remuneration)	24,639

Central Otago District Council

Office	Annual remuneration (\$)
Mayor	108,498
Deputy Mayor, Portfolio Lead and Member Cromwell Community Board	32,834
Portfolio Lead and Member Cromwell Community Board	28,456
Councillor and Chairperson Vincent Community Board	28,456
Portfolio Lead and Member Teviot Valley Community Board	26,814
Portfolio Lead and Member Maniototo Community Board	26,814
Councillor and Member Cromwell Community Board	25,173
Councillor and Member Vincent Community Board (2)	25,173
Councillor with no additional responsibilities (3)	21,889
Councillor (Minimum Allowable Remuneration)	21,354

Cromwell Community Board

Office	Annual remuneration (\$)
Chairperson	14,661
Member	7,331

Maniototo Community Board

Office	Annual remuneration (\$)
Chairperson	7,109
Member	3,554

Teviot Valley Community Board

Office	Annual remuneration (\$)
Chairperson	7,109
Member	3,554

Vincent Community Board

Office	Annual remuneration (\$)
Chairperson	15,774

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Office	Annual remuneration (\$)
Member	7,887

Chatham Islands Council

Office	Annual remuneration (\$)
Mayor	55,263
Deputy Mayor	24,277
Councillor with no additional responsibilities (7)	18,218
Councillor (Minimum Allowable Remuneration)	13,765

Christchurch City Council

Office	Annual remuneration (\$)
Mayor	197,730
Deputy Mayor	133,088
Councillor with no additional responsibilities (15)	115,728
Councillor (Minimum Allowable Remuneration)	98,642

Banks Peninsula Community Board

Office	Annual remuneration (\$)
Chairperson	20,305
Member	10,153

Coastal–Burwood Community Board

Office	Annual remuneration (\$)
Chairperson	48,376
Member	24,188

Fendalton–Waimairi–Harewood Community Board

Office	Annual remuneration (\$)
Chairperson	47,720
Member	23,860

Halswell–Hornby–Riccarton Community Board

Office	Annual remuneration (\$)
Chairperson	50,347
Member	25,173

Linwood–Central–Heathcote Community Board

Office	Annual remuneration (\$)
Chairperson	50,347
Member	25,173

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Papanui–Innes Community Board

Office	Annual remuneration (\$)
Chairperson	48,376
Member	24,188

Spreydon–Cashmere Community Board

Office	Annual remuneration (\$)
Chairperson	48,376
Member	24,188

Clutha District Council

Office	Annual remuneration (\$)
Mayor	111,540
Deputy Mayor	31,746
Chairperson Standing Committee (3)	30,235
Member Executive Committee (4)	25,701
Member Creative Communities	24,190
Councillor with no additional responsibilities (5)	22,676
Councillor (Minimum Allowable Remuneration)	20,250

Lawrence–Tuapeka Community Board

Office	Annual remuneration (\$)
Chairperson	5,998
Member	2,999

West Otago Community Board

Office	Annual remuneration (\$)
Chairperson	7,109
Member	3,554

Dunedin City Council

Office	Annual remuneration (\$)
Mayor	168,831
Deputy Mayor	92,521
Chairs (6)	87,422
Councillor (with no additional responsibilities) (7)	72,851
Councillor (Minimum Allowable Remuneration)	60,691

Mosgiel–Taieri Community Board

Office	Annual remuneration (\$)
Chairperson	19,799
Member	9,899

Otago Peninsula Community Board

Office	Annual remuneration (\$)
Chairperson	16,718
Member	8,359

Saddle Hill Community Board

Office	Annual remuneration (\$)
Chairperson	16,939
Member	8,469

Strath Taieri Community Board

Office	Annual remuneration (\$)
Chairperson	14,889
Member	7,445

Waikouaiti Coast Community Board

Office	Annual remuneration (\$)
Chairperson	16,498
Member	8,249

West Harbour Community Board

Office	Annual remuneration (\$)
Chairperson	16,939
Member	8,469

Far North District Council

Office	Annual remuneration (\$)
Mayor	157,170
Deputy Mayor	120,397
Committee Chairperson (4)	97,464
Councillor with no additional responsibilities (4)	75,162
Councillor (Minimum Allowable Remuneration)	58,903

Bay of Islands–Whangaroa Community Board

Office	Annual remuneration (\$)
Chairperson	32,186
Member	16,093

Kaikohe–Hokianga Community Board

Office	Annual remuneration (\$)
Chairperson	27,589
Member	13,795

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Te Hiku Community Board

Office	Annual remuneration (\$)
Chairperson	28,164
Member	14,082

Gisborne District Council

Office	Annual remuneration (\$)
Mayor	157,170
Deputy Mayor	67,607
Chairperson Operations Committee	58,593
Chairperson Regional Transport Committee and Rural Councillor	54,086
Chairperson Wastewater Management Committee	54,086
Rural Councillor (3)	47,325
Councillor with no additional responsibilities (6)	45,071
Councillor (Minimum Allowable Remuneration)	38,446

Gore District Council

Office	Annual remuneration (\$)
Mayor	100,893
Deputy Mayor	36,463
Audit and Risk Committee Chair	30,876
Capital Works Committee Chair	30,876
Community and Strategy Committee Chair	30,876
Councillor (with no additional responsibilities) (7)	23,672
Councillor (Minimum Allowable Remuneration)	19,017

Mataura Community Board

Office	Annual remuneration (\$)
Chairperson	4,242
Member	2,121

Grey District Council

Office	Annual remuneration (\$)
Mayor	103,428
Deputy Mayor also Portfolio Councillor for Three Waters	41,992
Councillor—Portfolio Transport	36,744
Councillor—Portfolio Spatial Development, Finance and Risk	36,744
Councillor (with no additional responsibilities) (5)	28,124
Councillor (Minimum Allowable Remuneration)	22,868

Hamilton City Council

Office	Annual remuneration (\$)
Mayor	176,943
Deputy Mayor	114,642

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Office	Annual remuneration (\$)
Chair of Committee (7)	103,640
Deputy Chair of Committee (4)	94,264
Councillor (Minimum Allowable Remuneration)	75,974

Hastings District Council

Office	Annual remuneration (\$)
Mayor	155,649
Deputy Mayor	80,067
Chair: Committees of the Whole (2)	66,341
Chair: Subcommittee (5)	57,191
Deputy Committee Chair (4)	52,615
Ambassador for Hastings	52,615
Champion—Flaxmere Development	48,040
Councillor (Minimum Allowable Remuneration)	44,378

Hastings District Rural Community Board

Office	Annual remuneration (\$)
Chairperson	15,475
Member	7,738

Hauraki District Council

Office	Annual remuneration (\$)
Mayor	119,652
Deputy Mayor	42,274
Ward Committee Chairperson (3)	31,149
Emergency Management Committee Chairperson	28,924
Portfolio Leader (4)	26,699
Councillor with no additional responsibilities (4)	22,249
Councillor (Minimum Allowable Remuneration)	22,014

Horowhenua District Council

Office	Annual remuneration (\$)
Mayor	130,806
Deputy Mayor	71,013
Deputy Chair Finance, Audit and Risk Subcommittee	43,396
Chairperson, Community Funding and Recognition Committee	47,342
Chairperson, Community Wellbeing Committee	47,342
Councillor (with no additional responsibilities) (6)	39,452
Councillor (Minimum Allowable Remuneration)	28,978

Foxton Community Board

Office	Annual remuneration (\$)
Chairperson	12,884

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Office	Annual remuneration (\$)
Member	6,442

Hurunui District Council

Office	Annual remuneration (\$)
Mayor	103,935
Deputy Mayor	34,475
Councillor (with no additional responsibilities) (9)	24,625
Councillor (Minimum Allowable Remuneration)	20,821

Hanmer Springs Community Board

Office	Annual remuneration (\$)
Chairperson	8,259
Member	4,130

Hutt City Council

Office	Annual remuneration (\$)
Mayor	160,212
Deputy Mayor/Chair of Standing Committee	102,945
Chair of Standing Committee (3)	82,463
Deputy Chair of Standing Committee (4)	65,451
Chair Traffic Subcommittee	69,150
Councillor with no additional responsibilities (3)	55,304
Councillor (Minimum Allowable Remuneration)	54,379

Eastbourne Community Board

Office	Annual remuneration (\$)
Chairperson	13,926
Member	6,963

Petone Community Board

Office	Annual remuneration (\$)
Chairperson	16,580
Member	8,290

Wainuiomata Community Board

Office	Annual remuneration (\$)
Chairperson	17,465
Member	8,732

Invercargill City Council

Office	Annual remuneration (\$)
Mayor	141,960
Deputy Mayor	57,040

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Office	Annual remuneration (\$)
Infrastructural Services Standing Committee Chairperson	49,538
Infrastructural Services Standing Committee Deputy Chairperson	43,800
Performance, Policy and Partnership Standing Committee Chairperson	49,538
Performance, Policy and Partnership Standing Committee Deputy Chairperson	43,800
Councillor (with additional responsibilities) (7)	39,710
Councillor (Minimum Allowable Remuneration)	35,152

Bluff Community Board

Office	Annual remuneration (\$)
Chairperson	8,842
Member	4,421

Kaikōura District Council

Office	Annual remuneration (\$)
Mayor	85,683
Deputy Mayor	40,816
Councillor with no additional responsibilities (6)	27,213
Councillor (Minimum Allowable Remuneration)	19,579

Kaipara District Council

Office	Annual remuneration (\$)
Mayor	120,666
Deputy Mayor	56,619
Councillor with no additional responsibilities (7)	44,757
Councillor (Minimum Allowable Remuneration)	30,924

Kapiti Coast District Council

Office	Annual remuneration (\$)
Mayor	140,439
Deputy Mayor	61,753
Chair, Strategy and Operations	56,607
Portfolio A Holder (4)	52,088
Portfolio B Holder (4)	46,372
Councillor (Minimum Allowable Remuneration)	36,555

Ōtaki Community Board

Office	Annual remuneration (\$)
Chairperson	15,695
Member	7,848

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Paekākāriki Community Board

Office	Annual remuneration (\$)
Chairperson	8,179
Member	4,090

Paraparaumu–Raumati Community Board

Office	Annual remuneration (\$)
Chairperson	20,559
Member	10,280

Waikanae Community Board

Office	Annual remuneration (\$)
Chairperson	16,802
Member	8,401

Kawerau District Council

Office	Annual remuneration (\$)
Mayor	94,809
Deputy Mayor	36,702
Chair of Regulatory and Services Committee	32,770
Councillor (with no additional responsibilities) (6)	26,216
Councillor (Minimum Allowable Remuneration)	18,196

Mackenzie District Council

Office	Annual remuneration (\$)
Mayor	85,683
Deputy Mayor	35,742
Engineering and Services Committee Chair	35,742
Commercial and Economic Development Committee Chair	35,742
Planning and Regulatory Committee Chair	35,742
Councillor (with no additional responsibilities) (2)	19,221
Councillor (Minimum Allowable Remuneration)	19,221

