



**WHANGAREI  
DISTRICT COUNCIL**

**2017**

**Local Governance  
STATEMENT**

**WHANGAREI: LOVE IT HERE!**



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# INTRODUCTION

A Local Governance Statement is a collection of information about the processes through which the community can engage with Whangarei District Council ("Council"), how Council makes decisions and how citizens can influence those processes. It helps support the purpose of local government by promoting local democracy.

# FUNCTIONS, RESPONSIBILITIES AND ACTIVITIES

The purpose of local government, as defined in the Local Government Act 2002, is to enable democratic local decision-making to meet the current and future needs of communities for good quality local infrastructure, local public services and performance of regulatory functions in a way that is most cost effective for households and businesses.

## *The Local Government Act 2002*

The purpose of the Local Government Act 2002 is to provide for democratic and effective local government that recognises the diversity of New Zealand Communities. It also provides a framework and powers for local authorities to decide which activities they undertake and the manner in which they will undertake them. The Act promotes the accountability of local authorities to its communities and provides for local authorities to play a broad role in meeting the current and future needs of their communities for good-quality local infrastructure, local public services, and performance of regulatory functions.

In meeting this purpose, Council exercises powers and fulfils responsibilities conferred on it by the legislation outlined in Appendix A, the most prominent being:

- Local Government Act 2002 and 1974
- Local Government (Rating Act) 2002
- Resource Management Act 1991
- Local Government Official Information and Meetings Act 1987
- Building Act 2004
- Local Electoral Act 2001.

In addition to the legislation that applies to all local authorities, Council is also bound by local legislation (Acts that apply specifically to it). A list of these Acts is attached at Appendix B.

## Bylaws

There are also a number of Council bylaws, the details of which are set out below:

NAME OF BYLAW	ADOPTED	REVIEW STATUS	PURPOSE
Alcohol Fees Bylaw	2016	Current	To prescribe fees for all matters to which fees payable to territorial authorities are prescribed in the sale and supply of Alcohol (Fees) Regulations 2013
Dog Management	2013	Current	To regulate the control and management of dogs.
Fires in the Open Air	2015	Current	To regulate the lighting of fires.
Food Business Grading	2016	Current	To outline the process for food premises grading.
Hawkers, Mobile Shops, Stands & Stalls	2005	Under Review	Authorises the issue of licences to hawkers and the operators of mobile or travelling shops and stands and stalls and governs their activities.
Liquor Management	2011	Current	To restrict the consumption, bringing and possession of liquor within the specified areas of District between specified hours and dates.
Parking and Traffic	2007/ Amended 2009	Under Review	To determine parking areas, times, cost, restrictions, infringement costs as well as powers of parking wardens or officers
Public Places	2014	Current	To provide for the proper use of roads, streets, beaches and other public places.
Control of Advertising Signs	2014	Current	To provide guidelines for permitted use of signs.
Solid Waste Management	2013	Current	To manage the collection requirements, recycling, the ownership of solid waste stream and storage, separation, transfer and management of solid waste.
Speed Limits	2005	Current	To allow Council to set speed limits in certain areas.
Stormwater Management	2014	Current	To manage stormwater to protect people, property and the environment by minimising the impact of flooding, erosion and environmental pollution.
The Keeping of Animals, Poultry and Bees	2007	Under Review	To control the keeping of pigs, horses, goats, cattle, birds, bees, poultry and other animals in localities where the keeping of them is, or is likely to become, a nuisance or dangerous or injurious to the health of any person.
Trade Waste	2012	Current	To regulate the discharge of trade wastes to a sewerage system operated by Council.
Vehicles on Beaches	2016	Current	To regulate the use of vehicles on beaches.
Wastewater	2014	Current	Sets out the requirements and responsibilities of property owners for connection to and maintenance of the drainage system in order to protect it from mis-use and damage.
Water Supply	2012	Current	To protect the water supply and set out customers' entitlements and responsibilities.

# ELECTORAL SYSTEMS

Council currently operates its elections under the first past the post electoral system. This form of voting is also used in parliamentary elections to elect Members of Parliament to constituency seats. 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 candidate(s) obtained.

