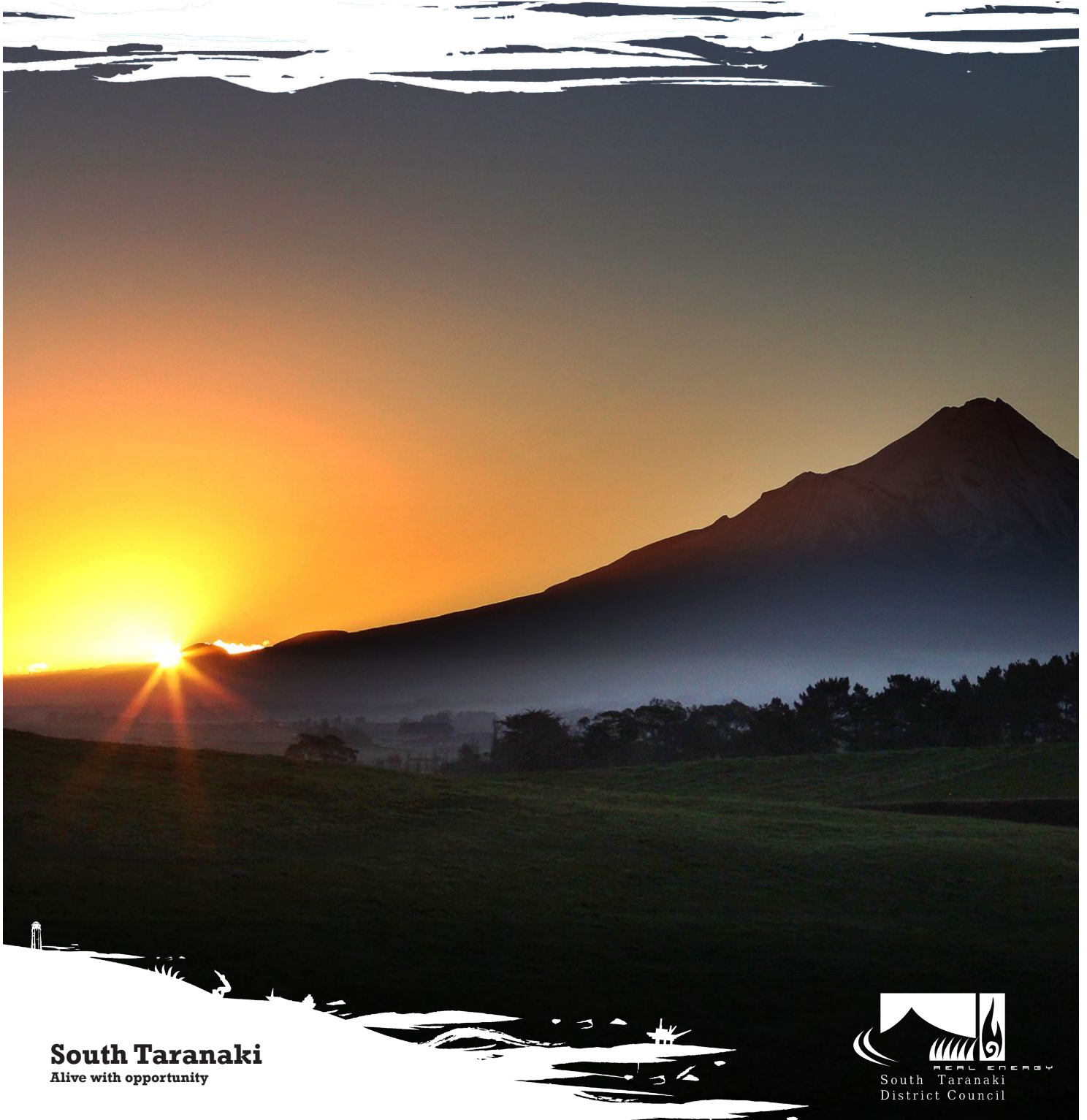


SOUTH TARANAKI DISTRICT COUNCIL

Council Agenda

Monday 10 August 2020

Council Chamber, Albion Street, Hāwera 7.00 pm



South Taranaki
Alive with opportunity



Governance Information

Committee Members

Mayor Phil Nixon (Chairperson)

Councillor Andy Beccard
Councillor Mark Bellringer
Councillor Gary Brown
Councillor Celine Filbee
Councillor Aaron Langton
Councillor Steffy Mackay
Councillor Robert Northcott
Councillor Jack Rangiwahia
Councillor Diana Reid
Councillor Bryan Roach
Councillor Brian Rook
Councillor Chris Young

Delegations

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.

Powers that cannot be delegated

The powers that cannot be delegated by the Council are:

- (a) the power to make a rate
- (b) the power to make a bylaw
- (c) the power to borrow money, or purchase or dispose of assets, other than in accordance with the long-term plan
- (d) the power to adopt a long-term plan, annual plan or annual report
- (e) the power to appoint a chief executive
- (f) 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.
- (g) the power to adopt a remuneration and employment policy

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.

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.

Ordinary Council Meeting – 10 August 2020, 7.00 pm

- 1. Apologies**
- 2. Opening Remark – Councillor Aaron Langton**
- 3. Open Forum and Presentations**
- 4. Confirmation of Minutes**
 - 4.1 [Ordinary Council Minutes 29 June 2020](#) Page 8
- 5. Committee and Board Minutes**
 - 5.1 [Audit and Risk Committee 1 July 2020](#) Page 21
 - 5.2 [Eltham-Kaponga Community Board 13 July 2020](#)..... Page 30
 - 5.3 [Te Hāwera Community Board 13 July 2020](#)..... Page 34
 - 5.4 [Taranaki Coastal Community Board 14 July 2020](#) Page 38
 - 5.5 [Pātea Community Board 15 July 2020](#)..... Page 43
 - 5.6 [Iwi Liaison Committee 22 July 2020](#)..... Page 48
 - 5.7 [Environment and Hearings Committee 22 July 2020](#) Page 55
 - 5.8 [Policy and Strategy Committee Meeting 27 July 2020](#) Page 60
- 6. Joint Committee Minutes**
 - 6.1 [Taranaki Civil Defence Emergency Management Group 21 May 2020](#) Page 70
 - 6.2 [Taranaki Solid Waste Committee 21 May 2020](#) Page 76
 - 6.3 [Taranaki Regional Transport Committee 17 June 2020](#) Page 80
- 7. Reports**
 - 7.1 [Electoral System Report](#) Page 88
- 8. Resolution to Exclude the Public**
 - 8.1 [Ordinary Council Minutes 29 June 2020](#) Page 96
 - 8.2 [Audit and Risk Committee Minutes 1 July 2020](#) Page 100
 - 8.3 [Environment and Hearings Committee 22 July 2020](#) Page 103
 - 8.4 [Policy and Strategy Committee Minutes 27 July 2020](#) Page 111



1. Apologies

Leave of Absence

The Council 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.



2. Opening Remark – Councillor Aaron Langton

The opening remark is an opportunity to comment on something positive or constructive that has happened in relation to the Council or the Community.



3. Open Forum

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.



Council Minutes

To	Ordinary Council
Date	10 August 2020
Subject	Ordinary Council – 29 June 2020

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

Executive Summary

1. The Council is being asked to adopt the Ordinary Council minutes of the meeting held on Monday 29 June 2020 as a true and correct record.

Recommendation

THAT the Council adopts the minutes of the Ordinary Council meeting held on 29 June 2020 as a true and correct record.

South Taranaki District Council

Minutes of the Ordinary Meeting of the South Taranaki District Council held in the Council Chamber, Albion Street, Hāwera on Monday 29 June 2020, commencing at 7.00 pm.

PRESENT: Mayor Phil Nixon, Councillors Andy Beccard, Mark Bellringer, Gary Brown, Celine Filbee, Aaron Langton, Steffy Mackay, Robert Northcott, Jack Rangiwahia, Diana Reid (via video-conference), Bryan Roach, Brian Rook and Chris Young.

IN ATTENDANCE: Wayne Bigham (Te Hāwera Community Board Chairperson), Waid Crockett (Chief Executive), Fiona Aitken (Group Manager Community and Infrastructure Services), Marianne Archibald (Group Manager Corporate Services), Liam Dagg (Group Manager Environmental Services), Vipul Mehta (Chief Financial Officer), Becky Wolland (Policy and Governance Manager), Cheran le Fleming (Finance Support Officer), Sara Dymond (Governance Officer), 11 members of the public and one media.

APOLOGIES: Nil.

1 Open Forum and Presentations

1.1 Garry Stratton –Trees in Normanby

There were approximately 100 trees between the Dairy Technology Services (DTS) and Contract Resources Ltd on Wallscourt Place, Normanby and another 27 from Egmont Street, Normanby to DTS. The majority of trees were sycamore which were deciduous, shedding leaves every year causing lawns, drains and gutters to fill up and block. Mr Stratton had filled up to 30 woosacks of leaves in one year.

Residents from Wallscourt Place, Normanby signed a petition and attended in support of Mr Stratton as they shared the same issue. Mr Stratton believed the sycamore trees needed to be removed.

In response to Mr Stratton's letter to the Council it was advised that the Council were aware of the seasonal problem however rectification was part of a bigger picture which involved all Normanby's rail corridor, planting and considerable expenditure over the following four years. The Council proposed over the coming season that significant proportions of the District's trees maintenance budget be used for clearing and planting of various areas which would reduce the volume of leaves. It was explained that in the meantime, tree works on Wallscourt Place, Normanby would be limited to the maintenance of the carriage way and removal of any breakages. In the medium term it was planned to thin the plantation of the esplanade of 25 or 30 trees and some ground base pruning would be undertaken this winter and structure health of the trees would be maintained however removal would not be immediate.

Mayor Nixon thanked Mr Stratton and residents of Normanby for bringing this to the Council's attention. Further investigation would be undertaken by Council staff.

Councillor Beccard assumed that the volume of leaves was as a result of the number of trees. Mr Stratton confirmed that in some areas the trees were three and four trees deep however the type of tree, number and height was the issue.

Mr Stratton proposed that the sycamore trees be removed and the remainder trimmed and maintained. He did not want the removed trees replaced.

1.2 Gary Watt - View shaft at Middletons Bay in Ōpunakē

Mr Watt presented a proposal and was seeking support from the Council for the extension of the view shaft at Middletons Bay in Ōpunakē. This was located at the turnaround area and lookout point at the intersection of Halse Place and Longfellow Road Ōpunakē above the stairs leading down to the Ōpunakē Boat Club.

On inspection the site had no established trees but self-seeded scrub which was considered a fire hazard. Their vision was to remove the scrub between the safety railing and the water tank feeding the boat club and replace with native flaxes, which would attract birdlife and mitigate erosion. In addition, more safety fencing along this area would be installed.

This was a heavily used viewing point which was currently restricted by a narrow gap due to the scrub being overgrown. Their proposal would enable vehicles to survey the sea and activities below. The viewing shaft was of great beauty and citizens of Ōpunakē believed it would enhance this location as undertaken with other areas in Ōpunakē adding to the popularity of their town.

The estimated project cost was \$5,600 plus GST and fundraising would be carried out to undertake this project if the Council was unable to support.

The proposal was supported by Councillors who expressed the importance in working alongside Council staff.

2 Confirmation of Minutes

2.1 Ordinary Council Minutes 18 May 2020

RESOLUTION (Cr Filbee/Cr Rangiwahia)

53/20 **THAT the Council adopts the minutes of the Ordinary Council meeting held on 18 May 2020 as a true and correct record.**

CARRIED

3 Committee and Board Minutes

3.1 Audit and Risk Committee 20 May 2020

RESOLUTION (Cr Beccard/Cr Brown)

54/20 **THAT the Council receives the minutes of the Audit and Risk Committee held on 20 May 2020.**

CARRIED

3.2 Eltham-Kaponga Community Board held on 2 June 2020

RESOLUTION

(Cr Mackay/Cr Filbee)

55/20 **THAT the Council**

1. **Receives the minutes of the Eltham-Kaponga Community Board held on 2 June 2020.**
2. **Adopts recommendation 23/20 EL from the Eltham-Kaponga Community Board:**
 - a) **Agrees there is no further use for the Eltham Municipal Building that would justify the expenditure for seismic strengthening, upgrading and ongoing operating costs.**
 - b) **Recommends that the Eltham Municipal Building be declared surplus and disposed of.**
 - c) **Recommends the Eltham Municipal Building is offered for sale for a nominal sum, subject to confirmation that the purchaser has the means and intent to complete the required seismic strengthening, repairs and maintenance; and**
3. **Declines recommendation 23/20 EL from the Eltham-Kaponga Community Board:**
 - d) **Agrees should no purchaser be found within twelve (12) months of the Council's decision to dispose of the Eltham Municipal Building that the Building be demolished and the site reinstated.**

CARRIED

3.3 Te Hāwera Community Board held on 2 June 2020

RESOLUTION

(Cr Filbee/Cr Brown)

56/20 **THAT the Council receives the minutes of the Te Hāwera Community Board held on 2 June 2020.**

CARRIED

3.4 Pātea Community Board held on 3 June 2020

The York Street, Pātea project was to provide local Waka Ama better access to launch their waka onto the river. This site was chosen as an ideal location for this and was a project that would enhance the area and create a space for people to enjoy.

RESOLUTION

(Cr Northcott/Cr Rook)

57/20 **THAT the Council**

1. **Receives the minutes of the Pātea Community Board held on 3 June 2020.**

2. Adopts recommendation 25/20 PA from the Pātea Community Board:

To approve the use of up to \$26,250 from the Pātea Property Reserve Fund to clean up vacant Council land at York Street, Pātea to enhance the area and improve access to the Pātea River.

CARRIED

3.5 Taranaki Coastal Community Board held on 4 June 2020

The overflow pipe outside the Ōpunakē Four Square had been fixed.

RESOLUTION

(Cr Langton/Cr Young)

58/20

THAT the Council receives the minutes of the Taranaki Coastal Community Board held on 4 June 2020.

CARRIED

3.6 Iwi Liaison Committee held on 10 June 2020

Councillor Young attended the meeting however was not recorded in the minutes.

RESOLUTION

(Cr Langton/Cr Northcott)

59/20

THAT the Council receives the minutes of the Iwi Liaison Committee held on 10 June 2020.

CARRIED

3.7 Policy and Strategy Committee held on 15 June 2020

Several Councillors had been contacted by interested parties who were passionate about preserving old buildings.

Councillor Mackay was heartened that there had been numerous interested parties in the building however believed the Council needed a strategy in terms of the sale price hence her original suggestion to carry out a tender process. She believed that any profit could be used in the Eltham community.

Mr Crockett advised that discussions on ensuring the process was fair and robust were already underway which would include conditions and timeframes for work to begin.

In response to the query around the percentage required to earthquake strengthen the building if purchased, Mr Dagg explained that this was dependant on usage. Mr Crockett reiterated that all information would be available to potential purchasers. In terms of access to the building and health and safety issues there was potential that the Council would obtain a virtual video through the building.

The impression Mr Crockett had received from Councillors and the desire of the community was that the heritage be maintained by the purchaser of the building.

RESOLUTION

(Cr Bellringer/Cr Roach)

60/20

THAT the Council;

- 1. Receives the minutes of the Policy and Strategy Committee held on 15 June 2020.**

2. **Adopts recommendation 19/20 PS from the Policy and Strategy Committee:**
 - a) **Agrees to take over ownership of the Eltham Town Clock on behalf of the Eltham community; and**
 - b) **Enters into a Memorandum of Understanding with the Eltham and District Community Health Trust to confirm the Council's ownership and commitment to ongoing maintenance of the Clock.**
3. **Adopts recommendation 20/20 PS from the Policy and Strategy Committee:**
 - a) **Approves a budget increase of up to \$610,000 for the Waiinu Wastewater Treatment Plant project; and**
 - b) **Approves a budget increase of up to \$300,000 for the Waverley Water Treatment Plant project.**
4. **Adopts recommendation 21/20 PS from the Policy and Strategy Committee:**
 - a) **Agrees that there is no further use for the ex-Municipal Building that would justify the expenditure for seismic strengthening, upgrading and ongoing operating costs.**
 - b) **Approve that the ex-Municipal Building be declared surplus and disposed of.**
 - c) **Authorises that the Chief Executive offer the ex-Municipal Building for sale, subject to confirmation that the purchaser has the means and intent to complete the required seismic strengthening, repairs and maintenance; and**
 - d) **Agrees that should no purchaser be found within twelve (12) months of this decision, a report be provided to the Council for a final decision be made on the future of the building.**

CARRIED

5 Annual Plan Adoption Report

5.1 Annual Plan Adoption

The purpose of the report was to present the Council's Annual Plan 2020/21 for adoption as well as the Fees and Charges Schedule 2020/21. The report also set the rates for adoption for the 2020/21 financial year.

Mayor Nixon had much pleasure in moving the recommendation to adopt the fees and charges and rate setting. The Council had made good progress over the last year which had been an interesting and challenging year. The 2019 elections provided a necessary distraction to Council governance, but what no one saw coming was Covid-19. He thanked Council staff throughout the organisation and Elected Members for ensuring all essential services and functions of the Council ran smoothly and in a professional way.

Due to wanting to kick start the economy the Council had taken on initiatives including the 0% rate increase and nil increase in fees and charges. He thanked Mr Mehta and the Finance Team for their hard work to make this happen. He was disappointed the Council could not support some of the worthy community requests for funding which was at no fault of the Council but to follow through with the commitment of a 0% rate increase. It was good to note that as part of the recommendation a community funding policy would be developed which would allow the Council to be in a better position in the future to support community initiatives in an organised manner.

The Council had achieved a lot over the last year and thanked all Councillors and staff for their work and commitment for the District. There was a lot to look forward to in the coming year eg. continuation of the pathways programme, community facility in Manaia and see the completion of the upgrades of the Manaia Swimming Pool, continue planning of the town centre upgrades, construction begin on Te Ramanui O Ruapūhatanga and continue work on the Waste Management Minimisation Plan and the development of an Environment and Sustainability Strategy and several infrastructure projects.

Councillor Northcott endorsed the comments made by the Mayor and thanked staff and Councillors for how the situation was dealt with. He agreed it was disappointing that the Council were unable to give worthy community sectors the funding they deserved. It was through the Council's prudent use of the Long Term Investment Fund that the District were in a reasonably good financial position and were able to move on and help the community move.

Councillor Beccard agreed and endorsed the comments made. He believed the 0% rate increase was positive and although not a lot of development would occur this year the following year it would.

In terms of the Ōpunakē and Districts Business Association Councillor Roach asked if consideration could be taken for the potential for the Ōpunakē LibraryPlus being open seven days a week during the Christmas/Summer holidays.

In terms of the Ōpunakē Sports and Recreation Trust Councillor Roach was disappointed that their funding which was set in 2002 had not been reviewed and increased yearly. He suggested consideration be given separately because if the Trust was to become insolvent then the Council would be required to absorb this.

Councillor Filbee endorsed the comments from Councillor Roach regarding the consideration for the Ōpunakē LibraryPlus to be opened seven days a week. She had no reservations in funding the Taranaki National Art Awards' however questioned their investment in prize money and wondered whether it could be reduced. She asked that to those organisations that were disappointingly declined if it could be made clear the reasoning why they were declined.

