

Otago Mayoral Forum

Friday 9 December 2022

9:00am-12:00pm, ORC Council Chamber
Level 2, 144 Rattray St

Chair: to be confirmed (Alex Parmley to chair initial proceedings)

Time	Item	Paper
9:00	1 Welcome Apologies – none received Agenda confirmation Minutes of the previous Otago Mayoral Forum on 1 July 2022	p. 3
-	- Standing items [To be confirmed with the chair for future meetings]	
9.05	2 Selecting a Chairperson Forum members are invited to elect a chairperson	p. 7
9.10	3 Triennial Agreement The Otago Local Authorities Triennial Agreement 2023-25 is the foundation document for the Forum and related cross-council arrangements in Otago. Members are invited to review a draft Agreement for councils' ratification in 2023.	p. 9
9.55	4 2023 Forum Schedule A 2023 meeting schedule is attached for Forum members' approval	p. 16
10.00	5 Discussion: Letters to the incoming forum Forum members have received two letters, one from the previous Mayoral Forum chair, and the second from the CE Forum chair. Members are invited to use these letters as a starting point for discussion on the Forum's role and priorities for the coming year.	p. 17
10.45	6 General Business As arising	
-	- Closing [To be confirmed with the chair for future meetings] Summary of key decisions, actions and communications.	

11.00	-	Morning tea <i>Te Rōpū Taiao members arrive</i>	
11.30	7	Te Rōpū Taiao Otago Whānaukataka and a look ahead to the joint Otago and Southland Te Rōpū Taiao hui on February 7	
12.00	-	Close <i>Shared lunch with Te Rōpū Taiao members</i>	

Minutes of a meeting of the Otago Mayoral Forum
held on Friday 1 July at 9.00am
in the ORC Council Chamber and via Zoom



Membership

Mayor Tim Cadogan	Central Otago District Council (Chair)
Mayor Bryan Cadogan	Clutha District Council
Mayor Aaron Hawkins	Dunedin City Council
Cr Andrew Noone	Otago Regional Council
Mayor Jim Boulton	Queenstown Lakes District Council
Mayor Gary Kircher	Waitaki District Council

Chief Executive Sanchia Jacobs	Central Otago District Council
Chief Executive Steve Hill	Clutha District Council
Chief Executive Sandy Graham	Dunedin City Council
Interim Chief Executive Pim Borren	Otago Regional Council
Chief Executive Mike Theelen	Queenstown Lakes District Council
Chief Executive Alex Parmley	Waitaki District Council

In attendance

Marianna Brook, Principal Advisor, Mayoral Forum Secretariat
Kelly Taylor Covey, Executive Assistant, Otago Regional Council

1. WELCOME

1.1 Apologies

Apologies for lateness were received from Tim Cadogan, Aaron Hawkins and Mike Theelen.

It was moved:

That the apologies be accepted.

Moved: Cr Noone

Seconded: Mayor Kircher

CARRIED

Bryan Cadogan agreed to act as Chair as required. Cr Noone welcomed Pim Borren to his first Forum.

1.2 Agenda confirmation

To accommodate late arrivals, it was agreed to move the Three Waters discussion to general business. The remainder of the agenda was agreed without change.

1.3 Minutes confirmation

It was moved:

That the minutes of the Otago Mayoral Forum meeting held on 1 April 2022 be confirmed as a true and correct record.

Moved: Mayor Kircher

Seconded: Cr Noone

CARRIED

2. STANDING ITEMS

- **Chair's note**

The Chair's note gave consideration to the next triennial agreement for Otago's local authorities in 2022-25, noting that a review in September will inform the new agreement. It also noted that today's Forum would be followed by a Te Rōpū Taiao Otago hui, with a specific session of the meeting intended to focus on Three Waters.

- **Regional climate change collaboration**

A written update from Francisco Hernandez, Principal Advisor Climate Change, ORC, discussed ongoing collaboration of ORC with TAs, the DCC-led Zero Carbon Alliance, and efforts towards regional climate change staff collaboration.

The Forum agreed at a previous meeting to make climate change a standing item at Forum agenda. Marianna Brook noted that standing items (either written or verbal, from staff or elected members) are a tool to highlight cross-council activity on key issues.

