
Clutha District Council

Item for DECISION

Report	Request to Accept a Late Item to the Council Meeting Agenda
Meeting Date	9 May 2024
Item Number	LATE ITEM 1
Prepared By	Steve Hill – Chief Executive
File Reference	895327

REPORT SUMMARY

The Council is requested to admit an agenda item to the public agenda of 9 May 2024.

The reason why the item was not on the agenda is because the information was not available at the time the agenda was produced.

The reason why the discussion cannot be delayed is because the preliminary consultation period runs from 9 May – 2 June 2024 and there has been a request from the Elected Members that they decide on the consultation questions.

Section 46A (7) of the Local Government Official Information and Meetings Act 1987 states:

An item that is not on the agenda for a meeting may be dealt with at the meeting if-

- (a) The local authority by resolution so decides; and
- (b) the presiding member explains at the meeting at a time when it is open to the public,
 - (i) the reason why the item is not on the agenda; and
 - (ii) the reason why the discussion of the item cannot be delayed until a subsequent meeting.

RECOMMENDATIONS

- 1 That the “Request to Accept a Late Item to the Council Meeting Agenda” report be received.**
- 2 That Council accepts the following item as a Late Item:**
 - 2024 Representation Review Preliminary Consultation**

Clutha District Council

Item for DECISION

Report	2024 Representation Review Preliminary Consultation
Meeting Date	9 May 2024
Item Number	LATE ITEM 2
Prepared By	Natasha Munro – Policy Advisor
File Reference	895548

REPORT SUMMARY

This report provides information and the proposed preliminary consultation document relating to the representation review being undertaken in 2024. Elected members have requested that they decide on the consultation questions.

RECOMMENDATIONS

- 1 That Council receives the ‘2024 Representation Review Preliminary Consultation’ report.**
- 2 That Council approves the proposed preliminary consultation ‘document’ for the 2024 Clutha District Council Representation Review.**

REPORT

1 Background

The Local Electoral Act 2001 (LEA) provides for Council in 2023 to consider for the 2025 triennial elections (i) the electoral system to be used (ii) whether one or more Māori wards should be introduced and (iii) a representation arrangements review be undertaken (a review is mandatory every six years, with the next representation review due in 2024).

The objective of a representation review is to ensure fair and effective representation for individuals and communities. The review must consider:

1. Defining communities of interest
2. Effective representation of communities of interest, and
3. Fair representation of electors

On 3 August 2023, Council resolved to retain the First Past the Post electoral system and on 26 October 2023, Council resolved not to establish one or more Māori wards.

The final part of the process - the representation review needs to decide:

- The total number of councillors for the district and the way they are elected - at ‘large’ or by ward or a combination.

- The boundaries of wards and their names.
- Whether there should be community boards in the district and, if so, the number of boards; their names and boundaries; the number of members for each board including any appointed members; and whether the board area should be subdivided for electoral purposes.

2 Preliminary Consultation

At the Council workshop on 11 April 2024, direction was sought on the preliminary consultation methodology and questions, and it was determined a community and district wide approach was required. This was in response to the Local Government Commission’s determination from 2018 to widely consult on community boards in the next review period. Possible preliminary consultation questions were noted.

Subsequently, a draft consultation document has been created to encompass the wide range of questions that are required to be asked to inform the initial proposal that will be developed following the community wide consultation. A formal consultation period will follow in August.

The consultation document will be available in hard copy from the Community Libraries, the Rosebank Office, and Clutha I-site, as well as online as a downloadable document and submission process via the website.

3 Representation Review Process

The key parts of the representation review process include:

	Process	Timeline	Statutory deadline	Status	LEA Ref
1	Agenda item for discussion and consideration	Council meeting: 7 Dec 2023		Completed	
2	Council Workshop 1 - elected members provide direction on proposed options and development of scenarios, consultation method and questions for the Preliminary Consultation process.	11 April 2024		Completed	
3	Preliminary consultation period	9 May – 2 June 2024			
4	Council Workshop 2 (Summary of preliminary consultation feedback and development of scenarios.	Workshop: Thursday 20 June 2024			
5	Council meeting to adopt the initial proposal	Council meeting: 25 July 2024 (LTP Approval)	31 July 2024		19H
6	Public notice of the initial proposal, submission period opens	TBC			19M
7	Submission period	Thursday 1 August 2024 - Monday 2 September 2024			19M

8	Submission Hearings – for submitters to present to elected members	TBC			
9	<i>If no submissions are received:</i> Initial proposal becomes basis of election, and public notice given				
10	If submissions are received: Council considers submissions and may amend the resolution	September TBC			
11	Council meeting to resolve final proposal following the submissions process (including any amendments)	Council meeting: 24 October 2024	3 Nov 2024		19N
12	Public notice of final proposal given; appeal/objection period opens	28 October 2024			19N
13	Appeal/objection period closes	28 November 2024			19O
14	If no appeals/objections, give public notice of basis of election				
15	If appeals/objections received, proposal is referred to Local Government Commission		20 Dec 2024		19Q
16	Local Government Commission issues a final determination	10 Apr 2025	10 Apr 2025		19R
17	Election day	11 Oct 2025			

4 Assessment of Options

The options are to accept the proposed draft preliminary consultation for the representation review, or to amend and accept the proposed draft preliminary consultation document.

5 Legal Considerations

If this stage of the consultation for the representation review does not occur, then the Local Government Commission will undertake another determination process, reviewing the process around community board consultation and making their own decision.

6 References – Tabled/Agenda Attachments

- Draft 2024 preliminary consultation document and questions for the Clutha District Council representation review – **ATTACHED UNDER SEPARATE COVER.**