



Rangitikei
UNSPOILT...

Local Governance Statement

RANGITIKEI DISTRICT COUNCIL

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1. Introducing the Local Governance Statement

1.1 What is the Purpose of the Local Governance Statement?

A Local Governance Statement is a collection of information about the processes through which the Council engages with its community, how the Council makes decisions, and how citizens can influence these processes. A Local Governance Statement helps support the purpose of local government by promoting local democracy. The statement does this by providing the public with information on the ways to influence local democratic processes.

1.2 The Legal Requirement to Have a Local Governance Statement

Section 40 of the Local Government act 2002 (LGA 2002) requires Council to have a Local Governance Statement.

1.3 What Information Does the Statement Contain?

To meet the purposes, this Local Governance Statement includes the following broad categories of information or identifies for citizens where this information can be found:

- Functions, responsibilities and activities of the Rangitikei District Council;
- Electoral arrangements;
- The way elected members' make decisions and relate to each other and to the management of the Rangitikei District Council;
- Governance structures and processes; and
- The key policies of the Rangitikei District Council.

1.4 Where do I get further information?

The documents mentioned in this Local Governance Statement (including plans, reports, policies and memorandum of understanding agreements) are available from the Rangitikei District Council's website www.rangitikei.govt.nz. Hard copies are available on request (and are in some cases subject to a charge or fee), and are available for viewing at the Council's Office in Marton or at any of the District's libraries. This includes:

- Rangitikei District Council Long Term Council Community Plan 2009-2012
- Rangitikei District Council Annual Plan
- Rangitikei District Council Annual Report
- Rangitikei District Council Bylaws
- Membership list of the Taihape and Ratana Community Boards, and the Marton, Turakina, Bulls and Hunterville Community Committees
- Rangitikei District Council Agendas and Minutes
- Memorandum of Understanding: Tutohinga
- Rangitikei District Plan

2. Functions, Responsibilities and Activities of the Council

2.1 Functions

Under the Local Government Act 2002, the purpose of local government has been defined as being:

- *“To enable democratic local decision-making and action by, and on behalf of communities and;*
- *To promote the social, economic, environmental, and cultural well-being of communities, in the present and in the future.”*

And the role of a local authority has been defined as being to:

- *“Give effect, in relation to its district, to the purpose of local government and;*
- *Perform the duties, and exercise the rights, conferred on it by or under this Act and any other enactment.”*

The 2010 amendments to the Act include the following:

- *“In performing its role, a local authority must have particular regard to the contribution that the following core services make to its communities:*
 - (a) network infrastructure:*
 - (b) public transport services:*
 - (c) solid waste collection and disposal:*
 - (d) the avoidance or mitigation of natural hazards:*
 - (e) libraries, museums, reserves, recreational facilities, and other community infrastructure.”*

2.2 Responsibilities

The Rangitikei District Council has determined that it has the overall responsibility and accountability for the proper direction and guidance of the activities under its direct control. This responsibility and accountability includes:

- Providing a leadership focus for the District.
- Formulating the District’s strategic direction.
- Ensuring activities are carried out in accordance with the Long Term Plan
- Managing the principal risks to Council assets, services, infrastructure and investments.
- Administering all relevant legislation and regulations, and upholding the law.
- Encouraging economic and social development within the District
- Representing local and community interests as appropriate.
- Providing and maintaining recreational and leisure facilities and facilitating the provision of community services.
- Reporting to ratepayers on the above.

2.3 General and Local Legislation

In addition to the legislation that applies to all local authorities, and such further legislation and amendments that Government from time to time may impose, the Rangitikei District Council is also bound by the following local legislation (Acts or sections of Acts) that apply specifically to it. These Acts are:

- Reserves and Other Lands Disposal and Public Bodies Empowering Act 1906. (Section 22 and schedule 6. Site for volunteer drill-shed Marton).
- Reserves and Other Lands Disposal and Public Bodies Empowering Act 1907. (Section 55. Vesting land to Bulls Town Board for the purpose of town hall).
- Reserves and Other Lands Disposal and Public Bodies Empowering Act 1910. (Section 35 Exchange of certain lands in Bulls for recreation and rifle range purposes).
- Reserves and Other Lands Disposal Act 1927. (Section 25 Authorising the erection of seaside cottage on Koitiata Domain).
- Maori Purposes Act 1954. (Section 5 Ratana Settlement administration).
- Local Legislation Act 1961. (Section 17 Validating deed of covenant between Marton Borough Council and Marton RSA).
- Water Conservation (Rangitikei River) Order 1993.

2.4 Local Bylaws

The Rangitikei District Council has eleven bylaws as follows:

Speed Limit Bylaw 2009: sets speed limits for residential areas in the District. Adopted 2 November 2009.

Water Supply Bylaw 2008: sets restrictions on potable water connections and supply. Adopted 27 June 2008.

Control of Dogs Bylaw 2004: requires owners to suitably confine, house and otherwise control their dogs. (Reviewed 2009). Adopted 16 December 2004.

Stock Droving and Grazing Bylaw 2008: Imposes restrictions on droving and grazing to protect road surfaces, improve road safety and avoid nuisance. Adopted 29 May 2008.

