

Document: 436534

2 April 2008

**Chairperson and Members
Taranaki Regional Council**

Notice of Meeting

Notice is hereby given that the **Ordinary Meeting** of the Taranaki Regional Council will be held in the Taranaki Regional Council Chambers, 47 Cloten Road, Stratford on:

Tuesday 8 April 2008 commencing at 10.30am

B G Chamberlain
Chief Executive

**THE TARANAKI REGIONAL COUNCIL REQUESTS THAT THIS
AGENDA REMAINS EMBARGOED UNTIL COMMENCEMENT OF THE
MEETING**

Agenda for the Ordinary Meeting of the Taranaki Regional Council to be held in the Taranaki Regional Council Chambers, 47 Cloten Road, Stratford on Tuesday 8 April 2008 at 10.30am.



Councillors		D N MacLeod	(Chairperson)
		M J Cloke	
		M G Davey	
		P D Horton	
		M A Irving	
		B R Jeffares	
		M P Joyce	
		D L Lean	
		B J Marsh	
		R F H Maxwell	
		N W Walker	
In Attendance	Messrs	B G Chamberlain	(Chief Executive)
		M J Nield	(Director-Corporate Services)
		G K Bedford	(Director-Environment Quality)
		R A Phillips	(Director-Operations)
		A D McLay	(Director-Resource Management)
		A W Young	(Financial Services Manager)
	Mrs	K van Gameren	(Committee Administrator)
	Mr	P Ledingham	(Information Officer)
	Mr	Graham Naylor	(Deloitte Hamilton)
	Ms	Melissa Youngson	(Deloitte Hamilton)

Apologies

Notification of Late Items

	Pages
<u>Item 1</u>	
Confirmation of Minutes	1 - 7
Ordinary Meeting: Tuesday 26 February 2008	
Resolve	
THAT the Taranaki Regional Council	
1. <u>takes as read</u> and <u>receives</u> the minutes and resolutions of the Ordinary Meeting of the Taranaki Regional Council held in the Taranaki Regional Council Chambers, Cloten Road, Stratford, on Tuesday 26 February 2008 at 10.30am.	

Matters arising:



Pages

Item 2

Confirmation of Minutes

8 - 8

Extraordinary Meeting:
Monday 17 March 2008

Resolve

THAT the Taranaki Regional Council

1. takes as read and receives the minutes and resolutions of the Extraordinary Meeting of the Taranaki Regional Council held in the Taranaki Regional Council Chambers, Cloten Road, Stratford, on Monday 17 March 2008 at 9.30am.

Matters arising:

Item 3

Confirmation of Minutes

10 - 14

Consents and Regulatory Committee:
Tuesday 11 March 2008

Resolve

THAT the Taranaki Regional Council

1. takes as read and confirms the minutes and recommendations of the Consents and Regulatory Committee meeting of the Taranaki Regional Council held in the Taranaki Regional Council Chambers, Cloten Road, Stratford, on Tuesday 11 March 2008 at 10.30am.
2. adopts the recommendations therein.
3. takes as read and receives the resolutions (under delegated authority) of the Consents and Regulatory Committee meeting of the Taranaki Regional Council held in the Taranaki Regional Council Chambers, Cloten Road, Stratford, on Tuesday 11 March 2008 at 10.30am.

Matters arising:

Item 4

Confirmation of Minutes

15 - 18

Policy and Planning Committee
Thursday 13 March 2008

Resolve

THAT the Taranaki Regional Council

1. takes as read and confirms the minutes and recommendations of the Policy and Planning Committee meeting of the Taranaki Regional Council held in the Taranaki Regional Council Chambers, Cloten Road, Stratford, on Thursday 13 March 2008 at 10.30am.
2. adopts the recommendations therein.

Matters arising:



Pages

<u>Item 5</u>	Confirmation of Minutes Regional Land Transport Committee Thursday 13 March 2008	19 – 26
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Resolve

THAT the Taranaki Regional Council

1. takes as read and confirms the minutes and recommendations of the Regional Land Transport Committee meeting of the Taranaki Regional Council held in the Taranaki Regional Council Chambers, Cloten Road, Stratford, on Thursday 13 March 2008 at 10.30am.
2. adopts the recommendations therein.

Matters arising:

<u>Item 6</u>	Confirmation of Minutes Executive Committee Monday 31 March 2008	27 – 29
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Resolve

THAT the Taranaki Regional Council

1. takes as read and confirms the minutes and recommendations of the Executive Committee meeting of the Taranaki Regional Council held in the Taranaki Regional Council Chambers, Cloten Road, Stratford, on Monday 31 March 2008 at 10.00am.
2. adopts the recommendations therein.

Matters arising:

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<u>Item 8</u>	Audit Plan – Audit of the 2007/2008 Annual Report • Recommendations	39 – 61 39
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Resolve

THAT the Taranaki Regional Council

excludes the public from the following part of the proceedings of the Ordinary Meeting of the Taranaki Regional Council, namely:

- Item 14: Confidential Minutes
Extraordinary Meeting
Monday 17 March 2008**
- Item 15: Confidential Minutes
Consents & Regulatory Committee
Tuesday 11 March 2008**

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of the resolution are as follows:

General Subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Grounds under Section 48(1) for the passing of this resolution
Item 14 – Confidential Minutes	Where the withholding of the information is necessary to protect information where the	NZS9202:2003 Incorporating Amendment No.1 A2(b)(ii)

making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.

Item 15 –
Confidential
Minutes

Where the disclosure of the information would likely prejudice the maintenance of the law, including the prevention, investigation and detection of offences, and the right to a fair trial.

NZS9202:2003
Incorporating
Amendment No.1
A1(a)



Pages

<u>Item 14</u>	Confidential Minutes Extraordinary Meeting Monday 17 March 2008	72 – 73
<u>Item 15</u>	Confidential Minutes Consents & Regulatory Committee Tuesday 11 March 2008	74 – 75

**Minutes of the Ordinary Meeting of the
Taranaki Regional Council, held in the
Taranaki Regional Council Chambers, 47
Cloten Road, Stratford on Tuesday 26
February 2008 at 10.30 pm.**

ITEM ONE

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Present	Councillors	D N MacLeod M J Cloke M G Davey P D Horton M A Irving B R Jeffares M P Joyce D L Lean B J Marsh R F H Maxwell N W Walker	(Chairman)
In attendance	Messrs	B G Chamberlain M J Nield A D McLay G K Bedford A W Young G Severinsen P Ledingham	(Chief Executive) (Director-Corporate Services) (Director-Resource Management) (Director-Environment Quality) (Financial Services Manager) (Policy Manager) (Information Officer)
	Mrs	D A Smith	(Acting Committee Administrator)

One member of the media.

Apologies There were no apologies.

Notification of

Late Items There were no late items of business.

1. Confirmation of Minutes

Minutes of the Ordinary Meeting of the Taranaki Regional Council
Wednesday 12 December 2007

Resolved

THAT the Taranaki Regional Council

1. takes as read and receives the minutes and resolutions of the Ordinary Meeting of the Taranaki Regional Council held in the Taranaki Regional Council chambers, 47 Cloten Road, Stratford on Wednesday 12 December 2007 at 2.00 pm

08/029

Horton/Irving

Matters arising

There were no matters arising.

2. Confirmation of Minutes

Minutes of the Consents and Regulatory Committee
Tuesday 12 February 2008

Resolved

THAT the Taranaki Regional Council

1. takes as read and confirms the minutes and recommendations of the Consents and Regulatory Committee meeting of the Taranaki Regional Council held in the Taranaki Regional Council Chambers, 47 Cloten Road, Stratford, on Tuesday 12 February 2008 at 10.30 am.
2. adopts the recommendations therein.
3. takes as read and receives the resolutions (under delegated authority) of the Consents and Regulatory Committee meeting of the Taranaki Regional Council held in the Taranaki Regional Council Chambers, 47 Cloten Road, Stratford, on Tuesday 12 February 2008 at 10.30 am.

08/030

Lean/Cloke

Matters arising

There were no matters arising.

3. Confirmation of Minutes

Minutes of the Policy and Planning Committee
Thursday 14 February 2008

Resolved

THAT the Taranaki Regional Council

1. takes as read and confirms the minutes and recommendations of the Policy and Planning Committee meeting of the Taranaki Regional Council held in the Taranaki

Regional Council Chambers, 47 Cloten Road, Stratford, on Thursday 14 February 2008 at 10.30am.

2. adopts the recommendations therein.

08/031

Cloke/Irving

Matters arising

Development of a National Policy Statement on Fresh Water Management

It was noted that the development of a National Policy Statement on Fresh Water Management was proceeding. A draft would be notified in May or June this year on which submissions would be invited. It was also noted that this National Policy Statement has the potential to have a major impact on the future of New Zealand's economic and environmental direction.

4. Confirmation of Minutes

Minutes of the Executive Committee
Monday 18 February 2008

Resolved

THAT the Taranaki Regional Council

1. takes as read and confirms the minutes and recommendations of the Executive Committee meeting of the Taranaki Regional Council held in the Taranaki Regional Council Chambers, 47 Cloten Road, Stratford, on Monday 18 February 2008 at 10.00am.
2. adopts the recommendations therein.

08/032

MacLeod/Maxwell

Matters arising

There were no matters arising.

5. 2008/2009 Annual Plan (Draft) – Statement of Proposal

- 5.1 Mr B G Chamberlain, Chief Executive spoke to the memorandum to receive and consider the draft *2008/2009 Annual Plan – Statement of Proposal*, the summary of the draft *2008/2009 Annual Plan* and the *2008/2009 estimates*.
- 5.2 Mr Chamberlain noted that this was the second annual plan prepared in the current Long-Term Council Community Plan (LTCCP) cycle and was essentially in line with what the Council had outlined in the LTCCP being 'business as usual' within the confines of the law.

- 5.3 Mr Chamberlain noted however that there was some variation from the LTCCP, particularly in the land transport and passenger transport areas noting that the total cost of those services had increased by \$1 million from 2007/2008. It was noted that a significant portion of this increase related to a change in the way in which subsidies and fare revenue were accounted for with the Council now paying a gross subsidy to the operator and retaining the fare revenue.
- 5.4 It was noted that targeted rates for New Plymouth/North Taranaki for bus services were planned to increase and a new targeted rate over South Taranaki for the new bus services in that district was required.
- 5.5 Mr Chamberlain noted that a budget to take the recently received Draft Biodiversity Strategy forward had been established.
- 5.6 It was also noted that Port Taranaki Limited had recently indicated an improved dividend projection and the increase in general rates was set at 2.4%
- 5.7 The *2008/2009 Annual Plan* would now be notified to the general public with the submission period ending on 28 April 2008. Appropriate publicity to the general public and ratepayers would be undertaken.
- 5.8 Chairman Mr D E MacLeod congratulated the Chief Executive and officers on the presentation of a 'no surprises' *2008/2009 Annual Plan*.

Resolved

THAT the Taranaki Regional Council

1. receives this memorandum on the draft *2008/2009 Annual Plan – Statement of Proposal* and the 2008/2009 estimates.
2. notes the balanced budget deficit and confirms the transfer from the Dividend Equalisation Reserve to fund the balanced budget deficit.
3. adopts the 2008/2009 estimates and the draft *2008/2009 Annual Plan – Statement of Proposal*.
4. publicly notifies and invites submissions on the draft *2008/2009 Annual Plan – Statement of Proposal* pursuant to the special consultative procedure of the Local Government Act 2002.
5. notes the timetable for the completion and adoption of the *2008/2009 Annual Plan*.

08/033

Marsh/Walker

6. Remuneration Framework – 2008/2009 Indicative Pool

- 6.1 Members noted and discussed the memorandum advising that the Remuneration Authority had designed and published a remuneration framework for elected members.

Resolved

THAT the Taranaki Regional Council

1. receives this memorandum
2. agrees that the recommended remuneration framework continue to be salary only and that no meeting allowances be paid
3. recommends to the Remuneration Authority remuneration of Deputy Chairperson \$35,987, 2 Committee Chairpersons \$35,987 each and 7 Members \$25,778 each
4. recommends to the Remuneration Authority that no change be made to the Council's expense reimbursement policy for elected members
5. confirms the Council's policy for the remuneration of appointees to Council Committees as follows:
 - Where the appointee is being paid a full-time salary by the organisation that they represent and where part of the appointee's duties is to represent that organisation, then a meeting allowance and mileage should not be paid,
 - In all other cases (non-government organisations, district councils, iwis etc) the appointee should be paid a meeting allowance of \$170 per day and mileage reimbursement.

