

Taranaki Regional Council
Local Governance Statement
2013—2016

2013/2016 Local Governance Statement
February 2014
Document 1284804

Table of Contents

1.	Purpose	1
2.	Functions, responsibilities, and activities	1
3.	Local legislation.....	2
4.	Bylaws	2
5.	Electoral system.....	2
6.	Representation arrangements.....	3
7.	Members' roles and conduct	5
8.	Governance structures, processes, membership, and delegations	6
9.	Meeting processes.....	9
10.	Consultation policies.....	10
11.	Policies for liaising with, and memoranda or agreements with, Maori.....	11
12.	Management structure.....	13
13.	Equal employment opportunities policy.....	14
14.	Key approved planning and policy documents	14
15.	Systems for public access to it and its elected members	17
16.	Official information requests	18
17.	Adoption	19

1. Purpose

The *Taranaki Regional Council Local Governance Statement* helps support the purpose of local government by providing information about:

- the processes through which the Council engages with its community
- how it makes decisions
- how citizens can influence those processes.

The *Local Governance Statement* is prepared pursuant to section 40 of the *Local Government Act 2002*.

2. Functions, responsibilities, and activities

The purpose of the Taranaki Regional Council (the Council) is to enable democratic local decision making to meet the current and future needs of the Taranaki community for good-quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses. The Council has the following functions, responsibilities and activities:

Group of activities	Activities within each group of activities
<i>Resource management</i>	Resource management planning Consent processing and administration Compliance monitoring programmes Pollution incidents and response State of the environment monitoring Resource investigations and projects Waste minimisation Sustainable land management plans and plant supply programme Biodiversity Enhancement grants
<i>Biosecurity</i>	Biosecurity planning Pest animal management Pest plant management
<i>Transport</i>	Regional land transport planning Passenger transport Harbour management
<i>Hazard management</i>	Civil defence emergency management Flood management and general river control River control schemes
<i>Recreation, culture and heritage</i>	Regional gardens Puke Ariki Yarrow Stadium
<i>Regional representation, advocacy and investment management</i>	Investment management Public information Advocacy and response Governance

These functions, responsibilities and activities derive from the following pieces of legislation:

- *Local Government Act 2002*
- *Local Government Act 1974*
- *Local Electoral Act 2001*
- *Local Government Official Information and Meetings Act 1987*
- *Local Government (Rating) Act 2002*
- *Local Government Borrowing Act 2011*
- *Resource Management Act 1991*
- *Biosecurity Act 1993*
- *Civil Defence Emergency Management Act 2002*
- *Soil Conservation and Rivers Control Act 1941*
- *Land Drainage Act 1908*
- *Land Transport Management Act 2003*
- *Port Companies Act 1988.*

3. Local legislation

In addition to the legislation that applies to all local authorities, the Council is also bound by one piece of local legislation. This Act is the *Taranaki Regional Council Empowering Act 2001*, which provides the Council the power to undertake, implement, encourage, or maintain, any services, works, projects, or facilities that are for the recreation or cultural well-being of the residents and ratepayers of the Taranaki Region; or for preserving, or encouraging the reasonable enjoyment of, the physical and cultural heritage of the Taranaki region.

4. Bylaws

The Council has established one set of bylaws. These bylaws are the *Taranaki Regional Council Navigation Bylaws for Port Taranaki and its Approaches 2009*. These bylaws come into force on 1 December 2009. The bylaws are made for the purpose of regulating navigation and safety in Port Taranaki and its approaches and are to be read in conjunction with *Maritime Rules, Part 91 Navigation Safety Rules* prepared by Maritime New Zealand and *Maritime Rules, Part 22 Collision Prevention*.

5. Electoral system

The Council operates its elections under the first past the post electoral system. This form of voting is used in parliamentary elections to elect Members of Parliament to constituency seats. Electors vote by indicating their preferred candidate(s), and the candidate(s) that receives the most votes is declared the winner regardless of the proportion of votes that candidate(s) obtained.

The other option permitted under the *Local Electoral Act 2001* is the single transferable vote system (STV). This system is used in district health board elections. Electors rank candidates in order of preference. The number of votes required for a candidate to be elected (called the quota) depends on the number of positions to be filled and the number of valid votes. The necessary number of candidates to fill all vacancies is achieved first by the counting of first preferences then by a transfer of a proportion of votes received by any candidate where the number of votes for that candidate is in excess of the quota, and then by the exclusion of the

lowest polling candidates and the transfer of these votes in accordance with voters' second preferences.

Under the *Local Electoral Act 2001* the Council can resolve to change the electoral system to be used at the next two elections or conduct a binding poll on the question, or electors can demand a binding poll. A poll can be initiated by at least 5 per cent of electors signing a petition demanding that a poll be held. Once changed, an electoral system must be used for at least the next two triennial general elections, i.e. the Council cannot change the electoral system for one election and then change back for the next election.

The Council's last review of electoral systems was in 2013. No change was made to Council's electoral system for the 2013 elections. Accordingly, either the Council could resolve in 2015 to change the system for the 2016 elections or to conduct a poll, or electors could demand a poll.

6. Representation arrangements

The *Local Electoral Act 2001* determines the following:

- every governing body of a regional council is to consist of not fewer than 6 members nor more than 14 members
- a region must be divided into constituencies for electoral purposes
- the members of a regional council must be elected by the electors of each constituency of the region
- the members of a regional council may not be elected partly by the electors of the region and partly by the electors of each constituency of the region
- each constituency must elect at least 1 member of the regional council
- the members of the regional council representing the respective constituencies of the region must be elected by the electors of those constituencies respectively.