The other option permitted under the Local Electoral Act 2001 is the single transferable vote (STV) system. This system is used in the District Health Board elections. Electors rank candidates in order of preference. The number of votes required for a candidate to be elected (called the quota) depends on the number of positions to be filled and the number of valid votes. The necessary number of candidates to fill all vacancies is achieved first by the counting of first preferences then by a transfer of a proportion of votes received by any candidate where the number of votes for that candidate is in excess of the quota, and then by the exclusion of the lowest polling candidates and the transfer of these votes in accordance with voters' second preferences.

Under the Local Electoral Act 2001 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. Once changed, an electoral system must be used for at least the next two triennial general elections, i.e. Council cannot change the electoral system for one election and then change back for the next election.

In 2014 Council reviewed the way it holds elections and decided to retain the first past the post system for the 2016 triennial local body elections. This will be reviewed again in 2017.

# REPRESENTATION ARRANGEMENTS

Council is required to review its representation arrangements at least once every six years. This review must include the following:

- the number of elected members (within the legal requirement to have a minimum of six and a maximum of 30 members, including the Mayor)
- whether the elected members (other than the Mayor) shall be elected by the entire district, or whether the district will be divided into wards for electoral purposes, or whether there will be a mix of 'at large' and 'ward' representation
- if election by wards is preferred, then the boundaries and names of those wards and the number of members that will represent each ward
- whether or not to have separate wards for electors on the Maori roll
- whether to have community boards and if so how many, their boundaries and membership and whether to subdivide a community for electoral purposes.

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. Through that process you can make a written submission to Council, and you have the right to be heard if you wish.







If you make a submission you also have the right to appeal any decisions on the above to the Local Government Commission which will make a binding decision on the appeal. Further details on the matters that Council must consider in reviewing its membership and basis of election can be found in the Local Electoral Act 2001.

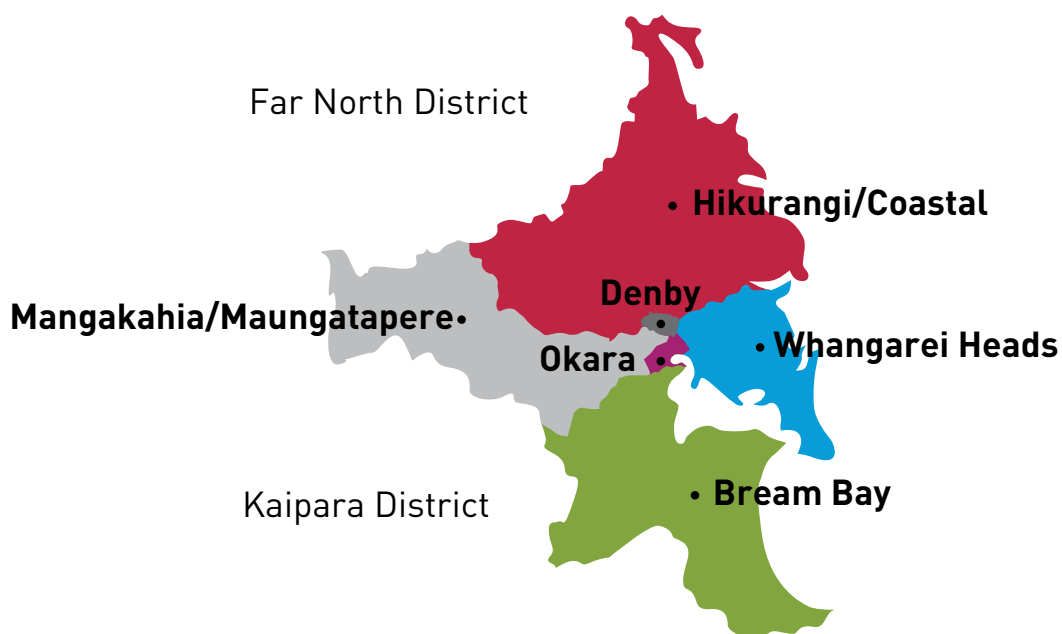
Council last conducted a review and decided on the current arrangements in 2012. It is not legally required to review representation again until 2018.

