

Auckland Transition Agency

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REPORT TO HON RODNEY HIDE, MINISTER OF LOCAL GOVERNMENT

cc: Minister of Finance
Minister of Transport

UPDATE OF PROGRESS AS AT 25 SEPTEMBER 2009

1.0 Purpose

The Auckland Transition Agency (ATA) was established under the Local Government (Tamaki Makaurau Reorganisation) Act 2009 ("the Act") with the primary responsibility of planning and managing all matters in relation to the reorganisation of Auckland governance to ensure that the Auckland Council (and its subsidiaries) is ready to function on 1 November 2010.

The Act requires the ATA to report regularly to the Minister of Local Government on progress in relation to the reorganisation and matters referred to in Clause 15 of the Schedule to the Act (actual and potential conflicts of interests).

The first report of the ATA was prepared on 14 August 2009. The purpose of this report is to update the Minister on progress as at 25 September 2009.

2.0 Executive Summary

- A high level project outline has been produced and discovery information requested for completion by 30 September 2009. Progress continues to be made within individual work streams for which project plans with key deliverables and timelines will be completed in October. This is being assisted by strengthened capability in the project management office.
- Sheffield Search has been appointed to assist with the recruitment of the Interim Chief Executive and that process is now under way. The ATA is also preparing to recruit the Chief Executive for the new Transport Authority.
- Over 330 expressions of interest have been received from professional advisors to assist with ATA work streams.
- Work is progressing within the ATA to develop the organisation structure with a discussion document to be released late in October.
- ATA personnel are providing advice to the Department of Internal Affairs for the Third Bill.

- Development of a risk and issues register and early identification of capability and capacity issues will occur in conjunction with the analysis of discovery information and the development of work stream project plans.
- A revised budget has been prepared and will be submitted for Ministerial approval by 2 October 2009.
- The ATA is receiving excellent co-operation from government agencies and the eight Auckland councils.
- No declarations of interest have been advised by members in accordance with the Act since the last report.

3.0 Project Plan Update and Work Stream Progress

A high level Auckland Council Establishment Project Outline was produced in August, circulated to councils, and made available to the public via the ATA website.

On 1 September 2009 an ATA discovery request for all work streams was issued to the councils for completion and return by 30 September 2009. Indications are that the councils are working diligently on the completion of the discovery request and that the information provided will be comprehensive.

Discovery information with respect to transport functions was requested for completion by 23 September 2009 and this has now been received.

All work stream leaders are in place and a number of work streams have now been broken into sub work streams with a significant contribution being made by subject matter experts from across the councils.

The programme management office has been strengthened with the addition of staff with very strong programme and project management skills. They are working with the work stream leaders to develop project plans with key deliverables and timelines. Where necessary work stream leaders are also seconding programme managers from the councils to assist with their particular work streams. I will be able to report in more detail on project plans and progress against them in my next report.

Sheffield Search has been appointed to undertake the recruitment of the Interim Chief Executive and they are currently conferring with key stakeholders in order to finalise the job profile and desired attributes.

Work streams continue to be developed as government decisions are made. A transport project under the CCO, trusts and investments work stream has now been created with good progress being made. We are now planning to undertake the recruitment of the Chief Executive for the new Transport Authority.

The governance work stream is now being developed further to give effect to the decision-making responsibilities of the Auckland Council and local boards set out in the Local Government (Auckland Council) Act 2009.

Expressions of interest were sought from professional advisors who were interested in assisting the ATA with its work streams. Over 330 expressions of interest have been received and these will be assessed over the next two weeks.

Proposals for the Electoral Officer for the October 2010 elections have been received and interviews undertaken. A recommendation will be made to the Board at its meeting on 30 September 2009.

Good progress is being made within the ATA in developing an organisation structure for the Auckland Council. It is intended to release a discussion document in the latter part of October outlining an organisation structure through to at least group manager level (equivalent to the third tier of existing councils) together with staff transition protocols and processes. This will form the basis of engagement with councils. The document will be reviewed and finalised following receipt of feedback. A report will follow late this year or early in the new year.

ATA personnel are providing advice to the Department of Internal Affairs as it identifies issues to be addressed in the third Bill. This is a best endeavours exercise based on existing knowledge, but prior to analysing the discovery information which will be received shortly from councils.

Discussions are also occurring with other government agencies with a view to sharing information, collaborating and avoiding duplication wherever possible. These include the office of the Auditor-General, Audit New Zealand, Treasury, the Local Government Commission, Ministry of Transport, Ministry for the Environment, Ministry of Social Development and Ministry of Economic Development.

4.0 Review of Decisions

As at 25 September 2009 227 requests for decision confirmation have been received. 157 have been confirmed and none has been declined. Included within the 227 requests, 52 were received from one council for a 12 month period. These are being prioritised to give a better indication of timely process.

5.0 Risk Management

A Risk and Issues Register will be completed as discovery information is analysed and the work stream project plans and timelines are finalised during October.

6.0 Capacity and Capability Issues

It is expected that early indications of capacity and capability constraints to the delivery of the reforms will be identified through analysis of the discovery information and development of detailed project plans.

At this stage I can report my appreciation for the excellent co-operation the ATA is receiving from the councils, both in terms of provision of information and the willingness to commit resources to ATA work streams.

Any legislative constraints which have been identified by ATA and the councils are being communicated to the Department of Internal Affairs.

7.0 Communications

The ATA website, www.ata.govt.nz, is being regularly updated and now includes progress summaries from each of the ATA's work streams. A newsletter, "Transition Times", has been developed with the second issue published on 25 September 2009. In addition to publication online, it is circulated to local

government employees and elected representatives through council chief executives and their communications departments.

I have met with elected members of individual councils to update them on progress. In addition work stream leaders liaise on a regular basis with council officers contributing to their work stream.

On 24 September 2009 I wrote to all Chief Executives advising them of the intended process for engaging on the organisation structure and staff transition protocols and processes. This letter was copied to all mayors and the Chairman of the Auckland Regional Council and is to be made available to all staff.

Two requests for information under the Official Information Act have been received and processed

7.0 Budget

A revised budget has been prepared and will be submitted to you and the Minister of Finance by 2 October 2009 for approval

8.0 Conclusion

This is a challenging project with inevitable changes in scope occurring as government decisions are made and legislation enacted. I remain satisfied that the Board and ATA team can deliver the project and I am very grateful for the level of co-operation and assistance being received from Ministers, government staff and local councils and their staff.



Mark Ford
Executive Chairman
Auckland Transition Agency