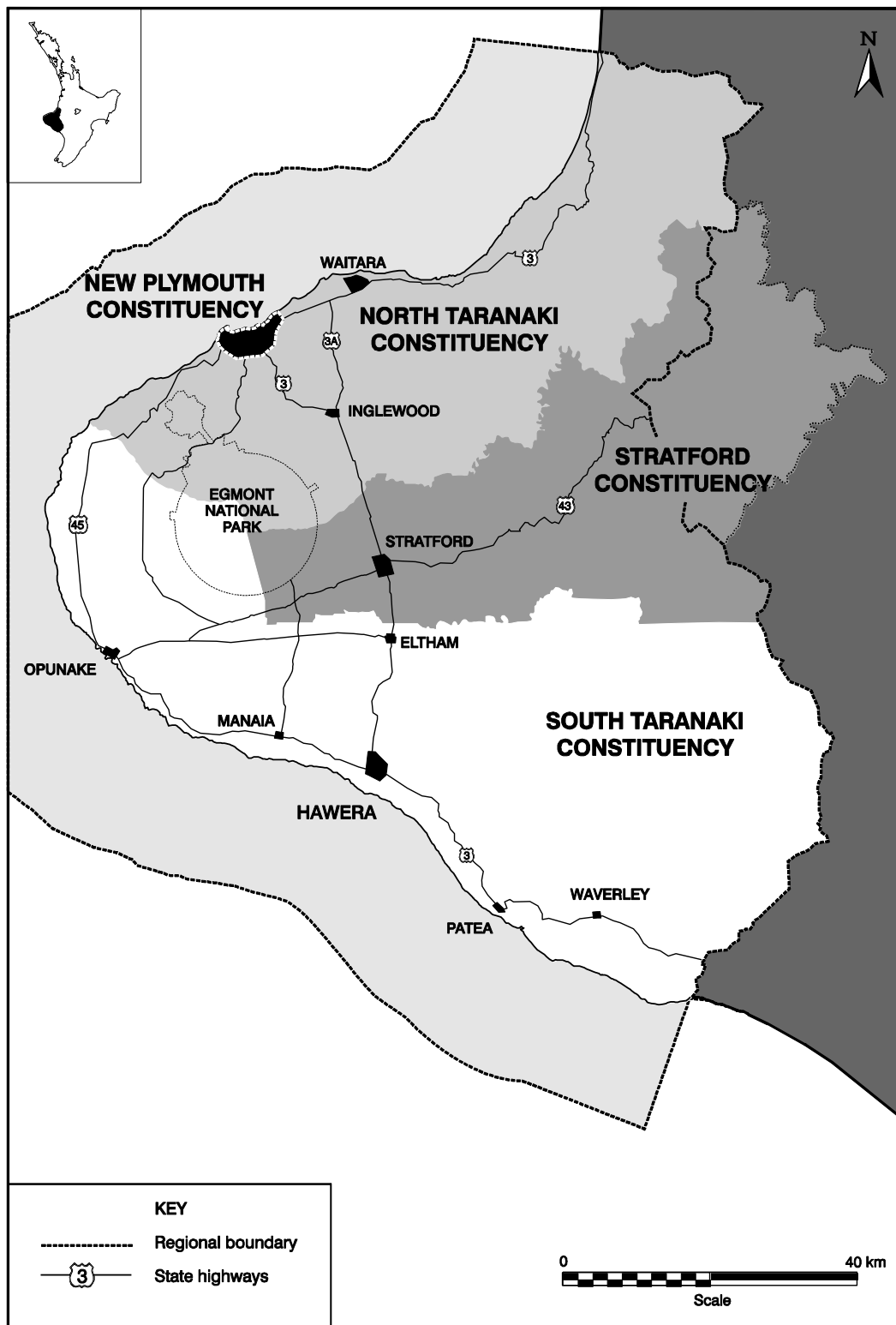
The Taranaki Regional Council consists of 4 constituencies, namely:

- New Plymouth – five members elected from the urban part of the New Plymouth district
- North Taranaki – two members elected from the rural area of New Plymouth district
- Stratford – one member elected from the Stratford district
- South Taranaki – three members elected from the South Taranaki district.

The *Local Electoral Act 2001* also gives the Council the ability to establish separate constituencies for Maori electors. The Council may resolve to create separate Maori constituencies or conduct a poll on the matter, or the community may demand a poll. The demand for a poll can be initiated by a petition signed by 5 per cent of electors within the region.

The Council is required to review its representation arrangements at least once every six years. This review must include the following:

- the proposed number of constituencies
- the proposed name and the proposed boundaries of each constituency
- the number of members proposed to be elected by the electors of each constituency.



The Council must follow the procedure set out in the *Local Electoral Act 2001* when conducting this review, and should also follow guidelines published by the Local Government Commission. The *Act* gives you the right to make a written submission to the Council, and the right to be heard if you wish.

You also have the right to appeal any decisions on the above to the Local Government Commission which will make a binding decision on the appeal. Further details on the matters that the Council must consider in reviewing its membership and basis of election can be found in the *Local Electoral Act 2001*.

7. Members' roles and conduct

The Chairperson and Members of the Council have the following roles:

- setting the policy direction of the Council
- monitoring the performance of the Council
- representing the interests of the region (on election all members must make a declaration that they will perform their duties faithfully and impartially, and according to their best skill and judgment in the best interests of the region)
- employing the Chief Executive (under the *Local Government Act* the local authority employs the Chief Executive, who in turn employs all other staff on its behalf).

The Chairperson is elected by the members of the Council at the first meeting. In addition to this the Chairperson has the following roles as a:

- presiding member at Council meetings. The Chairperson is responsible for ensuring the orderly conduct of business during meetings (as determined in standing orders)
- advocate on behalf of the community. This role may involve promoting the community and representing its interests. Such advocacy will be most effective where it is carried out with the knowledge and support of the Council
- ceremonial head of the Council
- provider of leadership and feedback to other elected members on teamwork and chairmanship of Committees.

