

Waikato Mayoral Forum and Councils Collaboration Projects: Progress Report #8: September 2014

Introduction

This report is to provide an update on the six work streams being carried out under the auspices of the Waikato Mayoral Forum, which consists of the region's mayors and the chairperson of the regional council.

All councils have signed the 2013-2016 Waikato Triennial Agreement.

The work streams – covering roading, water and wastewater services, planning and the spatial plan, economic development, regulatory by-laws and policies, and governance – are an integrated package designed to help get the best out of the regional economy and deliver multi-million dollar cost savings for ratepayers. Each workstream has a small governance group of three or four mayors/chairperson and support from an assigned council executive officer. The members of the governance groups are detailed below

Besides forum members, this report is also for councillors, stakeholders and the general community on progress. The projects are due to continue to provide updates on the workstreams on a regular basis.

This report and other information pertaining to the Waikato Mayoral Forum is available at www.mpdc.govt.nz/waikatomayoralforum.

The governance groups are:

Roading

Mayors: Allan Sanson, Brian Hanna, John Tregidga.
Executive Officer: Don McLeod.

Waters

Mayors/Chairperson: Jim Mylchreest, Allan Sanson, Paula Southgate.
Executive Officer: David Hall.

Planning

Mayors/Chairperson: Paula Southgate, Julie Hardaker, Neil Sinclair, Jan Barnes.
Executive Officer: Garry Dyet, Gavin Ion.

Economic Development

Mayors/Chairperson: Paula Southgate, Julie Hardaker, David Trewavas, John Tregidga.
Executive Officer: Langley Cavers.

Regulatory By-laws and Policies

Mayors/Chairperson: Allan Sanson, Neil Sinclair, Jan Barnes

Executive Officer: Craig Hobbs.

Governance

Mayors/Chairperson: Jan Barnes, Paula Southgate, Julie Hardaker.

Executive Officer: Gavin Ion.

Workstream: Roding

Purpose

This report provides an update to the Mayoral Forum on the progress of implementing the Centre of Excellence for Roding Asset Management in the Waikato (Road Asset Technical Accord – RATA).

Progress on Key Milestones

During the second quarter of 2014 the following milestones have been progressed:

1. A Business Plan for RATA has been approved and is now being implemented
2. All Councils have made a resolution of a commitment in principle to RATA, and a delegation for officers to enter into a multi-party funding and services agreement for RATA.
3. A multi-party funding and services agreement has been signed (LASS Board Meeting held 1 September 2014)
4. Work on the RATA project the Forward Works Programme Tour (previously known as the RAPT tour) was successfully completed in July and August, and also the Regional Data Collection Contract has been advertised.
5. Attached is a fact sheet developed for stakeholders.

Next Steps

The Forward Works Programme tour was very successful with some great feedback from the staff who were able to participate. A report is now being drafted outlining the key issues that arose during discussions and areas of opportunity for greater consistency in approach throughout the Region.

The Regional Data Collection Contract was advertised for tender on 26 August with tenders closing on 16 September. It is planned to have letters to each Council by 24 September outlining what the costs will be for each Council for this work, and seeking confirmation of participation by 10 October. The contract is proposed to commence on 1 November 2014.

At this stage there have been no nominations from regional staff to participate in any of the other RATA project work, but this will be more actively pursued in the coming quarter

Road Asset Technical Accord (RATA)



FACT SHEET #1

RATA is the centre of excellence for road asset planning in Waikato. It is the vehicle by which Waikato's councils co-operate over roading expenditure issues. Its work is carried out under the auspices of the Waikato Mayoral Forum, involving the region's mayors and regional council chair.

RUBBER HITS THE ROAD FOR RATA

The rubber's really been starting to hit the road with co-operation over a smarter approach to roading in the region.

The joint roading work stream, under our Road Asset Technical Accord (RATA) established by the Waikato councils, is being carried out under the auspices of the Waikato Mayoral Forum. A business plan was approved by the mayoral forum's roading governance group in June 2014. All councils in the region have committed to participating in RATA.