- **Collaboration budget**

Marianna confirmed that approximately 20% of the Forum's total discretionary budget of \$50,000 was utilized in 2021/22. The budget will be available again in 2022/23 for research and analysis to progress the Forum's priorities.

3. THREE WATERS REFORM

This item was adjourned until Mayor Cadogan and Mike Theelen could join the meeting. It was discussed at 10.35am, at the conclusion of item 4.

The Forum discussed whether to work towards a joint submission to the select committee considering the Three Waters Entities Bill. For practical reasons – and given the sensitivities involved in each councils' own submission – it was agreed not to do so.

Mayor Tim Cadogan highlighted a number of clauses of concern in the Three Water Entities Bill and discussion was held around them. Specific sections discussed include section 29 (selection process for the regional representative group) and section 32 clause 2(a) (restricting membership of the RRG to an "Elected Member or a CEO). Mayor Cadogan noted that it would be a significant workload for an elected member to participate in the group – especially during the establishment phase.

4. REGIONAL WASTE ANALYSIS

Lisa Eve from Eunomia Environmental Research and Consulting joined the meeting via Zoom. Her presentation provided an overview of Eunomia's advice on the three focus areas agreed at the previous meeting: a more formal waste partnership in Otago, and opportunities to collaborate to address construction and demolition (C&D) and organic waste.

As illustration of waste partnership options, the presentation outlined case studies from other groups of councils in New Zealand showing how these partnerships were formed, the focus of the collaborations and to what extent they had worked.

Lisa advised that C&D Waste is complicated and hard to do well. Eunomia's advice is that two processing facilities, one inland and one coastal, would best serve Otago. They identified two approaches: a main Dunedin site and a smaller Central site, or two sites of equal size. Eunomia's analysis showed better outcomes from the latter.

The presentation then moved to organic waste. Lisa showed that the bulk of Otago's organic waste is kitchen waste, which mostly goes to landfill via kerbside waste collections. Once again, Eunomia's advice is that this stream would be best served by two regional processing facilities, one coastal and one inland, in Dunedin and Central Otago respectively.

Questions and comments were saved to the end of the presentation. One member commented that the presentation didn't provide the outline business case that had been asked for. Lisa responded that more of this detail would be in the final report - the presentation was a snapshot. There was some concern that the report would be released publicly, which had been the case for the situation analysis previously prepared by Eunomia. It was clarified (see resolutions) that the report is for the Mayoral Forum only at this stage, with any actions to be agreed by the next Forum following elections. It was noted that Rūnaka should be involved in any future decision making, and moving waste around the region may be significant. Finally, it was noted that there will always be commercial negotiations and investments associated with waste, which can make for sensitive discussion. However, we need to find a way to think strategically and into the long term if we are to improve how waste is managed in our region.

The Chair thanked Lisa and her colleagues for their work throughout the regional waste project.

Resolution

That the Otago Mayoral Forum:

- a. **Notes** that environmental consultant Eunomia today presented their final advice to the Forum, including outline business cases for:
 - i. collaboration opportunities to address construction and demolition (C&D) waste;
 - ii. collaboration opportunities to address organic waste; and
 - iii. a more formal partnership between the councils of Otago (and possibly Southland) to manage waste and deliver waste infrastructure over the medium-long term;
- b. **Agree** to receive Eunomia's findings at today's Forum (with a final written report to follow);
- c. **Agree** to conclude the regional waste analysis for this triennium, with the intention that the 2022-25 Otago Mayoral Forum determine whether and how to progress formal recommendations to Otago's councils; and
- d. **Note** that Otago's local authorities have, as an operational decision, elected to progress a joint waste assessment to inform the next round of Waste Minimisation and Management Plans (WMMPs) across the region, and this joint assessment will support future collaborative efforts to address waste through a shared information base.

Moved: Mayor Kircher

Seconded: Cr Noone

CARRIED

The meeting broke at 10.29am.

The meeting restarted 10.35am.

5. 2023-25 TRIENNIAL AGREEMENT/MAYORAL FORUM REVIEW SESSION

The chair reminded members of a facilitated review session to be held as part of the September Mayoral Forum. The session will consider how the Forum and related regional meetings might best operate in the new triennium.

