

Rārangi take o te Komiti
Kaupapa Here me te Rautaki

Policy and Strategy Committee Agenda

Monday 20 March 2023, 1 pm

Camberwell Lounge, TSB Hub, Camberwell Road, Hāwera



Ngā Mema o te Komiti / Committee Members



Phil Nixon
Mayor



Andy Beccard
Councillor



Mark Bellringer
Councillor



Celine Filbee
Councillor



Robert Northcott
Deputy Mayor



Te Aroha Hohaia
Councillor



Leanne Horo
Councillor



Aaron Langton
Councillor



Steffy Mackay
Councillor



Tuteri Rangihaeata
Councillor



Diana Reid
Councillor



Bryan Roach
Councillor



Brian Rook
Councillor



Racquel Cleaver-Pittams
Councillor

Apatono / Delegations

The primary role of the Policy and Strategy Committee is to allow free and open debate whilst policies are being developed. The membership of the Committee is made up of all Councillors. The Council invites one representative from each Community Board to attend the meetings where they have speaking rights only.

Policy is usually initially developed within the portfolio groups. It is then passed to the Policy and Strategy Committee who will discuss the policies and make recommendations for additions or amendments. Once the Policy and Strategy Committee is happy with the policies the policy is taken to the Full Council meeting for adoption.

Huinga Tāngata / Attendance Register

Date	25/10/22	08/02/23	20/03/23	01/05/23	12/06/23	24/07/23	04/09/23	16/10/23	27/11/23
Meeting	○	○	○	○	○	○	○	○	○
Andy Beccard	√	√							
Mark Bellringer	√	√							
Celine Filbee	√	X							
Te Aroha Hohaia	√	√							
Leanne Horo	X	√							
Aarun Langton	√	√							
Steffy Mackay	√	√							
Phil Nixon	√	√							
Robert Northcott	√	√							
Tuteri Rangihaeata	A	√							
Diana Reid	√	√							
Bryan Roach	√	√							
Brian Rook	√	√							
Racquel Cleaver-Pittams									

Key

- √ Attended
- AO Attended Online
- Was not required to attend
- A Apology
- Y Attended but didn't have to attend
- X Did not attend - no apology given

Types of Meetings

- Ordinary Council Meeting

He Karere Haumarū / Health and Safety Message

In the event of an emergency, please follow the instructions of Council staff.
If there is an earthquake – drop, cover and hold where possible. Please remain where you are until further instruction is given.

He Pānga Whakararu / Conflicts of Interest

Members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as an elected member and any private or other external interest they might have.



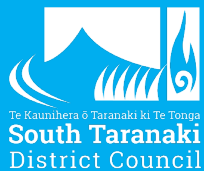
Rārangi Agenda

Policy and Strategy Committee

Monday 20 March 2023 at 1 pm

1. **Karakia**
2. **Matakore / Apologies**
3. **Whakatakoto Kaupapa Whānui, Whakaaturanga hoki / Open Forum and Presentations**
 - 3.1 Venture Taranaki
4. **Whakaaetia ngā Menīti / Confirmation of Minutes**
 - 4.1 [Policy and Strategy Committee held on 8 February 2023](#) Page 8
5. **Pūrongo / Reports**
 - 5.1 [Application for Road Stopping – Glover Road, Hāwera](#)..... Page 12
 - 5.2 [Road Naming Application – Off Rata Street Subdivision](#) Page 17
 - 5.3 [Road Naming Application – Glover Road Subdivision](#) Page 22
 - 5.4 [Smokefree and Vapefree Public Places Policy](#) Page 27
 - 5.5 [2022-2025 Governance Statement](#)..... Page 39
6. **Pūrongo-Whakamārama / Information Reports**
 - 6.1 [Quarterly Economic Development and Tourism Report to 31 December 2022](#)..... Page 83
7. **Karakia**

Next Meeting Date: Monday 1 May 2023 – Camberwell Lounge, TSB Hub, Camberwell Road, Hāwera
Elected Members’ Deadline: Monday 17 April 2023



Karakia

1. Karakia

Ruruku Timata – Opening Prayer

(Kia ururu mai ā-hauora,
ā-haukaha, ā-hau māia)

Ki runga

Ki raro

Ki roto

Ki waho

Rire rire hau

Paimārire

*(Fill me with vitality)
strength and bravery)*

Above

Below

Inwards

Outwards

The winds blow & bind us

Peace be with us.



Matakore Apologies

2. Matakore / Apologies

Leave of Absence: *The Board may grant a member leave of absence following an application from that member. Leave of absences will be held in the Public Excluded section of the meeting.*



Whakatakoto Kaupapa Whānui, Whakaaturanga hoki Open Forum and Presentations

3. Whakatakoto Kaupapa Whānui, Whakaaturanga hoki / Open Forum and Presentations

3.1 Venture Taranaki

The Council has set aside time for members of the public to speak in the public forum at the commencement of each Council, Committee and Community Board meeting (up to 10 minutes per person/organisation) when these meetings are open to the public. Permission of the Mayor or Chairperson is required for any person wishing to speak at the public forum.



Ngā Menīti Komiti

Committee Minutes

To	Policy and Strategy Committee
Date	20 March 2023
Subject	Policy and Strategy Committee – 8 February 2023

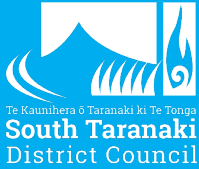
(This report shall not be construed as policy until adopted by full Council)

Whakarāpopoto Kāhui Kahika / Executive Summary

1. The Policy and Strategy Committee met on 8 February 2023. The Committee is being asked to confirm their minutes from 8 February 2023 as a true and correct record.
2. There were no recommendations within the minutes for the Council to consider.

Taunakitanga / Recommendation

THAT the Policy and Strategy Committee adopts the minutes from the meeting held on 8 February 2023 as a true and correct record.



Menīti Minutes

Ngā Menīti take o te Komiti Kaupapa Here me te Rautaki Policy and Strategy Committee

Held in the Camberwell Lounge, TSB Hub, Camberwell Road, Hāwera
on Wednesday 8 February 2023 at 4.00 pm.

Kanohi Kitea / Present: Mayor Phil Nixon, Deputy Mayor Robert Northcott, Councillors Andy Beccard, Mark Bellringer, Te Aroha Hohaia, Leanne Horo, Aaron Langton, Steffy Mackay, Tuteri Rangihaeata, Diana Reid, Bryan Roach and Brian Rook.

Ngā Taenga-Ā-Tinana / In Attendance: Heather Brokenshire (Te Hāwera Community Board Representative), Karen Cave (Eltham-Kaponga Community Board Representative), Jacq Dwyer (Pātea Community Board Representative), Monica Willson (Taranaki Coastal Community Board Representative), Fiona Aitken (Chief Executive), Marianne Archibald (Group Manager Corporate Services), Liam Dagg (Group Manager Environmental Services), Herbert Denton (Acting Group Manager Infrastructure Services), Cath Sheard (Acting Group Manager Community Services), Gordon Campbell (Corporate Planner), Sara Dymond (Governance and Support Team Leader), Howard Wilkinson (Three Waters Transition Manager) and three members of the public.

Matakore / Apologies: Councillor Celine Filbee.

RESOLUTION

(Cr Roach/Cr Rangihaeata)

01/23 PS THAT the apology from Councillor Celine Filbee be received.

CARRIED

1. Whakatakoto Kaupapa Whanui, Whakaaturanga hoki / Open Forum and Presentations

1.1 Sophie Tucker, Deborah Clough and Allen Juffermans - Rotokare Scenic Reserve Trust

Ms Tucker presented a summary version of the Rotokare Scenic Reserve Trust's Annual Report which covered July 2021 to June 2022. The annual report had been made to be friendly and accessible for everyone. She provided an overview of the biosecurity of Rotokare and the Halo, biodiversity, Taranaki Kōhanga Kiwi at Rotokare, future introductions, education and engagement, community and recreation, projects, Rotokare whānau and finances.

Ms Tucker was had resigned and the new General Manager, effective from the following week, was Bradley Schroder.

Mayor Nixon thanked the Trust and the volunteers for their work at Rotokare. He was excited with all the things happening with the growth of the population.

The Trust appreciated the consistent funding received from the Council.

2. Whakaae i Ngā Mēniti / Confirmation of Minutes

2.1 Policy and Strategy Committee held on 21 November 2022.

Mr Denton clarified that the design change for the Mason Road Wastewater Pump Station pump was at an officer level and was at the cost of the Council. This contributed to a small portion of the budget overrun.

RESOLUTION

(Deputy Mayor Northcott/Cr Beccard)

02/23 PS **THAT the Policy and Strategy Committee adopts the minutes from the meeting held on 21 November 2022 as a true and correct record.**

CARRIED

RESOLUTION

(Cr Mackay/Cr Roach)

03/23 PS **THAT the Policy and Strategy Committee move into decision-making mode for; Water Services Bills – Draft Submissions. Due to timing constraints the decision was required to be resolved.**

CARRIED

3. Pūrongo / Report

3.1 Water Services Bills – Draft Submissions

The Government had introduced two new Bills as part of its three waters reform process – the Water Services Economic Efficiency and Consumer Protection Bill and the Water Services Legislation Bill. The first provides a consumer protection mechanism for the three waters sector, regulated by the Commerce Commission, while the second sets out the functions, powers, obligations and oversight arrangements of the new water services entities. The report sought approval from the Council for the Mayor to approve the final submission on each Bill so they could be sent to the Finance and Expenditure Select Committee (Select Committee).

It was explained that submissions on both Bills had been drafted, however further advice on points to highlight was still to be provided by Simpson Grierson so there might be additions or changes required to the draft submissions. Draft submissions from Communities 4 Local Democracy, Local Government New Zealand and Taituarā had also been taken into account when drafting the Council's submissions. The Council's Corporate Planner and Three Waters Transition Manager were present to provide technical support.

Councillors discussed the Council’s participation and involvement in the assessment process and how the potential cost would be passed onto the ratepayer. There was support for a user’s pay system.

In response to the query around the impacts on Māori/Iwi Ms Aitken explained that the impacts of the three waters reforms on Māori would be substantial, given their relationships with water bodies; however, the Council submissions on the Bills would not affect Iwi/Māori more than the rest of the community.

Mayor Nixon would like Councillors and Council staff to support him when fronting this to the Select Committee.

RESOLUTION (Cr Mackay/Cr Beccard)

04/23 PS **THAT the Policy and Strategy Committee agrees that the Mayor approve the final submissions on the Water Services Legislation and the Water Services Economic Efficiency and Consumer Protection Bill.**

CARRIED

RESOLUTION (Cr Beccard/Cr Hohaia)

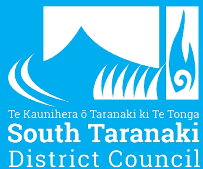
05/23 PS **THAT the Policy and Strategy Committee move out of decision-making mode and resume the meeting.**

CARRIED

The meeting concluded at 4.59 pm.

Dated this day of 2023.

.....
CHAIRPERSON



Pūrongo Report

To	Policy and Strategy Committee
From	Kaitātari Whakamahere Tōpūranga / Corporate Planner, Gordon Campbell
Date	20 March 2023
Subject	Application for Road Stopping – Glover Road, Hāwera

(This report shall not be construed as policy until adopted by full Council)

Whakarāpopoto Kāhui Kahika / Executive Summary

1. As part of the West End Precinct commercial and residential development between Glover Road and Fitzgerald Lane, the developer, Mahcoll Investments, has applied to legally stop two parts of an unformed paper road off Glover Road, Hāwera. A new road linking Glover Road and Fitzgerald Lane will be vested in the Council. This report recommends approval of the application.

Taunakitanga / Recommendation

THAT the Policy and Strategy Committee recommends the Council;

- a) **Approves** the application by Mahcoll Investments Limited to stop two parts of the unformed legal road off Glover Road identified on the attached plan; and
- b) **Agrees** to sell the land to Mahcoll Investments Limited provided they meet all of the costs of stopping the road and land disposal and purchase the land at valuation.

Kupu Whakamārama / Background

2. Mahcoll Investments are undertaking a large scale development consisting of 70 residential lots on and adjacent to Glover Road and 30 commercial lots off Fitzgerald Lane that will form part of the South Taranaki Business Park. The development will include more than four hectares of local purpose reserve, either recreation or esplanade reserve, which will vest in the Council.
3. The development will take place on land owned by Mahcoll Investments that straddles an unformed legal road off Glover Road. To facilitate the development, Mahcoll Investments would like to acquire all but a small portion of the unformed road, and the development will include a new road between Glover Road and Fitzgerald Lane that would vest in the Council. The small portion that would not be transferred would become part of the new road.

Local Government Purpose

4. This proposal meets the purpose of local government to enable democratic local decision-making and action by, and on behalf of, communities. The project also supports the economic and social well-beings of the community now and in the future.

Ngā Kōwhiringa / Options – Identification and analysis

Options available

5. Option One: Approve the application and start the process of stopping the road and selling the land.
6. Option Two: Decline the application.
7. The proposal to stop the unformed legal road would ensure that a major development can proceed in a way that makes the best use of the land. It would have no adverse effects on the roading network and would allow a new and more appropriate road alignment to be created.

Risks

8. There is the risk that the road stopping proceeds and the development does not, but this is a minor risk.

Whaiwhakaaro me ngā aromatawai / Considerations and Assessments

Assessment of Significance and Engagement

9. The Council's general approach to determining the level of 'significance' is to consider:

Criteria	Measure	Assessment
Degree	The number of residents and ratepayers affected and the degree to which they are affected by the decision or proposal.	The only ratepayers affected would be the new owners of the areas of stopped road, who would see a small increase in their rates.
LOS	The achievement of, or ability to achieve, the Council's stated levels of service as set out in the Long Term Plan.	The proposal would have no effect on levels of service.
Decision	Whether this type of decision, proposal or issue has a history of generating wide public interest within South Taranaki.	The West End Precinct development is generating considerable public interest, but the road stopping itself is unlikely to generate interest.

Criteria	Measure	Assessment
Financial	The impact of the decision or proposal on the Council's overall budget or included in an approved Long Term Plan and its ability to carry out its existing or proposed functions and activities now and in the future.	There will be no impact on budgets or ability to carry out functions and activities.
Reversible	The degree to which the decision or proposal is reversible.	The decision would be irreversible once the areas of road have been stopped and sold.
Environment	The degree of impact the decision will have on the environment.	A decision to stop the road would have a minimal environmental impact.

10. In terms of the Council's Significance and Engagement Policy this matter is of low significance.
11. Because of the low significance of this proposal, the level of public engagement at this stage would be to inform through Council minutes. Depending on the process chosen for the stopping, the general public may have an opportunity to object or comment.

Legislative Considerations

12. Road stopping can be carried out under the Local Government Act 1974 (LGA 1974) or the Public Works Act 1981 (PWA 1981). The surveyor acting for Mahcoll Investments has recommended that the PWA process would be preferable, because section 17 of the PWA allows land for road to be acquired by agreement. This means that the proposed new road could be secured at the same time as the unformed road is stopped, which would guarantee that the Council would obtain the new road for the benefit of the South Taranaki Business Park.
13. Section 40 of the Public Works Act 1981 requires that land no longer needed for a public work must be offered back to the previous owner unless it would not be reasonable to sell it to anyone other than an adjoining owner because of its size, shape or location. In this case, selling the stopped road to an adjoining owner is the only reasonable option, and the sale price can be negotiated. The negotiations would include the acquisition of the new road.

Financial/Budget Considerations

14. The final costs of the proposal are unknown, but the applicant would be expected to meet all of the costs, so there will be no impact on the Council's budgets.

Environmental Sustainability

15. The road stopping itself would have no environmental benefits or adverse impacts, although the ensuing development would have impacts in terms of possible dust nuisance and run-off, although these could be controlled by resource consent conditions.

Consistency with Plans/Policies/Community Outcomes

16. Nothing in this report is inconsistent with any Council policy, plan or strategy. The Council's Property Acquisition and Disposal Policy provides for the sale of stopped road to an adjoining landowner.
17. The proposed road stopping would contribute to the following community outcomes:
 - Together South Taranaki – Social well-being
 - Prosperous South Taranaki – Economic well-being

Impact on Māori/Iwi

18. As the unformed road is in the Ngāti Ruanui rohe, Te Runanga o Ngāti Ruanui have been consulted about the proposal. They have produced a cultural impact assessment for the development area and, as a result, do not oppose the road stopping as proposed.

Affected Parties Consultation

19. Two other parties would be affected by this proposal, both landowners whose land has frontage to the unformed legal road. Both have already indicated that they have no objection to the proposed stopping.

Whakakapia / Conclusion

20. The proposal to stop two portions of an unformed legal road off Glover Road and sell them to Mahcoll Investments is a localised issue that will allow a significant development to proceed. The development will have considerable economic and social benefits for Hāwera and the District, and Option One is preferred.



Gordon Campbell

**Kaitātari Whakamahere Tōpūranga
Corporate Planner**



[Seen by]

Becky Wolland

**Kaihautū Kaupapa Here me te Whaitikanga
Policy and Governance Manager**

Appendix 1: [Plan of Glover Road site](#)



Land to be Acquired for Road	
Area A	5135m ²
Area B	8275m ²

Road to be Stopped	
Area C	5560m ²
Area D	3191m ²

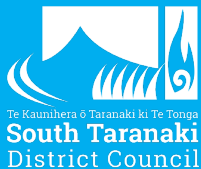
INFORMATION



28A Manadon Street
 PO Box 116
 New Plymouth 4340
 New Plymouth 06 758 5342
 Hawera 06 278 4456
 www.mckinlaysurveyors.co.nz

TITLE	PROPOSED ROAD LEGALISATION Glover Road to Fitzgerald Lane, Hawera
<i>This plan is prepared only for the purpose of obtaining a Resource Consent pursuant to the Resource Management Act 1991. It must not be used for any other purpose. Areas and dimensions are approximate only and are subject to change on final field survey.</i>	

RECORD OF TITLE	1003668, TNE3/329 + TNE3/331	TOTAL AREA		JOB No	M-210918
TERRITORIAL AUTHORITY	South Taranaki District Council	DATE	01/07/22	DWG No	L01
APPLICANT	Mahcoll Investments Limited	SCALE	1:2000@A3	SHEET OF	1 1



Pūrongo Report

5

To	Policy and Strategy Committee
From	Kaiawhina Mātāmua – Ratonga Taiao / Executive Assistant – Environmental Services, Jacinta Fitzgerald
Date	20 March 2023
Subject	Road Naming Application – Off Rata Street Subdivision

(This report shall not be construed as policy until adopted by full Council)

Whakarāpopoto Kāhui Kahika / Executive Summary

1. Mr Shawn Gibbon has applied to the Council to name a new road for the subdivision on Rata Street, Hāwera.
2. Mr Gibbon has submitted three preferred road names as options for the new road:
 - Pukatea Street - Te Reo for 'Tall Forest Tree', aligning with the tree name theme in the Hāwera township.
 - Miro Street - Te Reo for 'Brown Pine', aligning with the tree name theme in the Hāwera township.
 - Kahikatea Street - Te Reo for 'White Pine', aligning with the tree name theme in the Hāwera township.
3. Ngāti Ruanui has been consulted by the South Taranaki District Council on behalf of the applicant and has given support to the first of the applicant's name preference, being Pukatea Street.
4. Once planning requirements are met, the roads will be vested in the Council and the Council will be responsible for the future road maintenance and upkeep.

Taunakitanga / Recommendation(s)

THAT the Policy and Strategy Committee

- a) **Agrees** to move into decision making mode; and
- b) **Approve** the name of the new road, in the Rata Street subdivision: Pukatea Street.

Kupu Whakamārama / Background

5. The Council is responsible for naming roads under the Local Government Act 1974. The Council adopted a Road Naming Policy (the Policy) on 8 August 2022. The Policy sets out a vision, and clear objectives and criteria, for naming new roads. The Policy's vision is that

South Taranaki road names reflect a collective understanding of our history and cultural identity.

6. The Policy's objectives are:
 - To provide clear, consistent, and logical approaches to the naming and renaming of roads within the District.
 - To ensure a safer community by facilitating accurate property identification for emergency services.
 - Residents, mana whenua, communities, and stakeholders, are engaged to co-design and participate in shaping the direction of the name of roads within the District.
 - Mana whenua will have a specific partnership decision making role.
 - To ensure the character of the District is maintained and enhanced.
7. The reference to mana whenua's "specific partnership decision making role" refers to the decision making by mana whenua in choosing road names that are then provided to applicants and the Council. The Policy requires road naming applicants to consult with mana whenua in the rohe in which the road is located, to help determine appropriate names and their order of preference, prior to submitting the road naming application.
8. The applicant has applied for and gained consent to establish a staged 13 lot residential subdivision within the residential zone on the north-western outskirts of the Hāwera urban area, on the west side of Rata Street.

Local Government Purpose

9. Road names are an important aspect of a community. They provide a sense of belonging, assist in identification of locations for utilities and emergency services.
10. Deciding on appropriate road names helps the Council contribute to the social, economic, environmental and cultural well-being of the community. Road names are given with the intent that they continue in perpetuity, so due consideration during the naming stage is required, to ensure that the best and most appropriate name is chosen.

Ngā Kōwhiringa / Options – Identification and analysis

11. There is no status quo option, as the new road requires a name.
12. Option one is to name the new road Pukatea Street, which is preferred by the applicant and supported by Ngāti Ruanui.
13. Option two is to name the new road Miro Street, which is the second preference of the applicant. Ngāti Ruanui did not provide comment on this option.
14. Option three is to name the new road Kahikatea Street, which is the third preference of the applicant. Ngāti Ruanui did not provide comment on this option.
15. Option four is to choose a name, other than those proposed above.

Whaiwhakaaro me ngā aromatawai / Considerations and Assessments

Assessment of Significance and Engagement

16. South Taranaki District Council's general approach to determining the level of "significance" will be to consider:

Criteria	Measure	Assessment
Degree	The number of residents and ratepayers affected and the degree to which they are affected by the decision or proposal.	Road names are relevant to South Taranaki residents, visitors, and emergency services. Following the Policy allows Council to name roads appropriately. This specific road will serve 13 new lots.
LOS	The achievement of, or ability to achieve, the Council's stated levels of service as set out in the Long Term Plan.	The Council's Long Term Plan includes support for sustainable economic development and also supports building partnerships with Iwi.
Decision	Whether this type of decision, proposal or issue has a history of generating wide public interest within South Taranaki.	Other than the parties affected, it is not likely there will be widespread public interest in this issue.
Financial	The impact of the decision or proposal on the Council's overall budget or included in an approved Long Term Plan and its ability to carry out its existing or proposed functions and activities now and in the future.	There is no material financial impact, until the roads are vested in Council.
Reversible	The degree to which the decision or proposal is reversible.	The Council can decide to rename roads.
Environment	The degree of impact the decision will have on the environment.	New roads and developments have an impact on the environment. This has already been considered by the Council's planning department.