Fairlie Community Board

Office	Annual remuneration (\$)
Chairperson	4,117
Member	2,058

Tekapo Community Board

Office	Annual remuneration (\$)
Chairperson	4,117
Member	2,058

Twizel Community Board

Office	Annual remuneration (\$)
Chairperson	5,135
Member	2,567

Manawatu District Council

Office	Annual remuneration (\$)
Mayor	122,694
Deputy Mayor	55,556
Audit and Risk Committee Chairperson	43,652
Community Development Committee Chairperson	43,652
Hearings Committee Chairperson	43,652
Health and Safety Governance Representative	43,652
Councillor with no additional responsibilities (4)	39,683
Councillor (Minimum Allowable Remuneration)	29,154

Marlborough District Council

Office	Annual remuneration (\$)
Mayor	142,974
Deputy Mayor	58,855
Chairperson Standing Committee	52,231
Chairperson Statutory/Joint Committee (2)	47,110
Deputy Chairperson Standing Committee	44,038
Deputy Chairperson Standing Committee and Chairperson Sub-Committee (2)	46,086
Chairperson Sub-Committee (3)	43,014
Chairperson of 2 or more Sub-Committees	45,062
Councillor (with no additional responsibilities) (2)	40,966
Councillor (Minimum Allowable Remuneration)	37,566

Masterton District Council

Office	Annual remuneration (\$)
Mayor	123,708
Deputy Mayor	47,732
Chair—Infrastructure and Services Committee	47,732
Chair—Awards and Grants Committee	42,224
Chair—Hearings Committee	40,388
Councillor (with no additional responsibilities) (6)	36,717
Councillor (Minimum Allowable Remuneration)	30,053

Matamata-Piako District Council

Office	Annual remuneration (\$)
Mayor	124,722
Deputy Mayor	40,543

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Office	Annual remuneration (\$)
Chair of Corporate and Operations Committee	40,543
Councillor (with no additional responsibilities) (9)	35,255
Councillor (Minimum Allowable Remuneration)	27,857

Napier City Council

Office	Annual remuneration (\$)
Mayor	147,537
Deputy Mayor and Chair of Standing Committee	83,400
Chair of Standing Committee (3)	63,593
Deputy Chair of Standing Committee (4)	59,684
Portfolio Holder (4)	55,539
Councillor (Minimum Allowable Remuneration)	44,976

Nelson City Council

Office	Annual remuneration (\$)
Mayor	146,523
Deputy Mayor	67,332
Senior Chair (Chair of Infrastructure, Regional Transport Committee, Deputy Chair Environment and Climate Committee (Nelson Plan Lead))	58,134
Committee Chair (2)	58,134
Subcommittee Chair	49,995
Councillor (with no additional responsibilities) (7)	45,372
Councillor (Minimum Allowable Remuneration)	40,083

New Plymouth District Council

Office	Annual remuneration (\$)
Mayor	154,128
Deputy Mayor	82,308
Chairperson Strategy and Operations Committee	66,875
Chairperson Finance, Audit and Risk Committee	61,731
Chairperson Te Huinga Taumatua	61,731
Chairperson Strategy Projects Committee	61,731
Councillor with no additional responsibilities (9)	51,442
Councillor (Minimum Allowable Remuneration)	44,513

Clifton Community Board

Office	Annual remuneration (\$)
Chairperson	12,821
Member	6,410

Inglewood Community Board

Office	Annual remuneration (\$)
Chairperson	15,254
Member	7,627

Kaitake Community Board

Office	Annual remuneration (\$)
Chairperson	13,706
Member	6,853

Waitara Community Board

Office	Annual remuneration (\$)
Chairperson	15,254
Member	7,627

Ōpōtiki District Council

Office	Annual remuneration (\$)
Mayor	100,386
Deputy Mayor	53,743
Cultural Ambassador/Coast Community Board Chair	46,057
Councillor (with no additional responsibilities) (4)	29,590
Councillor (Minimum Allowable Remuneration)	22,018

Coast Community Board

Office	Annual remuneration (\$)
Chairperson	10,269
Member	5,135

Ōtorohanga District Council

Office	Annual remuneration (\$)
Mayor	93,795
Deputy Mayor and Member Grants and Awards Committee	39,642
Council Representative on Ōtorohanga Community Board and Member Grants and Awards Committee	30,736
Council Representative on Ōtorohanga Community Board	28,612
Chairperson Grants and Awards Committee	24,432
Council Representative on Kawhia Community Board and Member Risk and Assurance Committee	27,552
Deputy Chairperson Risk and Assurance Committee	27,619
Member Risk and Assurance Committee	25,494
Councillor (Minimum Allowable Remuneration)	19,170

Kawhia Community Board

Office	Annual remuneration (\$)
Chairperson	4,117
Member	2,058

Ōtorohanga Community Board

Office	Annual remuneration (\$)
Chairperson	14,733
Member	7,367

Palmerston North City Council

Office	Annual remuneration (\$)
Mayor	154,635
Deputy Mayor, Chair—Planning and Strategy Committee, Chair—Hearings Committee, and Chair—Chief Executive Performance Review	85,873
Chair—Finance and Audit Committee	55,440
Chair—Infrastructure Committee	55,440
Chair—Arts, Culture and Heritage Committee	52,036
Chair—Community Development	52,036
Chair—Economic Development Committee	52,036
Chair—Environmental Sustainability Committee	52,036
Chair—Play, Recreation and Sport Committee	52,036
Councillor (with no additional responsibilities) (7)	48,632
Councillor (Minimum Allowable Remuneration)	44,107

Porirua City Council

Office	Annual remuneration (\$)
Mayor	147,030
Deputy Mayor	72,662
Chair Te Puna Kōrero	69,826
Chair Chief Executive's Employment Committee	56,195
Councillor (with no additional responsibilities) (7)	51,564
Councillor (Minimum Allowable Remuneration)	39,749

Queenstown-Lakes District Council

Office	Annual remuneration (\$)
Mayor	129,792
Deputy Mayor	49,728
Chair of Standing Committee (4)	46,519
Councillor (with no additional responsibilities) (5)	40,103
Councillor (Minimum Allowable Remuneration)	33,375

Wanaka Community Board

Office	Annual remuneration (\$)
Chairperson	24,659
Member	12,329

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Rangitikei District Council

Office	Annual remuneration (\$)
Mayor	108,498
Deputy Mayor and Chair of the Chief Executive Review Committee	41,487
Committee Chair (2)	29,653
Committee Deputy Chair (3)	25,537
Councillor (with no additional responsibilities) (5)	23,478
Councillor (Minimum Allowable Remuneration)	20,860

Ratana Community Board

Office	Annual remuneration (\$)
Chairperson	4,377
Member	2,189

Taihape Community Board

Office	Annual remuneration (\$)
Chairperson	8,929
Member	4,465

Rotorua District Council

Office	Annual remuneration (\$)
Mayor	154,128
Deputy Mayor, Lead—Economic Development Working Group, and Lead—Sustainable Environment Working Group	110,125
Chairperson Strategy, Policy and Finance Committee and Lead—Four Wellbeings Working Group	91,450
Chairperson Operations and Monitoring Committee, Lead—Liveable Communities Working Group, and Lead—Housing Working Group	91,450
Deputy Chairperson Strategy, Policy and Finance Committee, Lead—Economic Development (Housing Development) Working Group, and Lead—Sport and Recreation Working Group	77,914
Deputy Chairperson Operations and Monitoring Committee and Lead—Arts and Culture Working Group	77,914
Cultural Ambassador	77,914
Lead—Climate Change Working Group	77,914
Councillor with no additional responsibilities (3)	60,569
Councillor (Minimum Allowable Remuneration)	54,431

Rotorua Lakes Community Board

Office	Annual remuneration (\$)
Chairperson	17,288
Member	8,644

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Rotorua Rural Community Board

Office	Annual remuneration (\$)
Chairperson	19,321
Member	9,661

Ruapehu District Council

Office	Annual remuneration (\$)
Mayor	111,033
Deputy Mayor	38,896
Councillor (with no additional responsibilities) (10)	26,463
Councillor (Minimum Allowable Remuneration)	20,211

National Park Community Board

Office	Annual remuneration (\$)
Chairperson	6,028
Member	3,014

Waimarino–Waiouru Community Board

Office	Annual remuneration (\$)
Chairperson	8,929
Member	4,465

Selwyn District Council

Office	Annual remuneration (\$)
Mayor	138,411
Deputy Mayor	52,842
Councillor (with no additional responsibilities) (10)	44,039
Councillor (Minimum Allowable Remuneration)	35,624

Malvern Community Board

Office	Annual remuneration (\$)
Chairperson	18,238
Member	9,119

South Taranaki District Council

Office	Annual remuneration (\$)
Mayor	127,764
Deputy Mayor	49,631
Member Audit and Risk Committee (4)	36,397
Councillor with no additional responsibilities (7)	33,088
Councillor (Minimum Allowable Remuneration)	26,152

Eltham-Kaponga Community Board

Office	Annual remuneration (\$)
Chairperson	11,733
Member	5,866

Pātea Community Board

Office	Annual remuneration (\$)
Chairperson	11,330
Member	5,665

Taranaki Coastal Community Board

Office	Annual remuneration (\$)
Chairperson	12,850
Member	6,425

Te Hāwera Community Board

Office	Annual remuneration (\$)
Chairperson	14,440
Member	7,220

South Waikato District Council

Office	Annual remuneration (\$)
Mayor	122,187
Deputy Mayor (Chair Community and Assets Committee)	50,017
Committee Chair A Corporate and Regulatory Committee	42,444
Committee Chair B Grants	39,794
Councillor (with no additional responsibilities) (7)	35,307
Councillor (Minimum Allowable Remuneration)	27,034

Tirau Community Board

Office	Annual remuneration (\$)
Chairperson	6,886
Member	3,443

South Wairarapa District Council

Office	Annual remuneration (\$)
Mayor	94,302
Deputy Mayor	35,275
Chair of Finance, Audit, and Risk Committee	27,934
Chair of Planning and Regulatory Committee	25,959
Chair of Assets and Services Committee	25,734
District Licensing Deputy Chair	23,501
Martinborough Community Board and Waste Minimisation responsibilities	26,422

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Office		Annual remuneration (\$)
Greytown Community Board and Water Management responsibilities		28,362
Martinborough Community Board		25,148
Wairarapa Policies and Road Safety Council		27,663
Councillor (Minimum Allowable Remuneration)		18,855
<i>Featherston Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		6,697
Member		3,349
<i>Greytown Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		6,697
Member		3,349
<i>Martinborough Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		6,697
Member		3,349
Southland District Council		
Office		Annual remuneration (\$)
Mayor		125,736
Deputy Mayor		44,764
Committee Chairperson (2)		38,854
Councillor (with no additional responsibilities) (9)		31,710
Councillor (Minimum Allowable Remuneration)		26,630
<i>Ardlussa Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		7,702
Member		3,851
<i>Fiordland Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		9,469
Member		4,734
<i>Northern Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		7,446
Member		3,723