And, as at July 2014, Waikato councils formally got underway with a collaboration project aimed at making significant savings on their \$160 million year annual road maintenance spending.

The ongoing work involved is being supported by \$250,000 funding from the New Zealand Transport Agency (NZTA), which funds roading projects nationally and therefore has a clear interest in supporting greater efficiency.

RATA thanks NZTA very much for its support. We see this as a great example of partnership between central and local government and it reflects the forum's commitment to working with others for the Waikato's benefit. A big thank you, in particular, to the Waikato NZTA planning and investment team for their support in securing this funding. It will offset initial set-up costs for RATA and also the data collection costs referred to below.

Our initial project will be to review the road reconstruction and resealing programmes of each council to assess the merits of each others' approaches and learn from each other when it comes to making efficiencies and savings. This is expected to identify where we can co-operate more to reduce costs and ensure that the roading work we carry out provides maximum possible benefits to the community. This initial review on reconstruction and resealing was being carried out over July and August 2014.

Video capture

Video footage is being taken to film 'typical' roads in various classes. This is to support work planned in the region to assist with the implementation of the Government's new One Network Road Classifications (ONRC) and associated technical performance measures. As many of you will know, ONRC is the One Network Road Classification providing a consistent framework for how we identify and classify our roads.

Regional data

Besides rehab and resealing, the other major RATA project underway involves regional data collection contracts for the collaborative procurement of data collection services to facilitate consistency of practice and benchmarking opportunities. The contract is due to start 1 November 2014. RATA will be in touch prior to then to gain confirmation of your participation in the contract for your area. There will be three contracts for the region based on geographic areas.

Next steps

RATA will require each participating local authority to sign the Multi Party Funding and Services Agreement (MPFA). This will formally commit each authority to participating in RATA but not necessarily committing to costs associated with the regional data collection contract. (These costs will be subject to individual council agreements once the tender prices are known.) The MPFA has been subject to legal review, and we have received confirmation that the document meets the requirements of the Local Government Act 2003 Section 61 for LASS to provide services to local authorities.

Invoices

Invoices for RATA participation will be forwarded to you soon. Please note that these invoices can be funded from your subsidised land transport programme.

Future projects

The projects currently being developed are:

- a collaborative approach to LED street lighting procurement or management
- developing a consistent approach to the maintenance and capital improvements applied to unsealed roads
- a strategic RAMM database support for the participating authorities.

RATA will be looking for staff within the region who wish to be seconded to work on one of the regional projects contemplated by RATA. If you have any thoughts on future projects you would like RATA to see progress please contact Dawn Inglis (project director) at dawn.inglis@waipadc.govt.nz or on 027 554 2221.

And finally...

The eagle-eyed amongst you may have noticed that RATA has changed its name slightly. We are now an "accord" rather than an "alliance". The need for this change was identified during the legal review of the MPFA. Many thanks to everyone for your ongoing support of this exciting collaborative initiative.

Dawn Inglis, Project Director, RATA

Workstream: Waters

Purpose

This workstream is progressing investigations into the benefits and challenges arising from a cooperative approach to the provision of water and wastewater utility activities. Based on recommendations from an earlier Mayoral Forum study, the current focus is on the preparation of a business case which will analyse the merits of a regional centre of excellence for water activities and a structural alliance between Hamilton City, Waikato District and Waipa District Councils. It is anticipated that this study will be principally funded by the three Councils.

Progress on Key Milestones

The second report from this work stream was presented to the Mayoral Forum at their meeting held at Karapiro on 28 April 2014. The report made the following recommendations:

- 1) That the case for a sub-regional waters CCO be accepted in principle and the proposal be subjected to detailed business case analysis before the matter is considered further.
- 2) That a 'Centre of Excellence' be incorporated in the sub-regional waters CCO concept as a vehicle to promote regional water initiatives and to support all Waikato Councils. The exact tasks of the Centre of Excellence and the priority of tasks will be determined by participating councils but could include:
 - a. regional procurement;
 - b. project management services for capital works;
 - c. asset valuation coordination;
 - d. training & development;
 - e. regional coordination of consent applications.