17. In terms of the Council's Significance and Engagement Policy this matter is of low significance and the community will be notified through the minutes.

Legislative Considerations

Local Government Act 1974

- 18. The Council is provided powers under section 319 (1) of the Local Government Act 1974, in relation to roads, including to name and to alter the name of any road and to place on any building or erection on or abutting on any road a plate bearing the name of the road. Once the Council names or renames a road it must, as soon as practicable, send a copy of the relevant resolution to the Registrar-General of Land and the Surveyor-General.

New Zealand Standard 4819

- 19. When deciding on a road name, the Council must ensure that it is following the requirements under New Zealand Standard 4819 – Rural and urban addressing. The standard provides information on how roads should be named, and properties numbered, along with a list of considerations in relation to the selection of a road name and type.

Financial/Budget Considerations

- 20. There are no initial financial or budget considerations in relation to this decision. The Policy confirms that the costs of road signage (conforming to the NZ Standard, and approved by the Council), is at the cost of the developer. Ongoing maintenance of the signage and the roads will be at the cost of the Council once the roads have been vested.

Consistency with Plans/Policies/Community Outcomes

Road Naming Policy

- 21. The Policy accurately reflects the requirements of NZS 4819. The Policy requires that new road names align with the four well-beings, and meet the following criteria:

Road Naming Criteria

a. Cultural	Provide for mana whenua values and principles, and/or recognition of other cultural significance.
b. Social	Recognition of historical events that have a significant impact on the community.
c. Economic	Honouring a local resident who has made significant contributions to the South Taranaki District (following the conditions of the policy).
d. Environmental	Reflection of the landscape, topographical features, or flora and fauna.

Impact on Māori/Iwi

22. The new road occurs within the rohe of Ngāti Ruanui and they have given support to one of the proposed new road name options, Pukatea Street.

Affected Parties Consultation

23. The affected party, Ngāti Ruanui, has been consulted by the South Taranaki District Council on behalf of the applicant.

Whakakapia / Conclusion

24. Mr Gibbon has applied for a new road name and has provided three suggestions for names. The preferred name of the applicant is Pukatea Street, followed by Miro Street and Kahikatea Street; all of which fit within the Policy criteria.
25. Ngāti Ruanui has given support to the applicant's preferred road name, Pukatea Street.
26. The Council is responsible for naming roads. Officers recommend the Council approves option one, Pukatea Street.

JMFitzgerald

Jacinta Fitzgerald

**Kaiawhina Mātāmua – Ratonga Taiao /
Executive Assistant – Environmental Services**



[Seen by]
Liam Dagg

**Kaiarataki Taiao /
Group Manager Environmental Services**



Pūrongo Report

5

To	Policy and Strategy Committee
From	Kaiawhina Mātāmua – Ratonga Taiao / Executive Assistant – Environmental Services, Jacinta Fitzgerald
Date	20 March 2023
Subject	Road Naming Application – Glover Road Subdivision

(This report shall not be construed as policy until adopted by full Council)

Whakarāpopoto Kāhui Kahika / Executive Summary

1. Haywill Limited has applied to the Council to name a new road for the subdivision at 251 Glover Road, Hāwera.
2. Haywill Limited has submitted three preferred road names as options for the new road:
 - Raupeka Place - Te Reo for 'Orchid', as the subdivision was previously a commercial orchid growing glasshouse.
 - Kahikatea Place - Te Reo for 'White Pine Tree', aligning with native tree name theme in the Hāwera township.
 - Kapia Place - Te Reo for 'Kauri Gum', aligning with native tree name theme in the Hāwera township.
3. Ngāti Ruanui has been consulted by the South Taranaki District Council on behalf of the applicant and has given support to the first of the applicant's name preference, being Raupeka Place.
4. Once planning requirements are met, the roads will be vested in the Council and Council will be responsible for the future road maintenance and upkeep.

Taunakitanga / Recommendation(s)

THAT the Policy and Strategy Committee;

- a) **Agrees** to move into decision making mode; and
- b) **Approves** the name of the new road, in the Glover Road subdivision: Raupeka Place.

Kupu Whakamārama / Background

5. The Council is responsible for naming roads under the Local Government Act 1974. The Council adopted a Road Naming Policy (the Policy) on 8 August 2022. The Policy sets out a

vision, and clear objectives and criteria, for naming new roads. The Policy's vision is that *South Taranaki road names reflect a collective understanding of our history and cultural identity.*

6. The Policy's objectives are:
 - To provide clear, consistent, and logical approaches to the naming and renaming of roads within the District.
 - To ensure a safer community by facilitating accurate property identification for emergency services.
 - Residents, mana whenua, communities, and stakeholders, are engaged to co-design and participate in shaping the direction of the name of roads within the District.
 - Mana whenua will have a specific partnership decision making role.
 - To ensure the character of the District is maintained and enhanced.
7. The reference to mana whenua's "specific partnership decision making role" refers to the decision making by mana whenua in choosing road names that are then provided to applicants and the Council. The Policy requires road naming applicants to consult with mana whenua in the rohe in which the road is located, to help determine appropriate names and their order of preference, prior to submitting the road naming application.
8. The applicant has applied and gained consent to establish a 10 lot residential subdivision on residential zoned land located at the southern end of Glover Road. The subdivision required the creation of a new road and the extension of Council's infrastructure from Glover Road to serve the new allotments. The property has historically been used for intensive horticultural activities since the early 1980s for the commercial propagation of orchids. In 2023, all greenhouses were removed from the site.

Local Government Purpose

9. Road names are an important aspect of a community. They provide a sense of belonging, assist in identification of locations for utilities, and emergency services.
10. Deciding on appropriate road names helps the Council contribute to the social, economic, environmental and cultural well-being of the community. Road names are given with the intent that they continue in perpetuity, so due consideration during the naming stage is required, to ensure that the best and most appropriate name is chosen.

Ngā Kōwhiringa / Options – Identification and analysis

11. There is no status quo option, as the new road requires a name.
12. Option one is to name the new road Raupeka Place, which is preferred by the applicant and supported by Ngāti Ruanui.
13. Option two is to name the new road Kahikatea Place, which is the second preference of the applicant. Ngāti Ruanui did not provide comment on this option.
14. Option three is to name the new road Kapia Place, which is the third preference of the applicant. Ngāti Ruanui did not provide comment on this option.
15. Option four is to choose a name, other than those proposed above.

Whaiwhakaaro me ngā aromatawai / Considerations and Assessments

Assessment of Significance and Engagement

16. South Taranaki District Council's general approach to determining the level of "significance" will be to consider:

Criteria	Measure	Assessment
Degree	The number of residents and ratepayers affected and the degree to which they are affected by the decision or proposal.	Road names are relevant to South Taranaki residents, visitors and emergency services. Following the Policy allows Council to name roads appropriately. This specific road will serve 10 new lots.
LOS	The achievement of, or ability to achieve, the Council's stated levels of service as set out in the Long Term Plan.	The Council's Long Term Plan includes support for sustainable economic development and also supports building partnerships with Iwi.
Decision	Whether this type of decision, proposal or issue has a history of generating wide public interest within South Taranaki.	Other than the parties affected, it is not likely there will be widespread public interest in this issue.
Financial	The impact of the decision or proposal on the Council's overall budget or included in an approved Long Term Plan and its ability to carry out its existing or proposed functions and activities now and in the future.	There is no material financial impact, until the roads are vested in Council.
Reversible	The degree to which the decision or proposal is reversible.	The Council can decide to rename roads.
Environment	The degree of impact the decision will have on the environment.	New roads and developments have an impact on the environment. This has already been considered by the Council's planning department.

17. In terms of the Council's Significance and Engagement Policy this matter is of low significance and the community will be notified through the minutes.

Legislative Considerations

Local Government Act 1974

- 18. The Council is provided powers under section 319 (1) of the Local Government Act 1974, in relation to roads, including to name and to alter the name of any road and to place on any building or erection on or abutting on any road a plate bearing the name of the road. Once the Council names or renames a road it must, as soon as practicable, send a copy of the relevant resolution to the Registrar-General of Land and the Surveyor-General.

New Zealand Standard 4819

- 19. When deciding on a road name, the Council must ensure that it is following the requirements under New Zealand Standard 4819 – Rural and urban addressing. The standard provides information on how roads should be named, and properties numbered, along with a list of considerations in relation to the selection of a road name and type.

Financial/Budget Considerations

- 20. There are no initial financial or budget considerations in relation to this decision. The Policy confirms that the costs of road signage (conforming to the NZ Standard, and approved by the Council), is at the cost of the developer. Ongoing maintenance of the signage and the roads will be at the cost of the Council once the roads have been vested.

Consistency with Plans/Policies/Community Outcomes

Road Naming Policy

- 21. The Policy accurately reflects the requirements of NZS 4819. The Policy requires that new road names align with the four well-beings, and meet the following criteria:

Road Naming Criteria

a. Cultural	Provide for manawhenua values and principles, and/or recognition of other cultural significance.
b. Social	Recognition of historical events that have a significant impact on the community.
c. Economic	Honouring a local resident who has made significant contributions to the South Taranaki District (following the conditions of the policy).
d. Environmental	Reflection of the landscape, topographical features, or flora and fauna.

Impact on Māori/Iwi

22. The new road occurs within the rohe of Ngāti Ruanui and they have given support to one of the proposed new road name options, Raupeka Place.

Affected Parties Consultation

23. The affected party, Ngāti Ruanui, has been consulted by the South Taranaki District Council on behalf of the applicant.

Whakakapia / Conclusion

24. Haywill Limited has applied for a new road name and has provided three suggestions for names. The preferred name of the applicant is Raupeka Place followed by Kahikatea Place and Kapia Place, all of which fit within the Policy criteria.
25. Ngāti Ruanui has given support to the applicant's preferred road name, Raupeka Place.
26. The Council is responsible for naming roads. Officers recommend the Council adopts option one, Raupeka Place.

JMFitzgerald

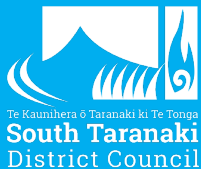
Jacinta Fitzgerald

**Kaiawhina Mātāmua – Ratonga Taiao /
Executive Assistant – Environmental Services**



[Seen by]
Liam Dagg

**Kaiarataki Taiao /
Group Manager Environmental Services**



Pūrongo Report

5

To	Policy and Strategy Committee
From	Kaitātari Whakamahere Tōpūranga /Corporate Planner
Date	20 March 2023
Subject	Smokefree and Vapefree Public Places Policy

(This report shall not be construed as policy until adopted by full Council)

Whakarāpopoto Kāhui Kahika / Executive Summary

1. The Policy and Strategy Committee considered a draft Smokefree and Vapefree Public Places Policy in November and asked officers whether it was possible to make the policy enforceable or introduce a bylaw. This report recommends that these options are not pursued because of the practical difficulties involved.

Taunakitanga / Recommendations

THAT the Council;

- a) **Adopts** the draft Smokefree and Vapefree Public Places Policy as presented with this report.
- b) **Notes** that a smokefree and vapefree bylaw or enforceable policy are not feasible because of the associated legal and practical challenges.

Kupu Whakamārama / Background

2. At its meeting on 21 November 2022, the Policy and Strategy Committee considered a report on a draft Smokefree and Vapefree Public Places Policy, which was a proposed update of the current Smoke-free Environments (Public Places) Policy. The Committee asked whether the draft policy could be strengthened to give it some force, rather than simply being encouraging. It also asked whether the Council could have a smokefree and vapefree bylaw. This report considers those two questions.

Local Government Purpose

3. This proposal meets the Local Government purpose of enabling democratic local decision-making and action by, and on behalf of, communities. It will promote the social, cultural and environmental well-being of our community, now and into the future.

Ngā Kōwhiringa / Options – Identification and analysis

4. No council in New Zealand currently has a smokefree bylaw or an enforceable policy. One obvious reason for this may be the practical difficulties of enforcement. At least one staff resource or a contractor would need to be appointed and authorised to enforce the bylaw by requesting people to stop smoking or vaping in public places and issuing infringement notices if they refuse to do so. It may be difficult to find someone who is willing to take on those duties, and the likely publicity may be unwelcome. Similar difficulties would apply to an enforceable policy.
5. As noted in the Legislative Considerations section below, there are also potential legal implications. It is strongly suggested that the Council seeks legal advice if it proceeds with a bylaw or enforceable policy and, if it wishes to continue, the bylaw or policy should be drafted by a suitably qualified lawyer. Even then, the possibility of a legal challenge will remain.
6. The attached draft policy aligns with what many other councils have done in the last two or three years. Also attached is the draft policy with tracked changes to show where it differs from the current policy.

Options available

7. The identified options for this matter are:
 - Option 1: Recommend to the Council that it adopts the draft Smokefree and Vapefree Public Places Policy as presented.
 - Option 2: Recommend that the Council adopts the draft Smokefree and Vapefree Public Places Policy as presented, with changes.
 - Option 3: Revoke the current Smoke-free Environments (Public Places) Policy and do not replace it with a new policy.
 - Option 4: Prepare and adopt an enforceable smokefree and vapefree policy or bylaw.

Risks

8. There are no major risks associated with adopting the revised policy as presented or deciding not to have a policy, although the latter course may cause some negative publicity/public perception. An enforceable policy or a bylaw has risks in terms of resourcing, health and safety of those required to enforce the rules, and political and legal risks.

Whaiwhakaaro me ngā aromatawai / Considerations and Assessments

Assessment of Significance and Engagement

9. The Council’s general approach to determining the level of “significance” is to consider:

Criteria	Measure	Assessment
Degree	The number of residents and ratepayers affected and the	The residents and ratepayers who will be affected are those who smoke or vape and those who are in public

Criteria	Measure	Assessment
	degree to which they are affected by the decision or proposal.	places. People who smoke or vape are in the minority but are still a sizeable proportion of our population. The degree to which smokers and vapers would be affected would depend on the Council's decision.
LOS	The achievement of, or ability to achieve, the Council's stated levels of service as set out in the Long Term Plan.	There would be no effect on levels of service unless more resources are required to enforce any policy or bylaw
Decision	Whether this type of decision, proposal or issue has a history of generating wide public interest within South Taranaki.	It is not known whether the current policy generated any public interest at the time it was proposed, and the draft policy is unlikely to generate public interest. A proposed bylaw or enforceable policy is likely to generate considerable interest from numerous sections of the community and extensive debate.
Financial	The impact of the decision or proposal on the Council's overall budget or included in an approved Long Term Plan and its ability to carry out its existing or proposed functions and activities now and in the future.	Adoption of the draft policy or a decision not to have a policy would have no financial implications, but a bylaw or enforceable policy would involve some financial and resourcing impacts.
Reversible	The degree to which the decision or proposal is reversible.	Any of the decisions relating to this matter could be reversed. It would be more complicated to revoke a bylaw if one was put in place.
Environment	The degree of impact the decision will have on the environment.	A decision to have a bylaw or enforceable policy would have minor positive effects on the environment in terms of reduced litter.

10. In terms of the Council's Significance and Engagement Policy this matter is of low to medium significance – low if the draft policy is adopted or a decision is made to have no policy; medium if a bylaw or enforceable policy are to be pursued, because of the debate that is likely to be generated.
11. The form of consultation required would depend on the decision. Informing via meeting minutes would be appropriate for adoption of the draft policy or revocation of the current policy, while widespread consultation would be desirable for an enforceable policy and a bylaw would require a special consultative procedure.

Legislative Considerations

12. Section 145(b) of the Local Government Act 2002 allows a territorial authority to make a bylaw for its district for the purpose of protecting, promoting, and maintaining public health and safety.

13. Section 20 of the Smokefree Environments and Regulated Products Act 1990 states that nothing in it limits the powers under section 145(b) of the Local Government Act 2002 to make bylaws to provide greater protection than is already provided for. Section 14 of the Bylaws Act 1910 states that a bylaw is not invalid merely because the subject matter is already dealt with by statute.
14. A smokefree and vape-free bylaw or policy with punitive provisions may be contrary to the New Zealand Bill of Rights Act 1990 because its aim would be to prevent an activity that is not illegal, and a legal challenge could very likely succeed.
15. A special consultative procedure under section 83 of the Local Government Act 2002 would be required to institute a smokefree and vape-free public places bylaw. A stronger, enforceable policy would not need to be the subject of a special consultative procedure, but it would be advisable to carry out comprehensive community consultation, as this may be a contentious issue that would generate widespread public interest.

Financial/Budget Considerations

16. The costs associated with this report's recommendations would consist of replacing existing signs to include references to vape-free. The practice has generally been to remove smokefree signs when they are damaged, and not replace them, and there are now 14 signs in parks and reserves around the District. Replacement signs could be included in existing budgets.
17. It is not possible to estimate the exact costs of having an enforceable policy or a bylaw, but they are expected to be reasonably significant. Signs would need to be increased and maintained to enable the policy or bylaw to be enforced. Incidences of vandalism are likely to increase. There is no existing capacity to undertake any additional enforcement and actions, so an additional full or part-time equivalent human resource would be required. This additional cost could be in the order of \$100,000 per year and there is limited ability to recoup through infringements. Officers are currently at capacity with extra work required through Government reforms and key projects and Council is looking for savings to offset significant rates rises in the Annual Plan.

Environmental Sustainability

18. An enforceable smokefree and vape-free policy would have minor positive effects on the environment, mainly in litter reduction.

Consistency with Plans/Policies/Community Outcomes

19. Nothing in this report is inconsistent with any Council policy, plan or strategy.
20. The aim of a smokefree and vape-free policy is to contribute to:
 - Vibrant South Taranaki – *Cultural well-being*
 - Together South Taranaki – *Social well-being*
 - Sustainable South Taranaki – *Environmental well-being*

Impact on Māori/Iwi

21. Statistics show that smoking has disproportionate impacts on Māori and the same may apply to vaping, although the effects of vaping are perhaps slightly reduced. The draft policy aims to reduce those impacts.

Affected Parties Consultation

22. As already noted, adoption of the draft policy or revocation of the current policy would be unlikely to generate much interest and affected parties are not identifiable. Conversely, an enforceable policy or a bylaw would generate widespread debate and, although the affected parties are not identifiable, many of them are likely to make themselves known as part of a consultation process.

Whakakapia / Conclusion

23. For the reasons stated in this report, Option 1, to recommend to the Council that it adopts the draft Smokefree and Vapefree Public Places Policy as presented with this report, is the preferred option, as it continues the status quo by sending a positive message about not smoking and is low risk. The Council may request some changes to the policy as presented (Option 2), or it may decide not to have a policy (Option 3), both of which are low-risk options. Option 4 is not recommended because an enforceable policy or a bylaw has risks in terms of resourcing, health and safety of those required to enforce the rules, and political and legal risks.



Gordon Campbell

Kaitātari Whakamahere Tōpūranga / Corporate Planner


[Seen by]

Becky Wolland

Kaihautū Kaupapa Here me te Waitikanga / Policy and Governance Manager**Appendices:**

[Draft Smokefree and Vapefree Public Places Policy – Track Changes](#)

Kaupapa Here Auahi Kore me te Rehu Kore ki ngā Wāhi Tūmatanui

Smoke-free and Vapefree Public Places Policy

Person Responsible: Chief Executive
Date Adopted: TBA
Status: Draft

Date Last Reviewed: 2015
Next Review Date: TBA
Review Period: 3 years
Revision Number:

www.southtaranaki.com

Introduction

The Council has a duty to improve, promote, and protect public health within its District, as stated in section 23 of the Health Act 1956. The Smoke-free Environments and Regulated Products Act 1990 aims to protect non-smokers, particularly children and young people, from the effects of smoking. It also aims to prevent the normalisation of vaping, discourage people from taking up smoking or vaping, encourage people to stop smoking or vaping and support smokers to switch to less harmful regulated products.

The Council will demonstrate leadership by promoting a smokefree/vapefree lifestyle as both desirable and the norm in South Taranaki. This supports the Government's vision of New Zealand being smoke-free by 2025.

Purpose of the Policy

The Policy aims to provide more smokefree/vapefree environments and improve the health and wellbeing of South Taranaki residents by reducing the prevalence of smoking and vaping and the effects of smoking on non-smokers. Smokefree/vapefree messaging in Council-owned or controlled outdoor public places and facilities sends a positive message that people's health and the environment should be protected from the effects of smoking and vaping.

The Council aims to achieve its objective of discouraging smoking and vaping in public outdoor places without unduly infringing the ability of people to smoke or vape in outdoor public places if they want to. The Policy is voluntary and non-regulatory, and people can choose to comply in the spirit of promoting healthy lifestyle choices.

The South Taranaki District Council will be proactive and demonstrate leadership by promoting a smoke free lifestyle as being both desirable and the norm in South Taranaki. By focusing on five key areas, the Council will send a positive message that our children's health and the environment should be protected from the effects of smoking.

The five key areas are:

- ~~Council owned swimming pools and outdoor surrounds;~~
- ~~Council owned enclosed public facilities;~~
- ~~Council owned playgrounds and parks;~~
- ~~Supporting business to protect the environment; and~~
- ~~Public and staff information and education.~~

Outcomes

This Policy aims to achieve the following outcomes:

- Improved health and well-being by reducing exposure to second-hand smoke in public spaces.
- The visibility of smoking and vaping in public is reduced, particularly in the presence of children.
- There is increased awareness of and support for being smoke-free/vape-free.
- Smokers and vapers are clear about where they can and cannot smoke and vape.
- Public spaces are free of people smoking and vaping and smoking/vaping-related litter.
- Public spaces are increasingly used because they are smoke-free/vape-free.



- Smokers and vapers feel supported by their community to stop smoking/vaping.

Scope

People are encouraged not to smoke or vape in the following Council owned or controlled outdoor public places in the South Taranaki District:

- Parks, gardens and reserves
- Sports grounds and courts, and swimming pool grounds
- Playgrounds
- Bus passenger shelters
- The main entrances and exits of Council buildings and facilities such as offices, libraries, halls, pools, halls, pools and recreation centres
- Areas of footpaths licensed for outdoor dining
- Council-organised, supported or funded events

Areas that people associate with the Council will be prioritised.

Smoking in indoor public places is regulated by the Smokefree Environments and Regulated Products Act 1990.

The indoor areas of swimming pools are considered to be workplaces and smoking and vaping in these areas are therefore prohibited by section 5 of the Smokefree Environments and Regulated Products Act 1990.