Oraka Aparima Community Board

Office	Annual remuneration (\$)
Chairperson	8,319
Member	4,160

Oreti Community Board

Office	Annual remuneration (\$)
Chairperson	10,719
Member	5,360

Stewart Island/Rakiura Community Board

Office	Annual remuneration (\$)
Chairperson	4,117
Member	2,058

Tuatapere Te Waewae Community Board

Office	Annual remuneration (\$)
Chairperson	7,265
Member	3,633

Waihopai Toetoe Community Board

Office	Annual remuneration (\$)
Chairperson	10,091
Member	5,046

Wallace Takitimu Community Board

Office	Annual remuneration (\$)
Chairperson	8,845
Member	4,423

Stratford District Council

Office	Annual remuneration (\$)
Mayor	91,767
Deputy Mayor	35,477
Chairperson Stratford Sport NZ Rural Travel Fund	26,354
Chairperson Farm and Aerodrome Committee	29,143
Councillor (with no additional responsibilities) (7)	25,342
Councillor (Minimum Allowable Remuneration)	18,905

Tararua District Council

Office	Annual remuneration (\$)
Mayor	114,075
Deputy Mayor	50,528
Councillor with no additional responsibilities (7)	38,852

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Office		Annual remuneration (\$)
Councillor (Minimum Allowable Remuneration)		27,499
<i>Dannevirke Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		11,996
Member		5,998
<i>Eketahuna Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		7,775
Member		3,887
Tasman District Council		
Office		Annual remuneration (\$)
Mayor		156,156
Deputy Mayor		69,022
Chairperson Standing Committee (2)		55,217
Councillor with no additional responsibilities (10)		46,014
Councillor (Minimum Allowable Remuneration)		38,320
<i>Golden Bay Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		13,486
Member		6,743
<i>Motueka Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		15,033
Member		7,516
Taupo District Council		
Office		Annual remuneration (\$)
Mayor		135,876
Deputy Mayor		48,987
Chair—Emergency Management Committee		46,945
Chair—Taupo Reserves and Roding Committee		46,945
Chair—Mangakino/Pouakani Representative Group		46,945
Chair—Kinloch Representative Group		44,904
Chair—Taupo East Rural Representative Group		44,904
Councillor (with no additional responsibilities) (5)		40,823
Councillor (Minimum Allowable Remuneration)		35,762

Turangi–Tongariro Community Board

Office	Annual remuneration (\$)
Chairperson	17,328
Member	8,664

Tauranga City Council

Office	Annual remuneration (\$)
Mayor	168,831
Deputy Mayor	123,788
Chairperson of Standing Committee (3)	116,253
Deputy Chairperson of Standing Committee (4)	109,795
Councillor (with no additional responsibilities) (2)	107,642
Councillor (Minimum Allowable Remuneration)	79,538

Thames-Coromandel District Council

Office	Annual remuneration (\$)
Mayor	131,820
Deputy Mayor, Member Audit and Risk Committee, and Member Chief Executive Liaison Committee	69,518
Chairperson Emergency Management Committee, Holder Emergency Management Portfolio, Member Audit and Risk Committee, Member Chief Executive Liaison Committee, and Member Regional Civil Defence Emergency Management Group	65,255
Holder Infrastructure Portfolio, Member Audit and Risk Committee, and Member Regional Transport Committee	65,255
Member Audit and Risk Committee, Member Coromandel Catchment Liaison Committee, and Member Emergency Management Committee	58,860
Member Audit and Risk Committee and Member Emergency Management Committee	49,101
Member Audit and Risk Committee and Member Chief Executive Liaison Committee	49,101
Member Audit and Risk Committee (2)	49,101
Councillor (Minimum Allowable Remuneration)	37,544

Coromandel–Colville Community Board

Office	Annual remuneration (\$)
Chairperson	16,173
Member	8,087

Mercury Bay Community Board

Office	Annual remuneration (\$)
Chairperson	19,350
Member	9,675

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Tairua–Pauanui Community Board

Office	Annual remuneration (\$)
Chairperson	16,173
Member	8,087

Thames Community Board

Office	Annual remuneration (\$)
Chairperson	20,506
Member	10,253

Whangamata Community Board

Office	Annual remuneration (\$)
Chairperson	17,617
Member	8,808

Timaru District Council

Office	Annual remuneration (\$)
Mayor	134,355
Deputy Mayor	65,232
Chairperson Commercial and Strategy Committee	53,000
Chairperson Community Services Committee	53,000
Chairperson Environmental Services Committee	53,000
Chairperson Infrastructure Committee	53,000
Deputy Chairperson Commercial and Strategy Committee	46,885
Deputy Chairperson Community Services Committee	46,885
Deputy Chairperson Environmental Services Committee	46,885
Deputy Chairperson Infrastructure Committee	46,885
Councillor (Minimum Allowable Remuneration)	36,581

Geraldine Community Board

Office	Annual remuneration (\$)
Chairperson	11,330
Member	5,665

Pleasant Point Community Board

Office	Annual remuneration (\$)
Chairperson	8,885
Member	4,443

Temuka Community Board

Office	Annual remuneration (\$)
Chairperson	11,552
Member	5,776

Upper Hutt City Council

Office	Annual remuneration (\$)
Mayor	129,792
Deputy Mayor	55,464
Chair, Policy Committee	48,070
Chair, Finance and Performance Committee	48,070
Chair, City Development Committee	48,070
Chair, Risk and Assurance Committee	44,372
Chair, Hutt Valley Services Committee	44,372
Councillor (with no additional responsibilities) (4)	36,977
Councillor (Minimum Allowable Remuneration)	32,814

Waikato District Council

Office	Annual remuneration (\$)
Mayor	150,579
Deputy Mayor	81,652
Chairperson (Infrastructure Committee)	71,261
Chairperson (Strategy and Finance Committee)	71,261
Chairperson (Policy and Regulatory Committee)	71,261
Chairperson (Discretionary and Funding Committee)	56,910
Chairperson (Proposed District Plan Subcommittee)	61,239
Councillor (with no additional responsibilities) (7)	49,486
Councillor (Minimum Allowable Remuneration)	43,767

Huntly Community Board

Office	Annual remuneration (\$)
Chairperson	10,831
Member	5,416

Ngāruawāhia Community Board

Office	Annual remuneration (\$)
Chairperson	10,831
Member	5,416

Onewhero–Tuakau Community Board

Office	Annual remuneration (\$)
Chairperson	11,275
Member	5,637

Raglan Community Board

Office	Annual remuneration (\$)
Chairperson	9,064
Member	4,532

Schedule 1	Local Government Members (2022/23) Determination 2022	2022/178
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Taupiri Community Board

Office	Annual remuneration (\$)
Chairperson	4,117
Member	2,058

Waimakariri District Council

Office	Annual remuneration (\$)
Mayor	139,425
Deputy Mayor	59,820
Councillor (with portfolio and committee chairing responsibilities) (9)	49,210
Councillor (Minimum Allowable Remuneration)	38,156

Kaiapoi–Tuahiwi Community Board

Office	Annual remuneration (\$)
Chairperson	17,991
Member	8,995

Oxford–Ohoka Community Board

Office	Annual remuneration (\$)
Chairperson	16,949
Member	8,475

Rangiora–Ashley Community Board

Office	Annual remuneration (\$)
Chairperson	23,206
Member	11,603

Woodend–Sefton Community Board

Office	Annual remuneration (\$)
Chairperson	14,863
Member	7,431

Waimate District Council

Office	Annual remuneration (\$)
Mayor	88,725
Deputy Mayor	40,018
Councillor (with no additional responsibilities) (7)	26,678
Councillor (Minimum Allowable Remuneration)	19,579

Waipa District Council

Office	Annual remuneration (\$)
Mayor	137,397
Deputy Mayor	44,601
Committee Chair (4)	41,169

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Office	Annual remuneration (\$)
Councillor (with no additional responsibilities) (8)	34,308
Councillor (Minimum Allowable Remuneration)	32,455

Cambridge Community Board

Office	Annual remuneration (\$)
Chairperson	19,327
Member	9,663

Te Awamutu Community Board

Office	Annual remuneration (\$)
Chairperson	18,662
Member	9,331

Wairoa District Council

Office	Annual remuneration (\$)
Mayor	102,414
Deputy Mayor	44,119
Councillor (with no additional responsibilities) (5)	40,499
Councillor (Minimum Allowable Remuneration)	26,428

Waitaki District Council

Office	Annual remuneration (\$)
Mayor	116,103
Deputy Mayor	47,432
Main Committee Chair (2)	40,557
Other Committee Chair (2)	35,487
Deputy Chair (4)	35,487
Councillor (Minimum Allowable Remuneration)	24,830

Ahuriri Community Board

Office	Annual remuneration (\$)
Chairperson	11,979
Member	5,989

Waihemo Community Board

Office	Annual remuneration (\$)
Chairperson	12,440
Member	6,220

Waitomo District Council

Office	Annual remuneration (\$)
Mayor	99,879
Deputy Mayor	50,172

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Office	Annual remuneration (\$)
Councillor with no additional responsibilities (5)	33,598
Councillor (Minimum Allowable Remuneration)	24,424

Wellington City Council

Office	Annual remuneration (\$)
Mayor	183,027
Deputy Mayor	142,017
Chair of Committee of the Whole (5)	123,256
Councillor (with no additional responsibilities) (7)	121,293
Councillor (Minimum Allowable Remuneration)	88,090

Makara–Ohariu Community Board

Office	Annual remuneration (\$)
Chairperson	9,704
Member	4,852

Tawa Community Board

Office	Annual remuneration (\$)
Chairperson	19,359
Member	9,680

Western Bay of Plenty District Council

Office	Annual remuneration (\$)
Mayor	138,411
Deputy Mayor and Chairperson Annual Plan, Long Term Plan, Regulatory Hearings, and District Plan Committees	61,753
Chairperson Performance and Monitoring Committee	49,402
Chairperson Katikati—Waihi Beach Ward Forum	44,771
Chairperson Kaimai Ward Forum	44,771
Chairperson Maketu—Te Puke Ward Forum	44,771
Councillor with no additional responsibilities (6)	41,294
Councillor (Minimum Allowable Remuneration)	33,921