08/034

Horton/Maxwell

7. Councillor Induction and Training Programme

- 7.1 The memorandum to outline the proposed induction and training programme for Councillors was received and discussed. It was noted that this training was important and the programme could be added to over the next three years.

Resolved

THAT the Taranaki Regional Council

1. receives the memorandum

08/035

Irving/Joyce

8. Briefing on Dow AgroSciences

- 8.1 Mr G Bedford, Director – Environment Quality spoke to the memorandum providing a brief overview of the Council's involvement with Dow AgroSciences, including predecessor companies. Members requested that a copy of the site's history of significant events be forwarded to Mr Rusty Kane who discussed several matters at the Council's Ordinary Meeting in December 2007 on behalf of CEPRA (Chemically Exposed Paritutu Residents Association).

Resolved

THAT the Taranaki Regional Council

1. receives this memorandum summarising matters associated with the past and present activities of the Centennial Drive site currently occupied by Dow AgroSciences.

08/036

Cloke/Lean

9. Continuance of the Taranaki CDEM Group

- 9.1 Mr G Bedford, Director – Environment Quality spoke to the memorandum recommending the Council pass a resolution providing for the continuation of the Taranaki Civil Defence Emergency Management Group.

Resolved

THAT the Taranaki Regional Council

1. receives this memorandum on advice provided by the Ministry of Civil Defence and Emergency Management concerning steps to be undertaken to ensure the lawful continuance of the Taranaki Civil Defence Emergency Management Group
2. resolves that the Taranaki Regional Council establish a Joint Committee with each of the Councils of Taranaki under clause 30(1)(b) of the Local Government Act 2002, to be known as the Taranaki Civil Defence Emergency Management Group, with the terms of reference as set out in the Memorandum of Understanding previously agreed.

08/037

Jeffares/Lean

10. External appointments to Council Committees 2007-2010

- 10.1 Members considered the memorandum setting out the outstanding nominations received for the external appointments to the Policy and Planning Committee and Regional Land Transport Committee. It was noted that no nomination had yet been received from Te Puni Kokiri for the Policy and Planning Committee and Regional Land Transport Committee.

Resolved

THAT the Taranaki Regional Council

1. appoints Councillor Maurice Betts from the New Plymouth District Council to the Policy and Planning Committee
2. appoints Councillor Heather Dodunski from the New Plymouth District Council to the Regional Land Transport Committee

3. appoints Councillor Gordon Lawson from the South Taranaki District Council to the Regional Land Transport Committee
4. appoints Mr Brian Eriksen from the Taranaki Disabilities Information Centre Trust to the Regional Land Transport Committee
5. appoints Mr Ian May from the Taranaki District Health Board to the Regional Land Transport Committee.

08/038

Cloke/Marsh

11. Meeting Dates - March/April 2008

- 11.1 Members received and noted the memorandum providing information on the next six-weekly round of Council meetings for 2008.

12. General Business

There were no items of general business.

13. Public Excluded

Members resolved not to take the Ordinary Meeting of the Taranaki Regional Council into public excluded as there were no matters arising under the items for discussion.

There being no further business, Chairman D N MacLeod, declared the Ordinary Meeting of the Taranaki Regional Council closed at 11.55 am.

Confirmed

Chairperson: _____
D N MacLeod

Date: **8 April 2008**

**Minutes of the Extraordinary Meeting of
the Taranaki Regional Council, held in
the Taranaki Regional Council
Chambers, 47 Cloten Road, Stratford on
Monday 17 March 2008 at 9.30 am.**

ITEM TWO

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Present	Councillors	D N MacLeod M J Cloke M G Davey M A Irving M P Joyce B J Marsh R F H Maxwell N W Walker	(Chairman) (from 9.40 am)
In attendance	Messrs	B G Chamberlain M J Nield R A Phillips C Clarke P Ledingham	(Chief Executive) (Director-Corporate Services) (Director – Operations) (Passenger Services Officer) (Information Officer)
	Mrs	D A Smith	(Acting Committee Administrator)

Apologies The apologies from Councillor P D Horton, Councillor D L Lean and Councillor B R Jeffares were received and sustained.

**Notification of
Late Items** There were no late items of business.

1. Public Excluded

Resolved

THAT the Taranaki Regional Council

resolves that the public be excluded from the following part of the proceedings of the Extraordinary Meeting of the Taranaki Regional Council, held on Monday 17 March 2008, namely:

Item 2: New Plymouth Bus Services

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Grounds under section 48(1) for the passing of this resolution
Item 2 – New Plymouth Bus Services	Where the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.	NZS9202:2003 Incorporating Amendment No. 1 A2(b)(ii)

08/064

Irving/Maxwell

There being no further business, Chairman D N MacLeod, declared the Extraordinary Meeting of the Taranaki Regional Council closed at 10.10am.

Confirmed

Chairperson: _____
D N MacLeod

Date: 8 April 2008

**Minutes of the Consents and Regulatory
Committee Meeting of the Taranaki
Regional Council, held in the Taranaki
Regional Council Chambers, 47 Cloten
Road, Stratford, on Tuesday 11 March
2008 at 10.30 am.**

ITEM THREE

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Present	Councillors	D L Lean M J Cloke M G Davey M A Irving M B Marsh R F H Maxwell N W Walker	(Chairperson)
		D N MacLeod	(ex officio)
In attendance	Messrs	B G Chamberlain A D McLay G K Bedford P D Ashe P Ledingham	(Chief Executive) (Director-Resource Management) (Director-Environment Quality) (Monitoring Manager) (Information Officer)
	Mrs	K van Gameren	(Committee Administrator)
	Mr	G Candy	(Investigating Officer)

One member of the media.

Apologies The apologies from Councillor B R Jeffares and Councillor M P Joyce were received and sustained.

**Notification of
Late Items** There were no late items of business.

**1. Confirmed Minutes: Consents and Regulatory Committee
- 12 February 2008**

Recommended

THAT the Taranaki Regional Council

1. receives the confirmed minutes of the Consents and Regulatory Committee meeting held on Wednesday 12 February 2008 at 10.30 am.

08/039

Lean/Cloke

Matters Arising

General Business – Abandoned Patea Freezing Works Fire incident - update

It was noted that the work to coat the asbestos at the Patea Freezing Works site was completed. Monitoring of the air quality on site by Council staff showed no abnormal levels of asbestos following the treatment. Discussions between central government and the South Taranaki District Council were continuing.

2. Non- notified resource consents and exercise of delegations

- 2.1 The Committee considered and discussed the memorandum advising the Committee of non-notified consents/certificates of compliance granted under delegated authority and of consent processing actions since the last meeting.
- 2.2 The exercise of delegations under the Resource Management Act 1991 was reported for information.
- 2.3 It was noted that there was no update available on the R A Wallis Limited applications currently under appeal.

Recommended

THAT the Taranaki Regional Council

1. receives the schedule of non-notified resource consents/certificates of compliance granted under delegated authority; and
2. receives the schedule of consent processing delegations.

08/0040

Marsh/Walker

3. Resource consents from other consent authorities

- 3.1 The Committee received and considered the schedule of notified and limited-notified resource consent applications forwarded to the Taranaki Regional Council from district councils.

Recommended

THAT the Taranaki Regional Council

1. receives the schedule of notified and limited-notified applications for resource consents forwarded from other consent authorities.

08/040

Lean/MacLeod

4. Forthcoming Hearing – Tegel Foods Limited – application to discharge emissions into the air from a poultry farming operation and associated practices including waste management activities (Consent 7206)

- 4.1 The Committee received and discussed the memorandum recommending the Council delegates to a Hearing Committee the power to determine a limited notified resource consent application lodged by Tegel Foods Limited where submissions cannot be resolved via the pre-hearing process.
- 4.2 Tegel Foods Limited have lodged an application to discharge emissions into the air from a poultry farming operation and associated practices including waste management activities at their Manutahi-2 Farm at Bell Block.

Resolved

THAT the Taranaki Regional Council

1. receives the memorandum
2. notes that a Hearing may be held late March or early April 2008
3. subject to an unsuccessful pre-hearing process, delegates to a Hearing Committee [Cr D Lean, Cr R Maxwell and Cr T Cloke] the power to determine the resource consent application [4848] lodged by Tegel Foods Ltd.

08/041

Marsh/Walker

5. Consent monitoring annual reports

- 5.1 The Committee considered the memorandum with respect to 2 tailored monitoring programme annual reports for the 2006-2007 monitoring period.

Recommended

THAT the Taranaki Regional Council

1. receives the TrustPower Ltd – Lake Rotorangi Monitoring Programme Water quality and biological programmes Annual Report 2006-2007 and adopts the specific recommendations therein;

2. receives the Swift Energy New Zealand Limited Schrider Landfarm Monitoring Programme Annual Report 2006-2007 and adopts the specific recommendations therein.

08/042

Cloke/Irving

6. Unauthorised Incident Register 26 January 2008 to 24 February 2008

Councillor M J Cloke declared an interest in Agenda Item 6 (Unauthorised Incident Register 26 January 2008 to 24 February 2008) and took no part in the discussions or recommendations.

- 6.1 The Committee received and considered the Unauthorised Incidents Register for the period 26 January 2008 to 24 February 2008.
- 6.2 Members discussed Taranaki By-Products Limited's UIR's noting that the Council is meeting with the Company to seek improvement in their consent compliance and environmental performance.
- 6.3 Members discussed the issue of abatement notices whereby costs are recovered by the Council. It was suggested that these costs be included for information in the unauthorised incidents register.

Recommended

THAT the Taranaki Regional Council

1. receives the Unauthorised Incidents Register for the period 1 November 2007 to 25 January 2008 and adopts the recommendations therein.

08/043

Marsh/Maxwell

7. General Business

There were no items of general business.

8. Public Excluded

THAT the Taranaki Regional Council

resolves that the public be excluded from the following part of the proceedings of this Consents and Regulatory Committee meeting of the Taranaki Regional Council, held on Tuesday 11 March 2008, namely:

- Item 9: Confidential Minutes
Consents & Regulatory Committee
12 February 2008**
- Item 10: Unauthorised Incident**

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Grounds under section 48(1) for the passing of this resolution
Item 9 - Confidential Minutes	Where the disclosure of the information would likely prejudice the maintenance of the law, including the prevention, investigation and detection of offences, and the right to a fair trial.	NZS9202:2003 Incorporating Amendment No. 1 A1(a)
Item 10 - Unauthorised Incident	Where the disclosure of the information would likely prejudice the maintenance of the law, including the prevention, investigation and detection of offences, and the right to a fair trial.	NZS9202:2003 Incorporating Amendment No. 1 A1(a)

08/044

Davey/MacLeod

There being no further business, the Chairperson Mr D L Lean declared the Consents and Regulatory Committee meeting closed at 10.55 am.

Confirmed

Chairperson: _____
D N MacLeod

Date: **8 April 2008**

**Minutes of the Policy and Planning
Committee Meeting of the Taranaki
Regional Council, held in the Taranaki
Regional Council Chambers, 47 Cloten
Road, Stratford, on Thursday 13 March
2008 at 10.30 am.**

ITEM FOUR

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Present	Councillors	N W Walker M J Cloke P D Horton M A Irving M P Joyce	
		D N MacLeod	(ex officio)
Representatives	Councillor	A Hickey	(South Taranaki District Council)
	Councillor	J Rowe	(Stratford District Council)
	Mr	G Hight	(Federated Farmers of New Zealand)
In attendance	Councillor	R F H Maxwell	
	Messrs	B G Chamberlain	(Chief Executive)
		A D McLay	(Director-Resource Management)
		M J Nield	(Director-Corporate Services)
		R A Phillips	(Director-Operations)
		G C Severinsen	(Policy Manager)
		P Ledingham	(Information Officer)
	Mrs	K van Gameren	(Committee Administrator)
	Ms	R Miller	(Policy Analyst)
	Mr	J Clough	(Wrightson Consulting)
		One member of the media.	

Apologies The apologies from Councillor M G Davey, Councillor D L Lean and Councillor M Betts (New Plymouth District Council) were received and sustained.