Alignment with Community Outcomes and Well-beings

The Policy will contribute to the following community outcomes and well-beings:

- Together South Taranaki (social well-being) – a District with healthy, safe, resilient, informed and connected people.
- Sustainable South Taranaki (environmental well-being) – a sustainable District that manages its resources in a way that preserves the environment for future generations.

Relevant Legislation

On 3 December 2003, an amendment to the Smoke Free Environments Act 1990 was passed requiring, among other things:

- Buildings and grounds of schools and early childhood centres to be smoke free by 1 January 2004;
- Licensed premises to become smoke free indoors from 10 December 2004;
- Other workplaces to become smoke free indoors – including offices, factories, warehouses, work canteens and smoko rooms from 10 December 2004;

- d) The display of tobacco products in retail outlets restricted and a smoking kills sign erected near the display from 10 December 2004; and
- e) Access of smoking products to those under 18 years further restricted.

The purpose of the Act is to send a clear message about the dangers of smoking and to prevent the detrimental effect of other people's smoking on the health of people who do not wish to smoke.

Key Policy Areas

Council-Owned Swimming Pools

All Council-owned swimming pools are designated smoke free areas, including the outdoor area surrounding the pools. Appropriate signage will be displayed at the entrance of each pool and inside the grounds of each swimming pool.

Council-Owned Enclosed Public Spaces

All Council-owned enclosed public facilities, such as public halls, are smoke free. Appropriate signage will be clearly displayed and a cigarette butt receptacle will be provided outside all public halls.

Council-Owned Parks and Playgrounds

The public will be asked to refrain from smoking in Council-owned playgrounds and parks.

Signage will be displayed at the entrance to parks and by the children's play ground area asking people to refrain from smoking. Messages on the signage will focus on the positive rather than the punitive.

Events held in the park will be consistently promoted as smoke free events.

Supporting Business and Protecting the Environment

The Council will provide cigarette butt receptacles to identified licensed premises. Stainless steel cigarette butt receptacles will be offered, free of charge, to proprietors of identified licensed premises that have the greatest potential to negatively impact on environment and main street appearance. Identified licensed premises proprietors who access the free cigarette butt receptacles would be expected to meet the Council criteria with regard to placement of the receptacle to minimise the potential of patrons congregating on the main street and blocking footpath access to other members of the community.

Other businesses could purchase cigarette butt receptacles, at cost, from the Council.

Information and Education

The Council will provide information to the public on smoke free legislation and related health issues. The Council will work with the District Health Board and other health related agencies to ensure information relating to the legislation and the health impacts of smoking and passive smoking are easily accessible to the community. Brochures will be on hand for distribution and



Māori Translation

Smoke-free and Vape-free Public Places Policy

Environmental Health Officers will be available to provide helpful information to those making enquiries.

Definitions

Council means the South Taranaki District Council.

Public Place, for the purposes of this policy, means an outdoor place that is:

- a) Under the control of the Council; and
- b) Open to, or being used by, the public whether or not there is a charge for admission; and includes:
 - i) A road, whether or not the road is under the control of Council; and
 - ii) Any part of a public place; and
 - iii) Any reserve.

Policy

1.0 Implementation

- 1.1 Implementation of the Policy takes a non-regulatory approach to supporting individual choices for leading healthy lifestyles. It uses smokefree/vapefree signage and messaging via the Council's website, social media, entry foyer and events screens and any other relevant communications channels.

2.0 Signage

- 2.1 Signage to indicate smokefree/vapefree areas will be installed where it is considered to be appropriate and most effective. This may include Council-run events and events taking place on Council-owned land.

3.0 Information and Education

- 3.1 The Council will work collaboratively with relevant partners to make sure that information relating to this policy and the health impacts of smoking and vaping are easily accessible to the community and communicated to the public.

4.0 Smokefree and vapefree public events

- 4.1 Public events held at any Council outdoor public places are **required encouraged** to be smokefree/vapefree.
- 4.2 If the Council contributes funding or other support for an event, the organisers will be encouraged to promote the event as smokefree/vapefree.

5.0 Enforcement

5.1 This Policy does not ban smoking or vaping in public places. It aims to educate and encourage; it is self-policing and no action will be taken against those who do not comply. Compliance is entirely voluntary and will not be enforced by Council staff.

5.2 Businesses or organisations using Council-owned or controlled land, footpaths or facilities designated as smokefree/vapefree public places are encouraged to observe this policy. If they want to implement a smokefree/vapefree policy, they can contact the Smokefree organisation to access smoke-free/vape-free signs or stickers.

1.0 — Related Legislation and Bylaws Documents and Policies

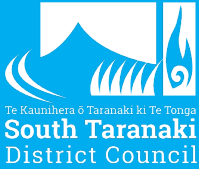
Smokefree Environments and Regulated Products Act 1990

Litter Act 1979

Public Places Bylaw (2014)

Public Swimming Pools Bylaw (1992)





Pūrongo Report

5

To	Policy and Strategy Committee
From	Kaiārahi Whaitikanga me ngā Kaitautoko / Governance and Support Team Leader, Sara Dymond
Date	20 March 2023
Subject	2022-2025 Governance Statement

(This report shall not be construed as policy until adopted by full Council)

Whakarāpopoto Kāhui Kahika / Executive Summary

- Under the Local Government Act 2002 (LGA) the Council is required, within six months of a triennial election, to prepare and make publicly available a local Governance Statement. The purpose of the Governance Statement is to provide information on a range of matters that may be of interest to the public.

Taunakitanga / Recommendation(s)

THAT the Policy and Strategy Committee recommends the Council;

- Approves** the Governance Statement for the 2022-2025 Electoral Term and authorises its publication.
- Notes** that the contents will be updated from time to time as changes are made to structure, processes and policies.

Kupu Whakamārama / Background

- All local authorities are required to prepare and make publicly available a Governance Statement within six months of the triennial election. The Council are able to update the Governance Statement as it considers appropriate.
- The Governance Statement must include the following information:
 - the functions, responsibilities, and activities of the local authority; and
 - any local legislation that confers powers on the local authority; and
 - the bylaws of the local authority, including for each bylaw, its title, a general description of it, when it was made, and, if applicable, the date of its last review under section 158 or 159; and
 - the electoral system and the opportunity to change it; and

- (d) representation arrangements, including the option of establishing Māori wards or constituencies, and the opportunity to change them; and
- (e) members' roles and conduct (with specific reference to the applicable statutory requirements and code of conduct); and
- (f) governance structures and processes, membership, and delegations; and
- (g) meeting processes (with specific reference to the applicable provisions of the Local Government Official Information and Meetings Act 1987 and standing orders); and
- (h) consultation policies; and
- (i) policies for liaising with, and memoranda or agreements with, Māori; and
- (j) the management structure and the relationship between management and elected members; and
- (ja) the remuneration and employment policy, if adopted; and
- (k) equal employment opportunities policy; and
- (l) key approved planning and policy documents and the process for their development and review; and
- (m) systems for public access to it and its elected members; and
- (n) processes for requests for official information.

Local Government Purpose

4. This matter relates to the purpose of local government to enable democratic local decision-making by, and on behalf of communities. The Governance Statement provides an overview of the Council's main plans, strategies, bylaws and policies along with the governance and organisational structure. Local government also needs to promote the social, economic, environmental and cultural well-being of communities in the present and for the future.

Ngā Kōwhiringa / Options – Identification and analysis

5. In accordance with the LGA 2002 Section 40(1) a local authority is required to prepare and publicly make available a Governance Statement within six months of the triennial election.
6. This report recommends the Council approves the Governance Statement, along with any changes requested.

Risks

7. There are no major risks associated with these decisions or matters.

Whaiwhakaaro me ngā aromatawai / Considerations and Assessments

Assessment of Significance and Engagement

8. South Taranaki District Council's general approach to determining the level of "significance" will be to consider:

Criteria	Measure	Assessment
Degree	The number of residents and ratepayers affected and the degree to which they are affected by the decision or proposal.	The Governance Statement is publicly available both in hardcopy and on the Council website. This decision (to release the revised document) will have no discernable effect on residents or ratepayers.
LOS	The achievement of, or ability to achieve, the Council's stated levels of service as set out in the Long Term Plan.	There is no impact on Council's levels of service.
Decision	Whether this type of decision, proposal or issue has a history of generating wide public interest within South Taranaki.	Based on previous experience, the release of the revised document is unlikely to generate wide public interest.
Financial	The impact of the decision or proposal on the Council's overall budget or included in an approved Long Term Plan and its ability to carry out its existing or proposed functions and activities now and in the future.	There is no impact on the Long Term Plan budget.
Reversible	The degree to which the decision or proposal is reversible.	The decision to release the revised document is not reversible. The Council is not required by law to make it available within six months of the election.
Environment	The degree of impact the decision will have on the environment.	There will be minimal impact on the environment, as the document is only printed on request and is provided through the website.

9. In terms of the Council's Significance and Engagement Policy this matter is of low significance.
10. The level to which the Council will engage will align with the significance of the decision to be made and will be at one of the levels shown below:
 - Inform

Level	Goal	Outcome
Inform	To provide the public with balanced and objective information to assist them in	The Council will advise the public through the minutes and the

Level	Goal	Outcome
	understanding the problems, alternatives, opportunities and/or solutions.	Statement will be available on the website.

Legislative Considerations

11. The publication of the Governance statement is a statutory requirement under the LGA 2002 Section 40(1).

Financial/Budget Considerations

12. The costs are insignificant and will be met from current budgets.

Consistency with Plans/Policies/Community Outcomes

13. Nothing in this report is inconsistent with any Council policy, plan or strategy.
14. This matter contributes to the following community outcomes as detailed below:
- Vibrant South Taranaki – *Cultural well-being*
 - Together South Taranaki – *Social well-being*
 - Prosperous South Taranaki – *Economic well-being*
 - Sustainable South Taranaki – *Environmental well-being*

Impact on Māori/Iwi

15. As the Governance Statement provides a sound decision-making framework for the Council and outlines its commitment to building Māori capacity for decision-making purposes. This will have a positive impact on Māori together with other members of the public.

Whakakapia / Conclusion

16. The Council are being asked to approve the 2022-2025 Governance Statement in accordance with Section 40(1) of the Local Government Act 2002.

Sara Dymond

**Kaiārahi Whaitikanga me ngā
Kaitautoko / Governance and Support
Team Leader**

[Seen by]

Becky Wolland

**Kaihautū Kaupapa Here me
te Whaitikanga / Policy and
Governance Manager**

[Appendix 1: 2022-2025 Governance Statement](#)

Tauaki Mana
 Whakahaere-ā-Kāinga

**Local Governance
 Statement**

2021 - 2022



Haere Mai Welcome

Whakature Introduction

The South Taranaki District Council's purpose is to enable democratic local decision-making and action by, and on behalf of our communities and to promote the social, economic, environmental, and cultural well-being of our communities in the present and for the future.

Generally the Council's roles are to:

- Set major policy including the long-term plan, annual and district plan, long term strategies and funding policies.
- Appoint and monitor the performance of the chief executive.
- Make decisions on matters that it has not delegated to committees or staff.

When carrying out these roles the Council must follow these principles:

- Conduct its business in an open, transparent, accountable and efficient manner.
- Take into account the views and diversity of the community for now and in the future.
- Provide opportunities for Māori to contribute to the decision-making process.
- Collaborate and co-operate with other local authorities and other bodies.
- Use sound business practices in its commercial activities.
- Prudent stewardship and the efficient and effective use of its resources.
- Take a sustainable development approach, taking into account: the social, economic and cultural interests of people and communities; and the need to maintain and enhance the quality of the environment; and the reasonably foreseeable needs of future generations.

The Council works with a variety of legislation, the main acts being:

- Building Act 2004
- Burial and Cremation Act 1964
- Climate Change Response Act 2022
- Dog Control Act 1996
- Food Act 2014
- Health Act 1956
- Health & Safety at Work Act 2015
- Land Transport Act 1998
- Local Authorities (Members' Interest) Act 1968
- Local Electoral Act 2001
- Local Government Act 1974
- Local Government Act 2002
- Local Government (Rating) Act 2002
- Local Government Official Information and Meetings Act 1987
- Privacy Act 2020
- Public Audit Act 2001
- Public Bodies Leases Act 1969
- Public Records Act 2005
- Public Works Act 1981
- Rating Valuations Act 1998
- Reserves Act 1977
- Resource Management Act 1991
- Sale and Supply of Alcohol Act 2012
- Waste Minimisation Act 2008
- Infrastructure Funding and Financing Act 2020
- Taumata Arowai – The Water Services Regulator Act 2020
- Water Services Act 2021
- Water Services Entities Act 2022

Ā mātou mahi

















What we do

We do all of this in a District with a population of approximately **28,000** (around 14,800 rateable properties) in **7 small towns** spread over a large geographic area (**362,000 hectares**).

 <p>Community Facilities</p>	<p>7</p>  <p>Campgrounds</p>	<p>7</p>  <p>Swimming Pools and support Ōpunakē Community Baths financially</p>	<p>9</p>  <p>Urban Halls As well as financially support 34 rural halls</p>
<p>TSB Hub</p>  <p>and financially support Ōpunakē's Sinclair Electrical and Refrigeration Events Centre</p>	<p>Financially support Hāwera Cinemas</p> 	<p>15</p>  <p>Sportsgrounds</p>	<p>6 Premier Parks 54 other parks 700 hectares of parks and reserves District-wide</p> 
<p>6</p>  <p>Pathways</p>	<p>38</p>  <p>Playgrounds</p>	<p>36</p>  <p>Public Toilets</p>	<p>10</p>  <p>Cemeteries</p>
<p>Arts and Culture</p> 	<p>7</p>  <p>LibraryPlus</p>	<p>Have a partnership with Aotea Utanganui Museum of South Taranaki</p> 	<p>Economic Development</p> 
<p>Tourism</p> 	<p>Events</p> 	<p>South Taranaki i-SITE Visitor Centre</p> 	<p>Civil Defence</p> 

Ā mātou mahi

What we do

 <p>Rubbish, Recycling and Greenwaste</p>	 <p>7 Transfer Stations</p>	<p>1,634km of roads that we construct and maintain (84% sealed - 257km unsealed)</p>  <p>163km of footpaths</p>	
 <p>8 Wastewater Treatment Plants 35 Pump Stations</p>	<p>1,009 Manholes</p> 	<p>68 Housing for the Elderly Units</p> 	<p>10 Water Treatment Plants 37 Reservoirs</p> 
 <p>2,252 Streetlights 875 Streetlight Poles</p>	 <p>299 Bridges</p>	 <p>Building Control</p>	 <p>Planning Services</p>
 <p>Noise Control</p>	 <p>Environmental Health</p>	<p>Alcohol and Gambling Licensing</p> 	 <p>Parking Control</p>
 <p>Animal Services</p>	<p>641km of water mains</p> <p>188km of wastewater mains</p> <p>96km of Stormwater Pipes</p>		

Ture-a-Takiwā (me ngā ture-a-tāone)

Local Legislation

(including Bylaws)

In addition to the legislation that applies to all local authorities, the South Taranaki District Council is also bound by eight pieces of local legislation and (acts that apply specifically to it). These are:

- **Eltham Drainage Board Act 1914** – this Act allows the Council to levy rates, make special orders and control and manage private drains that discharge to Council drains in the Eltham Drainage Area. The Eltham Drainage Board is now the Eltham Drainage Committee.
- **Eltham Borough Drainage and Water Supply Empowering Act 1905** – this Act allows the Council to do drainage, sanitation and water supply works for landowners, recover the costs, borrow money and make bylaws, in the former Eltham Borough area.
- **Hāwera Borough Drainage Empowering Act 1900** – this Act gives the Council powers in relation to drainage works in the former Hāwera Borough area.
- **Pātea Borough Council Empowering Act 1930** – this Act gave the Council additional powers to lease and sell certain lands, and to validate leases already granted.
- **Pātea Foreshore Vesting Act 1895** – this Act vested land at Pātea in the Pātea Harbour Board (now the Council) and allows the Council to arrange for reclamations, sell or lease land and grant rights for railway purposes.
- **Pātea Harbour Endowment Act 1892** – this Act vested land in the Pātea Harbour Board (now the Council).
- **Pātea Harbour Land Act 1882** – this Act declared that land set apart as endowments was vested in the Pātea Harbour Board (now the Council).

Below briefly outlines the key Council bylaws as at February 2023, their purpose and the dates each was established or reviewed. Full copies of these bylaws are available on the Council's website www.southtaranaki.com

The bylaws relating to the delivery of three waters (water, wastewater and stormwater) will be removed from the Council's responsibility and transferred to Entity B from 1 July 2024.

Alcohol Control - 2018

The purpose of this Bylaw is to protect the public from nuisance and offensive behaviour, and to improve public safety by reducing crime, disorder and other anti-social behaviour caused or made worse by alcohol consumption in public places.

Cemeteries - 2013

This Bylaw sets and maintains standards for the operation of Council cemeteries. It stipulates the provisions for interments and provides regulations for industry personnel and members of the public for interments, fees, grave digging, headstones and monuments.

Dog Control - 2019

This Bylaw protects the health and safety of the community by regulating the keeping of dogs, while also promoting responsible dog ownership and recognising the rights and needs of dog owners.

Drainage - 2018

This Bylaw is for wastewater drainage from primarily domestic premises to the Council's public drainage systems and includes reticulated sewerage systems, urban storm water drains and the conditions for physical connection of premises. The Trade Waste Bylaw (2017) normally applies to trade premises.

Freedom Camping - 2016 (amended 2017)

The purpose of the Freedom Camping Bylaw is to protect:

- areas within our District,
- the health and safety of people who may visit the District, and
- access to the District.

The Bylaw does this by controlling and managing where freedom camping may occur (permitted) and

Ture-a-Takiwā (me ngā ture-a-tāone)

Local Legislation

(including Bylaws)

where it cannot (prohibited). The Bylaw classifies three types of freedom camping within the District – self-contained, non-self-contained and tenting.

Keeping of Animals – 2018

The purpose of this Bylaw is to protect the public from nuisance and to maintain public health and safety by controlling the keeping of animals and providing standards for keeping animals for the protection of neighbouring property owners. This includes the keeping of pigs, poultry, bees, and grazing animals in both the urban and rural areas.

Livestock Control – 2019

The purpose of this Bylaw is to provide for the orderly droving and control of livestock on Council-owned roads, whilst minimising inconvenience, nuisance and potential danger to all road users from the fouling of the road network. This Bylaw also seeks to reduce the risk of injury to all road users by preventing unmonitored livestock from wandering onto Council-owned roads.

Mobile Traders – 2014

This Bylaw aims to ensure that trading activities in public places are safe, lively and attractive without inhibiting the safety of pedestrians, and to protect the general public from nuisances.

Parking Control and Traffic – 2014 (amended 2018)

This Bylaw provides for fair use of parking spaces in the CBD areas of South Taranaki townships, and to work in conjunction with the New Zealand Police to ensure that vehicles used on South Taranaki roads are safe and roadworthy.

Public Places – 2014

This Bylaw protects the public from nuisance, and protects, promotes and maintains public health and safety in public places. It also controls the display of signs in public places.

Public Swimming Pools - 2013

The purpose of this Bylaw is to ensure a safe and hygienic swimming pool operating environment consistent with New Zealand best practice and customer etiquette within a family recreation environment.

Roading – 2014 (amended 2018)

The purpose of the Bylaw is to protect roads from nuisances and damage, enhance the safety of road users, and to manage the road asset for the wellbeing of the public. It sets standards for the construction of vehicle access ways, conditions required for any works undertaken within the maintained roadway or surface that may interfere with the safe and efficient flow of traffic, restricting heavy traffic and the setting of speed limits.

Skate Devices Control – 2000

This Bylaw aims to maintain the safety of pedestrians on footpaths and ensure that damage to footpaths is reduced by restricting the use of skate devices within defined areas of the District.

Solid Waste – 2013

The purpose of this Bylaw is to contribute to promotion and effective and efficient waste management and minimisation in the South Taranaki District, the implementation of the Council's Waste Management and Minimisation Plan, the regulation of refuse collection and disposal (including recycling, ownership of the waste stream, refuse storage, and waste management). It also outlines the responsibilities of customers who use the solid waste services and contributes to the protection of the health and safety of waste collectors, waste operators and the public.

Ture-a-Takiwā (me ngā ture-a-tāone)

Local Legislation

(including Bylaws)

Tattooist, Beauticians and Body Piercers - 2013

This Bylaw regulates those persons and premises undertaking beauty therapy, skin piercing and tattooing that carry a risk of transferring communicable diseases. It aims to prevent the transference of communicable diseases and other bacterial skin or wound infections by applying standards to those persons who practice such operations.

Trade Waste – 2017

The purpose of this Bylaw is to protect the health and safety of all persons in the District, including Council staff, contractors and the public by protecting our natural environment.

The Bylaw sets a framework for industries discharging into the Council's wastewater network, which enables the Council to treat and dispose of wastewater whilst meeting its own obligations under its discharge resource consent.

Water Supply - 2013

The purpose of this Bylaw is to protect public health by maintaining the security of the Council's water supplies. The Bylaw details the responsibilities of the Council and its customers in relation to the public water supply. The Council also categorises the types of water supply and manages its water supplies by way of cost recovery, reducing wastage, demand management and penalties.



Tikanga Pōti me ngā Āheinga Whakahuringa

Electoral Systems and how to change it



How are councillors elected?

Council's electoral system is governed by the Local Electoral Act 2001. This Act provides a choice of two electoral systems for the election of mayor, councillors and community board members. The choices are "First Past the Post" (FPP) or "Single Transferable Vote" (STV) system.

FPP allows electors to tick as many candidates' names as they want, up to the number of vacancies to be filled. The candidate(s) that receive the most votes is declared the winner.

STV, instead of putting a tick beside a candidate's name, requires the elector to put a number. Electors are in effect ranking candidates in order of preference. The number of votes required for each candidate to be elected is called the quota and the quota is calculated on the number of positions to be filled and the number of valid votes.

The South Taranaki District Council currently uses the First Past the Post electoral system.