With regards to timing, it was agreed to hold part of the Mayoral Forum meeting the day prior to the scheduled date (possibly following the CDEM JC meeting), and hold the facilitated session during the Mayoral Forum meeting time the next day.

6. GENERAL BUSINESS

There were no other items of business.

7. RESOURCE MANAGEMENT REFORM

Janine Smith, Deputy Chief Executive, and Liz Moncrieff, Director, Ministry for the Environment, joined the Forum to provide an update regarding Resource Management reforms.

Liz commenced the presentation. She advised that local government is still at the heart of the future resource management system, but the reforms are changing how the system will work. She advised one of the biggest shifts was the role of Māori in the new system – from “taking into account” to “giving effect to” the Treaty of Waitangi. There would be a new national Māori entity, with specific functions and a seat the governance table.

Liz described the key components of the future system, noting that implementation will require collaboration. She advised that MfE’s focus is now starting to shift from system development to transition and implementation. The Government is still on track to get the pieces of legislation through in the current year but timing would likely be tricky due to elections. Liz summarised the joint committee and secretariat models and advised that these would likely be two of the biggest differences councils would notice.

There were questions from the Forum over how various aspects would work and whether there were any potential areas that could lead to concern from communities. Liz advised a likely point would be around planning being taken away from local councils and into regional ones. Further questions were asked around funding for the joint committee, secretariat, and iwi advisory, and about timeframes for the model regions and subsequent tranches. It was confirmed that Government is anticipating “existing funding models” to remain in place (i.e. local government funding the system’s operation). No information was yet available regarding timeframes for individual regions.

The Chair thanked both presenters for their contribution.

The meeting closed at 12.05pm



Chair Bryan Cadogan (Acting)

9 December 2022

Date

Date: 9 December 2022

Drafted by: Marianna Brook, Principal Advisor, Mayoral Forum Secretariat

Selection of Chair

Purpose

1. This paper outlines the process for selection of the Otago Mayoral Forum Chair.

Recommendations

2. It is recommended that the Otago Mayoral Forum:
 - a. **agree** to use first past the post voting procedure for selecting a Chair; and
 - b. **agree** that, in the event of a tie between the highest polling candidates, a coin toss will determine the successful candidate.

Background

3. The custom is for the Chair of the Chief Executives Forum to chair the first meeting of the Mayoral Forum until the Forum has selected a Chair. This is consistent with the procedure to be followed at the first meeting of a local authority following local body elections (Local Government Act 2002, Schedule 7, Clause 21).
4. The Mayoral Forum is able to agree on the voting system to use to elect its Chair.
5. On the recommendation of the Chair of the Chief Executives Forum, it is suggested that the Forum agree to use the first past the post voting procedure and in the event of a tie that a coin toss will determine the successful candidate.

Voting process steps

6. The steps involved in the process are as follows:
 - a. the Forum agrees to the voting procedure and the procedure in the event of a tie;
 - b. the interim Chair calls for nominations for the position of Chair, which need to be nominated and seconded;
 - c. nominees may make a brief statement in support of their nomination;
 - d. voting for Chair takes place as per agreed system;
 - e. Chair declared as elected; and
 - f. Chair assumes the chair.

Other matters

7. No honorarium or other remuneration is payable to the Chair.

8. The proposed process to select the Chair and Deputy Chair complies with the Local Government Act 2002, Schedule 7.
9. The draft Otago Local Authorities' Triennial Agreement 2023–25 proposes that the Chair appointment may be reviewed after a period of 18 months.

Date: 9 December 2022

Drafted by: Marianna Brook, Principal Advisor, Mayoral Forum Secretariat

Otago Local Authorities Triennial Agreement 2023-25

Purpose

1. This paper accompanies the draft Otago Local Authorities Triennial Agreement 2023-25 and proposes a pathway for its ratification by 1 March 2023.

Why is this at the Forum?

