



AGENDA Ordinary Meeting

Tuesday 15 December 2020, 9.30am

Pukeiti Lodge

2290 Carrington Road, New Plymouth

Ordinary Meeting

Venue: Pukeiti Lodge, 2290 Carrington Road, New Plymouth

15 December 2020 09:30 AM

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Purpose of Local Government

The reports contained in this agenda address the requirements of the Local Government Act 2002 in relation to decision making. Unless otherwise stated, the recommended option outlined in each report meets the purpose of local government and:

- Promote the social, economic, environmental and cultural well-being of communities in the present and for the future.
- Would not alter significantly the intended level of service provision for any significant activity undertaken by or on behalf of the Council, or transfer the ownership or control of a strategic asset to or from the Council.

Membership of the Ordinary Committee

Councillor D N MacLeod (<i>Chairperson</i>)	Councillor M P Joyce (<i>Deputy Chairperson</i>)
Councillor M J Cloke	Councillor M G Davey
Councillor D L Lean	Councillor C L Littlewood
Councillor M J McDonald	Councillor D N McIntyre
Councillor E D Van Der Leden	Councillor N W Walker
Councillor C S Williamson	

Health and Safety

Emergency Procedure

In the event of an emergency, please exit through the emergency door in the committee room by the kitchen.

If you require assistance to exit please see a staff member.

Once you reach the bottom of the stairs make your way to the assembly point at the birdcage.

Staff will guide you to an alternative route if necessary.

Earthquake

If there is an earthquake - drop, cover and hold where possible.

Please remain where you are until further instruction is given.



Date 15 December 2020

Subject: **Confirmation of Minutes - 3 November 2020**

Approved by: M J Nield, Director - Corporate Services
S J Ruru, Chief Executive

Document: 2655241

Recommendations

That the Taranaki Regional Council:

- a) takes as read and confirms 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 Tuesday 3 November 2020 at 10.30am.

Matters arising

Appendices/Attachments

Document 2627626: Minutes Ordinary Meeting - 3 November 2020

1. Deputation – Live Exports from Port Taranaki

- 1.1 Anneka Carlson gave a presentation and presented a petition against live exports from Port Taranaki, Councillors were given opportunities for clarifications and to ask questions.

Resolved

That the Taranaki Regional Council:

- a) receives with thanks the petition against live exports from Port Taranaki.
Lean/Cloke

Members of the public left 10.50am

2. Confirmation of Minutes – 22 September 2020

Resolved

That the Taranaki Regional Council:

- a) takes as read and confirms the minutes and resolutions of the Ordinary meeting of the Taranaki Regional Council held in the Taranaki Regional Council Boardroom, 47 Cloten Road, Stratford on Tuesday 22 September 2020 at 10.30am.
Walker/Van Der Leden

Matters arising

There were no matters arising.

3. Consents and Regulatory Committee Minutes – 13 October 2020

Resolved

That the Taranaki Regional Council:

- a) receives the 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 13 October 2020 at 9.30am
b) adopts the recommendations therein.
Williamson/MacLeod

Matters arising

There were no matters arising.

4. Policy and Planning Committee Minutes – 13 October 2020

Resolved

That the Taranaki Regional Council:

- a) receives the 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 Tuesday 13 October 2020 at 10.30am.
- b) adopts the recommendations therein.
Littlewood/Walker

Matters arising

- It was clarified that conflicts of interest is being included as part of the representative member inductions. Clarity and advice can be provided to Councillors if required.

5. Executive, Audit and Risk Committee Minutes – 19 October 2020

Resolved

That the Taranaki Regional Council:

- a) receives the minutes of the Executive, Audit and Risk Committee of the Taranaki Regional Council held in the Taranaki Regional Council chambers, 47 Cloten Road, Stratford on Monday 19 October 2020 at 10am
- b) adopts the recommendations therein.
Walker/McDonald

Matters arising

- It was noted that with the Public Transport Plan hearing and the Asset Management Plans the meeting was long with a large agenda.
- There were a number of themes with the Public Transport Plan hearing including increasing the frequencies of buses on routes, keeping the fare cost as low as possible, and alternative fuel transport options.

6. November and December 2020 Meeting Dates

- 6.1 The November and December 2020 meeting dates were included for members.

7. Hearing on the Proposed River Control and Flood Protection Bylaws for Taranaki

- 7.1 Mr D R Harrison, Director – Operations, spoke to the memorandum introducing the submissions on the *Proposed River Control and Flood Protection Bylaws for Taranaki* (the 'Proposed Bylaws') seeking members consideration of the submissions, including recommended changes, and the adoption of the Proposed Bylaws.
- 7.2 It was noted that NPDC have agreed to withdraw their submission on the basis that late changes to the officers report and officer recommendations to Council, as

identified by Mr D R Harrison, Director - Operations, to amend the definition of "authority" to include reference to a "global authority" and to include a new clause (15.1a) to identify the possibility of applying for a global authority, were adopted by Council.

Resolved

That the Taranaki Regional Council:

- a) receives this memorandum entitled *Hearing on the Proposed River Control and Flood Protection Bylaws for Taranaki*
- b) notes that three submissions on the Proposed Bylaws were received
- c) receives the officers report entitled *Officers report: Proposed River Control and Flood Protection Bylaws for Taranaki* and the revised track-changed version of the proposed bylaws entitled *Proposed River Control and Flood Protection Bylaws for Taranaki [REVISED]*
- d) approves and adopts the *Proposed River Control and Flood Protection Bylaws for Taranaki [REVISED]*.

Joyce/McDonald

8. Appointment of Deputy Harbourmaster and Issuing of a Warrant

- 8.1 The memorandum is to appoint a deputy harbourmaster to replace Captain Matt Birdsall, at Port Taranaki Ltd was considered.

Resolved

That the Taranaki Regional Council:

- a) receives the memorandum on the appointment of a deputy harbourmaster and the issue of a warrant
- b) appoints Captain Mark Travis Charters as a Deputy Harbourmaster under section 33D of the *Maritime Transport Act 1994* and section 174 of the *Local Government Act 2002*, and approves the warrant powers described in the memorandum.

Lean/Walker

9. External Committee Appointee's Remuneration

- 9.1 Mr M J Nield, Director – Corporate Services, spoke to the memorandum reviewing the approach to and the level of remuneration for external appointees to Council committees.
- 9.2 It was clarified that mileage will continue to be charged out at the government rate.

Resolved

That the Taranaki Regional Council:

- a) receives the memorandum on external committee appointees' remuneration

- b) confirms the payment of meeting allowances to external appointees to committees where the appointees are not fully remunerated by the organisation they represent
- c) confirms the payment of travel expenses in accordance with the Council's adopted *Policy on Taranaki Regional Council Elected Members' Allowances and recovery of expenses: for the Electoral Tenure commencing 12 October 2019* to all external appointees to committees
- d) adopts external appointees' remuneration as meeting allowances and a retainer
- e) sets the level of remuneration for external appointees to committees where the appointees are not fully remunerated by the organisation they represent at:
 - \$5,000 retainer
 - The meeting allowance rate remains at \$80/hr
 - Five hours prep time for meetings.

Lean/Joyce

10. Participation in Regional Economic Development, Tourism Promotion and Event Attraction/Promotion Activities

- 10.1 Mr M J Nield, Director – Corporate Services, spoke to the memorandum to initiate a discussion on the involvement of the Council in regional economic development, tourism promotion and event attraction/promotion activities ahead of the inclusion of any changes in the draft *2021/2031 Long-Term Plan*.

Resolved

That the Taranaki Regional Council:

- a) receives the memorandum on participation in regional economic development, tourism promotion and event attraction/promotion activities
- b) provides guidance to the Chief Executive on the approach, if any, to be taken in the *2021/2031 Long-Term Plan*.

MacLeod/Joyce

11. 2021 Meeting Schedule

- 11.1 The memorandum attached is to receive and adopt the 2021 Taranaki Regional Council meeting schedule.
- 11.2 It was noted that the Ordinary meetings on Tuesday 23 February and Tuesday 29 June be changed to a 1.00pm start.

Resolved

That the Taranaki Regional Council:

- a) receives and adopts the 2021 meeting schedule.

MacLeod/Littlewood

12. General Business

12.1 Environmental Awards

- A thank you was extended to staff for organising on another great event to acknowledge those in the community doing great things for the environment.
- It was noted that the event was being used to publicise the stories in the wider community.

12.2 Councillor Tours

- It was noted that Councillors have not had a tour around the province in a while.

12.3 Staff training

- There have been a few instances of complaints to Councillors around the attitude of TRC staff when on farms. It was clarified that these issues must be brought to the attention of the relevant Director to deal with.

13. 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 Ordinary Meeting on Tuesday 3 November 2020 for the following reason/s:

Item 14 - Public Excluded Ordinary Minutes – 22 September 2020

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 15 - Public Excluded Executive, Audit and Risk Committee Minutes – 19 October 2020

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.

MacLeod/Joyce

There being no further business, Chairman D N MacLeod, declared the Public Ordinary Meeting of the Taranaki Regional Council closed at 11.51am.

Confirmed

Chairperson: _____

D N MacLeod
15 December 2020



Date: 15 December 2020

Subject: **Consents and Regulatory Committee Minutes - 24 November 2020**

Approved by: G K Bedford, Director - Environment Quality
S J Ruru, Chief Executive

Document: 2655270

Recommendations

That the Taranaki Regional Council:

- a) receives the 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 24 November 2020 at 9.30am
- b) adopts the recommendations therein.

Matters arising

Appendices/Attachments

Document 2645947: Minutes Consents and Regulatory Committee - 24 November 2020



Date 24 November 2020, 9.30am
Venue: Taranaki Regional Council chambers, 47 Cloten Road, Stratford
Document: 2645947

Members	Councillors	D L Lean C S Williamson M J Cloke M Davey C L Littlewood D H McIntyre M J McDonald E D Van Der Leden M P Joyce	Committee Chairperson Committee Deputy Chairperson ex officio (zoom)
Representative Members	Mr Mr Ms	M Ritai K Holswich E Bailey	Iwi Representative Iwi Representative Iwi Representative
Attending	Councillors Messrs Ms Messrs Ms Miss	N W Walker M J McDonald P Moeahu C Young B Bigham L Tester S Ruru M J Nield G K Bedford A D McLay C McLellan B Pope P Ledingham V McKay L Davidson	 Iwi representative STDC Representative Iwi Representative (zoom) Iwi Representative Chief Executive Director - Corporate Services Director - Environment Quality Director - Resource Management Consents Manager Compliance Manager Communications Adviser Science Manager - Chemistry Committee Administrator

Opening Karakia The meeting opened with a group karakia.

Apologies Apologies were received from Councillor D N MacLeod and Mr M Ritai - Iwi representative, Phil Muir - Federated Farmers representative, Grant Boyde – SDC representative and Stacey Hitchcock – NPDC representative.

Lean/Williamson

Notification of Late Items There were no late items.

