

Governance

Role and Structure of Palmerston North City Council

ROLE OF THE COUNCIL

The purpose of the Palmerston North City Council is to enable democratic local decision making to promote the social, economic, environmental and cultural well being of Palmerston North City in the present and for the future.

In meeting its purpose the Palmerston North City Council has a variety of roles:

- facilitating and monitoring of community outcomes
- formulating the Council's strategic direction in conjunction with the community through the Long Term Council Community Plan (LTCCP)
- determining the services and activities to be undertaken
- managing principal risks
- administering various regulations and upholding the law
- monitoring the delivery of the LTCCP and Annual Plan
- advocacy on behalf of the local community with central government, other local authorities and other agencies
- facilitating solutions to local needs
- development of local resources
- management of local infrastructure including network infrastructure (e.g. roads, sewage disposal, water, stormwater, flood and river control works) and community infrastructure (libraries, parks and recreational activities)
- environmental management
- planning of the future needs of the local district.

COUNCIL OPERATIONS

The Council appoints a Chief Executive to be in charge of Council operations and delegates certain powers of management to that position in accordance with Section 42 and clauses 33 and 34 of Schedule 7 of the Local Government Act 2002. The Chief Executive implements and manages the Council's policies and objectives within the budgetary constraints established by the Council.

GOVERNANCE SYSTEM

Elections

Council elections are held every three years. In 2006 the Council reviewed its representation arrangements and decided to introduce City-wide voting for the 2007/08 local body elections, and to retain the present number of councillors (15 and The Mayor).

The Council also decided to establish an Ashhurst Community Board. These decisions are subject to final confirmation by the Local Government Commission if there are any objections to the Council's decision.

Council Meetings

Council and committee meetings are held on a six-weekly cycle. In addition, the Council holds extraordinary meetings on the Long Term Council Community Plan, its Annual Plan and other strategic issues to facilitate its contributions to the community's desired social, economic, environmental and cultural outcomes.

Council meets to monitor management activities and to ensure that the affairs of the Council are being conducted in accordance with legislative mandate and Council objectives. The Council also has a role to provide a monitoring role on the performance of Council Organisations and Council Controlled Organisations.

Council Committees

The Council reviews its committee structure after each triennial election. At the last review the Council established the following standing committees to monitor and assist in the effective discharge of specific responsibilities:

- Environmental & Planning Well-Being Committee
- Infrastructural Well-Being Committee
- Community Well-Being Committee
- Finance & Economic Well-Being Committee
- Audit and Performance Review Committee
- Chief Executive's Performance Appraisal Committee
- Palmerston North City / Manawatu District Joint Boundary Adjustment Committee
- Joint Strategic Transportation Committee
- Hearings Committee
- Council.

Each standing committee is made up of a selection of the elected members with the Mayor being an ex-officio member of all standing committees and sub-committees. Most committees hold six-weekly meetings, however some only meet as required. Additional (extraordinary) meetings can be scheduled as necessary.

Sub-Committees

The Council is able to establish sub-committees as required to meet any specialised needs/projects at any time. Currently there is only one sub-committee that has been established, this is the Creative Communities NZ/Art and Culture Fund Sub-committee.



Ward Committees

Ward committees focus on local issues and are charged with actively seeking input from ward residents on these issues. The Ward Committees meet on a bi-monthly cycle.

There are currently five ward committees within the committee structure, these committees representing the following wards: Papaioea, Awapuni, Fitzherbert, Hokowhitu and Ashhurst.

The Takaro ward decided against a formal ward committee for this triennium.

GOVERNANCE STATEMENT

The Council has adopted a Governance Statement as required by the Local Government Act 2002 and it sets out the governance role of the Council. The Governance Statement will ensure that the community has information on the processes the Council follows when making decisions and taking action and how the community can influence these processes.

Other Governance documents include the Code of Conduct, Ward Committee Guidelines, Policy on the Appointment of Directors to Council Organisations, and the Council's Standing Orders.