**Notification of
Late Item** There were no late items of business.

**1. Confirmed Minutes: Policy and Planning Committee Meeting
- 14 February 2008**

Recommended

THAT the Taranaki Regional Council

1. receives the confirmed minutes of the Policy & Planning Committee meeting held on Thursday 14 February 2008 at 10.30 am.

08/046

Cloke/MacLeod

Matters Arising

There were no matters arising.

2. Draft Taxon Management Plan for Western North Island Brown Kiwi

- 2.1 Mr R A Phillips, Director-Operations, spoke to the memorandum introducing a submission on the draft Taxon Management Plan for Western North Island Brown Kiwi prepared by the Department of Conservation and to recommend its endorsement.

Recommended

THAT the Taranaki Regional Council

1. receives this memorandum on the '*Taxon management plan for western North Island brown kiwi*'; and
2. endorses the attached submission made on the above document.

08/047

Hickey/Joyce

3. Carbon farming seminars and landowner opportunities

- 3.1 Mr R A Phillips, Director-Operations, spoke to the memorandum informing Members on seminars recently run by the Council on the opportunities for hill country farmers to generate an income from marginal hill country through carbon farming.
- 3.2 In light of the Council's role in providing advice and information, Members requested further clarification and training on the government policies and schemes surrounding carbon farming to better understand Taranaki landowner questions and concerns. It was agreed that further information would be presented at the next Policy & Planning Committee meeting.

Recommended

THAT the Taranaki Regional Council

1. receives the memorandum on the three well attended seminars organised by the Council to raise awareness and provide information to landowners about opportunities for carbon farming;
2. recognises the significant contribution Council can make to assist landowners take advantage of these opportunities through preparing free property plans using GIS mapping technology; and
3. notes that the financial incentives being offered to landowners to retire or plant marginal hill country will also assist the Council to promote sustainable land management in the hill country.

08/048

Irving/Horton

4. Proposed Regional Policy Statement for Taranaki: Report on Submissions

- 4.1 Mr G C Severinsen, Policy Manager, spoke to the memorandum, and provided the Committee with a comprehensive powerpoint presentation, on the report on submissions to the Proposed Regional Policy Statement for Taranaki and to recommend that the report be circulated to submitters as a basis for pre-hearing meetings. Mr Severinsen's presentation outlined key issues raised in the submissions and how the Council have addressed them.
- 4.2 Members noted that the Proposed Regional Policy Statement for Taranaki was the key policy document for resource management planning in the region and that a hearing was likely where any issues not addressed by the pre-hearing process would be considered.

Recommended

THAT the Taranaki Regional Council

1. receives the memorandum on the Proposed Regional Policy Statement: Report on submissions; and
2. agrees to distribute the report to submitters as a basis for pre-hearing meetings.

08/049

MacLeod/Irving

5. General Business

There were no items of general business.

There being no further business, the Committee Chairman Councillor N W Walker, declared the Policy and Planning Committee meeting closed at 12.10pm.

Confirmed

Chairman: _____
D N MacLeod

Date: **8 April 2008**

**Minutes of the Regional Land Transport
Committee Meeting of the Taranaki
Regional Council, held in the Taranaki
Regional Council Chambers, 47 Cloten Road,
Stratford on Thursday 13 March 2008
commencing at 1.30 pm.**

ITEM FIVE

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Present	Councillors	R F H Maxwell M J Cloke P D Horton B R Jeffares B J Marsh	(Chairperson)
		D N MacLeod	(ex officio)
Representatives	Councillors	G Lawson H Dodunski	(South Taranaki District Council) (New Plymouth District Council)
	Mayor	J D Edwards	(Stratford District Council)
	Messrs	E Christiansen	(Transit New Zealand)
		B Eriksen	(Taranaki Disabilities Information Centre Trust)
		J H Geraghty	(Road Transport Association - Western Central District)
		A Jamieson	(Bus & Coach Association)
	Mrs R Orr	(Land Transport New Zealand)	
	Mrs K Stowers	(New Zealand Automobile Association)	
In Attendance	Messrs	B G Chamberlain R A Phillips G C Severinsen	(Chief Executive) (Director-Operations) (Policy Manager)
	Mrs	K van Gameren	(Committee Administrator)
		J Bielski	(Policy Analyst)
	Messrs	W Wallace	(Technical Officer Transport Projects)
		C Clarke	(Passenger Services Officer)
		P Ledingham	(Information Officer)
	Messrs	M Aves	(New Plymouth District Council)
		A Wilson	(New Plymouth District Council)
	Ms	E Shaw	(Ministry of Transport)
		Two members of the public	
	Two members of the media		
Apologies	The apologies from Councillor D L Lean, Mr P McQueen (ONTRACK), Inspector N Wynne (New Zealand Police) and Mrs S Foley (Toll New Zealand) were received and sustained.		

**Notification
of Late Items**

Item 8A - Update of New Plymouth service contract process.

**Welcome and
Introduction**

Committee Chairperson, Councillor R F H Maxwell, welcomed the district council representatives and other representative organisations to the Regional Land Transport Committee meeting.

**1. Confirmed Minutes - Regional Land Transport Committee:
13 September 2007**

Recommended

THAT the Taranaki Regional Council

1. receives the confirmed minutes of the Regional Land Transport Committee meeting held on Thursday 13 September 2007 at 10.30 am.

08/050

Marsh/Edwards

Matters arising

Update on the Stratford to Okahukura Railway Line Working Party

It was noted that ONTRACK's report on the current condition of the line and the work needed to enable passenger excursion trains to be reinstated (due by end of year 2007) had not been completed/received. It is hoped that the report will be available at the next Regional Land Transport Committee meeting.

Regional Walkways and Cycleways Strategy for Taranaki

It was noted that the development of an implementation plan for the Strategy is still being progressed and will be made available at the next Regional Land Transport Committee meeting.

2. Submission on the draft Updated New Zealand Transport Strategy

- 2.1 Mrs J Bielski, Policy Analyst, spoke to the memorandum introducing the Council's submission made to the Ministry of Transport on the Sustainable Transport: Update of the New Zealand Transport Strategy Discussion Paper and to recommend the endorsement of the submission by the Committee. The submission was sent by the due date of 15 February 2008.

Recommended

THAT the Taranaki Regional Council

1. notes the development of a *Sustainable Transport: Update of the New Zealand Transport Strategy* Discussion Paper by the Ministry of Transport; and

2. endorses the submission prepared by officers of the Taranaki Regional Council in response to the *Sustainable Transport: Update of the New Zealand Transport Strategy Discussion Paper*.

08/051

Marsh/Eriksen

3. Role and composition of regional land transport committees

- 3.1 Mr R A Phillips, Director-Operations, spoke to the memorandum updating Members on possible changes to the role and composition of regional land transport committees arising from the Land Transport Management Amendment Bill (the Bill).
- 3.2 It was noted that once the Bill is finalised, a report will be presented to the next meeting of the Regional Land Transport Committee outlining the final decisions made with regard to the Committee's composition and roles. Possible changes in the role and membership of the Committee would take effect in the 2008/2009 financial year.

Recommended

THAT the Taranaki Regional Council

1. notes the possible changes to the role and composition of regional land transport committees arising from the Land Transport Management Amendment Bill.

08/052

Maxwell/Marsh

4. Submission on Transit New Zealand's 2008/2009 Land Transport Programme and 10-Year Financial Forecast

- 4.1 Mrs J Bielski, Policy Analyst, spoke to the memorandum introducing the Council's draft submission prepared by the Regional Technical Officers Group in response to Transit New Zealand's draft 2008/2009 Land Transport Programme and 10-Year Financial Forecast and to recommend the endorsement of the submission by the Committee. The submission was sent by the due date of 7 March 2008. It was noted that any further comments on the submission received at the meeting could be forwarded to Transit New Zealand.
- 4.2 Members of the Committee endorsed and supported the submission and the points/issues raised in so much that it reflected the long-held view and opinions of the Committee. General discussion on various Taranaki roading projects was held, in particular, the curves projects included as small and medium projects included in the draft Forecast.

Recommended

THAT the Taranaki Regional Council

1. notes the development of a draft *2008/09 Land Transport Programme and 10-Year Financial Forecast* by Transit New Zealand; and
2. endorses the submission prepared by officers of the Taranaki Regional Council and Regional Technical Officers Group in response to Transit New Zealand's

5. Regional Funding Priorities

- 5.1 The memorandum outlining a draft Project Priority List for the funding of land transport projects from Regional Funds (referred to as R Funds) and to recommend the list be forwarded to Land Transport New Zealand by the due date of 28 March 2008 was received and discussed by the Committee.
- 5.2 The Regional Technical Officers Group met on 22 February 2008 to redefine the Regional Funding Project Priority List for Taranaki for 2008 following the publication of Transit New Zealand's draft 2008/2009 Land Transport Programme and 10-Year Financial Forecast (refer to minutes item 4). The list is a continuation of the Project Priority List that has been in circulation for the last three years with some minor amendments including a request for the Regional Passing Lane Study for several sections of the state highway network between Pio Pio and New Plymouth to be placed higher in the List.
- 5.3 Members sought discussion and clarification on Land Transport New Zealand's allocation and definition of R Funds and National Funds and the percentage allocation of both funds to roading projects in Taranaki. This will be reported back to the next meeting.

Recommended

THAT the Taranaki Regional Council

1. receives the memorandum on priorities for regionally distributed funding; and
2. agrees to forward the list of priority Regional Funding projects for the Taranaki region as agreed to by the Committee to Land Transport New Zealand by 28 March 2008.

6. Submission on the Public Transport Management Bill

- 6.1 Mrs J Bielski, Policy Analyst, spoke to the memorandum introducing the Council's submission on the Public Transport Management Bill and to recommend the submission be endorsed. The submission was sent by the due date of 14 December 2007.

Recommended

THAT the Taranaki Regional Council

1. notes the development of the Public Transport Management Bill

2. endorses the submission prepared by officers of the Taranaki Regional Council in response to the Public Transport Management Bill.

08/055

Maxwell/Marsh

7. Submission on the Land Transport Management Amendment Bill

- 7.1 The memorandum introducing the Council's submission on the Land Transport Management Bill and the recommendation to endorse the submission was received and discussed by the Committee.
- 7.2 It was noted that the Council's Chief Executive, Mr B G Chamberlain, and Chairperson, Councillor D N MacLeod, spoke to the submission at the hearing of the Transport and Industrial Relations Select Committee on Thursday 21 February 2008.

Recommended

THAT the Taranaki Regional Council

1. notes the development of the Land Transport Management Bill; and
2. endorses the submission prepared by officers of the Taranaki Regional Council in response to the Land Transport Management Amendment Bill.

08/056

Maxwell/Lawson

8. New Plymouth Passenger Service Trial - Sixth Quarter Update (Second Financial Quarter of 2007/2008)

- 8.1 Mr C Clarke, Passenger Services Officer, spoke to the memorandum providing Members with the sixth quarter (second financial quarter of 2007/2008) update of the 24 month New Plymouth passenger transport services trial that commenced operating on 1 July 2006.

Recommended

THAT the Taranaki Regional Council

1. receives and notes the memorandum on the sixth quarter (second financial quarter of 2007/2008) update of the New Plymouth passengers services trial.

08/057

Marsh/Horton

8A. Update of New Plymouth service contract process

- 8A.1 Mr R A Phillips, Director-Operations, spoke to the memorandum updating Members on the contract process for the continuation of the New Plymouth, Waitara and Oakura passenger services after 1 July 2008.

Recommended

THAT the Taranaki Regional Council

1. receives the report on the update of the New Plymouth passenger transport services contract process; and
2. notes that a Gross Contract will be in place for implementation by 1 July 2008.

08/058

Cloke/MacLeod

9. South Taranaki Passenger Transport Services Trial Update

- 9.1 Mr W Wallace, Technical Officer Transport Projects, spoke to the memorandum by providing members with an update of the first six months of the 18-month trial of three South Taranaki passenger transport services that commenced operating in the first week of July 2007. Trials are due to finish in December 2008.

Recommended

THAT the Taranaki Regional Council

1. receives and notes the memorandum on the first six months update of the South Taranaki passenger services trial; and
2. agrees to continue the Waverley-Patea leg of the Waverley-Patea-Hawera service until the end of the current trial in December 2008.