1. Confirmation of Minutes – 13 October 2020

Resolves

That the Consents and Regulatory Committee of the Taranaki Regional Council:

- a) takes as read and confirms the 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 13 October 2020 at 9.30am
- b) notes that the recommendations therein were adopted by the Taranaki Regional Council on Tuesday 3 November.

Williamson/Cloke

Matters arising

There were no matters arising.

2. Te Rūnanga o Ngāti Mutunga Mauri Compass Assessment of the Urenui and Mimitangiatua Rivers

- 2.1 Mr A D McLay, Director – Resource Management, spoke to the memorandum presenting for the Members information a cultural monitoring project report, produced by Te Rūnanga o Ngāti Mutunga, entitled *Te Rūnanga o Ngāti Mutunga Mauri Compass Assessment of the Urenui River and the Mimitangiatua River*.
- 2.2 A presentation was given on the project by Anne-Marie McKay, Marlene Benson and Ian Ruru. The project which was funded by Te Wai Maori Te Ohu Kaimoana Trust.
- 2.3 In response to comments criticising the Council’s past engagement with iwi, it was noted the Taranaki Regional Council worked positively with Ngati Mutunga and was considering how to work with Ngati Mutunga and other iwi to potentially use this approach in the future.
- 2.4 It was noted that the Mana Whakahono a Rohe agreement meeting has been pushed back to January due to the facilitator (Tina Porou) being unavailable.
- 2.5 Mr K Holswich moved a motion to include an amendment to the recommendations to congratulate and thank everyone for the positive work on this project.

Recommended

That the Taranaki Regional Council:

- a) receives the memorandum and the Te Rūnanga o Ngāti Mutunga Mauri Compass Assessment of the Urenui River and the Mimitangiatua River 2020 report
- b) notes the report provides an insight into the application of cultural health indicators and mātauranga Māori combined with western science indicators
- c) notes that report assists the Council in understanding Te Mana o Te Wai, mātauranga Māori, and the importance of mahinga kai which are given new prominence and priority under the NPS-FM 2020
- d) notes consultation with iwi in the region on the provisions of the NPS-FM 2020 will be undertaken
- e) congratulates Te Rūnanga o Ngāti Mutunga and everyone involved in the project.
Holswich/McIntyre

Ian Ruru, Anne-Marie McKay and Marlene Benson and some members of the public left at 10.15am.

3. Resource Consents Issued Under Delegated Authority and Applications in Progress

- 3.1 Mr C McLellan, Consents Manager, spoke to the memorandum advising the Committee of consents granted, consents under application and of consent processing actions since the last meeting.
- 3.2 Ms E Bailey moved a motion to:
 - Do away with non-statutory 'interested parties' process and under Te Mana o Te Wai notify hapū and iwi of all applications and let them decide if they are 'affected parties'
 - Restrict resource consent applications for new activities and renewals to no more than five (5) years
 - Require consent applicants to provide resource to affected parties to prepare information such as cultural impact assessments
 - Where iwi or hapū oppose applications or require conditions, delegated authority for the CE to approve applications should be withdrawn.

The motion was withdrawn on the basis that a report be provided to the next Consents and Regulatory Committee meeting, addressing the clarified motions above.

- 3.3 It was noted that a suitable Mana Whakahono a Rohe Agreement would resolve a lot of these issues.
- 3.4 Iwi representatives felt that the Council should not be hanging everything off the agreement and should be starting these conversations now. It was noted discussions had been held and some interrelated matters not resolved. However, Officers would look at what can be achieved.
- 3.5 Mr K Holswich declared an interest in Greymouth Petroleum Ltd.

Recommended

That the Taranaki Regional Council:

- a) receives the schedule of resource consents granted and other consent processing actions, made under delegated authority.

Lean/Walker

For – 10

Against – 1 (Ms E Bailey)

The meeting was adjourned at 10.34am and reconvened at 10.35am

4. Consent Monitoring Annual Reports

- 4.1 Mr V McKay, Science Manager – Chemistry, spoke to the memorandum advising of the 22 tailored compliance monitoring reports that have been prepared since the last meeting.
- 4.2 Mr D McIntyre declared a pecuniary interest in Trustpower Ltd Motukawa Power Station.

Recommended

That the Taranaki Regional Council:

- a) receives the 20-09 BTW Wellington Landfarm Monitoring Programme Annual Report 2019-2020 and adopts the specific recommendations therein.
- b) receives the 20-15 Trustpower Ltd Motukawa HEP Scheme Monitoring Programme Annual Report 2019-2020 and adopts the specific recommendations therein.
- c) receives the 20-17 Trustpower Ltd Pātea HEP Scheme Monitoring Programme Annual Report 2019-2020 and adopts the specific recommendations therein.
- d) receives the 20-21 Malandra Downs Ltd Monitoring Programme Annual Report 2019-2020 and adopts the specific recommendations therein.
- e) receives the 20-29 Todd Energy Ltd DWI Monitoring Programme Annual Report 2019-2020 and adopts the specific recommendations therein.
- f) receives the 20-30 Greymouth Petroleum DWI Monitoring Programme Annual Report 2019-2020 and adopts the specific recommendations therein.
- g) receives the 20-33 NPDC Eltham Central Landfill Baseline Monitoring Programme Annual Report 2019-2020 and adopts the specific recommendations therein.
- h) receives the 20-41 NPDC Colson Road Landfill Monitoring Programme Annual Report 2019-2020 and adopts the specific recommendations therein.
- i) receives the 20-43 McKechnie Aluminium Monitoring Programme Annual Report 2019-2020 and adopts the specific recommendations therein.
- j) receives the 20-46 WestSide Rimu Production Station Monitoring Programme Annual Report 2019-2020 and adopts the specific recommendations therein.
- k) receives the 20-58 Greymouth Petroleum Ltd Southern Sites Monitoring Programme Annual Report 2019-2020 and adopts the specific recommendations therein.

- l) receives the 20-59 Todd Petroleum Mining Company Ltd Kapuni Production Station Monitoring Programme Annual Report 2019-2020 and adopts the specific recommendations therein.
- m) receives the 20-60 TWN Ltd Partnership Waihapa Production Station Monitoring Programme Annual Report 2019-2020 and adopts the specific recommendations therein.
- n) receives the 20-62 NPDC New Plymouth WWTP Marine Outfall and Sludge Lagoon Monitoring Programme Annual Report 2019-2020 and adopts the specific recommendations therein.
- o) receives the 20-68 Port Area Industrial Catchments (Hongihongi and Herekawe) Monitoring Programme Annual Report 2019-2020 and adopts the specific recommendations therein.
- p) receives the 20-71 OMV Pohokura Production Station Monitoring Programme Annual Report 2019-2020 and adopts the specific recommendations therein.
- q) receives the 20-73 Beach Energy Kupe Production Station Monitoring Programme Annual Report 2019-2020 and adopts the specific recommendations therein.
- r) receives the 20-74 OMV Maui Production Station Monitoring Programme Annual Report 2019-2020 and adopts the specific recommendations therein.
- s) receives the 20-75 Tamarind New Zealand Onshore Ltd Sidewinder Production Station Monitoring Programme Annual Report 2019-2020 and adopts the specific recommendations therein.
- t) receives the 20-79 DH Lepper Trust (Piggery) Monitoring Programme Annual Report 2019-2020 and adopts the specific recommendations therein.
- u) receives the 20-81 Ballance Agri-Nutrients (Kapuni) Ltd Monitoring Programme Annual Report 2019-2020 and adopts the specific recommendations therein.
- v) receives the 20-83 Westtown Haulage Ltd Monitoring Programme Annual Report 2019-2020 and adopts the specific recommendations therein.

Davey/Williamson

5. Incident, Compliance Monitoring Non-compliances and Enforcement Summary 24 September 2020 to 4 November 2020

- 5.1 Mr B Pope, Compliance Manager, spoke to the memorandum allowing the Committee to consider and receive the summary of incidents, compliance monitoring non-compliances and enforcement for the period 24 September 2020 to 4 November 2020 and answered questions arising.
- 5.2 Mr D McIntyre declared an interest in Fonterra.

Recommended

That the Taranaki Regional Council:

- a) receives this memorandum *Incident, Compliance Monitoring Non-compliances and Enforcement Summary 24 September to 4 November 2020*
- b) receives the summary of the incidents, compliance monitoring non-compliances and enforcement for the period from 24 September 2020 to 4 November 2020,

notes the action taken by staff acting under delegated authority and adopts the recommendations therein.

Lean/Littlewood

6. Macroinvertebrate Biomonitoring for Compliance Purposes – A Summary of Results and Trends

- 6.1 Mr G K Bedford, Director – Environment Quality, spoke to the memorandum presenting an overview of the results of the macroinvertebrate ecological surveys conducted for compliance monitoring purposes by the Council.

Recommended

That the Taranaki Regional Council:

- a) receives the memorandum *Macroinvertebrate Biomonitoring for Compliance Purposes- A Summary of Results and Trends*
- b) notes the findings of the associated internal memorandum.

Lean/Littlewood

There being no further business the Committee Chairman, Councillor D L Lean, declared the meeting of the Consents and Regulatory Committee closed at 10.53am.

Confirmed

**Consents and Regulatory
Committee Chairperson:** _____

D L Lean

2 February 2021



Date 15 December 2020

Subject: **Policy and Planning Committee Minutes - 24 November 2020**

Approved by: M J Nield, Director - Corporate Services
S J Ruru, Chief Executive

Document: 2655284

Recommendations

That the Taranaki Regional Council:

- a) receives the 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 24 November at 10.30am
- b) adopts the recommendations therein.

Matters arising

Appendices/Attachments

Document 2646148: Minutes Policy and Planning Committee - 24 November 2020

Apologies Apologies were received from Councillor D N MacLeod and representative members Councillor S Hitchcock - New Plymouth District Council, Councillor G Boyde - Stratford District Council and Mr P Muir - Federated Farmers.

Littlewood/McDonald

Notification of Late items There were no late items.

1. Confirmation of Minutes - 13 October 2020

Resolved

That the Policy and Planning Committee of the Taranaki Regional Council:

- a) takes as read and confirms the 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 Tuesday 13 October at 10.30am
- b) notes the recommendations therein were adopted by the Taranaki Regional Council on Tuesday 3 November 2020.

Williamson/McDonald

Matters arising

There were no matters arising.

2. Te Rūnanga o Ngāti Mutunga Mauri Compass Assessment of the Urenui and Mimitangiatua Rivers

- 2.1 The memorandum is presented for Members information on a cultural monitoring project report, produced by Te Rūnanga o Ngāti Mutunga, entitled *Te Rūnanga o Ngāti Mutunga Mauri Compass Assessment of the Urenui River and the Mimitangiatua River*.
- 2.2 It was noted that the presentation of this item was given earlier during the Consents and Regulatory Committee meeting and members of the Policy and Planning Committee were in attendance.
- 2.3 Following the presentation comments were made that it would be appreciated if Officers could report back a more substantive response. Ngāti Mutunga have made a number of commitments for action and it would be good to know how the Council will respond on the future use of the compass tool and potential partnerships with iwi.