Control of Advertising Signage Bylaw 2007: to ensure health and safety, reduce hazards and to maintain aesthetic standards. Adopted 15 October 2007.

Control of Skateboarding Bylaw 2010: control the use of skateboards to prevent injury, nuisance and damage. Adopted 24 June 2010.

Trading in Public Places Bylaw 2007: to regulate the conduct of persons selling goods to the public on footpaths, roads or from vehicles. Adopted 15 October 2007.

Trade Waste Bylaw 2008: control of trade wastes discharges into the public sewage system. Adopted 31 December 2009.

Public Places Bylaw 2007: to maintain standards of safety, amenity and civic values and address damage that may be caused to public places through use of facilities. Adopted 15 October 2007.

Mokai Bridge Bungy Jumping Bylaw 2008: To ensure sufficient authority for an operator to use Mokai Bridge. Adopted 29 May 2008.

Liquor Control in a Public Place Bylaw 2010: to minimise the potential for offensive alcohol related behaviour in public places. Adopted 1 September 2010.

3. Electoral Systems and Representation Arrangements

3.1 Electoral System

The Rangitikei District Council currently operates its elections under the first-past-the-post electoral system. Electors vote by indicating their preferred candidate(s), and the candidate(s) that receives the most votes is declared the winner regardless of the proportion of votes that the candidate(s) obtained.

The other option permitted under the Local Electoral Act 2001 is the single transferable vote system (STV). This system is used in District Health Board elections.

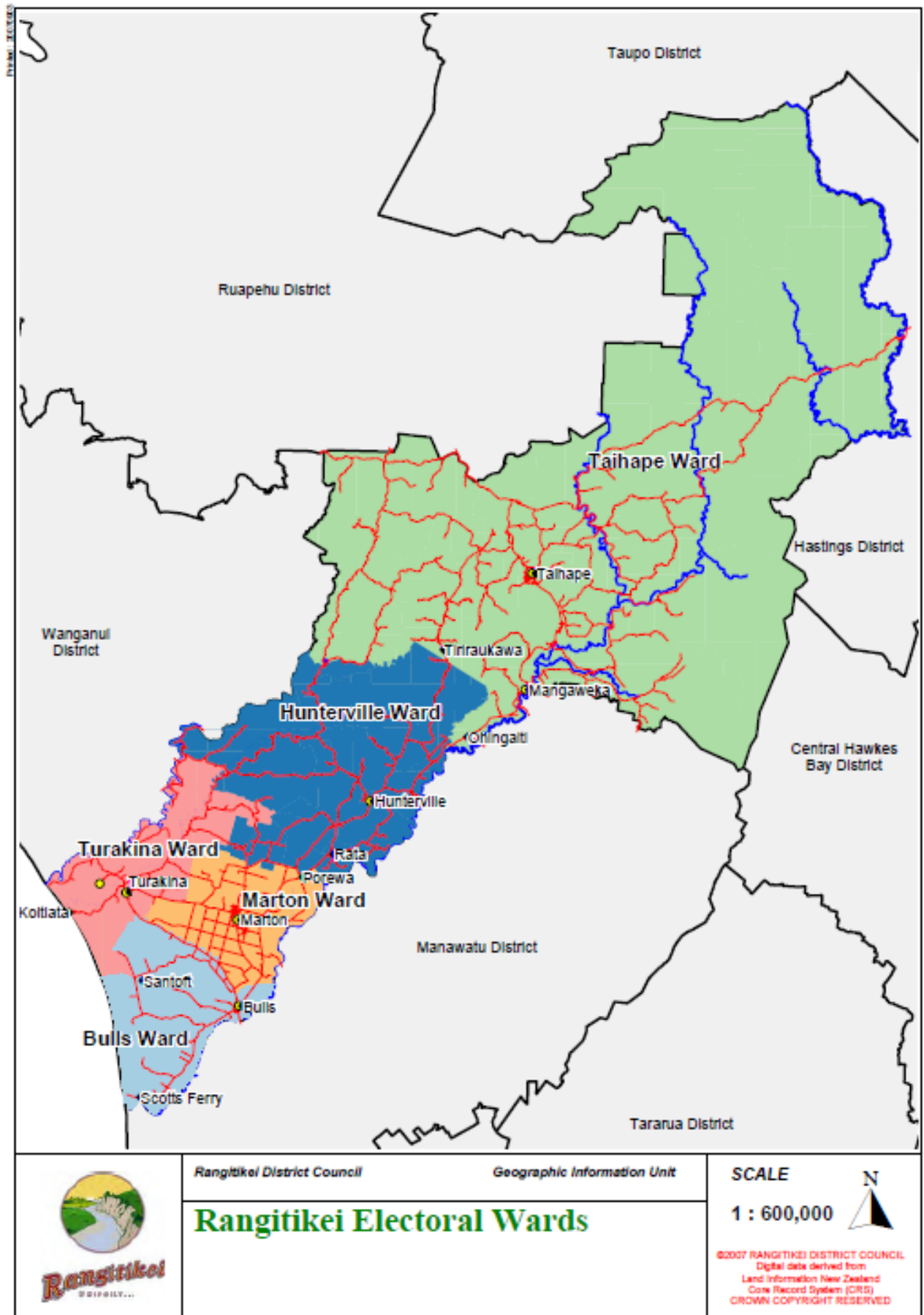
Under the Local Electoral Act 2001 the Council can resolve to change the electoral system to be used at the next two elections or conduct a binding poll on the question, or electors can demand a binding poll. A poll can be initiated by at least 5 percent of electors signing a petition demanding that a poll be held. Once changed, an electoral system must be used for at least the next two triennial general elections, ie: we cannot change our electoral system for one election and then change back for the next election.