08/059

Lawson/Jeffares

10. Update on Inglewood Passenger Service Trial

- 10.1 Mr W Wallace, Technical Officer Transport Projects, spoke to the memorandum providing Members with the first quarter update of the Inglewood passenger service trial that operates a once-a-week service between Inglewood and New Plymouth (return). The service commenced on 1 November 2007 for a one year period.

Recommended

THAT the Taranaki Regional Council

1. receives and notes the memorandum on the first quarter update of the Inglewood-New Plymouth passenger service trial.

08/060

Maxwell/Cloke

11. Total Mobility Update

- 11.1 Mr R A Phillips, Director-Operations, spoke to the memorandum by updating Members on the implementation and conditions of a \$10 flat rate payment system established by Land Transport New Zealand for each Total Mobility trip operated with a wheelchair hoist vehicle and the implementation of a photo I.D card system for all Total Mobility

Scheme users in the Taranaki Region.

Recommended

THAT the Taranaki Regional Council

1. receives the update on the implementation of both a \$10 Flat Rate Payment to taxi operators for wheelchair hoist trips and an I.D. Card system for all users of the Total Mobility Scheme; and
2. notes the implementation date of 7 April 2008 for both the \$10 Flat Rate Payment and the photo I.D. Card scheme.

08/061

Maxwell/MacLeod

12. Total Mobility Scheme Expenditure for the first six months of 2007/08

- 12.1 The memorandum updating Members on expenditure under the Total Mobility Scheme for the first six months of 2007/2008 was received and discussed by the Committee.

Recommended

THAT the Taranaki Regional Council

1. receives the memorandum on Total Mobility Scheme expenditure for the first six months of 2007/2008;
2. notes that expenditure on Total Mobility for the first six months of the 2007/08 year is running well within budget and, on the current rate of expenditure, will result in expenditure under budget of \$69,806 by the end of the current financial year; and
3. notes that Council officers will continue to monitor Total Mobility Scheme expenditure over the third and fourth quarters of the 2007/08 financial year.

08/062

Marsh/Edwards

13. Western Blue Highway Transport Study

- 13.1 Mr B G Chamberlain, Chief Executive, spoke to the memorandum informing members of the intention by Port Taranaki and the Council to contract a consultant to investigate the economic feasibility of a 'Western Blue Highway' sea freight transport proposal subject to funding approval from Land Transport New Zealand.

Recommended

THAT the Taranaki Regional Council

1. notes the intent by Port Taranaki and the Council to contract a consultant to investigate the economic feasibility of a "Western Blue Highway" sea freight transport proposal.

08/063

Cloke/Geraghty

14. Update from each of the three District Councils

- 14.1 Mrs H Dodunski (New Plymouth District Council), Mayor J Edwards (Stratford District Council) and Mr G Lawson (South Taranaki District Council) provided the Committee with matters of interest from their districts.

15. Update from Land Transport New Zealand

- 15.1 Mrs R Orr provided the Committee with matters of interest from Land Transport New Zealand.

16. Update from New Zealand Police

- 16.1 Due to the absence of Inspector N Wynne from the meeting, no update from New Zealand Police was made available.

17. Update from Transit New Zealand

- 17.1 Mr E Christiansen provided the Committee with matters of interest from Transit New Zealand.

18. General Business

There were no items of general business.

There being no further business the Committee Chairperson, Councillor R F H Maxwell, declared the Regional Land Transport Committee meeting closed at 3.15 pm.

Confirmed

Chairperson: _____
D N MacLeod

Date: **8 April 2007**

**Minutes of the Executive Committee
Meeting of the Taranaki Regional
Council, held in the Taranaki Regional
Council Committee Room, 47 Cloten
Road, Stratford, on Monday 31 March
2008 at 10.00 am.**

ITEM SIX

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Present	Councillors	D L Lean R F H Maxwell N W Walker	(Deputy Chairperson)
In attendance	Councillor Messrs Mrs	M J Cloke B G Chamberlain M J Nield P Ledingham K van Gameren	(Chief Executive) (Director – Corporate Services) (Information Officer) (Committee Administrator)

One member of the media.

Apologies The apology from Councillor D N MacLeod was received and sustained.

**Notification of
Late Items** There were no late items of business.

1. Financial and Operational Report

- 1.1 The Committee received and considered the Monthly Financial Report for January 2008 outlining the operational and financial performance of the Council for the month and year to date.
- 1.2 The documents signed under the Council's seal during the period to 31 March 2008 were noted and confirmed.
- 1.3 Members discussed the reminder of the expense reimbursement policy adopted by the Council.

Recommended

THAT the Taranaki Regional Council

1. receives this memorandum and adopts the Monthly Financial Report for January 2008

2. notes the Common Seal has been affixed to the following documents:

Nil

3. approves the reimbursement of expenses incurred by Councillor Horton in attending Local Government New Zealand's professional development programme entitled "Hiring and Managing Relationships with the Chief Executive".

08/066

Walker/Maxwell

2. Port Taranaki Limited – Half Year Report to 31 December 2007

2.1 Mr B G Chamberlain, Chief Executive, spoke to the memorandum to receive and consider Port Taranaki Limited's interim report on the operations and activities of the Company for the six months ending 31 December 2007 together with Port Taranaki's unaudited statement of financial performance for the same period.

2.2 An interim dividend has been established at \$1,000,000.

2.3 Members noted and discussed the Council's role and position with respect to Port Taranaki's involvement in the Gasbridge LNG Project.

Recommended

THAT the Taranaki Regional Council

1. receives Port Taranaki Limited's interim report for the six months ended 31 December 2007 including the unaudited financial report

2. notes the interim dividend of \$1,000,000.

08/067

Walker/Maxwell

3. Glen Road Weir Biodiversity Enhancement

3.1 The memorandum seeking approval for funding from the Council's Environmental Enhancement Grant Programme to assist in the construction of a fish pass on the Glenn Road Weir in the Kaupokonui River was received and discussed by the Committee.

Recommended

THAT the Taranaki Regional Council

1. receives the memorandum

2. notes the legal ownership of the structure is being clarified

3. approves an environmental enhancement grant of \$8,000 to contribute to the construction of a fish pass for the Glenn Road weir

4. acknowledges Historic Places Trust are seeking sponsorship for their share of the cost
5. agrees that if sponsorship cannot be obtained then the grant shall go towards the cost of removing the weir.

08/068

Lean/Maxwell

4. General Business

There were no items of general business.

There being no further business, the Deputy Chairperson Mr D L Lean, declared the Executive Committee meeting closed at 10.20 am.

Confirmed

Chairman

_____ **D N MacLeod**

Date:

8 April 2008

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8 April 2008

**Memorandum to
Chairperson and Members
Taranaki Regional Council**

Minutes of the Civil Defence Emergency Management Group

Purpose

1. The purpose of this memorandum is to receive the confirmed minutes of the Civil Defence Emergency Group Meeting held on 4 December 2007.
2. The minutes were received and approved at the Civil Defence Emergency Management Group meeting held at the Taranaki Emergency Management Office, 45 Robe Street, New Plymouth on Tuesday 18 March 2008.
3. A copy of the minutes is attached to this memorandum for information.

Recommendation

THAT the Taranaki Regional Council

1. receives the confirmed minutes of the Civil Defence Emergency Management Group meeting held on Tuesday 4 December 2007.

B G Chamberlain
Chief Executive

Minutes of the Civil Defence Emergency Management Group Meeting held in the Taranaki Emergency Management Office, 45 Robe Street, New Plymouth on Tuesday 4 December 2007 commencing at 10.30 am.

Present

	B R Jeffares	(Taranaki Regional Council)
	P D Tennent	(New Plymouth District Council)
	A Matheson	(New Plymouth District Council)
	J D Edwards	(Stratford District Council)
	G Lawson	(South Taranaki District Council)

In attendance

Messrs	B G Chamberlain	(Taranaki Regional Council)
	G K Bedford	(Taranaki Regional Council)
	M Langford	(Taranaki Regional Council)
	P Ledingham	(Taranaki Regional Council)
	D L Lean	(Regional Civil Defence Controller)
Mrs	K van Gameren	(Taranaki Regional Council)
Mrs	D Paulsen	(Taranaki Regional Council)

One member of the media

Apologies The apology from Mr I Wilson (Ministry of Civil Defence & Emergency Management) was received and sustained.

Notification of Late Items

There were no late items of business.

Welcome

The Principal Administrative Officer of the administering authority (Taranaki Regional Council), Mr B G Chamberlain, took the chair and opened the meeting welcoming all members to the first meeting of the Civil Defence Emergency Management Group following the 2007 local authority elections.

1. Appointment of Chairperson

- 1.1 The Principal Administrative Officer of the administering authority (Taranaki Regional Council), Mr B G Chamberlain, spoke to the memorandum outlining the requirement of the Civil Defence Emergency Management Group to appoint one of its representatives to act as a chairperson of the Group in accordance with section 15 of the Civil Defence Emergency Management Act 2002.

- 1.2 The Principal Administrative Officer of the administering authority (Taranaki Regional Council), Mr B G Chamberlain then called for nominations for the position of Chairperson of the Civil Defence Emergency Management Group. One nomination was received.

Nominated: Brian R Jeffares (Taranaki Regional Council) Edwards/Tennent

There being no further nominations, the Principal Administrative Officer of the administering authority (Taranaki Regional Council), Mr B G Chamberlain, called for nominations to close and Councillor Brian R Jeffares was duly elected Chairperson of the Civil Defence Emergency Management Group.

- 1.3 Members of the Group determined that the appointed Chairperson hold the position for a period of three years to October 2010. At that time, nominations for the appointment of a new Chairperson will be called for.

Recommended

THAT the Civil Defence Emergency Management Group

1. receives the memorandum;
2. appoints Councillor B R Jeffares (Taranaki Regional Council) as Chairperson of the Civil Defence Emergency Management Group;
3. agrees that the appointed chairperson hold office until October 2010.

Lawson/Edwards

2. Confirmation of Minutes

Minutes of the Civil Defence Emergency Management Group meeting:
Tuesday 28 August 2007

Resolved

THAT the Civil Defence Emergency Management Group

1. takes as read and confirms the minutes and recommendations of the meeting of the Civil Defence Emergency Management Group meeting held at the Taranaki Regional Council, 47 Cloten Road, Stratford on Tuesday 28 August 2007 at 10.30am; and
2. adopts the recommendations therein.

Lawson/Jeffares

Matters Arising

Update on OPTN public notification system

Mr G K Bedford, Taranaki regional Council, advised that issues are still being worked through with the cell phone network providers to make the public notification system

fully operational. Telecom has notified that texts are free while Vodafone carries a charge of 50 cents per text. The publicity campaign to launch the system has been put on hold until the costs of texts are resolved with Vodafone. Following discussion, it was agreed to proceed with launching the system before Christmas 2007 despite the charge to Vodafone customers, noting that discussions would still continue to be sought with Vodafone to resolve the pricing issue.

3. Minutes of the Civil Defence Emergency Management Co-ordinating Executive Group

Minutes of the Civil Defence Emergency Management Co-ordinating Executive Group meetings:

Tuesday 14 August 2007; and
Tuesday 6 November 2007 (Unconfirmed)

Recommended

THAT the Civil Defence Emergency Management Group

1. receives the confirmed minutes of the Civil Defence Emergency Management Co-ordinating Executive Group meeting held on Tuesday 14 August 2007; and
2. notes the unconfirmed minutes of the Civil Defence Emergency Management Co-ordinating Executive Group meeting held on Tuesday 6 November 2007.

Tennent/Lawson

Matters Arising

There were no matters arising.

4. Transitional arrangements during elections/review of CDEM Act

- 4.1 Mr G K Bedford, Taranaki Regional Council, spoke to the memorandum advising members of the response by the Ministry of Civil Defence & Emergency Management to the Group's correspondence expressing its concern over the lack of provision of transitional arrangements applying during the election cycle.

Recommended

THAT the Civil Defence Emergency Management Group

1. receives this memorandum on correspondence from the Department of Internal Affairs concerning the possibility of consultation on amendments to the CDEM Act
2. notes the intention to provide a collated response from the Group and the opportunity for members to provide input to the response.

Tennent/Edwards

5. Annual activity reports for 2006/2007

- 5.1 Members of the Group noted and discussed the Taranaki Regional Council's annual river control and flood protection works report for the 2006/2007 year.