Recommended

That the Taranaki Regional Council:

- a) receives the memorandum and the Te Rūnanga o Ngāti Mutunga Mauri Compass Assessment of the Urenui River and the Mimitangiatua River 2020 report
- b) notes the report provides an insight into the application of cultural health indicators and mātauranga Māori combined with western science indicators
- c) notes that report assists the Council in understanding Te Mana o Te Wai, mātauranga Māori, and the importance of mahinga kai which are given new prominence and priority under the NPS-FM 2020

- d) notes consultation with iwi in the region on the provisions of the NPS-FM 2020 will be undertaken
- e) congratulates Te Rūnanga o Ngāti Mutunga and everyone involved in the project. Williamson/Walker

3. Representation Arrangements - Māori Constituency

- 3.1 Mr S J Ruru, Chief Executive, spoke to the memorandum seeking endorsement of the Local Government NZ position in relation to the removal of the poll provisions applying to the creation of Māori wards/constituencies under the Local Electoral Act 2001.

Recommended

That the Taranaki Regional Council:

- a) receives the report entitled *Representation Arrangements - Māori Constituency*
- b) determines that this decision be recognised as not significant in terms of section 76 of the Local Government Act 2002
- c) determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with section 79 of the Act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.
- d) supports the efforts of Local Government NZ (LGNZ) to amend the provisions in the Local Electoral Act 2001 to remove the poll provisions applying to Māori wards and constituencies
- e) supports the efforts of LGNZ to have provision being made for the Local Government Commission to consider appeals associated with Māori wards and constituencies and for appropriate criteria to enable the consideration of such appeals being inserted into the Local Electoral Act 2001
- f) forwards this resolution to the Taranaki Mayoral Forum for its consideration. Moeahu/Van Der Leden

4. Implementation of Governments Essential Freshwater Programme and the visit by the Chief Freshwater Commissioner

- 4.1 Mr A D McLay, Director – Resource Management, spoke to the memorandum outlining for Members information the development of a draft *Taranaki Regional Council Implementation Plan for Essential Freshwater*.
- 4.2 It was noted that the significant funding implications will be considered as part of the Long Term Plan process.

Recommended

That the Taranaki Regional Council:

- a) receives this memorandum entitled *Implementation of Essential Freshwater and the visit by the Chief Freshwater Commissioner*
- b) notes that Government released the Essential Freshwater package in August 2020 with new planning, monitoring and regulatory requirements that Council must give effect to
- c) notes that the Essential Freshwater package imposes significant new and additional requirements and costs on Council that will be considered as part of the Long-term planning process
- d) notes that staff are developing an Essential Freshwater implementation plan that will be submitted to Council for formal approval once finalised
- e) notes that Peter Skelton, Chief Freshwater Commissioner, will be addressing Councillors, iwi and other representatives on our committees, and the executive team directly after this meeting.

Williamson/Walker

5. Engagement with Iwi and Hapū

- 5.1 Mr G K Bedford, Director – Environment Quality, spoke to the memorandum providing the Committee with a summary and brief examples of engagement between Council staff and iwi and hapū, as requested at the 13 October meeting of this Committee.
- 5.2 Members noted it was great to see the wide range of engagement that is taking place. In future memos, instead of just listing the engagement it would be beneficial to report on whether it had delivered the desired result for Iwi and Hapū.

Recommended

That the Taranaki Regional Council:

- a) receives the memorandum *Engagement with Iwi and Hapū*
- b) notes the contents of the memorandum.

Van Der Leden/McDonald

There being no further business, the Committee Chairperson, Councillor C L Littlewood, declared the meeting of the Policy and Planning Committee closed at 11.22pm. The meeting closed with a Karakia.

Confirmed

**Policy and Planning
Chairperson:** _____

**C L Littlewood
Tuesday 2 February 2021**



Date: 15 December 2020

Subject: **Executive, Audit and Risk Committee Minutes - 7 December 2020**

Approved by: M J Nield, Director - Corporate Services
S J Ruru, Chief Executive

Document: 2655293

Recommendations

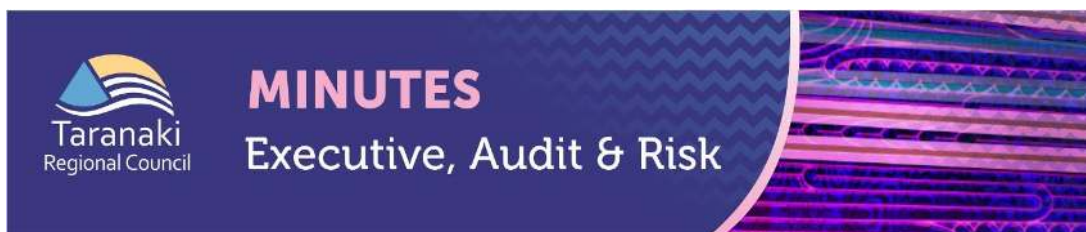
That the Taranaki Regional Council:

- a) receives the minutes of the Executive, Audit and Risk Committee meeting of the Taranaki Regional Council held in the Taranaki Regional Council chambers, 47 Cloten Road, Stratford on Monday 7 December at 10am
- b) adopts the recommendations therein.

Matters arising

Appendices/Attachments

Document 2658894: Minutes Executive, Audit and Risk Committee - 7 December 2020



Date 7 December 2020, 10am
Venue: Taranaki Regional Council chambers, 47 Cloten Road, Stratford
Document: 2658894

Members Councillors N W Walker Committee Chairperson
 M J Cloke
 D L Lean
 C L Littlewood (zoom)
 M J McDonald

Attending Messrs M J Nield Director - Corporate Services
 D Harrison Director - Operations
 C Clarke Transport Manager
 P Ledingham Communications Adviser
 Ms R Johnson Financial Services Manager
 Miss L Davidson Committee Administrator

Apologies An apology was received from Councillors D N MacLeod and M P Joyce and an apology for lateness from Mr B Roberston who will be joining for the Yarrow Stadium item.
 McDonald/Cloke

Notification of Late Items There were no late items.

1. Confirmation of Minutes - 19 October 2020

Resolves

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

- a) takes as read and confirms the minutes of the Executive, Audit and Risk Committee of the Taranaki Regional Council held in the Taranaki Regional Council chambers, 47 Cloten Road, Stratford on Monday 19 October 2020 at 10am
- b) notes the recommendations therein were adopted by the Taranaki Regional Council on Tuesday 3 November 2020.

Lean/McDonald

Matters arising

There were no matters arising.

2. Financial and Operational Report

- 2.1 Mr M J Nield, Director – Corporate Services, spoke to the memorandum to update members on the financial and operational performance and answered questions arising.

Recommended

That the Taranaki Regional Council:

- a) receives the memorandum Financial and Operational Report and the September and October 2020 financial reports
- b) notes the Regional Integrated Ticketing System Update
- c) notes the digital media update
- d) notes the health and safety report for October 2020
- e) approves the three common seals:
 - 2020/08 - Navigation Safety Bylaws for Port Taranaki and its Approaches
 - 2020/09 – River Control & Flood Protection Bylaws for Taranaki
 - 2020/10 - Deputy Harbour Master Warrant under the Local Government Act 2002 and the Maritime Transport Act 1994 - Mark Travis Charters.

Cloke/McDonald

3. Quarterly Operational Report – September 2020

- 3.1 Mr M J Nield, Director – Corporate Services, spoke to the memorandum receiving and considering the Quarterly Operational Report (QOR) for the quarter ended 30 September 2020 and answered questions arising.

Recommended

That the Taranaki Regional Council:

- a) receives and adopts the Quarterly Operational Report for the quarter ended 30 September 2020.

Walker/Lean

4. Public Transport Operational Update for the Quarter Ending 30 September 2020

- 5.1 Mr C Clarke, Transport Manager, spoke to the memorandum providing members with an operational report on public transport services for the quarter ending 30 September 2020.
- 5.3 It was noted that Mr C Clarke has resigned from his position as Transport Manager after 13 years. His contribution to the growth and success of public transport was recognised.

Recommended

That the Taranaki Regional Council:

- a) receives and notes the operational report of the public transport services for the quarter ending 30 September 2020
 - b) thanks Mr C Clarke for his services to Public Transport over the last 13 years.
- Cloke/Lean

5. Local Government Funding Agency - 30 June 2020 Compliance Certificate

- 5.1 Mr M J Nield, Director – Corporate Services, spoke to the memorandum receiving and considering the 30 June 2020 Compliance Certificate to the Local Government Funding Agency (LGFA) and answered questions arising.

Recommended

That the Taranaki Regional Council:

- a) receives the Compliance Certificate to the LGFA as at 30 June 2020
 - b) notes the content of the Compliance Certificate.
- Lean/Cloke

6. Trustees Executors Limited - Debenture Trust Deed Reporting

- 6.1 Mr M J Nield, Director – Corporate Services, spoke to the memorandum receiving and considering the Reporting Certificate and the Limited Independent Assurance Report in respect of the Trustees Executors Limited Debenture Trust Deed for the year ended 30 June 2020 and answered questions arising.

Recommended

That the Taranaki Regional Council:

- a) receives the Reporting Certificate and the Limited Independent Assurance Report in respect of the Trustees Executors Limited Debenture Trust Deed for the year ended 30 June 2020
 - b) notes the content of the Reporting Certificate and Limited Independent Assurance Report.
- Walker/Lean

7. Public Excluded

In accordance with section 48(1) of the *Local Government 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 7 December 2020 for the following reasons:

Item 8 – Public Excluded Minutes – 19 October 2020

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 9 – 2019/2020 Annual Report and Audit: Report to the Executive, Audit and Risk Committee

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 10 – Yarrow Stadium Update

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.

Cloke/McDonald

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 10.35am.

Confirmed

**Executive, Audit &
Risk Chairperson:** _____

N W Walker

15 February 2021



Date: 15 December 2020

Subject: **Joint Committee Minutes**

Approved by: M J Nield, Director - Corporate Services
S J Ruru, Chief Executive

Document: 2655296

Purpose

1. The purpose of this memorandum is to receive for information the minutes of the Taranaki Solid Waste Management Committee meeting held on Thursday 19 November 2020, the Taranaki Regional Transport Committee meeting held on Wednesday 2 December 2020 and the Taranaki Civil Defence Emergency Management Group Joint Committee meeting held on Thursday 3 December 2020.

Executive summary

2. The Taranaki Solid Waste Management Committee, Taranaki Civil Defence Emergency Management Group Joint Committee and the Regional Transport Committee are Joint Committees between the Taranaki Regional Council and the three district councils of Taranaki.
3. The Local Government Act (Schedule 7, clause 30(8)) states that a joint committee is deemed to be both a committee of the local authority and a committee of the other local authority or public body.
4. Each council will therefore be given the minutes of the joint committee meetings for their receipt and information.

Recommendations

That the Taranaki Regional Council:

- a) receives the unconfirmed minutes of the Taranaki Solid Waste Management Committee meeting held on Thursday 19 November 2020
- b) receives the unconfirmed minutes of the Taranaki Regional Transport Committee meeting held on Wednesday 2 December 2020
- c) receives the unconfirmed minutes of the Taranaki Civil Defence Emergency Management Group Joint Committee meeting held on Thursday 3 December 2020.