## Current Arrangements

Council has resolved that the present system of being elected by wards had the most merit and resulted in a fairer spread of representatives thereby providing the most fair and effective representation for individuals and communities within the district.

The Whangarei District has thirteen councillors, plus the Mayor with the District divided into six wards. The map below shows boundaries and populations of these wards as at 30 June 2016.

WARD	POPULATION	CURRENT MEMBERS	POPULATION PER COUNCILLOR
 Mangakahia-Maungatapere	6,190	1	6,190
 Hikurangi-Coastal	12,950	2	6,475
 Whangarei Heads	6,790	1	6,790
 Denby	20,900	3	6,966
 Okara	27,700	4	6,925
 Bream Bay	13,100	2	6,550



## ***Maori Wards and Constituencies***

The Local Electoral Act 2001 also gives Council the ability to establish separate wards for Maori electors. Council may decide to create separate Maori wards or conduct a poll on the matter, or the community may demand a poll. The demand for a poll can be initiated by a petition signed by 5 per cent of electors within the district.

Council last had an opportunity to consider whether or not to have separate Maori wards in 2014, and may consider this again in 2017.

## ***Community Boards***

Community boards are constituted under 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 Council and any issues of concern to the community board
- make an annual submission to Council on expenditure in the community
- maintain an overview of services provided by Council within the community
- communicate with community organisations and special interest groups in the community
- undertake any other responsibilities delegated by Council.

Council decided in 2012 to retain the current arrangements of a six ward framework with no community boards.

# THE REORGANISATION PROCESS

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

- make changes to the boundaries of the district
- create a new district or dissolve a current district
- create a unitary authority, i.e. combine all of the functions of the Northland Regional Council and Whangarei District Council
- transfer a particular function or functions to another council.

The procedures for each type of proposal are slightly different. In general a reorganisation application is made to the Local Government Commission and can be made by any person, body or group including, but not limited to, one or more affected local authorities or the Minister of Local Government. The Local Government Act 2002, details at Schedule 3 the requirements and process for a reorganisation proposal. The Local Government Commission will also have information on procedures for local government reorganisation.



# ROLES AND CONDUCT

## *Roles of the Mayor, Deputy Mayor and Councillors*

The Mayor and councillors of Council have the following roles:

- setting the policy direction of Council
- monitoring the performance of Council
- representing the interests of the District (on election all members must make a declaration that they will perform their duties faithfully and impartially, and according to their best skill and judgment in the best interests of the District)
- employing the Chief Executive Officer (under the Local Government Act the local authority employs the Chief Executive Officer, who in turn employs all other staff on its behalf)

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

- presiding member at Council meetings. The Mayor is responsible for ensuring the orderly conduct of business during meetings
- advocate on behalf of the community. This role may involve promoting the community and representing its interests. Such advocacy will be most effective where it is carried out with the knowledge and support of Council
- ceremonial head of Council
- Providing leadership to the other elected members of Council and to the people in the Whangarei District
- Lead the development of Council's plans (including the long-term plan and annual plan), policies and budgets for consideration by the elected members of Council.
- To appoint the Deputy Mayor and the Chairpersons of Committees if he/she so chooses to exercise this power
- To establish committees of Council if he/she so chooses to exercise this power.
- Sits as a member of each Committee of Council.

The Deputy Mayor is either appointed by the Mayor, if that power is exercised, or elected by the members of Council at the first meeting of 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, and may exercise the powers of the Mayor (except the power to appoint the deputy mayor, committee chairpersons or establish committees). The Deputy Mayor may be removed from office by resolution of Council.

The Mayor has the power to establish one or more committees of Council and appoint the chairperson. If he or she does not choose to exercise this power Council may establish committees of Council and elect the chairperson. A committee chairperson 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 Council's Delegations Manual. A committee chairperson may be removed from the position by resolution of Council.