Katikati Community Board

Office	Annual remuneration (\$)
Chairperson	11,330
Member	5,665

Maketu Community Board

Office	Annual remuneration (\$)
Chairperson	5,997
Member	2,999

Ōmokoroa Community Board

Office	Annual remuneration (\$)
Chairperson	8,220
Member	4,110

Te Puke Community Board

Office	Annual remuneration (\$)
Chairperson	11,330
Member	5,665

Waihi Beach Community Board

Office	Annual remuneration (\$)
Chairperson	9,330
Member	4,665

Westland District Council

Office	Annual remuneration (\$)
Mayor	92,781
Deputy Mayor and Chairperson Capital Projects and Tenders Committee	49,312
Chairperson Planning Committee and Community Development Committee	38,343
Councillor (with no additional responsibilities) (6)	23,185
Councillor (Minimum Allowable Remuneration)	19,272

Whakatane District Council

Office	Annual remuneration (\$)
Mayor	135,876
Deputy Mayor	68,294
Committee Chairperson (3)	56,912
Deputy Committee Chairperson (2)	41,735
Councillor with no additional responsibilities (4)	37,941
Councillor (Minimum Allowable Remuneration)	33,842

Murupara Community Board

Office	Annual remuneration (\$)
Chairperson	8,220
Member	4,110

Rangitāiki Community Board

Office	Annual remuneration (\$)
Chairperson	10,663
Member	5,331

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Tāneatua Community Board

Office	Annual remuneration (\$)
Chairperson	8,220
Member	4,110

Whakatāne–Ōhope Community Board

Office	Annual remuneration (\$)
Chairperson	17,827
Member	8,913

Whanganui District Council

Office	Annual remuneration (\$)
Mayor	142,974
Deputy Mayor	51,340
Chairperson Strategy and Finance Committee	47,391
Chairperson Infrastructure, Climate Change, and Emergency Management Committee	47,391
Chairperson Property and Community Services Committee and Advisory Group Chair	49,365
Advisory Group Chair (2)	43,442
Deputy Chair (3)	43,442
Councillor (with no additional responsibilities) (3)	39,492
Councillor (Minimum Allowable Remuneration)	33,872

Whanganui Rural Community Board

Office	Annual remuneration (\$)
Chairperson	11,552
Member	5,776

Whangarei District Council

Office	Annual remuneration (\$)
Mayor	158,184
Deputy Mayor	87,292
Chairperson Infrastructure Committee	76,382
Chairperson Community Development Committee	76,382
Chairperson Strategy, Planning and Development Committee	76,382
Chairperson Te Karearea Strategic Partnership Forum	76,382
Chairperson Civic Honours Committee	60,014
Councillor with no additional responsibilities (7)	54,558
Councillor (Minimum Allowable Remuneration)	50,051

Schedule 2

Remuneration from 2022 election of members

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Part 1

Remuneration of members of regional councils

Bay of Plenty Regional Council

Office	Annual remuneration (\$)
Chairperson	152,522
Councillor (Minimum Allowable Remuneration)	54,525

Canterbury Regional Council

Office	Annual remuneration (\$)
Chairperson	180,000
Councillor (Minimum Allowable Remuneration)	64,460

Hawke's Bay Regional Council

Office	Annual remuneration (\$)
Chairperson	142,761
Councillor (Minimum Allowable Remuneration)	58,224

Manawatū–Whanganui Regional Council

Office	Annual remuneration (\$)
Chairperson	147,893
Councillor (Minimum Allowable Remuneration)	49,012

Northland Regional Council

Office	Annual remuneration (\$)
Chairperson	133,892
Councillor (Minimum Allowable Remuneration)	53,710

Otago Regional Council

Office	Annual remuneration (\$)
Chairperson	152,881
Councillor (Minimum Allowable Remuneration)	50,833

Southland Regional Council

Office	Annual remuneration (\$)
Chairperson	129,434
Councillor (Minimum Allowable Remuneration)	37,788

Taranaki Regional Council

Office	Annual remuneration (\$)
Chairperson	112,227
Councillor (Minimum Allowable Remuneration)	37,493

Waikato Regional Council

Office	Annual remuneration (\$)
Chairperson	163,254
Councillor (Minimum Allowable Remuneration)	58,640

Wellington Regional Council

Office	Annual remuneration (\$)
Chairperson	176,609
Councillor (Minimum Allowable Remuneration)	63,237

West Coast Regional Council

Office	Annual remuneration (\$)
Chairperson	96,662
Councillor (Minimum Allowable Remuneration)	37,112

Part 2

Remuneration of members of territorial authorities and their community or local boards

Ashburton District Council

Office	Annual remuneration (\$)
Mayor	132,690
Councillor (Minimum Allowable Remuneration)	29,842

Methven Community Board

Office	Annual remuneration (\$)
Chairperson	5,554
Member	2,777

Auckland Council

Office	Annual remuneration (\$)
Mayor	296,000
Councillor (Minimum Allowable Remuneration)	107,794

Albert–Eden Local Board

Office	Annual remuneration (\$)
Chairperson	97,068

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Office		Annual remuneration (\$)
Deputy Chairperson		58,241
Member		48,534
<i>Aotea/Great Barrier Local Board</i>		
Office		Annual remuneration (\$)
Chairperson		60,060
Deputy Chairperson		36,036
Member		30,030
<i>Devonport–Takapuna Local Board</i>		
Office		Annual remuneration (\$)
Chairperson		91,348
Deputy Chairperson		54,809
Member		45,674
<i>Franklin Local Board</i>		
Office		Annual remuneration (\$)
Chairperson		95,468
Deputy Chairperson		57,281
Member		47,734
<i>Henderson–Massey Local Board</i>		
Office		Annual remuneration (\$)
Chairperson		106,921
Deputy Chairperson		64,152
Member		53,460
<i>Hibiscus and Bays Local Board</i>		
Office		Annual remuneration (\$)
Chairperson		97,639
Deputy Chairperson		58,584
Member		48,820
<i>Howick Local Board</i>		
Office		Annual remuneration (\$)
Chairperson		102,244
Deputy Chairperson		61,347
Member		51,122
<i>Kaipātiki Local Board</i>		
Office		Annual remuneration (\$)
Chairperson		96,867
Deputy Chairperson		58,120

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Office		Annual remuneration (\$)
Member		48,434
<i>Māngere–Ōtāhuhu Local Board</i>		
Office		Annual remuneration (\$)
Chairperson		107,640
Deputy Chairperson		64,584
Member		53,820
<i>Manurewa Local Board</i>		
Office		Annual remuneration (\$)
Chairperson		106,308
Deputy Chairperson		63,785
Member		53,154
<i>Maungakiekie–Tāmaki Local Board</i>		
Office		Annual remuneration (\$)
Chairperson		100,863
Deputy Chairperson		60,518
Member		50,431
<i>Ōrākei Local Board</i>		
Office		Annual remuneration (\$)
Chairperson		94,479
Deputy Chairperson		56,688
Member		47,240
<i>Ōtara–Papatoetoe Local Board</i>		
Office		Annual remuneration (\$)
Chairperson		107,207
Deputy Chairperson		64,324
Member		53,604
<i>Papakura Local Board</i>		
Office		Annual remuneration (\$)
Chairperson		98,116
Deputy Chairperson		58,869
Member		49,058
<i>Puketāpapa Local Board</i>		
Office		Annual remuneration (\$)
Chairperson		93,542
Deputy Chairperson		56,125
Member		46,771

Rodney Local Board

Office	Annual remuneration (\$)
Chairperson	93,633
Deputy Chairperson	56,180
Member	46,817

Upper Harbour Local Board

Office	Annual remuneration (\$)
Chairperson	92,413
Deputy Chairperson	55,448
Member	46,206

Waiheke Local Board

Office	Annual remuneration (\$)
Chairperson	70,710
Deputy Chairperson	42,426
Member	35,355

Waitākere Ranges Local Board

Office	Annual remuneration (\$)
Chairperson	91,497
Deputy Chairperson	54,898
Member	45,748

Waitematā Local Board

Office	Annual remuneration (\$)
Chairperson	101,708
Deputy Chairperson	61,025
Member	50,854

Whau Local Board

Office	Annual remuneration (\$)
Chairperson	99,427
Deputy Chairperson	59,656
Member	49,714

Buller District Council

Office	Annual remuneration (\$)
Mayor	115,736
Councillor (Minimum Allowable Remuneration)	23,640

Inangahua Community Board

Office	Annual remuneration (\$)
Chairperson	7,367

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Office	Annual remuneration (\$)
Member	3,684

Carterton District Council

Office	Annual remuneration (\$)
Mayor	100,365
Councillor (Minimum Allowable Remuneration)	19,375

Central Hawke's Bay District Council

Office	Annual remuneration (\$)
Mayor	119,272
Councillor (Minimum Allowable Remuneration)	31,401

Central Otago District Council

Office	Annual remuneration (\$)
Mayor	120,841
Councillor (Minimum Allowable Remuneration)	27,182

Cromwell Community Board

Office	Annual remuneration (\$)
Chairperson	14,661
Member	7,331

Maniototo Community Board

Office	Annual remuneration (\$)
Chairperson	7,109
Member	3,554

Teviot Valley Community Board

Office	Annual remuneration (\$)
Chairperson	7,109
Member	3,554

Vincent Community Board

Office	Annual remuneration (\$)
Chairperson	15,774
Member	7,887

Chatham Islands Council

Office	Annual remuneration (\$)
Mayor	57,408
Councillor (Minimum Allowable Remuneration)	13,765

Christchurch City Council

Office	Annual remuneration (\$)
Mayor	200,000
Councillor (Minimum Allowable Remuneration)	100,278

Te Pātaka o Rākaihautū Banks Peninsula Community Board

Office	Annual remuneration (\$)
Chairperson	20,305
Member	10,153

Waihoru Spreydon-Cashmere-Heathcote Community Board

Office	Annual remuneration (\$)
Chairperson	52,077
Member	26,039

Waimāero Fendalton-Waimairi-Harewood Community Board

Office	Annual remuneration (\$)
Chairperson	49,565
Member	24,810

Waipapa Papanui-Innes-Central Community Board

Office	Annual remuneration (\$)
Chairperson	47,380
Member	23,690

Waipuna Hornby-Halswell-Riccarton Community Board

Office	Annual remuneration (\$)
Chairperson	51,109
Member	25,572

Waitai Coastal-Burwood-Linwood Community Board

Office	Annual remuneration (\$)
Chairperson	49,755
Member	24,905

Clutha District Council

Office	Annual remuneration (\$)
Mayor	124,638
Councillor (Minimum Allowable Remuneration)	21,789

Lawrence–Tuapeka Community Board

Office	Annual remuneration (\$)
Chairperson	5,998
Member	2,999

West Otago Community Board

Office	Annual remuneration (\$)
Chairperson	7,109
Member	3,554

Dunedin City Council

Office	Annual remuneration (\$)
Mayor	172,378
Councillor (Minimum Allowable Remuneration)	64,181