The Council's last review of electoral systems was in 2006 and (as a result) no change was made to Council's electoral system for the 2007 or 2010 elections. As no change was made to the electoral system, Council could resolve in 2012 to change the system for the 2013 elections or Council could also resolve to conduct a poll or electors could also demand a poll if 5 percent of them made such a demand to Council.

3.2 Wards and Constituencies

The Rangitikei District Council has one Mayor and eleven Councillors. The Mayor is elected at large while Councillors are elected from five wards. The ward boundaries are illustrated on page 7.

Ward	Number of Councillors	Population estimate 2006
Bulls	Two	2510
Marion	Four	5590
Huntermuir	One	1400
Turakina	One	1290
Taihape	Three	3540
TOTAL	Eleven	14330



3.3 Representation Options

3.3.1 Maori Wards

The Local Electoral Act 2001 also gives the Council the ability to establish separate Wards for Maori electors. The Council may resolve to create separate Maori Wards or conduct a poll on the matter, or the community may demand a poll. A petition of five percent of electors can require the Council to conduct a poll.

If the Council resolved in 2011 to introduce separate Maori Wards or to conduct a poll, or electors demanded a poll the earliest that Maori Wards could be in place, would be the 2013 election. The decision on whether to have Maori Wards would have to be made before September 2011, 2 years before the election. If Maori Wards were implemented, the number of Councillors in that Ward would be allocated in proportion to the percentage of voters who are registered on the Maori roll.

3.3.2 Community Boards

The Rangitikei District Council has two Community Boards – the Taihape Community Board and the Ratana Community Board. These boards are constituted under section 49 of the Local Government Act 2002 to:

- Represent and act as an advocate for the interests of their community.
- Consider and report on any matter referred to it by the Council and any issues of interest or concern to the Community Board.
- Make an annual submission to Council on expenditure in the community.
- Maintain an overview of services provided by the Council within the community.
- Communicate with community organisations and special interest groups in the community.
- Undertake any other responsibilities delegated by the Council (currently the Council has not delegated any such responsibilities).

The Ratana Community Board comprises of four members. Electors in the Ratana Community elect all members triennially. There are no members appointed from the Council but there is a Councillor who liaises with the Board.

The Taihape Community Board currently has six members. Electors in the Taihape Community elect four members triennially and the Rangitikei District Council appoints any two of the Taihape Ward Councillors as members of the Community Board.

Both Community Boards elect their own Chairperson at their first meeting after the triennial election.

The Council reviewed the Community Board structures in 2006. It was decided, at the request of the respective Community Boards, to not change the structure of the community boards.

3.4 Changing Representative Arrangements

The Council is required to review its representation arrangements at least once every six years. The Council last conducted a review in 2006. It is not legally required to review representation again until August 2012.

This review must include the following.

- The number of Elected Members (between six and 30 including the Mayor);
- Whether the Elected Members (other than the Mayor) shall be elected by the entire district, or continue to be elected by their Ward (or a mix of both systems);
- The boundaries and names of those wards and the number of members that will represent each ward (if election by wards is preferred);
- Whether or not to have separate Maori Wards.
- Whether to have Community Boards and if so how many, their boundaries and membership and whether to subdivide a community for electoral purposes.

The Council must follow the procedure set out in the Local Electoral Act 2001 when conducting this review and should also follow guidelines published by the Local Government Commission. The Act gives electors the right to make a written submission to the Council, and the right to be heard if they wish.

Electors also have the right to appeal some decisions to the Local Government Commission, which will make a binding decision on the appeal.

4. Reorganisation Process

4.1 Changing the District's Boundaries or Functions

The Local Government Act 2002 sets out procedures, which must be followed during proposals to:

- Make changes to the boundaries of the District;
- Create one or more new Territorial Local Authorities (City or District Councils);
- Create a Unitary Authority, ie: Transfer the functions of the Horizons Regional Council to Rangitikei District Council;
- Transfer a particular function or functions to another Council.

The procedures for resolving each type of proposal are slightly different. In general, they begin with a proposal from the local authority, the Minister of Local Government, or by a petition signed by 10 percent of electors.

Proposals for a boundary alteration or the transfer of functions from one local authority to another will be considered by one of the affected local authorities or by the Local Government Commission if the local authorities refer the proposal to the Commission. The Commission will deal with proposals for the establishment of a new District or for the creation of a Unitary Authority. These proposals cannot be implemented without a poll of electors. The Local Government Commission has also prepared guidelines on procedures for local government reorganisation.