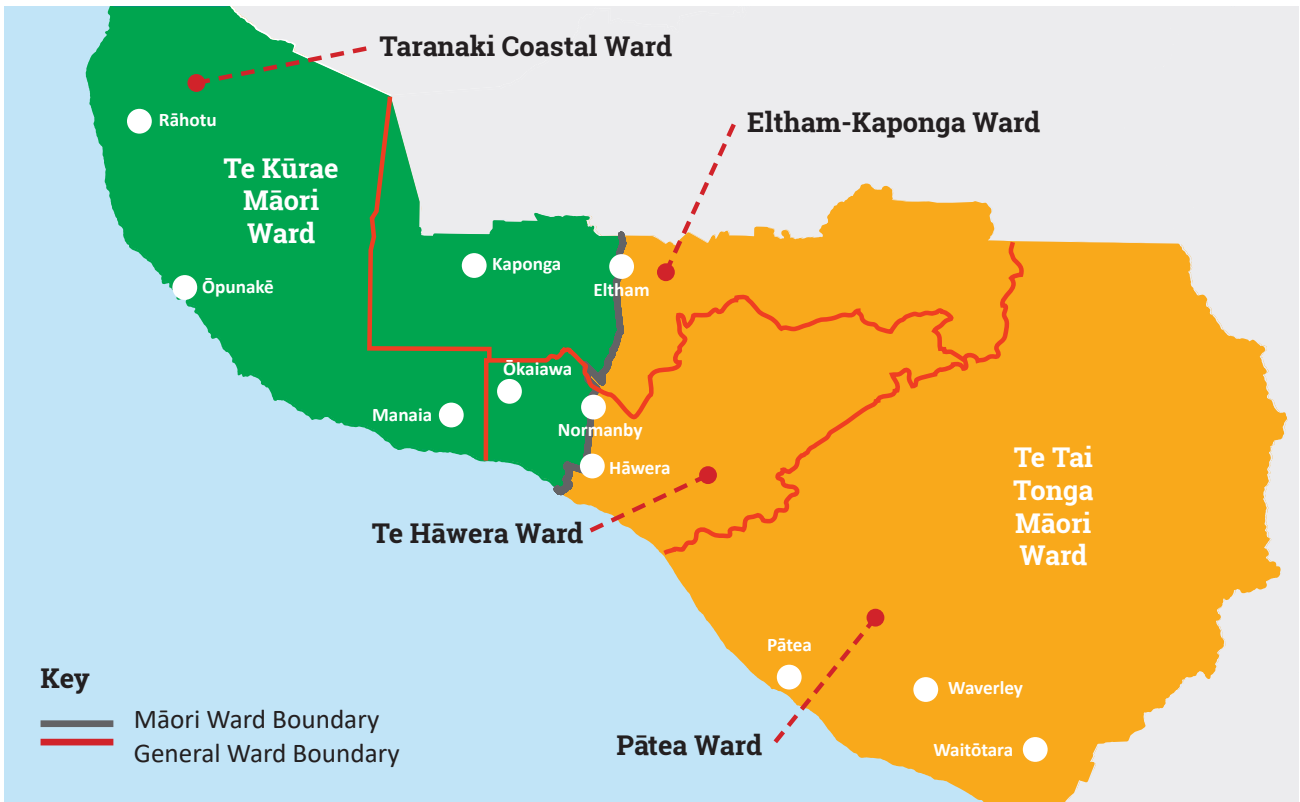
Under the Local Electoral Act 2001, the Council can resolve to change the electoral system to be used at the next two elections to the Single Transferable Vote (STV) system or stay with First Past the Post (FPP) for the next election.

Council can conduct a binding poll on the question or electors can demand a binding poll. A poll can be initiated by at least 5% of electors signing a petition demanding that a poll be held.

If the electoral system is changed, the new electoral system must be used for at least the next two triennial general elections; that is, we cannot change our electoral system for one election and then change back for the next triennial election.

Tikanga Pōti me ngā Āheinga Whakahuringa

Electoral Systems and how to change it



Representation Arrangements

The Council is required to review its representation arrangements at least once every six years. The Council last reviewed the electoral system in 2021, when it decided to continue the first past the post system for the 2022 and 2025 elections. This is due to be reconsidered in advance of the 2028 elections. Should there be any change to the electoral system following a review, this must be followed for the next two triennial general elections.

The outcomes of the last review resulted in changes to the representation in 2022; the membership of councillors increased from 12 to 13 partly as a result of the establishment of a with Māori wards.

Our District is led by a mayor (elected by constituents across the whole District) and councillors, who were elected by constituents within their ward. The four community boards (Eltham-Kaponga, Pātea, Taranaki Coastal and Te Hāwera) each comprise four elected members and one appointed member.

Māori Wards and Constituencies

The Local Electoral Act 2001 also gives the Council the ability to establish separate wards for Māori electors.

The Council considered Māori wards in 2020. The Council resolved to introduce Māori representation via Māori wards for the 2022 and 2025 triennial elections; Te Tai Tonga and Te Kūrae. The Council has Iwi appointments to the Environment and Hearings Committee, Risk and Assurance Committee, Community Services and Infrastructure Services Portfolio Groups.

Whakataunga Mema me ngā Whanonga

Members' Role and Conduct

The Council consists of the mayor, elected by the District at large and 13 councillors, elected from four general wards and two Māori wards. The mayor and councillors are elected to govern, make decisions and manage the interests of our District on behalf of all residents and ratepayers.

Mayor

The Mayor Phil Nixon is elected by the District as a whole and as one of the elected members shares the same responsibilities as other members of Council.

The Mayor also has the following roles:

- To lead the development of Council's plans, policies and budgets;
- To appoint the deputy mayor, chairpersons of all committees and establish the committees of Council;
- Presides over all Council meetings, ensuring that the elected members act within the guidelines of the code of conduct;
- Advocate on behalf of the community. This role may involve promoting the community and representing its interests;
- Ceremonial head of Council;
- Assist in providing leadership and feedback to other elected members on teamwork and chairing committee;
- Justice of the Peace, while the Mayor holds office.

Under the Local Government Act 2002, Amendment Act 2012, Clause 3 of the section 41A Role and powers of mayors:

Deputy Mayor

The Deputy Mayor must be appointed or elected at the first meeting of the local authority under Clause 21 (5) (d) of Schedule 7 of the Local Government Act 2002. Deputy Mayor Robert Northcott was appointed and exercises the same roles as other elected members, and if the Mayor is absent or incapacitated, the Deputy Mayor must perform all of the responsibilities and duties of the Mayor (as summarised above). The Deputy Mayor may be removed from office by resolution of Council.

Committee Chairperson

A committee chairperson presides over all meetings of the committee, ensuring that the committee acts within the powers delegated by the Council and as set out in the Council's Delegations Register.

Community Boards

Supporting our Council, there are four Community Boards covering the whole District, having been established within the provisions of Section 49 of the Local Government Act 2002. The Community Boards are elected by ward, as follows:

Taranaki Coastal Councillor	4 members plus 1 appointed
Eltham-Kaponga Councillor	4 members plus 1 appointed
Pātea	4 members plus 1 appointed Councillor
Te Hāwera	4 members plus 1 appointed Councillor

A community board's role is to:

- Represent and act as an advocate for the interests of their community;
- Consider and report on matters referred to it by the Council, or any matter of interest or concern to the community board;
- Maintain an overview of services provided by the Council within its community;
- Prepare an annual submission to the Council for expenditure within its community;
- Communicate with community organisations and special interest groups within the community;
- Undertake any other responsibilities delegated to it by the Council.

The Chairperson is appointed by the members of the Community Board.

Whakataunga Mema me ngā Whanonga

Members' Role and Conduct

Elected Members

Elected members, acting as the Council, are responsible for:

- ensuring the Council fulfils its responsibilities and follows the principle of local government as set out in the Local Government Act 2002;
- the development and adoption of Council plans, policies and budgets for the District;
- monitoring the performance of the Council against its stated objectives and policies set out in its Long Term Plan;
- employment and monitoring the performance of the Chief Executive (under the Local Government Act 2002 the local authority employs the Chief Executive, who in turn employs all other staff on its behalf);
- representing the interests of the residents and ratepayers of the South Taranaki District Council. On election, the members' responsibility is to the District as a whole; and
- Promoting good relationships with neighbouring local authorities.

Unless otherwise provided in the Local Government Act 2002 or in standing orders, the Council can only act by majority decisions at meetings. Each member has one vote. Any individual member (including the Mayor) has no authority to act on behalf of the Council unless the Council has expressly delegated such authority.

Chief Executive

The Chief Executive is appointed by the Council in accordance with Section 42 and Clause 33 and 34 of Schedule 7 of the Local Government Act 2002. The Chief Executive is responsible for implementing and managing the Council's policies and objectives within the budgetary constraints established by the Council.

The responsibilities of the Chief Executive under Section 42 of the Act are:

- implementing the decisions of the Council;
- providing advice to all elected members;
- 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 effectively and efficiently;
- maintaining systems to enable effective planning and accurate reporting of the Council's financial and service level performance;
- Providing leadership for the Council staff; and
- Employing staff on behalf of the Council, including negotiation of the terms of employment for those staff.

The Chief Executive is supported by a Senior Leadership Team (SLT).

Whakatakotoranga Whakahaere

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.

Chief Executive's Delegations

All delegations are from the Council to the Chief Executive Officer with the exception of certain provisions within the Resource Management Act 1991 where there is clear direction to delegate to the relevant staff member.

The Chief Executive has approval to expend or commit the Council to any approved expenditure contained in the Long Term Plan or Annual Plan or over-expenditure within the following thresholds:

- Up to 15% above a budgeted expenditure item greater than \$1 million;
- Up to 20% above a budgeted expenditure item greater than \$250,000 but less than \$1 million,
- Up to 20% (maximum \$50,000) for items less than \$250,000;
- Up to \$100,000 for net unbudgeted expenditure (gross unbudgeted amount not to exceed \$1million);
- To all works necessary in the case of an emergency (with no financial limit).

Whakaōrite Whiwhinga Mahi Equal Employment Opportunities

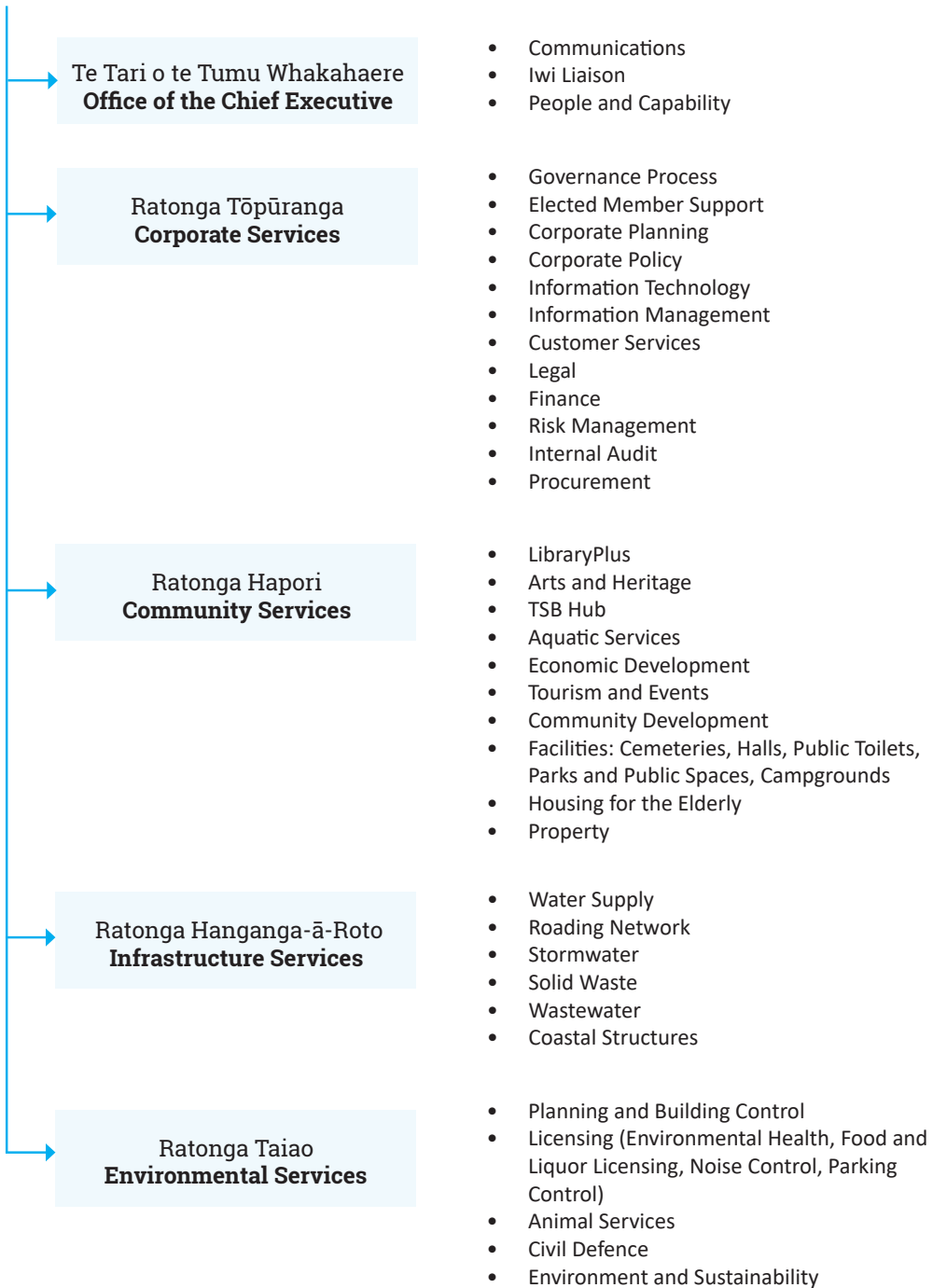
The South Taranaki District Council is committed to the principle of equal opportunity in the recruitment, employment, training and promotion of its employees. The Council will provide a welcoming positive environment and will implement a purposeful programme of action to ensure its activities and services are carried out with an awareness of, and an intent to eliminate discrimination in the areas of sex, marital status, religious beliefs, ethical belief, colour, race, ethnic or national origins, disability, age, political opinion, employment status, family status, sexual orientation.

Employment policies and practices will also ensure that employees have equal opportunity in the areas of recruitment, selection and appointment, training, development, promotion, conditions of service and remuneration.

Whakatakotoranga Whakahaere Management Structure



Tumu Whakahaere
Chief Executive
Fiona Aitken



Taunaki Tikanga-a-Mema

Members' Code of Conduct

The Council adopted a Members' Code of Conduct in 2022 and all elected members are required to adhere to it. Adopting a code is a requirement of the Local Government Act 2002. The Members' Code of Conduct set out the expectations of the Council regarding the manner in which elected members conduct themselves while acting in their capacity as members.

It also covers disclosure of information that is received by or is in the possession of elected members and contains details of the sanctions the Council may impose if an individual breaches the code.

Copies of the full Code of Conduct are available by contacting the Governance and Support Services Team Leader on 0800 111 323 or sara.dymond@stdc.govt.nz.

Members' Commitment

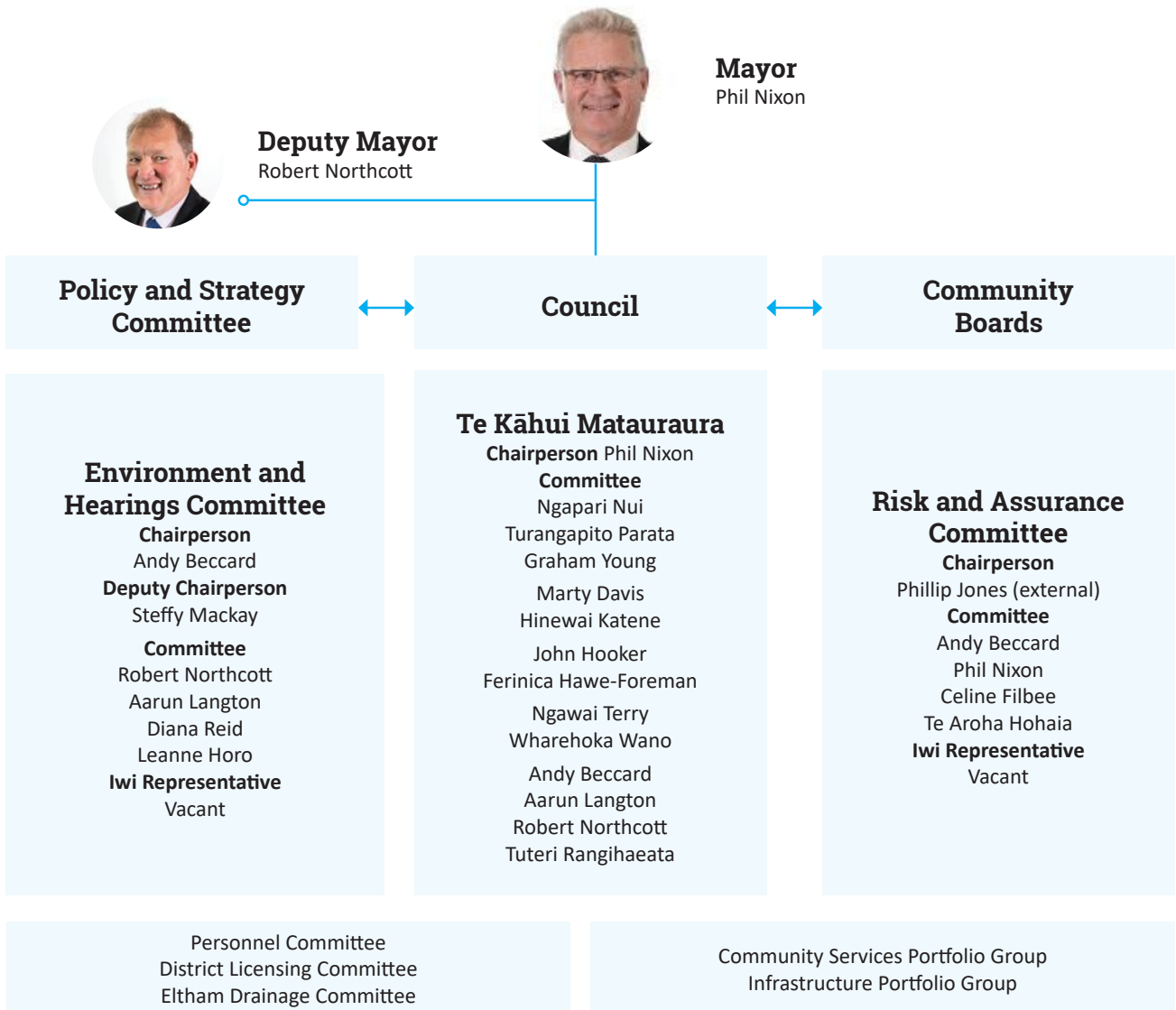
These commitments apply when conducting the business of the local authority as its representative or the representative of an electorate, and communicating with other members, the media, the public, or staff. By adopting the Code of Conduct members agree that they will:

1. treat all people fairly,
2. treat all other members, staff, and members of the public, with respect,
3. share with the local authority any information received that is pertinent to the ability of the local authority to properly perform its statutory duties,
4. operate in a manner that recognises and respects the significance of the principles of Te Tiriti o Waitangi,
5. make it clear, when speaking publicly, that statements reflect their personal view, unless otherwise authorised to speak on behalf of the local authority,
6. take all reasonable steps to equitably undertake the duties, responsibilities, and workload expected of a member,
7. not bully, harass, or discriminate unlawfully against any person,
8. not bring the local authority into disrepute,
9. not use their position to improperly advantage themselves or anyone else or disadvantage another person,
10. not compromise, or attempt to compromise, the impartiality of anyone who works for, or on behalf of, the local authority, and
11. not disclose information acquired, or given, in confidence, which they believe is of a confidential nature.

Whakatakotoranga Kāwana

Governance Structure

The political structure, membership and delegations are determined by the Mayor and/or Council at the beginning of each new triennium. Below is the political structure:



Aronga Komiti

Committee Purpose

Council

The purpose of the Council is to make decisions on all matters that cannot be delegated, that it has not delegated or that it has had referred to it by staff or a committee.

Type of Committee	Council
Quorum	Eight
Meeting Frequency	6-weekly
Membership	Mayor Phil Nixon Deputy Mayor Robert Northcott Councillors Andy Beccard, Mark Bellringer, Raquel Cleaver-Pittams, Celine Filbee, Te Aroha Hohaia, Leanne Horo, Aarun Langton, Steffy Mackay, Tuteri Rangihaeata, Bryan Roach, Brian Rook and Diana Reid.
Delegations	<p>The Full Council's role is to carry out responsibilities under the Local Government Act 2002. It is the final decision-making authority within the Council and generally ratifies recommendations made by other committees. It is made up of all Councillors and the Mayor.</p> <p>The powers that cannot be delegated by the Council are:</p> <ol style="list-style-type: none"> the power to make a rate the power to make a bylaw the power to borrow money, or purchase or dispose of assets, other than in accordance with the long-term plan the power to adopt a long-term plan, annual plan or annual report the power to appoint a chief executive the power to adopt policies required to be adopted and consulted on under the Local Government Act 2002 in association with the long-term plan or developed for the purpose of the Local Governance Statement. the power to adopt a remuneration and employment policy

Aronga Komiti

Committee Purpose**Policy and Strategy Committee**

The primary role of the Policy and Strategy Committee is to allow free and open debate whilst policies are being developed.

Type of Committee	Committee
Quorum	Eight
Meeting Frequency	6-weekly
Membership	Mayor Phil Nixon Deputy Mayor Robert Northcott Councillors Andy Beccard, Mark Bellringer, Raquel Cleaver-Pittams, Celine Filbee, Te Aroha Hohaia, Leanne Horo, Aarun Langton, Steffy Mackay, Tuteri Rangihaeata, Bryan Roach, Brian Rook and Diana Reid.
Delegations	The primary role of the Policy and Strategy Committee is to allow free and open debate whilst policies are being developed. The Committee consists of all Councillors. One representative from each Community Board is invited to attend Council meetings, where they have speaking rights only. A policy is usually initiated within the portfolio groups. It is passed to the Policy and Strategy Committee, which discusses the proposed policy and makes recommendations for additions or amendments. Once the Committee is happy with the policy it goes to the Council for adoption.

Aronga Komiti

Committee Purpose

5

Risk and Assurance Committee

The purpose of the Risk and Assurance Committee is to assist and advise the Council in discharging its responsibility and ownership of governance, risk management, and internal control.

The Committee will review the effectiveness of the following aspects of governance, risk management and internal control:

- *risk management*
- *internal and external audit and assurance*
- *integrity and investigations*
- *monitoring of compliance with laws and regulations*
- *significant projects and programmes of work focussing on the appropriate management of risk*
- *oversight of preparation of the LTP, Annual Report, and other external financial reports required by statute.*
- *monitoring and oversight of the Long Term Investment Fund*

To perform his or her role effectively, each committee member must develop and maintain his or her skills and knowledge, including an understanding of the Committee's responsibilities, and of the Council's business, operations and risks.

