

**Date** 28 March 2022, 10am

**Venue:** Taranaki Regional Council chambers, 47 Cloten Road, Stratford

**Document:** 3022786

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<b>Members</b>	Councillors	N W Walker	Committee Chairperson
		M J Cloke	<i>zoom</i>
		D L Lean	<i>zoom</i>
		C L Littlewood	<i>zoom</i>
		M J McDonald	<i>zoom</i>
		D N MacLeod	<i>ex officio zoom</i>
		M P Joyce	<i>ex officio</i>
<b>Attending</b>	Mr	S Ruru	Chief Executive
	Mr	M J Nield	Director – Corporate Services
	Ms	S Hiestand	Transport Manager <i>zoom</i>
	Miss	R Sweeney	Governance Administrator

**Apologies** There were no apologies.

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

### 1. Confirmation of Minutes - 14 February 2022

#### Resolved

That the Executive, Audit and Risk Committee of the Taranaki Regional Council:

- a) takes as read and confirms the minutes and resolutions of the Executive, Audit and Risk Committee held in the Taranaki Regional Council Chambers, 47 Cloten road, Stratford on 14 February 2022 at 10am
- b) notes the recommendations therein were adopted by the Taranaki Regional Council on 21 February 2022.

Cloke/McDonald

#### Matters arising

- 1.1 Riparian Planting Update is being provided at the next Ordinary meeting 5 April 2022.

## **2. Financial and Operational Report**

- 2.1 Mr M J Nield, Director – Corporate Services, spoke to the memorandum receiving information on the operational and financial performance of the Council.

### **Recommended**

That the Taranaki Regional Council:

- a) receives the memorandum *Financial and Operational Report* and the *January 2022 Monthly Financial Report*
- b) notes the digital media update
- c) notes the update and process being undertaken to consider the replacement of the financial system.

Littlewood/McDonald

## **3. Health and Safety Report**

- 3.1 Mr M J Nield, Director – Corporate Services, spoke to the memorandum to receive and consider health and safety performance.
- 3.2 A copy of the incident report for the Notifiable Health & Safety incident that took place at Tūpare February 2022 was requested to be provided to the committee.
- 3.3 Further information was requested on the second hospitalisation that took place in February 2022.

### **Recommended**

That the Taranaki Regional Council:

- a) receives the January 2022 health and safety report
- b) receives the February 2022 health and safety report.

Cloke/Joyce

## **4. Taranaki Stadium Trust Half Year Report to 31 December 2021**

- 4.1 Mr M J Nield, Director – Corporate Services, spoke to the memorandum to receive and consider the Taranaki Stadium Trust’s half-year report for the six months ended 31 December 2021.
- 4.2 Mr M J Nield, Director – Corporate Services, declared an interest as a trustee of the Taranaki Stadium Trust.

### **Recommended**

That the Taranaki Regional Council:

- a) receives and adopts the Taranaki Stadium Trust’s half-year report for the six months ended 31 December 2021.

McLeod/Lean

**5. Taranaki Stadium Trust Statement of Intent for the year ending 30 June 2023**

- 5.1 Mr M J Nield, Director – Corporate Services, spoke to the memorandum to receive and consider the Taranaki Stadium Trust’s statement of intent (SOI) for the year ending 30 June 2023 and then to provide feedback to the Trustees.
- 5.2 Mr M J Nield, Director – Corporate Services, declared an interest as a trustee of the Taranaki Stadium Trust.

**Recommended**

That the Taranaki Regional Council:

- a) receives and considers the Taranaki Stadium Trust’s draft Statement of Intent for the year ending 30 June 2023
- b) provides feedback to the Trustees of the Taranaki Stadium Trust.  
Clope/Lean

**6. Regional Software Holdings Ltd: Six Month Report to Shareholders to 31 December 2021**

- 6.1 Mr M J Nield, Director – Corporate Services, spoke to the memorandum to receive and consider Regional Software Holdings Ltd’s interim report on the operations and activities of the company for the six months ending 31 December 2021.
- 6.2 Mr M J Nield, Director – Corporate Services, declared an interest as a Director on the Regional Software Holdings Ltd Board.