The Deputy Chairperson is elected by the members of the Council at the first meeting of the Council. The Deputy Chairperson exercises the same roles as other elected members. In addition, if the Chairperson is absent or incapacitated, or if the office of Chairperson is vacant, then the Deputy Chairperson must perform all of the responsibilities and duties, and may exercise the powers of the Chairperson (as summarised above).

The Chairperson or Deputy Chairperson may be removed from office by resolution of the Council at a meeting of the Council held in accordance with clause 18 of Schedule 7 of the *Local Government Act 2002*.

The Council may create one or more committees of Council. A committee chairperson is responsible for presiding over meetings of the committee and ensuring that the committee acts within the powers delegated by the Council. A committee chairperson may be removed from office by resolution of Council.

The Chief Executive is appointed by the Council in accordance with section 42 and clauses 33 and 34 of Schedule 7 of the *Local Government Act 2002*. The Chief Executive implements and manages the Council's policies and objectives within the budgetary constraints established by the Council. Under section 42 of the *Local Government Act 2002*, the responsibilities of the Chief Executive are:

- implementing the decisions of the Council
- providing advice to the Council and community boards
- ensuring that all responsibilities, duties and powers delegated to the Chief Executive or to any person employed by the Chief Executive, or imposed or conferred by any Act, regulation or bylaw are properly performed or exercised
- managing the activities of the Council effective and efficiently
- maintaining systems to enable effective planning and accurate reporting of the financial and service performance of the Council
- providing leadership for the staff of the Council
- employing staff (including negotiation of the terms of employment for the staff).

Elected members have specific obligations as to their conduct in the following legislation:

- schedule 7 of the *Local Government Act 2002*, which includes obligations to act as a good employer in respect of the Chief Executive and to abide by the current code of conduct and standing orders
- the *Local Authorities (Members' Interests) Act 1968* which regulates the conduct of elected members in situations where there is, or could be, a conflict of interest between their duties as an elected member and their financial interests (either direct or indirect)
- the *Secret Commissions Act 1910*, which prohibits elected members from accepting gifts or rewards which could be seen to sway them to perform their duties in a particular way
- the *Crimes Act 1961* regarding the acceptance of gifts for acting in a certain way and the use of official information for private profit.

All elected members are required to adhere to a code of conduct. Adopting such a code is a requirement of the *Local Government Act 2002*. Once adopted such a code may only be amended by a 75 per cent, or more, vote of the Council. The code sets out the Council's understanding and expectations of how the Chairperson and Members will relate to one another, to staff, to the media and to the general public in the course of their duties. It also covers disclosure of information that is received by or is in the possession of elected members, and contains details of the sanctions that the Council may impose if an individual breaches the code.

8. Governance structures, processes, membership, and delegations

The Council reviews its Committee structures after each triennial election.



At the last review the Council established the following standing committees:

Committee	Members	Terms of reference and delegations
Executive Committee	Councillor D L Lean (Committee Chairperson) Councillor M J Cloke Councillor M P Joyce Councillor R F H Maxwell Councillor N W Walker	<p>This committee handles all of the administrative and financial matters relating to the Council's operations and works programme. Because these matters relate to all aspects of the Council, the membership is aimed to reflect the different aspects of the Council's committee structure. Meets every six weeks.</p> <p>Responsibilities Financial and expenditure. Capital expenditure. Works proposals and expenditure. Corporate services and personnel matters. Port Taranaki Ltd matters. General contractual and other matters.</p> <p>Powers Recommendations to Council. Power to act in emergencies.</p> <p>Membership Five Regional Councillors plus one ex-officio No external appointments.</p>
Consents and Regulatory Committee	Councillor M J Cloke (Committee Chairperson) Councillor M P Joyce (Committee Deputy Chairperson) Councillor M G Davey Councillor P D Horton Councillor M A Irving Councillor R F H Maxwell Councillor N W Walker	<p>This committee attends to all matters in relation to resource consents, compliance monitoring and pollution incidents. Meets every six weeks.</p> <p>Responsibilities Consider and make decisions on resource use consent applications pursuant to the <i>Resource Management Act 1991</i>.</p> <p>Ensure adequate compliance monitoring of resource use consents and make decisions on enforcement actions in the event of non-compliance, pursuant to the <i>Resource Management Act 1991</i>.</p> <p>Consider and make decisions on monitoring and enforcement matters associated with plant and animal pest management.</p>

Committee	Members	Terms of reference and delegations
		<p>Other matters related to the above responsibilities.</p> <p>Powers Delegated authority to make decisions on consent applications. Recommendations to Council.</p> <p>Membership Seven Regional Councillors plus two ex-officio. No external appointments.</p>
Policy and Planning Committee	<p>Councillor N W Walker (Committee Chairperson) Councillor P D Horton (Committee Deputy Chairperson) Councillor M A Irving Councillor B R Jeffares Councillor M P Joyce Councillor C S Williamson</p>	<p>This committee attends to all matters of policy developed either in-house or by third parties. Meets every six weeks.</p> <p>Responsibilities Prepare and review regional policy statements, plans and strategies and convene as a Hearing Committee as and when required for the hearing of submissions</p> <p>Monitor plan and policy implementation.</p> <p>Develop biosecurity policy.</p> <p>Advocate, as appropriate, for the Taranaki region.</p> <p>Other policy initiatives.</p> <p>Endorse submissions prepared in response to the policy initiatives of other organisations.</p> <p>Powers Recommendations to Council.</p> <p>Membership Six appointed Councillors plus two ex-officio. One appointment from each Taranaki based district council (3). One person appointed to represent Federated Farmers.</p>
Regional Transport Committee – as defined by the Land Transport Management Amendment Act 2008	<p>Councillor R F H Maxwell (Committee Chairperson) Councillor C S Williamson (Deputy Committee Chairperson)</p>	<p>Meets three to four times a year as work loads require.</p> <p>Responsibilities As defined in the <i>Land Transport Management Act 2003</i> to prepare a regional land transport strategy for the region, a regional land transport programme for the region and to provide the Council with any advice and assistance they may request in relation to its transport responsibilities.</p> <p>All other matters related to the above responsibilities and other transport related issues.</p> <p>Powers Recommendations to Council.</p> <p>Membership Two appointed Councillors. One appointment from each Taranaki based district council (3). One appointment from the New Zealand Transport Agency.</p>