61/20

RESOLUTION

(Mayor Nixon/Cr Northcott)

1. THAT the Council

- a) Adopts the Annual Plan 2020/21 as attached to this report in Appendix 1, in accordance with section 95 of the Local Government Act 2002.**
- b) Adopts the Fees and Charges Schedule 2020/21 in Appendix 2, to come into effect on 1 July 2020.**
- c) Declines the funding requests received from the Ōpunakē and Districts Business Association, the Ōpunakē Trail Loop group and the Ōpunakē Sport and Recreation Trust.**

- d) Refers the request from the Rāwhitiroa School to provide a sealed carpark along the School's boundary to the Eltham-Kaponga Community Board Discretionary Fund.
- e) Agrees that the *Taranaki National Art Awards' request is referred to the Council's events' team for assistance and funding.*
- f) Agrees that a Community Funding Policy be developed.
- g) Accepts the management comments as presented in the Annual Plan report presented at the Council's Policy and Strategy meeting on 15 June 2020.

2. **THAT** the Council:

- a) Sets the following rates (all GST inclusive) under the Local Government (Rating) Act 2002, on rating units in the District for the financial year commencing on 1 July 2020 and ending on 30 June 2021.
- b) Resolves in accordance with the 2020-21 Annual Plan to raise up to \$12,337,000 of debt which will be secured by a charge over rates or rates revenue as per the Council's Liability Management Policy.
- c) Delegates to the Chief Executive and approved signatories, authority to negotiate terms and conditions of the said debt and to use any of the approved debt and interest rate management instruments for the period ending 30 June 2021.
- d) Notes that officers will seek advice from PricewaterhouseCoopers to ensure the best terms and conditions for the required debt are obtained.

3. **THAT** the Council:

- a) Sets the following rates (all GST inclusive) under the Local Government (Rating) Act 2002, on rating units in the District for the financial year commencing on 1 July 2020 and ending on 30 June 2021.

(i) General Rate

A general rate of 0.08783 cents in the dollar of capital value on every rateable rating unit set under Section 13 of the Local Government (Rating) Act 2002.

(ii) Uniform Annual General Charge

A uniform annual general charge of \$604.00 for each separately used or inhabited part of a rateable rating unit, set under Section 15 of the Local Government (Rating) Act 2002.

(iii) Roading Rate

A targeted rate for roading of 0.06789 cents in the dollar of capital value on every rateable rating unit set under Section 16 of the Local Government (Rating) Act 2002.

(iv) Hāwera Business Rate

A targeted rate set under Section 16 of the Local Government (Rating) Act 2002 of 0.08968 cents in the dollar on capital value on all rateable rating units used for commercial or industrial purposes located within a defined area of Hāwera and including areas of the former Hāwera County that are located within 1,500 metres of the former Hāwera Borough boundary.

(v) Warmer Homes Scheme Rate – Voluntary Targeted Rate

Pursuant to Section 16 of the Act a voluntary targeted rate for the South Taranaki District Council's Home Heating Scheme per separately used or inhabited part of a rating unit which has been granted funding assistance for the installation of a home heating product. The rate is calculated as a percentage of the service amount (the cost of installation) until the service amount and the costs of servicing the serviced amount are recovered. For 2020/21 the rate will be 15%.

(vi) Water Supply Rates

A targeted rate for water supply, set under Section 16 of the Local Government (Rating) Act 2002 of:

- \$624.45 for each separately used or inhabited part of a rating unit connected to a Council operated waterworks for urban water supply schemes.
- \$312.23 for each serviceable separately used or inhabited part of a rating unit (ie, that is not connected to the Council operated waterworks, but is within 100 metres of such waterworks).

A targeted rate for water meter servicing on each urban and rural metered connection within the Council's Water Billing System set under Section 16 of the Local Government (Rating) Act 2002 of:

- \$150 per connection for water meters that provide <= 32mm connection
- \$260 per connection for water meters that provide <= 32mm connection with backflow
- \$175 per connection for water meters that provide <= 40mm connection
- \$325 per connection for water meters that provide <= 40mm connection with backflow
- \$460 per connection for water meters that provide <= 50mm connection with backflow
- \$630 for per connection for water meters that provide > 50mm connection with backflow

Targeted rates for water supply set under Section 19 of the Local Government (Rating) Act 2002 based on a fixed charge per cubic metre of water provided as follows:

- \$2.62 per cubic metre for urban supplies - Town
- \$2.62 per cubic metre for urban supplies – High Users
- \$2.84 per cubic metre for urban supplies – Extra High Users
- \$1.08 per cubic metre for Waimate West rural supply metered consumers (Inaha is now included within the Waimate West water supply scheme)

(vii) Wastewater Disposal Rate

A targeted rate for sewage disposal set under Section 16 of the Local Government (Rating) Act 2002 of:

- \$678.50 for each separately used or inhabited part of a rating unit connected to a public wastewater drain.
- \$339.25 for each serviceable separately used or inhabited part of a rating unit (ie, that is not connected to a public wastewater drain but is within 30 metres of such a drain).

(viii) Eltham Drainage Area

Targeted rates for drainage maintenance works set under Section 16 of the Local Government (Rating) Act 2002 on differing classes of land as follows:

- All land classified Class A – Differential 1.00.
A targeted rate of 0.01079 cents in the dollar of land value.
- All land classified Class B – Differential 0.65.
A targeted rate of 0.00702 cents in the dollar of land value.
- All land classified Class C – Differential 0.35.
A targeted rate of 0.00376 cents in the dollar of land value.

(ix) Kerbside Collection Rate

A targeted rate for kerbside collection on the following basis:

- Urban – \$264.50 for each set of bins (refuse and recycling) on every rating unit situated within the urban areas of Pungarehu, Rāhotu, Ōpunakē, Kaponga, Eltham, Manaia, Ōhawe, Hāwera, Normanby, Pātea Waverley and Waverley Beach to where the service is available.
- Rural – \$264.50 for each set of bins on every rating unit situated within the rural area where the service is available and to which the Council is prepared to provide the service.

4. THAT the Council:

- a) Resolves that all rates (except for water by meter and water meter services) be payable in four instalments, due on or by:

(i) Due Dates for Payment of Rates

1st Instalment	26 August 2020
2nd Instalment	25 November 2020
3rd Instalment	24 February 2021
4th Instalment	26 May 2021

(ii) Water By Meter (and Water Meter Servicing) Rate Due Dates

<u>Invoice Month</u>	<u>Due Dates</u>
July 2020	20 August 2020
August 2020	21 September 2020
September 2020	20 October 2020
October 2020	20 November 2020
November 2020	21 December 2020
December 2020	20 January 2021
January 2021	22 February 2021

February 2021	22 March 2021
March 2021	20 April 2021
April 2021	20 May 2021
May 2021	21 June 2021
June 2021	20 July 2021

If an invoice includes consumption over the period spanning two financial years this will be pro-rated (ie per cubic metre rate will be charged at the relevant year's applicable rate).

5. **THAT** the Council:

- a) Resolves that penalties be charged at a rate of 10% to be added on so much of any instalment (excluding water by meter rates) which remains unpaid after the due date, to be added on the following dates;

Dates when penalties will be added

1st Instalment	27 August 2020
2nd Instalment	26 November 2020
3rd Instalment	25 February 2021
4th Instalment	27 May 2021

6. **THAT** the Council:

- a) Resolves that an early payment discount of 3% can be applied where a ratepayer pays the year's rates in full (except for water by meter rates) on or before the due date of the first instalment for the year. This will be 26 August 2020.

7. **THAT** the Council:

- a) Approves that the rates shall be payable during normal business hours at any of the following locations:

Ōpunakē LibraryPlus, Napier Street, Ōpunakē
 Eltham LibraryPlus, High Street, Eltham
 Kaponga LibraryPlus, Egmont Street, Kaponga
 Hāwera Administration Building, Albion Street, Hāwera
 Hāwera LibraryPlus, High Street, Hāwera
 Manaia LibraryPlus, South Road, Manaia
 Pātea LibraryPlus, Egmont Street, Pātea
 Waverley LibraryPlus, Weraroa Road, Waverley

CARRIED

5.2 District Licensing Committee Report

This report recommended that Ian Wards be appointed as a Commissioner for the 2019-2022 triennium to undertake the powers and duties of the District Licensing Committee.

RESOLUTION

(Cr Mackay/Cr Roach)

62/20 **THAT the Council;**

Reviews the appointment of the external commissioner 18 months after the election in April 2021, to align with other Council committee appointments;

Appoints Ian Wards as a Commissioner to undertake the powers and duties of the District Licensing Committee up to April 2021, in accordance with the Sale and Supply of Liquor Action 2012 Section 104 (1) and (2).

CARRIED

6 Resolution to Exclude the Public

RESOLUTION

(Cr Young/Cr Northcott)

63/20 **THAT the Council agrees that the public be excluded from the following parts of the proceedings of this meeting, namely:**

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each	Ground(s) under section 48(1) for the passing of this resolution
1. Confirmation of minutes – Ordinary Council 18 May 2020	Good reason to withhold exists under Section 7.	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists. Section 48(1)(a)
2. Receipt of minutes – Audit and Risk Committee 20 May 2020		
3. Receipt of minutes - Policy and Strategy Committee 15 June 2020		
4. Cinema 2 Hāwera Funding Report		

This resolution is made in reliance on sections 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 7 of that Act, which would be prejudiced by the holding of the relevant part of the proceedings of the meeting in public are as follows:

Item No	Interest
1, 2, 3 and 4	Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (Schedule 7(2)(i)).

CARRIED

7 Resume Open Meeting

RESOLUTION

(Cr Roach/Cr Northcott)

68/20 THAT the South Taranaki District Council resumes in open meeting.

CARRIED

The meeting concluded at 8.20 pm.

Dated this day of 2020.

.....
CHAIRPERSON



Committee Minutes

To	Ordinary Council
Date	10 August 2020
Subject	Audit and Risk Committee – 1 July 2020

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

Executive Summary

1. The Audit and Risk Committee met on 1 July 2020. The Council is being asked to receive the Audit and Risk Committee minutes from 1 July 2020 for their information.
2. There were no recommendations within the minutes for the Council to consider.

Recommendation

THAT the Council receives the minutes of the Audit and Risk Committee held on 1 July 2020.

Audit and Risk Committee Meeting

Minutes of the Audit and Risk Committee Meeting of the South Taranaki District Council held at the Council Chamber, Albion Street, Hāwera on Wednesday 1 July 2020 at 1.00 pm.

PRESENT: Mr Ian Armstrong (Chairperson), Mayor Phil Nixon, Councillors Andy Beccard, Gary Brown, Jack Rangiwahia and Chris Young.

IN ATTENDANCE: Waid Crockett (Chief Executive), Marianne Archibald (Group Manager Corporate Services), Vipul Mehta (Chief Financial Officer), Ahmed Mohamed (Risk and Internal Audit Manager), Garry Morris (Financial Accountant), Simon Walkinshaw (People and Capability Manager), Chris Webby (Audit New Zealand) via MS Teams, Alex Wondergem (PriceWaterhouseCooper PwC) via MS Teams, Sara Dymond (Governance Officer) and no members of the public.

APOLOGIES: Nil

1. Confirmation of Minutes

1.1 Audit and Risk Committee 20 May 2020.

RESOLUTION

(Cr Beccard/Cr Young)

28/20 AR **THAT the Audit and Risk Committee adopts the minutes of the meeting held on 20 May 2020 as a true and correct record.**

CARRIED

2. Information Reports

2.1 Outstanding Debtors

This report contained financial variance information relating to age trial balances for all debtors and the variance of outstanding debt for rates up to 31 May 2020.

The outstanding balance of rates had increased more than expected as a result of COVID-19 however, the Council had received approximately 150 responses for payment arrangements.

RESOLUTION

(Mayor Nixon/Cr Brown)

29/20 AR **THAT the Audit and Risk Committee receives the outstanding debt report as at 31 May 2020.**

CARRIED

2.2 Audit New Zealand – Audit Arrangements for South Taranaki District Council

The Audit and Risk Committee were provided with Audit NZ's engagement letter, proposal letter and a proposed audit plan for the 2020 audit for their information and review.

The Audit Engagement Letter was provided every three years along with the Audit Proposal Letter. The Audit Proposal Letter had a three year fee however this year was a one year fee with the further two years to be agreed on at a future date. The Auditor General had applied a 1.5% increase across the board due to COVID-19.

The Audit Plan was provided every year and outlined the areas of focus which for this year were; the revaluation of property, plant and equipment given this was revaluation year there could be significant assumptions that could cause changes to the valuation; and COVID-19 and what impact it had on the Council and on its operations. There would be an impact on service performance as a result of some services being closed which would be reported on in the Annual Report. The financial statements may show impact on valuations and the uncertainty COVID-19 had on those valuations.

This year Audit NZ would be issuing emphasis in matter in every audit report as of 30 June as it was believed that the impacts of COVID-19 around New Zealand would be of interest to the reader. The opinion would refer to the reader to places where there were COVID-19 disclosures.

Audit NZ recommended that management review any entities which could be now controlled by the Council due to the changes in accounting standards. This should be undertaken prior to their final visit and if the review identified an entity that was now controlled then this would go through their technical team and the Officer Auditor General (OAG). Mr Mehta noted that the assessment had been completed and would be sent through.

In terms of how audit inefficiencies were managed Mr Webby explained that changes to the audit fee would go through the OAG and moderation. This considered any inefficiencies from either Audit NZ or by the organisation. Any efficiencies from the auditor team would not be charged onto the Council or be included in the Audit Proposal Letter.

Audit NZ had published the first series of Bulletins intended to provide guidance which were being forwarded onto management for their information.

Mr Mehta mentioned that the proposal was in front of parliament to extend the statutory deadline for the adoption of the annual report. He was hopeful in meeting the original deadline.

Mr Webby hoped to present the Audit Engagement Letter for the Long Term Plan to the next meeting. This would be sent out as a draft to be discussed at the next meeting.

RESOLUTION **(Mayor Nixon/Cr Young)**

30/20 AR **THAT the Audit and Risk Committee receives and reviews Audit New Zealand's draft engagement letter, proposal letter and audit plan for the 2020 audit.**

CARRIED

2.3 Audit and Risk Committee – Work Plan

The draft work plan was presented to the Committee and was based on what had been identified however was subject to changes.

It was proposed that the Internal Audit and Risk Management Reports be presented to the Committee together in alternate with Mercers which was often a large meeting.

In terms of the insurance framework Ms Archibald explained that the Council would complete the insurance renewal process first, so the renewal process was not impacted by the insurance framework.

In terms of Health and Safety a link would be sent to Committee members about health and safety and what that meant for Elected Members and the Council. This was pre work prior to a workshop session at the August meeting.

Impacts of COVID-19 was being presented at this meeting however Mayor Nixon asked if an item should be added to the Audit Plan in terms of monitoring recovery. Mr Crockett would report back on this.

RESOLUTION

(Cr Rangiwhahia/Cr Beccard)

31/20 AR THAT the Audit and Risk Committee receives the work plan for the period 2019-2020.

CARRIED

3. Report

3.1 Review of Liability Management Policy

This report asked the Audit and Risk Committee (ARC) to agree on the amendments highlighted in the Liability Management Policy (LMP) and forwards to the Council for final approval.

Mr Mehta outlined the key changes in the cover report. The policy was reviewed every three years as good practise and at the same time as the Long Term Plan. The changes being recommended were not significant but were about transparency going forward and making sure the policy was updated as the changes occurred.

In terms of the Council not entering into any borrowings denominated in a foreign currency Mayor Nixon asked about digital currency as he did not believe the Council would want to be involved in that at this stage. Mr Mehta would include a special reference that the Council would not be involved in digital currency ie. bitcoin.

Councillor Beccard was happy with the change to the TSB bank approval limit from \$2 million to \$15 million as it would capture efficiencies that could be made. Mr Mehta explained that the limit was increased because the Council did receive favourable rates from TSB bank especially with regards to investing the pre-funding amounts up to 18 months. In terms of the graph shown in PWC report, the Council did not have fixed rate debt hence this was not presented on the Interest Rate Risk Timeline.

In terms of new Councillors Mr Armstrong asked what discussion had occurred regarding the borrowing limits and how familiar they were particularly in terms of the Long Term Plan (LTP) with the Revenue and Finance Policy. Mr Crockett noted that Councillors were involved in an induction process however it had been contemplated that ensuring Elected Members on specific committees were armed with tools required to understand the information presented to them. He noted that how local government finances worked was different to private business.

Regarding the decisions required in the LTP Mr Armstrong believed it was prudent to ensure councillors were familiar with the limits and what they meant when voting to ensure there was an understanding on what the ratifications might be. Mr Crockett added that the strategies, plans and policies that went alongside signing off the LTP were workshopped with councillors as part of the process however would look at the detail provided in amongst that.

Mr Armstrong asked what work had been undertaken on the sensitivity analyses of the Councils debt and interest rate position. Mr Wondergem explained that the 1% shift in interest rates to the higher was where the risk was. This formed part of the considerations around the policy parameters recommended to ensure that there was mitigation against that movement which had been conducted and contemplated. There was also consideration around the Local Government Funding Agency (LGFA) covenants on borrowing limits and from a debt perspective there were many local authorities around the country experiencing head wind with regards to the net debt to total revenue limit. In the Council's case this was not the same extent of impact given the Long Term Investment Fund (LTIF) which meant the net debt position was a negative figure. There was significant head room given that the definition of the LGFA applied and the policy was in alignment. Mr Mehta explained that the Council reported to the LGFA against their covenants on an annual basis. Mr Mehta explained that historically the rating agencies did not give any consideration to the LTIF but this was now being taken into account.

In terms of the non-governmental contribution netted from debt but excluded from revenues Mr Mehta clarified that this was a capital contribution received from third parties for example Fonterra. The total annual income did not include those types of contributions. An example would be included in the document to provide clarity around this.

Mr Armstrong commented on the maximum limits for period one to three years and asked if the 60% maximum was best practise. Mr Wondergem explained that predominantly the reason for a high weighting, given the primary purpose for debt and debt funding, was to manage and finance long term intergeneration assets which may be in line with a longer funding maturity profile. Predominantly the limit was in place at a maximum of 60% to compensate for committed standby bank funding lines that may be in place. The maximum was consistent with sector wide practises however it was a maximum not a target. Predominantly the target around strategy and implementation had been for a longer funding maturity to better align with the assets that were being financed.

Mr Armstrong felt that in this case the Council already had a high level of indebtedness and questioned if 60% was appropriate for this Council. Mr Mehta advised that the Council were currently sitting at 29% which related to the TSB facility. The TSB was used for passing on debt in the first instance and was considered a short term clearing account prior to being passed onto LGFA with longer maturity dates. He believed that 60% would not be used unless a situation called for it. Mr Wondergem believed it was unlikely the Council would be in that position and whilst the policy allowed it reality was that it would not be required. There was scope to consider a reduction to the maximum. Mr Mehta added that whilst it sat at 29% there were several LGFA maturities due for repayment sitting in the one to three years bucket. Mr Armstrong believed the maximum should reflect what the Council wanted to achieve. Mr Crockett noted that the Committee could make a recommendation for the Council to consider a change to the maximum percentages. The Council would undertake further analysis on this.