The report and associated recommendations have been formally presented to Hamilton City, Waikato District and Waipa District Councils. Each Council has agreed, in principle, to undertake further investigations into three separate scenarios; the Status Quo, Enhanced Shared Services and a Council Controlled Organisation as defined in the Stage II study.

The business case analysis requires specialist and transparently independent skills. For these reasons finalisation of the shape and scale of the project (for example scope, methodology and timeline), is in the process of being determined through a competitive Registration of Interest procurement process. This will not only identify a preferred professional services provider, but also provide certainty over project outputs and cost.

Workstream: Waikato Spatial Plan

Purpose

This report provides an update on the progress the Waikato Spatial Plan project.

Background

The concept of a spatial plan for the Waikato has been developing over the last 12 months. The Waikato Mayoral Forum completed Phase 1 of the project in March 2014, and all local authorities (with the exception of Thames Coromandel District Council) have committed to progressing towards plan development and completion.



The summary report from Phase One of the spatial plan, along with the supporting background technical reports, can be found at the following website.

<http://mpdc.govt.nz/index.php/councillors-mayor/waikato-mayoral-forum>

Outcomes of the Spatial Plan

The Waikato Spatial Plan aims to be the collective voice for the Waikato Region on high priority issues, challenges and opportunities that affect the regional community.

The Spatial Plan will:

- Set a strategic direction for the Waikato and its communities.
- Outline a high level development strategy that identifies settlement, infrastructure and service needs.
- Provide an evidential basis to support policy and investment decision making within the Waikato.

- Enable coherent and co-ordinated decision making by the local authorities, central Government and other parties to determine the future location and timing of critical infrastructure, services, and investment within the Waikato.
- Provide a basis for aligning the implementation plans, regulatory plans and funding programmes of local government and strategic partner agencies.

Priority Focus Areas

A summary report was endorsed by the Waikato Mayoral Forum in March 2014, and identified the following high priority strengths, challenges and opportunities for the Waikato.

Strengths	<ul style="list-style-type: none"> • The Waikato is a nationally significant transport juncture with connections to Auckland and Tauranga • The Waikato makes significant contribution to national economy through important industry sectors • Hamilton is the Waikato centre for innovation, employment and services
Challenges	<ul style="list-style-type: none"> • The Waikato is experiencing declining rural populations and associated decline in services • An ageing population and shrinking skill base • Declining water quality and competition for water allocation • Economic inequalities across the region
Opportunities	<ul style="list-style-type: none"> • Maximising opportunities, including investment, through aligned planning • Māori economic participation and investment offers significant potential for the Waikato region • Connectivity to the Upper North Island

All participating Councils have now confirmed their Joint Committee members. The first meeting of the Joint Committee will be an informal gathering that took place on Thursday August 7th. The first formal meeting is scheduled for 15th of September.

Formation of the Joint Committee

All partner Councils have committed to the development of a draft Spatial Plan. A terms of reference for the Joint Committee has been approved and includes the following formal reporting requirements back to Councils:

1. A community engagement strategy reported to Council for information
2. The form and content of the draft Spatial Plan and the process for community engagement to be reported for Council approval
3. Recommendation of the Spatial Plan back to Council for adoption following a special consultative procedure.

It is envisaged that the engagement strategy will enable Council involvement throughout the project through a variety of formal and informal information exchanges. This may include:

- Workshopping important policy proposals with Council staff
- Minutes of the Waikato Spatial Plan Joint Committee being included on Council agendas for information
- Presentations to Council at key milestone points

The following Councillors had been appointed to the Joint Committee.