2. The Triennial Agreement is the foundation document for the Forum and related cross-council arrangements in Otago.

Recommendations

3. It is recommended that the Otago Mayoral Forum:
 - a. **Review** the attached Otago Local Authorities Triennial Agreement 2023-25, raising any amendments for discussion; and
 - b. **Agree** to refer the (amended) Triennial Agreement to councils for ratification prior to 1 March 2023.

Background

4. Section 15 of the Local Government Act 2002 (the Act) requires local authorities within a region to enter into a Triennial Agreement by 1 March following local body elections. A Triennial Agreement sets out how a region's councils will communicate, coordinate and collaborate for the benefit of their region.
5. The draft Agreement presented for Members' consideration draws on an Otago Mayoral Forum review session held in September 2022. Whereas the previous Agreement 'borrowed' heavily from the Canterbury Mayoral Forum equivalent, the draft for 2023-25 makes use of language and content from the review session and from letters subsequently circulated to members by the Chief Executive Forum Chair and outgoing Mayoral Forum Chair.
6. The draft has been reviewed and amended by the Otago Policy and Strategy Managers' Group and the Otago Chief Executive Forum. A copy has been provided to the Otago Regional Council Legal Counsel for review.

Proposal

7. A clear and succinct Triennial Agreement will provide a foundation for working together across the region in the new triennium. The draft documents are more concise than previously, and written in plain English where possible. There is no longer a separate Terms of Reference for the Mayoral

Forum, with these details captured in the body of the Agreement alongside arrangements for other groups.

8. The Triennial Agreement covers the period 2023-25. The Agreement affirms Otago local authorities' broad commitment to work together and specifies that the Otago Mayoral Forum is the primary vehicle to make this happen, supported by the Otago Chief Executives Forum and various working groups.
9. The Agreement promotes relationships and collaboration as two complementary objectives. Paragraphs 6-9 affirm the importance of strong cross-council relationships, and includes protocols to ensure good communication. Paragraphs 10-13 are focused on collaboration and its potential to create efficiencies as well as new ideas and solutions not available to councils in isolation.
10. The remainder of the Agreement sets out practical matters relevant to each of the fora within scope of the agreement. This includes a commitment to a regional partnership with mana whenua via Te Rōpū Taiao Otago.

Next steps

11. Subject to any amendments raised during the meeting, it is recommended that the Forum agree to refer the Triennial Agreement to member councils for ratification by 1 March 2023.
12. The Forum secretariat will provide a pro forma Council paper to facilitate this process.



Otago Local Authorities' Triennial Agreement 2023–25

Preliminaries

1. Section 15 of the Local Government Act 2002 (the Act) requires local authorities in a region to enter into a Triennial Agreement (the Agreement) by 1 March following local body elections.
2. The purpose of the Agreement is to ensure appropriate levels of communication, co-ordination and collaboration between local authorities within the region. It must include:
 - protocols for communication and co-ordination between the councils
 - the process by which councils will comply with s. 16 of the Act, which applies to significant new activities proposed by regional councils
 - processes and protocols through which all councils can participate in identifying, delivering and funding facilities and services of significance to more than one district.
3. The Agreement may also outline joint governance arrangements. For Otago, these arrangements include the Otago Mayoral Forum, Otago Chief Executives Forum, Te Rōpū Taiao Otago, and various cross-council working groups.
4. The Parties to the Agreement are Queenstown Lakes District Council, Central Otago District Council, Waitaki District Council, Dunedin City Council, Clutha District Council, and the Otago Regional Council.

Working together for Otago

5. The scope of this Agreement is issues and opportunities of significance to the Otago region. The Parties commit to working together in good faith for the benefit of Otago's communities and natural environment.

Relationships and Advocacy

6. The Parties recognise that strong relationships, shared objectives and a collective voice can better serve Otago's communities and environment.

7. The governance and leadership mechanisms outlined in this Agreement enable Otago's local authorities to build relationships with one another, and to identify, prioritise and work towards shared positions on issues and opportunities for the Otago region.
8. When a Party is considering a major policy initiative or proposal that may have implications for other Parties, and unless such disclosure is inconsistent with the Local Government Official Information and Meetings Act 1987 or commercial confidences precludes such disclosure, that Party will give early notification to the affected Parties and share the information with the Otago Mayoral Forum and the Otago Chief Executives Forum.
9. Consistent with the foregoing clause, the Otago Regional Council will provide early advice of any significant new activity to the Otago Chief Executives Forum and the Otago Mayoral Forum, in addition to other requirements specified in section 16 of the Act.