Mr Wondergem provided a scenario where a higher maximum would prove favourable. The Council from time to time may consider short term funding via a 3, 6 or 9 months financing due to uncertainty around a scenario and for the need to have additional financing over a long term basis, but in a short terms basis it may be required. He did see in the last quarter several councils borrowing on a shorter term basis via the LGFA as the longer term financing became relatively expensive compared to where it was trading historically due to the peak of the pandemic. The Councils who needed short term financing did so in that shorter one to three years bucket with the intention to refinance that into longer term financing at a time period that was more conducive around pricing. It also provided flexibility around the short term working capital requirements.

The Committee requested Council officers to further investigate this and their recommendations be presented at the next meeting.

RESOLUTION

(Cr Beccard/Cr Brown)

32/20 AR **THAT the Audit and Risk Committee defer recommending that the Council approve the following amendments to the Council’s Liability Management Policy for further update on the policy position on maximum percentage amounts.**

CARRIED

4. Information Reports

4.1 Effect of COVID-19 on the Council

The report provided an update on the effects that COVID-19 had on the Council.

During lockdown some processes could not be correctly undertaken from home, however records were kept of approvals processed. The Council would be undertaking an audit on those processes to ensure the Council did follow the correct processes.

Mr Mohamed received feedback from unit managers of the risks and issues that arose for their teams during lockdown. Feedback was common and related to the work environment, health and safety and communication. Ms Archibald added that there was a loss of income for the Council with a substantial downturn in the Long Term Investment Fund. The Council were in a better position than many other councils as its fees and charges made up a small percentage of the overall revenue.

In response to the query from Mayor Nixon regarding if all electronic equipment used during the lockdown had been accounted for, Ms Archibald would follow this up.

Ms Archibald highlighted that the Council continued to work as usual and commended staff for their work to ensure meetings could be undertaken. For those who were uncomfortable with technology they were forced to adopt it which was a positive outcome.

Councillor Brown was impressed with the common sense approach the Council took with the operations and utilising staff in other areas of work.

Mayor Nixon was proud of the staff and believed it was a credit to the whole organisation as to how well they had adapted to ensure all essential services continued. He was pleased that the Councils systems had been resilient in an unprecedented situation. He thanked the Chief Executive and his team and the councillors.

RESOLUTION

(Cr Young/Mayor Nixon)

33/20 AR **THAT the Audit and Risk Committee receives the Effects of COVID-19 on the Council Report.**

CARRIED

4.2 Health and Safety Report (1 April – 30 June 2020)

The purpose of this report was to provide information on health and safety matters for the South Taranaki District Council to the Audit and Risk Committee.

In terms of leadership and visibility a SafePlus Audit was carried out over the March and April period using various teleconferencing facilities. However, when able to, the auditor visited the site to check off and observe a number of items. This replaced what was the WSMP ACC Audit which was discontinued in 2018 and provided the Council with a tool to look at their systems. It took the approach on what good health and safety looked like and focussed on three key areas which were; leadership, work participation and hazard management and there were ten steps of criteria to engage against.

The preliminary report of the SafePlus Audit had assessed the Council's health and safety as developing and performing well in the key areas around leadership, resourcing, work participation and risk management. However, the report identified opportunities for improvement. The outcomes from the report would feed directly into the health and safety workplan over the next two to three years. The report provided a contemporary look of where the Council was at and where the Council should be in terms of the Health and Safety at Work Act (the Act) remembering that the Act had been in place for five years so was no longer considered new legislation.

The recruitment of a replacement Health and Safety Advisor had progressed, and the Council were well placed to appoint from a strong candidate pool.

Mr Walkinshaw commented that in terms of people and events there was one notifiable incident to WorkSafe in May. The incident involved a worker who received an electric shock from an electrical switching cabinet when testing a remote pump station. Several immediate actions were implemented after the event which included testing to ensure the remaining pump stations in the same category were not putting staff at risk and an assessment of all pump stations. The incident was investigated inhouse and identified that due to old technology there was no guard between the switch and the wires and this was no longer acceptable under the new regulations. Several actions were required to prevent such an event occurring again. WorkSafe did not investigate as they were happy with the Councils investigation and immediate procedures put in place. He was confident with the work undertaken that a similar event would not reoccur.

Mr Walkinshaw's overall reflection of the Councils performance over the last 12 months was much the same as the previous years. From a statistical perspective he did not consider the variation in the performance to be significant.

The reduction in incidents for contractors and third party could be a reflection on improvements or as it was a reporting event could be a result of reporting being down. Mr Walkinshaw commented that the audit would provide a steer in terms of the areas that could be improved to provide a better in site on what was happening through the data collected or a step towards what the Council could do to improve on experience.

In terms of the affect COVID-19 had on the figures Mr Walkinshaw explained that incidents had been reported however they were not significant. Due to staff not being at work the opportunity to hurt themselves was not there. Mr Crockett added that there was a spike in health and safety issues caused from working from home during that period.

With the potential for an increase in staff working from home Mayor Nixon believed work was required around how workplace accidents were determined.

In terms of outstanding corrective actions there were two items; one relating to the fluoride maintenance overhaul where further work was required in the fluoride plant. The work was scheduled to begin in the next four to five weeks to be completed by November 2020. The other was dealing with verbal abuse. a training initiative was being investigated for staff which sat alongside the formal policy around reporting and training provided in that area. Mr Armstrong highlighted that verbal abuse had been an issue for a long period of time and questioned whether new employees were trained with regards to this. Mr Walkinshaw explained that if this was identified as part of an employee's role then training was provided. Further training would include either a different approach or an upgraded course.

A correction was noted under the Council Contractor Event Statistics, the FYTD total should be ten not five.

The asbestos plan was now being completed and the permit to work was tracking along well until the loss of the Health and Safety Advisor role.

RESOLUTION **(Cr Rangiwahia/Cr Beccard)**

34/20 AR **THAT the Audit and Risk Committee receives the Health and Safety (1 April – 30 June 2020) Report.**

CARRIED

5. Matters Arising

5.1 Health and Safety Governance Role Workshop

It was agreed that this should be presented to all Councillors as they had the overall responsibility for health and safety across the organisation. A workshop with Councillors would be scheduled inviting Mr Armstrong as the independent chair. The video would be shown at the workshop along with a conversation about information this Committee and the Council may wish to receive in the future around health and safety.

5.2 Procurement and Contract Management

A review of the procurement policy was undertaken to ensure the Council had the flexibility to engage locals more in the process. An in depth review of contracts was being undertaken and additional questions asked. The Council would continue to review the delegations to ensure they fit the organisation and what was needed going forward.

6. Resolution to Exclude the Public

RESOLUTION **(Cr Beccard/Cr Rangiwahia)**

35/20 AR **THAT the public be excluded from the following parts of the proceedings of this meeting, namely:**

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
1. Confirmation of Minutes 20 May 2020	Good reason to withhold exists under Section 7.	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists. Section 48(1)(a)
2. Risk Management Quarterly Status Report		
3. Committee Discussion (without Council officers)		

This resolution is made in reliance on sections 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 7 of that Act, which would be prejudiced by the holding of the relevant part of the proceedings of the meeting in public are as follows:

Item No	Interest
1, 2, 3, 4	Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (Schedule 7(2)(i)).
5, 6	Maintain the effective conduct of public affairs through the protection of members or officers or employees of the Council, and persons to whom Section 2(5) of the Local Government Official Information and Meetings Act 1987 applies in the course of their duty, from improper pressure or harassment (Schedule 7(2)(f)(ii)).

CARRIED

8 Resume Open Meeting

RESOLUTION

(Cr Rangiwahia/Cr Brown)

38/20 AR THAT the Audit and Risk Committee resumes in open meeting.

CARRIED

The meeting concluded at 2.48 pm

Dated this day of 2020

.....
CHAIRPERSON



Board Minutes

To	Ordinary Council
Date	10 August 2020
Subject	Eltham-Kaponga Community Board – 13 July 2020

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

Executive Summary

1. The Eltham-Kaponga Community Board met on 13 July 2020. The Council is being asked to receive the Eltham-Kaponga Community Board minutes from 13 July 2020 for their information.
2. There were no recommendations within the minutes for the Council to consider.

Recommendation

THAT the Council receives the minutes of the Eltham-Kaponga Community Board held on 13 July 2020.

Eltham-Kaponga Community Board

Minutes of the Ordinary Meeting of the Eltham-Kaponga Community Board held in the Kaponga War Memorial Hall, Victoria Street, Kaponga on Monday 13 July 2020, commencing at 10.30 am.

PRESENT: Karen Cave (Chairperson), Alan Hawkes and Councillor Steffy Mackay.

IN ATTENDANCE: Councillor Mark Bellringer, Deputy Mayor Robert Northcott, Liam Dagg (Group Manager Environmental Services), Claire Symes (Community Development Manager), Sara Dymond (Governance Officer).

APOLOGIES: Lindsay Maindonald.

RESOLUTION

(Cr Mackay/Mr Hawkes)

28/20 EL **THAT the apology from Lindsay Maindonald be received.**

CARRIED

1 Open Forum and Presentations

1.1 Councillor Mark Bellringer

An update was sought on the Innovating Street Pilot Project and the Bridger Park Project. Mrs Symes advised she would provide an update as part of the community development agenda item.

2 Confirmation of Minutes

2.1 Eltham-Kaponga Community Board Meeting held on 2 June 2020.

Mr Hawkes attended the meeting however was not recorded as being present.

Ms Symes advised the option for the heat pump at the Kaponga War Memorial Hall had not been finalised due to COVID-19, however the project was now underway and waiting for contractors to be available.

RESOLUTION

(Mrs Cave/Mr Hawkes)

29/20 EL **THAT the Eltham-Kaponga Community Board adopts the minutes from the meeting held on 2 June 2020 as a true and correct record.**

CARRIED

3 Matters Arising

3.1 Bridger Park

The Council's Parks Team had completed work delayed due to COVID-19. The paving could now be scheduled working alongside the Eltham Lions Club. Councillor Mackay expected contact by the end of the week. A pou made from a tōtara log was underway.

3.2 Eltham Town Clock

The Council were working to develop the Memorandum of Understanding with the Eltham and District Community Health Trust to confirm Council's ownership and commitment to maintenance.

3.3 Security Camera

A change in policy would be required for the Council to take over ownership and maintenance of the security cameras, as currently the Council could only own cameras in Hāwera. Councillor Northcott asked if there was a desire for this to change, as it would enable Eltham and other towns to purchase and operate cameras. Councillor Mackay advised that violence and vandalism seemed to be on the rise in the town. Mr Dagg would provide background information on the Council's Cameras and Recording Devices Policy to the Board at the next meeting.

3.4 Eltham Municipal Building

Mr Dagg explained the Council had commissioned a real estate agent to undertake the sale of the building. The marketing package would be part of this.

4 Information Reports

4.1 Community Development Activity Report

The report updated the Board on progress with community development projects, activities across the District and other items of interest.

A meeting was scheduled with local hapū to discuss the proposed pathway running beside the Mangawharawhara Stream at Soldiers Park. Concerns had been raised relating to the health of the waterway.

The Council were pleased with their successful application to NZTA Waka Kotahi Innovating Streets Pilot Fund. The aim of running the pilot was to test potential treatments in each town and compare which was the most beneficial at reducing the identified issues and creating a 'heart' within each township. Monitoring would take place prior to treatment placement so data could be compared on the impacts.

A co-design team would include representatives from Waka Kotahi, consultants, businesses, Iwi, the community and Council staff. This was an opportunity to create a welcoming town space which could include art whilst working within the broader safety and urban design objectives of the project.

RESOLUTION

(Mr Hawkes/Cr Mackay)

30/20 EL THAT the Eltham-Kaponga Community Board receives the Community Development Activity Report.

CARRIED

4.2 District LibraryPlus Report – May and June 2020

The report covered the range of library activities and statistics across the District for May and June 2020.

RESOLUTION (Mrs Cave/Cr Mackay)

31/20 EL **THAT the Eltham-Kaponga Community Board receives the District LibraryPlus Report – May and June 2020.**

CARRIED

4.3 Eltham-Kaponga Facilities Usage Report – 2019/20

The facility usage report summarised the total usage of a range of Council owned assets and services, within the Eltham-Kaponga ward.

RESOLUTION (Cr Mackay/Mr Hawkes)

32/20 EL **THAT the Eltham-Kaponga Community Board receives the Eltham Facilities Usage Report – 2019/20.**

CARRIED

The meeting concluded at 10.54 am.

Dated this day of 2020.

.....
CHAIRPERSON



Board Minutes

To	Ordinary Council
Date	10 August 2020
Subject	Te Hāwera Community Board – 13 July 2020

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

Executive Summary

1. Te Hāwera Community Board met on 13 July 2020. The Council is being asked to receive Te Hāwera Community Board minutes from 13 July 2020 for their information.
2. There were no recommendations within the minutes for the Council to consider.

Recommendation

THAT the Council receives the minutes of Te Hāwera Community Board held on 13 July 2020.

Te Hāwera Community Board

Minutes of the Ordinary Meeting of the Te Hāwera Community Board held in the Council Chamber, Albion Street, Hāwera on Monday 13 July 2020, commencing at 1.30 pm.

PRESENT: Wayne Bigham (Chairperson), Raymond Buckland, Russell Hockley, Nikki Watson and Councillor Diana Reid.

IN ATTENDANCE: Mayor Phil Nixon, Liam Dagg (Group Manager Environmental Services), Ella Borrows (Community Development Advisor), Sara Dymond (Governance Officer) and two members of the public.

APOLOGIES: Nil.

1 Open Forum

1.1 Menzshed Hāwera – Peter Gulliver and Geoff Coubrough

The representatives spoke in open forum to provide context to their funding application.

The Menzshed Hāwera provided an overview in their application of items that were required such as rent, specialty tools and equipment and insurance. Several donations had been received from community members, deceased estates, Tradezone and Bunnings.

Their purpose was to bring men together in one community space to share their skills and work on practical tasks individually or as a group. It meant people could pass their knowledge to younger generations.

In response to Councillor Reid's question on how health and safety was managed it was explained that training on machinery was provided and machinery was only used if people were competent or under supervision.

Mayor Nixon believed this was an asset to the District as it helped many organisations.

2 Confirmation of Minutes

2.1 Te Hāwera Community Board Meeting held on 2 June 2020.

RESOLUTION

(Mr Hockley/Mr Buckland)

27/20 HA **THAT Te Hāwera Community Board adopts the minutes from the meeting held on 2 June 2020 as a true and correct record.**

CARRIED

3 Funding Application

3.1 Menzshed Hāwera – Operating expenses and purchase of essential tools and equipment

An application was received from Menzshed Hāwera for funding to assist with operating expenses and the purchase of essential tools and equipment.

Mayor Nixon and Mr Bigham declared a conflict of interest.

Mrs Watson believed this was a great benefit to the community and proposed the Board move outside their criteria and allocate \$5,370, the total amount estimated to purchase a combination mill and laith. The suggestion was supported by the Board.

Mr Hockley believed this was a benefit to the District and many other community groups. Councillor Reid was pleased to see an activity for the older members of the community.

RESOLUTION

(Mrs Watson/Cr Reid)

28/20 HA THAT Te Hāwera Community Board allocates \$5,370 from their Discretionary Fund to Menzshed Hāwera to purchase a combination mill and laith.

CARRIED

Mr Bigham abstained from voting.

4 Matters Arising

4.1 Town Centre Strategy

The Council had receipt of the draft conditions of resource consent for Te Ramanui o Ruapūtahanga.

5 Information Reports

5.1 Community Development Activity Report

The report updated the Board on progress with community development projects and activities across the District and other items of interest.

The water had been connected for the drinking fountain with a dog bowl at the Beech Place Reserve Dog Park. The concrete slab would be laid weather permitting. COVID-19 had delayed progress with the drinking fountain with a dog bowl at the Normanby Community Centre, as the water supply had been turned off. This would be completed in the following fortnight.

The Sound Mirrors had been installed in King Edward Park, Hāwera and a blessing was held on Friday 10 July. Mayor Nixon thanked the Board for their contribution to the project as he believed this was an asset to not only the park but the District. Mr Bigham acknowledged the previous Hāwera Community Board for their contribution to the Sounds Mirrors.

The nominations for the South Taranaki Community Awards were open until Thursday 30 July. The function would be held at the Hāwera Cinema 2 on Tuesday 8 September. The nominations for the South Taranaki Sporting Hall of Fame were open until Friday 31 July. Nominees would need to meet criteria which was outlined on the nomination form.

RESOLUTION

(Mr Buckland/Cr Reid)

29/20 HA THAT Te Hāwera Community Board receives the Community Development Activity Report July 2020.

CARRIED

5.2 District LibraryPlus Report – May and June 2020

The report covered the range of library activities and statistics across the District for May and June 2020.

Mayor Nixon commented on the number of new resources that had been distributed across the seven LibraryPlus branches. However, there had been delays with distribution due to the lockdown causing orders to take months rather than weeks. He noted that the District was lucky to have 3D printers in all seven LibraryPlus buildings.

Mr Bigham spent time at the Hāwera LibraryPlus on Saturday talking to members of the public. He would like to see this continue.

Mrs Watson commented on the continuing growth in eBooks.

RESOLUTION

(Mrs Watson/Mr Buckland)

30/20 HA THAT Te Hāwera Community Board receives the District LibraryPlus Report – May and June 2020.

CARRIED

5.3 Te Hāwera Facilities Usage Report – 2019/20

The facility usage report summarised the total usage of a range of Council owned assets and services, within the South Taranaki District.

RESOLUTION

(Mr Hockley/Mr Buckland)

31/20 HA THAT Te Hāwera Community Board receives the Te Hāwera Facilities Usage Report – 2019/20.

CARRIED

The meeting concluded at 2.01 pm.

Dated this day of 2020.

.....
CHAIRPERSON



Board Minutes

To	Ordinary Council
Date	10 August 2020
Subject	Taranaki Coastal Community Board – 14 July 2020

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

Executive Summary

1. The Taranaki Coastal Community Board met on 14 July 2020. The Council is being asked to receive the Taranaki Coastal Community Board minutes from 14 July 2020 for their information.
2. There were no recommendations within the minutes for the Council to consider.

Recommendation

THAT the Council receives the minutes of the Taranaki Coastal Community Board held on 14 July 2020.

Taranaki Coastal Community Board

Minutes of the Ordinary Meeting of the Taranaki Coastal Community Board held at Te Niho Marae, Mid Parihaka Road, Pungarehu on Tuesday 14 July 2020, commencing at 2.30 pm.

PRESENT: Andy Whitehead (Chairperson), Bonita Bigham, Sharlee Mareikura, Liz Sinclair and Councillor Aaron Langton.

IN ATTENDANCE: Mayor Phil Nixon, Councillor Chris Young, Liam Dagg (Group Manager Environmental Services), Masina Taulapapa (Community Development Advisor), Sara Dymond (Governance Officer), five members of the public and one media.