## *Role of the Chief Executive*

The Chief Executive is appointed by Council in accordance with the Local Government Act 2002. The Chief Executive implements and manages Council's policies and objectives within the budgetary constraints established by Council. The responsibilities of the Chief Executive are:

- implementing the decisions of Council
- providing advice to Council and community boards, if any
- 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 the activities of Council effectively and efficiently
- maintaining systems to enable effective planning and accurate reporting of the financial and service performance of Council
- providing leadership for the staff of Council
- employing staff (including negotiation of the terms of employment for the staff).



## Conduct

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 in respect of the Chief Executive Officer and to abide by the current code of conduct and standing orders
- the Local Authorities (Members' Interests) 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.

All elected members are required to adhere to a code of conduct. Adopting such a code is a requirement of the Local Government Act 2002. Once adopted such a code may only be amended by a 75% or more vote of Council. The code sets out 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. It also covers disclosure of information that is received by or is in the possession of elected members, and contains details of the sanctions that Council may impose if an individual breaches the code.

Council adopted a code of conduct in 2013 and this will be reviewed again in 2017. Copies of the full code of conduct may be obtained from Council or from our website at [www.wdc.govt.nz](http://www.wdc.govt.nz).

# GOVERNANCE STRUCTURES

Council reviews its committee structures after each triennial election. At the last review Council established four standing committees which meet monthly. These committees are:

- Planning and Development Committee
- Finance and Corporate Committee
- Infrastructure Committee
- Community Development Committee

The Mayor and all councillors are members of each standing committee.

Council also has a number of additional committees and sub-committees established for other purposes. These include:

- Chief Executive Review Committee
- Civic Honours Selection Committee
- District Licensing Committee
- Community Funding Committee
- Audit and Risk Committee
- Airport Noise Management Consultative Committee
- Exemptions and Objections Subcommittee

Full details of all committees, including their terms of reference, membership and meeting arrangements can be found at [www.wdc.govt.nz](http://www.wdc.govt.nz) .

# DELEGATIONS

The Local Government Act 2002 provides that Council may delegate, to a committee or other subordinate decision-making body, community board, or member or officer of Council, any of its responsibilities, duties or powers except:

- the power to make a rate or bylaw
- the power to borrow money, or purchase or dispose of assets, other than in accordance with the long-term plan
- the power to adopt a long-term plan, annual plan or annual report
- the power to appoint a chief executive officer
- the power to adopt policies required to be adopted and consulted on under the Act in association with the long-term plan or developed for the purpose of the local governance statement: or
- the power to adopt a remuneration and employment policy

Council adopted delegations to the committees in late 2016. These are available on our website at [www.wdc.govt.nz](http://www.wdc.govt.nz)

# CONDUCT OF MEETINGS

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

All Council and committee meetings must be open to the public unless there is reason to consider an item confidentiality. Although meetings are open to the public, members of the public do not have speaking rights unless prior arrangements are made with Council. The LGOIMA contains a list of the circumstances where councils may consider items with the public excluded (these circumstances generally relate to protection of personal privacy, legally privileged or commercially sensitive information, and the maintenance of public health, safety and order). The Council agenda is a public document, although parts may be withheld if the above circumstances apply.

The Mayor or committee chairperson 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 Council who does not comply with standing orders.

Minutes of meetings must be kept as evidence of the proceedings of the meeting. These must be made publicly available, subject to the provisions of the LGOIMA.

For an ordinary meeting of council, at least 14 days notice of the time and place of the meeting must be given. Extraordinary meetings generally can be called on 3 working days notice.

During meetings the Mayor and councillors must follow standing orders (a set of procedures for conducting meetings). Council may suspend standing orders by a vote of 75% of the members present. Council adopted new standing orders in late 2016. For more information on Standing Orders contact the Governance Manager.

# CONSULTATION

The legislation under which Council works places a very strong emphasis on being aware of, and considering, community views and preferences during its decision-making processes.

Council provides a number of opportunities for the public to participate in its decision-making processes. One of the most important is through the Long Term Plan consultation process – when Council may seek feedback from the public on Council priorities, services, income and expenditure, and funding tools. Other formal opportunities to participate include District Plan Changes, bylaw reviews and reserve management plan reviews as well as various other opportunities which are not required by law.