Recommended

THAT the Civil Defence Emergency Management Group

1. receives the memorandum and annual report for 2006/2007 on river control and flood management
2. notes that the report represent activities and works that deliver obligations and activities identified in the 2004 CDEM Group Plan
3. notes that the report will be made available to key and interested stakeholders.

Tennent/Lawson

6. Resourcing of civil defence emergency management for 2008-2009

- 6.1 Mr G K Bedford, Taranaki Regional Council, spoke to the memorandum presenting the draft annual business plan for 2008-2009 and the draft estimates for resourcing for delivery of civil defence emergency management functions in Taranaki in 2008-2009.

- 6.2 It was noted that the draft estimated costs for delivering the CDEM function in Taranaki for 2008-2009 is **\$481,980** (\$434,835 in 2007-2008, \$441,000 in 2006-2007, or a 9% increase over two years). The Taranaki Regional Council believes that despite the new regime and the new tasks it is bringing, expenditure at the level remains appropriate and adequate. It is noted that the estimates are presented as draft figures for review and subsequent incorporation into the annual planning process for each Council. They are also consistent with figures previously provided to councils within the LTCCP process.

Recommended

THAT the Civil Defence Emergency Management Group

1. receives the review of resourcing requirements for civil defence emergency management in Taranaki for 2008-2009
2. receives the draft Civil Defence Emergency Management Business Plan 2008-2009 for Taranaki
3. ratifies the administering authority's advice that the total cost of providing CDEM services to Taranaki is estimated at \$481,980 for 2008-2009
4. notes that a cost sharing arrangement for 2008-2009 based on the existing cost allocations would be:

New Plymouth District Council	\$159,243	(35%)
Stratford District Council	\$ 13,649	(3%)

South Taranaki District Council	\$ 54,598	(12%)
Taranaki Regional Council	\$227,490	(50%)

Lawson/Tennent

7. Consideration of use of staff of CEG member agencies for CDEM functions

- 7.1 Members of the Group received and discussed the memorandum raising the issue of and suggested courses of action for the CDEM Group to pursue in relation to the dwindling number of available volunteers in the CDEM sector, by accessing staff of the various member agencies and organizations of the CEG Group.

Recommended

THAT the Civil Defence Emergency Management Group

1. supports the notion of the training of staff drawn from CEG member agencies prior to and their use during CDEM events/emergencies
2. writes to the CEOs of the CEG member agencies to explore the possible use of their staff for CDEM events/emergencies.

Tennent/Lawson

8. Planning for large scale events in Taranaki

- 8.1 Mr M Langford, Taranaki Regional Council, spoke to the memorandum raising the issue of and suggesting courses of action for the Civil Defence Emergency Management Group to pursue in relation to the incorporation of contingency planning for large scale events in Taranaki .

Recommended

THAT the Civil Defence Emergency Management Group

1. supports the emergency services in their drive to be included in the planning of large scale public events in Taranaki, or events that could significantly impact the operations of the emergency services.
2. writes to the CEOs of district councils and other organisations planning events requesting that emergency services and CDEM be included in the planning of events to ensure public safety in Taranaki.
3. requests district councils to require consultation with emergency services and CDEM as part of the process for granting permission for large scale events in the region eg, through the forum of the HSTLC

Tennent/Edwards

9. Taranaki Volcanic Exercise 2008

- 9.1 Mr M Langford, Taranaki Regional Council, spoke to the memorandum advising the Group of the proposed volcanic exercise to be held in Taranaki in July to September 2008. The exercise will be based on an eruption of Mt Taranaki with the specifics of the exercise not yet decided.
- 9.2 Preparation of the volcanic exercise will provide the basis for the 2012 National Exercise that will be run by the Taranaki CDEM Group.

Recommended

THAT the Civil Defence Emergency Management Group

1. supports the development and running of a volcanic exercise based on a Mt. Taranaki eruption and commits their organisation's support to the exercise
2. confirms that the exercise is given the support and financial backing of the CDEM Group.

Tennent/Lawson

10. Release of National Hazardscape Report

- 10.1 The memorandum advising the Group of the release by the Government of the National Hazardscape Report. The Report was prepared for the Officials' Committee for Domestic and External Security Co-ordination (ODESC) as part of a whole-of-government approach to hazard management in New Zealand.

Recommended

THAT the Civil Defence Emergency Management Group

1. receives the memorandum advising of the release by Officials' Committee for Domestic and External Security Co-ordination (ODESC) of the National Hazardscape Report.

Jeffares/Tennent

11. Appointment of an additional Alternative Group Controller for the Taranaki CDEM Group

- 11.1 The memorandum seeking approval to appoint Patricia Wolfsbauer-Hookham as an Alternative Group Controller was received and discussed.

Recommended

THAT the Civil Defence Emergency Management Group

1. approves the appointment of Patricia Wolfsbauer-Hookham as an additional Alternative Group Controller.

Tennent/Jeffares

12. Taranaki CDEM Advisory Group Name Change and Membership Extension

- 12.1 The memorandum advising Members that the Egmont Volcanic Advisory Group is now known as the Taranaki Seismic and Volcanic Advisory Group and that membership of the Group has been extended to one member of the Earthquake Commission and one member of the Ministry of Civil Defence Emergency Management was received and discussed.

Recommended

THAT the Civil Defence Emergency Management Group

1. receives the memorandum on Taranaki CDEM Egmont Volcano Advisory Group name change and membership extension.

Tennent/Edwards

13. Ministry of Civil Defence & Emergency Management Report

- 13.1 Due to the absence of Mr Ian Wilson, Ministry of Civil Defence & Emergency Management representative, no report was received.

14. Proposed Meeting Dates for 2008

- 14.1 The memorandum informing members of the proposed meeting dates for the CDEM CEG and the CDEM Group for 2008 was received and noted. The first CDEM Group meeting for 2008 being Tuesday 18 March will be held at the Taranaki Emergency Management Office, New Plymouth.

Recommended

THAT the Civil Defence Emergency Management Group

1. receives and notes the meeting dates for the Civil Defence Emergency Management Co-ordinating Executive Group and the Civil Defence Emergency Management Group proposed for 2008 and will include a briefing/overview of civil defence functions in Taranaki for the benefit of the group's new members and their alternates.

Jeffares/Tennent

15. General Business

There were no items of general business.

There being no further business, Chairperson Mr B R Jeffares (Taranaki Regional Council), declared the meeting of the Civil Defence Emergency Management Group closed at 11.25 am.

Confirmed:

Chairperson:

B R Jeffares

Date:

18 March 2008

8 April 2008

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**Memorandum to
Chairperson and Members
Taranaki Regional Council**

Audit Plan - Audit of the 2007/2008 Annual Report

Purpose

1. To receive and consider the audit plan for the audit of the Taranaki Regional Council's 2007/2008 Annual Report.

Background

2. The Council is required to produce an audited Annual Report. As part of the planning process for each year's audit, the Council's auditors (Deloitte) prepare an audit plan. The attached plan outlines the scope of the audit, the associated audit risks and the audit approach to address the scope and risks.
3. The plan (attached) is presented to Members for their information and understanding of the audit process.
4. The plan has been prepared in consultation with management and is consistent with previous years. There are no matters of concern to management within the plan.
5. Graham Naylor and Melissa Youngson from Deloitte Hamilton will be in attendance to present the audit plan, to answer any questions arising and to address any residual questions/issues from the 2006/2007 Annual Report.

Recommendation

THAT the Taranaki Regional Council:

1. receives the audit plan for the audit of the Taranaki Regional Council's 2007/2008 Annual Report.

Approved:

MJ Nield
Director - Corporate Services

B G Chamberlain
Chief Executive

Taranaki Regional Council

**Audit Plan for the year ending
30 June 2008**

March 2008

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1. Audit Scope

1.1. Statutory Obligation

Deloitte are required to give an opinion on the financial statements of Taranaki Regional Council (TRC). This responsibility arises from section 15 of the Public Audit Act 2001 and section 99 of the Local Government Act 2002 (LGA 2002). Our opinion will include reporting on:

- Compliance with generally accepted accounting practice in New Zealand (NZ GAAP); and
- Compliance with Schedule 10 of the Local Government Act 2002.

The audit is to be completed under the terms of our contract with the Office of the Auditor General (OAG).

1.2. Communication process

Effective communication with you is essential to this. We will meet with management, the Council and the OAG throughout the year to ensure that key issues are appropriately raised and addressed.

1.2.1. Working with Management

Our approach to your audit is a continuous cycle of procedures employed throughout the year as outlined in the timetable in Section 3. A key feature of this process is regular correspondence with your management team, ensuring that all relevant matters are communicated promptly and that meetings are focused on issues of importance.

1.2.2. Reporting to the Council

Matters required to be communicated in connection with the planning and performance of our audits, along with our planned frequency of communications, is detailed below:

- **Our responsibility under generally accepted auditing standards (GAAS).** An audit conducted in accordance with GAAS is designed to provide reasonable, rather than absolute, assurance that the financial statements are free of material misstatement. We are also required to obtain a sufficient understanding of the internal controls to plan the audit and to determine the nature, timing, and extent of tests to be performed
- **Communication of total fees for audits, audit-related services, and all other fees, as well as a description of the types of services rendered.** In conjunction with management, we will ensure that this information is communicated to the Council.
- **The financial statements.** Report on the fair presentation of the Statement of Financial Performance, Statement of Financial Position, Statement of Cashflows

and Statement of Service Performance as at 30 June 2008, to Council on at the completion of the audit;

- **Audit Plan (this document) and the Audit Highlights Memorandum to Council.** These documents will advise on important matters regarding the financial statements and the accounting systems which arose during our audit procedures, including any non compliance with material laws and regulations, any issues of performance, waste, and probity and report uncorrected misstatements and disclosures that are considered by management to be immaterial; and
- **Our constructive report to management.** Report to management and Council after our interim (if applicable) and final audit visit on internal control and accounting practice issues that arise from our procedures.

1.2.3. Reporting to the OAG

There are reporting requirements to be met throughout the period based on current OAG standards and guidelines, and the annual Local Government Audit brief which includes our year-end reporting on the financial statements and matters arising. We will liaise with management and the Council on these as appropriate.

2. Client Service

2.1. Client Service Expectations

Council and management of TRC see the external audit as an important element in obtaining insights into the operations. We will utilise our local government sector experience and review of operations to be alert for opportunities to assist by identifying and reporting to TRC, any recommendations on efficiency and improvement in its processes. High quality and timely constructive reports to management will be provided.

We will communicate on an ongoing basis throughout the year with all levels of management and Council as appropriate.

Our intention is to attend Council meetings, as required, and at the completion of our audit to discuss issues and finalise the financial statements presentation.

2.2. Deloitte Representatives

We set out below the Deloitte management team responsible for the TRC audit. We make every effort to provide TRC with top-level management attention supported by qualified and capable professional staff. In selecting the audit service team, our attention is directed toward providing quality service which is both effective and efficient.

Our resourcing strategy is based on continuity of involvement of individuals who are familiar with your personnel, operations and accounting policies and the industry within which you operate so that we can retain the value of past experience.

Our senior audit personnel and their respective responsibilities will include:

Graham Naylor	Lead Engagement Partner
Ian Marshall	Peer Review Partner
Melissa Youngson	Engagement Manager
Innes Fisher	Computer Assurance Specialist

Graham will be the lead partner and be the prime point of contact with ultimate responsibility for the audit. Melissa will be responsible for the day to day running and liaison of the audit. Innes is a computer audit and technology expert. He supervises our team of computer audit experts who test TRC's computer systems to provide assurance for external audit purposes.

The quality of our work will be independently monitored by a Peer Review Partner, Ian Marshall, who is responsible for ensuring that the audit files, reports and financial statements meet the standards set by our firm, the New Zealand Institute of Chartered Accountants and the Office of the Auditor-General (OAG).