APOLOGIES: Nil.

1 Open Forum and Presentations

1.1 Maata Wharehoka - Parihaka

Parihaka had developed as a result of forward thinking members on the Parihaka Papakāinga Trust (the Trust). This year Tonga Karena was delegated to the Trust and saw the next transition into the \$14 million.

Mrs Wharehoka shared her experience of witnessing the arrival of the Crown on 9 June 2017 and her feeling of mild content. She commented on the importance of trust between māori and pākehā and ensuring there was a balance on what was being given to what was being received. The role of the Parihaka network which she led was to ensure that there were stories written by the people of Parihaka.

Mr Whitehead acknowledged the history and the acceptance of the lack of trust. He emphasised his thanks for being invited to host this meeting in their home. There were massive steps to take but this was a small step in that direction.

Mayor Nixon felt privileged to be a part of 9 June 2017 and was pleased to hear that the Crown had given \$14 million to the Trust enabling them to tell their story in the way it should be told. This was great for the District, region and New Zealand to be able to have that storey told the right way.

Mr Karena explained that the deed of reconciliation in 2017 was a critical part of Parihaka history. Parihaka was the only one that had major private investment, major local investment and went through different eras of infrastructure. Dates were critical around understanding the community that they were a part of. Parihaka were shovel ready in terms of the Provincial Growth Fund which had forced the development of a tier of governance enabling them to maintain and reinforce relationships.

Mr Karena asked the Board to watch this space and look at what could be done to put their handprint on it as part of their political loyalty to this area.

1.2 Brian Vincent

Mr Vincent shared his personal memory of arriving to Parihaka 60 years prior as a small contractor in Rāhotu operating drain diggers to clear the swamps at Parihaka.

2 Confirmation of Minutes

2.1 Taranaki Coastal Community Board Meeting held on 4 June 2020.

RESOLUTION (Ms Mareikura/Cr Langton)

27/20 TC **THAT the Taranaki Coastal Community Board adopts the minutes from the meeting held on 4 June 2020 as a true and correct record.**

CARRIED

3 Funding Application

3.1 Ōpunakē Volunteer Brigade – Kitchen Upgrade – Fridge Purchase

An application was received from the Ōpunakē Volunteer Brigade for funding a kitchen upgrade including the purchase of a fridge.

Due to the applicant not being able to attend in support of their application the Board supported deferring the application until the next meeting.

RESOLUTION (Ms Bigham/Cr Langton)

28/20 TC **THAT the Taranaki Coastal Community Board deferred the application from the Ōpunakē Volunteer Brigade for the Kitchen Upgrade and Fridge Purchase.**

CARRIED

4 Matters Arising

4.1 Voluntary Work Register

Councillor Bigham asked Ms Taulapapa to coordinate with whānau at Parihaka to discuss all the voluntary roles undertaken at the Papakāinga.

4.2 Artificial Reef

The Board preferred that this be addressed as a Taranaki Regional Council matter. This would be removed from the matters arising and all matters relating to the artificial reef be referred to TRC as the Council had stepped back from this.

4.3 Ōpunakē Walkway Community Meeting

The Community Development Advisor would work with the Board to organise a meeting for community groups to update what projects were being worked on.

Mr Whitehead asked that a community meeting be coordinated at a later date to discuss the Ōpunakē Lake.

5 Information Reports

5.1 Community Development Activity Report

The report updated the Board on progress with community development projects and activities across the District and other items of interest.

The application to the NZTA Waka Kotahi Innovating Streets Pilot Fund for the co-design and implementation of temporary street treatments in Eltham and Waverley was successful. The temporary treatments could be moved around to experiment what worked well and by using this knowledge and materials to experiment in other towns. The treatments were around traffic calming and building the heart in town which aligns with the revitalisation in the town.

The nominations for the South Taranaki Community Awards were open until Thursday 30 July. The function would be held at the Hāwera Cinema 2 on Tuesday 8 September. The nominations for the South Taranaki Sporting Hall of Fame were open until Friday 31 July. Nominees would need to meet criteria which was outlined on the nomination form. The Committee reviewed previous nominations as well.

In response to the comment around Bowen Crescent Playground Mr Dagg updated that the injury reported was historical, and the mountain had been closed and fenced off. There was no timeframe in place for the improvements to be made.

RESOLUTION (Ms Mareikura/Ms Bigham)

29/20 TC **THAT the Taranaki Coastal Community Board receives the Community Development Activity Report.**

CARRIED

5.2 District LibraryPlus Report

The report covered the range of library activities and statistics across the District for May and June 2020.

Mayor Nixon commented on the 8,777 new resources being distributed across the seven LibraryPlus branches in 2019/20 financial year. Due to distribution issues associated with lockdown a lot of the books on order were taking months, rather than weeks. The delays would be expected to continue for some time yet.

The Taranaki Coastal Community Board supported sending a letter of thanks to all seven LibraryPlus facilities across the District to show their appreciation of the work carried out during lockdown.

RESOLUTION (Ms Bigham/Cr Langton)

30/20 TC **THAT the Taranaki Coastal Community Board receives the District LibraryPlus Report May and June 2020.**

CARRIED

5.3 Taranaki Coastal Facilities Usage Report – 2019/20

The facility usage report summarised the total usage of a range of Council owned assets and services, within the Taranaki Coastal ward.

RESOLUTION (Ms Mareikura/Ms Sinclair)

31/20 TC **THAT the Taranaki Coastal Community Board receives the Taranaki Coastal Facilities Usage Report – 2019/20.**

CARRIED

24

The meeting concluded at 3.30 pm.

Dated this day of 2020.

.....
CHAIRPERSON



Board Minutes

To	Ordinary Council
Date	10 August 2020
Subject	Pātea Community Board – 15 July 2020

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

Executive Summary

1. The Pātea Community Board met on 15 July 2020. The Council is being asked to receive the Pātea Community Board minutes from 15 July 2020 for their information.
2. There were no recommendations within the minutes for the Council to consider.

Recommendation

THAT the Council receives the minutes of the Pātea Community Board held on 15 July 2020.

Pātea Community Board

Minutes of the Ordinary Meeting of the Pātea Community Board held at the Hunter Shaw Building, Egmont Street, Pātea on Wednesday 15 July 2020, commencing at 4.00 pm.

PRESENT: Jacq Dwyer (Chairperson), Maria Ferris, Joanne Peacock and Councillor Rob Northcott.

IN ATTENDANCE: Mayor Phil Nixon, Waid Crockett (Chief Executive), Councillor Brian Rook, Liam Dagg (Group Manager Environmental Services), Janine Maruera (Community Development Advisor), Sara Dymond (Governance Officer), twelve members of the public and one media.

APOLOGIES: Dianne Lance.

RESOLUTION

(Ms Dwyer/Cr Northcott)

30/20 PA THAT the apology from Ms Dianne Lance be received.

CARRIED

1 Open Forum and Presentations

1.1 Olivia Sherman (Statement read by Jacq Dwyer)

The statement was regarding the Waverley water supply and the intended fluoridation of the Pātea water supply. Numerous concerns were listed regarding the practice of fluoridation.

1.2 Allan Caple - Pātea Community Patrol

The Pātea Community Patrol continued to experience a low level of incidents during the evenings. Since his last report roaming dogs had increased which he believed occurred periodically. He commented that feedback on the outcome when reporting incidents would be useful as this currently did not occur.

Another incident in Pātea was a speeding motorcyclist caught reaching excessive speeds in town. Police were working on this.

The patrolling of schools had been successful with only one reoccurring issue which was remedied.

1.3 Allan Caple – Cabbage Tree

A cabbage tree on the berm outside his property on Brassey Street in Waverley had been reported to the Council late last year. The tree had begun to die and he had requested for it to be checked however, no action had been taken. Mr Dagg would follow up on this.

1.4 Bill Rosewarne – Roaming Dogs

Several sheep had been killed by dog attacks while grazing outside his property at the end of Kent Street in Pātea. Although reported to the Council on each occasion the dogs remained. He had decided to move the remaining sheep to another property out of harm's way.

1.5 Dora Baker – Roaming Dogs

Roaming dogs had increased on Egmont Street in Pātea and although Dora’s property had high fencing her dog had been attacked twice over the last week. Over this period her dog showed signs of being unwell and after a visit to the local vet she was advised that there had been several animals with the same issues which they believed was as a result of being poisoned.

Mr Dagg noted that there were several hot spots where dogs were a problem. The Council were actively working through a process to take the owner of the dogs who were attacking to a prosecution. A review of managing hot spot areas would be undertaken.

Councillor Northcott noted that this was about a loss of animals and people’s safety. He believed a review of the Dog Control Policy and staffing levels was required.

1.6 Laurie Mildenhall – Waka

A progress update was requested by Mr Mildenhall on the Waka. Mr Dagg explained that the Council had sourced a liquid rubber type sealant which would be painted around the inside of the structure. Maintenance to the drainage downpipe would be carried out in conjunction. The proposed finish date was the end of the year.

1.7 Councillor Robert Northcott – Waiinu Campground

In relation to the Waiinu Campground Councillor Northcott had been asked why it was not a freedom camping site. He asked for information around this and on maintenance costs. Mr Dagg would report back to the Board with further information.

1.8 Paul Broughton – Pātea Beach

Concerns were raised regarding an open pipe at Pātea Beach where several incidents involving children had occurred. This had been reported to the Council some time ago however the issue had not been resolved. He asked that the pipe be removed.

2 Confirmation of Minutes

2.1 Pātea Community Board Meeting held on 3 June 2020.

RESOLUTION

(Cr Northcott/Ms Peacock)

31/20 PA

THAT the Pātea Community Board adopts the minutes from the meeting held on 3 June 2020 as a true and correct record.

CARRIED

3 Funding Applications

3.1 Pātea Community Board – Shade/Shelter at Aotea Park in Waverley

An application was received from the Pātea Community Board for funding to install shade/shelter areas at Aotea Park.

Alterations were being made to the design prior to being sent to the Council. Additional funding would be sought from the Four Regions Trust.

RESOLUTION

(Ms Dwyer/Cr Northcott)

32/20 PA **THAT the Pātea Community Board allocates \$1,500 from their Discretionary Fund to the Pātea Community Board for shade/shelters at Aotea Park in Waverley.**

CARRIED

3.2 Tainui Day Centre Pātea – Hall Hireage of Hunter Shaw Building

An application was received from the Tainui Day Centre Pātea for hall hireage for the Hunter Shaw Building.

Councillor Northcott was disappointed no representatives had attended to speak to their application. The application did not provide any specifics which were questions he wished to ask. Ms Dwyer was familiar with the group and explained that they had been operating for two years out of the Pātea Rugby Club rooms. Ms Ferris had seen advertising in the Four Square, LibraryPlus and in the Pātea Press.

RESOLUTION

(Ms Dwyer/Ms Ferris)

33/20 PA **THAT the Pātea Community Board allocates \$1,070 from their Discretionary Fund to Tainui Day Centre Pātea for hall hireage for the Hunter Shaw Building.**

CARRIED

4 Matters Arising

4.1 Pātea Beach Lookout Directional Sign Project

A site visit with the Board and the former chairperson, Ruth Mackay took place to confirm the location of the sign. It was decided that the most suitable location was in the centre of the roundabout. The place names on the sign would be places of significance to Pātea with an information board next to the sign providing additional information. Mayor Nixon suggested using a QR code for people to access further information.

5 Information Reports

5.1 Community Development Activity Report

The report updated the Board on progress with community development projects and activities across the District and other items of interest.

In terms of the Pātea River Walkway signs a date to meet with Ngāti Ruanui to discuss the panel content was yet to be confirmed. The design of the signs was being worked on.

The nominations for the South Taranaki Community Awards were open until Thursday 30 July. The function would be held at the Hāwera Cinema 2 on Tuesday 8 September. The nominations for the South Taranaki Sporting Hall of Fame were open until Friday 31 July. Nominees would need to meet criteria which was outlined on the nomination form.

RESOLUTION

(Ms Dwyer/Cr Northcott)

34/20 PA THAT the Pātea Community Board receives the Community Development Activity Report.

CARRIED

5.2 District LibraryPlus Report – May and June 2020

The report covered the range of library activities and statistics across the District for May and June 2020.

The Pātea Community Board suggested sending a letter of thanks to all seven LibraryPlus facilities across the District to show their appreciation of the work carried out during lockdown.

RESOLUTION

(Ms Dwyer/Ms Peacock)

35/20 PA THAT the Pātea Community Board receives the District LibraryPlus Report – May and June 2020.

CARRIED

5.3 Pātea Facilities Usage Report – 2019/2020

The facility usage report summarised the total usage of a range of Council owned assets and services, within the South Taranaki District.

RESOLUTION

(Ms Dwyer/Cr Northcott)

36/20 PA THAT the Pātea Community Board receives the Pātea Facilities Usage Report – 2019/2020.

CARRIED

The meeting concluded at 5.00 pm.

Dated this day of 2020.

.....
CHAIRPERSON



Committee Minutes

To	Ordinary Council
Date	10 August 2020
Subject	Iwi Liaison Committee – 22 July 2020

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

Executive Summary

1. The Iwi Liaison Committee met on 22 July 2020. The Council is being asked to receive the Iwi Liaison Committee minutes from 22 July 2020 for their information.
2. There were no recommendations within the minutes for the Council to consider.

Recommendation

THAT the Council receives the minutes of the Iwi Liaison Committee held on 22 July 2020.

Iwi Liaison Committee

Ngā mēniti o te Komiti Takawaenga-ā i te Kopa o Camberwell, kei te Whare o Ruapūtahanga. I te Rāapa 22 o Hōngongoi 2020, ka timata i te 10 atamai.

Minutes of the Iwi Liaison Committee meeting held in the Council Chamber, Albion Street on Wednesday 22 July 2020, commencing at 10.00 am.

NGĀ MEMA O TE KOMITI I KŌNEI / PRESENT:

Mayor Phil Nixon, Councillor Robert Northcott (Deputy Mayor), Councillor Aarun Langton, Councillor Beccard, Marty Davis *online* and Paul Sullivan (Te Kāhui o Rauru) *online*, Sandy Parata, Ngapari Nui and Graham Young (Te Rūnanga o Ngāti Ruanui).

I KŌNEI / IN ATTENDANCE:

Waid Crockett (Chief Executive), Fiona Aitken (Group Manager Community and Infrastructure Services), Marianne Archibald (Group Manager Corporate Services), Liam Dagg (Group Manager Environmental Services), Reg Korau (Iwi Liaison Advisor), Claire Symes (Community Development Manager), Jessica Sorensen (Planning Manager), Darleena Christie (Governance and Support Team Leader).

KĀORE I KŌNEI / APOLOGIES:

Puna Wano-Bryant (Te Kāhui o Taranaki), John Hooker and Cheryl Luke-Maraki (Te Korowai o Ngāruahine)

MŌTINI / RESOLUTION

(Mr Nui/Cr Northcott)

26/20 IL **THAT the apologies from Puna Wano-Bryant (Te Kāhui o Taranaki), John Hooker and Cheryl Luke-Maraki (Te Korowai o Ngāruahine) be received.**

TAUTOKO / CARRIED

Mayor Nixon welcomed members to the meeting, including those online and acknowledged the Māori New Year, Mataariki and Puanga. He acknowledged the passing of those during the COVID-19 period and during the last few months.

1 Mō Ngā Whānau Whānui / Open Forum and Presentations

1.1 COVID-19 Recovery Update – Claire Symes

Mrs Symes provided an update and advised that a survey was undertaken between 28 May to 19 June 2020 across Taranaki. From that survey 56 community organisations from South Taranaki responded and the analysis highlighted some key impacts; financial, job loss, mental health, housing and concern around physical distancing. The inhouse recovery group had been working on funding from various agencies, a Pātea Regional Network had been set up, Council provided a zero rate increase through its Annual Plan, remissions had been given, Venture Taranaki had been working with businesses, setting up technology and online support and developing an online marketplace. The new Business Development Advisor, Scott Willson was now onboard and part of the Local Recovery team, a funding application had been submitted to New Zealand Transport Agency (NZTA) for tweaking improvements of the Eltham and Waverley Innovating Street Pilot project and the Council were looking to bring forward capital projects.

Mrs Symes sought feedback from Iwi on what they had seen during the COVID response and recovery periods and asked for ways that the Council and Iwi could work together. Feedback could be provided through these forums or other hui.

In response to a question on whether there were any specific areas where there were more job losses than others, Mrs Symes advised that there were none that she was aware of, however when the government wage subsidy ceased there could potentially be job losses.

Mayor Nixon noted that there were lots of active businesses in town and it was sad to hear stories of possible retail closures in the main street. This highlighted the “buy local and support local” programme and he encouraged everyone to support the initiative.

It was noted that a business hub in Hāwera was being investigated and discussions had taken place with Iwi around social enterprise and start-ups.

1.2 Iwi Representative Appointments on Council Committees

Mayor Nixon advised that nominations had closed and the two appointments to take effect immediately were; Bonita Bigham (Environment and Hearings Committee) first meeting 2 September 2020; and Te Aroha Hohaia (Audit and Risk Committee) first meeting 19 August 2020. This was an exciting move forward having Iwi representation on those committees.

Councillor Beccard thanked Iwi for the representation on the committees.

1.3 Te Ramanui O Ruapūtahanga

Mr Korau advised that he had discussions about Te Ramanui with Iwi regarding support around the cultural design and any input they had for both inside and outside the building, for example stories of our cultural history. Both he and Mr Waite were to meet via a Zui with delegates from each of the Iwi in the next week or two.

2 Whakaae i Ngā Mēniti / Confirmation of Minutes

2.1 Iwi Liaison Committee minutes held on 10 June 2020.

Mr Nui referred to page 9 the Pātea Mole Repairs and asked what was happening with the moles and whether there had been any decision yet. The moles were important for the future, not only for Pātea, but also to break through the changing of the river mouth. He noted that at the point it was deteriorating rapidly.

Ms Aitken advised that the Pātea Mole repairs were one of the topics to be discussed at the Huinga-a-iwi following today’s meeting. The technical engineers were providing more detail on what had been done to date.

MŌTINI / RESOLUTION

(Cr Northcott/Cr Langton)

27/20 IL

THAT the minutes of the Iwi Liaison Committee meeting held on 10 June 2020 be confirmed as a true and correct record.

TAUTOKO / CARRIED

3 Pūrongo-Ā-Pitopito Kōrero i Muri Mai / Matters Arising

- 3.1 Item 1 Māori Representation – completed.
- 3.2 Item 3 Road Naming Policy – to establish the Road Naming Committee a representative was required from each Iwi. Both Mr Korau and staff would be in touch to get that work underway and information would be forthcoming in the very near future.

4 Pūrongo-Whakamārama / Information Reports

4.1 Tangata Whenua Liaison Fund

Ms Aitken advised that the dates for the Tangata Whenua Liaison Fund had been extended. Each Iwi were sent all the applications, the money was carried over into the new financial year. The allocation of funding and confirmation of recipients was to be discussed at the next Iwi Liaison Committee meeting on 2 September.

It was noted that both Ngāti Ruanui and Ngā Rauru had already discussed the applications received and Taranaki and Ngāruahine Iwi would have responses back by 2 September 2020.