Collaboration

10. The Parties recognise that working together can bring efficiencies, including through reduced duplication of effort and practical solutions such as shared services and facilities. Further, collaboration on issues and opportunities can generate value to the districts and communities of Otago that would not eventuate from the parties working alone.
11. Central Government has in recent years encouraged collaboration among local authorities, including as a condition of funding in some instances or to implement policy changes.
12. It is beneficial for Otago to have governance and leadership mechanisms in place to explore regional opportunities and issues, as a complement to the work of each council in the region.
13. Under these mechanisms, the Parties may pursue shared community outcomes through a joint work programme and co-commissioning of studies, policy development and other such work. They may also explore options for identifying, delivering and funding facilities and services of significance to more than one district, as envisaged by the Act. Any Party may raise such options for consideration.

Governance and Leadership

14. The Otago Mayoral Forum is the primary mechanism to implement the Agreement. The Mayoral Forum is supported by the Otago Chief Executives Forum and various cross-council working groups.
15. The Otago Regional Council hosts a permanent secretariat to support and advise the above groups and facilitate collaboration across Otago's councils as needed. The secretariat also holds a small discretionary budget to facilitate the Forums' work.
16. The Otago CDEM Group Joint Committee and Coordinating Executive Group are scheduled alongside Otago Mayoral Forum and Otago Chief Executive Forum meetings respectively. CDEM Otago provides the secretariat for these meetings.

Otago Mayoral Forum

17. Each Mayor, through election and under the Local Government Act 2002, is provided with a mandate to represent and provide leadership on the things that matter to their communities and areas. The Otago Mayoral Forum is an opportunity to bring together these mandates to provide collective leadership on issues that matter across Otago.
18. Such collective leadership can be a powerful influence that benefits Otago and all its districts. The Otago Mayoral Forum can provide this leadership without impinging on the right for each of Otago's councils to decide policy, agree resourcing and generally govern its own area as appropriate.
19. Each of the Parties shall be represented by its Mayor (or Chairperson in the case of Otago Regional Council) and supported by its Chief Executive. On occasions where the Mayor or Chair cannot attend, a council may be represented by its Deputy Mayor or Chair.
20. The Otago Mayoral Forum shall select a Chairperson at the first meeting immediately following the Triennial Elections. This appointment may be reviewed after a period of 18 months. The Chairperson will preside at all meetings of the Otago Mayoral Forum.
21. Meetings shall be held at a frequency and location to be agreed among members.
22. A quorum shall be four.
23. The Otago Mayoral Forum may formalise shared positions through letters of support, submissions and/or public statements as appropriate.
24. Otago Mayoral Forum communications such as meeting summaries will be prepared, and it will be up to each council to choose how to use the materials according to their needs and processes.



Otago Chief Executives Forum

25. The Otago Chief Executives Forum is an established, collegial partnership across Otago's local authorities. It is a key enabler for the Otago Mayoral Forum and for wider regional collaboration.
26. The Otago Chief Executives Forum will identify and escalate to the Otago Mayoral Forum strategic issues and opportunities for collaboration. It will also report to the Otago Mayoral Forum on the delivery of regional actions, work programmes or collaborative projects.
27. The Otago Chief Executives Forum shall select a Chairperson from among its members.
28. Where possible, meetings of the Otago Chief Executives Forum shall take place two to four weeks prior to each Otago Mayoral Forum, at a location to be agreed among members.
29. A quorum shall be four.

Cross-council groups

30. Council officers across Otago are encouraged to discuss issues of shared interest or concern with one another.
31. Council officers may periodically identify strategic issues and opportunities for collaboration, and/or provide advice to the Otago Chief Executives Forum, Otago Mayoral Forum and/or other regional fora. This may include the formation of working groups in support of regional actions, work programmes or collaborative projects.
32. All Cross-council working groups will have a terms of reference defining their purpose, membership, key objectives and outcomes. The terms of reference will be reviewed periodically by the Chief Executives Forum and not less than every 18 months. Participation in such working groups is made possible with the support of officers' council employers.