3. Client Liaison

3.1. Indicative Audit Timetable

Our indicative audit timetable for the 30 June 2008 financial statements is as follows:

Date (all dates are for 2008)	Audit Objective	Nature and Extent of Visit	Reporting Outcomes
March/April	Risk Assessment/ Audit Planning	<ul style="list-style-type: none"> ▪ We will prepare our audit plan and approach and agree risk and control assessments with senior management. ▪ We will present the Audit Plan at the 8th April Council Meeting 	<ul style="list-style-type: none"> ▪ Audit Plan presented to Council
7 April	Interim Audit Visit	<ul style="list-style-type: none"> ▪ Complete planning of the audit including documentation of governance, management, computer processing environments and business cycles using our international audit approach. ▪ Complete design and implementation testing of internal controls on significant business cycles ▪ Update our audit risk and control assessments through review of significant financial controls ▪ Testing of Payroll business cycle ▪ Review of Systems supporting the information in the Statement of Service Performance ▪ Update areas as specifically asked by the audit brief ▪ Discussion of timing and any emerging issues in preparation for year end. 	<ul style="list-style-type: none"> ▪ Discussions with senior management ▪ Documentation to complete the audit planning memorandum ▪ Interim Constructive Report to Management, if considered necessary.
Date to be confirmed	Computer Assurance visit	<ul style="list-style-type: none"> ▪ Testing of general computer controls and information system environment for the payroll application system 	<ul style="list-style-type: none"> ▪ Discussions with senior management. ▪ Interim Constructive Report to Management (General Computer Controls), if considered necessary
18 August 25 August	Audit Fieldwork on financial and non-financial disclosures	<ul style="list-style-type: none"> ▪ Matters arising will be discussed and agreed with senior management as considered appropriate 	<ul style="list-style-type: none"> ▪ Discussions of matters with management as necessary
September	Completion audit process	<ul style="list-style-type: none"> ▪ Our Audit Highlights Memorandum will form the basis of our reporting of our findings to Council. 	<ul style="list-style-type: none"> ▪ Audit Highlights Memorandum to Council ▪ Signed audit report ▪ 24 hour reporting to the OAG ▪ Constructive Report to Management regarding matters arising from the audit ▪ OAG reporting

Our audit timetable is based on our current understanding of reporting requirements and will enable us to meet the September deadline subject to the Council and management adhering to the annual report completion timetable that is developed, implemented and agreed with Deloitte. It will be important that Deloitte receives all the required information in the agreed time frames for us to meet all deadlines.

3.2. Key TRC Personnel

Key personnel relevant to our audit liaison are as follows:

Basil Chamberlain	Chief Executive Officer
Mike Nield	Director of Corporate Services
Alan Young	Financial Services Manager

Our day to day operational matters will be through Mike Nield and his team.

4. Audit Risk Assessments

4.1. Engagement Risk

Factors relevant to our assessment of engagement risk are as follows:

- Prior experience confirms that Council and management are aware of the risks associated with the operations and the sector and have processes in place to manage these risks;
- We are not aware of any business relationships which may increase audit risk; and
- There is nothing to indicate that we should be concerned with current management team's integrity which would impact on the audit.

4.2. Control Environment

The general control environment appears to be conducive to effective internal control and reliable accounting systems.

We will again test the control systems and update our approach if anything comes to our attention. Refer to Section 6.3 for the Business Cycles to be tested in the 2008 financial year.

4.3. Current Year Issues

The risks below have been identified during the first phase of our audit where we have updated our understanding of the business including liaising where appropriate with the OAG.

We note that the list of risks below is not exhaustive and will be updated throughout the process of our audit to also take account of:

- Any Council concerns/issues
- Concerns/issues raised throughout the audit.

Audit Issues	
Key Issue	Background
<p>Long Term Council Community Plan (LTCCP) 2009-19</p>	<p>As part of our local government sector audit brief issued by the Office of the Auditor-General we were required to audit the 2009-19 Long Term Council Community Plan Statement of Proposal (LTCCP SOP) and Summary which includes the preparation and development process, consultation with the public and ensure that there is consistency between the changes from the SOP and the final adopted 2009-19 Long Term Council Community Plan and Summary document.</p> <p>Council management and the elected representatives are an important part of the critical success of the 2009-19 LTCCP. Your support and active involvement in the development process will have a significant impact on the culture of the organisation and response of other staff to the process and keeping to timelines, particularly where the LTCCP is seen as a “business as usual” project rather than a compliance exercise.</p> <p>Refer also to 4.3.2 for new and revised Accounting Standards which have been issued by the Financial Reporting Standards Board.</p>
	Deloitte Response
	<p>As the LTCCP process is in its implementation phase, the work involved in producing this document will be ongoing from early 2008 to the 30 June 2009 deadline for adoption. Our approach would be to “audit as you go” from the planning of the approach to the audit of the 2009-19 LTCCP.</p> <p>This approach will depend on good project management and communication and interaction with senior management and elected members to confirm our understanding of the Council’s strategy and risks.</p> <p>We are planning to complete our audit planning for the 2009-19 LTCCP by mid-2008 so that if material is ready we could potentially begin auditing parts of the SOP after completion of the 2007-08 annual reports in September. This would involve initial discussions and feedback from Council and management which includes:</p> <ul style="list-style-type: none"> • March - May 2008: Understanding the Council’s LTCCP process, including project management and timelines • March - May 2008: Providing Council with Self Assessments in mid-March to be returned to us by 28 May for review and incorporation into our 2009-19 LTCCP Audit Plan • June – July 2008: As with the prior LTCCP audit work, this is treated as a separate engagement and therefore required fee discussions with Council and sign off of a separate Letter of Undertaking. • September – October 2008: Issue of 2009-19 LTCCP Audit Plan to Council • November 2008 – June 2008: audit of 2009-19 LTCCP SOP and adopted 2009-19 LTCCP

Key Issue	Background
<p>Information and Reporting</p>	<p>The collation and reporting of accurate, complete, timely and relevant information is critical to the achievement of successful governance, performance improvement and financial management.</p> <p>The IT environment</p> <p>With increasing information demands and rapid technological changes, there is a need for the constant review of the capacity and the ability of the Council's IT systems. The Council are addressing this through the current IT projects being undertaken.</p> <p>Information and decision making</p> <p>The quality of information and reporting also has a direct influence on the ability of Council and the community to make informed decisions and choices.</p> <p>We are required to report in our audit opinion as to the adequacy of accounting records and also recognise our role to play in providing independent and practical suggestions for improvement to Council.</p> <p>Deloitte Response</p> <p>Our audit is primarily concerned with the integrity of the general ledger and information supporting the balances in the financial statements. To this end, we will:</p> <ul style="list-style-type: none"> • Review the accounting and IT environments and specific control features within them to ensure the integrity of information; • Review the quality of reporting with reference to user needs; • Attest to the fairness of the balances in the financial statements; and • Update the progress of the IT projects and assess what impact they will have on the audit process going forward.
Key Issue	Background
<p>Governance, Reporting and Legislative Compliance</p>	<p>Public responsibility and accountability are critical requirements of local government. As local government have broad powers both in terms of rating and service delivery these obligations to the community are fundamental.</p> <p>TRC recognises the importance of having effective governance structures in place in order to fulfil its accountability obligations to stakeholders. The Council has an empowering system of governance where roles are clearly established, communication is open and regular and where Council meets on a regular basis. There also exists a significant amount of regular reporting on the organisation - both externally and internally.</p> <p>General governance issues to be considered include:</p> <ul style="list-style-type: none"> • Definition and roles of the political and executive arms of

	<p>Council</p> <ul style="list-style-type: none"> • Appropriateness of delegations to Council officers • Effectiveness of communication and performance monitoring • Understanding and meeting the committee’s expectation • Robustness of the decision making process and whether community views are adequately considered (see further comment below under legislative compliance) • Compliance with the rules and ‘principles’ outlined in relevant laws and regulations that govern local government organisations <p>Deloitte Response</p> <p>Under OAG auditing standards we are required to perform sufficient audit work to be satisfied that TRC has processes in place to comply with material legislative and regulatory requirements.</p> <p>As part of our review this year the OAG have placed emphasis on appointed auditors to review Council’s decision-making processes to ensure compliance with part 6 of LGA 2002 especially in regards to:</p> <ul style="list-style-type: none"> • the extent of option assessment and consultation surrounding decisions; • inconsistent decisions; • special consultations; and • decisions surrounding amendments.
Key Issue	Background
Conflict of Interest	<p>Concern has been raised by the OAG in the local government sector regarding conflicts of interest, in particular there is</p> <ul style="list-style-type: none"> • greater concern amongst elected members about the management of non-financial conflicts of interest; and • strong public expectations of the ethical and behavioural conduct of elected members. <p>Deloitte Response</p> <p>We will ensure there has been no conflicts of interests issues arising during the financial year through discussions with management, review of the register of members interests and review of Council minutes including major decisions as discussed above. If there are any conflicts arising we will ensure these have been dealt with adequately.</p> <p>We also draw to your attention the best practice guideline issued by the OAG on Managing Conflicts of Interest found at http://www.oag.govt.nz/2007/conflicts-public-entities/</p> <p>This may be useful to help understand the concept of conflicts of interest, and suggests an approach for dealing with particular issues.</p>

Key Issue	Background
<p>Developments impacting the Annual Report</p>	<p>New NZ International Financial Reporting Standards (NZ IFRS)</p> <p>Two key developments impacting the annual report of TRC are:</p> <ol style="list-style-type: none"> NZ IFRS- 7 Financial Instruments: Disclosures (effective for annual reporting periods beginning on or after 1 January 2007, with early adoption permitted) <p>This standard replaces disclosure requirements currently contained in NZ IAS-30 <i>Disclosures in the Financial Statements of Banks and Similar Financial Institutions</i> and adds to NZ IAS-32 <i>Financial Instruments: Disclosure and Presentation</i>.</p> <p>Generally requires disclosure of information relating to:</p> <ul style="list-style-type: none"> significance of financial instruments to the entity’s financial performance and position; and nature and extent of risk exposures arising from financial instruments (specific quantitative and qualitative information required including sensitivity analysis). <p>The standard introduces additional disclosures not previously required by NZ IAS-30 and NZ IAS-32 such as reconciliations of allowance accounts used by an entity to record impairment and information relating to loans and receivables designated as at fair value through profit or loss. The level of disclosure will vary depending on the significance of financial instruments to an entity.</p> <p>Amendments to NZ IFRS and New NZ Interpretations</p> <p>The following are relevant to TRC and should be reviewed as part of the financial statement preparation:</p> <ol style="list-style-type: none"> NZ IAS-1 Presentation of Financial Statements (effective for annual reporting periods beginning on or after 1 January 2007, with early adoption permitted) <p>NZ IAS-1 will now require disclosure of an entity’s objectives, policies and processes for managing capital, including quantitative information.</p> <ol style="list-style-type: none"> NZ IFRIC-9 Reassessment of Embedded Derivatives (effective for annual reporting periods beginning on or after 1 June 2006) <p>This interpretation clarifies that contracts need to be re-assessed for embedded derivatives <i>only</i> when there is a change in the terms of the contract which significantly modifies the cash flows that would otherwise be required.</p> <p>Management should re-assess whether an embedded derivative needs to be separated from its host whenever the terms of the contract change in such a way that the cash flows under the contract are significantly modified.</p> <p>Deloitte Response</p> <p>New and amended NZ IFRS</p> <p>We will review management’s systems and processes in identifying and capturing the information required to be disclosed as part of the financial statements and Summary financial statements. We will</p>

	review the disclosures as part of our financial statements review to consider whether they will meet the requirements of the various standards.
Local Government sector concerns/issues	
Key Issue	Background
Financial Management	<p>The Local Government Act 2002 promotes prudent, effective and efficient financial management by local authorities, including the requirement to comply with generally accepted accounting practice (GAAP). There is also a focus on the funding of activities and services that TRC provides.</p> <p>Infrastructural Assets</p> <p>An ongoing issue that confronts local authorities is the need to effectively manage, account for and report on infrastructural assets. This includes the need to make allowance for the decline in service potential, ensuring the full costs of all activities are included and that appropriate cost allocation methods have been applied. This will ensure that the cost of services is transparent and fair where it is on-charged.</p> <p>Asset management plans (AMPs) will be reviewed for any updates as well as form part of the 2009-19 LTCCP process and govern the work to be completed on property, plant and equipment including capital projects and maintenance.</p>
	Deloitte Response
	<p>We will document and review systems and processes used by Council to refine and update asset management plans. This is to ensure that the information upon which depreciation calculations are made is reliable.</p> <p>We will undertake a review of the capital projects and depreciation calculations undertaken during the financial year and ensure these are in line with the AMPs.</p> <p>We will also undertake this review on maintenance of assets to once again ensure there are no major differences between the AMPs and what was completed on maintenance during the year.</p> <p>Any major differences noted and responses to these differences will be highlighted to management, Council and the OAG as considered necessary. Consideration will also need to be given as to the value of the assets, (ie has the value decreased as a result of not completing the capital or maintenance work) and this should be addressed also as part of the review to be undertaken on fair values discussed below.</p>
Key Issue	Background
Legislative Compliance	TRC is subject to significant regulatory and legislative compliance requirements. Council has sufficient systems in place to monitor compliance with legislation along with any changes occurring in the applicable legislation.