Mosgiel–Taieri Community Board

Office	Annual remuneration (\$)
Chairperson	19,799
Member	9,899

Otago Peninsula Community Board

Office	Annual remuneration (\$)
Chairperson	16,718
Member	8,359

Saddle Hill Community Board

Office	Annual remuneration (\$)
Chairperson	16,939
Member	8,469

Strath Taieri Community Board

Office	Annual remuneration (\$)
Chairperson	14,889
Member	7,445

Waikouaiti Coast Community Board

Office	Annual remuneration (\$)
Chairperson	16,498
Member	8,249

West Harbour Community Board

Office	Annual remuneration (\$)
Chairperson	16,939
Member	8,469

Far North District Council

Office	Annual remuneration (\$)
Mayor	162,879
Councillor (Minimum Allowable Remuneration)	64,660

Bay of Islands–Whangaroa Community Board

Office	Annual remuneration (\$)
Chairperson	32,186
Member	16,093

Kaikohe–Hokianga Community Board

Office	Annual remuneration (\$)
Chairperson	27,589
Member	13,795

Te Hiku Community Board

Office	Annual remuneration (\$)
Chairperson	28,164
Member	14,082

Gisborne District Council

Office	Annual remuneration (\$)
Mayor	158,068
Councillor (Minimum Allowable Remuneration)	41,610

Gore District Council

Office	Annual remuneration (\$)
Mayor	112,010
Councillor (Minimum Allowable Remuneration)	19,136

Mataura Community Board

Office	Annual remuneration (\$)
Chairperson	4,242
Member	2,121

Grey District Council

Office	Annual remuneration (\$)
Mayor	116,626
Councillor (Minimum Allowable Remuneration)	26,208

Hamilton City Council

Office	Annual remuneration (\$)
Mayor	180,335
Councillor (Minimum Allowable Remuneration)	80,293

Hastings District Council

Office	Annual remuneration (\$)
Mayor	160,955

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Office	Annual remuneration (\$)
Councillor (Minimum Allowable Remuneration)	47,747

Hastings District Rural Community Board

Office	Annual remuneration (\$)
Chairperson	15,475
Member	7,738

Hauraki District Council

Office	Annual remuneration (\$)
Mayor	128,976
Councillor (Minimum Allowable Remuneration)	25,811

Horowhenua District Council

Office	Annual remuneration (\$)
Mayor	141,395
Councillor (Minimum Allowable Remuneration)	33,465

Te Awahou Foxton Community Board

Office	Annual remuneration (\$)
Chairperson	12,884
Member	6,442

Hurunui District Council

Office	Annual remuneration (\$)
Mayor	113,138
Councillor (Minimum Allowable Remuneration)	24,799

Hanmer Springs Community Board

Office	Annual remuneration (\$)
Chairperson	8,259
Member	4,130

Hutt City Council

Office	Annual remuneration (\$)
Mayor	164,046
Councillor (Minimum Allowable Remuneration)	57,870

Eastbourne Community Board

Office	Annual remuneration (\$)
Chairperson	13,926
Member	6,963

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Petone Community Board

Office	Annual remuneration (\$)
Chairperson	16,580
Member	8,290

Wainuiomata Community Board

Office	Annual remuneration (\$)
Chairperson	17,465
Member	8,732

Invercargill City Council

Office	Annual remuneration (\$)
Mayor	149,291
Councillor (Minimum Allowable Remuneration)	38,642

Bluff Community Board

Office	Annual remuneration (\$)
Chairperson	8,842
Member	4,421

Kaikōura District Council

Office	Annual remuneration (\$)
Mayor	86,000
Councillor (Minimum Allowable Remuneration)	19,580

Kaipara District Council

Office	Annual remuneration (\$)
Mayor	133,501
Councillor (Minimum Allowable Remuneration)	34,531

Kapiti Coast District Council

Office	Annual remuneration (\$)
Mayor	145,588
Councillor (Minimum Allowable Remuneration)	38,964

Ōtaki Community Board

Office	Annual remuneration (\$)
Chairperson	14,963
Member	7,481

Paekākāriki Community Board

Office	Annual remuneration (\$)
Chairperson	7,924
Member	3,962

Paraparaumu Community Board

Office	Annual remuneration (\$)
Chairperson	19,100
Member	9,550

Raumati Community Board

Office	Annual remuneration (\$)
Chairperson	14,554
Member	7,277

Waikanae Community Board

Office	Annual remuneration (\$)
Chairperson	17,373
Member	8,686

Kawerau District Council

Office	Annual remuneration (\$)
Mayor	107,246
Councillor (Minimum Allowable Remuneration)	20,965

Mackenzie District Council

Office	Annual remuneration (\$)
Mayor	88,714
Councillor (Minimum Allowable Remuneration)	21,933

Fairlie Community Board

Office	Annual remuneration (\$)
Chairperson	4,117
Member	2,058

Tekapo Community Board

Office	Annual remuneration (\$)
Chairperson	4,117
Member	2,058

Twizel Community Board

Office	Annual remuneration (\$)
Chairperson	5,135
Member	2,567

Manawatu District Council

Office	Annual remuneration (\$)
Mayor	132,068
Councillor (Minimum Allowable Remuneration)	33,403

Marlborough District Council

Office	Annual remuneration (\$)
Mayor	149,909
Councillor (Minimum Allowable Remuneration)	38,306

Masterton District Council

Office	Annual remuneration (\$)
Mayor	133,530
Councillor (Minimum Allowable Remuneration)	34,433

Matamata-Piako District Council

Office	Annual remuneration (\$)
Mayor	134,533
Councillor (Minimum Allowable Remuneration)	32,437

Napier City Council

Office	Annual remuneration (\$)
Mayor	153,888
Councillor (Minimum Allowable Remuneration)	49,073

Nelson City Council

Office	Annual remuneration (\$)
Mayor	149,909
Councillor (Minimum Allowable Remuneration)	40,083

New Plymouth District Council

Office	Annual remuneration (\$)
Mayor	160,757
Councillor (Minimum Allowable Remuneration)	48,531

Clifton Community Board

Office	Annual remuneration (\$)
Chairperson	12,604
Member	6,302

Inglewood Community Board

Office	Annual remuneration (\$)
Chairperson	17,563
Member	8,782

Kaitake Community Board

Office	Annual remuneration (\$)
Chairperson	15,212

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Office		Annual remuneration (\$)
Member		7,606
<i>Puketapu-Bell Block Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		16,928
Member		8,464
<i>Waitara Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		16,928
Member		8,464
Ōpōtiki District Council		
Office		Annual remuneration (\$)
Mayor		114,200
Councillor (Minimum Allowable Remuneration)		31,579
<i>Coast Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		10,269
Member		5,135
Ōtorohanga District Council		
Office		Annual remuneration (\$)
Mayor		107,465
Councillor (Minimum Allowable Remuneration)		24,693
<i>Kawhia Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		4,117
Member		2,058
<i>Ōtorohanga Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		14,733
Member		7,367
Palmerston North City Council		
Office		Annual remuneration (\$)
Mayor		160,314
Councillor (Minimum Allowable Remuneration)		47,849

Porirua City Council

Office	Annual remuneration (\$)
Mayor	151,954
Councillor (Minimum Allowable Remuneration)	42,136

Queenstown-Lakes District Council

Office	Annual remuneration (\$)
Mayor	143,734
Councillor (Minimum Allowable Remuneration)	40,710

Wānaka-Upper Clutha Community Board

Office	Annual remuneration (\$)
Chairperson	24,659
Member	12,329

Rangitikei District Council

Office	Annual remuneration (\$)
Mayor	114,624
Councillor (Minimum Allowable Remuneration)	23,883

Ratana Community Board

Office	Annual remuneration (\$)
Chairperson	4,377
Member	2,189

Taihape Community Board

Office	Annual remuneration (\$)
Chairperson	8,929
Member	4,465

Rotorua District Council

Office	Annual remuneration (\$)
Mayor	159,679
Councillor (Minimum Allowable Remuneration)	59,442

Rotorua Lakes Community Board

Office	Annual remuneration (\$)
Chairperson	17,288
Member	8,644

Rotorua Rural Community Board

Office	Annual remuneration (\$)
Chairperson	19,321
Member	9,661

Ruapehu District Council

Office	Annual remuneration (\$)
Mayor	120,497
Councillor (Minimum Allowable Remuneration)	23,948

Ōwhango-National Park Community Board

Office	Annual remuneration (\$)
Chairperson	6,140
Member	3,070

Taumarunui-Ōhura Community Board

Office	Annual remuneration (\$)
Chairperson	13,910
Member	6,955

Waimarino-Waiouru Community Board

Office	Annual remuneration (\$)
Chairperson	13,910
Member	6,955

Selwyn District Council

Office	Annual remuneration (\$)
Mayor	146,861
Councillor (Minimum Allowable Remuneration)	40,116

Malvern Community Board

Office	Annual remuneration (\$)
Chairperson	18,238
Member	9,119

South Taranaki District Council

Office	Annual remuneration (\$)
Mayor	139,953
Councillor (Minimum Allowable Remuneration)	30,888

Eltham-Kaponga Community Board

Office	Annual remuneration (\$)
Chairperson	11,733
Member	5,866

Pātea Community Board

Office	Annual remuneration (\$)
Chairperson	11,330
Member	5,665

**Local Government Members (2022/23) Determination
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Schedule 2

Taranaki Coastal Community Board

Office	Annual remuneration (\$)
Chairperson	12,850
Member	6,425

Te Hāwera Community Board

Office	Annual remuneration (\$)
Chairperson	14,440
Member	7,220

South Waikato District Council

Office	Annual remuneration (\$)
Mayor	133,621
Councillor (Minimum Allowable Remuneration)	30,725

Tirau Community Board

Office	Annual remuneration (\$)
Chairperson	6,886
Member	3,443

South Wairarapa District Council

Office	Annual remuneration (\$)
Mayor	105,157
Councillor (Minimum Allowable Remuneration)	18,855

Featherston Community Board

Office	Annual remuneration (\$)
Chairperson	6,697
Member	3,349

Greytown Community Board

Office	Annual remuneration (\$)
Chairperson	6,697
Member	3,349

Martinborough Community Board

Office	Annual remuneration (\$)
Chairperson	6,697
Member	3,349

Southland District Council

Office	Annual remuneration (\$)
Mayor	134,914
Councillor (Minimum Allowable Remuneration)	30,472