5. Roles and Conduct

5.1 Mayor and Councillors' Role

The Mayor and the Councillors of the Rangitikei District Council have the following roles:

- Setting the policy direction of Council.
- Monitoring the performance of the Council.
- Representing the interests of the District
- Employing the Chief Executive.

On election, all members must make a declaration that they will perform their duties faithfully and impartially, and according to their best skill and judgement in the best interests of the District.

5.2 Mayor's Role

The Mayor is elected by the District as a whole. The Mayor shares the same responsibilities as other elected members of Council, and also has the following roles:

- Presiding member at Council meetings. The Mayor is responsible for ensuring the orderly conduct of business during meetings (as determined in Council's Standing Orders).
- Advocate on behalf of the District. This role may involve promoting the District and representing interests of the District's residents. Such advocacy will be most effective where it carried out with the knowledge and support of the Council.
- Ceremonial head of Council.
- Providing leadership and feedback to other elected members on teamwork and chairing committees.

5.3 Deputy Mayor's Role

Members of Council elect the Deputy Mayor at the first meeting of the Council. The Deputy Mayor exercises the same roles as other elected members. In addition:

- If the Mayor is absent or incapacitated, or if the office of Mayor is vacant, then the Deputy Mayor must perform all of the responsibilities and duties of the Mayor, and may exercise the powers of the Mayor.
- The Deputy Mayor may be removed from office by resolution of Council.

5.4 Committee Chairperson's Role

The Chairperson of a committee is responsible for:

- Presiding over meetings of the Committee.
- Ensuring that the Committee acts within the powers delegated by Council, and as set out in the Council's Delegations Register.
- A Committee Chair may be removed from office by resolution of Council.

5.5 Chief Executive's Role

The Chief Executive is appointed by the Council in accordance with Section 42 and Clause 33 and 34 of Schedule 7 of the Local Government Act 2002. Recruitment of any new Chief Executive will be through an open and transparent recruitment process, with the final decision being made by full Council.

The Chief Executive implements and manages the Council's policies and objectives within the budgetary constraints established by the Council. Under section 42 of the Local Government Act 2002, the responsibilities of the Chief Executive are:

- Implementing the decisions of the Council.
- Providing advice to the Council and Community Boards.
- Ensuring that all responsibilities, duties and powers delegated to the Chief Executive or to any person employed by the Chief Executive, or imposed or conferred by any Act, regulation or bylaw are properly performed or exercised.
- Managing systems to enable effective planning and accurate reporting of the financial and service performance of the Council.
- Providing leadership for the staff of the Council.
- Employing staff (including negotiation of the terms of employment for the staff).

The Chief Executive is the only employee of the Council, and the only person who may lawfully give instructions to other staff. Any complaint about individual staff members should therefore be directed to the Chief Executive and not elected members. Any complaints about the Chief Executive should be directed in the first instance to the Mayor or Deputy Mayor.

The Chief Executive has an annual performance review, which all Councillors contribute to in a public excluded meeting. The Council will only monitor performance against criteria that have been identified and agreed with the Chief Executive in advance, and are focused on organisational operation and delivery of the core services.

5.6 Elected Members

Elected members have specific obligations as to their conduct in the following legislation:

- Schedule 7 of the Local Government Act 2002, which includes obligations to act as a good employer and to abide by the current Code of Conduct and Standing Orders.
- The Local Authorities (Members Interest) Act 1968 which regulates the conduct of Elected Members in situations where there is, or could be, a conflict of interest between their duties as an elected member and their financial interests (either direct or indirect).
- The Secret Commissions Act 1910, which prohibits Elected Members from accepting gifts or rewards which could be seen to sway them to perform their duties in a particular way.
- The Crimes Act 1961 regarding the acceptance of gifts for acting in a certain way and the use of official information for private profit.