Mana whenua Partnership

33. Te Rōpū Taiao Otago is the formal structure underpinning the relationship between Kāi Tahu ki Otago and Otago local authorities. The Parties recognise the significant value in engaging and developing regional relationships through Te Rōpū Taiao Otago, in addition to various bilateral commitments.
34. Te Rōpū Taiao Otago is comprised of Otago's Mayors, the Otago Regional Council Chair and representatives from Otago's Rūnaka, and meets in accordance with its Governance Charter. Meetings are usually scheduled alongside those of the Otago Mayoral Forum.
35. Through meetings of Te Rōpū Taiao, the Parties aim to agree shared priorities for the triennium and identify where joint working may take place between the Otago Mayoral Forum and Kāi Tahu ki Otago.

Formalities

36. This Agreement does not prevent the Parties from entering into other agreements among themselves or outside the Otago region. Any other such agreement should not, however, be contrary to this Agreement.
37. A triennial agreement may be varied by agreement between all the local authorities within the region and remains in force until local authorities ratify a new agreement. The Otago Mayoral Forum will review the Agreement no later than the final meeting before triennial local body elections and recommend any changes to the incoming councils.
38. This Otago Local Authorities' Triennial Agreement 2023–25 is signed by the following on behalf of their respective authorities:

COUNCIL	SIGNATURE	DATE
Central Otago District Council Mayor Tim Cadogan		

Clutha District Council Mayor Bryan Cadogan		
Dunedin City Council Mayor Jules Radich		
Queenstown Lakes District Council Mayor Glyn Lewers		
Otago Regional Council Chair Gretchen Robertson		
Waitaki District Council Mayor Gary Kircher		

DRAFT

Otago Mayoral Forum meeting dates 2023 As at 13 October 2022

	January	February	March	April	May	June	July	August	September	October	November	December	
s	1 New Year's Day									1			s
m	2 Holiday				1 Cant CE Forum					2			m
t	3 New Year's Day				2			1		3			t
w	4	1	1 LGNZ Nat Council		3			2		4	1		w
t	5	2	2 LGNZ R&P		4	1 CMF dinner		3		5	2 LGNZ R&P		t
f	6	3	3 LGNZ R&P		5 LGNZ Regional	2 Cant Mayoral Forum		4 Canterbury Papatipu rūnanga	1 Otago CE Forum LGNZ Nat Council	6	3 LGNZ R&P	1 LGNZ Nat Council	f
s	7	4	4	1	6	3	1	5	2	7	4	2	s
s	8	5	5	2	7	4	2	6	3	8	5	3	s
m	9	6 Waitangi Day	6	3	8 LGNZ Zone 5	5 King's Birthday	3	7	4	9	6 Cant CE Forum	4	m
t	10	7 Otago/Southland Mayoral Forum and Te Rōpū Taiao	7	4	9	6	4	8	5	10	7	5	t
w	11	8	8	5	10	7	5	9	6	11	8	6	w
t	12	9	9	6	11	8	6	10	7	12	9	7	t
f	13	10 LGNZ Metro	10	7 Good Friday	12	9 Otago Mayoral Forum/Te Rōpū Taiao	7	11	8	13 LGNZ Zone 5&6	10 LGNZ Regional	8 Otago Mayoral Forum	f
s	14	11	11	8	13	10	8	12	9	14	11	9	s
s	15	12	12	9	14	11	9	13	10	15	12	10	s
m	16	13	13	10 Easter Monday	15	12 LGNZ Zone 5&6	10	14	11	16	13	11	m
t	17	14	14	11	16	13	11	15	12	17	14	12	t
w	18	15	15	12	17	14	12	16	13	18	15	13	w
t	19	16	16	13	18	15	13	17	14	19	16	14	t
f	20	17 LGNZ Regional	17 Otago Mayoral Forum/possible MP hui	14	19 Otago CE Forum LGNZ Nat Council	16	14 Matariki	18 TRONT hui	15	20	17 Otago CE Forum Chch Show Day	15	f
s	21	18	18	15	20	17	15	19	16	21	18	16	s
s	22	19	19	16	21	18	16	20	17	22	19	17	s
m	23	20 Otago CE Forum (Afternoon)	20	17	22	19 LGNZ CE Forum	17	21	18 LGNZ CE Forum	23 Labour Day	20	18	m
t	24	21	21	18	23	20	18	22	19	24	21	19	t
w	25	22	22	19	24	21	19	23	20	25	22	20	w
t	26	23 CMF dinner	23	20	25 LGNZ Comb. Sect.	22	20	24 CMF dinner	21	26	23 CMF dinner	21	t
f	27	24 Cant MF TRONT hui	24 Canterbury Papatipu rūnanga	21 TRONT hui	26 LGNZ Comb. Sect.	23 TRONT hui	21 LGNZ Nat Council	25 Cant MF	22 Otago Mayoral Forum TRONT hui	27 LGNZ Metro	24 Cant MF TRONT hui	22	f
s	28	25	25	22	27	24	22	26	23	28	25	23	s
s	29	26	26	23	28	25	23	27	24	29	26	24	s
m	30 Cant CE Forum	27 LGNZ Zone 5 & 6	27	24	29	26	24	28	25	30	27	25 Christmas Day	m
t	31	28	28	25 ANZAC Day	30	27	25	29	26	31	28	26 Boxing Day	t
w			29	26	31	28	26 LGNZ AGM	30	27		29	27	w
t			30	27		29	27 LGNZ Conference	31	28		30 LGNZ Nat Council	28	t
f			31	28		30	28 LGNZ Conference		29			29	f
s				29			29		30			30	s
s				30			30					31 New Year's Eve	s
m							31 Cant CE Forum						m