Appendices/Attachments

Document 2643059: Minutes Taranaki Solid Waste Joint Committee - 19 November 2020

Document 2653732: Minutes Taranaki Regional Transport Committee - 2 December 2020

Document 2654969: Minutes Taranaki Civil Defence Group Joint Committee - 3 December 2020



Date: 19 November 2020, 10.30am
Venue: Taranaki Regional Council, 47 Cloten Road, Stratford
Document: 2643059

Present	Councillors	N W Walker B Roach A Jamieson	Taranaki Regional Council (Chairman) South Taranaki District Council Stratford District Council
Attending	Councillor	D McIntyre Mr G Bedford Mrs H Gerrard Miss L Davidson Ms L Jones Ms J Dearden Mr M Oien Mr H Denton Ms R Martin	Taranaki Regional Council Taranaki Regional Council Taranaki Regional Council Taranaki Regional Council Taranaki Regional Council New Plymouth District Council Stratford District Council South Taranaki District Council South Taranaki District Council

Apologies Apologies were received from Victoria Araba (SDC), Louise Campbell (SDC), David Langford (NPDC) and Kimberley Hope (NPDC).
Jamieson/Roach

Notification of Late Items There were no late items.

1. Confirmation of Minutes - 20 August 2020

Resolved

That the Taranaki Solid Waste Joint Committee of the Taranaki Regional Council:

- a) takes as read and confirms the minutes and resolutions of the Taranaki Solid Waste Management Committee meeting held at the Taranaki Regional Council, 47 Cloten Road, Stratford on Thursday 20 August at 10.30am
- b) notes that the unconfirmed minutes of the Taranaki Solid Waste Management Committee held at the Taranaki Regional Council on Thursday 20 August 2020 at 10.30am, have been circulated to the New Plymouth District Council, Stratford District Council and the South Taranaki District Council for their receipt and information.

Jamieson/Walker

Matters arising

Plastics in road surfacing trial – No update to provide. Ms J Dearden will request an update from Ms K Hope.

2. Regional Waste Minimisation Officer's Activity Report

- 2.1 Ms J Dearden, New Plymouth District Council, spoke to the memorandum informing Committee members of significant activities undertaken by the Regional Waste Minimisation Officer, in collaboration with the district council officers of New Plymouth District Council, Stratford District Council and South Taranaki District Council.
- 2.2 Ag-Recovery workshops have been scheduled for May 2021. Fonterra have indicated that they could assist with advertising via a letter drop from their tankers or advertising in their newsletter.
- 2.3 It was noted that farmers won't all book so the programme needs to have a contingency plan in place for people who will just turn up and don't turn them away.
- 2.3 There has been a reduction in recycling this year. This is due to the smaller range of plastics being accepted by the plant. The response to publicity over the change has been positive and the Zero Waste Taranaki website has been getting a lot more traffic as Councils have been pushing it out through advertising.
- 2.4 Menstrual workshops have been well received. Jess attended the New Plymouth workshops and noted the number of parents, teachers and students that took an interest. Everyone was appreciative of the education and product knowledge they received. Jess wants to look at expanding on this to work with charities to be able to provide products.

Recommended

That the Taranaki Solid Waste Committee:

- a) receives the memorandum and notes the activities of the Regional Waste Minimisation Officer.

Roach/Walker

3. Waste Management and Minimisation Plan Regional Annual KPI Summary

- 3.1 Ms J Dearden, New Plymouth District Council, spoke to the memorandum providing a summary of NPDC, SDC and STDC's progress towards the five-year targets outlined in the Waste Management and Minimisation Plans. The district council officers spoke to their own sections of the KPI Summary.

Recommended

That the Taranaki Solid Waste Committee of the Taranaki Regional Council:

- a) receives the memorandum and notes the progress towards meeting selected KPIs for the councils' Waste Management and Minimisation Plans.

Roach/Jamieson

4. Submission on Reducing the Impact of Plastic on our environment

- 4.1 Ms J Dearden, New Plymouth District Council, spoke to the memorandum presenting for Members information, a draft submission on The Ministry for the Environment's (MfE's) proposal to reduce the impact of plastic on our environment. The submission has been compiled by the RWMO in line with WasteMINZ Territorial Authority Officers Forum views and panel discussions.
- 4.2 If Committee members had any specifics they would like changed in the submission, they were invited to get in touch with Jessica Dearden and she would be able to go over changes. A final submission will be emailed out to the Committee.

Recommended

That the Taranaki Solid Waste Joint Committee of the Taranaki Regional Council:

- a) receives the memorandum entitled Ministry for the Environment consultation (MfE) – submission on reducing the impact of plastic on our environment.
- b) receives the draft submission entitled *Submission on reducing the impact of plastic on our environment*
- c) approves the draft submission.

Walker/Jamieson

5. General Business

- 5.1 It was noted that there has been a lack of attendance from NPDC for the last two meetings. If the representative is unable to attend then their alternate should be sent.

There being no further business, Committee Chairperson, Councillor N W Walker declared the meeting of the Taranaki Solid Waste Management Committee closed at 11.32am.

Confirmed

Chairperson _____

N W Walker

25 February 2021



Date 2 December 2020, 11am
Venue: Taranaki Regional Council, 47 Cloten Road, Stratford
Document: 2653732

Present	Councillors	M McDonald	Taranaki Regional Council (Chairperson)
		T Cloke	Taranaki Regional Council
	Mayors	N Volzke	Stratford District Council
		P Nixon	South Taranaki District Council
	Ms	E Speight	Waka Kotahi NZ Transport Agency
Attending	Messrs	M Nield	Taranaki Regional Council
		C Clarke	Taranaki Regional Council
	Ms	F Ritson	Taranaki Regional Council
	Miss	L Davidson	Taranaki Regional Council
	Messrs	R I'Anson	Waka Kotahi NZ Transport Agency
		S Bowden	Stratford District Council
		V Lim	South Taranaki District Council
		P Ledingham	Taranaki Regional Council
		R Arber	National Road Carriers Assoc.
	Ms	C Symes	South Taranaki District Council
	Ms	K Smith	New Plymouth District Council
	Councillor	C Littlewood	Taranaki Trails Trust
	Senior Sgt	R O'Keefe	NZ Police
Inspector	A Gurney	NZ Police	

One member of the media, Mr Mike Watson, Taranaki Daily News.

Apologies Apologies were received from Councillors H Duynhoven and C Johnston from New Plymouth District Council.
 McDonald/Cloke

Notification of Late Items There were no late items.

1. Confirmation of Minutes - 17 June 2020

Resolved

That the Taranaki Regional Transport Committee:

- a) takes as read and confirms the minutes and resolutions of the Regional Transport Committee meeting of the Taranaki Regional Council held in the Taranaki Regional Council chambers, 47 Cloten Road, Stratford on Wednesday 9 September 2020 at 11am
- b) notes that the unconfirmed minutes of the Regional Transport Committee meeting held at the Taranaki Regional Council chambers, 47 Cloten Road, Stratford on Wednesday 9 September 2020 at 11am were circulated to the New Plymouth District Council, Stratford District Council and the South Taranaki District Council for their receipt and information.

Nixon/Cloke

Matters arising

There were no matters arising.

2. Minutes of the Regional Transport Advisory Group

Resolved

That the Taranaki Regional Transport Committee:

- a) receives the unconfirmed minutes of the Taranaki Regional Transport Advisory Group Meeting held on Wednesday 21 October 2020.

Volzke/Speight

Matters arising

- 2.1 Taranaki Trails Trust Presentation - It was clarified that land on the railway corridor between Kaponga and Ōpuanke is now a combination of KiwiRail land and privately owned land and using this rail corridor and accessing the land will be an issue.

4. State Highway 3 Working Party Minutes

Resolved

That the Taranaki Regional Transport Committee:

- a) receives the unconfirmed minutes of the State Highway 3 Working Party meeting held on 10 September 2020 via audio-visual link (zoom).

Speight/McDonald

Matters arising

- 3.1 Ahititi Stock Truck Effluent Facility – Waka Kotahi are currently working on design, have been speaking with the Taranaki Regional Council regarding decommissioning the ponds.

4. RLTP Annual Monitoring Report for 2019/20

- 4.1 Mr M J Nield, Taranaki Regional Council, spoke to the memorandum updating Members on delays in the preparation of the *Regional Land Transport Plan for Taranaki 2015/16-2020/21: Annual Monitoring Report for 2019/20*.

Recommended

That the Taranaki Regional Council:

- a) receives the memorandum, *RLTP Annual Monitoring Report for 2019/20*
- b) notes that the *Regional Land Transport Plan for Taranaki 2015/16-2020/21: Annual Monitoring Report for 2019/20* will now be brought to the first meeting of the Regional Transport Committee in 2021.

Cloke/Nixon

5. Developing the Regional Land Transport Plan 2021

- 5.1 Mr M J Nield, Taranaki Regional Council, spoke to the memorandum to:
- update the Committee on development of the *Regional Land Transport Plan 2021* including challenges and the planned way forward
 - advise of the release of the final *Government Policy Statement on Land Transport 2021* and Ministry of Transport portfolio changes following the General Election
 - provide the *Waka Kotahi Investment Proposal 2021-31* for which feedback is being sought.
- 5.2 Ms E Speight, Waka Kotahi NZ Transport Agency, provided clarification on the timeframes and delays. Conversations have been had with RTAG members regarding support that can be provided to assist with TIO.
- 5.3 It was suggested that an invitation be extended for a delegate to meet with the new Minister. Ms E Speight was happy to assist with connections and a strategy for meeting with the Minister.
- 5.4 It was clarified that with the delays we will still be able to meet the deadline of 30 June 2021 for the RLTP it will be very tight but is achievable.
- 5.5 The absence of NPDC was noted and will ensure they have an NPDC representative for the workshops and the March meeting as decisions need to be made.

Recommended

That the Taranaki Regional Council:

- a) receives the Memorandum, *Developing the Regional Land Transport Plan 2021* and notes the challenges that have resulted in delays in drafting sections of the Plan

- b) receives and notes for information purposes the update provided on the release of the final *Government Policy Statement on Land Transport 2021*
- c) receives and notes for information purposes the update provided on Ministry of Transport portfolio changes
- d) receives and notes the release of the *Waka Kotahi Investment Proposal 2021-31* including the regional summary for Taranaki
- e) notes that a workshop with the Committee will be scheduled for mid-February 2021 to work through aspects of the draft RLTP in detail prior to the Committee's 3 March 2021 meeting receiving the full draft to approve for public consultation.