5.7 Code of Conduct

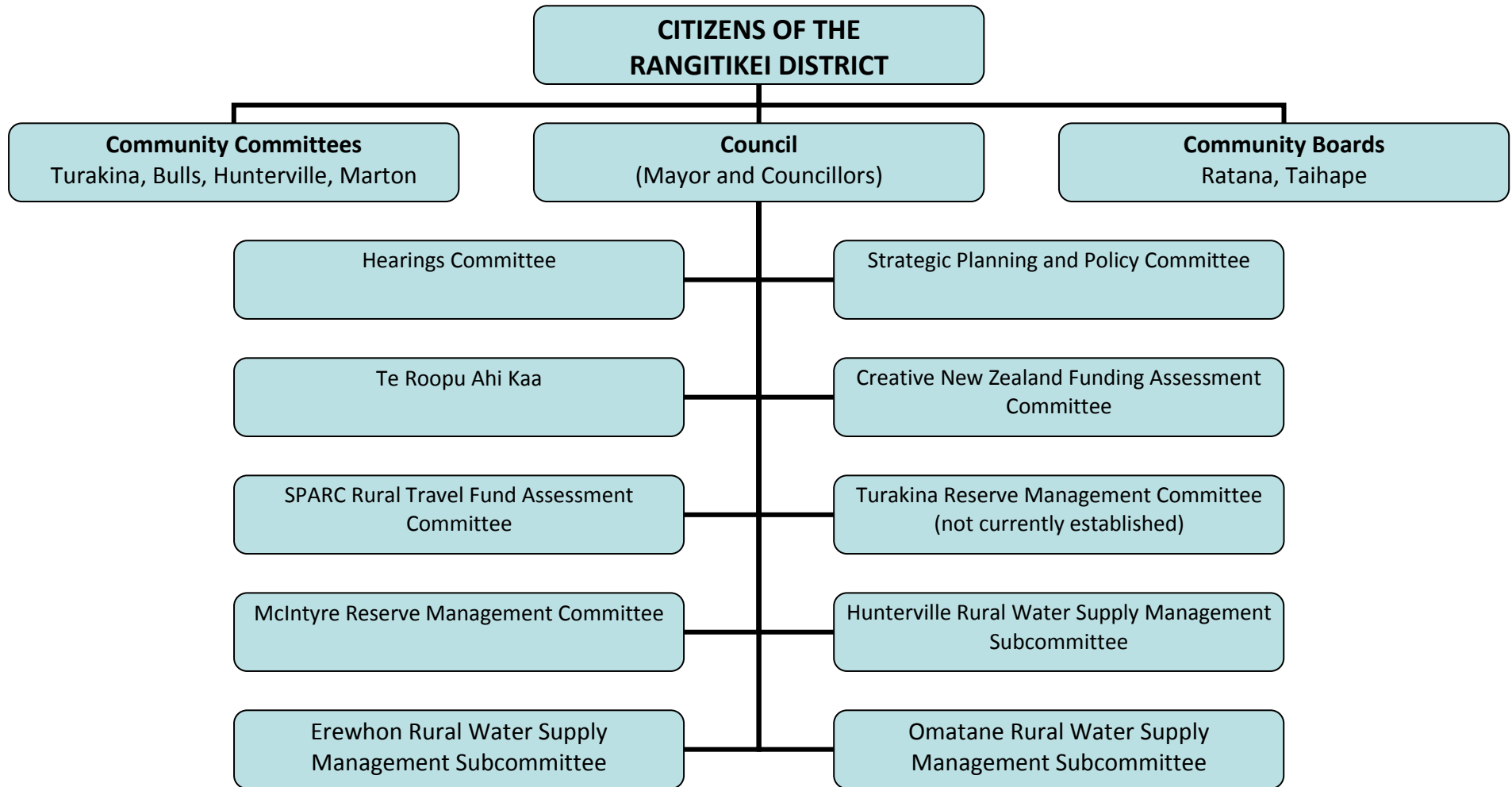
All elected members are required to adhere to Council's Code of Conduct. There is provision for Council to revise its Code of Conduct after each triennial election. Once adopted a Code of Conduct may only be amended by a 75 percent or more vote of the Council. The code sets out the Council's understanding and expectations of:

- how the Mayor and Councillors will relate to one another, to staff, to the media and to the general public in the course of their duties;
- disclosure of information and management of sensitive or confidential information.

The Code of Conduct also contains a general explanation of the Local Government Official Information and Meetings Act 1987.

6. Governance and Management Structure

6.1 Governance Structure



6.2 Delegations

Council is assigned powers to act by a wide range of legislation, trust deeds and documents. In order to allow its Committees and the Chief Executive to carry out their functions, Council delegates some of these powers to act. The Chief Executive has to further delegate a number of these powers to allow Council staff to carry out their functions. All delegations of power are contained in the Councils Delegations Register.

6.3 Council Committees

The Council reviews its committee structures after each triennial election. In November 2010, Council resolved to have one principal standing committee, the Strategic Planning and Policy Committee and to rotate the chair amongst elected members, with each Councillor being chair for three months. The Committee meets monthly after the Council meeting.

In addition the Council has a Hearings Committee to deal with regulatory matters which by legislation must be heard. It has delegation to hear any matter under the Council's bylaws or specified legislation (i.e. Building Act, Dog Control Act, Fencing of Swimming Pools Act, and Sale of Liquor Act. Hearing Panels for matters within the scope of the Resource Management Act are appointed by the Chair of the Hearings Committee, the Mayor and the Chief Executive.

The Council has a Maori Liaison Standing Committee called Te Roopu Ahi Kaa. They advise Council on issues that affect Maori and provide a Maori perspective for Council's policies, plans and bylaws.