Type of Committee	Committee
Quorum	Four
Meeting Frequency	6-weekly
Membership	Chairperson / External Member Philip Jones Mayor Phil Nixon Councillors Andy Beccard, Celine Filbee, Te Aroha Hohaia Iwi Representative - Vacant
Delegations	The Risk and Assurance Committee will have responsibility and authority to: <ol style="list-style-type: none"> a. Review the quarterly financial and non-financial reports of the Council; b. Oversee the relationship between the Council and its external auditor; c. Consider the Audit Management Report undertaken for the Annual Report and Long Term Plan and monitor progress against that; d. Receive and consider reports on the Council's internal and external borrowing; e. Provide oversight and monitoring of the Council's risk management framework; f. Provide oversight and monitoring of Council's Long Term Investment Fund; and g. Oversee the relationship with the Council's Investment Advisors and Fund Managers.

Aronga Komiti

Committee Purpose

Environment and Hearings Committee

The primary role of the Environment and Hearings Committee is to oversee the Council's obligations under the Resource Management Act 1991. It also oversees a number of the Council's environment and regulatory activities.

Type of Committee	Committee
Quorum	Four
Meeting Frequency	6-weekly
Membership	Mayor Phil Nixon Deputy Mayor Robert Northcott Councillors Andy Beccard, Leanne Horo, Aaron Langton, Steffy Mackay and Diana Reid Iwi Representative - Vacant
Delegations	<p>The Committee is delegated the following decision making powers:</p> <ul style="list-style-type: none"> • To hear all resource consent applications with the power to make a final decision • To hear all Building Act dispensations on applications with the power to make a final decision • To consider all matters of an environmental and regulatory nature relating to the Resource Management Act, Building Act, Health Act, Fencing of Swimming Pools Act, Dog Control Act and to make recommendations to the Council • To receive reports on all matters approved under delegated authority by the Chairperson or Deputy Chairperson together with the Group Manager Environmental and those functions delegated to staff • Hear objections to menacing dog classifications and either uphold or rescind the classification (as per the Dog Control Act) • To consider and make recommendations to the Council on environmental policy matters relating to the Resource Management Act and the District Plan • To hear all plan changes and make recommendations to the Council <p>Non-notified applications will be referred to the Environment and Hearings Committee for consideration on in the following circumstances:</p> <ul style="list-style-type: none"> • Where the Group Manager Environmental believes that there are potential community effects and/or policy implications in respect of the District Plan, and no other applications of this nature have been dealt with before by the Council to determine precedent • Appeals relating to consent conditions approved under delegated authority; and • Applications for retrospective activities. <p>That aside, the Committee is only able to make recommendations to the full Council for it to consider and make a decision on.</p>

Aronga Komiti

Committee Purpose

Te Kāhui Mataura

The primary role of Te Kāhui Mataura is to enhance the relationship between Iwi and Council. The current terms of reference are being reviewed alongside the development of an Iwi-Council Partnership Strategy.

Type of Committee	Committee
Quorum	Seven
Meeting Frequency	6-weekly
Membership	<p>Mayor Phil Nixon Deputy Mayor Robert Northcott Councillors Andy Beccard, Aaron Langton and Tuteri Rangihaeata Te Kāhui o Rauru representatives - Marty Davis and Hinewai Katene Te Kāhui o Taranaki Representative - Ngawai Terry and Wharehoka Wano Te Korowai o Ngāruahine Representatives - John Hooker and Ferinica Hawe-Foreman Te Rūnanga o Ngāti Ruanui Representatives - Ngapari Nui, Turangapito Parata and Graham Young</p>
Delegations	<p>The Committee is delegated the power to grant funds from the Tangata Whenua Liaison Fund within the purpose of the Local Government Act 2002. A sum of \$50,000 is allocated by the Council to the Committee each financial year.</p> <p>Other than the Tangata Whenua Liaison Fund the Committee makes recommendations to the Council for it to consider and make decisions on.</p>

Aronga Komiti

Committee Purpose

Community Boards

Eltham-Kaponga, Te Hāwera, Taranaki Coastal, Pātea

Community Boards are set up under Section 49 of the Local Government Act 2002 (LGA 2002) and their role is detailed under section 52 of the LGA 2002 to:

- Represent and act as advocates for the interests of their community;
- Consider and report on all matters referred to it by the Council or any matter of interest or concern to the Community Board;
- Make an annual submission to the Council on expenditure within the community;
- Maintain an overview of services provided by the Council within the community;
- Act as a channel of communication on between the community and Council;
- Undertake any other responsibilities delegated by the Council.

Type of Committee	Community Board
Quorum	Three
Meeting Frequency	6-weekly
Membership	<p>Eltham-Kaponga Community Board – Chairperson Karen Cave, Sonya Douds, Alan Hawkes, Lindsay Maindonald and Councillor Steffy Mackay.</p> <p>Te Hāwera Community Board – Chairperson Nikki Watson, Andrew Blanche, Raymond Buckland, Heather Brokenshire and Councillor Diana Reid.</p> <p>Taranaki Coastal Community Board – Chairperson Andy Whitehead, Monica Willson, Sharlee Mareikura, Liz Sinclair and Councillor Aarun Langton.</p> <p>Pātea Community Board – Chairperson Jacq Dwyer, Cheryl Rook, Owen Savage, Bronwyn Wattrus and Deputy Mayor Robert Northcott.</p>
Delegations	<p>The community boards are delegated the power to grant funds from a Discretionary Fund within the purpose of the Local Government Act 2002. The Discretionary Fund is allocated by the Council based on the population of the community board area.</p> <p>Other than the Discretionary Fund, the community boards make recommendations to the Council for it to consider and make decisions on.</p> <p>The Pātea Community Board plus one representative from each of the three iwi Ngāti Ruanui, Nga Rauru Kīitahi and Ngā Hapū o Ngaruahine, have the delegation to make recommendations to the Council regarding the Pātea Harbour Endowment Fund.</p>

Aronga Komiti

Committee Purpose

5

Personnel Committee

The primary role of the Personnel Committee is to oversee the relationship between the Council and the Chief Executive (CE) and monitor their performance. The Committee consists of the Mayor, the Deputy Mayor, the Chairman of the Environment and Hearings Committee and two councillors.

Type of Committee	Committee
Quorum	Four
Meeting Frequency	As required
Membership	Mayor Phil Nixon Deputy Mayor Robert Northcott Councillors Andy Beccard, Mark Bellringer, Celine Filbee and Leanne Horo.
Delegations	The Personnel Committee is delegated the following responsibilities: <ul style="list-style-type: none"> • To oversee the process for recruitment of the CE; • To conduct the agreed process for annual review including agreeing the key performance indicators with the CE.

The Committee shall report its decisions and/or recommendations confidentially in writing to the Council as soon as possible.

Aronga Komiti

Committee Purpose

5

Eltham Drainage Committee

The Eltham Drainage Committee has responsibility for land drainage matters in the Eltham Drainage Area and expresses the views of ratepayers of the Eltham Drainage Area to the Council.

Type of Committee	Committee
Quorum	Three
Meeting Frequency	Twice yearly
Membership	Jonathon Perry (Chairperson) Bruce Campbell, Erwin Kiser, Councillor Mark Bellringer (South Taranaki District Council) and Councillor Steve Beck (Stratford District Council).
Delegations	The Eltham Drainage Committee functions are to: <ul style="list-style-type: none"> a. Express the views of the ratepayers of the Eltham Drainage Area to the South Taranaki District Council; and b. To perform such functions and exercise such powers, in respect of the Eltham Drainage Area, as may from time to time be delegated to it by the South Taranaki District Council.

Aronga Komiti

Committee Purpose

5

Portfolio Groups

Community Services and Infrastructure Services

The Council has an Infrastructure Services Portfolio Group and a Community Services Portfolio Group. The groups give councillors a forum in which to discuss policy items and develop specialist areas of knowledge prior to the development of policy, and it is a sounding board for others. Environmental policy discussions are held with the Environment and Hearings Committee and the Risk and Assurance Committee.

Type of Committee	Portfolio Group
Quorum	N/A
Meeting Frequency	Quarterly
Membership	<p>Community Services Portfolio Group - Councillors Steffy Mackay, Leanne Horo, Brian Rook, and Celine Filbee and vacant.</p> <p>Infrastructure Services Portfolio Group – Councillors Mark Bellringer, Robert Northcott, Bryan Roach, Te Aroha Hohaia and Tuteri Rangihaeata.</p>

Aronga Komiti

Committee Purpose

5

Mayor and Chairs

The purpose of the forum is to develop and enhance the relationships between the Council and the Community Boards. It provides an opportunity for meaningful dialogue and exchanges to occur on a regular basis. The forum enables the exchange of information and matters of interest between Boards as well as with the Council. It is designed to establish and maintain communication channels.

Type of Committee	Informal
Quorum	N/A
Meeting Frequency	Quarterly
Membership	Mayor Phil Nixon Deputy Mayor Robert Northcott Mrs Karen Cave, Mr Andy Whitehead, Ms Jacq Dwyer and Mrs Nikki Watson.

Komiti Hononga me ngā Wānanga

Joint Committees and Forums

Taranaki Civil Defence Emergency Management Group

The Taranaki Civil Defence Emergency Management Group was established by the Taranaki Regional Council pursuant to Section 114S of the Local Government Act 1974 and Section 12 of the Civil Defence Emergency Management Act 2002.

The membership of this Committee is one representative from each of the following:

- New Plymouth District Council
- Taranaki Regional Council
- South Taranaki District Council
- Stratford District Council

The appointed representative on the Taranaki Civil Defence and Emergency Management Group has full delegated authority from the South Taranaki District Council to exercise the functions, powers and duties of members under the Civil Defence Emergency Management Act 2002.

The South Taranaki District Council representative is Mayor Phil Nixon and in his absence Deputy Mayor Robert Northcott. The Committee meets quarterly. The Terms of Reference are available from the Taranaki Regional Council who administers this Committee.

Mayoral Forum

The Mayoral Forum consists of mayors of the New Plymouth, Stratford and South Taranaki district councils and the Taranaki Regional Council chairperson. The forum meet quarterly to consider shared services and collaboration between all the Taranaki councils.

The administration of the Mayoral Forum rotates between each of the councils and in the 2022-25 Triennium, it is the responsibility of the Stratford District Council. As part of the Taranaki Triennial Agreement the parties agree the next local authority responsible for servicing the Mayoral Forum, after which it passes to the remaining local authorities alphabetically, unless otherwise agreed.

Regional Transport Committee

The Regional Transport Committee (RTC) was established by the Taranaki Regional Council from 1 October 2008 under the Land Transport Management Act 2003 Section 105(1) to prepare a regional land transport plan for the Region and to provide the Council with any advice and assistance it may request in relation to its transport responsibilities.

The membership of this Committee is as follows:

- New Plymouth District Council (1 person)
- Taranaki Regional Council (2 persons)
- South Taranaki District Council (1 person)
- Stratford District Council (1 person)
- Waka Kotahi (1 person)

The Committee meets quarterly. The Council appointment to the Committee is Mayor Phil Nixon with Deputy Mayor Robert Northcott as the alternate representative.

The Terms of Reference are available from the Taranaki Regional Council who administers the Committee.

Komiti Hononga me ngā Wānanga

Joint Committees and Forums

Taranaki Solid Waste Management Committee

The Taranaki Solid Waste Management Committee was established by the Taranaki Regional Council 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 Waste Minimisation Act 2008.

The membership of this Committee is as follows:

- New Plymouth District Council (2 persons)
- Taranaki Regional Council (1 persons)
- South Taranaki District Council (2 persons)
- Stratford District Council (2 persons)

The Committee meets quarterly. The Council appointment to the Committee is Councillor Bryan Roach with Mark Bellringer as the alternate.

The Terms of Reference are available from the Taranaki Regional Council who administers the Committee.



Tukanga Hui

Meeting Processes

There are legal requirements determining how the Council, community board and committee meetings run. The meeting rules are set out in the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987 and the Council's Standing Orders.

Triennial (Inaugural) Meeting of the Governing Body

The Chief Executive calls the first meeting following the triennial elections as soon as practicable after election results are known.

- The first meeting of the South Taranaki District Council was 26 October 2022
- The first meeting of the Community Board was 8, 9 and 10 November 2022

The Chief Executive presides over the meeting of the governing body until the Mayor makes the declaration required by Schedule 7 of the LGA Act 2002. Business that must be conducted at the first meeting after general elections must include:

A general explanation of:

- Local Government Act 2002;
- Local Government Official Information and Meetings Act 1987;
- Local Authority (Members' Interests) Act 1968;
- Crimes Act 1961 – Sections 99, 105 and 105A;
- Secret Commissions Act 1910;
- Financial Markets Conducts Act 2013; and
- Protected Disclosures Act 2022.

Tukanga Hui

Meeting Processes

Ordinary Meetings

South Taranaki District Council meetings are held on a six weekly cycle. Upcoming meetings are published in Southlink in the South Taranaki Star. Meeting dates are also available on the Council's website.

The public are welcome to attend all Council, community board and committee meetings. Occasionally confidential matters will be discussed and the public are not able to attend those parts of the meetings. There are limited reasons for excluding the public from a meeting. The reasons are set out in the Local Government Official Information and Meetings Act 1987, and generally relate to protection of personal privacy, professional or legal privilege, commercial negotiation or commercial sensitivity.

Meeting agendas and minutes are available online. Reports and minutes containing confidential information will not be available online.

Extraordinary Meetings

An extraordinary meeting can be called by the mayor, chair or the chief executive (if the mayor/ chair is absent) if there are matters which must be dealt with and require shorter notice.

Workshops/Forums

From time to time Council will hold workshops/ forums. These are informal meetings to brief elected members on emerging issues, or get an indication of councillor preference before initiating a policy project. This is an opportunity for the Council to develop ideas and to be informed of the options and issues. Decisions can not be made at these informal meetings. These sessions are not open to the public or the media. LGOIMA do not apply to forums.

Admissions of public to meetings

Members of the public can participate in the democratic process by:

- attending meetings
- making deputations to meetings
- presenting petitions
- making written submissions to hearings
- presenting evidence or submissions at hearings
- public forums

Attending meetings

All hearings and meetings of Council are open for public attendance unless a resolution has been passed to exclude the public under section 48(1) of the LGOIMA. If members of the public are in the room when a resolution to exclude is passed, the chair will ask the public to leave the room for the duration of the item. Once the item has been completed, the meeting will move out of the public-excluded session. The public can then be invited back into the meeting.

Members of the public can speak during the Open Forum held at the beginning of all meetings. Speakers can have up to five minutes although this may be extended at the discretion of the Chairperson.

Standing Orders

Standing orders provide the basis for the orderly conduct of meetings and contain rules defining the rights of chairs and members to address meetings. Elected members must adhere to the standing orders adopted by the Council under the Local Government Act 2002. These standing orders are subject to the same legal requirements as a code of conduct with regard to their adoption and amendment. The Council also uses the standing orders to deal with the many matters they manage that are not covered by legislation.

Kaupapa Here Whakawhiti Whakaaro

Consultation Policies

Community engagement is important to enable participation in decision making and to understand the views and preferences of people who are likely to be affected by or interested in an issue, proposal, decision or other matter. The Council's Significance and Engagement Policy provides clarity to the South Taranaki District Council community on how they can expect to be engaged in South Taranaki district decision-making processes.

Building Māori capacity to contribute to Council Decision-making Policy

The Council are committed to upholding the mana of Māori by building strong relationships with Iwi and providing opportunities for Māori to contribute effectively and actively in decision-making processes that will affect the wider community.

This Policy provides opportunities for Māori to contribute to the Council's decision-making. The Council and Iwi will work collaboratively together to meet the needs of Māori, by developing strong relationships and decision-making partnerships including co-governance opportunities where these are identified by Iwi and/or the Council. The Council will actively promote te reo Māori including the development of a Bilingual Policy and ensure Māori representation on Committees and decision-making groups.

This Policy shall be reviewed every three years as part of the Long Term Plan to ensure the Policy is effective and efficient in achieving the long-term goals in conjunction with Te Kāhui Matauraura.

Mana whenua and Māori in South Taranaki – different relationships

Māori include two broad groups: South Taranaki residents – mana whenua – and those with family links to this area – tangata whenua. Mana whenua acknowledges Ngāti Ruanui, Ngāa Rauru Kīitahi, Ngāruahine, and Taranaki, as the first people of the land. This relationship is primarily expressed through the Iwi Liaison Committee.

Another significant and diverse group consists of other Māori living in South Taranaki with links to Iwi from other parts of the country, as distinct from local Iwi or mana whenua. It also acknowledges the role of all other Māori communities as kaitiaki in other parts of New Zealand.

Schedule 10 (5) of the Local Government Act 2002 further requires councils to address the development of Māori capacity to contribute to decision making processes in their Long Term Plans.

Kaupapa Here Whakawhiti Whakaaro

Consultation Policies

Partnership with local Iwi and involvement in decision making processes

In recent years, the Council and the mana whenua of South Taranaki have worked to improve their relationship. The establishment of the Iwi Liaison Committee in 1991 provided a mechanism through which mana whenua and the Council could engage directly. This mechanism will continue to be developed and reviewed to ensure its effectiveness.

The Committee meets regularly to provide an individual and collective perspective for the Council on all matters that affect Māori. The Committee has representatives from the Council, along with representatives appointed by the four recognised Iwi of South Taranaki, who are elected by Iwi. The term of each Council appointee is three years, and the appointment of the Iwi representatives is governed by each individual Iwi.

The Council employs an Iwi Liaison Advisor to facilitate consultation with Māori. This role provides direct liaison between Māori and the Council, actively encourages Māori participation in Council affairs and provides advice and guidance to the Council and staff on issues of significance to Māori.

Māori involvement in decision making processes

The Council identifies non-mana whenua as a group amongst other target groups that include youth, older people, other ethnic groups and the business community. This is to ensure that a representative range of South Taranaki residents have the opportunity to contribute to the Council's decision-making processes. Networking with key individuals and community leaders will also ensure the involvement of non-mana whenua in other forums, including the business community.

At present no single organisation represents non-mana whenua in South Taranaki, which makes it difficult to find representatives for the Council to consult. Any consultation under this process is with individuals, or small groups, rather than representatives with a formal mandate. Where necessary and appropriate, the Council is committed

to continuing to develop networks within the wider community to ensure that these levels of consultation are maintained and developed further.

Building on the Relationship

The Council proposes to progress the following initiatives that we consider would enhance the on-going Iwi and Māori capacity in the Council's decision-making:

Formal:

- Ensure the Iwi Liaison Committee is actively supported by means of advice, follow up and practice; and
- Support Iwi in providing direction and advice for the Council in regional and national events.
- Increase Iwi participation in the District Plan review process, the Hāwera Town Centre Strategy, the Town Centre Master Plans, the Open Spaces Strategy, the Economic Development Strategy as well as the Long Term Plan.

Informal:

- Iwi concerns can be addressed promptly by contacting appropriate Council staff members.
- Prioritising strategic areas of concern for Iwi.
- Facilitating opportunity for Iwi to participate in other community areas.
- Together with the Iwi Liaison Committee, review the role, structure and terms of reference of the Committee every three years.
- Continue the Mosaics programme that strengthens the Council staff's ability to effectively engage with Iwi and Māori through exposure to tikanga and te reo Māori:
- Regular and consistent provision to increase language vocabulary, pronunciation and understanding of its cultural context.
- Hold quality Huinga-a-iwi meetings with Iwi in relation to the development of policy and strategy and any other operational matters relevant to Iwi.

Pukapuka Matua Mahere me te Kaupapa Here

Key Planning and Policy Documents



Long Term Plan 2021 - 2031

Every three years, the Council is required to develop a Long Term Plan with a ten year horizon.

The Long Term Plan sets out our strategic direction and work programme for the next ten years (with specific detail on the first three years) - outlining the services we will provide, projects we will undertake, cost, how it will be paid for and how we will measure our performance.

Planning for a period of ten years encourages the Council to take a more sustainable and long term view of our resources and the direction we are heading instead of only planning on an annual basis.



Annual Plan 2022/23

Every three years the Council is required to develop a Long Term Plan which outlines the projects and services the Council intends to carry out in the district over the next ten years, with a focus on the first three. Each intervening year the Council also develops an Annual Plan which highlights the Council's programme for that year and identifies any differences in that programme with what the Council said it was going to do in its Long Term Plan. The most important thing about the Annual Plan is that it sets the rates for the coming year.



Annual Report

After the end of the financial year Council publishes an annual report which contains audited accounts for the previous financial year. Annual reports must be audited and adopted by October each year. The Council is required to publish this no later than 4 months after the end of the financial year which is 30 June.

The Council is also required to produce an annual report summary. The summary of the annual report is important for accountability as simplified financial and performance information should be more understandable and accessible than the more detailed annual report.

Pukapuka Matua Mahere me te Kaupapa Here

Key Planning and Policy Documents

The District Plan

The South Taranaki District Plan contains our objectives, policies, rules and maps for managing activities and development in the district.

The District Plan is the main document that sets the framework for managing land use and development within our District. It contains objectives, policies and rules to address resource management issues such as the effects of land use and subdivision, noise and traffic.

The rules of the District Plan set out what activities you can do as of right (permitted activities) and what activities you'll need resource consent for. These rules cover things like residential development, subdivision of land, the height and location of buildings, commercial and industrial developments, heritage and noise.

Environment and Sustainability Strategy 2021 - 2051

This Strategy guides decision-making for Council across four priority areas:

- **Sustainable Resource Management:** Sustainably managing the natural and physical resources of the District for future generations.
- **Environmental Protection:** Recognising and protecting places of natural heritage and outstanding natural features and landscapes across the District.
- **Climate Change:** Planning for and responding to climate change.
- **Waste Minimisation:** Continuing to implement and improve on our waste minimisation initiatives.

None of us can address these challenges alone, so this Strategy describes how Council can work with our communities, Iwi and hapū, partners, local groups and businesses, and central and local government. We need to work together, as a Council, as a community, and as individuals, to take action right now, and join the cities and communities around the world who have recognised the need for urgent action on the environmental and climate

change crises.

Asset Management Plans

Asset Management Plans bring together all of the data and information about the assets. This helps the Council to make effective decisions throughout the lifecycle of each asset.

The assets are important as they are required to deliver the Council's activities and meet the levels of service adopted in the LTP.

Revenue and Financing Policy

This policy explains how the Council's activities are funded. It provides predictability and certainty about sources of funding or how we recover the costs for our activities. It explains the reasons for various funding methods for our operating and capital expenditure.

Financial Strategy - 2021

The purpose of this Strategy is to help us prudently manage our finances as we work towards our vision of South Taranaki, the most liveable District. The Strategy guides us to consider proposals for funding and expenditure. It sets out our financial targets, explains how we will manage our resources and highlights areas where there will be a significant financial impact. The Strategy describes what we are aiming to achieve over the next ten years and states the effects of our proposals on our services, rates, debt and investments.