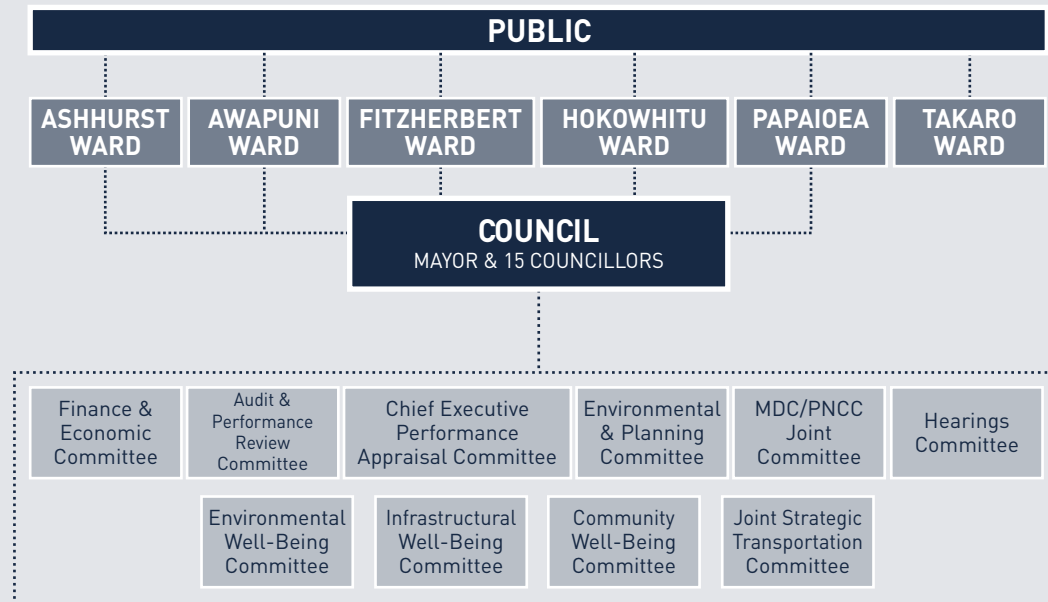
The Council believes that it is essential, in the interests of good management and effective administration, to encourage the delegation of decision-making. The full list of delegations can be viewed in the Council's Delegations Manual, which is available on the Council's website, www.pncc.govt.nz. However the overall responsibility for maintaining effective systems of internal control ultimately rests with the Council. Internal controls include the policies, systems and procedures established to provide measurable assurance that specific objectives will be achieved.

RISK MANAGEMENT

Legislative Compliance

Being a regulatory body, the Council administers various regulations and laws. As such, it is vital that it also complies with all relevant legislation. The Council contracts external law firms with local government expertise to assist the Council to comply with applicable legislation.

Palmerston North City Council Committee Structure



Mayor and Councillors:

Back Row from left to right:

Phil Etheridge (Papaioea Ward), Jim Jefferies (Hokowhitu Ward), Vaughan Dennison (Takaro Ward), Jono Naylor (Hokowhitu Ward), Adrian Broad (Awapuni Ward).

Middle row from left to right:

Lynne Pope (Papaioea Ward), Alison Wall (Takaro Ward), Gordon N. Cruden (Hokowhitu Ward), Marilyn Craig (Ashhurst Ward), Pat Kelly (Awapuni Ward), Anne Podd (Fitzherbert Ward).