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Ardlussa Community Board

Office	Annual remuneration (\$)
Chairperson	7,702
Member	3,851

Fiordland Community Board

Office	Annual remuneration (\$)
Chairperson	9,469
Member	4,734

Northern Community Board

Office	Annual remuneration (\$)
Chairperson	7,446
Member	3,723

Oraka Aparima Community Board

Office	Annual remuneration (\$)
Chairperson	8,319
Member	4,160

Oreti Community Board

Office	Annual remuneration (\$)
Chairperson	10,719
Member	5,360

Stewart Island/Rakiura Community Board

Office	Annual remuneration (\$)
Chairperson	4,117
Member	2,058

Tuatapere Te Waewae Community Board

Office	Annual remuneration (\$)
Chairperson	7,265
Member	3,633

Waihopai Toetoe Community Board

Office	Annual remuneration (\$)
Chairperson	10,091
Member	5,046

Wallace Takitimu Community Board

Office	Annual remuneration (\$)
Chairperson	8,845
Member	4,423

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Schedule 2

Stratford District Council

Office	Annual remuneration (\$)
Mayor	107,503
Councillor (Minimum Allowable Remuneration)	18,905

Tararua District Council

Office	Annual remuneration (\$)
Mayor	128,685
Councillor (Minimum Allowable Remuneration)	35,851

Dannevirke Community Board

Office	Annual remuneration (\$)
Chairperson	11,996
Member	5,998

Eketahuna Community Board

Office	Annual remuneration (\$)
Chairperson	7,775
Member	3,887

Tasman District Council

Office	Annual remuneration (\$)
Mayor	156,156
Councillor (Minimum Allowable Remuneration)	39,936

Golden Bay Community Board

Office	Annual remuneration (\$)
Chairperson	13,486
Member	6,743

Motueka Community Board

Office	Annual remuneration (\$)
Chairperson	15,033
Member	7,516

Taupo District Council

Office	Annual remuneration (\$)
Mayor	143,105
Councillor (Minimum Allowable Remuneration)	38,999

Tauranga City Council

Office	Annual remuneration (\$)
Mayor	172,918

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Office	Annual remuneration (\$)
Councillor (Minimum Allowable Remuneration)	84,566

Thames-Coromandel District Council

Office	Annual remuneration (\$)
Mayor	141,188
Councillor (Minimum Allowable Remuneration)	42,327

Coromandel–Colville Community Board

Office	Annual remuneration (\$)
Chairperson	16,173
Member	8,087

Mercury Bay Community Board

Office	Annual remuneration (\$)
Chairperson	19,350
Member	9,675

Tairua–Pauanui Community Board

Office	Annual remuneration (\$)
Chairperson	16,173
Member	8,087

Thames Community Board

Office	Annual remuneration (\$)
Chairperson	20,506
Member	10,253

Whangamata Community Board

Office	Annual remuneration (\$)
Chairperson	17,617
Member	8,808

Timaru District Council

Office	Annual remuneration (\$)
Mayor	142,005
Councillor (Minimum Allowable Remuneration)	40,878

Geraldine Community Board

Office	Annual remuneration (\$)
Chairperson	11,330
Member	5,665

Pleasant Point Community Board

Office	Annual remuneration (\$)
Chairperson	8,885
Member	4,443

Temuka Community Board

Office	Annual remuneration (\$)
Chairperson	11,552
Member	5,776

Upper Hutt City Council

Office	Annual remuneration (\$)
Mayor	137,871
Councillor (Minimum Allowable Remuneration)	36,751

Waikato District Council

Office	Annual remuneration (\$)
Mayor	157,039
Councillor (Minimum Allowable Remuneration)	47,967

Huntly Community Board

Office	Annual remuneration (\$)
Chairperson	11,036
Member	5,518

Ngāruawāhia Community Board

Office	Annual remuneration (\$)
Chairperson	11,154
Member	5,577

Raglan Community Board

Office	Annual remuneration (\$)
Chairperson	10,066
Member	5,033

Rural-Port Waikato Community Board

Office	Annual remuneration (\$)
Chairperson	9,510
Member	4,755

Taupiri Community Board

Office	Annual remuneration (\$)
Chairperson	4,416
Member	2,208

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Tuakau Community Board

Office	Annual remuneration (\$)
Chairperson	10,785
Member	5,393

Waimakariri District Council

Office	Annual remuneration (\$)
Mayor	146,838
Councillor (Minimum Allowable Remuneration)	42,143

Kaiapoi–Tuahiwi Community Board

Office	Annual remuneration (\$)
Chairperson	17,991
Member	8,995

Oxford–Ohoka Community Board

Office	Annual remuneration (\$)
Chairperson	16,949
Member	8,475

Rangiora–Ashley Community Board

Office	Annual remuneration (\$)
Chairperson	23,206
Member	11,603

Woodend–Sefton Community Board

Office	Annual remuneration (\$)
Chairperson	14,863
Member	7,431

Waimate District Council

Office	Annual remuneration (\$)
Mayor	104,302
Councillor (Minimum Allowable Remuneration)	20,671

Waipa District Council

Office	Annual remuneration (\$)
Mayor	145,391
Councillor (Minimum Allowable Remuneration)	36,532

Cambridge Community Board

Office	Annual remuneration (\$)
Chairperson	19,327
Member	9,663

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Schedule 2

Te Awamutu Community Board

Office	Annual remuneration (\$)
Chairperson	18,662
Member	9,331

Wairoa District Council

Office	Annual remuneration (\$)
Mayor	116,979
Councillor (Minimum Allowable Remuneration)	29,533

Waitaki District Council

Office	Annual remuneration (\$)
Mayor	129,041
Councillor (Minimum Allowable Remuneration)	30,765

Ahuriri Community Board

Office	Annual remuneration (\$)
Chairperson	11,979
Member	5,989

Waihemo Community Board

Office	Annual remuneration (\$)
Chairperson	12,440
Member	6,220

Waitomo District Council

Office	Annual remuneration (\$)
Mayor	115,856
Councillor (Minimum Allowable Remuneration)	32,333

Wellington City Council

Office	Annual remuneration (\$)
Mayor	183,027
Councillor (Minimum Allowable Remuneration)	89,860

Makara–Ohariu Community Board

Office	Annual remuneration (\$)
Chairperson	9,704
Member	4,852

Tawa Community Board

Office	Annual remuneration (\$)
Chairperson	19,359
Member	9,680

Western Bay of Plenty District Council

Office	Annual remuneration (\$)
Mayor	145,667
Councillor (Minimum Allowable Remuneration)	37,589

Katikati Community Board

Office	Annual remuneration (\$)
Chairperson	11,330
Member	5,665

Maketu Community Board

Office	Annual remuneration (\$)
Chairperson	5,997
Member	2,999

Ōmokoroa Community Board

Office	Annual remuneration (\$)
Chairperson	8,220
Member	4,110

Te Puke Community Board

Office	Annual remuneration (\$)
Chairperson	11,330
Member	5,665

Waihi Beach Community Board

Office	Annual remuneration (\$)
Chairperson	9,330
Member	4,665

Westland District Council

Office	Annual remuneration (\$)
Mayor	105,174
Councillor (Minimum Allowable Remuneration)	20,907

Whakatane District Council

Office	Annual remuneration (\$)
Mayor	142,977
Councillor (Minimum Allowable Remuneration)	37,575

Murupara Community Board

Office	Annual remuneration (\$)
Chairperson	8,220
Member	4,110

Rangitāiki Community Board

Office	Annual remuneration (\$)
Chairperson	10,663
Member	5,331

Tāneatua Community Board

Office	Annual remuneration (\$)
Chairperson	8,220
Member	4,110

Whakatāne–Ōhope Community Board

Office	Annual remuneration (\$)
Chairperson	17,827
Member	8,913

Whanganui District Council

Office	Annual remuneration (\$)
Mayor	149,641
Councillor (Minimum Allowable Remuneration)	36,734

Whanganui Rural Community Board

Office	Annual remuneration (\$)
Chairperson	11,552
Member	5,776

Whangarei District Council

Office	Annual remuneration (\$)
Mayor	163,689
Councillor (Minimum Allowable Remuneration)	53,850

Dated at Wellington this 7th day of June 2022.

Fran Wilde,
Chairperson.

Geoff Summers,
Member.

Dallas Welch,
Member.

Explanatory memorandum

This memorandum is not part of the determination, but is intended to indicate its general effect.

This determination comes into force on 1 July 2022 and expires at the close of 30 June 2023.

Councils and local boards

Since 2019, when setting remuneration for local government elected members, the Remuneration Authority (the **Authority**) has used a group of size indices that it has put together covering territorial, regional, and unitary authorities and Auckland local boards. The relevant workload and responsibilities of each council are assessed using a number of criteria, and each council is placed within the relevant index. The Authority decides the remuneration of mayors, regional council chairpersons, and Auckland local board members based on this data. The size index is also used to determine a governance remuneration pool for councillors on each council and the minimum allowable remuneration that must be paid to each councillor.

The governance remuneration pool provides the total amount to be fully allocated and paid in remuneration to the councillors. Each council is required to make proposals to the Authority on how its individual pool will be allocated according to that council's priorities and circumstances. Roles to which differential remuneration can be attached, in addition to the minimum allowable remuneration, include internal roles such as deputy mayor, committee chair, or portfolio holder as well as roles representing the council on outside groups. Councils submit their proposals to the Authority for its approval and inclusion in the determination. This is not automatic, and the Authority is able to request further information or make changes to the recommendations it receives.

Because the triennial local government elections are scheduled for later this year, the Authority recently completed a full review of the above framework. All councils were regularly consulted throughout the review process. The Authority found that the current approach is working well and no changes have been made to the framework. In this case, the Authority was interested in the time allocated by elected members to their local government roles. We asked members to participate in a short survey to assess whether the time demands had increased since the last assessment. Unfortunately, the response rate was not sufficient to allow us to make a definitive judgement, although the responses we did receive tended to confirm that our previous assessment was still relatively robust.

The size indices were updated with the most recent publicly available demographic, statistical, and economic data, and the updated size indices will apply for the triennium following the local elections in October 2022.

Community boards

Determining community boards' remuneration remains problematic because of the large variations in their number of members, the populations they represent, and their respective roles and powers. The Authority's 2019 review of community board remuneration concluded that, because of those variations, a workable ranking of community boards or a robust and intuitively sensible size index could not be developed. Therefore, the fixing of individual councils' community board members' remuneration over the past 3 years was informed in part by the population of each community board and by their individual current remuneration settings.

The Authority has decided to continue with its existing practice for determining the remuneration of community board members for this determination and during the next triennium. The Authority has communicated its concerns about community boards to the Review into the Future for Local Government, to the Local Government Commission, and to Local Government New Zealand.

Elected members' remuneration

Schedule 1 of this determination sets out the remuneration of elected members for the period beginning on 1 July 2022 and ending on the close of the day on which the official result of the 2022 election is declared for each individual council.

Schedule 2 of the determination sets out the remuneration for elected members that will come into force on and from the day after the date on which the official result of the 2022 local election of members for an individual council is declared.

At the end of this explanatory memorandum are the governance remuneration pools for each council that will apply on and from 1 July 2022 (table 1) and on and from the day after the date on which an individual council's official result is declared following the 2022 local elections (table 2).

Allowances

This determination also makes changes to the level and conditions of some allowances.

