

Memo

8 March 2019

To: Mayor Phil Goff, Councillors, Local Board Chairs
cc: Stephen Town, Chief Executive; Phil Wilson, Governance Director; Louise Mason, General Manager Local Board Services
From: Marguerite Delbet, General Manager Democracy Services

Call for proposals for LGNZ 2019 Annual General Meeting remit process

The purpose of this memo is to explain the process for submitting remits at the LGNZ Annual General Meeting.

Local Government New Zealand (LGNZ) is inviting member authorities wishing to submit proposed remits for consideration at their Annual General Meeting (AGM) to be held on Sunday 7 July 2019. Remit proposals need to be submitted to LGNZ by Monday 13 May 2019.

Proposed remits should address only major strategic “issues of the moment”. They should have a national focus, articulating a major interest or concern at the national political level. They should relate to big policy issues that, as a council, we have not been able to progress with central government through other means.

Remits are more frequently proposed by smaller councils, who do not have our size and resources to influence and push their issues forward with central government. It is unusual for a council to submit more than one or two remits.

LGNZ requirements for remits to be considered

The LGNZ National Council’s Remit Screening Policy provides the following recommendations for remits to be considered:

- Remits must be relevant to local government as a whole rather than exclusively relevant to a single zone or sector group or an individual council;
- They should be of a major policy nature rather than matters that can be dealt with by administrative action;
- They must have formal support from at least one zone or sector group meeting, or five councils, prior to their being submitted;
- Remits defeated at the AGM in two successive years will not be permitted to go forward;
- Remits that deal with issues or matters currently being actioned by Local Government New Zealand may also be declined on the grounds that the matters raised are “in-hand”.
- Remits must be accompanied by background information and research, including:
 - a. the nature of the issue and the background to it being raised;
 - b. the issue’s relationship, if any, to the current Local Government New Zealand Business Plan and its objectives;
 - c. the level of work, if any, already undertaken on the issue by the proposer, and outcomes to date; the resolution, outcome and comments of any zone or sector meetings which have discussed the issue; and suggested actions that could be taken by Local Government New Zealand should the remit be adopted.

The full remit policy and LGNZ business plan are attached as Appendix A. For examples of the type of remits considered, remits voted on at last year's AGM are included in Appendix B.

LGNZ remit acceptance process

All proposed remits must be submitted to Local Government New Zealand **no later than 5pm, Monday 13 May 2019**.

An LGNZ remit screening committee (comprising the President, Vice President and Chief Executive) will review and assess proposed remits against the criteria described in the above policy. Prior to their assessment meeting, the remit screening committee will receive analysis from the Local Government New Zealand staff on each remit, assessing each remit against the criteria outlined in the above policy.

Proposed remits that fail to meet specified criteria will be informed as soon as practicable of the committee's decision, alternative actions available, and the reasons behind the decision. Proposers whose remits meet the criteria will be contacted as soon as practicable to arrange the logistics of presenting the remit to the AGM.

All accepted remits will be posted to the Local Government New Zealand website, and members informed, at least one month prior to the AGM in order to allow members sufficient time to discuss the remits prior to the AGM.

Deciding what remits Auckland Council may submit

This year we are proposing the following process to decide which remits, if any, Auckland Council should submit at the LGNZ AGM:

- All councillors and local board chairs on behalf of their board can send me a remit proposal using the template attached as Appendix C by Wednesday 3 April 2019. All remit proposals should meet the criteria included in the LGNZ remit policy.
- A Working Group made of last year's Auckland Council representatives at the LGNZ AGM – Mayor Phil Goff, Deputy Mayor Bill Cashmore, Councillor Penny Hulse, Waitemātā Local Board Chair Pippa Coom and Chief Executive Stephen Town – will review the proposed remits and decide which ones to put forward for formal support to the LGNZ regional meeting on 3 May. The Deputy Mayor is the Auckland Council representative at that meeting.

Supporting other councils' remits

As in previous years, once LGNZ has sent the AGM papers staff will prepare advice on which remits have relevance for Auckland Council. The designated council representatives at the AGM will make the final decision on which remits to formally support and how to vote on other remits.

The table below summarises the proposed process:

Elected Members prepare proposal remits by Auckland Council Working Group selects Auckland Council remits to put forward for support at the regional group meeting	By Wed 3 April 2019 TBC w/c 15 April 2019
Deputy Mayor presents Auckland Council remits at LGNZ	
Regional group meeting and seeks support	Mon 3 May 2019
Auckland Council remits submitted to LGNZ	By Mon 13 May 2019
Accepted remits posted by LGNZ	Fri 7 June 2019
AGM business papers distributed by LGNZ	Fri 21 June 2019
Remit guidance memo on proposed remits finalised	TBC w/c 24 June or 1 July 2019
Remit briefing for AGM representatives	TBC w/c 24 June or 1 July 2019
AGM	Sun 7 July 2019

Please contact me if you have any questions.