Committee	Members	Terms of reference and delegations
Taranaki Civil Defence Emergency Management Group	Councillor B R Jeffares Councillor D N MacLeod (alternate)	Established as a joint committee of the Taranaki Regional Council, New Plymouth District Council, Stratford District Council and South Taranaki District Council. Responsible for managing civil defence emergency management at the local level across the areas of reduction, readiness, response and recovery. The Council is the administering authority for the Taranaki Civil Defence Emergency Management Group. The functions of the Taranaki Civil Defence Emergency Management Group include the coordination of civil defence emergency management planning, programmes and activities across the region, carrying out risk management, planning for emergency management by developing, implementing, monitoring and reviewing a civil defence emergency management group plan, and delivering emergency management.
Taranaki Solid Waste Management Committee (Joint Committee)	Councillor N W Walker Councillor D L Lean (alternate)	Established as a joint committee of the Taranaki Regional Council, New Plymouth District Council, Stratford District Council and South Taranaki District Council. Its purpose is to provide a forum to consider and implement waste management issues of significance to the Taranaki region, and, in particular, to collaborate in delivery of functions arising from the <i>Waste Minimisation Act 2008</i> . The Council is the administering authority for the Taranaki Solid Waste Management Committee.
Yarrow Stadium Joint Committee	Councillor P D Horton Councillor M P Joyce	Established as a joint committee of the Taranaki Regional Council and the New Plymouth District Council. Its purpose is to prepare draft asset management plans and budgets for Yarrow Stadium. The New Plymouth District Council is the administering authority for the Yarrow Stadium Joint Committee.

9. Meeting processes

The legal requirements for Council meetings are set down in the *Local Government Act 2002* and the *Local Government Official Information and Meetings Act 1987* (LGOIMA).

All Council and committee meetings must be open to the public unless there is reason to consider some item 'in committee'. Although meetings are open to the public, members of the public do not have speaking rights unless prior arrangements are made with Council. The LGOIMA contains a list of the circumstances where councils may consider items with the public excluded. (These circumstances generally relate to protection of personal privacy, professionally privileged or commercially sensitive information, and the maintenance of public health, safety and order). The council agenda is a public document, although parts may be withheld if the above circumstances apply.

The Chairperson or committee chairperson is responsible for maintaining order at meetings and may, at his or her discretion, order the removal of any member of the public for

disorderly conduct, or remove any member of council who does not comply with standing orders.

Minutes of meetings must be kept as evidence of the proceedings of the meeting. These must be made publicly available, subject to the provisions of the LGOIMA.

For an ordinary meeting of the Council, at least 14 days notice of the time and place of the meeting must be given. Extraordinary meetings generally can be called on 3 working days notice.

During meetings the Chairperson and Councillors must follow standing orders (a set of procedures for conducting meetings). The Council may suspend standing orders by a vote of 75 per cent of the members present. A copy of the code of conduct and standing orders can be obtained from the Council

10. Consultation policies

The *Local Government Act 2002* sets out certain consultation principles and a procedure that local authorities must follow when making certain decisions. This procedure, the special consultative procedure, is regarded as a minimum process.

The Council can and does consult outside of the special consultative procedure. When it is adopting its long-term plan, annual plan, regional plans or other statutory documents, it will hold formal meetings with community groups and other interested parties. At these meetings the Council will seek views on the matters the Council considers important and identify issues of concern to the community.

The special consultative procedure consists of the following steps:

- **Step one:** Preparation of a statement of proposal and a summary. The Council must prepare a description of the proposed decision or course of action. The statement must be available for distribution throughout the community and must be available for inspection at the Council offices and may be made available elsewhere. The Council also has to prepare a full and fair summary of the proposal which must be distributed as widely as the Council considers reasonably practicable. That statement must be included on an agenda for a Council meeting.
- **Step two:** Public notice. The Council must publish a notice in one or more daily newspapers, or in other newspapers of equivalent circulation, of the proposal and of the consultation being undertaken.
- **Step three:** Receive submissions. The Council must acknowledge all written submissions and offer submitters a reasonable opportunity to make an oral submission. The Council must allow at least one month (from the date of the notice) for submissions.
- **Step 4:** Deliberate in public. All meetings where the Council deliberates on the proposal or hears submissions must be open to the public (unless there is some reason to exclude the public under the LGOIMA). All submissions must be made available unless there is reason to withhold them under LGOIMA.
- **Step 5:** Follow up. A copy of the decision and a summary of the reasons must be provided to submitters. There is no prescribed format for such a summary.

By law, the Council must follow the special consultative procedure before it:

- adopts a long-term plan (LTP) or an annual plan
- amends an LTP
- adopts, revokes, reviews or amends a bylaw.

The Council may be required to use the special consultative procedure under other legislation, and it may use this procedure in other circumstances if it is appropriate to do so.