Infrastructure Strategy - 2021

This Strategy states how the Council intends to manage its infrastructure assets over the next 30 years. It outlines:

- The key infrastructure challenges we face;
- The main options for dealing with these issues;
- The cost and service delivery implications of those options; and
- The preferred scenario for infrastructure provision.

Pukapuka Matua Mahere me te Kaupapa Here

Key Planning and Policy Documents

Community Funding - 2021

This Policy encourages the development and delivery of the social, economic, environmental, and cultural well-being of the District's residents and visitors through the provision of community grants.

Waste Management and Minimisation Plan - 2018

This Plan is the guiding document for achieving effective and efficient waste management and minimisation within the District. This Plan contains the Council's vision, objectives and targets for waste management and minimisation and details how the Council will deliver and fund these.

Pūrongo Whakapānga

Contact Information



Mayor

Phil Nixon

Phil.nixon@stdc.govt.nz | 027 494 8972

Te Hāwera General Ward

Andy Beccard

Andy.beccard@stdc.govt.nz | 027 243 1564

Racquel Cleaver-Pittams

racquel.cleaver-pittams@stdc.govt.nz |
027 453 1450

Celine Filbee

Celine.filbee@stdc.govt.nz | 0217 454 0591

Te Aroha Hohaia

Tearoha.hohaia@stdc.govt.nz | 021 260 4779

Diana Reid

Diana.reid@stdc.govt.nz | 027 498 4353

Eltham-Kaponga General Ward

Mark Bellringer

Mark.bellringer@stdc.govt.nz | 027 497 4900

Steffy Mackay

Steffy.mackay@stdc.govt.nz | 027 476 4820

Taranaki Coastal General Ward

Aarun Langton

Aarun.langton@stdc.govt.nz | 027 226 5386

Bryan Roach

Bryan.roach@stdc.govt.nz | 027 445 7888

Pātea General Ward

Robert Northcott

Robert.northcott@stdc.govt.nz | (027 242 6130

Brian Rook

Brian.rook@stdc.govt.nz | 027 942 2757

Te Tai Tonga Maori Ward

Tuteri Rangihaeata

Tuteri.rangihaeata@stdc.govt.nz | 022 882 1818

Te Kūrae Maori Ward

Leanne Horo

Leanne.horo@stdc.govt.nz | 027 499 8746

Council Staff

Any member of the Council's staff, the Mayor, or any LibraryPlus facility can be contacted by phoning 06 278 0555 or 0800 111 323 or emailing either through the website (www.southtaranaki.com) or directly to the staff member.

Staff member email addresses follow this format: **firstname.surname@stdc.govt.nz**

Request for Official Information

The South Taranaki District Council holds a wide range of information. The majority of the information is publicly available on request or available on the Council's website. Information requests should be sent to the Council by emailing privacyofficer@stdc.govt.nz or by calling the Council on 0800 111 323.

Members of the public can request information at any time. When responding to information requests, Council staff will consider the request under the requirements of the Local Government Official Information and Meetings Act 1987 (LGOIMA).

Information requests should be as specific as possible so information can be found quickly. Council staff will contact requesters if clarification of a request is necessary.

The Council has 20 working days to respond to requests. In some circumstances that timeframe can be extended.

If a request requires a lot of staff time to research and compile, or a lot of information, the requester may be asked to pay some or all of the cost in advance. The Council always contacts requesters before a charge is incurred.

Sometimes the information requested cannot be released. When the Council decides to withhold information, the requester is provided with the reasons why.

The reasons for withholding information are set out in the LGOIMA. The most common reasons for withholding information are to:

- Protect people's privacy.
- Enable the Council to carry out its commercial activities.
- Protect confidential or commercially sensitive information.
- Maintain legal privilege.

Individuals have the right to ask for any information about themselves, without charge. Special rules govern the right of access to personal information and Council can be asked to correct information which is inaccurate or incomplete or misleading. If Council believes that its information is accurate, it must nevertheless note on its file that an objection has been made as to the accuracy of the information and the reasons for it.

All requests to Council, whether verbal or in writing, are deemed to be requests under the Local Government Official Information and Meetings Act 1987. However, in the course of Council's day to day business operations, staff are constantly involved in giving out information to the public from records held. Some legislation directs that certain information must be released and conversely also may direct that information is not to be released. It is only in such cases where doubt exists as to whether any particular information that is held can or should be released, that a formal process is adopted and followed to deal with such requests. In all other cases the information is provided in the course of day to day business.

All such requests are directed internally to the Privacy and Purchasing Advisor who is Council's delegated Official Information and Privacy Officer and responsible for the decision on the release, after consultation with the appropriate Group Manager.

Document Type: Local Governance Statement 2022-2025
Person Responsible: Governance and Support Team Leader
Date Adopted: 20 March 2023
Status: Current

Date Last Reviewed: March 2023
Next Review Due:
Review Period: 3 years
Revision Number: 1





www.southtaranaki.com



Pūrongo-Whakamārama Information Report

6

To	Policy and Strategy Committee
From	Kaihautū Whakawhanake Pakihi / Business Development Manager, Scott Willson
Date	20 March 2023
Subject	Quarterly Economic Development and Tourism Report to 31 December 2022

(This report shall not be construed as policy until adopted by full Council)

Whakarāpopoto Kāhui Kahika / Executive Summary

1. This report provides a combined update of activities of the Economic Development and Tourism units and presents the quarterly report from Venture Taranaki Trust (VTT) see [Appendix 1](#).
2. This report includes highlights from the activities conducted by VTT relating to both Economic Development and Tourism within the District. Highlights of the key activities undertaken at the South Taranaki i-SITE Visitor Centre are also included.

Taunakitanga / Recommendation

THAT the Policy and Strategy Committee receives the Quarterly Economic Development and Tourism Report to 31 December 2022.

Whakawhanake Ohanga / Economic Development

South Taranaki Business Park

3. Design of the South Taranaki Business Park (the Business Park) three waters and roading infrastructure is nearing completion. Consultation about the proposed roading plans for the Business Park has continued with key stakeholders including Waka Kotahi - NZ Transport Agency.
4. A new water main has been installed along the State Highway to Fitzgerald Lane and Kerry Lane, Hāwera. In the new year, work will continue, with the watermain extending down to Glover Road.
5. Council staff worked with local developer CJ Mahony on marketing materials for his South Taranaki Business Park – West End Precinct development. The marketing campaign launched on 1 November 2022 to promote the 30 lot commercial hub with sections ranging from 1,180m² – 14,880m².

6. Stage one construction works in the West End Precinct began in October. The work continues throughout the summer and includes an extension to Fitzgerald Lane, underground services and earthworks for all stage one lots. There are four completed and tenanted sites and several more underway.

Longview Hāwera

7. Installation of a new watermain on Turuturu Road to improve the water supply availability in the area and to service the new subdivision was completed in November.
8. The first houses are currently being built with titles for several more sections expected soon. The stage one sections are almost all sold and during the next seven years, 259 new homes will be built in five stages.

Trip-To Taranaki

9. Council staff worked with Venture Taranaki to create and launch an interactive visitor activity called Trip-To in November.
10. With a particular focus on SH45, the experience aims to encourage visitation around South Taranaki. The gamification app initially featured six prototype trails, showcasing a variety of businesses and attractions between New Plymouth and Pātea.
11. Three more journeys will be launched in February.

Te W'anake The Foundry

12. The Council and Bizlink Hāwera are collaborating to establish a co-working, events and business support venue for South Taranaki.
13. The building fitout at 130 High Street, Hāwera was completed in December.
14. A focus of this quarter was to procure the furniture, video conferencing and security equipment. The next quarter focused on the tenancy agreement and launching the initiative.
15. The Council employed Paul Whakatutu (Enterprise Hub Lead) and Nikki Watson (Events and Vibrancy Coordinator) based at Te W'anake The Foundry. Paul and Nikki are part of the Business Development team and began on 16 January.

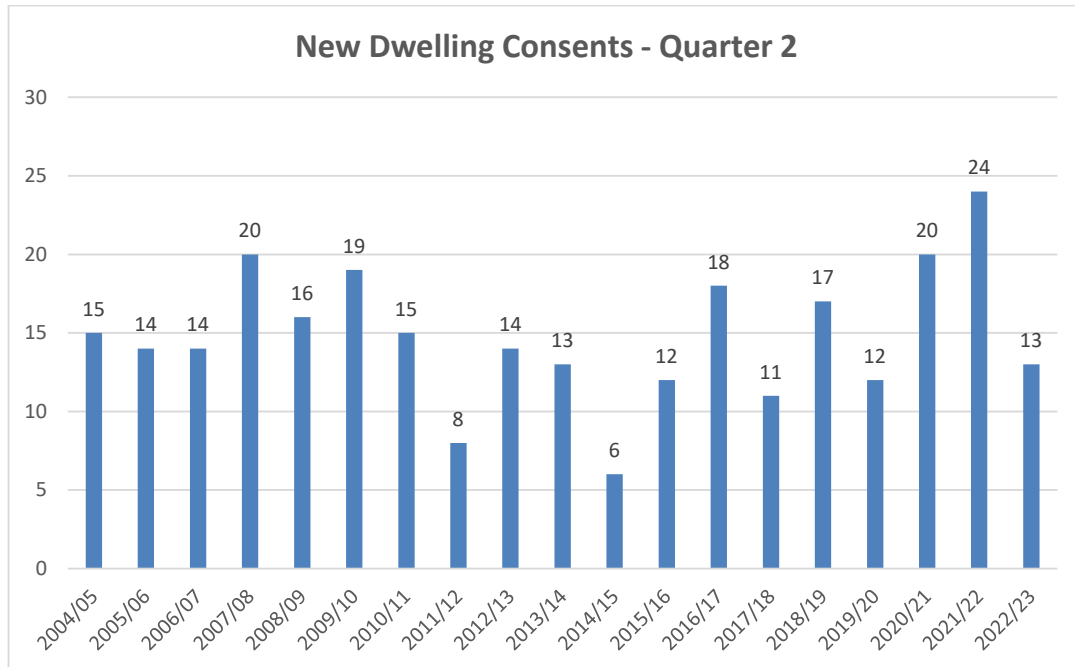
Digital Boost South Taranaki

16. With the support of Venture Taranaki, the Council and Bizlink Hāwera put together a successful application to MBIE for funding to support a group of 15 South Taranaki businesses through a digital business skills programme.
17. The programme began in November with a launch event and business objective setting and will continue through until June 2023.
18. The programme includes a mixture of emails, coffee catchups, industry expert sessions and workshops. The content has been designed to best suit the individual business objectives, with many aiming for improved social media and digital marketing and more efficient business processes.

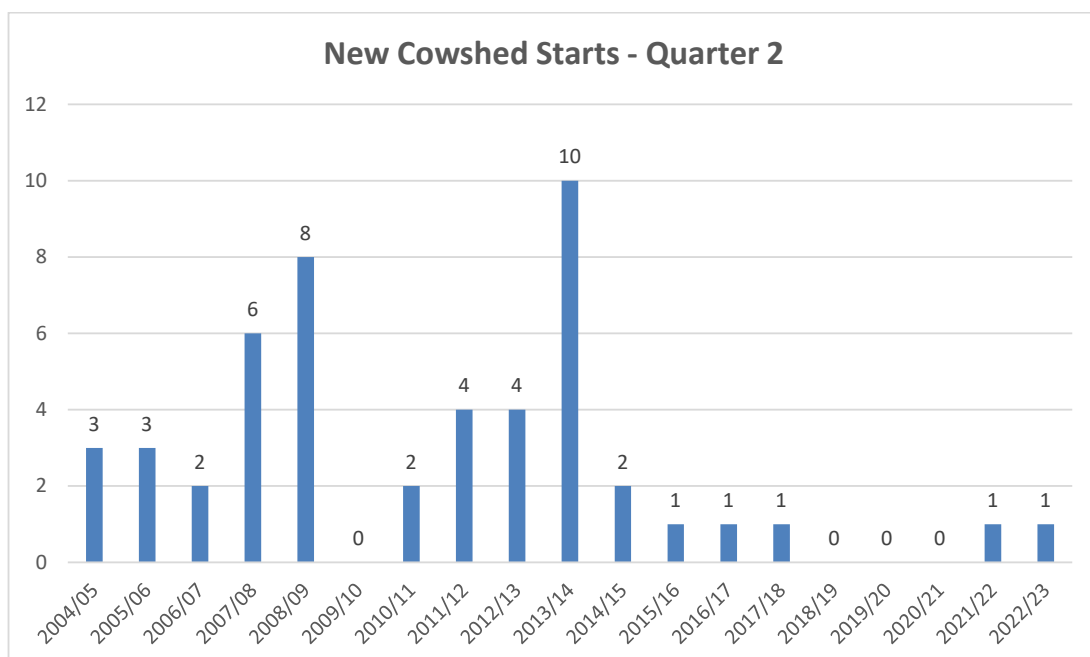
19. Startup Taranaki and several local business experts are facilitating the sessions.

New Building Consents

20. Building consents are reviewed with the number of new dwelling building consents collated and recorded to provide an indication of the state of the construction industry. There were 13 new dwelling consents for the last quarter.



21. Similarly, with new dwelling consents, the number of new cowshed consents are recorded as one tool to monitor confidence in the dairy farming industry.



Whakatairanga Tāpoi me to Rohe / Tourism and Regional Promotion

Tourism and Promotion

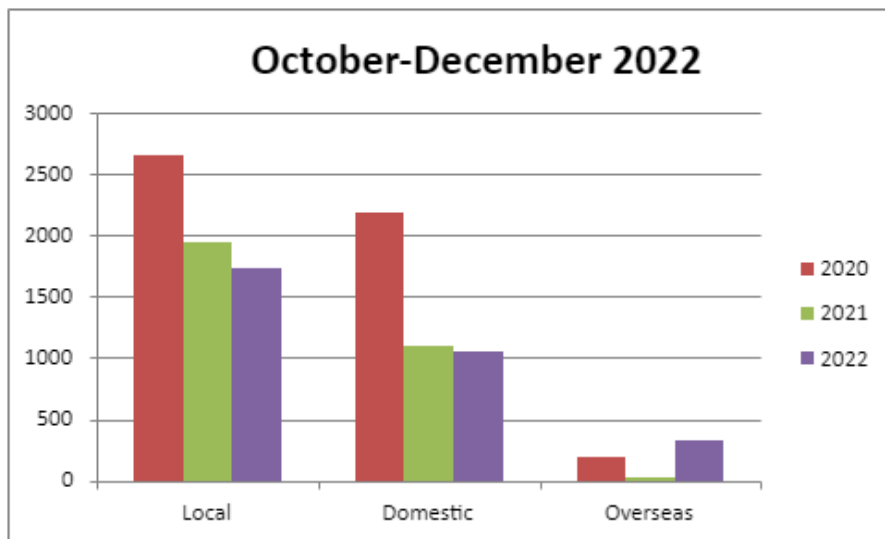
22. Widespread activity continued throughout quarter two to promote visitation and summer events such as Taranaki Garden Festival, Steelformers Around the Mountain Relay, Coastal Five and the Tattoo and Art Festival.
23. Venture Taranaki hosted Brook Sabin from STUFF and Roady NZ to get content for tourism promotions. The content across their social media channels has generated a collective reach of 389,093 people.

South Taranaki i-SITE Visitor Centre

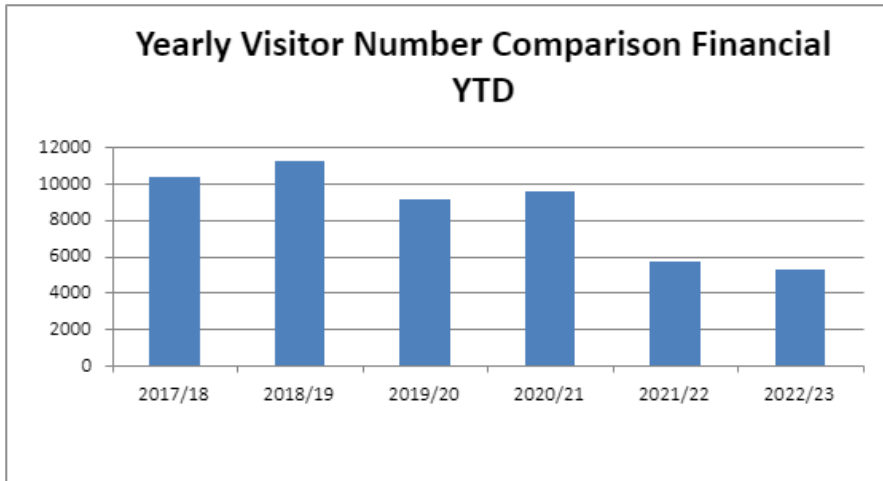
24. During quarter two, we saw more external and local events come to South Taranaki which were well supported by our local community (tickets were sold through the i-SITE). Events that have been held during quarter two include Dancing Queen-A Tribute to ABBA, Hāwera Repertory’s-A Christmas Crack-Up, Christmas Cabaret and Hāwera Rumble. Coming up we have the Hāwera Memorial Trust Theatre Trust Variety Concert, Turkey the Bird.

Visitor Statistics

25. The following graph has been provided to show the i-SITE visitor trends that have occurred over the past three years. With international borders open and domestic travel increasing, we are seeing more people travelling around our wonderful region.



26. The following graph has been provided to show the i-SITE visitor trends that have occurred over the past six years.



Events

27. Events held during the second quarter of 2022/23 were:

- October school holiday programme
- Scale Ship Regatta (22/23 October)
- Christmas Cabaret (18 November)
- Arts in the Park (3 December)

28. Events planned for the third quarter of 2022/23:

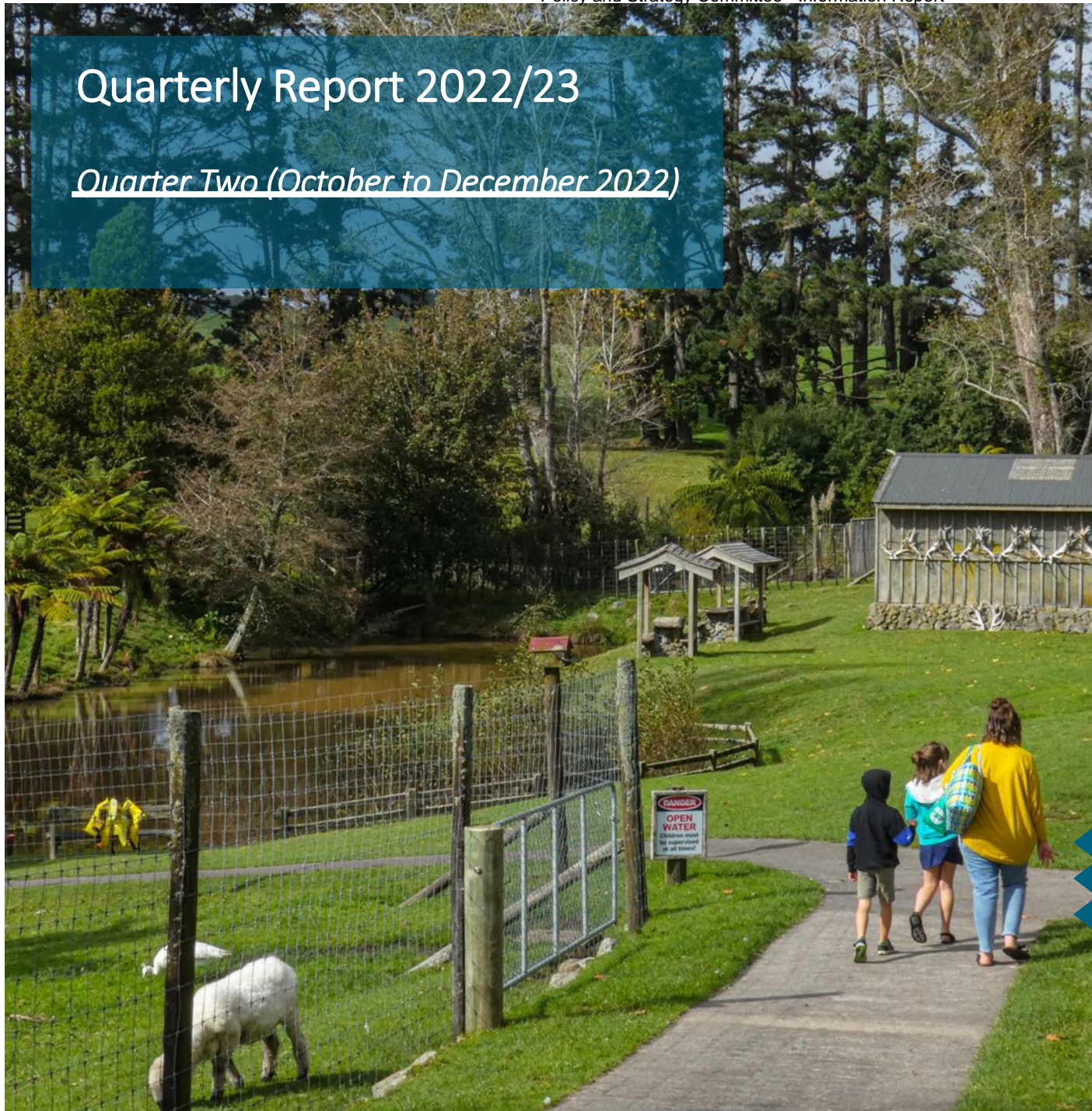
- Sounds on the Sand (14 January)
- Concerts in the Park (28 January)
- Skate Competition (11 February)
- AmeriCarna Ōpunakē (22 February)
- AmeriCARna Hāwera (24 February)
- Paint Party (12 March)
- Drive in Movies: Eltham (25 March), Manaia (26 March)

Scott Willson
**Kaihautū Whakawhanake Pakihi /
 Business Development Manager**

Cath Sheard
**Kaiarataki Ratonga Hapori Tuarua /
 Acting Group Manager Community Services**

Quarterly Report 2022/23

Quarter Two (October to December 2022)



venture
TARANAKI
Te Puna Umanga

Contents

<u>Message from CE</u>	3
<u>Key Performance Snapshot</u>	4
<u>Entrepreneurship and Enterprise Support</u>	5-9
<u>Regional Intelligence</u>	10
<u>Sector Development</u>	11-12
<u>Talent Initiatives</u>	13
<u>Branching Out</u>	14
<u>Curious Minds</u>	15
<u>Major Event</u>	16
<u>Visitor Futures</u>	17
<u>Brook Sabin Famil Visit</u>	18
<u>Finance Summary</u>	19
<u>Sustainability and Emissions</u>	20
<u>Customer Feedback</u>	21
<u>Performance Measures</u>	22
<u>Coming up in Q3</u>	23

Message from CE

Tēnā koutou

Undeniably, we are living in complex times, coming out the other side of a pandemic, global unrest, political changes, and the threat of a worldwide recession. Understandably our people and businesses are feeling uneasy, so it's not surprising that results from our recent Business Survey, conducted in Q2, show that 60% of respondents anticipate a tougher year ahead. Where Te Puna Umanga Venture Taranaki (VT) can make an impact and support a resilient regional economy is to continue focusing on mahi that will help grow jobs, enterprises, key sectors, and attract investment.