The maximum purchase price (*clause 9*) that may be paid for an electric or a hybrid vehicle purchased by a local authority for its mayor or regional council chairperson has been increased to \$68,500 (including goods and services tax and on-road costs). This new rate is based on an assessment of the current motor vehicle market rates and takes into account the vehicle being fit for purpose, the safety of the driver and passengers, and fairness to ratepayers. The Authority recommends that councils use the All of Government procurement process and the Clean Car Discount (rebate) scheme to optimise the value of their purchases.

The vehicle-kilometre allowance rates (*clause 11*) have been adjusted from those shown in the previous determination to reflect the current rates prescribed by the Inland Revenue Department on 27 May 2022 for businesses, self-employed people, and employees.

The vehicle-kilometre allowance has been aligned with the travel-time allowance to ensure that an elected member, when travelling from a place in which they permanently or temporarily reside that is outside their local authority boundary, may claim the vehicle-kilometre allowance only when travelling on local authority business once they enter the local authority's boundary.

The travel-time allowance (*clause 12*) has been increased from \$37.50 to \$40 for each hour of eligible travel time after the first hour of time travelled in a day. This allowance was last increased in 2016.

The fee paid to a chairperson of a hearing (*clause 15*) has been increased from \$100 to \$116 per hour, and the fee paid to a member of a hearing has been increased from \$80 per hour to \$93 per hour. Hearing fees were last reviewed in 2011.

In their submissions, councils advised that the hearing times (*clause 6*) for formal meetings have become relatively shorter in comparison with the preparation work that councillors are required to undertake. Consequently, the Authority has removed the time constraint placed on preparing for hearings.

In making this determination for the remuneration of elected members of local authorities, local boards, and community boards listed in clause 6 of Schedule 7 of the Local Government Act 2002, the Authority had regard to the mandatory criteria listed in clause 7 of that schedule and the criteria listed in sections 18 and 18A of the Remuneration Authority 1977.

Governance remuneration pools: table 1

The table below sets out the local government governance remuneration pools for the councillors of each local authority, which will apply on and after 1 July 2022 until the close of the day on which the official result of the 2022 election in relation to an individual local council is declared. This period is covered by the current (2019/22) size indices.

Part 1

Remuneration pools for councillors of regional councils

Council	Governance remuneration pool (\$)
Bay of Plenty Regional Council	869,154
Canterbury Regional Council	977,558
Hawke's Bay Regional Council	565,288
Manawatū-Whanganui Regional Council	647,920
Northland Regional Council	580,951
Otago Regional Council	713,448
Southland Regional Council	555,828
Taranaki Regional Council	473,595
Waikato Regional Council	933,748
Wellington Regional Council	934,354
West Coast Regional Council	327,018

Part 2**Remuneration pools for councillors of territorial authorities**

Territorial authority	Governance remuneration pool (\$)
Ashburton District Council	388,893
Auckland Council	2,592,269
Buller District Council	272,119
Carterton District Council	226,766
Central Hawke's Bay District Council	275,071
Central Otago District Council	284,556
Chatham Islands Council	151,796
Christchurch City Council	1,869,005
Clutha District Council	362,825
Dunedin City Council	1,127,010
Far North District Council	810,927
Gisborne District Council	646,775
Gore District Council	294,796
Grey District Council	256,100
Hamilton City Council	1,217,171
Hastings District Council	809,821
Hauraki District Council	360,438
Horowhenua District Council	445,804
Hurunui District Council	256,100
Hutt City Council	847,197
Invercargill City Council	521,686
Kaikōura District Council	204,089
Kaipara District Council	369,923
Kapiti Coast District Council	512,201
Kawerau District Council	226,766
Mackenzie District Council	181,413
Manawatu District Council	388,893
Marlborough District Council	597,552
Masterton District Council	398,378
Matamata-Piako District Council	398,378
Napier City Council	735,068
Nelson City Council	609,333
New Plymouth District Council	797,363
Ōpōtiki District Council	218,160
Ōtorohanga District Council	204,089
Palmerston North City Council	797,363
Porirua City Council	559,627
Queenstown-Lakes District Council	436,319
Rangitikei District Council	294,796
Rotorua District Council	786,353
Ruapehu District Council	303,526
Selwyn District Council	493,230

Territorial authority	Governance remuneration pool (\$)
South Taranaki District Council	426,834
South Waikato District Council	379,408
South Wairarapa District Council	245,998
Southland District Council	407,864
Stratford District Council	268,362
Tararua District Council	322,497
Tasman District Council	639,604
Taupo District Council	483,745
Tauranga City Council	1,127,010
Thames-Coromandel District Council	455,290
Timaru District Council	464,775
Upper Hutt City Council	436,319
Waikato District Council	759,986
Waimakariri District Council	502,716
Waimate District Council	226,766
Waipa District Council	483,745
Wairoa District Council	246,615
Waitaki District Council	341,467
Waitomo District Council	218,160
Wellington City Council	1,607,344
Western Bay of Plenty District Council	493,230
Westland District Council	226,766
Whakatane District Council	474,260
Whanganui District Council	531,171
Whangarei District Council	834,739

Governance remuneration pools: table 2

This table sets out the local government governance remuneration pools that will apply on and after the day after the date on which the official result of the 2022 local election of members for an individual council is declared. From this date, the new size indices apply for the next council triennium.

Part 1

Remuneration pools for councillors of regional councils

Council	Governance remuneration pool (\$)
Bay of Plenty Regional Council	869,154
Canterbury Regional Council	977,558
Hawke's Bay Regional Council	644,302
Manawatū-Whanganui Regional Council	690,226
Northland Regional Council	580,951
Otago Regional Council	734,869
Southland Regional Council	555,828
Taranaki Regional Council	473,595
Waikato Regional Council	933,748

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Council	Governance remuneration pool (\$)
Wellington Regional Council	947,216
West Coast Regional Council	330,000

Part 2

Remuneration pools for councillors of territorial authorities

Territorial authority	Governance remuneration pool (\$)
Ashburton District Council	450,195
Auckland Council	2,592,269
Buller District Council	324,306
Carterton District Council	226,766
Central Hawke's Bay District Council	350,559
Central Otago District Council	362,213
Chatham Islands Council	151,796
Christchurch City Council	1,900,000
Clutha District Council	390,404
Dunedin City Council	1,191,826
Far North District Council	890,157
Gisborne District Council	700,000
Gore District Council	296,638
Grey District Council	293,506
Hamilton City Council	1,286,366
Hastings District Council	871,295
Hauraki District Council	422,618
Horowhenua District Council	514,833
Hurunui District Council	305,015
Hutt City Council	901,594
Invercargill City Council	573,463
Kaikōura District Council	204,089
Kaipara District Council	413,071
Kapiti Coast District Council	545,969
Kawerau District Council	261,262
Mackenzie District Council	207,000
Manawatu District Council	445,578
Marlborough District Council	609,333
Masterton District Council	456,435
Matamata-Piako District Council	463,877
Napier City Council	802,034
Nelson City Council	609,333
New Plymouth District Council	869,359
Ōpōtiki District Council	312,896
Ōtorohanga District Council	262,886
Palmerston North City Council	865,016
Porirua City Council	593,234
Queenstown-Lakes District Council	532,201

Territorial authority	Governance remuneration pool (\$)
Rangitikei District Council	337,511
Rotorua District Council	858,787
Ruapehu District Council	359,652
Selwyn District Council	555,420
South Taranaki District Council	504,125
South Waikato District Council	431,208
South Wairarapa District Council	245,998
Southland District Council	466,709
Stratford District Council	268,362
Tararua District Council	420,455
Tasman District Council	666,580
Taupo District Council	527,532
Tauranga City Council	1,198,246
Thames-Coromandel District Council	513,295
Timaru District Council	519,365
Upper Hutt City Council	488,666
Waikato District Council	832,914
Waimakariri District Council	555,247
Waimate District Council	239,400
Waipa District Council	544,506
Wairoa District Council	275,588
Waitaki District Council	423,096
Waitomo District Council	288,802
Wellington City Council	1,639,633
Western Bay of Plenty District Council	546,556
Westland District Council	246,000
Whakatane District Council	526,578
Whanganui District Council	576,061
Whangarei District Council	898,097

Note: The above remuneration pools do not apply to mayors, regional council chairpersons, Auckland local board members, or community board members.

However, if a council has delegated significant powers and functions to a community board and as a consequence proposes an increase to the remuneration of community board members, the additional funds will come out of the council's governance remuneration pool.

Issued under the authority of the Legislation Act 2019.
Date of notification in *Gazette*: 9 June 2022.

Proposed Remuneration for Councillors Following the 2022 Local Elections Using Ratios



Use this worksheet to calculate the base remuneration for a councillor without additional responsibilities and to calculate the proposed remuneration for positions with additional responsibilities by assigning a **RATIO** between the two roles.

For example, ratios can be 1.05, 1.25, 1.5, 2.0 times a councillor's base remuneration. A ratio cannot be less than 1.

Before completing this worksheet, read the instructions sheet in the tab below for detailed guidance.

- 1) Enter the legal name of local authority, as listed in schedule 2 of the Local Government Act 2002:

- 2) Enter the date on which the official result of the 2022 election was declared for the local authority:

- 3) Enter number of elected members (excluding the mayor or regional council chair) on the council:

- 4) Enter local authority's governance remuneration pool as shown in the current local government members determination (\$):

- 5) Enter councillor minimum allowable remuneration as shown in the current local government members determination (\$):

- 6) Enter date of local authority's resolution proposing the remuneration for the position(s) of responsibility and/or base councillors:

7) Enter title of proposed position with additional responsibilities (ie: the title that will be displayed in the amending determination)	8) Enter number of members per position	9) Enter proposed ratio to councillor base remuneration	Effective Date*	Proposed councillor base remuneration (\$)	Proposed additional remuneration (\$)	Proposed annual total remuneration per councillor (\$)	Total (\$)
Deputy Mayor	1	1.75	10 Nov 2022	53,564	40,173	93,736	93,736
Infrastructure Committee Chair	1	1.50	10 Nov 2022	53,564	26,782	80,345	80,345
Performance & Strategy Committee Chair	1	1.50	10 Nov 2022	53,564	26,782	80,345	80,345
Sustainability & Wellbeing Committee Chair	1	1.50	10 Nov 2022	53,564	26,782	80,345	80,345
Tai Runga Takiwaa Maaori Ward Councillor	1	1.15	10 Nov 2022	53,564	8,035	61,598	61,598
Tai Raro Takiwaa Maaori Ward Councillor	1	1.15	10 Nov 2022	53,564	8,035	61,598	61,598
Councillor with no additional responsibilities	7	1.00	15 Oct 2022	47,967	5,597	53,564	374,945

Grand Total (\$): 832,914

To	Waikato District Council
Report title	Items approved using Transition Delegations
Date:	3 November 2022
Report Author:	Gaylene Kanawa, Democracy Manager
Authorised by:	Gavin Ion, Chief Executive

1. Purpose of the report

Te Take moo te puurongo

To inform the Council of decisions made by the Chief Executive under delegation during the election period.