MŌTINI / RESOLUTION

(Mr Nui/Cr Beccard)

28/20 IL

THAT the Iwi Liaison Committee receives the Tangata Whenua Liaison Fund 2019/20 Update Report.

TAUTOKO / CARRIED

4.2 Environmental Services Activity Report

Mr Dagg advised that the report was in response to several issues raised at the last meeting and the regulatory unit of environmental services reporting in general. The report would be provided regularly, as Iwi would like the opportunity to have items on the agenda for discussion and information purposes. Ngāti Ruanui raised for discussion item 11 as there were concerns that the subdivision development was in close proximity to Turuturu Mokai. Mr Dagg provided a map which identified the subdivisions and the building consent history.

Mr Nui noted that the discussion was about whether they were able to prevent anymore subdivisions occurring around Turuturu Mokai as they would really like to see that happen.

Mr Young noted that the six lot subdivision was really close which caused issues and debate. Ngāti Ruanui were concerned about the level of control around the historic reserve and whether there were some controls in the District Plan, if so, then what were they.

Mrs Sorensen referred to the Proposed District Plan which still allowed development to happen on those two larger allotments, but because the 10m buffer of the Turuturu Mokai extends into those two allotments, Iwi would be considered affected on the development. The limited discretion would only be to that 10m. In response to Mr Young, there was no control over what the houses looked like, but only around where they could be located. She noted that in the upcoming plan change, there would need to be discussion about further protection or activities that Iwi want to see for that site.

Mr Nui advised that more clarity was required, and he would take this back for discussion with the hapū to undertake a site visit and the future development. There had been consultation around the Resource Management Act and they had not heard back. He noted that the hapū had some future development like tourism, but with all the houses being built they wanted to have a say on what could happen.

Mayor Nixon noted that the subdivision was not just significant to hapū and iwi, but also the nation and we need to protect this historic site. The Council need to recognise other sites like this. It was great to hear that tourism discussions were being worked through; it was a well preserved Pa site in original condition.

Mr Parata noted his congratulations on the successful funding of \$14 million to Parihaka. He asked what the contribution from the Council was for future development projects at Parihaka. Mr Dagg responded that when the project signalled for the establishment of the facility, the Council's planning and building control team would take a proactive approach and finalise the design to get consents through and then try to assist where possible.

It was noted that Taranaki Regional Council and New Plymouth District Council would be providing 'in kind' support for example; engineering, staff from the councils had stayed on the marae at Parihaka to help develop a plan on the location of infrastructure. Some of the items covered off were; design infrastructure, significant issues, access to water, disposal of wastewater and staff would continue to work with them where possible.

Mr Korau noted that three councils also worked with the marae for their application on the PGF and guidance from the trust to develop plans they submitted.

Mayor Nixon commented on the good work undertaken with the papakainga trust and congratulated them and was pleased with the grant received of \$14m.

Mr Young referred to page 23 and asked what initiatives were being implemented to reduce environmental impacts across the Council. Mayor Nixon responded LED lighting was used wherever possible and where council officers reviewed Asset Management Plans they looked to reduce the footprint of facilities for example, the swimming pool and fleet management. Waste minimisation would also considered.

Mr Young asked whether more of an explanation could be provided in some of the big statements made as they link to all the plans. He referred to page 23 and asked whether Iwi would have any engagement regarding the mustelid traps and where they were located.

MŌTINI / RESOLUTION

(Cr Beccard/Cr Langton)

29/20 IL

THAT Iwi Liaison Committee receives the Environmental Services Activity Report.

TAUTOKO / CARRIED

4.3 Corporate Services Activity Report

Mrs Archibald advised that the Council were in the planning stage of the Long Term Plan. Discussions with Iwi had been held at informal meetings on the policies and other parts of the plan that were coming up.

Mr Davis referred to page 25, item 8 relating to the bylaws. He asked when the group would be established for the Road Naming Policy Advisory Group. He asked whether there would be specifications and further detail about the people wanted on the Group. Mrs Archibald responded that work had started on the project plan, unfortunately the staff member was away. This work would require a lot of input and having the Advisory Group set up to discuss project plans needed to be done first.

Mayor Nixon noted that having the zero rate increase signed off was great and highlighted the long term investment fund and what it could do. The Council would not be in a position to provide a zero rate without the Fund.

Mr Young referred to the LTP 2021/31 vision and assumed it was reconfirmed. He asked what the key issues were being faced by the South Taranaki District. Mrs Archibald responded that the vision for the District was "Making South Taranaki the most liveable District in NZ". The vision was discussed in workshops and was not formally approved. The key issues included; three waters reform, town centre masterplans, encouraging sustainable growth, affordability, environmental sustainability, tourism and promoting the District and key roading issues. A copy of the key issues could be circulated to Iwi.

Mr Young noted that there were sweeping statements in the reports and he would like to have more of the details ie. key issues so that Iwi were prepared to engage. There was benefit in being open and having a wider partnership with Iwi by engaging them prior to the formal period as a number of issues could be resolved before it was drafted and therefore reduce the number of submissions. He asked for Iwi participation in the drafting of strategic documents and that way a partnership was formulated rather than being included with the community consultation. He referred to the final Governance Statement how it had been reviewed and asked whether Iwi would see this.

Mayor Nixon advised that consultation was started straight after the last LTP was in place, the initiative was the cube which was a good influence. Input from the community was sought in 2019 which gave a lot of themes to work to, by the end of this calendar year the Council would have a draft LTP for Audit to review.

MŌTINI / RESOLUTION

(Mr Parata/Cr Beccard)

30/20 IL

THAT the Iwi Liaison Committee receives the Corporate Services Activity Report.

TAUTOKO / CARRIED

4.4 Community Development Activity Report

Mayor Nixon referred to page 27 Upcoming Events and noted the South Taranaki Community Awards were open for nominations and the Awards Ceremony was to be hosted at Hāwera Cinema2. Nominations were being sought for the South Taranaki Hall of Fame and there was set criteria for example athletes who had competed at an elite level with grass roots and a strong connection to South Taranaki. Iwi representation was being sought for the South Taranaki Hall of Fame panel, he encouraged nominations from Iwi by 15 August 2020 to meet the deadline when the applications closed at the end of the month.

MŌTINI / RESOLUTION

(Cr Langton/Cr Northcott)

31/20 IL **THAT** the Iwi Liaison Committee receives the Community Development Activity Report.

TAUTOKO / CARRIED

5 Umanga whanui / General Business

There was no general business.

Karakia Whakamutunga / Closing Karakia

**Ko te wā whakamutunga 11.12 ō te ata.
Meeting closed at 11.12 am.**

(Ko te rangi / dated this)

(te rā ō / day of)

2020.

.....
TIAMANA / CHAIRPERSON



Committee Minutes

To	Ordinary Council
Date	10 August 2020
Subject	Environment and Hearings Committee – 22 July 2020

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

Executive Summary

1. The Environment and Hearings Committee met on 22 July 2020. The Council is being asked to receive the Environment and Hearings Committee minutes from 22 July 2020 for their information.
2. There were no recommendations within the minutes for the Council to consider.

Recommendation

THAT the Council receives the minutes of the Environment and Hearings Committee held on Wednesday 22 July 2020.

Environment and Hearings Committee

Minutes of the Environment and Hearings Committee Meeting held in the Council Chamber, Administration Building, Albion Street, Hāwera on Wednesday 22 July 2020 commencing at 4.00 pm.

PRESENT: Councillors Andy Beccard (Chairperson), Aaron Langton, Steffy Mackay, Robert Northcott and Diana Reid.

IN ATTENDANCE: Liam Dagg (Group Manager Environmental Services), Jess Sorensen (Planning Manager), Maria Hokopaura (Planner), Nathan Sutherland (Planner) and Sara Dymond (Governance Officer).

APOLOGIES: Nil.

1 Confirmation of Minutes

1.1 Environment and Hearings Committee 18 March 2020.

RESOLUTION

(Cr Mackay/Cr Reid)

21/20 EH **THAT** the Environment and Hearings Committee confirms the minutes from the meeting held on 18 March 2020 as a true and correct record.

CARRIED

2 Notified Resource Consent Report

2.1 Proposed new dwelling with building site coverage and front yard dispensation at 2A Robbins Crescent, Hāwera

Nathan Sutherland – Planner

Ivo Botica Development Limited applied for a resource consent to construct a three bedroom residential dwelling on the residentially zoned section at 2A Robbins Crescent, Hāwera. This building would exceed the District Plan's maximum building site coverage by nearly 14% and its garage would be situated three metres from the road boundary instead of the five metres required by the performance standard.

In terms of the standing space this was to stop vehicles from obstructing the footpath when parking in front of the garage. In this case he concluded that this would not generate significant affects as smaller dwellings characteristically cater to older persons who owned smaller vehicles and with the use of remote garage door openers made the probability of this occurring unlikely. The applicant could not guarantee visitors would not park in front of the garage however it was recommended that the applicant install a standard urban vehicle crossing the full width of the driveway. This would provide space for pedestrians to pass behind a parked vehicle without traversing the grass berm.

In terms of the site coverage this was similar to the one on Laurent VC Street. Reflection was taken on what the District Plan's aspirations were for residential zone, which was providing high level on site amenity, minimising affects to neighbours and contributing positively to residential character and amenity. The development would meet the private outdoor living requirements which was an indicator for onsite amenity. Most neighbours had provided written approval however there was one submitter who had not specified reasons for any effects on them as a result of noncompliance.

Each neighbour only had a one dimensional view of the house making it difficult to gage the effects on the noncompliance. He concluded that a one visage view would not generate effects that were more than minor. He did not think it would contribute positively to the character and amenity generally however it would not have an adverse effect. In terms of cumulative effects, it was considered that on its own, the built intensity of this property would have a minimal effect on the overall residential character and amenity values.

Applicant – Mr Botica

Mr Jack Rangiwahia spoke on behalf of Mr Botica who thanked the Committee for considering his application. He was happy with the report prepared by the planner and agreed to the conditions noted.

3 Subdivision Consent Report

3.1 Proposed discretionary 2 Lot Residential subdivision at 110 Waihi Road, Hāwera

Applicant

Mr Sole thanked the Committee for considering his application.

Maria Hokopaura – Planner

Gordon Sole applied for a resource consent to subdivide the residentially zoned property at 110 Waihi Road, Hāwera into two lots. The property was a 630m² property in the residential proper on the corner of Waihi Road and Pacey Avenue. The applicant was seeking to subdivide the property into two lots, measuring Lot 1 330m² and Lot 2 300m² respectively this would not comply with the minimum lot size performance standard for residential subdivision required by the Proposed District Plan. The application was discretionary due to the net site area lot size noncompliance and there were several items to consider.

In terms of the surrounding environment several lots in the 100 metres radius were all in excess of 629m² with the largest being over 1,000m². The subdivision would be contrary to what the amenity of the area was however as a standalone case any adverse effects would be absorbed by the surrounding environment and would not be significant as in other areas. The considered effects were amenity values, privacy, open space, street frontage, streetscape and the ability for the proposed lots to meet outdoor living landscaping, private areas for any potential dwellings in the block.

In terms of the proposed vehicle crossing to Lot 2 the only compliant location was where there was an existing utility network box however it was understood the cost of relocating would be prohibitive. Alternative locations were sought, and the Council's Development Engineer recommended a practical and safe location closest to the western boundary of Lot 2. It was recommended the application be granted based on the fact that while it was not what the District Plan wanted in this area there was no clear points in the objectives and policies that could say this proposal was in opposition to that.

In response to the concerns raised by Councillor Reid relating to the close proximity of the proposed entrance to the early childhood centre Miss Hokopaura noted that the recommended entrance had less site distance than in the application. The location close to Waihi Road was more practical in that sense. Part of the rationalisation was that often there was a lot of cars parked along both sides of Pacey Avenue so it was considered the further from the centre the more practical.

In terms of the timeframe for the development of the crossing Miss Hokopaura explained that this was dependent on how quickly the applicant proceeded through obtaining the titles. The crossing would need to be installed prior to applying for separate titles.

In terms of who was responsible for the connection of the sewerage and water supply Miss Hokopaura clarified that the applicant would be required to ensure they were available on site.

Councillor Beccard asked what consideration had been taken in the decision that it was not in the intensification area and the effects it would have on other areas of a similar type. Miss Hokopaura explained that in terms of the residential zone non intensification area this application would be the first to challenge the minimum site area. Due to it being significantly under this was a consideration that if granted had the potential to create pockets of intensification outside the intensification area which was not what was intended by the District Plan. Although this was a consideration, there were no objectives and policies to decline a recommendation on specifically.

In terms of setting a precedent Mr Sutherland explained that each consent was granted and considered on their own merit.

Mr Rangiwahia believed that houses on neighbouring sites were situated in the centre of the section and were not suitable for subdivision.

4. Items to be Considered with the Public Excluded

RESOLUTION

(Cr Northcott/Cr Mackay)

22/20 EH **THAT** the public be excluded from the following parts of the proceedings of this meeting, namely:

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
1. Confirmation of Minutes 18 March 2020.	To Enable the Committee to.	That the exclusion of the public from the whole or the relevant part of the proceedings of the meeting is necessary to enable the Council/Committee to deliberate in private on its decision or recommendation in any proceedings where: ii) the local authority is required, by any enactment, to make a recommendation in respect of the matter that is the subject of those proceedings. Use (i) for the RMA hearings.

CARRIED

5. Resume to Open Meeting

RESOLUTION

(Cr Mackay/Cr Reid)

26/20 EH **THAT** the Environment and Hearings Committee resumes in open meeting and agrees that the decisions be released to the public once the applicants has been notified of the decisions.

CARRIED

The meeting concluded at 4.43 pm.

Dated this day of 2020.

.....
CHAIRPERSON



Committee Minutes

To	Ordinary Council
Date	10 August 2020
Subject	Policy and Strategy Committee Minutes – 27 July 2020

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

Executive Summary

1. The Policy and Strategy Committee met on 27 July 2020. The Council is being asked to receive the Policy and Strategy Committee minutes from 27 July 2020 for their information.
2. There are two recommendations within the minutes for the Council to consider.
3. The Policy and Strategy Committee moved a recommendation (31/20 PS) that: the Council approves Option 2 to limit collection of plastic containers to Types 1, 2 and 5 only. Acknowledges the disposal of existing bales of mixed plastics currently stockpiled at the New Plymouth Materials Recycling Facility. Notes that the definition of “recyclables” and therefore the types of plastic products collected under the Contract will need to be amended. Also notes that there will be a District wide and regionally aligned communications plan to reflect the changes to plastic contain Types 1, 2 and 5 only and to educate the public on how to manage this change.
4. The Policy and Strategy Committee moved a recommendation (32/20 PS) that: the Council approves the 2019-2022 Governance Statement and authorises its publication. Notes that the contents will be updated from time to time as changes are made to structure, processes and policies.

Recommendations

THAT the Council;

1. Receives the minutes of the Policy and Strategy Committee held on 27 July 2020.
2. Adopts recommendation 31/20 PS from the Policy and Strategy Committee:
That the Council;
 - a) Approves Option 2 to limit collection of plastic containers to Types 1, 2, and 5 only. This will mean changes to the types of plastic recycling accepted by the Council kerbside collection service, whereby plastic Types 3, 4, 6 and 7 will no longer be accepted in kerbside recycling bins from September 2020. This resolution will be publicly notified in the newspaper, to meet legislative requirements under the Solid Waste Bylaw 2013.

- b) Acknowledges the disposal of the existing bales of mixed plastics currently stockpiled at the New Plymouth Materials Recycling Facility (MRF), due to the loss of recycling markets, at an approved landfill. The cost and decision-making for this action are covered by the New Plymouth District Council as the owners of the MRF, as per the regional Solid Waste Services contract.
 - b) Notes that the definition of “recyclables” and therefore the types of plastic products collected under the Contract 15/SW01 will need to be amended. This will be done by notification in writing to the contractor.
 - d) Notes there will be a District wide and regionally aligned communications plan to reflect the changes to plastic container Types 1, 2 and 5 only, and to educate the public on how to manage this change.
3. Adopts recommendation 32/20 PS from the Policy and Strategy Committee:
That the Council;
- a) Approves the Governance Statement for the 2019–2022 Electoral Term and authorises its publication.
 - b) Notes that the contents will be updated from time to time as changes are made to structure, processes and policies.

Policy and Strategy Committee

Minutes of the Policy and Strategy Committee Meeting of the South Taranaki District Council held in the Council Chamber on Monday 27 July 2020 at 1.00 pm.

PRESENT: Deputy Mayor Robert Northcott, Councillors Andy Beccard, Mark Bellringer, Gary Brown, Celine Filbee, Aaron Langton, Steffy Mackay, Jack Rangiwahia, Diana Reid, Brian Rook and Chris Young.

IN ATTENDANCE: Wayne Bigham (Te Hāwera Community Board Representative), Sonya Douds (Eltham-Kaponga Community Board Representative), Jacq Dwyer (Pātea Community Board Representative), Waid Crockett (Chief Executive), Fiona Aitken (Group Manager Community and Infrastructure Services), Marianne Archibald (Group Manager Corporate Services), Liam Dagg (Group Manager Environmental Services), Gerard Langford (Communications Manager), Scott Willson (Business Development Manager), Rebecca Martin (Environment and Sustainability Manager), Darleena Christie (Governance and Support Team Leader), Sara Dymond (Governance Officer), Justine Gilliland, Michelle Jordan, Lucy Graydon, Jane Moffit, Jennifer Patterson (Venture Taranaki Trust) and one media.

APOLOGIES: Mayor Phil Nixon, Councillor Bryan Roach and Bonita Bigham (Taranaki Coastal Community Board Representative).

RESOLUTION

(Cr Mackay/Cr Brown)

28/20 PS **THAT the apologies from Mayor Phil Nixon, Councillor Bryan Roach and Bonita Bigham (Taranaki Coastal Community Board Representative) be received.**

CARRIED

1 Open Forum

1.1 Justine Gilliland, Michelle Jordan, Lucy Graydon, Jane Moffit, Jennifer Patterson (Venture Taranaki Trust)

In terms of the COVID-19 response, activity with enterprise interactions had tripled particularly during lockdown and was currently sitting at double. Part of the challenge was that those enquiries were complex however fortunately, still several enquiries were enterprises who had growth or innovation plans.

Venture Taranaki had a range of funding at their disposal in terms of the Central Government Business Partner Programme, Professional Service Local Fund, Council Support and the Callaghan Innovation R&D Wage Subsidy. Venture Taranaki had distributed \$727,364 in COVID-19 related enterprise support funding of which approximately \$110,000 went to enterprises in South Taranaki. Overall Venture Taranaki had facilitated over \$3 million directly to enterprises in Taranaki over the last year.

Venture Taranaki had developed a tactical 'return to better' plan which included the following three key pillars; Create Smart Connected Communities and Enterprises, Food and Fibre Value Acceleration and Advance Energy Transition. This was double ended which included a ramp up phase and a better tomorrow in terms of potential ambitious projects which biodiversity was a critical theme. This was underpinned with a key foundation around vibrancy which was about supporting food and tourism, accommodation, art and creative events areas. The plan consolidated actions from Tapuae Roa and Taranaki 2050 and would feed into the Region's wider recovery plan.