The significance of a matter will also guide Council's decisions concerning the extent and nature of consultation to be undertaken with persons likely to be affected by, or interested in, the decision or matter.

Council must comply with section 82 of the Local Government Act 2002 principles of consultation in a manner it considers appropriate. In determining what is appropriate Council must have regard to the nature and significance of the matter, including its likely impact from the perspective of persons who may be affected. The more significant a matter from the perspective of persons who may be affected, the more likely Council will need to consult with them on their views. More detail on the determination of significance can be found in Council's Significance and Engagement Policy at [www.wdc.govt.nz](http://www.wdc.govt.nz).

The public can also contact the Mayor, councillors and staff throughout the year if they have matters they would like to discuss.

Information on current and upcoming consultation processes can be found at [www.wdc.govt.nz](http://www.wdc.govt.nz).

## ***Special Consultative Procedure***

When making certain types of decisions, Council must follow what is called the 'Special Consultative Procedure'. For example, it must use this procedure when it is adopting or amending a Long Term Plan, adopting, revoking, reviewing or amending a bylaw. The procedure provides for the minimum consultation requirements and Council can also use it for other decision-making processes if it so wishes.

The Special Consultative Procedure involves:

- preparing a description of the proposal (a statement of proposal) and, if Council considers it necessary, a summary of that proposal
- making the proposal available to the public (at a minimum at Council offices)
- publicly notifying the proposal and the consultation being carried out on it
- inviting submissions for at least one month
- hearing submitters who request to be heard
- councillors deliberating at a Council meeting on the submissions received
- providing a copy of the Council's decisions as a result of the submissions process.

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.

## ***Consultation and Liaison with Maori***

Council recognises its obligations under the Local Government Act 2002 to establish and maintain processes to provide opportunities for Maori to contribute to its decision making processes and make information available to Maori for this purpose. The 2015 – 2025 Long Term Plan (LTP) has identified a pathway forward to improve and enhance current and future relationships between Council and Maori. The LTP can be found under "Plans" on our website at [www.wdc.govt.nz](http://www.wdc.govt.nz).

Council has entered into the following agreements/ MOU's with hapu and iwi :

- Ngararatunua Marae Committee (Environment Court Decision) – 2004
- Te Iwi o Ngatiwai Iwi Environmental Policy Document 2007
- Ngati Hine Iwi Environmental Management Plan 2008
- Patuharakeke Environmental Management Plan 2014
- Patuharakeke Trust Board Sites of Significance Accord 2012
- Ngatiwai Trust Board Sites of Significance 2012
- Te Uriroroi Hapu Environmental Management Plan 2016
- Ngai Hau Hapu Environmental Management Plan 2016
- Te Karearea Strategic Relationship Agreement 2014 (Re-affirmed in 2017)
- Ngati Kahu o Torongare Sites of Significance 2012
- Ngati Hine Sites of Significance 2012

# MANAGEMENT STRUCTURES AND RELATIONSHIPS

The Local Government Act 2002 requires Council to employ a Chief Executive whose responsibilities are to employ other staff on behalf of Council, implement Council decisions and provide advice to Council. The Chief Executive is the only person who may lawfully give instructions to a staff member. Any complaint about individual staff members should therefore be directed to the Chief Executive, rather than the Mayor or Councillors.

The Chief Executive is Mr Rob Forlong.

Council Management is divided into five Groups. These are :

## **Corporate**

Focusing on the provision of rates, finance, procurement, information technology and staff services.

General Manager Corporate, Alan Adcock.

## **Community**

Focusing on all our customer-facing services including Customer Services, libraries, i-Sites and District Venues and Events, Community Services (funding), Civil Defence, Pensioner Housing, Property Asset Management and Village Planning.

General Manager Community, Sandra Boardman.

## **Infrastructure**

Focusing on Council's main areas of expenditure including waste, drainage, water, roading, parks, and major projects.

Group Manager Infrastructure, Simon Weston.