Members of the Waikato Spatial Plan Joint Committee	
Independent Chairperson	To be appointed
Waikato Regional Council	Cnr Bob Simcock (Cnr. Tipa Mahuta)
Waikato District Council	Cnr Wally Hayes (Deputy Mayor Dynes Fulton)
Hamilton City Council	Mayor Julie Hardaker (Cnr Martin Gallagher)
Waipa District Council	Mayor Jim Mylcrest (Cnr Clare St Pierre)
Hauraki District Council	Deputy Mayor Bruce Gordon (Cnr Julie Bubb)
Matamata Piako District Council	Cr Leonie Tisch (Cnr James Thomas)
South Waikato District Council	Mayor Neil Sinclair (Herman van Rooijen)
Taupo District Council	Cnr Rosanne Jollands (Cnr Anna Park)
Otorohanga District Council	Mayor Max Baxter (Cnr Robyn Klos)
Waitomo District Council	Cnr Allan Goddard (none appointed)
Iwi / Maori representative	To be appointed
Sector representative 1	To be appointed
Sector representative 2	To be appointed
Sector representative 3	To be appointed

A number of high calibre nominations have been received for sector representatives, and these appointments will be considered by the Joint Committee at their meeting on the 15th of September.

Project Progress Since June Report

The primary areas of progress since June are:

- The Joint Committee held an informal meeting at the AvantiDrome in Cambridge to discuss the project, successful outcomes and next steps.
- One of the outcomes of the Spatial Plan is improving coordinated decision making between local and central government on critical infrastructure, services and investments. Engagement has begun with Central Government officials about their involvement in the Spatial Plan.

- The draft Waikato Sport Facilities Plan has completed its consultation process and is now a final document.
- The Waikato Creative Facilities Plan is now in draft form and will be circulated for targeted stakeholder engagement in September / October.

Next Steps

The Joint Committee is meeting on 15th of September to consider:

- Consider the nominations for non-local government members of the Joint Committee,
- Consider appointment of the independent chairperson
- Receive the draft project communications strategy and plan
- Receive the Baseline demographic data
- Receive the draft project scope for plan development

Workstream: Economic Development

Purpose

To provide an update on a project to develop an implementation plan to give effect to the Waikato Economic Development Strategy (known as “Waikato Means Business”).

Background

The Chair of the Waikato Mayoral Forum wrote to the business members of the outgoing Waikato Economic Strategy Governance Group in March, inviting participation in the project to develop an implementation plan. The membership of the Governance Group to oversee the development of the implementation plan has been finalised. The members are:

1. Hon. John Luxton (Chairperson; and Co-Chairman at Waikato River Authority and other roles)
2. John Cook (Managing Director of Stainless Design)
3. Traci Houpapa (Chairman of Federation of Māori Authorities)
4. Parekawhia McLean (Chief Executive of Waikato-Tainui)
5. Don Scarlet (Director of Hamilton and Waikato Tourism Ltd, Key Relationships Manager of Mighty River Power Ltd)
6. Frank Scrimgeour (University of Waikato economics professor)
7. Paula Southgate (Waikato Mayoral Forum representative)
8. David Trewavas (Waikato Mayoral Forum representative)
9. John Tregidga (Waikato Mayoral Forum representative)

It was anticipated that the Governance Group would discuss and agree at its first meeting a list of potential high priority and key supporting actions required to give effect to the implementation plan project.

Progress on Key Milestones

Prior to the first meeting, the Waikato Economic Strategy Secretariat invited staff from various organisations to contribute to the development of draft actions for particular priorities and initiatives. A detailed project plan was developed for strategic priority 3 (making business easier) as a basis for councils to determine their participation in this initiative. Relatively limited progress had been made, however, on the scoping and implementation work across several of the strategic priorities and flagship initiatives. These were in two forms:

- Draft project implementation plans (although some of these are more in the form of broad timeframes) for the following strategic priorities:
 - Strategic priority 1: Maintaining and building our location advantage;
 - Strategic priority 4: Building, attracting and retaining skills and talent; and
 - Strategic priority 5: Telling the Waikato story.