**Recommended**

That the Taranaki Regional Council:

- a) receives Regional Software Holdings Ltd’s interim report for the six months ended 31 December 2021 including the unaudited financial report  
Lean/Joyce

**7. Regional Software Holdings Ltd: Draft Statement of Intent for 2023-2025**

- 7.1 Mr M J Nield, Director – Corporate Services, spoke to the memorandum to receive and consider Regional Software Holdings Ltd’s Statement of Intent (SOI) for the year ending 30 June 2023 and then to provide feedback to the Board of Directors.
- 7.2 Mr M J Nield, Director – Corporate Services, declared an interest as a Director on the Regional Software Holdings Ltd Board.

**Recommended**

That the Taranaki Regional Council:

- a) receives and considers Regional Software Holdings Ltd’s draft Statement of Intent for the year ending 30 June 2023
- b) provides feedback to the Board of Directors of Regional Software Holdings Ltd.  
Joyce/Clope

**8. Port Taranaki Ltd: Half Year Report to 31 December 2021**

- 8.1 Mr M J Nield, Director – Corporate Services, spoke to the memorandum to receive and consider Port Taranaki’s report on the operations and activities of the company for the six months ending 31 December 2021.
- 8.2 An invitation was extended to the Chair and Chief Executive of Port Taranaki Ltd.
- 8.3 Councillors C L Littlewood and D N MacLeod declared an interest in Port Taranaki.

**Recommended**

That the Taranaki Regional Council:

- a) receives Port Taranaki Limited’s report for the six months ended 31 December 2021 included the unaudited financial report
- b) notes the 2021/2022 Port Taranaki Ltd dividends of \$4,000,000 in October 2021, and \$4,000,000 in March 2022.
- Cloke/McDonald.

**9. Procurement of Laboratory Services**

- 9.1 Mr M J Nield, Director – Corporate Services, spoke to the memorandum to update Members on the procurement of a new laboratory services contract.

**Recommended**

That the Taranaki Regional Council:

- a) receives the memorandum *Procurement of Laboratory Services*.
- Joyce/Littlewood

**10. New Fare Zones and Patronage**

- 10.1 Mr M J Nield, Director – Corporate Services, spoke to the memorandum updating Members on the new bus fare zones, fares and patronage.

**Recommended**

That the Taranaki Regional Council:

- a) receives the memorandum *Procurement of Laboratory Services*.
- Littlewood/Cloke

**11. Public Excluded**

In accordance with section 48(1) of the *Local Government Official Information and Meetings Act 1987*, resolves that the public is excluded from the following part of the proceedings of the Executive, Audit and Risk Committee Meeting on Monday 28 March 2022 for the following reason/s:

**Item 12 - Public Excluded Minutes – 14 February 2022**

*That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information 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.*

**Item 13- Yarrow Stadium Plus: Project Steering Group Report**

*That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information 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.*

**Item 14 – Port Taranaki Directorships**

*This Item is to be considered in Public Excluded as the public conduct of the whole or the relevant part of the proceedings would be likely to result in the disclosure of information 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.*

**Item 15 – The Living Wage**

*That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information where the withholding of the information is necessary to maintain the effective conduct of public affairs through the free and frank expression of opinions by or between or to members or officers or employees of any local authority, or any persons to whom section 2(5) of the Act applies, in the course of their duty.*  
Joyce/Cloke

There being no further business, the Committee Chairperson, Councillor N W Walker, declared the open meeting of the Executive, Audit and Risk Committee closed at 10.47am.

**Confirmed**

**Executive, Audit &  
Risk Chairperson:** \_\_\_\_\_

**N W Walker**

**9 May 2022**