## **Planning & Development**

Focusing on all elements of planning and development including, District Plan development, resource consents, regulatory services, commercial property, tourism and marketing, and economic development.

General Manager Planning & Development  
Alison Geddes.

## **Strategy & Democracy**

Focusing on cross-Council matters for governance, audit, risk, Maori relationships, Democracy, Urban Design, Futures Planning, Strategic Planning and Council Controlled Organisations Monitoring and Performance.

Acting General Manager Strategy & Democracy,  
Jill McPherson.

## **Leadership Team Contact Details**



### **ROB FORLONG**

#### **CHIEF EXECUTIVE**

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### **ALAN ADCOCK**

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### **ALISON GEDDES**

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### **JILL MCPHERSON**

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# EQUAL EMPLOYMENT OPPORTUNITIES

Council is firmly committed to the principles and practices of Equal Employment Opportunities (EEO) as a means of ensuring all applicants and employees have equal opportunity to achieve their potential. Council therefore rejects unfair discrimination on any grounds including race, nationality, ethnic origin, sex, religious belief, age, marital status, family or parental status, sexual orientation or disability thereby drawing from the overall pool of talent which exists in New Zealand society.

Council endeavours to create and maintain a safe and supportive working environment for its employees and customers. We believe that our organisation will benefit from a diverse workforce which is free from discriminatory practices.

Council's Equal Employment Opportunities Policy is available on our website at [www.wdc.govt.nz](http://www.wdc.govt.nz) or from the Human Resources Manager, Jenny Antunovich by telephoning (09) 430 4200.

# SIGNIFICANT DOCUMENTS

## ***Annual Plan and Report***

The Local Government Act 2002 requires that Council prepares and adopts an annual plan and annual report for each financial year. Both the plan and the report are available from our Customer Service Offices or on the council's website at [www.wdc.govt.nz](http://www.wdc.govt.nz).

## ***District Plan***

The Resource Management Act 1991 requires local authorities to prepare a District Plan. The District Plan is Council's primary planning document for managing the effects of land use development in the district in a sustainable way. Council is currently undertaking a 10 year rolling review of the Plan. A copy of the plan is available at our Customer Service Offices, our libraries or on the council's website at [www.wdc.govt.nz](http://www.wdc.govt.nz).

## ***Elected members Code of Conduct***

Schedule 7 of the Local Government Act 2002 requires Council to adopt a code of conduct for elected members. Amendments can be made to the Code however any such amendments must be supported by a vote of 75% of the elected members present. A copy of the code is on the council's website at [www.wdc.govt.nz](http://www.wdc.govt.nz).

## ***Long Term Plan (LTP)***

The Local Government Act 2002 requires Council to adopt a Long Term Plan (LTP) which is a document which sets the direction of Council for the next 10 years. It is reviewed every three years using the Special Consultative Procedure.

A copy of the LTP is available from our Customer Services offices, from our libraries or on the council's website at [www.wdc.govt.nz](http://www.wdc.govt.nz).

## ***Funding and Finance Policies***

Section 102 of the Local Government Act 2002 requires that Council adopts funding and financial policies. Key points of Council's Revenue and Financing Policy are contained in the LTP together with the Policy on Significance. The Development Contributions Policy can be found on Council's website at [www.wdc.govt.nz](http://www.wdc.govt.nz).

## ***Equal Employment Opportunity Policy***

Equal Employment Opportunity Policy is available from the Human Resources Manager or on the council's website at [www.wdc.govt.nz](http://www.wdc.govt.nz).

## ***Council Agendas***

Council Agendas are available from the Customer Service Offices, our libraries or on Council's website at [www.wdc.govt.nz](http://www.wdc.govt.nz).

# ACCESS TO COUNCIL AND ELECTED MEMBERS

## Contacting Council

Council has two offices where you can conduct your business.