11. Policies for liaising with, and memoranda or agreements with, Maori

As part of the *Regional Policy Statement for Taranaki*, the Council and Maori have developed a *Declaration of Understanding* regarding the Treaty of Waitangi, and a *Code of Conduct*. The *Declaration of Understanding* establishes and records a basis of mutual understanding about the relationship between the devolved kawanatanga responsibilities of the Council and the rangatiratanga rights of iwi in Taranaki.

The *Code of Conduct* is an expression of the Council's commitment to take into account the principles of the Treaty of Waitangi in the exercise of its resource management functions. Under the *Code of Conduct*, the Council, within the limits of the legislation, endeavours to:

- actively protect the manataiao and taonga of Maori by identifying and protecting in a manner appropriate to the values of Maori, those natural and physical resources of significance to Maori
- recognise and respect the cultural and spiritual values of Maori by ensuring that the use, development and protection of the region's natural and physical resources are undertaken in a manner that protects and enhances the relationship of Maori with the environment
- actively promote and develop greater partnership between the Council and Maori in the management of natural and physical resources
- promote active participation in the management process by enhancing the role of Maori in the preparation, implementation and review of resource management policies and plans
- protect the role and importance of Maori as Kaitiaki and the ability of iwi to develop their resources in accordance with their own customs and values.

Both the *Declaration of Understanding* and *Code of Conduct* have guided the Council in its relationships with Maori.

The Council has a policy of notifying and consulting with individual iwi and hapu on all policies and plans prepared under the *Resource Management Act 1991* together with any site specific resource consent application or resource consent compliance monitoring programmes.

In relation to Council policies, plans or strategies or other issues of mutual interest, the Council may:

- consult directly with Maori
- provide reports, discussion documents and other information
- provide technical and administrative support
- invite written or verbal submissions

- contract with iwi or hapu to supply information or
- hold meetings, hui, wananga or workshops.

In relation to the resource consents process the Council:

- encourages applicants to consult with Maori
- ensures that sufficient information is provided by applicants on the effects of activities on Maori subject to regional plan provisions
- considers extending resource consent processing periods to enable adequate consultation with Maori and possible resolution of issues
- provides information and technical advice on resource consents and resource consent applications
- requires applicants to obtain the written approval of Maori to non-notification of an application where Maori are an affected party
- arranges and facilitates meetings between applicants and Maori
- arranges interpretation services for the presentation of evidence in Maori when requested
- has regard to the actual or potential effects of activities on Maori and any statutory acknowledgements in making decisions.

Council policies provide for the making of financial contributions as a condition of resource consent for the purpose of protecting, maintaining or restoring values, places, areas or features of importance to Maori.

In addition, the Council, in conjunction with Maori, considers Maori involvement in resource consent monitoring including input into the design of monitoring programmes and involvement in monitoring activities.

The Council has a policy of providing technical assistance and advice in preparing iwi planning documents and considering financial support for preparing such documents.

The Council also has a policy to support and assist Maori in the development of waahi tapu databases.

As part of its ongoing engagement with Maori the Council will:

- meet with Maori to discuss any matter of mutual interest or importance at times and venues to be agreed
- provide opportunities for Maori within the framework of the Council's standing orders, to appear before and address any meeting of a Council standing committee or meeting of the full Council
- seek opportunities when appropriate for the Council to be represented before meetings of Maori governance entities
- establish as necessary, working parties or other informal groups with representatives of Maori and the Council to progress issues of mutual interest
- contract with Maori to provide specific advice, expertise, information, research, projects, training or other services

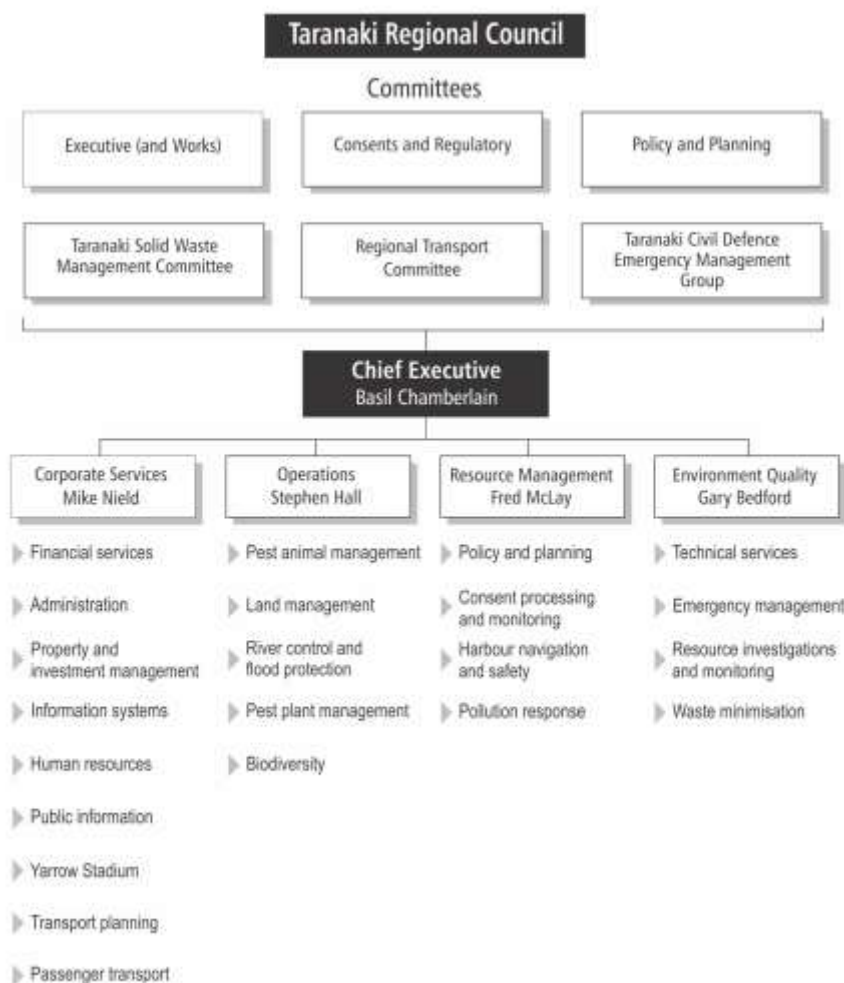
- look to develop with the appropriate Maori governance entities, an effective working relationship between the Council and the governance entities, through memoranda of understanding, protocols or other means.