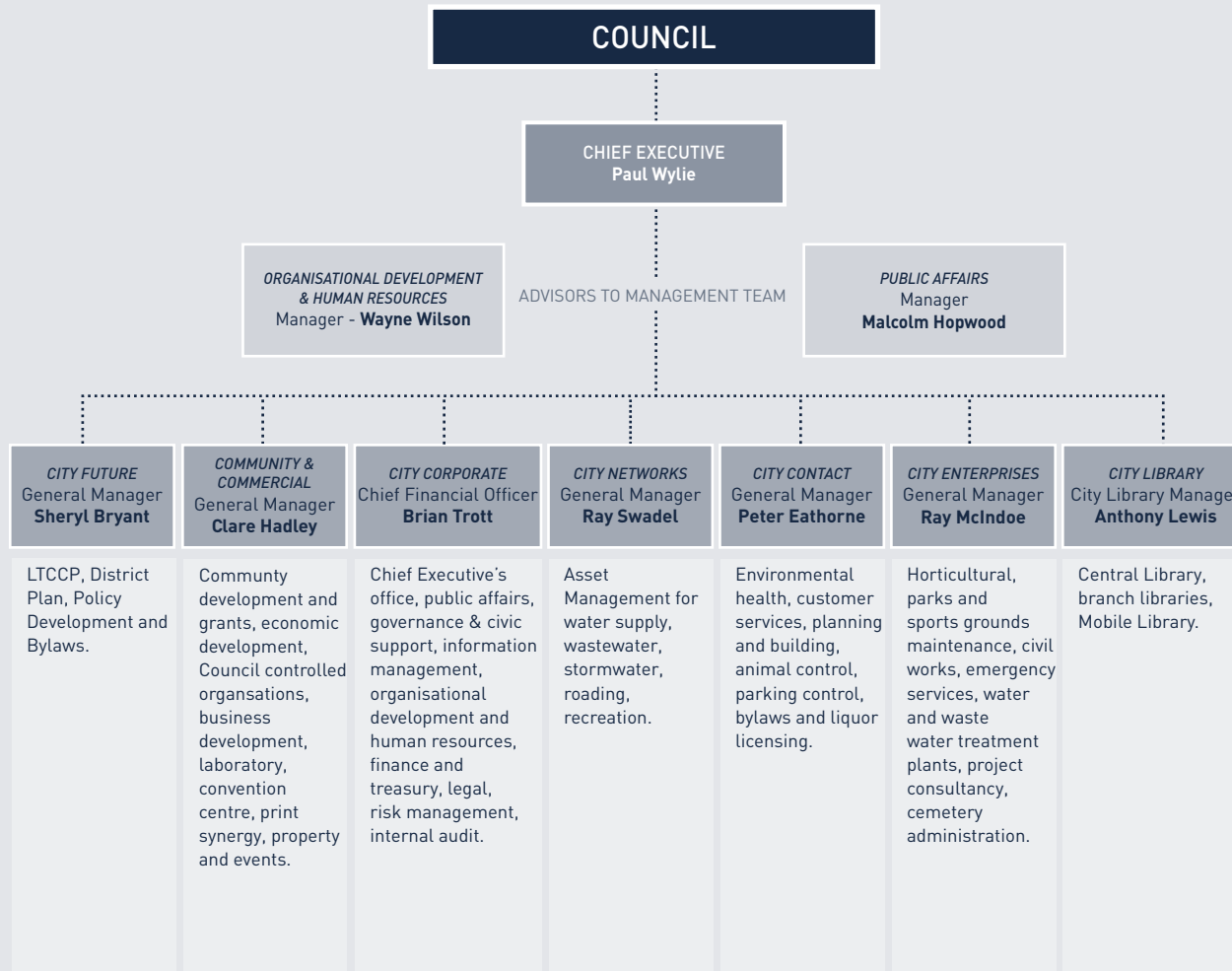
Front row from left to right:

Ian Cruden (Takaro Ward), John Hornblow (Papaioea Ward, Deputy Mayor), Mayor Heather Tanguay, Peter Claridge (Awapuni Ward), Lew Findlay (Papaioea Ward).