### WHANGAREI CENTRAL OFFICE

Forum North Building, Rust Avenue,  
Whangarei 0110

Opening hours: Monday – Friday 8am to 4:30pm.  
Closed public holidays

P: 09 430 4200

F: 09 438 7632

E: mailroom@wdc.govt.nz

24hr Freephone: 0800 WDC INFO or 0800 932 463

Post: Whangarei District Council  
Private Bag 9023  
Whangarei 0148

Automated information line: 09 430 4253

### RUAKAKA SERVICE CENTRE:

Takutai Place, Ruakaka

Opening hours: Monday –Friday 8:30am to 4pm.  
Closed public holidays

P: 09 432 8360

F: 09 432 8330

E: mailroom@wdc.govt.nz

## Elected Member Contact Details



### MAYOR SHERYL MAI

All communications to Her Worship go to the Mayor's personal assistant,  
P: 09 430 4200  
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### DEPUTY MAYOR SHARON MORGAN MANGAKAHIA – MAUNGATAPERE WARD

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### COUNCILLOR ANNA MURPHY HIKURANGI – COASTAL WARD

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# REQUESTS FOR OFFICIAL INFORMATION

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

Once a request is made Council must supply the information unless reason exists for withholding it. The LGOIMA provides reasons for withholding information, for example, if the 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.

Council must answer requests within 20 working days (although there are certain circumstances where this time-frame may be extended). LGOIMA allows Council to charge for official information. These charges are contained in our Schedule of Fees and Charges which is available from our Customer Services Offices or on our website at [www.wdc.govt.nz](http://www.wdc.govt.nz). In the first instance you should address requests for official information to the Legal Counsel and send to [mailroom@wdc.govt.nz](mailto:mailroom@wdc.govt.nz) or Private Bag 9023, Whangarei 0148.

# APPENDIX A:

Further Acts of Parliament which also assist local government in carrying out its roles and responsibilities include:

- Accident Compensation Act 2001
- Airport Authorities Act 1966
- Animals Law Reform Act 1989
- Animal Products (Ancillary and Transitional Provisions) Act 1999
- Arts Council of New Zealand Toi Aotearoa Act 2014
- Auctioneers Act 2013
- Biosecurity Act 1993
- Building Research Levy Act 1969
- Burial and Cremation Act 1964
- Bylaws Act 1910
- Cadastral Survey Act 2002
- Citizenship Act 1977
- Civil Aviation Act 1990
- Civil Defence Emergency Management Act 2002
- Climate Change Response Act 2002
- Commerce Act 1986
- Companies Act 1993
- Conservation Act 1987
- Consumer Guarantees Act 1993
- Copyright Act 1994
- Counties Insurance Empowering Act 1941
- Credit Contracts and Consumer Finance Act 2003
- Crimes Act 1961
- Decimal Currency Act 1964
- Disabled Persons Community Welfare Act 1975
- District Courts Act 1947
- Dog Control Act 1996
- Earthquake Commission Act 1993
- Electricity Act 1992
- Employment Relations Act 2000
- Energy Companies Act 1992
- Engineering Associates Act 1961
- Environment Act 1986
- Estate and Gift Duties Act 1968
- Fees and Travelling Allowances Act 1951
- Fencing Act 1978
- Building (Pools) Amendment Act 2016
- Financial Reporting Act 2013
- Fire Service Act 1975
- Food Act 2014
- Forest and Rural Fires Act 1977
- Gambling Act 2003
- Gas Act 1992
- Goods and Services Tax Act 1985
- Government Rooding Powers Act 1989
- Hazardous Substances and New Organisms Act 1996
- Health Act 1956
- Health and Safety at Work Act 2015
- Heritage New Zealand Pouhere Taonga Act 2014
- Holidays Act 2003
- Housing Act 1955
- Housing Assets Transfer Act 1993
- Housing Corporation Act 1974
- Human Rights Act 1993
- Impounding Act 1955
- Income Tax Act 2007
- Insolvency Act 2006
- Insurance (Prudential Supervision) Act 2010
- Interpretation Act 1999
- Joint Family Homes Act 1964
- Judicature Act 1908
- Land Act 1948
- Land Drainage Act 1908
- Land Transfer Act 1952
- Land Transport Act 1998
- Land Transport Management Act 2003
- Land Transport (Road Safety and Other Matters) Amendment Act 2011
- Land Transport (Speed Limits Validation and Other Matters) Act 2015
- Libraries and Mechanics' Institute Act 1908
- Litter Act 1979