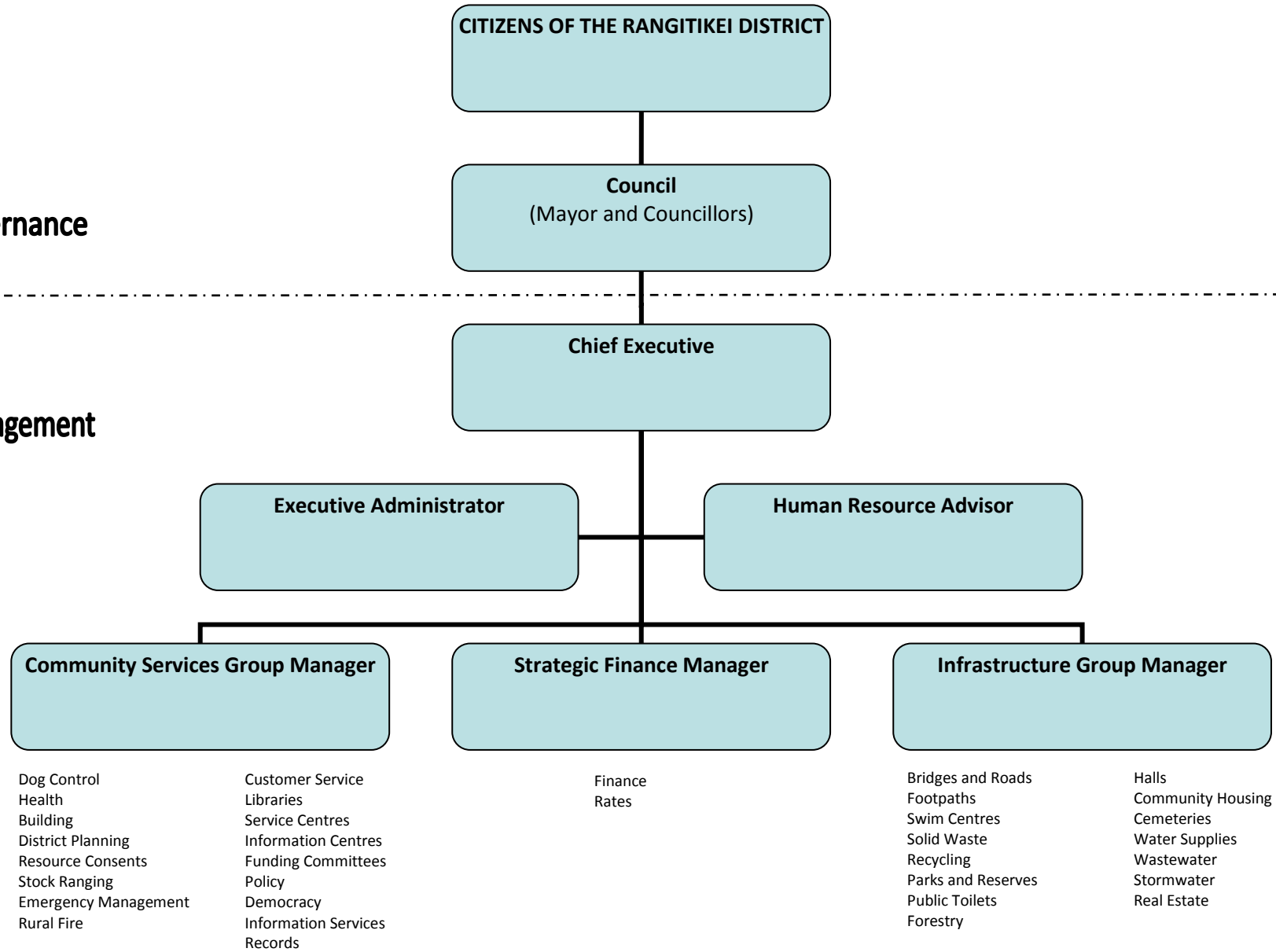
The Council has four Community Committees (Bulls, Turakina, Marton and Hunterville) which meet bi-monthly. The purpose of these committees is to provide a local link and point of contact for Council liaison with the community, and to provide for the exchange of information, communication, and to assist with the Council's consultative processes. Membership of these Committees is available on the Council's website www.rangitikei.govt.nz.

6.4 Management Structure

A key to the efficient running of local government is that there is a clear division between the role of Council and that of management. The Rangitikei District Council elected members concentrate on setting policy, strategy, and determining the level of financial resources. The Council then reviews progress. Management is concerned with implementing Council policy and strategy.

Governance

Management



7. Meeting Processes

7.1 The Rules for Meetings and Standing Orders

The legal requirements for Council meetings are in the Local Government Act 2002 and the Local Government Official Information and Meetings Act 1987 (LGOIMA).

All Council and Committee meetings are open to the public unless there is reason to consider some item 'in committee'. Although meetings are open to the public, members of the public do not have speaking rights unless prior arrangements are made with the Council.

The scheduled monthly meetings of the Council provide a Public Forum which provides an opportunity for any person to address the Council on any matter which is relevant to the Council's business and statutory obligations. (This opportunity is also available at the start of meetings of Te Roopu Ahi Kaa and the Taihape Community Board.)

The Local Government Official Information and Meetings Act contains a list of the circumstances where councils may consider items with the public excluded. These circumstances generally relate to protection of personal privacy, professionally privileged or commercially sensitive information and the maintenance of public health, safety and order. Any decision to have an agenda item considered in the public excluded portion of the meeting may be challenged through referral of the matter to the Ombudsman.

The Council agenda is a public document, although parts may be withheld if the above circumstances apply.

The Mayor or committee chair is responsible for maintaining order at meetings and may, at his or her discretion, order the removal of any member of the public for disorderly conduct, or remove any member of the Council who does not comply with Standing Orders (a set of procedures for conducting meetings). With a few specific changes, the Council has adopted the NZS 9202:2003 Amendment 1. Model Standing Orders for meetings of Local Authorities and Community Boards.