In October, this mahi across major projects was acknowledged for excellence in Economic Development at the EDNZ awards, taking out two categories; Best Practice for Innovation, for the PowerUp programme, and Best Practice for Primary Research for Branching Out. Additionally, The Coastal Arts Trail was recognised with a commendation for Best Practice Collaboration with our counterparts from Whanganui & Partners and Central Economic Development Agency.

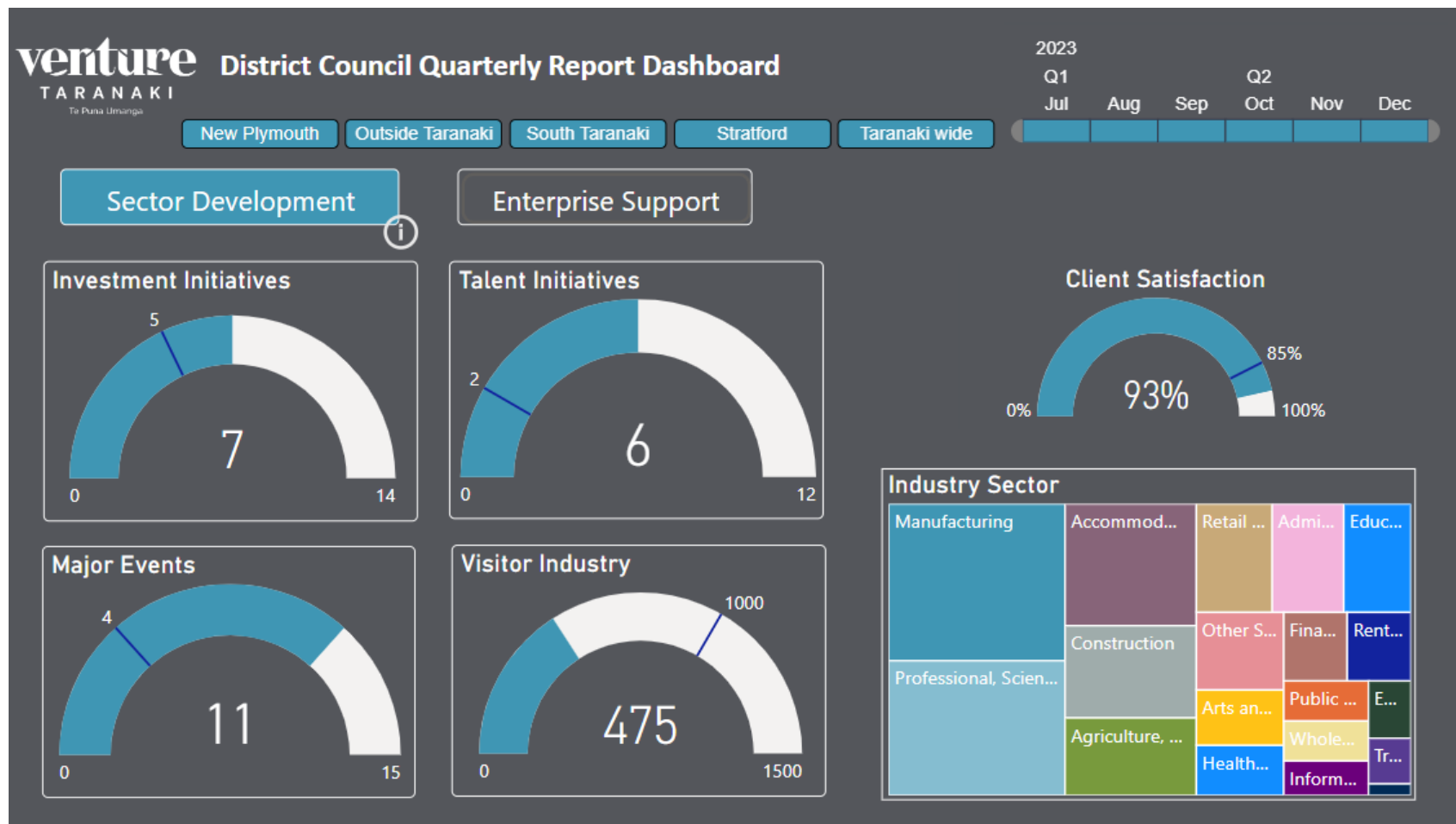
We had several other wins throughout the quarter, including welcoming Stacey Hitchcock as our new GM Investment/Deputy Chief Executive. Agriculture Minister Damien O'Connor announced a significant funding boost to progress Branching Out to commercialise food and fibre diversification opportunities identified throughout the project's first phase. Furthermore, The Seabourne Odyssey, a 198m cruise ship carrying 450 passengers, arrived at our shores in late November, signalling the return of visitor cruise and the first ship back since February 2020.

The Visitor Futures space is seeing exciting progress with the development of a feasibility study to investigate tourism and visitor experience viability as part of the Inglewood Bird Recovery Centre. Funding has also been made available for Pukerangiora Hapū, and the development of a pā experience.

While there's a lot to celebrate in Q2, we do continue to recognise the economic uncertainty from our business community. However, we are well placed to navigate challenges through VT's core enterprise support services, progressing our regional strategic priorities and using relevant statistics and expert insights to inform decision-making.

Kelvin Wright, CE Te Puna Umanga Venture Taranaki

Key performance snapshot in Q2



Venture Taranaki offers an interactive dashboard that provides a comprehensive overview of key performance metrics by district, month, and quarter. Please click the picture to see the live dashboard.

Note: The dashboard is for internal use only, and is not linked to the public website.

Entrepreneurship and Enterprise Support

Business Advisory

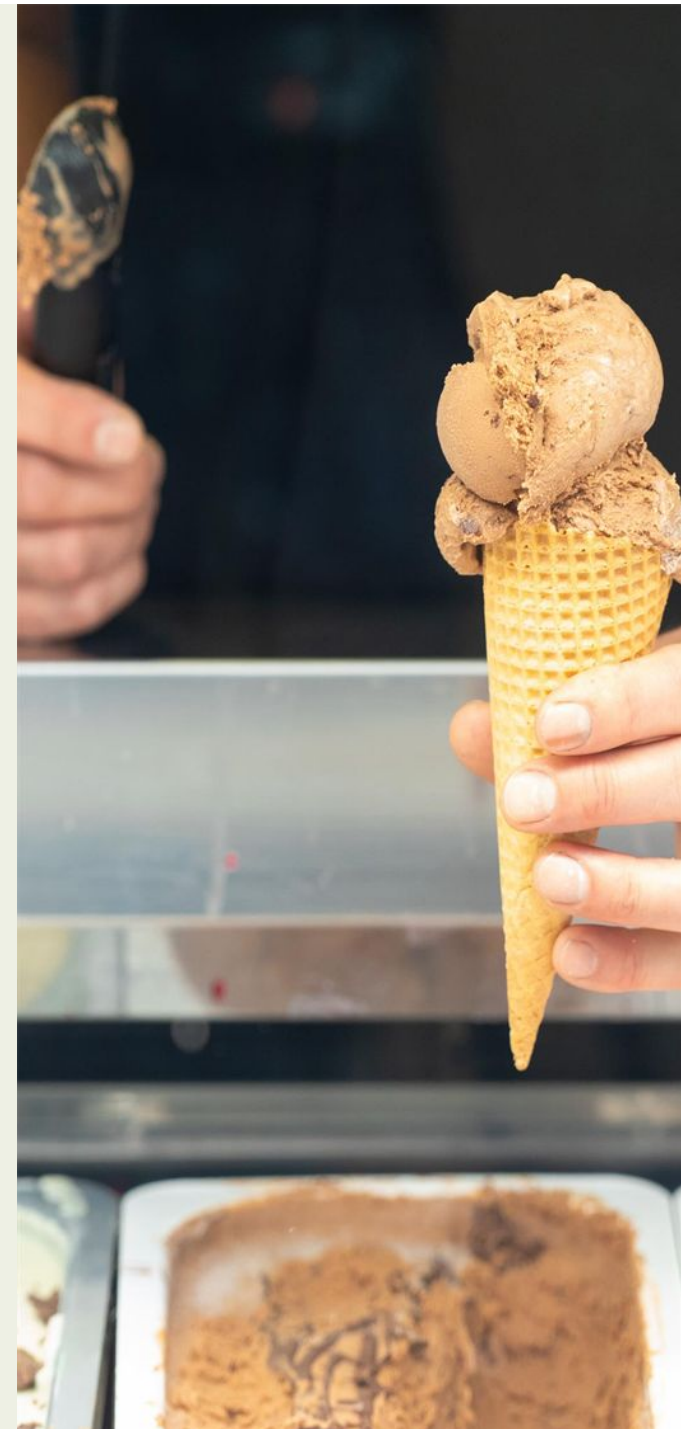
Small businesses continue to express concern about the economic downturn, specifically inflation, increasing interest rates, and staff retention. These enterprises are continuing to grow despite the challenges and external factors negatively affecting them. The most popular support services are marketing (social media and digitalisation) and information and accounting systems integration. Business owners realise the importance of a digitalised presence, communication, and the need to reach out new clientele by developing a digital marketing strategy and diversifying and finding new revenue streams.

Attracting new staff is still a common challenge due to the shortage of a qualified workers in many sectors, coupled with high staff turnover. Enterprises are aware of the challenges of the New Zealand economy and try to leverage other benefits and be more creative in order to increase staff retention.

Enterprise advisors have also been working actively with food sector startups that are ready for growth support. These include a sheep butter product, hemp milk and alcoholic beverages. Support at this stage is helping them connect to the right people and focus on attracting investment.

Discussions continue with rural clients around diversification and identification of opportunities, including hops, medicinal plants and citrus fruits, in alignment with the Branching Out programme. The support requested from the rural sector is primarily around succession planning, financial planning and strategy.

The Foundry, Hāwera's co-working space, is on schedule to open end of January 2023, and VT continues to support this initiative as a customer and collaborator.



Entrepreneurship and Enterprise Support

Regional Business Partners Capability Fund



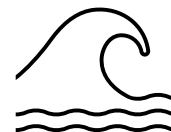
New Plymouth District Council:

In the six months to end 31 December 2022, fourteen NPDC businesses have had discovery meetings to understand their challenges and opportunities. They sought support on business planning and marketing strategy and understanding their financial information and systems. Seven of the ten businesses were from New Plymouth, and three were from Inglewood.



South Taranaki District Council :

In the six months to end 31 December 2022, two STDC businesses have had discovery meetings to understand their challenges and opportunities. They sought business planning and strategy support, an understanding of their financial information and systems training. One business was from Hāwera and one from Opunake.



Stratford District Council :

In the six months to end 31 December 2022, there has been a consistent level of enquiry and referral, but no clients have progressed to the discovery stage.

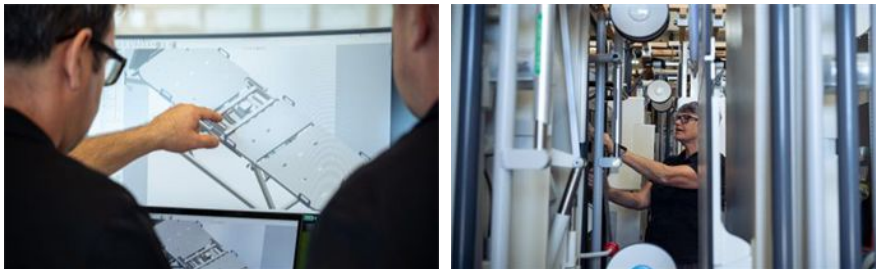
Entrepreneurship and Enterprise Support

Callaghan Innovation

Quarter two has seen a realignment of Callaghan Innovation grant products which have changed the availability of R&D grant funding to businesses, particularly SMEs. The old grant system has been replaced mostly with the R&D Tax Incentive. As this has a qualifying threshold of \$50,000 many SMEs and other businesses spending anything less cannot claim the 15% credit. In addition, the system disadvantages pre-revenue startups until an in-year payment scheme is introduced in 2023.

A **New to R&D** grant was introduced in December 2022. This grant comprises two components:

- R&D direct support and
- R&D skills capability building



The emphasis is on the skills training rather than support of R&D activities. The R&D project development component attracts a 20% benefit which is half the typical amount of previous grants and an equivalent benefit to the RDTI after tax. However, the capability development component can be supported at 100%. It is too early to judge the interest and value of this grant to local businesses or how many are likely to meet the qualifying criteria, but we will be working to make sure that it is well supported through 2023.

We continue to see a great variety of business sectors engaged in new product development with no one sector standing out. Tech concepts from medical devices and online healthcare to new food products, construction innovations and agritech support all featured in our business engagements. With a less direct access to R&D support, we are working hard across the whole-of-government funding agencies and connections to private sector investment to support local technology development.

Entrepreneurship and Enterprise Support

Mentor Matches, Startups and New Business Clinics

Business Mentoring (BMNZ)

Uptake for the programme has picked up extensively with more interest from both new mentees and potential new mentors. The most requested mentor expertise: Marketing (general & online), strategic planning, and business planning. This is in line with trends seen in the general advisory service.

National marketing has helped significantly with the increase in mentor numbers. Other referrals have come from VT Enterprise advisors and Startup clinics. We have been running monthly social media posts, alternating between attracting new clients and mentor recruitment.



Startup and new business clinics

Startup has been steady over Q2, with phone and online appointments still a popular option, along with face-to-face meetings taking place once a month in the New Plymouth office. We will be increasing this to twice a month from 2023, as the team is now referring enquiries from most small businesses up to their second year of trading through to the startup service. This change is intended to reduce and prioritise the workload for the Enterprise advisors and is working well at this stage.

Some examples of business ideas coming through the clinics include; health & wellbeing advisor, online tutor, coffee & food caravan, IT and web designers, retail shop, cleaner and garden care, fitness instructor, architect.

We have also had a number of clients have come through the client looking at purchasing existing businesses. The general startup information and guidance has been valuable to them with their decision making.

Entrepreneurship and Enterprise Support

PowerUp, BYOB and Business Training and Advice Grant

PowerUp Update

Season Three of the PowerUp Podcast series is now underway, which will see another six amazing Taranaki entrepreneurs, owners and founders share their journey, showcasing the best of what Taranaki has to offer. Release is planned for Q3. Other PowerUp activities are planned for roll out in Q4, include a Business Ready programme comprising masterclasses and workshops aimed at startups and early stage businesses to grow capability, as well as supporting other players in the innovation ecosystem with their initiatives.



Be Your Own Boss (BYOB) and Business Training and Advice Grant (BTAG)

The BYOB Pilot programme has reached its maximum client numbers, and in February 2022 the Business Training and Advice Grant (BTAG) was introduced to continue to support referred MSD clients to become self-employed with a similar process. In the 6 months to end December, VT has engaged with 36 clients through BTAG.

Success story: In 2021 Amy Morton (South Taranaki) was referred to MSD Be Your Own Boss (BYOB) Pilot programme and connected with Sharon at Venture Taranaki, as part of VT's contract with MSD to provide business planning support to MSD clients who wish to become self-employed via the Flexi-wage self-employment grant programme. She was successful in securing the flexi-wage grant to start her coffee cart business [The Coffee Float](#) in Eltham, then accessed further in-business mentoring support through Venture Taranaki. Amy celebrated her first year in business in November 2022. Her coffee cart has been a hit with locals and visitors alike, and she is going from strength to strength, collaborating with a local artist for her logo and getting involved in [Sustainable Taranaki's "Bring It" Reusable Cup Campaign](#) running across the region.

Regional Intelligence

Undertaking environmental scans and regional economic monitoring



Regional Intelligence webpage contains a series of dashboards that bring together the latest data, profiles and trends about Taranaki region.



Highlights from the quarter include:

Taranaki Trends is a publication that is released twice a year, consolidating a diverse range of economic statistics at both the national and regional levels.

These statistics are drawn from multiple sources and are designed to provide Taranaki-based businesses and researchers with critical information to make well-informed decisions.

Taranaki Trends Summer 2022/2023 edition was completed during Q2 and will be promoted in early 2023. This document provides a summary of economic tracking of the region, predominantly to the September quarter 2022.

The Taranaki Business Survey was undertaken – and results will also be released in early 2023. The survey, documents feedback received from 160 Taranaki businesses and shows a more pessimistic outlook for the next 12 months in relation to the New Zealand economy.

A Taranaki Economic Outlook Event is being planned and will be hosted in Q3 - featuring outputs from the above, a guest speaker and VT update.

Sector Development

Energy Transition

Regular contact is maintained with the offshore wind developers interested in potential investment in the region. Meetings were held with three key groups during Q2 and Venture Taranaki attended the launch of the Blue Float/Elemental/Energy Estate launch of their proposed South Taranaki project, please click the picture to view the detail.

VT attended the Minister of Energy & Resources announcement during Q2 in December 2022 with respect to the release of the consultation document on [offshore renewable energy](#) as well as the future of O&G Taranaki onshore block offers. Planning is underway to host the 2023 Offshore Renewable Energy Forum in partnership with Ara Ake on 8 and 9 of March.

VT is contributing to the array of energy documentation emerging from Wellington (see below) and also seeking to ensure there are Taranaki opportunities for input (give importance to our region, companies and energy transition):

[The NZ Energy Strategy](#) – under early discussion and to be completed by the end of 2024 by MBIE
[Gas transmission plan](#) – under development and to be finalised before end of 2023
[The NZ Hydrogen Roadmap](#) – under development by MBIE and to be feed into the NZ Energy Strategy.
[Equitable Transitions Strategy](#) – under development now by MBIE.
[Climate Change Commission](#) – VT met with the CCC during Q2 who were seeking feedback on the Emissions Reduction Plan (ERP) progress thus far, the Taranaki 2050 plan implementation, regional impacts of climate change policies/actions and considerations for the next ERP.



Sector and Company Collaboration

VT is working with the Engineering Taranaki Consortium (ETC) on their business plan for 2023.

Member companies are targeting a series of key speakers and there are several projects focused on solar and electricity infrastructure representing growth areas of business strategy.

Sector Development

Food and Fibre Transition

Ministry for Primary Industries (MPI) are strengthening their on-farm support team in the region. Venture Taranaki attended their briefing session during Q2 and are seeking to contribute to their regional plan (to be developed in early 2023), as to explore ways to leverage their increased resource.

MPI have released a Food and Beverage Industry Transformation Plan, please click the picture to view the full plan. VT is reviewing their proposed actions and is actively considering opportunities for leveraging the Plan. Consultation closes 5 March 2023. MPI are hosting a Taranaki consultation event with VT in February 2023.

Discussions have taken place with NPDC and the Farmers Market to understand how to improve the offering and outcomes of the market, with consideration of moving locations.

The Taranaki component of a \$3 million project led by Massey University and substantially funded by Ministry for the Environment aimed at trialing 'catchment solution technologies' has kicked off in early October.

The first tranche of on-farm monitoring for the Pivot Award-funded Regenerative Agriculture research project was undertaken by researchers and farmers from 31st Oct to 2nd Nov, with follow-on workshops held in region on the 8th, 9th and 16th of December.



Taranaki
consultation
event

venture
TARANAKI
Te Puna Umanga

Talent Initiatives

International Education

Contract with Education New Zealand (ENZ) being delivered is developing a regional international education group. Pre-covid our International Education numbers were circa 1000, and we are now below 150. Venture Taranaki is working with ENZ through this partnership fund to support schools/tertiary institutes to rebuild as a regional collective and leverage opportunities for International Education. Our aim is to build back beyond the pre-covid levels and provide the regional connections and support to existing and new school providers for international students.

Venture Taranaki also organised and held a larger event on the 27th of October 2022, with guest speakers from The Schools International Education Business Association (SIEBA), ENZ and Immigration New Zealand (INZ), inviting those already in or interested in the International Education sector in general to facilitate networking, discussions and collaboration.

Engineering Talent campaign

Venture Taranaki, in conjunction with local engineering companies, have developed enhanced marketing collateral in response to the skills/people talent shortages in this sector. The collateral showcases the strength of our engineering industry and features some of the people who have moved here, which was completed during Q2. Please click [here](#) to view the webpage.





Branching Out

Highlights from the quarter include:

After the completion of a successful first phase of Branching Out, a further \$2.17 million has been secured to deliver Phase Two of the project. Regional funding and in-kind support worth \$1.2 million has been boosted by government investment of \$975,000 through the Sustainable Food and Fibre Futures Fund (SFFF). This was announced by Minister O'Connor at Fieldays on the 2nd December 2022.

Phase two will see further development towards building six high-value commercial ventures in hemp fibre, medicinal ingredients, indigenous ingredients, hops, gin botanicals, and high-value food crops progressed through practical on-the-ground activities. This will include growing trials on farms and orchards, pilot product prototypes, and provide case studies as well as tools for implementation and ongoing support.

As with the first phase of the project, a Steering Group is being formed to provide governance and advocate for the project. The Steering Group will comprise Venture Taranaki leadership, key leaders in the region's food and fibre sector, NZ Food and Fibre Sector leaders, Ministry for Primary Industries (MPI), and Crown Research Institutes (CRI) and University representatives.

Curious Minds

Project updates:

The first funding round for projects starting in 2023 was successfully completed. Ten projects were registered of which six became formal applications. Four projects were funded and announced alongside two projects funded in 2022 – media release can be found [here](#).

Enviroschools ‘Soil Your Undies’ project was completed and report was accepted. Unfortunately, Inglewood High School’s ‘Robogrow’ project had to end prematurely by request of the project lead due to supply chain and school scheduling disruptions.

About the new projects:

1. Inaha me Kapuni haerenga o te maramatanga
2. Haurapa Kiwi 2.0 - Tuning Up the Frequency
3. Wild about AI
4. Is the world changing below the waves?
5. Wai Energy - Low Flow Hydro
6. Para Kuihi



Possum traps - Everett Park

Project Coordinator Thom Adams (Participatory Science Platform)

has joined Venture Taranaki during Q1 and he will continue leading science projects through the Curious Minds programme in Taranaki region.