	<p>Deloitte Response</p> <p>Under OAG auditing standards we are required to enquire and document the processes the local authority used to ensure compliance with relevant legislation. Where robust processes are in place we are required to test the controls to ensure they are working as prescribed.</p> <p>We are also required to test that TRC have complied with legislative requirements that directly affect the form, content and preparation of the financial statements and those that could have a fundamental effect on the local authority's operations.</p> <p>Laws and regulations that determine the form, content and preparation of the financial report:</p> <ul style="list-style-type: none"> Local Government Act 2002, sections 98, 99 and Part 3 of Schedule 10. <p>Laws and Regulations where non-compliance could have a fundamental effect on operations:</p> <ul style="list-style-type: none"> Local Authorities (Members' Interests) Act 1968; Local Government Act 2002 (with emphasis on Parts 5 and 6 of the Act); Local Government Act 1974 (the residual provisions still in force); Local Government Official Information and Meetings Act 1987; Local Government (Rating) Act 2002; and any Acts or Regulations that relate to specific local authorities that may be expected to have a fundamental effect on operations. <p>We will review the systems and processes used to ensure compliance with legislation in particular section 16, 56, 77-79, 80, 88, 97, 102(6) and 141 of the Local Government Act 2002.</p>
<p>Key Issue</p>	<p>Background</p>
<p>Asset fair Values</p>	<p>Infrastructural assets are subject to annual revaluations per TRC's accounting policies. Port Taranaki Limited's land was revalued on 1 July 2005 and is due for revaluation on 1 July 2008 as part of the three yearly cycle for revaluations.</p> <p>Within the local government sector there is reasonable indication that some asset prices are currently moving, especially in the infrastructural assets area and this may impact on the carrying value of assets in relation to their fair value as well as the need to accelerate the revaluation cycle.</p> <p>Deloitte Response</p> <p>We will review in detail the work undertaken by management to ensure the carrying values of property, plant and equipment do not materially differ from their fair value at 30 June 2008.</p> <p>We will review supporting documentation for management's decision</p>

	to ensure all property, plant and equipment is valued in line with NZ GAAP.
Key Issue	Background
Performance, Probity and Waste	<p>TRC will be subject to the usual scrutiny and attention in regards to sensitive expenditure as is normal in public sector entities. In particular those areas that tend to be particularly sensitive include:</p> <ul style="list-style-type: none"> • Council fees and expenses; • Sensitive expenditure (travel, entertainment, etc); • Mayor, Chief Executive and Senior Management expenditure, (reimbursements); and • Related party transactions.
	<p>Deloitte Response</p> <p>As a matter of course throughout our audit work we will remain alert for issues that indicate inappropriate expenditure. Any concerns will be raised with management for clarification in the first instance.</p> <p>We will continue to make formal inquiries of Council and management regarding the risks of fraud within TRC and the processes in place to mitigate those risks.</p> <p>Council should be aware that Deloitte is required to inform the OAG immediately any fraud is discovered. Therefore any instances of fraud discovered by Council should be communicated to Graham Naylor as soon as management is aware of the issue.</p> <p>Our work will include reviewing a sample of sensitive expenditure areas and items to ensure the expenditure is compliant with Council’s policies, procedures and best practice.</p> <p>We are also to remain alert for the existence of any confidentially clauses in employment contracts that may prevent disclosure of information and thus reduce the level of transparency of spending of public monies.</p>

4.3.1. Other Areas for Review

As part of our mandate the following are other areas that we are required to review as part of our audit process and if we find any weaknesses we will comment on these to senior management, Council and/or to the OAG as appropriate.

- Review of the Statement of Service Performance including measurements against targets and whether levels of service are being met; and
- Severance payments and related disclosures.

At the time of issue of this Audit Plan the Local Government Audit Sector Brief for 2008 has not been released by the OAG. Therefore there may be additional audit requirements which have not been reported on within this document. We will endeavour to update management and Council as soon as the brief is made available.

4.3.2. Developments in Accounting Requirements

There continues to be a myriad of developments in financial reporting since the adoption of the Annual Report for 2007. We have set out below some of the recent accounting developments that are of relevance to TRC which will impact its financial statements beyond 30 June 2008. As always we will continue to keep management abreast of technical developments on an ongoing basis as they arise.

New and Revised NZ IFRS

The following new and revised Accounting Standards has been issued by the Financial Reporting Standards Board ('FRSB'). Although these revisions are for periods beyond 30 June 2008, they allow for early adoption. Management, with Council approval, should consider whether they intend to apply these standards to 30 June 2008.

NZ Standard	Key Changes	Action Points
NZ IAS-1 Presentation of Financial Statements <i>(effective for annual reporting periods beginning on or after 1 January 2009, with early adoption permitted)</i>	The revised standard requires that an entity: <ul style="list-style-type: none"> • present all non-owner changes in equity ('comprehensive income') either in one statement of comprehensive income or in two statements (a separate income statement and a statement of comprehensive income). Components of comprehensive income may not be presented in the statement of changes in equity • disclose income tax relating to each component of other 	Determine which presentation of financial statements is preferred and ensure systems are amended to collect additional information required.

	<p>comprehensive income</p> <ul style="list-style-type: none"> disclose reclassification adjustments relating to components of other comprehensive income 	
<p>NZ IAS-23 Borrowing Costs (<i>effective for annual reporting periods beginning on or after 1 January 2009, with early adoption permitted</i>)</p>	<p>Eliminates the option available under the previous version of the Standard to recognise all borrowing costs immediately as an expense. To the extent that borrowing costs relate to the acquisition, construction or production of a qualifying asset (subject to scope exclusions), this revised Standard requires that they be capitalised as part of the cost of that asset. All other borrowing costs should be expensed as incurred.</p> <p>The changes would be applicable prospectively, or an entity may designate an earlier date from which to capitalise borrowing costs in relation to all qualifying assets.</p> <p>There have been no exemptions made for the public sector.</p>	<p>This revision removes the option that was previously included in NZ IAS 23 for entities to be able to expense such costs. There are concerns related to</p> <ul style="list-style-type: none"> the lack of guidance on the impact of the change on asset revaluations when prepared on a depreciated replacement cost (DRC) basis used by public sector entities the reliability of DRC valuations in the future which could impact the nature of audit reports issued on public sector entities with revalued assets <p>Council and management should be aware that this will be an issue for the 2009-19 LTCCP forecast financial statements.</p> <p>This revision is being reviewed by the OAG and guidance will be issued to Appointed Auditors and Councils in due course.</p>

Exposure drafts and proposed amendments to existing NZ standards

There are expected to be further changes in accounting requirements at the New Zealand and international level that will affect TRC in the future. The IASB is continuing to develop standards with the objective of harmonising international practices, working in conjunction with standard-setters from various countries, and with specific convergence with FASB (the US accounting standards body).

With this objective in mind, several Exposure Drafts ('ED') and Draft IFRIC Interpretations have been issued. The relevant ED and Draft IFRIC have been highlighted below:

Exposure Draft (ED)	Key Changes	Action Points
<p>ED Proposed Amendments to NZ IAS-37 Non-Financial Liabilities (formerly known as Provisions), Contingent Liabilities and Contingent Assets and NZ IAS-19 Employee</p>	<p>Proposals include, amongst others:</p> <ul style="list-style-type: none"> removal of the term 'provision' to be replaced by 'non-financial liability'. Intended to clarify that NZ IAS-37 is applicable to non-financial liabilities only; removal of the 'contingent assets' 	<p>Monitor development of ED</p>

<p>Benefits <i>(Final standard expected in 2009)</i></p>	<p>and 'contingent liability' concepts. Intended to reflect the view that items meeting the definition of asset and liabilities would be recognised independently of the probability of uncertain future events occurring. Uncertainties should be reflected in the measurement of the asset/liability;</p> <ul style="list-style-type: none"> • restricts the use of constructive obligations which may impact the timing of the recognition of liabilities arising from restructuring; and • amends the definition and recognition requirements of termination benefits such that certain termination benefits may not be recognised immediately but rather over the period until termination. 	
<p>ED Proposed Amendments to NZ IAS-24 Related Party Disclosures <i>(Final standard expected first quarter 2008)</i></p>	<p>Proposes to eliminate the disclosure requirements in NZ IAS-24 for those entities that are controlled or significantly influenced by a state in relation to transactions with other entities controlled or significantly influenced by that state. The exemption extends the exemption to New Zealand for-profit public sector entities. There is a similar exemption available to public benefit entities controlled by the Crown currently in NZ IAS-24 although the wording is slightly different and may result in more or less entities being able to apply the exemption.</p> <p>The ED also proposes to amend the definition of a related party to clarify:</p> <ul style="list-style-type: none"> • an associate of an subsidiary's parent is a related party of that subsidiary; • certain relationships based on significant influence only are excluded (e.g. two associates are not related parties of each other) • entities for which an entity is a member of the key management personnel are related parties of any entity over which that person has control, joint control or significant influence. 	<p>Assess the impact of the decreased level of disclosure proposed and the proposed amendments to the related party definition.</p>
<p>ED 9 Joint Arrangements <i>(Final standard expected fourth quarter 2008)</i></p>	<p>The main changes proposed by the ED are to:</p>	<p>Monitor development of ED</p>

	<ul style="list-style-type: none"> • shift the current accounting for joint arrangements away from the legal form in which the activities take place to more of a focus upon the actual rights and obligations of the parties involved in the agreement • remove the choice of proportionate or equity accounting for jointly controlled entities. The proposed change will require entities to recognise both the individual assets that they have rights to and the liabilities they are responsible for even if the joint arrangement operates in a separate legal entity. Otherwise, if the parties only have a right to a share of the outcome of the activities their net interest in the arrangement will be recognised using the equity method. 	
<p>ED Proposed Improvements to IFRS <i>(Final standard expected second quarter 2008)</i></p>	<p>Part of the IASB’s annual improvements process to deal with non-urgent, but necessary, minor amendments to the IFRSs. The ED includes 41 separate amendments which impact 25 different standards.</p>	<p>Monitor development of ED</p>

5. Materiality

Consistent with the approach used for the 30 June 2007 and prior year audits, materiality for the period ending 30 June 2008 is estimated below based upon budgeted expenditure for the year ended 30 June 2008.

	\$000	Materiality Basis	Materiality \$000
Public Sector Methodology			
30 June 2008			
Total Budgeted Expenditure (LTCCP)	\$13,072	0.5% - 2.5%	327
30 June 2007			
			123

In accordance with our public sector audit methodology, our audit planning materiality is based on total expenditure. Our applicable range is between 0.5% and 2.5% of total expenditure.

Given the relative size of the TRC and our past experience we have assessed approximately \$327,000 as an appropriate level of planning materiality, however, planning materiality will be reassessed at the audit visit according to actual expenditure and updated as necessary. We have increased the basis to 2.5% in the current year given there were no errors noted in the 2007 audit.

This materiality will be used in our calculation of sample sizes when testing TRC transactions. Planning materiality is not used when assessing financial statement disclosure of our unadjusted audit errors.

Our Audit Highlights Memorandum will report to management and Council any differences we identify during our audit in excess of \$20,000.

6. Audit Approach

6.1. General

The Deloitte Audit Approach, as applicable to public sector audits, will be applied to TRC. Our philosophy in applying this methodology is as follows:

- partner leadership;
- risk based approach;
- keeping you informed; and
- a partnership to meet your corporate goals.

Our approach is designed to be risk focused and to use computerised audit applications where applicable.

6.2. Information Systems

We have assessed TRC's information systems as significant in relation to the level of reliance.

Our audit approach for information systems is to establish the extent to which TRC relies on its information systems for its operation. In order to make this assessment it is necessary to:

- review and test the general computer controls and the IS environment;
- report any findings to the audit team and develop appropriate manual audit responses for any risks identified.

6.3. Audit Significant Balances

Features of our audit approach and testing are as follows:

Our audit approach is risk focussed and places reliance on the effectiveness of controls. In accordance with our international methodology we test controls on a rotational basis.