To enable the Council to facilitate ongoing contact, liaison and consultation with Maori, the Council maintains a database of iwi contacts. The database contains contact details or all iwi including authorised voice, member hapu and marae. The database is available on the Council’s website and is regularly updated.

The Council’s governance structures, meeting processes and consultation policies also provide ongoing opportunities for liaison with Maori (see previous sections).

12. Management structure

The *Local Government Act 2002* requires the Council to employ a Chief Executive whose responsibilities are to employ other staff on behalf of the Council, implement council decisions and provide advice to the council. Under the *Local Government Act* the Chief Executive is the only person who may lawfully give instructions to a staff member. Any complaint about individual staff members should therefore be directed to the Chief Executive, rather than the Chairperson or Members.



The Chief Executive is Mr Basil Chamberlain. Mr Chamberlain can be reached on 06 765 7127 or by email: basil.chamberlain@trc.govt.nz.

Council management is organised into four directorates. These are:

Operations: Pest animal management, pest plant management, biodiversity, land management, river control and flood protection and regional gardens. Contact Mr Stephen Hall on 06 765 7127 or by email: stephen.hall@trc.govt.nz.

Resource Management: Policy and planning, consent processing and administration, compliance monitoring, harbour navigation and safety, pollution response and enforcement. Contact Mr Fred McLay on 06 765 7127 or by email: fred.mclay@trc.govt.nz.

Environment Quality: Technical services, compliance monitoring, emergency management, resource investigations and monitoring and waste minimisation. Contact Mr Gary Bedford on 06 765 7127 or by email: gary.bedford@trc.govt.nz.

Corporate Services: Financial services, administration, property, investments, information systems, human resources, public information, Yarrow Stadium, Puke Ariki, transport planning and passenger transport. Contact Mr Mike Nield on 06 765 7127 or by email: mike.nield@trc.govt.nz.

The Council has not adopted a remuneration and employment policy pursuant to section 36A of the *Local Government Act 2002*.

13. Equal employment opportunities policy

The Council is committed to the principle of equal opportunity in the recruitment, employment, training and promotion of its employees.

The organisation will provide a welcoming, positive environment.

The organisation will implement a purposeful programme of action to ensure its activities and services are carried out with an awareness of, and an intent to eliminate discrimination in the areas of race, colour, ethnic or national origin, gender, religious beliefs, marital status, family responsibilities, sexual orientation, special needs, or age.

14. Key approved planning and policy documents

The Council has prepared and approved the following key planning and policy documents:

Policy document	Process for development and review
<p><i>Regional Policy Statement for Taranaki 2010.</i></p> <p>The purpose of the <i>Regional Policy Statement</i> is to achieve the purpose of the <i>Resource Management Act</i> by providing an overview of the resource management issues of the region and the policies and methods that will be adopted to address those issues.</p>	<p>The <i>Regional Policy Statement (RPS)</i> has a ten year life with an interim review after five years. The <i>Statement</i> was prepared pursuant to the statutory process outlined in the <i>Resource Management Act 1991</i>. This involves a full public consultative procedure. Discussion documents outlining issues were prepared prior to the commencement of the statutory process.</p>
<p><i>Regional Air Quality Plan for Taranaki 2011.</i></p> <p>The purpose of the <i>Plan</i> is to promote the sustainable management of natural and physical resources insofar as</p>	<p>The <i>Regional Air Quality Plan</i> has a ten year life with an interim review after five years. The <i>Plan</i> was prepared pursuant to the statutory process outlined in the <i>Resource Management Act 1991</i>. This involves a full public</p>