Clear outputs are envisaged already for these priorities.

- Draft project scoping plans for strategic priority 2 (Growing global industries) and the Māori cross-cutting theme. Leveraging Maori development was identified by the strategy as an opportunity. This cuts across each of the strategic priorities rather than being a stand-alone priority. These identify processes of engagement and research that need to be undertaken first, but the outputs are not defined clearly.

Several contributors identified issues to making greater progress. These principally related to the availability of resources to contribute to this scoping work in addition to work committed by their organisations’ business plans and the perceived lack of mandate to be undertaking such work.

The Waikato Economic Strategy Governance Group met on 23 July. The Governance Group provided feedback to identify for each strategic priority and the cross-cutting Maori theme:

- a) clear leads for completing project plans;
- b) a Governance Group lead for each priority or theme;
- c) desired output/s for each project; and
- d) the engagement they expected to undertake to complete each project plan.

These are summarised in Appendix A.

The higher level outcome indicators in the monitoring and evaluation framework have been drafted but the framework can only be completed once the intended outputs and intermediate outcomes from the work streams become clearer. These will be used to test whether the higher level outcome indicators are logical and reasonable.

Next Steps

Table 1 sets out the indicative tasks and timelines.

Table 1. Indicative tasks and timelines

Task	Timeline
Finalise project plans	5 September
Governance Group meeting to discuss and sign off project plans	30 September
Draft implementation plan	Mid October
Governance Group meeting to discuss draft implementation plan	By end October
Final implementation plan	Mid November
Governance Group to sign off by round robin	

Appendix A: Summary of Governance Group feedback 23 July 2014

	Strategic priority 1: Maintaining and building our location advantage	Strategic priority 2: Growing global industries	Strategic priority 3: Making business easier	Strategic priority 4: Building, attracting and retaining skills and talent	Strategic priority 5: Telling the Waikato story	Cross-cutting Māori theme
Project leads	Waikato Regional Council staff (to collate information on flagship initiative and other areas of focus)	HCC/DairyNZ (agri-hub) and Waikato economic strategy secretariat (Waikato-Bay of Plenty strategy alignment and regional growth study)	Staff of participating councils (TBC)	From within project team (TBC)	Karen Bennett, with support from project team	Project lead: Te Puni Kōkiri (for workshop)
Governance Group lead	Paula Southgate and Professor Frank Scrimgeour in support	Hon John Luxton and Professor Frank Scrimgeour in support	John Cook and John Tregidga	John Cook and Parekawhia McLean	Don Scarlet	Parekawhia McLean and Traci Houpapa
Desired output/s	Project plan completed by the next Governance Group meeting	Project plan completed by next Governance Group meeting	Project implementation	Confirm project lead from within project team; project plan to develop labour market strategy	Project plan to develop Waikato Story	Hold workshop; project plan and identify leads to input into Strategic priority 2 and Strategic priority 4
Governance Group engagement expected	Meeting between the project lead and Governance Group leads if required	Governance Group lead obtain information on the agri-hub plan and write to Bay of Connections	Governance Group receives updates	Meet with project team to agree project lead and communicate expectation of content of project plan; bring together steering group	Meet with project team, lead discussions with stakeholders	Meet with Te Puni Kōkiri to discuss release of Māori economy report and holding workshop

Work stream: Regulatory Bylaws and Policies

Background

On the 9th of September 2013 the Waikato Mayoral Forum approved a strand of work aimed at better alignment of council bylaws and other regulations

The goal of the Regulatory Bylaws and Policy's work stream is to get a greater consistency and quality in regulatory instruments across the Waikato and to create efficiencies by Councils working collaboratively to produce these documents.

Progress on Key Milestones

Reported on separately.

Next Steps

Reported on separately.

Workstream: Governance

Progress to date

All Councils have signed the updated triennial agreement.

Overall Finances to 30 June 2014

The finances for these workstream projects are being collectively managed through the jointly owned organisation Local Authority Shared Services Ltd (LASS), in which each Council is a shareholder.