Key: Blue = Otago meetings; Yellow = Canterbury meetings (includes Waitaki); Green = school holidays



17 October 2022

Mayor Bryan Cadogan, Clutha District
Mayor Jules Radich, Dunedin City
Mayor Glyn Lewers, Queenstown Lakes District
Mayor Gary Kircher, Waitaki District
Sandy Graham, Chief Executive, Dunedin City Council
Sanchia Jacobs, Chief Executive, Central Otago District Council
Mike Theelen, Chief Executive, Queenstown Lakes District Council
Alex Parmley, Chief Executive, Waitaki District Council
Steve Hill, Chief Executive, Clutha District Council
Pim Borren, Interim Chief Executive, Otago Regional Council

26 October

Chair Gretchen Robertson, Otago Regional Council

Tēnā koutou,

I offer a warm welcome to the incoming Otago Mayoral Forum – Mayors, Regional Council Chair and Chief Executives alike.

Each Mayor, through election, is provided with a mandate to represent and provide leadership on the things that matter to their communities and areas. The Otago Mayoral Forum is an opportunity to bring together these mandates to provide collective leadership on issues that matter across Otago, but without impinging on the role of each of our councils to decide policy and agree resourcing. Such collective leadership can be a powerful influence that benefits Otago and all its districts, something that might be even more important as we approach a Parliamentary election.

The Forum in 2019-22 helped to grow mutually supportive, positive and productive relationships between local government leaders in Otago. I encourage all members of the new Forum to make a concerted effort to (re)establish these relationships early in the new triennium. Our success in working together for Otago will be underpinned by strength of our relationships.

Informal interactions are important, and dinners with Mayors, the Chair and CEs at times during the year are a good opportunity to connect with one another, as well as with MPs and other guests. I'd also encourage the new Forum to build links with the Southland Mayoral Forum – both formal and informal. Our voice for the lower South Island is stronger together.

We have a shared responsibility to build and strengthen regional relationships with our Treaty partners, via our partnership meeting Te Rōpū Taiao. The incoming Mayoral Forum Chair (if I don't continue in the role) would be wise to connect early with Edward Ellison, as co-chair of the Rōpū. Coordinated engagement with central government partners is another opportunity. The Forum has had good engagement with Ministers, MPs and central government officials in recent years. There are

opportunities for next Forum to build on this, so central and local government leaders are more intentionally working together for Otago.