Policy document	Process for development and review
<p>these resources are affected by discharges to air. The <i>Plan</i> contains policies relating to discharges to air from industrial and trade premises, agrichemical spraying, the burning of vegetation and fumigation. The <i>Plan</i> sets out standards for these activities which are designed to promote the sustainable management of the air resource.</p>	<p>consultative procedure.</p>
<p><i>Regional Coastal Plan for Taranaki 1997.</i></p> <p>The purpose of the <i>Regional Coastal Plan</i> is to promote the sustainable management of natural and physical resources in relation to the coastal marine area.</p>	<p>The <i>Regional Coastal Plan</i> has a ten year life with an interim review after five years. The <i>Plan</i> was prepared pursuant to the statutory process outlined in the <i>Resource Management Act 1991</i>. This involves a full public consultative procedure. Discussion documents outlining issues were prepared prior to the commencement of the statutory process.</p> <p>Currently the <i>Plan</i> is under review.</p>
<p><i>Regional Fresh Water Plan for Taranaki 2001</i></p> <p>The purpose of the <i>Plan</i> is to assist the Council to carry out its functions under the Act to promote the sustainable management of the fresh water resources of the Taranaki region. The <i>Plan</i> identifies how the fresh water resources of the region (both surface water and groundwater) are to be managed. It does this by identifying important issues from state of the environment monitoring relating to the use, development and protection of the fresh water resources of Taranaki.</p>	<p>The <i>Regional Fresh Water Plan</i> has a ten year life with an interim review after five years. The <i>Plan</i> was prepared pursuant to the statutory process outlined in the <i>Resource Management Act 1991</i>. This involves a full public consultative procedure. Discussion documents outlining issues were prepared prior to the commencement of the statutory process.</p> <p>Currently the <i>Plan</i> is under review and will involve a full public consultative procedure. Discussion documents have been prepared as part of that review.</p>
<p><i>Regional Soil Plan for Taranaki 2001</i></p> <p>The purpose of the <i>Regional Soil Plan for Taranaki</i> is to assist the Council to carry out its soil conservation functions under the <i>Resource Management Act 1991</i>. The objectives, policies and methods of implementation set out in this <i>Plan</i> build on the success of past experiences and involve the Council in addressing soil loss and soil health issues in partnership with land users.</p>	<p>The <i>Regional Soil Plan</i> has a ten year life with an interim review after five years. The <i>Plan</i> was prepared pursuant to the statutory process outlined in the <i>Resource Management Act 1991</i>. This involves a full public consultative procedure. Discussion documents outlining issues were prepared prior to the commencement of the statutory process.</p> <p>Currently the <i>Plan</i> is under review and a revised <i>Plan</i> will be combined with the <i>Freshwater Plan</i> and involve a full public consultation procedure.</p>
<p><i>Pest Management Strategy for Taranaki: Plants 2007</i></p> <p>The purpose of the <i>Strategy</i> is to set out the statutory framework for the effective management of pest plants in the Taranaki region for the next five years. The <i>Strategy</i> identifies and sets out management programmes in relation to 27 harmful plant species that warrant regional intervention.</p>	<p>The <i>Pest Management Strategy for Taranaki: Plants</i> has a five year life. The <i>Strategy</i> was prepared pursuant to the statutory process outlined in the <i>Biosecurity Act 1993</i>. This involves a full public consultative procedure.</p> <p>Currently the <i>Strategy</i> is under review and a revised document will be prepared combining the plant and animal programmes.</p>
<p><i>Pest Management Strategy for Taranaki: Animals 2007</i></p> <p>The purpose of the <i>Strategy</i> is to set out the strategic and statutory framework for the effective management of pest animals in the Taranaki region for the next five years. The <i>Strategy</i> identifies and sets out management programmes in relation to 23 harmful animals that the Council believes warrant regional intervention. However, the focus of the <i>Strategy</i> is on delivery of the Council's possum management programmes which represent approximately 90% of the <i>Strategy's</i> total cost.</p>	<p>The <i>Pest Management Strategy for Taranaki: Animals</i> has a five year life. The <i>Strategy</i> was prepared pursuant to the statutory process outlined in the <i>Biosecurity Act 1993</i>. This involves a full special consultative procedure.</p> <p>Currently the <i>Strategy</i> is under review and a revised document will be prepared combining the plant and animal programmes.</p>

Policy document	Process for development and review
<p><i>Regional Land Transport Strategy for Taranaki 2011—2041</i></p> <p>The <i>Regional Land Transport Strategy for Taranaki</i> was prepared under the requirements of the Land Transport Management Act 2003 following a full public consultation process. Its purpose is to contribute to the aim of achieving an affordable, integrated, safe, responsive and sustainable land transport system for the region. The <i>Strategy</i> must amongst other things, identify inter and intra regional transport outcomes relevant to the region and the strategic options for achieving those outcomes. The <i>Strategy</i> must also assess the appropriate role for each land transport mode in the region.</p>	<p>Amendments to the <i>Land Transport Management Act 2003</i>, introduced in 2013, require the Council to prepare a <i>Regional Land Transport Plan</i> which will replace the <i>Regional Land Transport Strategy for Taranaki</i> (and the <i>Regional Land Transport Programme for Taranaki</i>). The new <i>Regional Land Transport Plan</i> is required to be adopted by the Council by 30 June 2015. The <i>Regional Land Transport Plan</i> must set out the region's land transport objectives, policies and measures for at least 10 financial years. It must include a statement of transport priorities and a financial forecast of anticipated revenue and expenditure for the next 10 financial years. It must also contain activities relating to state highways and local roads and public transport services and identify the order of priority of the significant activities included in the <i>Plan</i>. When preparing the <i>Plan</i> the Regional Transport Committee must consult in accordance with the consultation principles specified in section 82 of the <i>Local Government Act 2002</i> and may (but is not required to) use the special consultative procedure under the <i>Local Government Act 2002</i>. Once the Regional Transport Committee has prepared the <i>Plan</i> it must lodge it with the Council for approval. The approved <i>Plan</i> must be forwarded to the New Zealand Transport Agency and other organisations as specified in the <i>Act</i>. The <i>Plan</i> must be reviewed every three years.</p>
<p><i>Regional Land Transport Programme for Taranaki 2012 – 2015</i></p> <p>The <i>Regional Land Transport Programme for Taranaki</i> was prepared under the requirements of the <i>Land Transport Management Act 2003</i> following a full public consultation process. Its purpose is to identify key transport issues and priorities in the Taranaki region and how land transport activities proposed in the <i>Programme</i> will address those issues, and list the land transport activities proposed for national funding during the three financial years of the <i>Programme</i>. The <i>Programme</i> is essentially a programme of works through which the New Zealand Transport Agency, local authorities and other approved organisations in the Taranaki region bid for funding assistance from the National Land Transport Fund.</p>	<p>Amendments to the <i>Land Transport Management Act 2003</i>, introduced in 2013, require the Council to prepare a <i>Regional Land Transport Plan</i> which will replace the <i>Regional Land Transport Programme for Taranaki</i> (and the <i>Regional Land Transport Strategy for Taranaki</i> – see above under <i>Regional Land Transport Strategy for Taranaki 2011—2041</i> for details of review process and timing).</p>
<p><i>Regional Public Transport Plan 2012 – 2022</i></p> <p>The <i>Regional Public Transport Plan for Taranaki</i> was prepared under the <i>Public Transport Management Act 2008</i> following a full public consultation process. The <i>Plan</i> describes the public transport services the Council proposes to be provided in the region and sets out a programme of action. The <i>Plan</i> specifies the policies that are to apply to those services. It also specifies how the Council will implement the public transport policies specified in the <i>Regional Land Transport Strategy for Taranaki</i>.</p>	<p>The <i>Public Transport Management Act 2008</i> was repealed in 2013 and new provisions for the planning and delivery of public transport services included within the <i>Land Transport Management Act 2003</i>. Under the requirements of the <i>Land Transport Management Act 2003</i>, the Council's current <i>Regional Public Transport Plan</i> must be reviewed by 30 June 2015. The new <i>Plan</i> must reflect the objectives of the <i>Public Transport Operating Model</i> including partnership between councils and operators, coordination of services and use of incentives. The <i>Plan</i> will amongst other things, identify the public transport services that the Council proposes to provide, arrange such services into units and set out policies into relation to those units. When preparing the <i>Plan</i> the Council must consult in accordance with the consultation principles specified in section 82 of the <i>Local Government Act 2002</i>, and may (but is not required to) use</p>