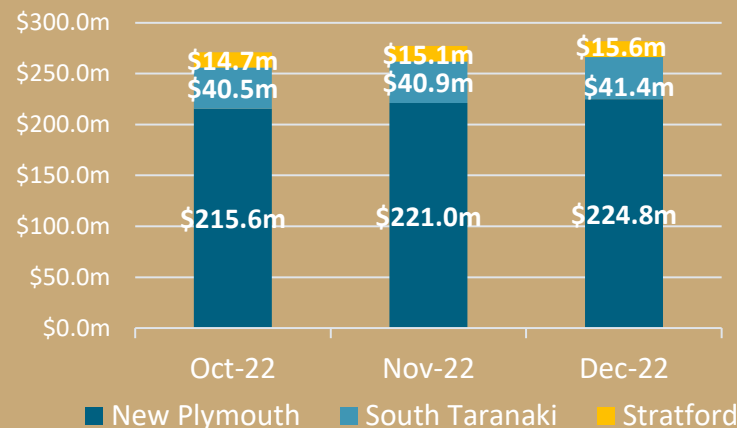
Thom Adams has extensive experience in the science and education sectors. He has been the faculty of science engagement coordinator for Victoria University/Wellington, where his role has been to develop and facilitate initiatives to increase engagement with science in schools and the community. Prior to that role, he was the lead educator for a sustainability trust and a zoo educator. In addition to his science hat, Thom brings a strong creative streak as a performer and comedy writer for Circa Theatre.

Visitor and Major Events Fund

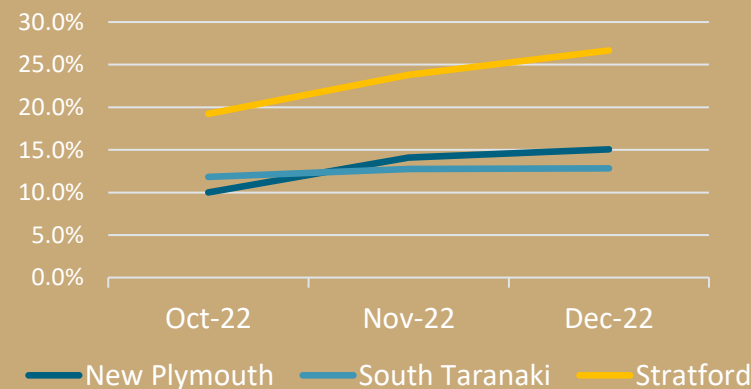
Promoting Taranaki as a great place to learn, live, work, play, visit and create

Events attracted or retained in Q2		
1	TAFT - Taranaki Garden Festival	Nov 2022
2	Steelformers Around the Mountain Relay	Nov 2022
3	Spiegel Fest	Nov 2022
4	Coastal Five	Nov 2022
5	Tattoo & Art Festival	Nov 2022
6	Summer Friends	Dec 2022
7	Dream 11 Super Smash	Dec-Jan 2022/2023
8	Gallagher Chiefs vs Queensland Reds	May 2023

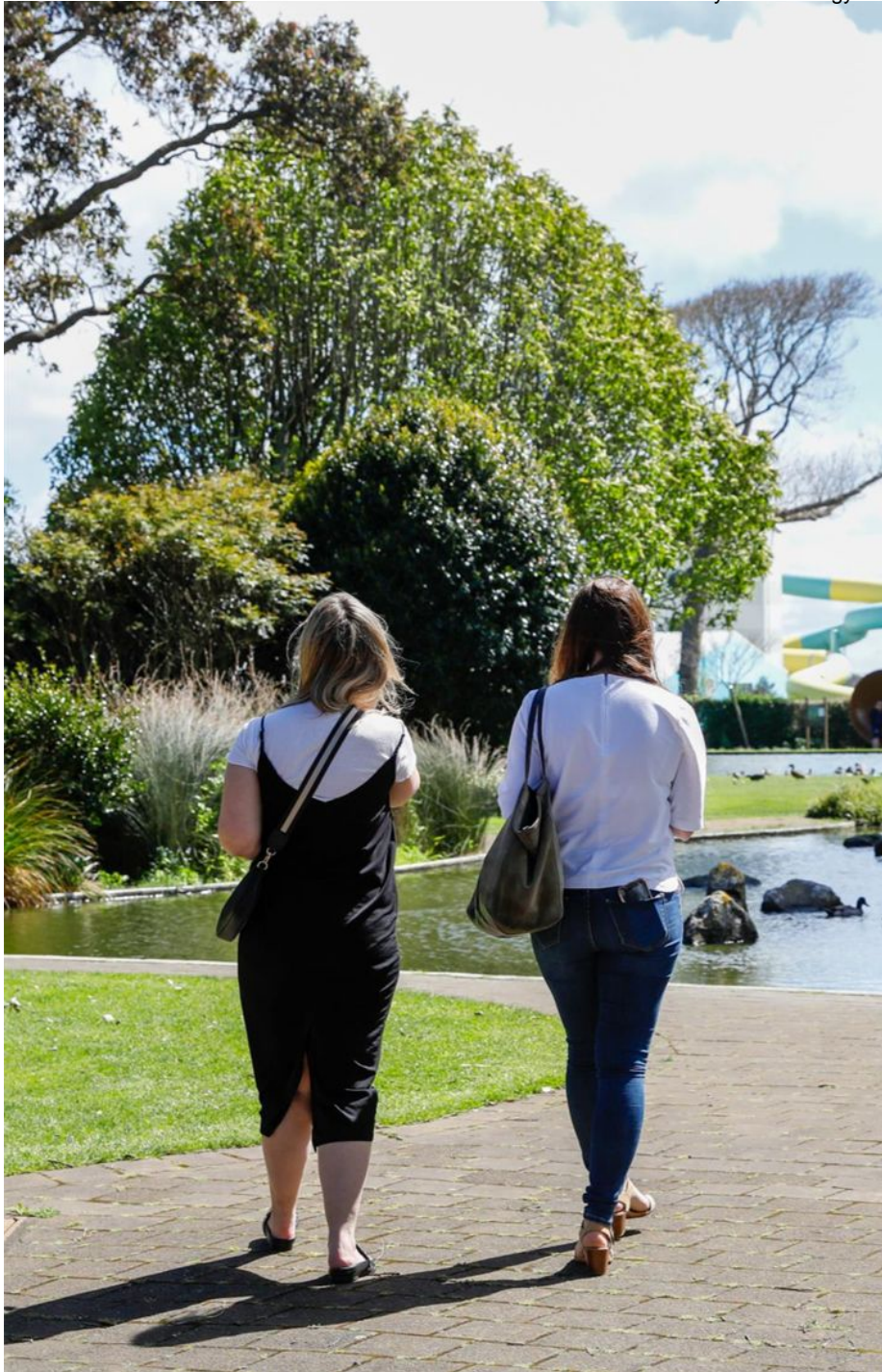
Annual Visitor Spend in Taranaki by District (12 month rolling*)



Annual Visitor Spend Growth** in Taranaki by District (12 month rolling*)



Visitor Spend Stats is based on the Tourism Electronic Card Transactions
 *12 month rolling refers to the accumulative spend from the past 12 months
 **Growth rate is compared with the same period last year
 e.g. Dec 2021 to Dec 2022



Visitor Futures

Highlights from the quarter include:

December 2022 saw the completion of our Visitor Futures Promotions and Marketing and Destination Management and Planning, along with two fixed-term roles, Programme Manager – Visitor Futures, and Visitor Communications and Marketing advisor.

The remaining Product Development and industry capability section is the only remaining programme section outstanding, after receiving an extension through to end of financial year.

Our Destination Management Plan is now complete, and was submitted to MBIE at the end of December 2022. Progress is also underway with the development of a feasibility study to investigate tourism and visitor experience viability as part of the Inglewood Bird Recovery Centre, and funding has also been made available for Pukerangiora Hapū, and the development of a pā experience.

We have also signed an MoU with Puki Ariki to support the development of a historical Virtual Reality experience that acts as a product extension to their current historical walk, and adds an accessible option for those who are less able.



Famil & Rody NZ Visit

Highlights from the quarter include:

Venture Taranaki hosted Brook Sabin from STUFF in December to get content of the TSB Festival of Lights opening weekend. The famil resulted in a print feature within Sunday Star Times on 18 December.

Brook also posted content on his social media channel Escape Video, generating a collective reach of 276,699 people. He also posted about other things to see, do and eat while in Taranaki, generating a collective reach of 500,424 people.

We also hosted Rody NZ in December, again to get content of the TSB Festival of Lights as well as other curated locations and experiences.

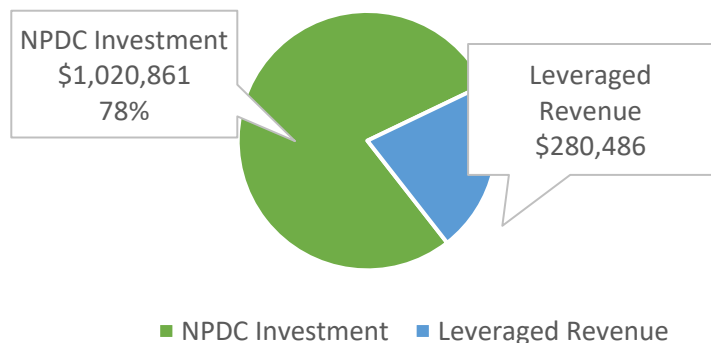
The content across their social media channels has generated a collective reach of 389,093 people.



Finance Summary 2022/23 – Quarter Two

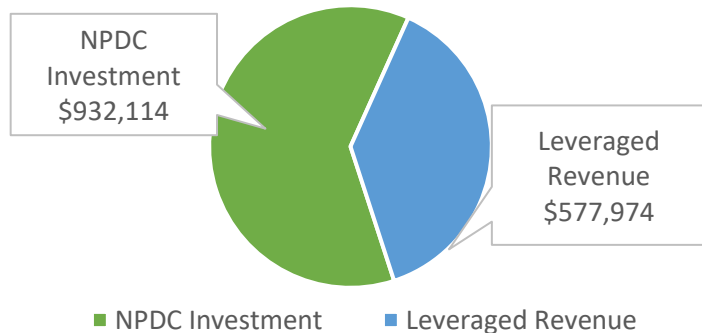
BUDGET SUMMARY	Q2 2022-2023 Year Actual				Q2 2022-2023 Year Budgeted			
	Total Revenue	NPDC Investment	Leveraged Revenue	Expenditure	Total Revenue	NPDC Investment	Leveraged Revenue	Expenditure
END OF Q2 2022-2023								
Total	\$1,510,087	\$932,114	\$577,974	\$1,510,087	\$1,301,347	\$1,020,861	\$280,486	\$1,270,141

2022 - 2023 Year Q2 Budgeted



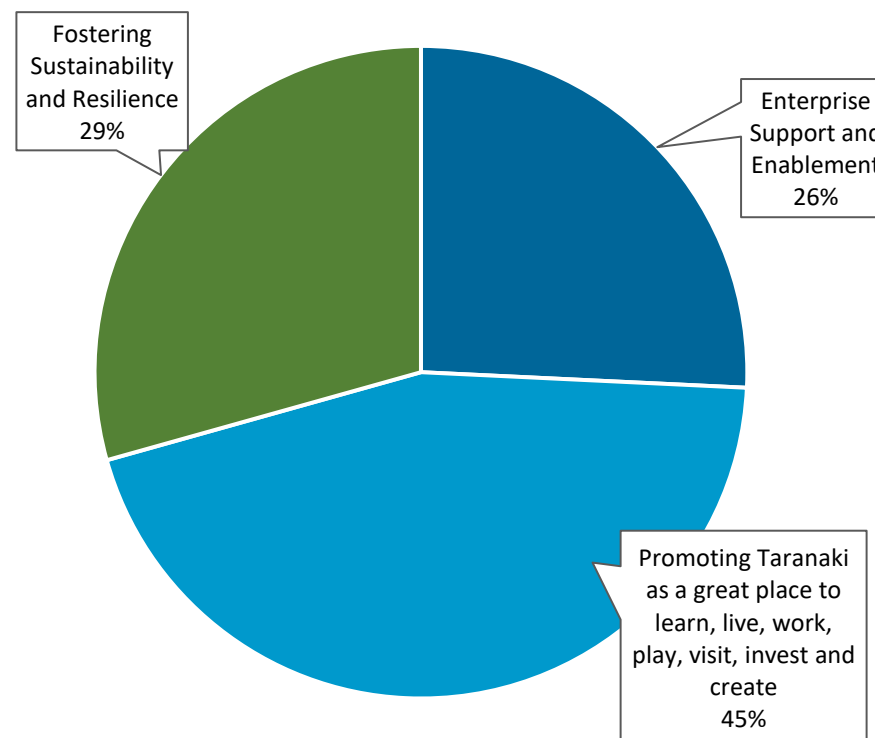
■ NPDC Investment ■ Leveraged Revenue

2022-2023 Year Q2 Actual

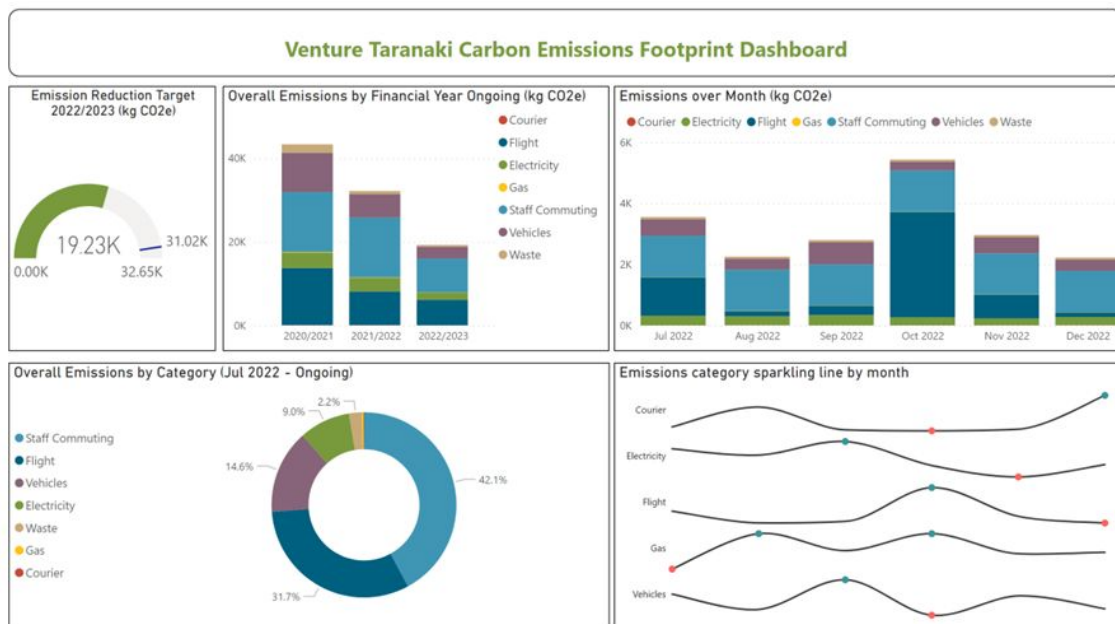


■ NPDC Investment ■ Leveraged Revenue

Year Investment of Effort Across the Impact Strategy



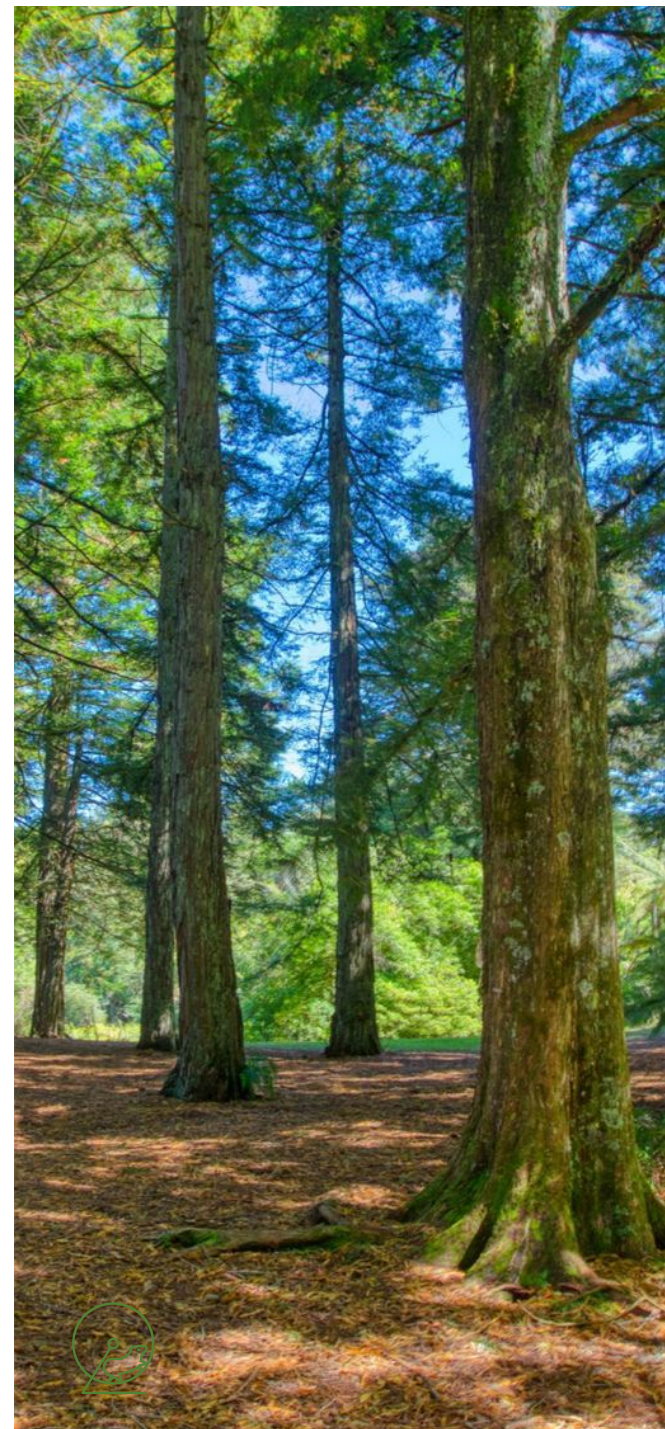
Sustainability and Emissions Reduction plan



The dashboard presents a general breakdown of the Venture Taranaki carbon emissions arising from internal operations in the office and organisational activities.

As shown above, there was a significant increase in emissions from flights during October, as the team sent several people to Christchurch for the EDNZ conference and awards. Vehicle use is steady, and back to pre-covid levels.

Staff commuting is an area where there is potential for reductions. Initial data was gathered from a survey of staff about their commuting habits, and moving forward we will be repeating the survey quarterly to capture any reductions in travel by vehicle.



Customer Feedback

"Thanks so much for this, [Business Advisor]! I get so excited at all this potential and really value our time together - thank you for being such an amazing sounding board! "

-Business Support in New Plymouth

"Thank you very much with your assistance and support for our application. We look forward to working with Strategy Collective in the New Year."

- Business Support in New Plymouth

"The mentoring is going excellent. I'm getting great advice and learning a lot. Thanks for connecting me with [the mentor]!"

- BMNZ Client in New Plymouth

"We've really enjoyed having a business mentor, [the mentor] has been very honest with us about where we are going wrong and where we might make changes. It's been beneficial having him as a sounding board. "

- BMNZ Client in New Plymouth

"I meet with [the mentor] weekly. It's going really well. We get along well, and he has a lot of great ideas. I'm finding it very helpful "

- BMNZ Client working Taranaki wide

"The mentoring is going excellent. I'm getting great advice and learning a lot. Thanks for connecting me with [the mentor]!"

- BMNZ Client in New Plymouth

"This program has been amazing. We have had such a good response about the videos as well as the work they are achieving in class. We have given businesses the opportunity to transform their online presence. Which they wouldn't have been able to do otherwise."











- Digital Boost Client in New Plymouth

"About 3 weeks ago, a call out of the blue from Waikato region. The funding is in the bank and I am now well on my way. I am SO INCREDIBLY GRATEFUL FOR YOU and everything you did for me. Thank you so much from the bottom of my heart. I will let you know how I get on."

- BYOB Start up Client in New Plymouth

Performance Measures 2022/23


Summary of results – Quarter Two

Performance Measure	Target	Q1	Q2	Q3	Q4	YTD Result	Status
Number of major events attracted or retained (funded in accordance with the criteria of the major events fund)	4	3	8				
Undertaking initiatives to support investment into Taranaki	5	4	3				
The level of annual investment in regional businesses (subject to central government policy).	\$1m	\$205,798.00	\$82,598.00				
The annual percentage of clients satisfied with Venture Taranaki business support services.	>85%	93%					
The level of annual investment* in the management capability of Taranaki’s small and medium sized businesses.	\$240k	\$105,915.00	\$70,182.50				
Number of enterprise referrals** and connections made by Venture Taranaki staff	200	191	157				
Number of engagements*** with visitor industry operators (including local operators, other RTOs, national and international tourism agencies)	1000	329	146				
The number of talent initiatives to facilitate the retention, growth or attraction of talent (human resource) into Taranaki	2	3	3				
Number of Start-up clients.		87	64				
Number of Mentor matches.	50	13	11				

* Investment includes capability development funding as part of the nationwide Regional Business Partner programme.

** Referrals are instances where a business or organisation is referred to a resource of which they were previously unaware. This may be a funding opportunity, programme, cluster group etc. A connection is an instance where two contacts are introduced to one another for a specific purpose that is likely to be mutually beneficial.

*** Engagement is defined as an interaction by staff with an external party and includes meetings, workshops, activity-focused emails, phone and video-conferencing conversations.

 On Target

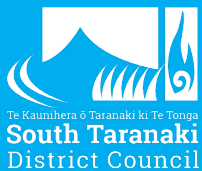
 Achieved

 Target not met

Coming up in Q3:

- Tech Week
- Launch of Taranaki Trends
- Taranaki Business Survey release
- Public Consultation: Food and Beverage ITP - Taranaki
- Taranaki Economic Outlook Event
- Offshore Renewable Energy Forum 2023
- Talent Advisor recruitment
- PowerUp Podcasts released





Karakia

7. Karakia

Ruruku Whakakapi – Closing Prayer

Unuhia, unuhia

Unuhia ki te uru tapu nui

Kia wātea, kia māmā te ngākau, te

tinana, te wairua i te ara takatū

Kia wātea, ka wātea, āe rā, kua wātea

Rire rire hau pai marire!

Draw on, draw on,

Draw on the supreme sacredness

*To clear, to free the heart, the body and the
spirit of mankind*

To be clear, will be clear, yes is cleared.

Deeply in peace!