Minutes of meetings are kept and made publicly available, subject to the provisions of the Local Government Official Information and Meetings Act.

For a meeting of the Council, at least 14 days notice of the time and place of the meeting must be given. Extraordinary meetings can generally be called on three working days notice. A monthly schedule of forthcoming meetings of the Council, its committees and the Community Boards is advertised in the local newspapers during the third week of every month.

During meetings of the Council, Committees or Community Boards, all Council participants (the Mayor or Chair, Councillors, or Members) must follow Standing Orders unless Standing Orders are suspended by a vote of 75 percent (or more) of the members present.

In addition, the Council Code of Conduct sets out some expectations of the behaviour, which elected members expect of one another at meetings.

8. Consultation Policies

Local authorities must follow certain consultation principles and a procedure when making certain decisions. This procedure, the special consultative procedure, is regarded as a minimum process and is outlined in sections 82-89 of the Local Government Act 2002 .

Under the Act, the Council must follow the special consultative procedure before it:

- Adopts a Long Term Plan (LTP) or annual plan;
- Amends an LTP;
- Adopts, revokes, reviews or amends a bylaw; or
- Changes the mode of delivery for a significant activity (for example from the Council to a Council-Controlled Organisation or from a Council-Controlled Organisation to a private sector organisation) if that is not provided for in an LTP.

The Council may be required to use the special consultative procedure under other legislation, and it may use this procedure in other circumstances if it wishes to do so.

8.1 Public Participation (Consultation) Policy

The Rangitikei District Council believes that public participation is an essential part of good local government. Good consultation and participation processes that allow individuals and organisations to contribute to democratic local decision-making and action both builds social capital and civic pride, and leads to better decisions.

When undertaking consultation, the Council will use the following set of principles to guide public participation processes. The Council will:

- select appropriate tools and techniques for consultation depending upon the level of engagement sought¹ and the impact of the issue being consulted upon;
- use simple and straightforward language when asking for feedback on proposals;
- ensure that documents are accessible;
- encourage community boards and community committees to engage with local communities and assist Council in consulting on public proposals;
- exercise discretion in circumstances where:
 - the costs of consultation outweigh the benefits;
 - a pre-set deadline (outside of the Council's control) precludes meaningful public participation taking place;
 - the risk to health and safety would be increased by delaying the decision;
 - views held by affected or interested parties are already known to a reasonable degree.

¹ For example, the IAP2 (http://www.iap2.org/associations/4748/files/IAP2%20Spectrum_vertical.pdf) or similar matrix

9. Liaison with Maori – Te Tangata Whenua O Rangitikei

9.1 Memorandum of Understanding: Tutohinga

The Memorandum of Understanding: Tutohinga establishes the protocols between the Rangitikei District Council and Te Tangata Whenua O Rangitikei. Under these protocols Te Roopu Ahi Kaa, as a Standing Committee of the Rangitikei District Council, has a number of significant responsibilities to discharge on behalf of Te Tangata Whenua O Rangitikei. The MOU was last reviewed on 12 December 2006. Reviews coincide with the six-yearly cycle of Representation Reviews.

The Memorandum of Understanding has been put together on the basis that:

- Both parties have entered into the Memorandum of Understanding: Tutohinga in good faith and with a view to making the partnership work.
- Both parties recognise that there may be constraints from time to time in respect of resources.
- Both parties can see mutual benefits being derived from the establishment of the Memorandum of Understanding: Tutohinga.
- Both parties express the wish that their partnership will develop and become stronger over time.

Conversely, the Council also has significant responsibilities to both Te Roopu Ahi Kaa and Te Tangata Whenua O Rangitikei under the Memorandum.

10. Equal Employment Opportunities

10.1 Equal Employment Opportunity Policy

The Council is committed to the principles of Equal Employment Opportunity for all its employees and will act in accordance with the following policy:

- People with the best skills and qualifications to do particular jobs are employed regardless of their gender, race, marital status, physical impairment, or sexual preference.
- All employees will have a fair and equitable chance to compete for appointment or promotion and to pursue their careers.
- The recruitment and promotion of employees is based on merit.
- All employees have equitable access to training and skills development.

11. Key Planning and Policy Documents

11.1 Long Term Plan (LTP)

In accordance with section 93 of the Local Government Act 2002, the Council adopted its third Long Term Plan² (LTP) in June 2009. The LTP was adopted following the special consultative procedure set out in sections 83 and 84 of the Local Government Act.

The LTP is the central focus for the Council's future over the next 10 years. The plan will be reviewed by 30 June 2012 and will be reviewed every three years thereafter. It is important to note that Council cannot significantly deviate from the LTP without re-engaging the community through the special consultative procedure. In other words, once the plan is adopted it determines the Council's direction for the next three years. The LTP is subject to audit.