Mayor and Councillors

Name	Address	Ward	Home	Business	Mobile
MAYOR					
Heather Tanguay	8 Cohen Place PALMERSTON NORTH		356 9973 353 3383 (F)	356 8199 355 1000 (F)	027 244 5447
DEPUTY MAYOR					
John Hornblow	36 Langston Avenue PALMERSTON NORTH	Papaioea	358 7824 355 5583 (F)	356 8199 ext 8417 355 1000 (F)	027 255 4045 021 437 566
COUNCILLORS					
Adrian Broad	67 Keeling Street PALMERSTON NORTH	Awapuni	359 5386	356 6606 355 0453 (F)	
Peter Claridge	23 Caccia Birch Lane PALMERSTON NORTH	Awapuni	358 6586	356 5887	027 244 1843
Marilyn Craig	193 The Terrace ASHHURST	Ashhurst	326 8836 353 1934 (F)		0274 577 676
Gordon Cruden	27 Elmira Avenue PALMERSTON NORTH	Hokowhitu	354 1916 354 0216	354 1916 354 0216 (F)	
Ian Cruden	5A Hollows Crescent PALMERSTON NORTH	Takaro	358 1226		027 468 0902
Vaughan Dennison	P0 Box 708 PALMERSTON NORTH	Takaro	357 0794		027 648 5722
Phil Etheridge	288 Park Road PALMERSTON NORTH	Papaioea	355 4845		027 292 2395
Lew Findlay	44 Catlins Crescent PALMERSTON NORTH	Papaioea	357 8700	356 3337 356 6199 (F)	021 615 245
Jim Jefferies	518 Ruahine Street PALMERSTON NORTH	Hokowhitu	358 4895		027 444 9876
Pat Kelly	16 Batt Street PALMERSTON NORTH	Awapuni	356 3400		
Jono Naylor	119 Ruamahanga Crescent PALMERSTON NORTH	Hokowhitu	354 4820		021 169 0937
Anne Podd	12 Forest Hill Road RD1 PALMERSTON NORTH	Fitzherbert	357 3490		021 168 7281
Lynne Pope	P0 Box 134 PALMERSTON NORTH	Papaioea	356 7978	356 7978 354 7978 (F)	021 211 9271
Alison Wall	36 Pencarrow Street PALMERSTON NORTH	Takaro	357 9617		0274 483 540

Palmerston North City Council Organisation Chart



Management Team

Standing from left to right:

Anthony Lewis (*City Library Manager*), Malcolm Hopwood (*Public Affairs Manager*), Clare Hadley (*General Manager - Community and Commercial*), Ray Swadel (*General Manager - City Networks*).

Sitting from left to right:

Paul Wylie (*Chief Executive*), Wayne Wilson (*Organisational Development & Human Resources Manager*), Peter Eathorne (*General Manager - City Contact*), Brian Trott (*Chief Financial Officer*), Ray McIndoe (*General Manager - City Enterprises*).

Insert: Sheryl Bryant (General Manager - City Future)

Ward Committee Member Details

Ashhurst			
Wendy Brock		326 8780	
Harvey Jones		326 9189	
Graeme McIver (DC)	326 8727	021 174 7637	
Noel Olsson (C)	357 6620	(F) 356 5196	
Tom Shannon	326 8628	0274 347 700	
Fitzherbert			
Donald Kerr (DC)		(W) 9527001 x 70836	
Kathy Love	357 9200	027 253 1767	
George Mathew (C)	354 9933	021 539 231	
Michael Peters	354 9353	027 279 2585	
Brian Waters	354 8526	(F) 354 8526	
Awapuni			
John Bos	354 0801		
Pat Hickson	355 5828	(F) 357 4434	
Meredith McKenzie	356 5620		
Annette Nixon (C)	358 1532		

Hokowhitu			
Julie Catchpole	357 4438	(F) 357 4434	
		021 642 144	
Jonathan Godfrey (C)	353 2224		
Colin Higgins (DC)	355 5847		
Maryanne Mechen	356 3997		
Chris Teo-Sherrell	355 1816		
Papaioea			
Marise Clarke	354 0062		
Pamela Frith (DC)	357 5570		
Malcolm Frith	357 5570	0274 813 162	
Bruce Hosking	359 1156	0274 498 342	
Neville Kenward (C)	355 0509		
Sam Kereama	358 1738		