In terms of project updates Venture Taranaki had hosted a series of webinars called 'Ahead of the Curve' and a live event. The Go Local Go Taranaki campaign was launched during Level 1 and continued to receive excellent engagement throughout Taranaki. The retail statistics for Taranaki had averaged between 7% to 8% since the move to Level one over the 2019 levels which was considerably higher than the New Zealand average.

Another key project update was the launch of Ara Ake as the National New Development Centre. In terms of what had been developed for Ara Ake Mrs Gilliland explained that it was formed as a limited liability company with a constitution of ten principals embedding how it would guide that company including key principals around remaining embedded in Taranaki. There were three initial shareholders onboarded including the Taranaki Chamber of Commerce to ensure there was a grounding Taranaki shareholder. The shareholding model was one that went across the energy eco system with the idea being that it should never be captured by any particular part of the energy eco system. An operating model, work plan, long term funding agreement, prioritisation assessment framework along with essential services had also been developed.

Deputy Mayor Northcott acknowledged the significant role Venture Taranaki had in facilitating what the Council endeavoured to achieve in Taranaki.

Councillor Beccard commented positively on the Support Local Shop Local campaign as it assisted the small areas by encouraging people to spend money in their own region and district.

Councillor Rook commented on the recent store closures of larger companies and the shedding of jobs. He highlighted the importance in supporting smaller businesses as this was what would encourage larger businesses to relocate to the area. He asked if Mrs Gilliland saw this as an issue and if in her opinion the larger companies were using COVID-19 as their reason for closing. Mrs Gilliland believed there was a genuine impact from COVID-19 on a range of enterprises. A challenge for traditional retailers in today's world was from a physical environment compared to an online environment which was the trend however perhaps had been accelerated by COVID-19. She agreed with the importance of smaller to medium enterprises in the economy. Venture Taranaki had pushed hard to get the additional regional business partner programme funding extended. Work was being undertaken in the entrepreneur space which would be a focus this year.

2 Confirmation of Minutes

2.1 Policy and Strategy Committee held on 15 June 2020.

RESOLUTION

(Cr Beccard/Cr Young)

29/20 PS THAT the Policy and Strategy Committee adopts the minutes from the meeting held on 15 June 2020 as a true and correct record.

CARRIED

3 Information Report

3.1 Quarterly Economic Development and Tourism Report to 30 June 2020

The report provided a combined update of activities of the Economic Development and Tourism units and presented the quarterly report from Venture Taranaki.

Ms Aitken introduced Mr Willson as the new Business Development Manager who joined the Council in March. He explained that his role had changed in many ways due to COVID-19 however he was impressed with how quickly various organisations had rallied together to form a response plan. Since then there had been several initiatives launched such as shop local and the business directory was not far away which had received a positive response.

Councillor Rangiwahia highlighted his concern with several businesses relocating out of the District with no new businesses relocating into the town.

In terms of the Enterprise Hub Proposal Deputy Mayor Northcott sought clarification on what the proposal defined. Ms Aitken explained that as the proposal was further defined it would form the basis for any funding applications.

RESOLUTION

(Ms Filbee/Mrs Reid)

30/20 PS THAT the Policy and Strategy Committee receives the Quarterly Economic Development and Tourism Report to 30 June 2020.

CARRIED

4 Reports

4.1 Amendment to contract – Changes to plastic types collected in kerbside recycling service

The purpose of this report was to outline the background information and options for a change to the Council's plastics recycling service and seek a decision from the Council on the future of plastics collected in our kerbside recycling bins. It summarised the issues and complexities around the plastics programme and recommended that the Council follow suit with what New Plymouth District Council (NPDC) had decided on.

It had been reported on in recent media the ongoing issues with recycling since China closed their borders to accepting recycling from overseas countries. Since then the New Plymouth Materials Recycling Facility had stockpiled recycling that could not be recycled in New Zealand (NZ) with the hope that a market would open. NPDC had recently decided to send the stockpile to landfill and would no longer accept those difficult recycling plastics in their recycling bins.

In terms of what pressure had been applied to retailers who sold products with non-recyclable packaging Ms Martin explained that this was being discussed nationally at a Central Government level. However, there would be two years until Central Government implemented legislation to prevent big retailers using those plastics. Those plastics were still available however there was no infrastructure in NZ to recycle it.

Ms Martin provided clarification that Polystyrene was a mixed blown up plastic which was outside the plastic types 1 to 7. Small amounts could be recycled under a niche market however there was no commercial market at a district or regional level.

The Manawatu District were investigating building a plastic processing facility in Fielding submitting it for the shovel ready funding. Councillor Mackay asked if there was an appetite for Taranaki to investigate sending plastic to Fielding to be processed. Ms Martin explained that there were two options being discussed with the district councils which were to send plastic to Fielding which would incur shipping and transport costs or potentially looking into central government funding to build a facility for all of Taranaki to use that could then be opened up for commercial businesses.

In terms of the financial benefits from not sending waste to New Plymouth Councillor Filbee asked if there would be an additional impact on what was sent to the Bonny Glen Landfill. Ms Martin explained that there would be no impact on the quantity sent to landfill however the 300 tonne stockpile would impact the last financial year's target. Going forward the Council would be recycling larger quantities of plastic types 1, 2 and 5 to a better market with financial value coming back to the Council and time would be reduced with the processing of the plastics.

Regarding the communication plan to the public around recycling Councillor Filbee asked if the Council intended on using this opportunity to make a concerted effort to get the message across. Ms Martin explained that there would be two levels to the communication plan. The first key message was about the different types of plastic and slotting in under that was education around recycling in general and how to correctly recycle which would be repeated monthly.

In terms of collecting soft plastics Councillor Bellringer believed NZ had a market for soft plastics and although there would not be a financial benefit the Council should consider this as a social responsibility. He supported the Council taking leadership in this area. Ms Martin explained that the financial, economic and social factors were considered, and the change would bring the Council in line with all other councils. It was about providing a good service at a fair cost versus charging a significant cost to recycle difficult plastics.

Councillor Rangiwahia saw this as an opportunity for the Council's Business Development Manager to initiate discussions with recycling companies who may wish to relocate to Taranaki.

Mr Crockett explained that an Environmental Sustainability Strategy would be presented to the Council providing an opportunity to discuss options and ideas that could be further progressed if requested.

In terms of LGNZ lobbying to Central Government Ms Martin confirmed this and explained that there was an independent body called wasteMINZ whose sole function was to lobby Central Government for better waste management and minimisation. She believed the delay was at the Central Government level.

Regarding the plastic asphalt mix road trial in New Plymouth in collaboration with Downer and EnviroWaste Services Ltd Councillor Bellringer asked why this was being trialled when there were thousands of kilometres of plastic roads overseas. Ms Martin believed the reasoning for the trial was to test NZ conditions. She had heard that the initial trial had been successful however had only been trialled on a small scale. Monitoring over a couple of years was also required to measure the environmental runoff.

RECOMMENDATION

(Cr Beccard/Cr Brown)

31/20 PS THAT the Policy and Strategy Committee recommends the Council;

- a) **Approves Option 2 to limit collection of plastic containers to Types 1, 2, and 5 only. This will mean changes to the types of plastic recycling accepted by the Council kerbside collection service, whereby plastic Types 3, 4, 6 and 7 will no longer be accepted in kerbside recycling bins from September 2020. This resolution will be publicly notified in the newspaper, to meet legislative requirements under the Solid Waste Bylaw 2013.**
- b) **Acknowledges the disposal of the existing bales of mixed plastics currently stockpiled at the New Plymouth Materials Recycling Facility (MRF), due to the loss of recycling markets, at an approved landfill. The cost and decision-making for this action are covered by the New Plymouth District Council as the owners of the MRF, as per the regional Solid Waste Services contract.**
- b) **Notes that the definition of “recyclables” and therefore the types of plastic products collected under the Contract 15/SW01 will need to be amended. This will be done by notification in writing to the contractor.**
- d) **Notes there will be a District wide and regionally aligned communications plan to reflect the changes to plastic container Types 1, 2 and 5 only, and to educate the public on how to manage this change.**

CARRIED

Councillor Bellringer asked for his vote against to be recorded.

4.2 Local Governance Statement

The Council were being asked to approve the 2019/22 Governance Statement in accordance with Section 40(1) of the Local Government Act 2002.

Since the document was created Iwi representatives on Committees had been appointed. The political structure would be amended to reflect those appointments. The Governance Statement was considered a living document that the contents would be updated as changes were being made.

In terms of voting rights for community board representatives on this Committee Councillor Filbee asked if there was an appetite for this as it allowed a stronger representation from their board for decision making around the table. Mr Crockett would investigate this and report back. Councillor Filbee believed this would provide the public reassurance they were being advocated for and had a voice for their needs, wants and opinions at those meetings.

In terms of the independent external chair for the Audit and Risk Committee Councillor Filbee understood that the current chair had expressed his desire to retire from that position. She asked what planning was in place for replacement and the process around that. Mr Crockett confirmed that the Council would advertise for an independent external chair of that Committee. He would report back with further details in terms of timeframes.

In response to the query around the Treaty of Waitangi and whether it should be included in the document Mrs Christie explained that the current policy for enhancing Māori capacity was currently under review.

Councillor Filbee asked if Mr Crockett was happy with the way the Equal Employment Opportunities Policy was going. Mr Crockett confirmed he was happy.

Deputy Mayor Northcott drew attention to the review date 1992 for both the Cemeteries and Public Swimming Pools and asked whether a review was required. Ms Aitken confirmed that a review had been undertaken since then.

Positive comments were made regarding the construction of the Governance Statement.

In terms of the CRM process Deputy Mayor Northcott asked if there was confidence in the process and if customers' feedback was being responded to in a timely manner. Mr Crockett was confident with the process commenting that active monitoring was being undertaken by the Senior Leadership Team. A review of the timeframes for certain types of requests was being undertaken. Several councillors commented on their own experiences and how well it had been working.

RECOMMENDATION **(Cr Northcott/Cr Mackay)**

32/20 PS THAT the Policy and Strategy Committee recommends the Council;

- a) Approves the Governance Statement for the 2019–2022 Electoral Term and authorises its publication.
- b) Notes that the contents will be updated from time to time as changes are made to structure, processes and policies.

CARRIED

5 Resolution to Exclude the Public

RESOLUTION **(Cr Beccard/Cr Young)**

33/20 PS THAT the public be excluded from the following parts of the proceedings of this meeting, namely:

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
1. Confirmation of Minutes – Policy and Strategy Committee – 4 May 2020	Good reason to withhold exists under Section 7.	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists. Section 48(1)(a)

This resolution is made in reliance on sections 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 7 of that Act, which would be prejudiced by the holding of the relevant part of the proceedings of the meeting in public are as follows:

Item No	Interest
1.	Enable any local authority holding the information to carry on, without prejudice of disadvantage, negotiations (including commercial and industrial negotiations) (Schedule 7(2)(i)).

CARRIED

6 Resume Open Meeting

RESOLUTION

(Cr Beccard/Cr Filbee)

35/20 PS THAT the Policy and Strategy Committee resumes in open meeting.

CARRIED

The meeting concluded at 1.54 pm.

Dated this day of 2020.

.....
CHAIRPERSON



Joint Committee Minutes

To	Ordinary Council
Date	10 August 2020
Subject	Taranaki Regional Council Joint Committee Minutes

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

Executive Summary

1. The Council is being asked to receive the Taranaki Emergency Management Group Joint Committee, the Taranaki Solid Waste Committee and the Taranaki Regional Transport Committee minutes for their information.
2. There were no recommendations within the minutes for the Council to consider.

Recommendation

THAT the Council receives the minutes of the Taranaki Emergency Management Group Joint Committee held on 21 May 2020, the Taranaki Solid Waste Committee held on 21 May 2020 and the Taranaki Regional Transport Committee held on 17 June 2020.



Committee: Taranaki Emergency Management Group Joint Committee

Date: 21 May 2020, 1.30pm

Venue: Via audio-visual link (Zoom)

Document: 2504729

Present	Councillor Mayors	M Cloke P Nixon N Volzke N Holdom	Chairman - Taranaki Regional Council South Taranaki District Council Stratford District Council New Plymouth District Council
Attending	Councillor Messrs Ms Miss Mr	A Jamieson G Bedford S Hanne C Stevenson K Wright N Wilson A Barron C Campbell-Smart I Wilson M Meads L Davidson P Ledingham	Stratford District Council Taranaki Regional Council Stratford District Council New Plymouth District Council New Plymouth District Council New Plymouth District Council New Plymouth District Council Taranaki Emergency Management National Emergency Management Agency National Emergency Management Agency Taranaki Regional Council Taranaki Regional Council

Apologies An apology from Mr W Crockett, South Taranaki District Council, was received and sustained.

Notification of Late Items There were no late items.

1. Confirmation of Minutes – 3 March 2020

Resolves

That the Taranaki Civil Defence Emergency Management Group Joint Committee:

- a) takes as read and confirms the minutes and resolutions of the Taranaki Civil Defence Emergency Management Group Joint Committee meeting held at the Taranaki Regional Council chambers, 47 Cloten Road, Stratford, on Tuesday 3 March 2020 at 1.30pm
- b) notes that the unconfirmed minutes of the Taranaki Civil Defence Emergency Management Group Joint Committee meeting held at the Taranaki Regional Council chambers, 47 Cloten Road, Stratford, on Tuesday 3 March 2020 at 1.30pm, have been circulated to the New Plymouth District Council, Stratford District Council and the South Taranaki District Council for receipt and information.

Volzke/Nixon

Matters Arising

1.1 Underspend redistribution

The underspend from the previous financial year redistribution is underway.

1.2 Appointment of Kelvin Wright to Recovery Role

Kelvin Wright, New Plymouth District Council has been appointed to the role of Recovery Manager with Taranaki Civil Defence Emergency Management. His term in this role is due to expire on 30 June 2020. New Plymouth District Council are happy for him to continue within this role for a further six months, however would like the other Councils to consider some form of compensation to NPDC for his time at TCDEM. Kelvin is an integral member of NPDC Staff and his focus has been turned towards recovery as opposed to the role NPDC has employed him for.

Craig Stevenson, New Plymouth District Council, will draft a memo for distribution, with the Committee to consider at the next meeting or if urgent, at an extra-ordinary meeting.

1.3 Letter to Ministry

The letter to the Ministry regarding the struggle to resource and deliver improvements according to the Ministry's expectations, has not been done as Craig Campbell-Smart was caught up with COVID-19 response. He will do this within the next week.

2. Taranaki Civil Defence Emergency Management Co-ordinating Executive Group Minutes – 7 May 2020

- 2.1 It was decided to defer this item until the end of the agenda.

3. ECC Development Project – Project and Budget Update

3.1 Mr C Campbell-Smart, Group Manager, spoke to the memorandum updating the Taranaki Emergency Management Group Joint Committee with further project and budget information, to request approval of a budget increase and approval to proceed with the construction works.

3.2 Four options were provided to the Committee to consider. These were detailed in the agenda memorandum.

Option one – retained agreed work, budget increase of \$280,000 and award construction to ICL Construction.

Option two – Decrease the scope of work to decrease the cost of construction.

Option three – Seek prices from market through open tendering process.

Option four – Demolish the existing building, design and construct a new purpose built facility.

3.3 Additional funding is required for the final scope of works to be completed to a high standard. The budget includes a contingency of \$50,000. The group felt that the contingency potentially could not be enough.

3.4 Main points raised in discussions:

- Reservations over ICL's performance record;
- the project budget and scope has increased significantly from what was originally signalled (around \$300,000);
- the project contract penalties and timeframes;
- the current scope (option one) is believed by staff to deliver everything needed to produce a modern, effective and efficient building within the constraints of overall existing structure;
- there is risk of unidentified problems causing the budget to creep, but most causes of budget creep (contingency) are due to changes requested by the client;
- option one requires annual financing of \$21,000 not provided for in the agreed budget for 2020-2021;
- NPDC would be responsible for project delivery;
- re-tendering would delay the project somewhat, but provide certainty around best price;
- the Committee agreed that the project should be re-tendered, and the agenda recommendation should be amended accordingly.

Resolves

That the Taranaki Civil Defence Emergency Management Group Joint Committee:

- a) withdraws recommendation c, to be replaced by a recommendation that the project should go out to tender.

Cloke/Holdom

Resolves

That the Taranaki Civil Defence Emergency Management Group Joint Committee:

- a) receives the memorandum *ECC Development Project: Project and Budget Update*
b) notes and endorses the content of the memorandum

- e) ~~approves the proposed budget increase, and approves the awarding of a construction contract to ICL Construction.~~
- d) approves that New Plymouth District Council go out to re-tender for the construction of the building as per page 16 and 17 of the agenda memorandum process.

Cloke/Volzke

4. Financial Expenditure of the Covid-19 Response - Interim Report

- 4.1 Mr C Campbell Smart, CDEM Regional Manager, spoke to the memorandum advising the Taranaki Emergency Management Group Joint Committee of the expenditure (to 24 April 2020) in the COVID-19 response.
- 4.2 From February through March the team were working on preparation work for potential activation.
- 4.3 Since the beginning of activation there has been a large focus on welfare, ensuring people had enough food, goods and accommodation.
- 4.4 The current Group expenditure of the COVID-19 response is \$286,477. Of those expenses \$223,564 is recoverable from the Government under section 33 of the National Plan, and \$62,912.98 is the current expenditure cost to Councils.
- 4.5 The final figure is looking to be around \$380,000 of recoverable costs and \$75,000 - \$80,000 of unrecoverable costs.
- 4.6 It was clarified that at the beginning Iwi were independently working to feed people out of their own funds but it was discovered that these costs were recoverable under section 33 of the National Plan. Needs assessment questionnaires were used to assess clients.
- 4.7 Taranaki has had a lower cost response than other groups of similar size, because of the parallel Iwi response.
- 4.8 At the current stage of the event, the welfare is beginning to wind down. Instructions from NEMA have been to continue to fill the welfare gaps and there is currently no timeframe of when response will stop.
- 4.9 It was clarified that when Councils have given staff to Civil Defence that is at a cost to the Council and is not recoverable.
- 4.10 At the Taranaki Civil Defence Emergency Management Co-ordinating Executive Group held on Thursday 7 May a question was put around possible reimbursement to Councils of staff costs for short term response deployments and whether this could be funded out of the MCDEM reserves. Ian Wilson, NEMA, informed that this has been escalated to the Minister and is now in his hands.

Resolves

That the Taranaki Civil Defence Emergency Management Group Joint Committee:

- a) receives the memorandum *Financial Expenditure of the COVID-19 Response - Interim Report*
- b) notes the costs that have been incurred in the regional response to the COVID-19 Pandemic between 11 March 2020 and 24 April 2020
- c) notes that further costs will be incurred as the response to this pandemic continues.