With the change in International Standards of Auditing we are now required to provide more emphasis on controls and accordingly will:

- Document all business cycles;
- Test the design and implementation of all significant control cycles; and
- Test in detail at least two business cycles and any cycles where there has been significant change.

Our evaluation of overall audit risk, having considered the control environment and adequacy of internal controls within TRC will allow us to place reliance on individual routine processing systems.

The cycles on rotation for testing during the year ended 30 June 2008 are payroll and financial reporting.

Specific additional tests to be completed as necessary will include:

- updating our testing of key controls which ensure accuracy and individual system integrity; and
- comparative analysis of revenues and expenditures by major cost category to budget and last year.

6.4. Statement of Service Performance

As part of the LGA 2002, TRC is required to publish a Statement of Service Performance with its annual financial statements.

Audit Procedure

In conducting the financial statement audit procedures, we will collect all information necessary to audit the Statement of Service Performance, to ensure that all disclosures are in accordance with AG-4 - *The Audit of Service Performance Reports*.

Audit procedures will involve reviewing the performance measures actually achieved against the specified performance targets, through review of supporting systems and documentation.

8 April 2008

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**Memorandum to
Chairperson and Members
Taranaki Regional Council**

**Preparation, Audit and Adoption of the 2009/2019 Long-Term
Council Community Plan**

Purpose

1. To receive and consider information on the preparation, audit and adoption of the 2009/2019 Long-Term Council Community Plan.

Background

2. The Council is required to have an operative Long-Term Council Community Plan at all times. Each Long-Term Council Community Plan has a life of three years, but covers a ten-year period. The 2006/2016 Long-Term Council Community Plan expires by 30 June 2009. By that time the Council is required to have adopted another Long-Term Council Community Plan.
3. The preparation, audit and adoption of a Long-Term Council Community Plan is a significant process. This memorandum summarises the project plan for the 2009/2019 Long-Term Council Community Plan.

Summarised Project Plan

4. The initial work around the preparation of the 2009/2019 Long-Term Council Community Plan has commenced. A project plan has been prepared that completes the full process by the statutory deadline of 30 June 2009. The key tasks and timeframes in the project plan are as follows:

Key Task/Process	Timeframe
Review and audit of the performance management framework.	Commenced – due for completion by 30 June 2008
Review of the asset management plans for the regional gardens and the river control schemes (Waitara and Waiwhakaiho).	Commenced – due for completion by 30 June 2008
Preparation and review of the 2009/2010 and ten-year estimates.	17 September 2008 to 17 October 2008
Review of the Council's suite of financial policies:	1 June 2008 to 30 June 2008

Key Task/Process	Timeframe
<ul style="list-style-type: none"> • Revenue and financing policy • Community project funding policy • Investment management policy • Liability management policy • Development and financial contributions policy • Significance policy • Partnerships with the private sector policy • Rates remission and postponement policy 	
Councillor workshop	November 2008
Preparation of the draft 2009/2019 Long-Term Council Community Plan.	1 July 2008 to 24 December 2008.
Audit of the draft 2009/2019 Long-Term Council Community Plan.	December 2008/January 2009.
Adoption of the draft 2009/2109 Long-Term Council Community Plan and estimates	February 2009 Ordinary Meeting
Public Consultation	March/April 2009
Hearing of submissions on draft Long-Term Council Community Plan	Ordinary Meeting of Council following May 2009 Executive Committee meeting
Audit of Final Long-Term Council Community Plan.	May 2009
Adoption of 2009/2019 Long-Term Council Community Plan.	May 2009 Ordinary Meeting

5. The audit of the Long-Term Council Community Plan is a key aspect of the whole process. The Councillors auditors, Deloitte Hamilton (Graham Naylor and Melissa Youngson), will be in attendance at the meeting and are happy to answer any questions regarding to role of audit in the preparation and adoption process.

Decision-making obligations

6. Part 6 (Planning, decision-making and accountability) of the Local Government Act 2002 has been considered and documented in the preparation of this agenda item. The recommendation(s) made in this item comply with the decision-making obligations of the Act.

Policy considerations

7. This memorandum and the associated recommendations are consistent with the policy documents and positions adopted by this Council under various legislative frameworks including, but not restricted to, the Local Government Act 2002, the Resource Management Act 1991 and the Biosecurity Act 1993.

Financial considerations

8. This memorandum and the associated recommendations are consistent with the Council's adopted Long-Term Council Community Plan and estimates. Any financial information included in this memorandum has been prepared in accordance with generally accepted accounting practice.

Legal considerations

9. This memorandum and the associated recommendations comply with the appropriate statutory requirements imposed upon the Council.

Recommendation

THAT the Taranaki Regional Council:

1. receives this memorandum on the preparation, audit and adoption of the 2009/2019 Long-Term Council Community Plan
2. notes the process and timetable for the preparation, audit and adoption of the 2009/2019 Long-Term Council Community Plan
3. provides feedback to the Chief Executive on the process and timetable for the preparation, audit and adoption of the 2009/2019 Long-Term Council Community Plan.

MJ Nield
Director - Corporate Services

Approved:

B G Chamberlain
Chief Executive

ITEM 10

8 April 2008

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**Memorandum to
Chairperson and Members
Taranaki Regional Council**

2008 Local Government New Zealand Conference

Purpose

1. The purpose of this memorandum is to appoint attendees to the 2008 Local Government New Zealand Conference and Annual General Meeting to be held in Rotorua.

2008 Local Government New Zealand Conference

2. The 2008 Local Government New Zealand (LGNZ) Conference is to be held in Rotorua on Monday 28 July and Tuesday 29 July 2008. The Local Government New Zealand Annual General Meeting will be held on Wednesday 30 July 2008.
3. The 2008 LGNZ Conference early-bird notification is attached to this memorandum for your information. Copies of the 2008 LGNZ Conference registration brochure can also be obtained from www.lgnz.co.nz.
4. Members need to determine who will be attending the 2008 LGNZ Conference in order that registration, travel, accommodation and other conference arrangements can be made.

Pre-Conference tour

5. As with other years, it is likely that the regional council from where the conference is being held (in this case Environment Bay of Plenty) conducts a pre-conference tour. These usually take place on the Saturday and Sunday before to the conference. Due to the timing of this notification to Members of the 2008 LGNZ Conference, details of the pre-conference tour are not yet available.

Local Government New Zealand Conference - background

6. At the Ordinary Meeting of the Taranaki Regional Council held in July 1991, Members resolved the following:

THAT the Taranaki Regional Council:

- a) *keep a register of Members' Conference Attendance to enable all members to have an opportunity to attend necessary conferences on a roster basis;*

- b) *receive through the respective committees or full council a report on an "as and when required" basis, on proposals for members to attend conferences to enable a reporting procedure to be put in place prior to Members attending conferences.*

Attendance Register of the Local Government New Zealand Conference

7. The attendance register for the past two years is listed below:

Year	Venue	Councillors
2006	Wellington	Councillor Walter (Chairman) Councillor Cudby Councillor Lean Councillor MacLeod Councillor McIntyre
2007	Dunedin	Councillor Walter (Chairman) Councillor Lean Councillor McIntyre - pre-conference tour only Councillor Maxwell Councillor Walker

Local Government New Zealand Annual General Meeting Wednesday 18 July 2008

8. The twenty first Annual General Meeting of Local Government New Zealand will be held on Wednesday 30 July 2008 at the Energy Events Centre, Rotorua.
9. The constitution of Local Government New Zealand outlines the following:

Delegates

Clause G1(3)

At the Annual General Meeting and Special General Meetings, member authorities...are entitled to representation as follows:

Regional Councils having populations of 100,000 or over and less than 250,000 – not more than 3 delegates;

And

Clause G15

Every member authority must appoint one of its delegates as its presiding delegate and may appoint one or more alternate delegates, provided that the number of delegates does not exceed the number of delegates allowed.

10. The Taranaki Regional Council is entitled to a Presiding Delegate, a 1st Alternative Presiding Delegate and a 2nd Alternative Presiding Delegate. The Council is entitled to one vote at the Local Government New Zealand Annual General Meeting and this vote is exercised by the Presiding Delegate.
11. Other people wishing to attend the Local Government New Zealand Annual General Meeting may do so but as an observer only.

Decision-making obligations

12. Part 6 (Planning, decision-making and accountability) of the Local Government Act 2002 has been considered and documented in the preparation of this agenda item. The recommendations made in this item comply with the decision-making obligations of the Act.

Policy considerations

13. This memorandum and the associated recommendations are consistent with the policy documents and positions adopted by this Council under various legislative frameworks including, but not restricted to, the Local Government Act 2002.

Financial considerations

14. This memorandum and the associated recommendations are consistent with the Council's adopted Long-Term Council Community Plan and estimates.

Legal considerations

15. This memorandum and the associated recommendations comply with the appropriate statutory requirements imposed upon the Council.

Recommendations

THAT the Taranaki Regional Council

1. appoints the Chairperson, Mr D N MacLeod, from the Taranaki Regional Council, together with the Chief Executive, Mr B G Chamberlain, to attend the Local Government New Zealand Conference to be held in Rotorua from 27-30 July 2008
2. appoints other Councillors that may wish to attend the Local Government New Zealand Conference to be held in Rotorua from 27-30 July 2008
3. appoints the Chairperson, Mr D N MacLeod as Presiding Delegate to the twenty first Annual General Meeting of Local Government Zealand to be held on Wednesday 30 July 2008 in Rotorua
4. appoints a 1st Alternative Presiding Delegate and a 2nd Alternative Presiding Delegate to the twenty first Annual General Meeting of Local Government Zealand to be held on Wednesday 30 July 2008 in Rotorua.

Approved:

MJ Nield
Director - Corporate Services

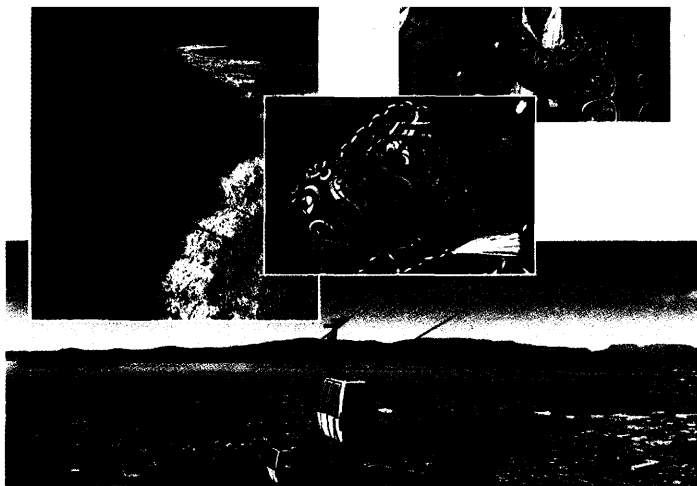
B G Chamberlain
Chief Executive

Make sure you attend the *Local Government New Zealand Conference 27-30 July 2008* in Rotorua.

Challenging and inspirational speakers will provoke your thinking about how to achieve sustainable communities.

Keynote speakers include:

- **Brian Dollery**, Professor of Economics, Director of the Centre for Local Government at the University of New England, Armidale, New South Wales, Australia
- **Simon Upton**, Consultant, PricewaterhouseCoopers, and former Chair of the OECD's Round Table on Sustainable Development
- **Judy McGregor**, Equal Employment Opportunities Commissioner, Human Rights Commission.



Local Government New Zealand
te pūtahi matakōkiri

Full programme and registration details available from late March 2008.

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8 April 2008

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**Memorandum to
Chairperson and Members
Taranaki Regional Council**

Meeting Dates – April/May 2008

Purpose

1. The purpose of this memorandum is to provide information on the next six-weekly round of Council meetings for 2008.

Meeting Dates

2. At the Council's Ordinary Meeting held on 12 December 2007, the 2008 schedule of Council meetings was adopted.
3. Member's attention is drawn to the next six-weekly round of meetings.
4. The six-weekly round of meetings for April/May 2008 will be as follows:

Consents and Regulatory Committee	Tuesday 29 April 2008
Policy and Planning Committee	Thursday 1 May 2008 10.30am
Executive Committee	Monday 12 May 2008
Ordinary Meeting	Monday 12 May 2008
	- to hear submissions to Annual Plan
Ordinary Meeting	Tuesday 20 May 2008

B G Chamberlain
Chief Executive