The LTP is the Council's key document and contains information on:

- **Groups of Activities:** The LTP shows the level of service Council will provide for each activity, the assets employed and the total costs (both capital and operating) to Council for providing those services.
- Financial strategy to underpin prudent financial management, with an analysis of the key factors likely to impact on the Council (population change, investment in infrastructure etc.)
- Variations between the LTP and earlier assessments of water services, sanitary services and waste management within the District.
- Forecast financial statements. Detailed forecasts for three years and summary forecasts for the seven years after the first three.
- Details of any Council-controlled organisations, its objectives, scope of activities and targets.
- Funding Impact Statement. How the rates are going to be allocated/charged to Ratepayers.
- A revenue and financing policy – who pays for services provided, why and how
- Significant Forecasting assumptions and associated risks to the financial estimates. A summary of the Council's Significance Policy. This Policy's purpose is to ensure that the Rangitikei District is fully consulted and able to actively participate in the consideration of issues, proposals, decisions or other matters, which are significant and/or involve the District's strategic assets.
- Development of Maori Capacity to Participate in Council Decision-making.
- How Council will develop Maori capacity to contribute to the decision making process.

² The Long Term Plan was renamed in the recent 2010 changes to the Local Government Act 2002. The Long Term Plan was previously referred to in legislation as the Long Term Council Community Plan, or the LTCCP.

11.2 Community Outcomes

Community Outcomes are what the Council aims to achieve in order to promote the social, economic, environmental, and cultural well-being of its district or region, in the present and for the future. They need to be included in the LTP. There are 6 Community Outcomes that were prioritised through the development of the LTCCP³ in 2009, and these are:

- Good access to health services
- A safe and caring community
- Lifelong educational opportunities
- A treasured natural environment
- A buoyant district economy
- Enjoying life in the Rangitikei

Every year, the Council monitors the progress of the Community Outcomes, and progress is reported on to the community.

11.3 The Annual Plan

In the intervening years of the adoption of a LTP, the Council adopts an Annual Plan through the special consultative procedure as set out in sections 83 and 85 of the Local Government Act 2002. The Annual Plan focuses on the budgets for the current financial year and the setting of rates. This document is not able to significantly deviate from the LTP.

11.4 The Annual Report

Under section 98 of the Local Government Act 2002 Council is required at the end of each financial year to report back to the community on how the year actually turned out compared with the Annual Plan or LTP. The purpose of this report is to ensure Council is accountable to the Community. The report is audited.

11.5 The Pre-Election Report

Under clause 36 of Schedule 10 of the Local Government Act, Council is required to prepare a pre-election report with certain information for the three years preceding (and following) the year of the election. This requirement will come into effect for the 2013 election.

11.6 The Rangitikei District Plan

The Rangitikei District Plan was adopted on 24 June 1999 (operative date 9 July 1999) and a review was commenced in late 2009, with a revised plan notified on 28 October 2010. The Plan sets out the framework of objectives, policies, and methods to be used to achieve integrated management of the effects of the use and development of resources and protection of the natural and physical resources of the Rangitikei District. The principal method in the Plan to control the effects of land use and land subdivision is through rules. Rules are deemed to have the effect of regulation for the purposes of the Resource Management Act 1991.

³ Long Term Council Community Plan. To be renamed the Long Term Plan under amendments to the Local Government Act 2002, which were passed in 2010.

The Resource Management Act 1991 prescribes submission and appeal processes before the notified plan becomes operative.

The Plan has been prepared to fulfil the requirement of Part 5 of the Resource Management Act 1991 that there be, at all times, one District Plan for each territorial authority district. Implementation of the Plan's policies and methods are intended to assist the Council to carry out its functions under the Act. The Plan is one of a number of initiatives to be used by the Council to achieve the (sustainable management) purpose of the Act.

11.7 Triennial Agreements

Triennial agreements contain protocols for communication and co-ordination among the named local authorities covering the period until the next triennial election. Subsequent agreements must be entered into no later than 1 March after each election.

The Council enters into two triennial agreements; it is a principal signatory with the Manawatu-Wanganui (Horizons) Region. The second, to which the Council is a non-primary signatory, is with the Hawkes Bay Region.

12. Request for Official Information

12.1 Request for Official Information

Under the Local Government Official Information and Meetings Act 1987 (LGOIMA) any person may request information from the Council. Any requests for information are a request made under LGOIMA. You do not have to state that you are making a request under LGOIMA.

Once a request is made the Council must supply the information unless reason exists for withholding it. The Local Government Official Information and Meetings Act says that information may be withheld if release of the information would:

- Endanger the safety of any person.
- Prejudice maintenance of the law.
- Compromise the privacy of any person.
- Reveal confidential or commercially sensitive information.
- Cause offence to Tikanga Maori or would disclose the location of Waahi Tapu.
- Prejudice public health or safety.
- Compromise legal professional privilege.
- Disadvantage the local authority while carrying out negotiations or commercial activities.
- Allow information to be used for improper gain or advantage.

The Council must answer requests within 20 working days (although there are certain circumstances where this timeframe may be extended). A charge shall be made to recover all reasonable costs incurred by Council in providing the information. An estimation of cost prior to providing the information can be made available.

In the first instance you should address requests for official information to:

Information Request
Chief Executive
Rangitikei District Council
Private Bag 1102
Marton 4741