Cloke/Nixon

6. Waka Kotahi New Zealand Transport Agency Update

- 6.1 Ms E Speight, Waka Kotahi NZ Transport Agency, provided an update on the Waka Kotahi NZ Transport Agency's activities nationally and regionally and answered questions arising.
- 6.2 The High Court has dismissed the appeal against the Mt Messenger bypass. Now awaiting the Environment Court decision which will have a number of further conditions on the project and possible appeal on those conditions.
- 6.3 Movements in regards to the purchase of land can not be made until a decision from the Environment Court has been confirmed.
- 6.4 Credit was given to the Waka Kotahi NZ Transport Agency team who are working on the Mt Messenger project. They have continued to be persistent in getting good information and have pushed through to get the project up and running. It was suggested this be communicated appropriately with the team.
- 6.5 Mayor P Nixon, South Taranaki District Council, expressed his gratitude regarding the Innovating Streets programme. South Taranaki have two towns on State Highway 3, Eltham and Waverley, which are lucky enough to be benefiting from the programme to assist with traffic and pedestrians.
- 6.6 It was requested that Waka Kotahi NZ Transport Agency ensure clear communications are shared with the public about where repairs on the highway are at there is a lot of frustration. Communications have started and people are encouraged to use the 0800 4 HIGHWAYS number to report faults on the network.
- 6.7 Mr R I Anson, Waka Kotahi NZ Transport Agency, provided an update on upcoming repair works for the Taranaki network.

Recommended

That the Taranaki Regional Council:

- a) receives with thanks the presentation provided by waka Kotahi New Zealand Transport Agency.

McDonald/Cloke

7. Development of Active Modes (walking and Cycling)

- 7.1 Ms K Smith, New Plymouth District Council, provided a presentation updating on active modes in the New Plymouth District.
- 7.2 Mr S Bowden, Stratford District Council, provided a presentation updating on active modes in the Stratford District.
- 7.3 Mrs C Symes, South Taranaki District Council, provided a presentation updating on active modes in the South Taranaki District.
- 7.4 Ms C Littlewood, Taranaki Trails Trust, provided an update on activities undertaken by the Taranaki Trails Trust and a draft map was provided for discussion purposes.
- 7.5 It was noted that the proposed tracks and trails shown on the map are very high-level indications for strategic planning purposes only. There have been no conversations with land owners and iwi.

Recommended

That the Taranaki Regional Council:

- a) receives with thanks the update provided by the New Plymouth District Council on walking and cycling activities in their district
- b) receives with thanks the update provided by the Stratford District Council on walking and cycling activities in their district
- c) receives with thanks the update provided by the South Taranaki District Council on walking and cycling activities in their district
- d) receives with thanks the verbal update provided by the Taranaki Trails Trust on their activities
- e) receives and notes the draft Taranaki Trails Vision Map presented at the meeting for discussion.

McDonald/Cloke

8. Updates from Approved Organisations

- 8.1 The updates were attached to the agenda for members.

Recommended

That the Taranaki Regional Council:

- a) receives the update provided by the New Plymouth District Council on its transport activities
- b) receives the update provided by the Stratford District Council on its transport activities
- c) receives the update provided by the New Plymouth District Council on its transport activities.

Cloke/Nixon

9. Public Transport Operational Update for the quarter ending 30 September 2020

- 9.1 Mr C Clarke, Taranaki Regional Council, spoke to the memorandum providing members with an operational report on public transport services for the quarter ending 30 September 2020.

Recommended

That the Taranaki Regional Council:

- a) receives and notes the operational report of the public transport services for the quarter ending 30 September 2020.

Cloke/Speight

10. Correspondence and Information Items

- 10.1 Mr M J Nield, Taranaki Regional Council, spoke to the memorandum updating the Committee on correspondence and information items since their last meeting and to:

- Seek formal endorsement of the regional submission on the *Proposed Approach to Speed Management – Land Transport Rule: Setting of Speed Limits*; and
- Update the Committee on correspondence and information items on changes sought to speed limits, state highway maintenance and KiwiRail activities and seek guidance on responses where appropriate.

Recommended

That the Taranaki Regional Council:

- a) adopt the submission on the *Proposed Approach to Speed Management – Land Transport Rule: Setting of Speed Limits*
- b) receives and notes for information purposes the correspondence from Waka Kotahi NZ Transport Agency regarding the confirmed speed limit changes for State Highway 3 Waitara to Bell Block
- c) receives and notes for information purposes the correspondence to and from Waka Kotahi NZ Transport Agency regarding concerns about the level of maintenance on state highways throughout the region
- d) receives and notes the update that efforts to connect with KiwiRail continue but are yet to translate into improved engagement.

McDonald/Volzke

11. General Business

- 11.1 Mr M J Nield, gave acknowledgement to the work of Mr C Clarke, Taranaki Regional Council, who has resigned from his position as Transport Manager after 13 years. Chris has put a lot of effort in to the public transport for the region and the Regional Transport Committee meetings.

- 11.2 NZ Police provided a brief update on activities around the Police network.

11.3 Meeting times for the Regional Transport Committee meetings will be 10.30am starts for 2021.

There being no further business the Committee Chairperson, Councillor M J McDonald, declared the Regional Transport Committee meeting closed at 1.12pm.

Confirmed

**Taranaki Regional Transport
Committee Chairperson:** _____

M J McDonald

Wednesday 3 March 2021



Committee: Taranaki Emergency Management Group Joint Committee

Date: 3 December 2020, 10.30am

Venue: Taranaki Regional Council, 47 Cloten Road, Stratford

Document: 2654969

Present	Councillor Mayors	M Cloke P Nixon N Volzke N Holdom	Taranaki Regional Council (<i>Chairman</i>) South Taranaki District Council Stratford District Council New Plymouth District Council
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Attending	Messrs	S Ruru G Bedford S Hanne C Stevenson C Campbell-Smart	Taranaki Regional Council Taranaki Regional Council Stratford District Council New Plymouth District Council Taranaki Emergency Management
	Ms	M Meads	National Emergency Management Agency
	Miss	L Davidson	Taranaki Regional Council
	One member of the media, Mr M Watson, Taranaki Daily News.		

Apologies There were no apologies.

Notification of Group Recovery Role moving forward.

Late Items

1. Confirmation of Minutes

Resolved

That the Taranaki Civil Defence Emergency Management Group Joint Committee:

- a) takes as read and confirms the minutes and resolutions of the Taranaki Civil Defence Emergency Management Group Joint Committee meeting held Taranaki Regional Council, 47 Cloten Road, Stratford on Thursday 10 September 2020 at 10.30am
- b) notes that the unconfirmed minutes of the Taranaki Civil Defence Emergency Management Group Joint Committee meeting held on Thursday 10 September 2020 were circulated to the New Plymouth District Council, Stratford District Council and the South Taranaki District Council for their receipt and information.

Volzke/Nixon

Matters arising

There were no matters arising.

2. Taranaki Civil Defence Emergency Management Co-ordinating Executive Group Minutes – 26 November 2020

Resolved

That the Taranaki Civil Defence Emergency Management Group Joint Committee:

- a) receives the unconfirmed minutes of the Taranaki Civil Defence Emergency Management Co-ordinating Executive Group meeting held in the Taranaki Regional Council chambers, 47 Cloten road, Stratford on Thursday 26 November 2020 at 9am
- b) adopts the recommendations therein or as amended and passed at this Joint Committee meeting
Cloke/Volzke

Matters arising

There were no matters arising.

3. Advisory Group Minutes

Resolved

That the Taranaki Civil Defence Emergency Management Group Joint Committee:

- a) receives the unconfirmed minutes of the meeting of the Rural Advisory Group (WCG) held on 21 September 2020
- b) receives the unconfirmed minutes of the meeting of the Welfare Coordination Group (WCG) held on 7 October 2020
- c) receives the unconfirmed minutes of the meeting of the Lifelines Advisory Group (LAG) held on 14 October 2020
- d) receives the unconfirmed minutes of the meeting of the Readiness & Response Advisory Group (RARAG) held on 4 November 2020
Cloke/Holdom

Matters arising

Focus on re-targeting the advisory groups post the COVID-19 response. There is a common theme throughout the groups around further training.

4. Quarter One Performance Report 2020/21

- 4.1 Mr C Campbell-Smart, Taranaki Civil Defence Emergency Management, spoke to the memorandum presenting the 2020/21 Quarter One Performance Report for the Taranaki Civil Defence Emergency Management Group and answered questions arising.
- 4.2 It was noted that there needs to be some clear procedures around messaging to communities during events.

Resolved

That the Taranaki Civil Defence Emergency Management Group Joint Committee:

- a) receives memorandum, *Quarter One Performance Report 2020/21 and Appendix 1*
Volzke/Holdom

5. Iwi Representation in CDEM Governance and Oversight

- 5.1 Mr C Campbell-Smart, Taranaki Civil Defence Emergency Management, spoke to the memorandum updating the Taranaki Emergency Management Group Joint Committee with progress towards Group Plan Objective Seven - to review local CDEM governance arrangements regarding the involvement and representation of Māori. Recommendations for improving and formalising Iwi representation and involvement in decision making were presented.
- 5.2 It was clarified that the Taranaki Civil Defence Emergency Management Group Joint Committee can co-opt members on to the Co-ordinating Executive Group Committee with full voting rights; membership of the Joint Committee is governed by the legislation so cannot co-opt anyone on. The Joint Committee meets publicly and anyone can attend.
- 5.3 Mayor P Nixon, South Taranaki District Council, moved the recommendation, noting it is a move in the right direction to have Iwi involved, but expressed that there needs to be clear communications around what their roles on the committees are. He was comfortable with the suggestion of one from each Waka.
- 5.4 Chairman Mr M Cloke, wanted clarification on what benefits having the three representatives would bring to the two committees. Other members felt that having the three iwi representatives at these meetings would help with better alignment between Civil Defence and tangata whenua. It was noted that the Māori community is often most affected in terms of vulnerability especially during health events such as COVID-19.
- 5.5 Chairman, Mr M Cloke, proposed that the representation would be most effective at the Co-ordinating Executive Group Committee level.
- 5.6 Mayor N Holdom, NPDC, seconded the recommendations, as providing better alignment across all governance and leadership levels.
- 5.7 Mr S J Ruru, Taranaki Regional Council, suggested Officers could investigate whether a sub-committee of the Taranaki Civil Defence Joint Committee can be formed to provide 3 Iwi representatives on that sub-committee with full voting rights, and then the Joint Committee could confirm those minutes and decisions. Ms Meads (NEMA) was going to look in to this and see if it is possible through the Act.
- 5.8 Mayor N Volzke, Stratford District Council, supported having Iwi representation on the Co-ordinating Executive Group Committee
- 5.9 Mayors N Volzke and P Nixon, and Councillor M Cloke were not in favour of remunerating the representatives as no other representatives are remunerated by Civil Defence to attend either the Co-ordinating Executive Group or Joint Committee meetings. Each representative attended in the capacity of their role with an organisation.
- 5.10 Mayor N Holdom felt that the Iwi representatives should be remunerated on an attendance basis, as with iwi representatives on other council committees.