Each Council gave consideration to its commitment during the 2013/14 Annual Plan process, and almost all Councils made positive funding decisions. Thames-Coromandel declined to participate in the Waikato Plan and Economic Development workstreams, whilst Rotorua limited further funding as it is also partaking in similar Bay of Plenty projects. The two tables below reflect the original figures for Phase two. The expenditure to date table is to the end of June 2014.

Project Funding Per Year

Phase Two	Agreed	Share	2012/13	2013/14	2014/15
Waikato RC	361.00	28.74%	90.00	190.00	81.00
Hamilton	253.59	20.19%	54.74	157.31	41.54
Hauraki	45.89	3.65%	10.05	27.52	8.32
Matamata-Piako	82.08	6.54%	17.32	47.98	16.78
Otorohanga	28.86	2.30%	6.15	16.43	6.28
South Waikato	44.01	3.50%	9.60	26.28	8.13
Taupo	117.21	9.33%	25.29	70.63	21.30
Thames-Coromandel	35.17	2.80%	8.48	26.68	0.00
Waikato	143.94	11.46%	30.84	82.22	30.88
Waipa	111.34	8.87%	23.67	65.63	22.04
Waitomo	24.58	1.96%	5.43	14.05	5.11
Rotorua	8.28	0.66%	8.28	0.00	0.00
Total	1,255.95	100.00%	289.85	724.73	241.37

Project Funding Per Project

Phase Two	Total	%	Planning	ED	Waters	Roading
Waikato RC	361.00	28.74%	276.00	85.00	0.00	0.00
Hamilton	253.59	20.19%	141.54	22.72	71.75	17.58
Hauraki	45.89	3.65%	28.36	4.48	9.53	3.52
Matamata-Piako	82.08	6.54%	57.17	6.04	11.77	7.10
Otorohanga	28.86	2.30%	21.41	2.27	2.53	2.66
South Waikato	44.01	3.50%	27.69	4.18	8.70	3.44
Taupo	117.21	9.33%	72.57	10.35	25.28	9.01
Thames-Coromandel	35.17	2.80%	0.00	0.00	24.35	10.81
Waikato	143.94	11.46%	105.23	11.85	13.78	13.07
Waipa	111.34	8.87%	75.09	8.74	18.19	9.33
Waitomo	24.58	1.96%	17.40	2.49	2.52	2.16
Rotorua	8.28	0.66%	1.71	0.34	5.75	0.49
Total	1,255.95	100.00%	824.16	158.46	194.14	79.19

Expenditure to Date	Roading	Planning	Waters	Economic Development	Governance	By laws	Admin	Totals
Contributions								
Phase One	20,000	32,500	51,200	0	8,000			111,700
Phase Two 2012/13 – paid	30,000	135,800	40,020	84,070	0			289,890
Phase Two 2013/14 – paid	49,180	466,986	154,139	109,163		20,000	5,000	804,468
Phase Two 2013/14 – to be invoiced								
Phase Two 2014/15 – to be invoiced	0	241,380	0	0	0		7,000	248,380
Total Contributions	99,180	876,666	245,359	193,233	8,000	20,000	12,000	1,454,438
Expenditure To Date	72,988	219,179	232,440	171,849	7,430	19,866	4,095	727,847
Still Available	26,192	657,487	12,919	21,384	570	134	7905	726,591

Significant expenditure movement since last progress report	Roading	Planning	Waters	Economic Development	Governance	By laws	Admin	Totals
Contributions								
Phase One								
Phase Two 2012/13								
Phase Two 2013/14 – paid							5,000	5,000
Phase Two 2013/14 – to be invoiced								
Phase Two Contributions 2014/15							7,000	7,000
Total Contributions							12,000	12,000
Expenditure	45,975	11,645				17,866	4,095	79,581
Available	(45,975)	(11,645)				(17,866)	7,905	67,581