- Local Authorities (Members' Interests) Act 1968
- Marine and Coastal Area (Takutai Moana) Act 2011
- Aquaculture Reform (Repeals and Transitional Provisions) Act 2004
- Marine Mammals Protection Act 1978
- Marine Reserves Act 1971
- Maritime Transport Act 1994
- Minimum Wage Act 1983
- Municipal Insurance Act 1960
- Museum of New Zealand Te Papa Tonga rewa Act 1992
- National Parks Act 1980
- National Provident Fund Restructuring Act 1990
- New Zealand Bill of Rights Act 1990
- New Zealand Geographic Board (Nga Pou Taunaha o Aotearoa) Act 2008
- New Zealand Library Association Act 1939
- New Zealand Maori Arts and Crafts Institute Act 1963
- New Zealand Public Health and Disability Act 2000
- New Zealand Railways Corporation Act 1981
- Oaths and Declarations Act 1957
- Ombudsmen Act 1975
- Parental Leave and Employment Protection Act 1987
- Plumbers, Gasfitters and Drainlayers Act 2006
- Port Companies Act 1988
- Privacy Act 1993
- Property Law Act 2007
- Prostitution Reform Act 2003
- Protected Disclosures Act 2000
- Public Audit Act 2001
- Public Bodies Contracts Act 1959
- Public Bodies Leases Act 1969
- Public Finance Act 1989
- Public Records Act 2005
- Land Transport Management Amendment Act 2013
- Public Trust Act 2001
- Public Works Act 1981
- Queen Elizabeth the Second National Trust Act 1977
- Railways Act 2005
- Rating Valuations Act 1998
- Rates Rebate Act 1973
- Receiverships Act 1993
- Remuneration Authority Act 1977
- Reserves Act 1977
- Residential Tenancies Act 1986
- River Boards Act 1908
- Sale and Supply of Alcohol Act 2012
- Secondhand Dealers and Pawnbrokers Act 2004
- Secret Commissions Act 1910
- Financial Markets Authority Act 2011
- Smoke-free Environments Act 1990
- Soil Conservation and Rivers Control Act 1941
- Sovereign's Birthday Observance Act 1952
- Stamp and Cheque Duties Act 1971
- Standards and Accreditation Act 2015
- State- Owned Enterprises Act 1986
- Statistics Act 1975
- Statutes Amendment Acts 1936 2016
- Statutory Land Charges Registration Act 1928
- Summary Offences Act 1981
- Te Ture Whenua Maori Act 1993
- Telecommunications Act 2001
- Treaty of Waitangi Act 1975
- Trespass Act 1980
- Trustee Act 1956
- Unit Titles Act 2010
- Wages Protection Act 1983
- Walking Access Act 2008
- Weathertight Homes Resolution Services Act 2006
- Wild Animal Control Act 1977
- Wildlife Act 1953
- Winston Churchill Memorial Trust Act 1965

# APPENDIX B – LOCAL LEGISLATION

Whangarei Airport Act 1963

Whangarei City Empowering (Information Centre)  
Act 1976

Whangarei Borough Council Empowering Act 1962

Whangarei Borough Empowering Act 1928

Whangarei Borough Land Vesting Act 1914

Whangarei City Council Empowering Amendment  
Act 1974

Whangarei County Council Empowering Act 1926

Whangarei Drill-shed Act 1892

Whangarei Harbour Board Empowering Act 1925.



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Forum North Building, Rust Avenue, Whangarei

Ruakaka Service Centre, Takutai Place, Ruakaka

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E: [mailroom@wdc.govt.nz](mailto:mailroom@wdc.govt.nz) | W: [www.wdc.govt.nz](http://www.wdc.govt.nz)

[f www.facebook.com/whangareidc](https://www.facebook.com/whangareidc) | [t www.twitter.com/whangareidc](https://www.twitter.com/whangareidc)

**WHANGAREI: AROHATIA!**

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