Resolved

That the Taranaki Civil Defence Emergency Management Group Joint Committee:

- a) receives the memorandum *Iwi representation in CDEM governance and oversight*
Carried
- b) approves the co-opting of three Iwi representatives (one from each of the "three waka") to the Taranaki CDEM Coordinating Executive Group with voting rights
Carried
- c) invites three Iwi representatives (one from each of the "three waka") to attend the Taranaki CDEM Joint Committee meetings on a regular basis as non-voting participants
Carried
- d) approves the funding of meeting remuneration fees for iwi representatives on both the Joint committee and Coordinating Executive Group
For 1 (Mayor N Holdom) Against 3
Motion lost
- f) submits in support of iwi representatives as voting members of the Joint Committee during the central government legislative processes
Carried
- g) approves the increase to TEMO budget of \$10,000 for meeting remuneration fees as recommended by the Coordinating Executive Group as the meeting of the 26 November 2020
For - 1 (Mayor N Holdom) Against - 3
Motion lost
- h) notes that budget increase will be incorporated into the TEMO LTP budget 2021/2031
Carried
- i) recommends staff investigate the functions and powers of a subcommittee of the Joint Committee.
Carried
Nixon/Holdom

Summary of resolutions:

The decisions made by the Taranaki Civil Defence Emergency Management Committee are:

- a) receives the memorandum *Iwi representation in CDEM governance and oversight*
- b) approves the co-opting of three Iwi representatives (one from each of the "three waka") to the Taranaki CDEM Coordinating Executive Group with voting rights

- c) invites three Iwi representatives (one from each of the "three waka") to attend the Taranaki CDEM Joint Committee meetings on a regular basis as non-voting participants
- d) submits in support of iwi representatives as voting members of the Joint Committee during the central government legislative processes
- e) notes that budget increase will be incorporated into the TEMO LTP budget 2021/2031
- f) recommends staff investigate the functions and powers of a subcommittee of the Joint Committee.
Nixon/Holdom

6. ECC Development Project Update and Contract Award

- 6.1 Mr C Campbell-Smart, Taranaki Civil Defence Emergency Management, spoke to the memorandum updating the Taranaki Emergency Management Group Joint Committee with further project and budget information, and to seek approval to award a contract for the construction works.
- 6.1 Acknowledgement was given to Mayor N Volkze and Mr S Hanne, Stratford District Council, for leading the work on re-visiting the initial contracting process
- 6.2 An amendment to recommendation c was suggested and agreed to by the Committee.

Resolved

That the Taranaki Civil Defence Emergency Management Group Joint Committee:

- a) receives memorandum, *ECC Development Project Update and Contract Award*
- b) notes and endorses the content of the memorandum
- c) approves the awarding of a construction contract to Southcoast Construction Ltd, for the sum of \$568,626.
Clove/Holdom

7. Group Office (TEMO) Long Term Plan budget 2021-2031 and Service Level Improvement options

- 7.1 Mr C Campbell-Smart, spoke to the memorandum presenting the Taranaki Emergency Management Office (TEMO) Long-Term Plan budget options, considering levels of service improvements to address capability risks, and setting out budget options for consultation.
- 7.2 Following discussions noting the significant improvements in regional CDEM delivery that had already been achieved, members were in agreement that a conservative budget was needed. There was overall agreement that option 3 was the best option going forward.

Resolved

That the Taranaki Civil Defence Emergency Management Group Joint Committee:

- a) receives the memorandum Group Office (TEMO) Long Term Plan budget 2021-2031 and service level improvement options

- b) notes and endorses the content of the memorandum
- c) notes the capability gaps, risks and consequences presented in the memorandum
- d) determines the TEMO level of service and LTP budget option for consultation, from the following:
 - I. Option 1 - LTP 'baseline' budget, contained in Appendix A of this report, and accept the capability risk;
 - II. Option 2 - LTP 'baseline' budget, contained in Appendix A of this report, and commit to a reprioritisation of Group Plan objectives, and accept the capability risk;
 - III. Option 3 - LTP 'baseline' budget, contained in Appendix A of this report with an increase of \$125,000 per annum and 1.00 FTE;
 - IV. Option 4 - Adopt the LTP 'baseline' budget, contained in Appendix A of this report with an increase of \$546,750 per annum and 5.00 FTE;
 - V. Option 5 - Adopt the LTP 'baseline' budget, contained in Appendix A of this report with an increase of \$772,575 per annum and 7.50 FTE.
- e) approves the TEMO LTP budget option 3, and any subsequent increase to the level of service, for consultation through respective Council member budget approval processes.

Holdom/Volzke

Against - 1 (Councillor M Cloke)

Motion carried

8. Appointment of Ms Karen Lawson as Group Welfare Manager

- 8.1 Mr C Campbell-Smart, Taranaki Civil Defence Emergency Management, spoke to the memorandum noting the appointment of Ms Karen Lawson as Group Welfare Manager

Resolved

That the Taranaki Emergency Management Group Joint Committee:

- a) receives the Memorandum *Appointment of Ms Karen Lawson as Group Welfare Manager*
- b) endorses the appointment of Ms Karen Lawson, Taranaki Emergency Management Office to role of Taranaki Group Welfare Manager

Holdom/Cloke

9. Verbal NEMA Update

- 9.1 Ms M Meads, National Emergency Management Agency, offered to provide a presentation on changes at national level at the March 2021 meeting if there is interest.
- 9.2 The new Minister for Emergency Management, Kiri Allen, has been appointed.
- 9.3 The current director Sarah Stuart-Black is moving on to a new role, David Coetzee remains as National Controller, and Roger Ball is the acting Director CDEM
- 9.4 COVID Resurgence planning at Central Government is still ongoing.

- 9.5 In 2021 there will be a series of workshops on Strategic Recovery Planning tailored to specific recovery roles. Regionally there will be some half day workshops that will include wider stakeholder groups.

10. General Business

10.1 Recovery Manager Role

Mr K Wright was appointed as the CDEM Recovery Manager, for a fixed period to 31 December 2020. As this is about to lapse, Mr C Campbell-Smart as the Alternate Recovery Manager will automatically fill that position until a new Recovery Manager is appointed. The Committee were comfortable having only one Recovery Manager in this role until the next meeting in the new year. Ms M Meads, National Emergency Management Agency, clarified that only having one appointment to the Recovery Manager role is a risk, however, it still meets the statutory requirements.

Resolved

That the Taranaki Emergency Management Group Joint Committee:

- a) agrees to continue with one Group Recovery Manager until an appointment can be confirmed at the next meeting in March 2021.

Cloke/Nixon

There being no further business the Group Chairperson Tom Cloke thanked attendees and declared the Taranaki Civil Defence Emergency Management Group Joint Committee Meeting closed at 12.32pm.

Confirmed

Chairperson _____

M J Cloke

4 March 2021



Date 15 December 2020

Subject: **Meeting Dates for February 2021**

Approved by: M J Nield, Director - Corporate Services
S J Ruru, Chief Executive

Document: 2655789

Purpose

1. The purpose of this memorandum is to provide notification to Members of the meeting dates for the next round of meetings for February 2021.

Meeting Dates

Consents and Regulatory Committee	Tuesday 2 February 2021	9.30am
Policy and Planning Committee	Tuesday 2 February 2021	10.30am
Executive, Audit and Risk Committee	Monday 15 February 2020	10am
Ordinary	Tuesday 23 February 2021	10.30am



Date 15 December 2020

Subject: **2021/2031 Long-Term Plan and Consultation Document Audit: Audit Engagement Letter**

Approved by: M J Nield, Director - Corporate Services
S J Ruru, Chief Executive

Document: 2660224

Purpose

1. The purpose of this memorandum is to receive and consider the audit engagement letter for the audit of the *2021/2031 Long-Term Plan* and the associated Consultation Document.

Recommendations

That the Taranaki Regional Council:

- a) receives, considers and approves the completion of the audit engagement letter for the audit of the *2021/2031 Long-Term Plan* and the associated Consultation Document.

Background

2. The Council is in the process of preparing and adopting its *2021/2031 Long-Term Plan*. Part of this process is the preparation of a Consultation Document (CD). Both the Plan and CD are audited and have audit reports attached to them.

Discussion

3. Deloitte are undertaking these audits as part of their contracts with the Controller and Auditor-General. The attached engagement letter outlines:
 - the Council's responsibilities to prepare the Plan and the CD
 - the scope of the audit
 - the audit approach
 - the specific areas of audit focus
 - audit logistics
 - professional fees.

4. Management have reviewed the engagement letter and are satisfied with its content. It is recommended that the engagement letter be received and approved. In approving the engagement letter, the Council is authorising the Chairman to sign-off the letter.

Decision-making considerations

5. 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*.

Financial considerations—LTP/Annual Plan

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

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 *Local Government Official Information and Meetings Act 1987*.

Iwi considerations

8. This memorandum and the associated recommendations are consistent with the Council's policy for the development of Māori capacity to contribute to decision-making processes (schedule 10 of the *Local Government Act 2002*) as outlined in the adopted long-term plan and/or annual plan. Similarly, iwi involvement in adopted work programmes has been recognised in the preparation of this memorandum.

Legal considerations

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

Appendices/Attachments

Document 2660185: Audit Engagement Letter: Audit of the Consultation Document and Long-Term Plan for the Period Commencing 1 July 2021.



Deloitte
24 Anzac Parade
Hamilton East
Hamilton 3216

26 December 2020

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STRATFORD 2392

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Hamilton 3240
New Zealand

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Dear Councillors

AUDIT ENGAGEMENT LETTER: AUDIT OF THE CONSULTATION DOCUMENT AND LONG-TERM PLAN FOR THE PERIOD COMMENCING 1 JULY 2021

This audit engagement letter is sent to you on behalf of the Auditor-General, who is the auditor of all “public entities”, including Taranaki Regional Council (the Council), under section 14 of the Public Audit Act 2001. The Auditor-General has appointed me, Melissa Youngson, using the staff and resources of Deloitte Limited, under section 32 and 33 of the Public Audit Act 2001, to carry out the audit of the Council’s consultation document and long-term plan (LTP).

This letter outlines:

- the terms of the audit engagement and the respective responsibilities of the Council and me as the Appointed Auditor;
- the audit scope and objectives;
- the approach taken to complete the audit;
- the areas of audit emphasis;
- the audit logistics; and
- the professional fees.

1. SPECIFIC RESPONSIBILITIES OF THE COUNCIL FOR PREPARING THE CONSULTATION DOCUMENT AND THE LONG-TERM PLAN

Our audit will be carried out on the basis that the Council acknowledges that it has responsibility for preparing the consultation document and LTP, by applying the Council’s own assumptions, in accordance with the Local Government Act 2002 (the Act) (in particular, the requirements of Part 6 and Schedule 10) and in accordance with generally accepted accounting practice in New Zealand. We assume that elected members are familiar with those responsibilities and, where necessary, have obtained advice about them.

For clarity, we note the following statutory responsibilities as set out in the Act:

- section 93 of the Act requires the Council to have an LTP at all times, and Part 1 of Schedule 10 governs the content of the LTP;
- section 111 aligns the financial information with generally accepted accounting practice;
- section 83 (with reference to section 93A) sets out the special consultative procedure that the Council is required to follow to adopt the consultation document and LTP; and
- section 93C(4) requires an auditor’s report on the consultation document, and section 94 requires a separate opinion on the LTP.

Please note that the audit does not relieve the Council of any of its responsibilities.

Other general terms are set out in the relevant sections of this letter and Appendix 1.