Policy document	Process for development and review
	the special consultative procedure under the <i>Local Government Act 2002</i> . The Council intends to adopt a new <i>Plan</i> by mid-2014 so that it will be able to retender for public transport services as existing contracts expire. The <i>Plan</i> must be kept current for a period not less than three years in advance, but not more than 10 years in advance and may be reviewed by the Council from time to time.
<p><i>2012/2022 Long-Term Plan</i> Annual Plans</p> <p>The <i>2012/2022 Long-Term Plan</i> describes the activities of the Council and how those activities will contribute to the community outcomes that have been identified. The <i>Plan</i> which covers a period of 10 years must also include forecast financial statements for the Council, funding and financial policies, a summary of the Council's policy on determining significance under the Act, and other matters. It was prepared in compliance with the <i>Local Government Act 2002</i> which requires local authorities to plan to meet the current and future needs of the Taranaki community for good-quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses. The Council is also required to prepare under the <i>Local Government Act 2002</i>, an annual plan for each year except the first year to which the long-term plan relates. The annual plan contains annual budget and funding information and identifies any variances from the long-term plan.</p>	<p>The <i>Long-Term Plan</i> is prepared every three years but with a 10 year focus. Last adopted in June 2012. Subject to the special consultative procedure. To be reviewed in 2014/2015.</p>

All of these key policy and planning documents are available from the Council as well as being available on the Council's website (www.trc.govt.nz).

15. Systems for public access to it and its elected members

The Taranaki Regional Council's contact details are:

Postal address:	Private Bag 713
	Stratford
Location:	47 Cloten Road
	Stratford
Phone:	06 765 7127
Fax:	06 765 5097
Email:	info@trc.govt.nz
Website:	www.trc.govt.nz

Taranaki Regional Council members can be contacted via the Council or at:

David N Macleod (Chairman) – P O Box 9, 404 South Road, Hawera

David L Lean (Deputy Chairman) – 257 Tukapa Street, New Plymouth

MJ (Tom) Cloke – 850 Carrington Road, RD 1, New Plymouth

Michael G Davey – 56 Kelly Street, Inglewood

Peter D Horton – 83A Belt Road, New Plymouth

Moira A Irving – C/- Waiau Estate, 19 Onaero Beach Road, R D 43, Waitara

Brian R Jeffares – 35 Ariel Street, Stratford

Michael P Joyce – 354 Taikatu Road, RD 28, Hawera

Roger FH Maxwell – PO Box 41, 30 Ngapapa Street, Urenui

Neil W Walker – 48A Rata Street Hawera

Craig S Williamson – PO Box 3364, 21 Puni Street, Fitzroy, New Plymouth

16. Official information requests

Under the *Local Government Official Information and Meetings Act 1987* (LGOIMA) any person may request information from the Council. Any request for information is a request made under LGOIMA. You do not have to say you are making a request under LGOIMA.

Once a request is made the Council must supply the information unless reason exists for withholding it. The LGOIMA says that information may be withheld if release of the information would:

- endanger the safety of any person
- prejudice maintenance of the law
- compromise the privacy of any person
- reveal confidential or commercially sensitive information
- cause offence to tikanga Maori or would disclose the location of waahi tapu
- prejudice public health or safety
- compromise legal professional privilege
- disadvantage the local authority while carrying out negotiations or commercial activities
- allow information to be used for improper gain or advantage.

The Council must answer requests within 20 working days (although there are certain circumstances where this time-frame may be extended).

The first 15 minutes of time spent actioning a request for information on each or any occasion relating to the same general matter shall be provided free of charge. The Council reserves its rights to charge for the provision of information above 15 minutes. The Council requires payment in advance. The first 20 pages of black and white photocopying on standard A4 or A3 paper shall be provided free of charge. Where the total number of pages of photocopying is in excess of 20 then each sheet of paper will be charged at 10 cents per sheet.

Upon receipt of a request for information, the Council will advise of the decision to charge, the estimated amount of the charge, how the charge has been calculated, the requirement to pay in advance and the right to seek a review by an Ombudsman of the estimated charge.

In the first instance you should address requests for official information to the Chief Executive.

17. Adoption

This *Local Governance Statement* was prepared by the Council in February 2014. A new *Local Governance Statement* will be prepared within six months of the next triennial general election (October 2016) of members of the Council.