Advocating for Otago is one way that the Forum can make a real difference. For the local government reforms and review, especially, we should be on the front foot and work out what's best for Otago, rather than have others decide that for us. We don't know where the new triennium will take us, but I welcome the undertaking from the Otago CE Forum to propose focus areas for the coming year or so. Some of this work will be led by the CE Forum itself, with the Mayoral Forum offering collective leadership and oversight.

Once again, welcome to the Mayoral Forum for 2022-25. Collective leadership, vision and advocacy for Otago will be crucial in the coming months and years, and I look forward to joining you in this endeavour.

Naku noa, nā



Tim Cadogan
Mayor, Central Otago District
2019-22 Chair, Otago Mayoral Forum

17 October 2022

Mayor Tim Cadogan, Central Otago District
Mayor Bryan Cadogan, Clutha District
Mayor Jules Radich, Dunedin City
Mayor Glyn Lewers, Queenstown Lakes District
Mayor Gary Kircher, Waitaki District

26 October 2022

Chair Gretchen Robertson, Otago Regional Council

Cc: Otago Chief Executives

Kia ora koutou

Re: Otago Mayoral Forum and regional collaboration in Otago

On behalf of Otago's six council Chief Executives, congratulations and welcome to the Otago Mayoral Forum for 2022-25.

The Otago Chief Executives Forum is an established, collegial partnership across Otago's local authorities and a key enabler for the Otago Mayoral Forum and for wider regional collaboration. By working together, we aim to support the needs and aspirations of our councils and the communities we serve.

In September 2022 I accepted a role as Chair of the Chief Executives Forum and look forward to seeing Otago's collective work programme and achievements continue to grow. Like the Mayoral Forum, we receive advice and secretariat support from Marianna Brook, who is Principal Advisor Mayoral Forum at the Otago Regional Council.

The role, objectives and protocols of the Mayoral Forum and Chief Executives Forum will be captured in the 2023-25 Otago Local Authorities Triennial Agreement, a draft of which will be tabled at the Mayoral Forum's first meeting of the triennium and discussed and ratified by each council. Each region is required by legislation to enter into a Triennial Agreement to promote communication and co-ordination among its local authorities.

As advisors to the Otago Mayoral Forum, the Otago Chief Executives Forum has identified several potential shared strategic priorities for the coming months. These will also form part of the agenda for the Forum's first meeting. An initial work programme could include:

- **Leveraging the Forum's existing work on waste** to set a high-level, long-term vision for waste minimisation and management in Otago. The Mayoral Forum will receive early advice on regional approaches to managing organics and construction and demolition waste, as well as a more formal partnership structure. Our waste staff have also commissioned a joint Waste Assessment. There is an opportunity for the Mayoral Forum to formally invite councils to take a regional approach to

tackling waste with a view to securing a better outcome on waste for Otago and our districts, as well as securing economies of scale and reducing costs.

- **A regional response to resource management reform.** The Government's resource management reforms will change not only the system of planning, but also how we work together as councils. The Otago Mayoral Forum will need to give some thought to how the new resource management system will come together in our region. This is leadership and direction-setting rather than decision-making, and will include working alongside our Treaty partners.
- **Engaging with the Review into the Future for Local Government.** The Review has the potential to change many aspects of how we work: greater collaboration is a likely outcome and there will be opportunities to do things differently. The Mayoral Forum will be well-placed if it can provide collective leadership in response to the review recommendations. This is one area where working with the Southland Mayoral Forum could be beneficial.
- **A collaborative response to Three Waters reforms.** It is clear that Three Waters will continue to demand attention. Working together has helped us to respond to these demands more efficiently in the past, and will remain important. The Chief Executives Forum is supporting operational collaboration, and the Mayoral Forum can enable a shared voice on representation in the new entities.

We acknowledge that the Mayoral Forum will also want to remain agile and able to respond to issues as they arise – as we know they will.

Communication with councillors and wider staff is important. This will help to demystify and increase the impact of work taking place at a regional level. Forum communications can be prepared, but it would be up to each council to choose how to use the materials, according to their needs and processes.

Again, congratulations on your (re)election, and I look forward to working with you for the benefit of our region.

Nāku noa, nā



Alex Parmley
Chair, Otago Chief Executive Forum
Chief Executive, Waitaki District Council