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2. OUR AUDIT SCOPE

The Act requires us to provide two separate reports, as follows:

- on the consultation document, a report on:
 - whether the consultation document gives effect to the purpose specified in section 93B; and
 - the quality of the information and assumptions underlying the information in the consultation document.
- on the LTP, a report on:
 - whether the LTP gives effect to the purpose in section 93(6); and
 - the quality of the information and assumptions underlying the forecast information provided in the LTP.

We expect our work to assess the quality of underlying information and assumptions to be a single, continuous process during the entire LTP preparation period.

Our focus for the first limb of each opinion will be to assess whether each document meets its statutory purpose. Given the different purposes of each document, we will assess the answers to different questions for each opinion.

Our focus for the second limb of each opinion will be to obtain evidence about the quality of the information and assumptions underlying the information contained in the consultation document and LTP. How we obtain this information depends on our judgement, including our assessment of the risks of material misstatement of the information and assumptions underlying the information contained in the consultation document and LTP, whether because of fraud or error.

Our audit opinions do not:

- provide a guarantee of absolute accuracy of the information in the relevant document;
- provide a guarantee that the Council has complied with all relevant legal obligations;
- express an opinion on the merits of any policy content; or
- include an opinion on whether the forecasts will be achieved.

3. OUR APPROACH TO THIS AUDIT

3.1. The content of the consultation document

The Act emphasises the discretion of the Council to decide what is appropriate to include in the consultation document and the associated consultation process. In deciding what to include in the consultation document, the Council must have regard to its significance and engagement policy, and the importance of other matters to the district and its communities.

We will need to understand how the Council has approached the task of applying its significance and engagement policy, and how it has considered the importance of other matters in deciding what to include in the consultation document. This will help inform our assessment of whether the consultation document achieves its statutory purpose.

3.2. Adopting and auditing the underlying information

Before adopting the consultation document, section 93G of the Act requires the Council to prepare and adopt the information that:

- is relied on by the content of the consultation document;
- is necessary to enable the Auditor-General to issue an audit report under section 93C(4); and
- provides the basis for the preparation of the LTP.

The information to be prepared and adopted needs to be enough to enable the Council to prepare the consultation document.



We consider that local authorities will need to have thought comprehensively about how best to meet the requirements of the Act. Consistent with the guidance of the Society of Local Government Managers (SOLGM), our view is that core building blocks of an LTP will be needed to support an effective consultation document. This will include, but not be limited to, draft financial and infrastructure strategies and the information that underlies them, including asset management information, assumptions, defined levels of service, funding and financial policies, and a complete set of financial forecasts.

We will work with management to understand the information proposed to be adopted and assess whether it will enable us to issue an audit report under section 93C(4).

In addition, the time frames to consider and adopt the LTP after the consultation process will be tight. From a practical perspective, it will be important that the Council is well advanced with the preparation of the full LTP when it issues the consultation document. Otherwise, you may find it difficult to complete the work and adopt the full LTP before the statutory deadline. The same is true for the audit work. The more audit work that is able to be completed at the first stage of the process, the less pressure there will be on you and the audit team at the end of the process.

3.3. Control environment

The Council is responsible for establishing and maintaining accounting and internal control systems (appropriate to the size of the Council), supported by written policies and procedures, designed to prepare the consultation document and LTP, and to provide reasonable quality information and assumptions underlying the information contained in these documents.

Our approach to the audit will be to identify, confirm, and assess the Council's key processes and controls over the underlying information and the production of both the consultation document and the LTP. The purpose of this assessment is to enable us to plan the most effective and efficient approach to the audit work needed to provide our two audit opinions. Our assessment is not for the purpose of expressing an opinion on the effectiveness of the Council's internal controls.

We will carry out a review of the control environment to help us understand the approach taken to develop the consultation document and LTP, develop expectations of what should be included in the consultation document and LTP, and identify areas of potential audit risk. This will involve discussions with elected representatives and selected staff throughout the Council, review of publicly available information about the Council, updating our knowledge of Council issues developed during recent years, and a review of Council minutes since the last audit review.

Our review of your self-assessment response (see below) and key controls relating to the underlying information and development of the LTP is useful to our initial assessment of audit risk and so the nature and extent of our overall audit work.

3.4. Project management, reporting deadlines, and audit progress

The development of the consultation document and LTP is a significant and complex project, and a comprehensive project plan is required for a successful LTP process. It is also essential that there is commitment throughout the organisation for the project, starting with the elected representatives. The involvement of senior management and elected representatives is important in deciding what to include in the consultation document.

The LTP has complex and inter-related information needs and draws together plans, policies, decisions, and information from throughout the Council and its community. We recognise that the Council will be doing its LTP preparation over an extended period. A more efficient and cost-effective audit can be achieved when audit work and feedback is provided in "real time" or on an "auditing as you go" basis as the underlying information is developed.

Consequently, we will discuss with you and your staff the Council's approach to preparing and completing the LTP. We expect that the Council is approaching its preparation on a project basis and recognise that our audit work should "shadow" that project timetable. The success of this "auditing as you go" approach will depend on the Council's project management of the overall LTP process, which should include time for audit work at appropriate points in the process.



3.5. Self-assessment

To assist our audit planning, we intend to use a self-assessment process to assist with our risk assessment process. The self-assessment requires you to reflect on your most significant issues and risks, governance of the LTP project, and the systems and processes you have in place (particularly to meet the purposes in the Act for the consultation document and the LTP), asset management, performance management and reporting, and financial management.

We have forwarded the self-assessment to you under a separate cover. We ask for your co-operation in completing this assessment for return to us as soon as practicable.

The self-assessment is similar to those used with our audit of previous LTPs. The information provided through the self-assessment will be confirmed with you through discussion after its completion.

4. OUR PARTICULAR AREAS OF AUDIT EMPHASIS

4.1. Impact of the economic downturn caused by Covid-19 on the Council's forecasts

The response to manage Covid-19 has created significant uncertainty for businesses, local and central government organisations, as well as communities and families. The impact to the economy is likely to be negative, and share a number of impacts on Council, including on Council's revenue assumptions and the level of service Council provides in the future. In addition Council will need to consider the impact on their financial and infrastructure strategies, and key underlying assumptions such as valuations and revenue from investments.

We will review Council's approach to considering the impact of Covid-19 and how this has been factored into the underlying policies, strategies and assumptions used to prepare the LTP.

4.2. Financial strategy and infrastructure strategy

The Act requires a local authority to prepare two key strategies as part of the LTP: the financial strategy and the infrastructure strategy.

The purpose of the financial strategy is to:

- facilitate prudent financial management by the local authority by providing a guide for the local authority to consider proposals for funding and expenditure against; and
- provide a context for consultation on the local authority's proposals for funding and expenditure by making transparent the overall effects of those proposals on the local authority's services, rates, debt, and investments

The purpose of the infrastructure strategy is to:

- identify significant infrastructure issues for the local authority during the period covered by the strategy; and
- identify the principal options for managing those issues and the implications of those options.

The Act expects close alignment between the two strategies, and section 101B(5) allows for them to be combined into a single document.

Although the Act clearly sets the minimum requirements for these strategies, it does not define the only things that can be in a strategy. A good strategy should include what is needed to be a good quality strategic planning document. In the case of the infrastructure strategy, the principles of ISO 55000 should be considered, particularly where the Council is seeking to prepare a best practice strategy.



The overall key challenges identified from the previous LTP period included the following:

- Most local authorities spend is on maintaining and renewing assets, in particular roads and water systems. The information about the condition of these assets held by local authorities is limited and councils need to gain better information about the condition of their assets to support better planning. Lack of good information about these assets can limit councils' ability to have effective conversations with their communities about when they need to spend money on replacing or renewing these assets.
- Many local authorities face continued population growth and the demands associated with it but some face population declines in the near future. When an increasing proportion of the population is on a fixed income, local authorities with older populations are likely to face increasing challenges in providing community services, which rely on infrastructure.
- All councils are responding to increasing requirements for levels of service, including as a result of regulatory changes. Councils need to reinvest in their existing infrastructure, often at higher levels than in the past to address historical underinvestment and improve services to meet community expectations. Local authorities need to attempt to strike a careful balance between the need to fund services while maintaining debt levels and rates rises at acceptable and prudent levels.
- LTPs, and the strategies they contain, remain long and complex. Financial and infrastructure strategies are critical components of a council's LTP. Councils should report these strategies concisely and clearly show the current state of their finances and infrastructure, goals, and the trade-offs needed.
- Communities are already feeling the effects of climate change. Addressing these effects could compound the pressure of increasing capital expenditure forecasts. In many respects, councils do not know the extent of the challenges they face in responding to climate change and are forecasting expenditure without a good understanding of the risk.

Our focus when reviewing both strategies is to assess whether the Council has met the purpose outlined in the Act and presented the strategies in a coherent and easily readable manner. Specifically, we will:

- confirm that the two strategies are appropriately aligned;
- understand the effect of the financial forecasts included in the infrastructure strategy on the prudence of the financial strategy; and
- assess the reasonableness of the prepared forecasts by:
 - understanding how the Council has applied the effect of its assumptions (for example, allowing for changing demographics, the implications of the changing climate, the condition and performance of critical assets) and levels of service on expenditure decisions and outlined the implications of these decisions in the strategies;
 - reviewing the Council's relationship between its renewal capital expenditure and depreciation expenditure forecasts; and
 - checking that the infrastructure strategy is appropriately inflated.

The Council's financial modelling is a significant component of the underlying information that supports both the financial strategy and infrastructure strategy. We will place particular emphasis on the integrity and effectiveness of the financial modelling of all local authorities.

An additional role played by these strategies is to facilitate accountability to the community. It is critical that these strategies are presented in such a way that they are engaging and informative, and support the presentation of issues, options, and implications presented in the consultation document.

4.3. Assumptions

The quality of the Council's financial forecasts is significantly affected by whether the assumptions on which they are based are defined and reasonable. The Act recognises this by requiring all local authorities to clearly outline all significant forecasting assumptions and risks underlying the financial estimates in the LTP (Schedule 10, clause 17). *Prospective Financial Statements* (PBE FRS 42) also requires the disclosure of significant assumptions.



We will review the Council's list of significant forecasting assumptions and confirm that they are materially complete. We will also test the application of selected assumptions in the financial forecasts to check they have been reasonably applied. Finally, we will confirm that:

- all significant forecasting assumptions disclose the level of uncertainty associated with the assumption; and
- for all significant forecasting assumptions that involve a high level of uncertainty, the uncertainty and an estimate of the potential effects of the uncertainty on the financial forecasts are appropriately disclosed in the LTP.

We consider that the significant forecasting assumptions are crucial to the underlying information for the consultation document and will complete our review during our audit of the consultation document.

Climate change assumption

We will be paying more attention to the assumptions that the Council has made about climate change and the adequacy of other information and disclosures relating to climate change.

We will review the Council's climate change assumptions to determine whether they are reasonable and supportable. We will assess the quality of the supporting information the Council is using in developing its assumptions and disclosures included in the LTP, the consultation document (if relevant), and the adopted underlying information.