Cloke/Volzke

5. Alternate Group Welfare Manager Appointment

- 5.1 Mr C Campbell-Smart, Group Manager, spoke to the memorandum noting the appointment of Group Welfare Manager, Mr Chade Julie, under delegated authority for the Taranaki CDEM Group and to acknowledge the resignation of Mr Ben Ingram from this role.
- 6.2 Nadine Ward at TEMO is the Group Welfare Manager. Ben Ingram's time was needed elsewhere so Stratford District Council offered Chade Julie to fill this role. Chade was a great asset to Nadine through this pandemic.

Resolves

That the Taranaki Civil Defence Emergency Management Group Joint Committee:

- a) receives the memorandum *Alternate Group Welfare Manager Appointment*
- b) notes and endorses the content of the memorandum
- c) confirms the appointment of the Alternate Group Welfare Manager, Mr Chade Julie
- d) notes the resignation of Ben Ingram.

Cloke/Nixon

6. Appointment of Local Controllers and Local Recovery Managers

- 6.1 Mr C Campbell-Smart, Group Manager, spoke to the report recommending the appointment of Mr Blair Sutherland, Mr Simon Wilkinshaw and Mr Kelvin Wright to the role of Local Controller and Mr Ben Ingram and Mr Scott Wilson to the position of Local Recovery Manager by the Taranaki Civil Defence Emergency Management (CDEM) Group.
- 6.2 Prior to COVID-19 there was only one primary controller so they have taken this opportunity to appoint controllers at a local level. Local Controller roles are at single Council level only.
- 6.3 Appointment to these roles also meets some of the findings from the capability assessment.
- 6.4 There is no timeframe on these roles.

Resolves

That the Taranaki Civil Defence Emergency Management Group Joint Committee:

- a) receives the memorandum *Appointment of Local Controllers and Local Recovery Manager*
- b) notes and endorses the content of the memorandum
- c) approves the appointment of Mr Blair Sutherland, Mr Simon Wilkinshaw and Mr Kelvin Wright to the role of Local Controller to Taranaki CDEM Group Joint Committee
- d) approves the appointment of Mr Ben Ingram and Mr Scott Willson to the role of Local Recovery Managers to Taranaki CDEM Group Joint Committee.

Volzke/Holdom

7. Taranaki Civil Defence Emergency Management Co-ordinating Executive Group Minutes – 7 May 2020

7.1 Item two, deferred from earlier in the meeting.

Resolves

That the Taranaki Civil Defence Emergency Management Group Joint Committee:

- a) receives the unconfirmed minutes of the Taranaki Civil Defence Emergency Management Co-ordinating Executive Group meeting held via audio-visual link (zoom) on Thursday 7 May 2020 at 10.30am
- b) adopts the recommendations therein and as amended by the Joint Committee.
Clove/Nixon

Matters arising

There are no matters arising.

8. General Business

8.1 Funding outside of budgets

A discussion was held around funding for Taranaki Civil Defence Emergency Management from the Councils outside of the agreed budgets. There was comment from a couple of members that there should not be major discussions over small additional amounts that are sometimes required to be funded by the councils. It was suggested that adherence to budgets when extra ordinary matters arise is a matter for elected members and CE's to consider. Mayor Phil Nixon requested that a paper come to the next meeting on this topic.

8.2 Thanks – COVID-19

The Chairman, Tom Cloke, expressed his thanks to all the Councils and the TEMO staff for the way the pandemic has been handled in Taranaki and requested that this be passed on to all those involved.

There being no further business the Group Chairperson Tom Cloke thanked attendees and declared the Taranaki Civil Defence Emergency Management Group Joint Committee Meeting closed at 2.56pm.

Confirmed

Chairperson _____

M J Cloke

8 September 2020



Date: 21 May 2020, 10.30am
Venue: Via audio-visual link (Zoom)
Document: 2505166

Present Councillors N W Walker Taranaki Regional Council
 R Handley New Plymouth District Council
 B Roach South Taranaki District Council
 A Jamieson Stratford District Council

Attending Councillors D McIntyre (Taranaki Regional Council)
 M Chong (New Plymouth District Council)
 M Bellringer (South Taranaki District Council)
 Mr G Bedford (Taranaki Regional Council)
 Mrs H Gerrard (Taranaki Regional Council)
 Miss L Davidson (Taranaki Regional Council)
 Mr P Ledingham (Taranaki Regional Council)
 Mrs K Hope (New Plymouth District Council)
 Mrs V Araba (Stratford District Council)
 Ms J Dearden (New Plymouth District Council)
 Mr H Denton (South Taranaki District Council)
 Ms M Cashmore (Taranaki District Health Board)

Apologies Apologies were received from Miss V Moyle and Mr D Miller, South Taranaki District Council, Mr M Downer, EnviroWaste and Mr D Langford, New Plymouth District Council.
 Roach/Handley

Notification of Late items There were no late items.

1. Confirmation of Minutes – 20 February 2020

Resolves

That the Taranaki Solid Waste Management Committee:

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

Jamieson/Roach

Matters arising

There were no matters arising.

2. Impact of Covid-19 on Taranaki Solid Waste Services Preliminary Assessment

- 2.1 Ms K Hope, New Plymouth District Council, spoke to the memorandum providing a preliminary assessment of the impact of Covid-19 on solid waste services in Taranaki and the changes to solid waste kerbside, transfer station and MRF Services during the Covid-19 Alert levels 2, 3 and 4.
- 2.2 It was clarified that in the event of a civil defence emergency, such as an extreme flooding event, where the landfill waste could not go South to Bonny Glenn, Taranaki would work with Bonny Glenn to send the refuse elsewhere. Taranaki has two closed landfills that are consented to reopen in emergency situations and Colson Road landfill is still consented to take refuse. It was noted that Taranaki Civil Defence Emergency Management also have a contingency plan in place for Civil Defence emergency refuse.
- 2.3 Household recycling bin collection has started up again however, there is a high level of contamination. This is currently not being policed but monitoring and stickering will be starting up again in the next two weeks.
- 2.4 The Chairman, Mr N W Walker expressed his thanks to the District Councils for their work in this space through the Covid-19 situation.

Resolves

That the Taranaki Solid Waste Management Committee:

- a) receives the memorandum Impact of Covid-19 on Taranaki Solid Waste Services Preliminary Assessment.

Walker/Roach

3. Regional Waste Minimisation Officer's Report

- 3.1 Ms J Dearden, New Plymouth District Council, spoke to the report providing an update on activities undertaken by the Regional Waste Minimisation Officer (RWMO), in collaboration with the New Plymouth, Stratford and South Taranaki District Councils and providing information on activities in the wider community and matters of interest to the Committee from March – May 2020.
- 3.2 It was noted that September is not great timing for AGrecovery One-stop events for farmers and these dates are not confirmed at this stage.
- 3.3 The Taranaki District Health Board is working on waste minimisation and management plans and sustainable procurement policies to align with the District Councils.

Resolves

That the Taranaki Solid Waste Management Committee:

- a) receives the memorandum and notes the activities of the Regional Waste Minimisation Officer
- b) endorses the four councils supporting the AGrecovery One-Stop events proposed for late this year.

Walker/Jamieson

4. District Council Submissions on National Environmental Standards for Outdoor Storage of Tyres

- 4.1 Ms K Hope, New Plymouth District Council, spoke to the memorandum presenting for Members information, the joint New Plymouth, Stratford and South Taranaki District Councils' submission sent to the Ministry for the Environment on the Proposed National Environmental Standards for the Outdoor Storage of Tyres (NES-OST).

Resolves

That the Taranaki Solid Waste Management Committee:

- a) receives the memorandum entitled Ministry for the Environment Consultation (MfE) – Proposed National Environmental Standard for the Outdoor Storage of Tyres.

Roach/Handley

5. Taranaki Regional Council Submission on the National Environmental Standard for the Outdoor Storage of Tyres

- 5.1 Mr G K Bedford, Taranaki Regional Council, spoke to the memorandum presenting for Members information the Taranaki Regional Council submission sent to the Ministry for the Environment on the Proposed National Environmental Standards for the Outdoor Storage of Tyres (NES-OST). The submission was received and endorsed by the TRC at the Ordinary meeting on Tuesday 7 April 2020.

Resolves

That the Taranaki Solid Waste Management Committee:

- a) receives the memorandum entitled Submission on National Environmental Standards for Outdoor Storage of Tyres.

Jamieson/Roach

6. General Business

6.1 Mixed plastic recycling

A discussion was held around recycling of mixed plastics. It was noted that for mixed bales of plastics to be sent overseas there would be need for a permit under the Basle Convention, and that would involve needing to know where it is going. However if plastic is baled as only one type of plastic a permit would not be required. For Taranaki types one and two are separated but types 3-7 are baled together. There is also currently no market for plastics overseas.

6.2 Plastic in road surfacing

A trial is still being evaluated. The first section was laid but was very difficult to use, they are now working on getting the formula right. Once they have the technical aspects of this sorted they will then need to look at the financial impact to determine if it is both a viable and cost effective process.

There being no further business, Committee Chairperson, Councillor N W Walker declared the meeting of the Taranaki Solid Waste Management Committee closed at 11.39am.

Confirmed

Chairperson

N W Walker

20 August 2020



Date 17 June 2020, 11am
Venue: Taranaki Regional Council, 47 Cloten Road, Stratford
Document: 2456153

Present	Councillors	Matthew McDonald	TRC (Chairperson)
		Tom Cloke	TRC
		Harry Duynhoven	NPDC
	Mayor	Neil Volzke	SDC
	Ms	Emma Speight	NZTA
Attending	Messrs	Mike Nield	(Director – Corporate Services TRC)
		Chris Clarke	(Transport Manager TRC)
	Ms	Fiona Ritson	(Policy Analyst TRC)
		Liesl Davidson	(Committee Administrator TRC)
	Messrs	Ross I’Anson	(New Zealand Transport Agency)
		David Perry	(New Zealand Transport Agency)
		Steve Bowden	(Stratford District Council)
		Rui Leitao	(New Plymouth District Council)
	Ms	Charlotte Littlewood	(Taranaki Trails Trust) (Venture Taranaki)
	Ms	Stacey Hitchcock	(Taranaki Trails Trust)
	Mr	Ian Armstrong	(Taranaki Trails Trust)
	Councillor	Colin Johnston	(New Plymouth District Council)
Mr	Peter Ledingham	(Communications Adviser TRC)	
Mr	Richie Arber	(NZ Road Carriers Association)	

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

Apologies Apologies were received from Mayor Phil Nixon and Councillor Robert Northcott, South Taranaki District Council.

Notification of Late Items There were no late items.

1. Confirmation of Minutes - 11 September 2019

Resolves

That the Regional Transport Committee of the Taranaki Regional Council:

- a) takes as read and confirms the minutes and resolutions of the Regional Transport Committee meeting of the Taranaki Regional Council held in Taranaki Regional Council chambers, 47 Cloten Road, Stratford, on Wednesday 11 September 2019 at 11am
- b) notes that the minutes of the Taranaki Regional Transport Committee meeting held in Taranaki Regional Council chambers, 47 Cloten Road, Stratford, on Wednesday 11 September 2019 at 11am were authenticated by the Regional Transport Committee Chairperson, C S Williamson and the Taranaki Regional Council Chief Executive, B G Chamberlain, pursuant to standing orders.
- c) notes that the unconfirmed minutes of the Regional Transport Committee meeting held at Taranaki Regional Council chambers, 47 Cloten Road, Stratford, on Wednesday 11 September 2019 at 11am, have been circulated to the New Plymouth District Council, Stratford District Council and South Taranaki District Council for their receipt and information.

Cloke/Volzke

Matters arising

There were no matters arising.

2. Key Functions and Terms of Reference

- 2.1 Mr M J Nield, Director - Corporate Services, spoke to the memorandum updating members on the Terms of Reference and the functions of the Regional Transport Committee and Regional Transport Advisory Group, noting that the terms of reference went to the Taranaki Regional Council due to COVID-19.

Resolves

That the Regional Transport Committee of the Taranaki Regional Council:

- a) notes the role of regional transport committees, as required by the *Land Transport Management Act 2003*
- b) receives for information purposes the Terms of Reference for the Regional Transport Committee for Taranaki
- c) receives for information purposes the Terms of Reference for the Regional Transport Advisory Group for Taranaki
- d) notes the decision by Stratford District Council to again join the Taranaki region in respect of transport matters, and that a Memorandum of Understanding has been completed to formalise this arrangement.

Cloke/Volzke

3. Overview of Regional Transport Core Work Programme

- 3.1 Mr M J Nield, Director – Corporate Services, spoke to the memorandum to provide an overview of regional transport and the committee core work programme for the new triennium noting items that are included for information.

Recommends

That the Taranaki Regional Council:

- a) receives the memorandum Overview of Regional Transport and Core Work Programme.
Duynhoven/Speight

4. Minutes Regional Transport Advisory Group

Mr M J Nield, Director – Corporate Services spoke to the memorandum introducing the minutes from the RTAG group meetings from November, March and May.

Resolves

That the Regional Transport Committee of the Taranaki Regional Council:

- a) receives the confirmed minutes of the Taranaki Regional Advisory Group meeting held on Wednesday 6 November 2019
b) receives the confirmed minutes of the Taranaki Regional Advisory Group meeting held on Wednesday 4 March 2020
c) receives the unconfirmed minutes of the Taranaki Regional Advisory Group meeting held on Wednesday 27 May 2020.

Cloke/Volzke

Matters Arising

Ahititi stock effluent disposal site is being designed at the moment. It needs to be completed by 1 June 2021 and is progressing well.

It was clarified that the safety improvements of Egmont Road in 27 May minutes does not refer to Devon Road/Egmont Road intersection.

5. Minutes of State Highway 3 Working Party – 20 September 2019

- 5.1 Mr M J Nield, Director - Corporate Services, spoke to the memorandum updating members on the postponements and rescheduling of these meetings, the next meeting is going to be held late July or early August with the potential to include a site visit to the Awakino tunnel bypass and work sites.

Resolves

That the Taranaki Regional Transport Committee of the Taranaki Regional Council :

- a) receives the unconfirmed minutes of the State Highway 3 Working Party meeting held on Friday 20 September 2019 at the St Johns Ambulance Rooms in Mōkau

- b) notes the State Highway 3 Working Party meeting planned for Friday 1 May is in the process of being rescheduled, with timing dependent on update availability from key project staff of the New Zealand Transport Agency
- c) notes the second meeting of the State Highway 3 Working Party for 2020 is scheduled for Friday 6 November.

Cloke/Duynhoven

Matters arising

The SH3WP Project List was raised, with the NZ Transport Agency needing to advise how the listed projects were being progressed.

6. Request to Vary the Regional Land Transport Plan for Taranaki: Mid-term Review 2018/2019 – 2020/2021

- 6.1 Mr S Bowden, Roading Asset Manager, Stratford District Council, spoke to the memorandum seeking approval of a request to vary the *Regional Land Transport Plan for Taranaki: Mid-term Review 2018/2019-2020/21*.
- 6.2 This extension connects key areas of the Stratford township increasing accessibility for the community. Currently to get from the north-west to the south-west people have to travel back to the highway to get there. Emergency services would also benefit from this as an alternate route as at peak traffic hours the highway can be gridlocked through Stratford.
- 6.3 The extension would also create longer term benefits and options for future development around the area.
- 6.4 As it is a residential area it would not be a high use heavy traffic thoroughfare.
- 6.5 The project does not align with Stratford District Councils significance policy so community consultation would have to be undertaken.

Recommends

That the Taranaki Regional Council:

- a) receives the memorandum, Request to Vary the *Regional Land Transport Plan for Taranaki: Mid-term review 2018/19-2020/21*
- b) agrees to the requested variation to the *Regional Land Transport Plan for Taranaki: Mid-term Review 2018/19-2020/21*, made by the Stratford District Council, to add a new project 'Brecon Road Extension'
- c) adopts this variation to the *Regional Land Transport Plan for Taranaki: Mid-term Review 2018/19-2020/21* and forwards it on to the NZ Transport Agency.

Volzke/Cloke

7. Regional Land Transport Plan: Annual Monitoring Report for 2018/19

- 7.1 Mr M J Nield, Director – Corporate Services, spoke to the memorandum presenting Members with the *Regional Land Transport Plan for Taranaki 2015/19-2020/21: Annual Monitoring Report for 2018/19*.

Recommends

That the Taranaki Regional Council:

- a) receives and adopts the *Regional Land Transport Plan to Taranaki 2015/16-2020/21: Annual Monitoring Report for 2018/19*.

Cloke/Duynhoven

8. Taranaki Trails Trust Presentation

8.1 Ms Charlotte Littlewood, Ms Stacey Hitchcock and Mr Ian Armstrong, Trustees of the Taranaki Trails Trust, spoke to the memorandum providing a presentation to updating Members on the Trust's activities and to advise how they intend to work in to the next Regional Land Transport Plan.

8.2 It was suggested that horse trails be considered within the scope of the Trust's work, where feasible.

Recommends

That the Taranaki Regional Council:

- a) receives with thanks the presentation by the Taranaki Trails Trust on their activities
- b) supports in principle the intent to create a shared regional vision for trails in Taranaki as part of developing the *Regional Land Transport Plan for Taranaki 2021/22-2026/27*.

Volzke/McDonald

9. Taranaki 2050 Roadmap

9.1 Charlotte Littlewood, Venture Taranaki, spoke to the report providing Members with an update on the transport-related aspects of the Taranaki 2050 project.

Mr Ian Armstrong left the meeting 11.47am

Recommends

That the Taranaki Regional Council:

- a) receives the update from Venture Taranaki on the transport-related aspects of the Taranaki 2050 project.

Cloke/Duynhoven

Ms Stacey Hitchcock and Ms Charlotte Littlewood left the meeting 11.52am

10. Updates on Ministry of Transport Workstreams Including Development of GPS 2021

10.1 Mr M J Nield, Director – Corporate Services, spoke to the memorandum for Members to seek endorsement of the regional submission on the draft *Government Policy Statement on Land Transport (GPS) 2021*, which was previously circulated by email to allow the Committee's consideration prior to the submission closing.

10.2 Members were updated on other key work programmes of the Ministry of Transport, including the Future of Rail project and the Tackling Unsafe Speeds Programme.

10.3 Thanks was extended to those who assisted with the submission.

Recommends

That the Taranaki Regional Council:

- a) receives the memorandum, Updates on Ministry of Transport Workstreams including Development of GPS 2021
- b) adopts the submission on the draft *Government Policy Statement on Land Transport (GPS) 2021*.