2. Executive summary

Whakaraapopototanga matua

Prior to the triennial election, the previous council approved a transition delegation to the Chief Executive to ensure that the business of council could continue. The Chief Executive was empowered to make decisions in consultation with the incoming Mayor and Councillor Eyre who was elected unopposed.

This report details where this delegation has been used, however it is noted that the delegation was used sparingly and there are only four (4) items to be reported:

- a. Approving a professional development opportunity for Councillor Eyre and Councillor Beavis who need to attend a Making Good Decisions (provides the training to become a Hearings Commissioner) to be paid by Council.
 - b. approval of transfer from council to Momentum Waikato Trust (Deed of Gift) – approximately \$4.5million as agreed by the previous Council.
 - c. approval of a technical and operational submission on Variation 3 (would normally go to Performance & Strategy).
 - d. approval of the estimated expenditure for the Tuakau Community Board by-election of \$22,000 (plus GST). It is noted that nominations for the by-election will open on 24 November 2022, with the final date for special votes and votes into ballot boxes at 12noon on Friday, 17 February 2023.
 - e. Sale of a council mobile phone to a retiring elected member for \$850 inclusive of GST. The market value (sale price) was determined by reviewing sale prices for this phone on Trade Me. The original cost of the phone was \$1,108.12 inclusive of GST when it was purchased in November 2021.
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3. Staff recommendations Tuutohu-aa-kaimahi

That the Waikato District Council notes the decisions made by the Chief Executive during the election period:

- a. approving a professional development opportunity for Councillor Eyre and Councillor Beavis who need to attend a Making Good Decisions (provides the training to become a Hearings Commissioner) to be paid by Council.
- b. approval of transfer from council to Momentum Waikato Trust (Deed of Gift) – approximately \$4.5million as agreed by the previous Council.
- c. approval of a technical and operational submission on Variation 3 (would normally go to Performance & Strategy).
- d. approval of the estimated expenditure for the Tuakau Community Board by-election of \$22,000 (plus GST). It is noted that nominations for the by-election will open on 24 November 2022, with the final date for special votes and votes into ballot boxes at 12noon on Friday, 17 February 2023.
- e. Sale of a council mobile phone to a retiring elected member for \$850 inclusive of GST.

4. Background Koorero whaimaarama

At the council meeting on 29 September 2022, Council approved a delegation to the Chief Executive for use during the transition period until the first formal meeting following the election. This delegation was subject to consultation with the incoming Mayor and Councillor Eyre who was elected unopposed.

The Chief Executive must report the use of these delegations to the first ordinary meeting of Council (this meeting) following the elections and once the Council had been sworn in.

5. Discussion Matapaki

The specific resolution made by Council on 29 September was as follows:

Resolved: (His Worship the Mayor, Mr AM Sanson/Cr Smith)

That the Waikato District Council:

- a. *except as otherwise recorded in this recommendation, the Council extends the Chief Executive's current delegations (detailed in the Council's Delegations Register) to include all of Council's responsibilities, duties, and powers currently retained by the Council or delegated to the Council's standing Committees (except the District Licensing Committee and Waters Governance Board), subject to the following conditions:*
-

- i. the extended delegations will have effect only for the period from 8 October 2022 until the swearing in of the new Council, which is proposed to be 20 October 2022;
 - ii. the extended delegations do not include a delegation of any Council responsibilities, duties or powers which are prohibited by law from delegation - including, without limitation, those set out in clause 32(1) of Schedule 7 to the Local Government Act;
 - iii. the Chief Executive may only exercise the extended delegations for those matters that cannot reasonably wait until the first meeting of the new Council;
 - iv. where reasonably practicable, the Chief Executive must, before exercising an extended delegation responsibility, duty or power, first consult with the Mayor-elect, Deputy Mayor-elect and Councillor Eyre (being the only current Councillor who will be re-elected unopposed in the 2022 local authority elections); and
 - v. the Chief Executive must report all matters relating to the exercise of an extended delegation to the incoming Council at the first business meeting following the local authority elections;
- b. in accordance with section 34A of the Resource Management Act 1991, the Council delegates to the General Manager Customer Support the responsibility, duty and power to appoint independent commissioner(s) for the purpose of a hearing of an application under the Resource Management Act, subject to the following conditions:
- i. this delegation will have effect only for the period from the date after the day that the local authority election results are declared by public notice (scheduled for 20 October 2022) until such time as this function is formally delegated by the newly-elected Council; and
 - ii. the General Manager Customer Support must report any appointments made under this delegation to the incoming Council at its first formal meeting after the inaugural meeting of Council following the local authority elections; and
- c. in accordance with clause 30(7), Schedule 7 of the Local Government Act 2002, the Council resolves that the following committees, subcommittees and subordinate decision-making bodies continue (and are not deemed to be discharged) on the coming into office of the members of the Council elected at the 2022 local authority elections:
- i. District Licensing Committee; and
 - ii. Waters Governance Board.

CARRIED

WDC2209/25

The delegation was used sparingly. Only five instances were outside the existing delegations to the Chief Executive. The specific cases are:

- a. Approving a professional development opportunity for Councillor Eyre and Councillor Beavis who need to attend a Making Good Decisions (provides the training to become a Hearings Commissioner) to be paid by Council.
 - b. approval of transfer from council to Momentum Waikato Trust (Deed of Gift) – approximately \$4.5million as agreed by the previous Council.
 - c. approval of a technical and operational submission on Variation 3 (would normally go to Performance & Strategy).
-

- d. approval of the estimated expenditure for the Tuakau Community Board by-election of \$22,000 (plus GST). It is noted that nominations for the by-election will open on 24 November 2022, with the final date for special votes and votes into ballot boxes at 12noon on Friday, 17 February 2023.
- e. Sale of a council mobile phone to a retiring elected member for \$850 inclusive of GST. The market value (sale price) was determined by reviewing sale prices for this phone on Trade Me. The original cost of the phone was \$1,108.12 inclusive of GST when it was purchased in November 2021.

6. Next steps

Ahu whakamua

This report is for information only. The Council is only required to note this information and the use of the delegation.

7. Attachments

Ngaa taapirihanga

Attachment 1 – Submission on Variation 3

Submission on Variation 3 to the Proposed Waikato District Plan (Enabling Housing Supply) by Chief Executive of Waikato District Council

Introduction

1. This is a submission on Variation 3 to the Proposed Waikato District Plan from Waikato District Council (Council). Council's responsibility includes managing land use activities in the district through the provisions of the district plan and has an interest in achieving a suitable outcome for the future development of the district.
2. Council accepts and supports the role that Waikato District Council (as a Tier 1 territorial authority) must play in enabling housing choice across Aotearoa New Zealand's main urban areas. Council further acknowledges the requirements of the Resource Management (Enabling Housing Supply and Other Matters) Amendment Act 2021 in relation to district plan provisions. Notwithstanding the above, the Council submits that there should be greater consideration given to the following aspects:
 - a. The capacity within the three-waters network to accommodate the future growth that would be enabled by Variation 3.
 - b. The urban design outcomes of development and growth enabled by Variation 3.

These matters are addressed in more detail below.

Capacity of three-water network

3. Council has a duty to provide the required three-water infrastructure to support growth across the district. Three water infrastructure has a finite capacity which, at times, can be difficult to ascertain. Council manages new connections to infrastructure, and it is important to ensure that growth is enabled in areas where there is sufficient capacity within the network.
4. Infrastructure within the district has not been specifically planned for the level of intensification that would be enabled by Variation 3.
5. Existing three-water infrastructure has generally latent capacity within the town centres. But there are limitations to understanding growth and managing demand.
6. Council has a duty to meet community requirements for infrastructure service levels.
7. In order for Council to plan and manage for capacity demand in the network, Council needs to:

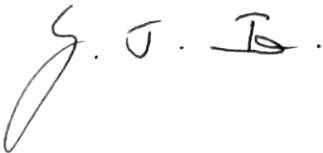
- a. register new connections to the network in order to fully plan and manage three-water infrastructure.
 - b. be able to refuse connections of new dwellings to the existing network in areas that are at capacity.
8. Council considers that the risk associated with potential network capacity constraints provides a degree of uncertainty to developers and the community. Council further considers that this uncertainty could disincentivise residential development across the district and ultimately result in an outcome that is contrary to the Enabling Housing Amendment Act.

Urban Design Outcomes

9. Variation 3 enables substantial intensification of residential areas within the district with relatively minimal required design standards. The resulting outcome of this Variation will result in a significant change of our urban fabric. In addition to enabling housing, Council has a responsibility to provide for the well-being and quality of life of its residents. This includes the ability to interact with the environment and to feel safe and healthy. These broader outcomes can be encompassed by quality urban design. Council considers that there should be an ability to influence the urban design outcomes of the residential areas within the district through the provisions of the district plan.

Summary and Further Information

10. Council considers that additional consideration in relation to three waters infrastructure and future urban design outcomes would support the development of well-functioning urban environments within the Waikato. Council requests that additional consideration be given to these requirements.
11. For clarification of any of the submission points raised in this submission, please contact Keri Davis-Miller phone 07 824 8633 or email keri.davis-miller@waidc.govt.nz in the first instance.
12. Council wishes to be heard in support of its submission.



Gavin J Ion
CHIEF EXECUTIVE

To | **Waikato District Council**

Report title | **Exclusion of the Public**

Date: | 4 November 2022

Report Author: | Gaylene Kanawa, Democracy Manager

Authorised by: | Gavin Ion, Chief Executive

1. Staff recommendations
Tuutohu-aa-kaimahi

THAT the public be excluded from the following parts of the proceedings of this meeting.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

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
Item PEX 3.1 Approval for moving budgets forward to enable preliminary design and investigations for cap	Good reason to withhold exists under Section 6 or Section 7 Local Government Official Information and Meetings Act 1987	Section 48(1)(a)
Item PEX 3.2 Pokeno Sports Park Phase 2 - Earthworks and Car Park - Delegation to Award Contract		

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, as follows:

Item No.	Section	Interest
Item PEX 3.1 Approval for moving budgets forward to enable preliminary design and investigations for cap	7(2)(h)	To enable commercial activities to be carried out without prejudice or disadvantage.
	7(2)(i)	To enable negotiations to carry on without prejudice or disadvantage.
Item PEX 3.2 Pokeno Sports Park Phase 2 – Earthworks and Car Park – Delegation to Award Contract	7(2)(h)	To enable commercial activities to be carried out without prejudice or disadvantage.
	7(2)(i)	To enable negotiations to carry on without prejudice or disadvantage.

2. Attachments Ngaa taapirihanga

There are no attachments for this report.