4.4. Quality of asset-related forecasting information

To prepare reasonable quality asset information, the Council needs to have a comprehensive understanding of its critical assets and the cost of adequately maintaining and renewing them. An important consideration is how well the Council understands the condition of its assets and how the assets are performing.

In reviewing the reasonableness of the Council's asset-related forecasting information, we will:

- assess the Council's type asset management planning systems and processes;
- understand what changes the Council proposes to its forecast levels of service;
- understand the Council's assessment of the reliability of the asset-related information;
- consider how accurate recently prepared budgets have been; and
- assess how matters such as affordability have been incorporated into the asset-related forecasts prepared.

Depending on what we identify in completing the above, we may have to complete further detailed testing on the Council's asset-related information.

4.5. Council-specific matters

A key aspect of the LTP process is clearly articulating the strategy and intended direction of the Council to the district. The identification of key focus areas, options, implications and impacts is essential for effective consultation with the community. It is important that the Council does not simply adopt a "business as usual" approach to consultation.

5. OTHER MATTERS

5.1. Our independence

It is essential that the audit team and Deloitte Limited remain both economically and attitudinally independent of the Council (including being independent of management personnel and the Council). This involves being, and appearing to be, free of any interest that might be regarded, whatever its actual effect, as being incompatible with integrity, objectivity, and independence.



5.2. Publication of the consultation document and adopted long-term plan on the Council's website

The Council is responsible for the electronic presentation of the consultation document and LTP on its website. This includes ensuring that there are enough security and controls over information on the website to maintain the integrity of the presented data. Please ensure that your project plan allows time for us to examine the final electronic file version of the respective documents, including our audit report, before their inclusion on the website.

We need to do this to ensure consistency with the paper-based documents that have been subject to audit.

6. AUDIT LOGISTICS

6.1. Audit timing

The key dates in the audit timetable are as follows:

Self-assessment provided to Council	23 November 2020
Self-assessment returned to audit team for consideration	When practicable
Planning (offsite)	23 – 25 November 2020
On-site visit – audit of CD and draft LTP	25 January – 5 February 2021
Proposed consultation document available	Mid January 2021
Audit opinion on consultation document required	Late February 2021
Finalised management report on consultation document engagement	Late February 2021
Proposed LTP for adoption available – updated from consultation	Early May 2021
Review of updated LTP	Early May 2021
Audit opinion on adopted LTP required	Mid May 2021
Finalised management report on LTP engagement	Mid May 2021

Should we encounter any significant problems or delays during the audit, we will inform you immediately.

We have an electronic audit management system. This means that our auditors will complete most of their work on their laptops. Therefore, we would appreciate it if the following could be made available during our audit:

- a suitable workspace for computer use (in keeping with the health and safety requirements discussed in Appendix 1); and
- electronic copies of key documents.

As noted in section 3.4, our audit work needs to be done as you develop your underlying information and prepare your consultation document and LTP, to ensure the timely completion of our audit.

To ensure that we meet agreed deadlines, it is essential that the dates agreed are adhered to.

7. PROFESSIONAL FEES

Our audit fee, covering both the consultation document and the LTP for the period commencing 1 July 2021, is \$81,730 (excluding GST and disbursements), as outlined in Appendix 2.

The proposed fee is based on the following assumptions:

- Information required to conduct the audit is complete and provided in accordance with the agreed timelines. This includes the draft consultation document and the full draft financial strategy, draft infrastructure strategy and key underlying assumptions and information that supports the draft consultation document.
- There will be an appropriate level of assistance from your staff.
- All documentation (consultation document, LTP, and all other underlying documentation) provided will be subject to appropriate levels of quality review before submission for audit.
- The consultation document and LTP will include all relevant disclosures.
- We will review, at most, two drafts of each of the consultation document and LTP during our audit.
- We will also review one printer's proof copy of the consultation document and LTP and one copy of the electronic version of the consultation document and LTP (for publication on your website).



- There are no significant changes in the structure or level of operations of the Council impacting on the audit, such as the establishment of a CCO to deliver core functions or a major restructuring of groups of activities.
- The local authority is preparing forecast financial statements for the “Council parent” only, rather than including consolidated forecast financial statements for the Council and any controlled entities in the adopted LTP.

If the scope and/or amount of work changes significantly (such as a change in direction during the development of the consultation document or between the development of the consultation document and the LTP), we will discuss the issues with you at the time.

If information is not available for the visits as agreed, or the systems and controls the Council use to prepare the underlying information and assumptions cannot be relied on, we will seek to recover all additional costs incurred as a result. We will endeavour to inform you as soon as possible should such a situation arise.

This fee is exclusive of any subsequent amendments the Council might make to the adopted LTP under section 93D.

We wish to interim bill as work progresses. We propose the following billing arrangements:

	\$	
January	20,000	
February	40,000	(Plus disbursements)
May	<u>21,730</u>	
	81,730	

8. PERSONNEL

Our personnel involved in the management of the audit are:

Melissa Youngson	Partner
Mike Hawken	Engagement Quality Control Review Partner
Alecia Wright-Chand	Manager

We have endeavoured to maintain staff continuity as far as possible.

9. AGREEMENT

Please sign and return the attached copy of this letter to indicate that:

- it is in accordance with your understanding of the arrangements for this audit of the consultation document and LTP for the period commencing 1 July 2021; and
- you accept the terms of the engagement set out in this letter that apply specifically to the audit of the consultation document and LTP and supplement the existing audit engagement letter.

If there are any matters requiring further clarification, please do not hesitate to contact me.

Yours sincerely

Melissa Youngson

Partner

Deloitte Limited

On behalf of the Auditor General

cc Steve Ruru Chief Executive
Mike Nield Director – Corporate Services



26 November 2020
Taranaki Regional Council
Page 9

I acknowledge that this letter is in accordance with my understanding of the arrangements of the audit engagement. I also acknowledge the terms of the engagement that apply specifically to the audit of the consultation document and LTP, and that supplement the existing audit engagement letter.

Signed: _____ Date: _____

David MacLeod
Mayor



Appendix 1: *Terms of the engagement that apply specifically to the audit of the consultation document and LTP*

Objectives

The objectives of the audit of the consultation document and LTP are:

- to provide independent opinions on the consultation document (under section 93C(4) of the Act) and on the LTP (under section 94(1) of the Act) about:
 - whether each document gives effect to the relevant statutory purpose; and
 - the quality of the information and assumptions underlying the information included in each document; and
- to report on matters relevant to the Council's planning systems that come to our attention.

Our audit involves performing procedures that examine, on a test basis, evidence supporting assumptions, amounts, and other disclosures in the consultation document and LTP, and evaluating the overall adequacy of the presentation of information.

We also review other information associated with the consultation document and LTP to identify whether there are material inconsistencies with the audited consultation document and LTP.

Provision of a management report to the Council

At a minimum, we will report to the Council at the conclusion of the engagement. The management report communicates matters that come to our attention during the engagement and that we think are relevant to the Council. For example, we will report:

- any weaknesses in the Council's systems; and
- uncorrected misstatements noted during the audit.

Please note that the Auditor-General may refer to matters that are identified in the audit of consultation documents and LTPs in a report to Parliament if it is in the public interest, in keeping with section 20 of the Public Audit Act 2001.

Materiality

Consistent with the annual audit, the audit engagement for the consultation document and LTP adheres to the principles and concepts of materiality during the 10-year period of the LTP and beyond (where relevant).

Materiality is one of the main factors affecting our judgement on the areas to be tested and the nature and extent of our tests and procedures performed during the audit. In planning and performing the audit, we aim to obtain assurance that the consultation document and LTP, and the information and assumptions underlying the information contained in these documents, do not have material misstatements caused by either fraud or error.

Material misstatements are differences or omissions of amounts and disclosures that, in our judgement, are likely to influence a reader's overall understanding of the consultation document and LTP.

Consequently, if we find material misstatements that are not corrected, we will refer to them in the audit opinion. Our preference is for any material misstatement to be corrected, avoiding the need to refer to misstatements in our opinion.

The standards applied when conducting the audit of the consultation document and adopted long-term plan

Our audit is carried out in accordance with International Standard on Assurance Engagements (New Zealand) 3000 (Revised): *Assurance Engagements Other Than Audits or Reviews of Historical Financial Information*. In meeting the requirements of this standard, we took into account particular elements of the Auditor-General's Auditing Standards and International Standard on Assurance Engagements 3400: *The Examination of Prospective Financial Information* that were consistent with those requirements.



Responsibilities

General responsibilities

The general responsibilities of the Council for preparing and completing the consultation document and LTP are consistent with those for the annual report, as set out in the existing audit engagement letter – but noting that the consultation document and LTP include forecast information.

These responsibilities include those set out in Appendix 1 of that audit engagement letter as detailed below:

- Appendix 1: Respective specific responsibilities of the Council and the Appointed Auditor:
 - responsibilities for compliance with laws and regulations; and
 - responsibilities to establish and maintain appropriate standards of conduct and personal integrity.

Specific responsibilities

The Council is responsible for:

- maintaining accounting and other records that:
 - correctly record and explain the forecast transactions of the Council;
 - enable the Council to monitor the resources, activities, and entities under its control;
 - enable the Council's forecast financial position to be determined with reasonable accuracy at any time; and
 - enable the Council to prepare forecast financial statements and performance information that comply with legislation; and
- providing us with:
 - access to all information and assumptions relevant to preparing the consultation document and LTP, such as records, documentation, and other matters;
 - additional information that we may request from the Council for the purpose of the audit;
 - unrestricted access to Council members and employees that we consider necessary; and
 - written confirmation of representations made to us in connection with the audit.

Health and safety of audit staff

The Auditor-General and Deloitte Limited take seriously their responsibility to provide a safe working environment for audit staff. Under the Health and Safety at Work Act 2015, we need to make arrangements with you to keep our audit staff safe while they are working at your premises.

We expect you to provide a safe work environment for our audit staff. This includes providing adequate lighting and ventilation, suitable desks and chairs, and safety equipment, where required. We also expect you to provide them with all information or training necessary to protect them from any risks they may be exposed to at your premises. This includes advising them of emergency evacuation procedures and how to report any health and safety issues.



Appendix 2: Team mix and hours for the audit of the consultation document and LTP for the 10-year period commencing on 1 July 2021

	Total hours
Appointed Auditor	35
Engagement Quality Review Director	10
Audit Manager	80
Other CA staff	150
Staff not yet CA qualified	180
Total	455



FEE CALCULATIONS

	\$
Net fee	81,730
OAG overhead contribution*	NIL
Total fee (including overhead contribution)	81,730
GST	12,260
Audit fee for the LTP for the period commencing 1 July 2021	93,990

* No OAG overhead is charged in relation to the audit of the LTP.

We will charge disbursements, including travel, on an actual and reasonable basis.

Ordinary Meeting 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 Ordinary Meeting on Tuesday 15 December 2020 for the following reason/s:

Item 9 - Public Excluded Ordinary Minutes - 3 November 2020

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 - Public Excluded Executive, Audit and Risk Minutes - 7 December 2020

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.