Duynhoven/Cloke

11. New Zealand Transport Agency Regional Report and State Highway Project Updates

- 11.1 Ms E Speight, New Zealand Transport Agency (NZTA), spoke to the memorandum, providing the committee with a presentation updating the Committee on New Zealand Transport Agency's activities nationally and regionally, including state highway projects of significance in the region.
- 11.2 COVID-19 had a significant impact on the highway roading projects in Taranaki. The teams have worked hard to get back up and running.
- 11.3 Version 1.1 of Arataki is out now and NZTA are working on Version 2. It is great to get input from the regions and Councils.
- 11.4 The transport performance and investment reports are due out in June.
- 11.5 The Innovating Streets Pilot Fund is now open for the second round of submissions. This fund is for temporary projects not permanent.
- 11.6 NZTA are looking to provide more guidance and case studies as to what has been done in other regions on the Urban Development Programme.
- 11.7 NZTA are looking at Accessible Streets and how the use of footpaths has changed and looking at whether footpaths are still safe for the elderly and disabled.
- 11.8 Regionally \$9.6million has been funded by the Provincial Growth Fund for the sealing of Tangarakau Gorge. The design is currently underway and NZTA are looking to support local contractors. The committee felt that it would be preferred that the highway be sealed as wide as possible to ensure safety for people needing to pull over. There are some areas where the road cannot possibly go wider than the 5m as they need to keep within the road corridor. If they go outside the corridor this would then slow the project down.
- 11.9 State Highway maintenance renewals - The summer season is almost over and mostly complete.
- 11.10 NZTA were complemented on the Moturoa design and consultation of the project.
- 11.11 Mt Messenger bypass - Voting is currently underway. Once the outcome from the Court hearing has been finalised contractors will be able to start work. The final design has gone through processes to ensure the design is as safe as possible.
- 11.12 Awakino Gorge to Mt Messenger - Aiming to improve safety of this area.
- 11.13 Tongaporutu intersection improvements should be completed by December 2020.
- 11.14 Rapanui passing lane is scheduled to start in October and be completed by February 2022.
- 11.15 Waitara to Bell Block Safety improvements include wider centre lines, flexible safety barriers, upgrades at Airport Drive and Princes Street intersections.

11.16 Egmont Road/Devon Road intersection – It was noted that there is nothing in the current capital works programme for upgrades to be made at this intersection. There is no funding for a business case at this time. Members expressed concerns around the safety of this intersection noting that the seagull intersection was only supposed to be a temporary situation. If an opportunity becomes available for funding then it could be looked at but at this stage there is nothing.

Action: Letter to be sent from Chair requesting the specific inclusion of a solution for this intersection is included in the upcoming Transport Agency Investment Proposal.

11.17 Hāwera to New Plymouth – There is currently no funding available for the full project however, some of the improvements for this section can be made under the safety improvements fund.

11.18 NPDC have funding to make improvements to black spot areas along Egmont Road.

Recommends

That the Taranaki Regional Council:

- a) receives the presentation provided by the New Zealand Transport Agency.

Cloke/Volzke

12. Developing the Regional Land Transport Plan 2021

12.1 Mr M J Nield, Director – Corporate Services, spoke to the memorandum updating the Committee on the proposed timeline and process for the developing the *Regional Land Transport Plan for Taranaki 2021/22-2026/27* (RLTP 2021).

Recommends

That the Taranaki Regional Council:

- a) receives the Memorandum, *Developing the Regional Land Transport Plan 2021*.

Cloke/Duynhoven

13. Public Transport Operational Update for the Quarter Ending 31 March 2020

13.1 Mr C Clarke, Transport Manager, spoke to the memorandum providing Members with an operational update on the public transport services for the quarter ending 31 March 2020.

13.2 NZTA were very supportive of public transport services throughout lockdown, stepping up with funding and support.

13.3 Services were reinstated fully in May and on 25 May fares were reinstated.

13.3 There is currently still a decrease in patronage but this is expected to pick up again soon.

13.4 Mr M J Nield expressed thanks to Mr C Clarke and the operators for the work they put in through lockdown to get the best and most practical transport options in place as soon as possible.

Recommends

That the Taranaki Regional Council:

- a) receives and notes the operational report for the public transport services for the quarter ending 31 March 2020.

Cloke/Duynhoven

14. Correspondence and Information Items

- 14.1 Mr M J Nield, Director – Corporate Services, spoke to the memorandum updating the committee on correspondence and information items since the last meeting.

Recommends

That the Taranaki Regional Council:

- a) receives and notes for information purposes the copy of the submission made on the *Land Transport (NZTA) Legislation Amendment Bill* and the accompanying Memorandum to the Council’s Executive, Audit and Risk Committee
- b) receives and notes for information purposes the copy of the submission made by the Transport Special Interest Group on the *Land Transport (Rail) Legislation Amendment Bill*
- c) receives and notes for information purposes the correspondence with KiwiRail
- d) receives and notes for information purposes the correspondence with the NZ Transport Agency
- e) receives the update on the State Highway 43 Improvement Project.

Cloke/Speight

15. General Business

- 15.1 Councillor T Cloke introduced Mr Richie Arber, National Road Carriers, who is based in Palmerston North.
- 15.2 Councillor H Duynhoven introduced Councillor C Johnston who is the NPDC alternate.

There being no further business the Committee Chairperson, Councillor M J McDonald, declared the Regional Transport Committee meeting closed at 1.09pm.

Confirmed

**Taranaki Regional Transport
Committee Chairperson:**

_____ **M J McDonald**

Wednesday 9 September 2020



Report

To	Ordinary Council
From	Policy and Governance Manager, Becky Wolland
Date	10 August 2020
Subject	Electoral System

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

Executive Summary

1. In accordance with section 27 of the Local Electoral Act 2001 the Council is required to consider the choice of electoral system to be used for the 2022 local body elections or undertake a poll of electors on the system to be used for the 2022 and 2025 local body elections.
2. There are two electoral systems for the Council to consider; First Past the Post (FPP) or Single Transferable Voting (STV). Traditionally the South Taranaki District Council has chosen the FPP electoral system. The Council must review and resolve by 12 September 2020 which electoral system will be used. If it chooses to change the electoral system from FPP to STV, STV must be used for the following two elections, 2022 and 2025.
3. This report provides a description of the two electoral system options available, including important differences and some commonly identified advantages and disadvantages of each electoral system. The report also outlines the option of the Council holding a poll and the public's right to demand a poll to be held on the electoral system.

Recommendation(s)

THAT under Section 27 of the Local Electoral Act 2001 the Council;

- a) **Retains** the First Past the Post Electoral System for the 2022 Council election.
OR
- b) **Introduces** the Single Transferable Voting Electoral System for the 2022 and 2025 Council elections.
OR
- c) **Undertakes** a poll on the electoral system to be used for the 2022 and 2025 Council elections; and
- d) **Notes** that public notice must be given by 19 September 2020 of the decision and of the right of electors to demand a poll on the electoral system to be used.

Background

4. The purpose of the Local Electoral Act 2001 (LEA) is to allow diversity through local decision-making in relation to the particular electoral system to be used for local elections and polls. The choice of electoral system is also designed to help achieve the LEA principle of “fair and effective representation for individuals and communities”.
5. Section 27 of the LEA provides the option of either First Past the Post (FPP) or Single Transferable Voting (STV) electoral system for use in local elections. The Council has used FPP in each election so far.
6. There are two ways to change the electoral system. Either the Council may resolve to change its electoral system or a poll of electors may be held. A poll can arise from a public demand from a minimum of 5% of electors (Sec 29 of LEA) or as a result of a Council decision to hold a poll (Sec 31 of LEA).
7. The Council must give public notice of the right for electors to demand a poll on the electoral system by 19 September 2020. If it resolves to adopt an electoral system the decision must also be included in the notice. Key dates to note are:
 - By 12 September 2020 the Council **must** review the electoral system and **may** resolve to change the electoral system or undertake a poll of electors.
 - By 19 September 2020 the Council **must** give a public notice of the right for electors to demand a poll and include the Council’s decision on an electoral system.
 - If a demand for a poll is received by 21 February 2021, a poll **must** be completed by 21 May 2021;
 - The Council **may** also resolve to undertake a poll of electors by 21 February 2021.
8. Information on the two electoral systems was prepared by Dr Janine Hayward, Senior Lecturer at the University of Otago on behalf of the Department of Internal Affairs, SOLGM Electoral Working Party and Local Government New Zealand (LGNZ) in 2008 entitled “*The Local Government Electoral Option 2008.*” It is still a relevant document and was developed to provide information to help councils reach their decision.
[http://www.dia.govt.nz/Pubforms.nsf/URL/LocalGovernmentElectoralOption2008.pdf/\\$file/LocalGovernmentElectoralOption2008.pdf](http://www.dia.govt.nz/Pubforms.nsf/URL/LocalGovernmentElectoralOption2008.pdf/$file/LocalGovernmentElectoralOption2008.pdf)

Local Government Purpose

9. The purpose of the LGA 2002 (Sec 3) is to provide for democratic and effective local government that recognises the diversity of New Zealand communities. Section 10 states that the purpose of local government is to enable democratic local decision-making and action, by and on behalf, of communities. The Council must also provide opportunities for Māori to contribute to its decision-making processes.

Options – Identification and analysis

Option 1 – First Past the Post

10. The FPP electoral system is currently used by the Council and is used by the majority of local authorities throughout the country. Under this system the voter places a tick by the name(s) of their preferred candidate(s) and the candidate(s) with the most votes are duly elected to the position(s). The advantages of FPP are that it is simple to understand, transparent and familiar to most voters.

Option 2 – Single Transferable Voting (STV)

- 11. The STV electoral system is a form of preferential voting where voters rank some or all candidates in order of personal preference. In order for a vote to be valid, each voter needs to rank only one candidate. However, the more candidates that are ranked by a voter the greater the contribution that vote makes to the final result.
- 12. STV is mandatory for all District Health Boards and was used by the New Plymouth District Council for the 2019 local body elections. [Appendix 1](#) sets out in detail how STV works.

Poll

- 13. Under Section 28 of the LEA, Council must give public notice, by 19 September 2020, of the right of electors to demand a poll on the electoral system to be used for the 2022 elections. If the Council passes a resolution under Section 27 of the LEA to change the electoral system from FPP to STV the public notice must include:
 - (a) notice of that resolution; and
 - (b) a statement that a poll is required to countermand that resolution.
- 14. The Council may resolve to hold a poll on a proposal that a specified electoral system be used at the next two elections or alternatively 5% of the electors have the right to demand a poll. This would be 887 electors, based on the current roll. The poll demand from electors must be made in writing to the Chief Executive and can be made any time, but to be effective for the 2022 elections it must be made by 21 February 2021.
- 15. The demand for a poll or decision by the Council to hold one must be made by 21 February 2021 and the poll must be completed before 21 May 2021. Public notice of the poll must be given as soon as possible after the resolution.

Considerations and Assessments

Assessment of Significance and Engagement

- 16. The 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.	A decision to change the electoral system will affect all residents eligible to vote in the 2022 and 2025 elections.
LOS	The achievement of, or ability to achieve, the Council’s stated levels of service as set out in the Long Term Plan 2015-25.	A decision to change the electoral system would not affect the levels of service in the Long Term Plan.
Decision	Whether this type of decision, proposal or issue has a history of generating wide public interest within South Taranaki.	A decision to remain with the FPP electoral system would generate low interest; the decision to change electoral system to STV would generate some public interest.

Criteria	Measure	Assessment
Financial	The impact of the decision or proposal on the Council's overall budget or included in an approved LTP and its ability to carry out its existing or proposed functions and activities now and in the future.	A decision to change the electoral system would affect the overall budget for the elections. If a poll is held, either through a Council resolution or public demand, this will incur costs equal to that of a triennial election, ie. postage and cost of printing.
Reversible	The degree to which the decision or proposal is reversible.	A decision to change the electoral system can be reversed during the next representation review process in six years' time or in three years' time through a Council resolution or poll.

17. In terms of the Council's Significance and Engagement Policy this matter is of **medium** significance.
18. 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:

Level	Goal	Outcome
Inform	To provide the public with balanced and objective information to assist them in understanding the problems, alternatives, opportunities and/or solutions.	A public notice is required by 19 September 2020 outlining the right of the community to demand a poll on the electoral system.
Consult	To obtain public feedback on analysis, alternatives and/or decisions.	The Council has the option to consult on this decision prior to making a decision on changing the electoral system.
Involve	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.	N/A
Collaborate	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.	N/A
Empower	To place final decision-making in the hands of the public.	The Council may resolve to hold a poll and the public may demand a poll on the electoral system and this must be received by 21 February 2021. The result of the poll is binding.

19. There is no legal requirement to consult prior to the decision being made on the electoral system. The results of a poll, generated from either a Council resolution or from public demand, will be binding on the next two elections.

Legislative Considerations

20. The LEA and the associated regulations set out the process for making changes to the electoral system. These have been set out throughout this report and are not repeated here.

Financial/Budget Considerations

21. A decision to change the electoral system would affect the overall budget for the triennial elections. The Council may choose to promote the change, and there would be costs associated with this promotion.
22. If a poll is held, either through a Council resolution or a public demand, this would incur costs equal to that of a triennial election, approximately \$60,000 to cover postage to all eligible voters, printing of the poll and the electoral officer's time. This would be unbudgeted expenditure.

Consistency with Plans/Policies/Community Outcomes

23. A decision to review the electoral system is not inconsistent with the Council's previous decisions or policies.

Impact on Māori/Iwi

24. This matter does not relate directly to land or a body of water or have an impact on the relationship of Māori and their culture and traditions with their ancestral land, water, sites, waahi tapu, valued flora and fauna, and other taonga. It will provide opportunities for Māori/Iwi to contribute to the Council's decision-making processes by voting for candidates that represent their tikanga.

Affected Parties Consultation

25. The Council has the option of holding a poll. The decision on holding a poll needs to be made by 21 February 2021 and the poll completed by the 21 May 2021. The results of a poll would be binding.

Conclusion

26. The Council needs to make a decision on the preferred electoral system to be used for the next election. While the Council does not have to change the system, it does have to consider the matter and then advise the public of their right to demand a poll on the issue. This report provides a description of the two electoral system options available. The report also outlines the option of the Council holding a poll and the public's right to demand a poll to be held on the electoral system.



Becky Wolland
**Policy and Governance
Manager**




[Seen by]
Marianne Archibald
Group Manager Corporate Services

Appendix 1

STV – How it works

1. This is how a voting document might look for a local authority election held under the Single Transferable Voting method:

HYPOTHETICAL CITY COUNCIL DOWNTOWN WARD ELECTION OF THREE (3) COUNCILLORS	
Rank candidates in order of preference ... '1' '2' '3' etc	
BROWN, Sandy	<small>Number here</small>  3
JONES, Sam	1
OWENS, Harry	5
SMITH, Ngaire	2
WATSON, Alice	4

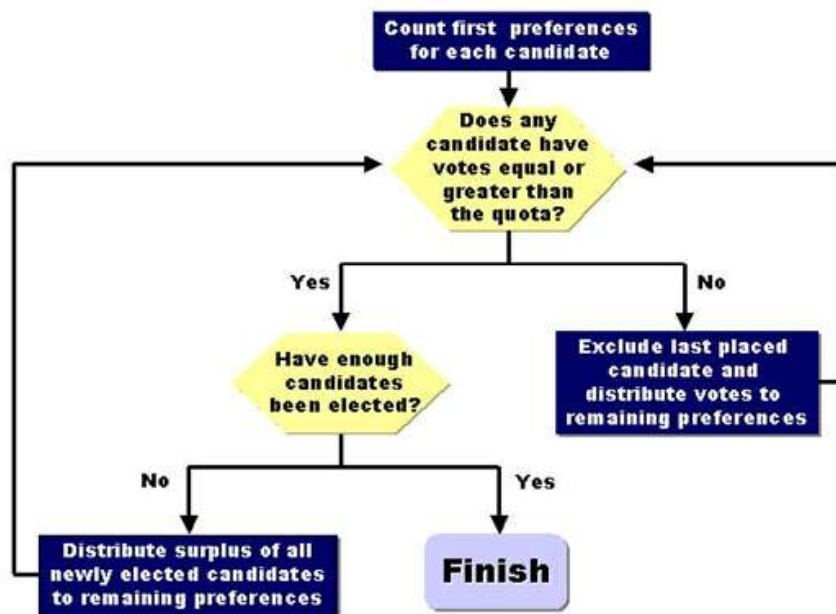
There are three vacancies in this ward. Instead of a tick a voter ranks candidates in order of preference – “1” = first choice, “2” = second choice, “3” = third choice and so on. Each voter can rank as few or as many candidates as they wish. The Department of Internal Affairs website includes a demonstration on how STV works <http://www.stv.govt.nz/stv/electing.htm>

2. Candidates must reach a set number (quota) of votes in order to be elected. By numbering the preferences a voter is saying: *"The candidate I most want to represent me on the council is Sam Jones. He is my number one choice - but if he gets more votes than the quota, then part of my vote is to be transferred to my second choice, Ngaire Smith, and maybe this will help to get her elected. On the other hand, if Sam has so little support that he can't possibly be elected, transfer my vote to Ngaire..."*
3. Candidates must reach the quota to get elected. This is based on the total number of votes cast divided by the number of people needed to be elected to fill all the vacant positions plus a small fraction to avoid an equality of votes.
4. Each candidate has a 'keep value'. It allows them to keep the portion of the vote they need to reach the quota and be elected but allows any extra or surplus votes to be distributed proportionately amongst the other candidates, according to voters' preferences. For example, if the quota or number of votes required to gain election is 100, and a candidate receives 100 votes, they keep all of those votes, so they have a keep value of one (ie. 100%). But if the candidate received 200 votes, they still only need the equivalent of 100 of those votes to be elected, and the surplus can be transferred to voters' second choices. The candidate's keep value would be 0.5 (ie. 50%), because that person only needed to keep 50% of all the votes they received in order to be elected. This means the lower the keep value, the more votes the candidate received. The most popular candidates will have the lowest keep value, because they received so many votes, they only needed to keep a small proportion to gain election.

5. Votes are counted using specially developed computer software approved by the Department of Internal Affairs. Because parts of votes are transferred the counting is too complex to be done by hand.
 - The counting process tallies all first preference votes
 - A candidate is elected if they reach the quota
 - If a candidate is elected, they keep only the proportion of the vote they need to reach the quota. The surplus part of each vote is transferred to the voter's second preference
 - The votes are tallied again
 - If another candidate reaches the quota or gets more votes than they need to be elected, the surplus part of each vote for that candidate will be transferred to the voter's third preference
 - If no more candidates have enough support to get elected (i.e. reach the quota), the lowest polling candidate is eliminated and all votes for that candidate are transferred to those voters' next preferences

6. This process is repeated until enough candidates are elected to fill the vacant positions. The diagram below shows this process.

HOW VOTES ARE COUNTED UNDER STV



7. If there is only one position available (eg. a mayoralty or one councillor ward) and there are only two candidates, the election will always be decided on the first preference votes, in just the same way as a first-past-the-post election. If there is only one position available, and more than two candidates, the STV process works in the usual way until a candidate reaches a quota.

8. Resolution to Exclude the Public

THAT the public be excluded from the following parts of the proceedings of this meeting, namely:

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
1. Confirmation of minutes – Ordinary Council 29 June 2020	Good reason to withhold exists under Section 7.	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists. Section 48(1)(a)
2. Receipt of minutes – Audit and Risk Committee 1 July 2020.		
3. Receipt of minutes – Environment and Hearings Committee 22 July 2020.		
4. Receipt of minutes – Policy and Strategy Committee 27 July 2020.		

This resolution is made in reliance on sections 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 7 of that Act, which would be prejudiced by the holding of the relevant part of the proceedings of the meeting in public are as follows:

Item No	Interest
1, 3, 4	Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (Schedule 7(2)(i)).