

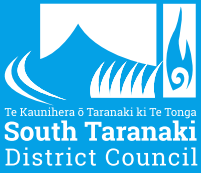
# Rārangitake take Kaunihera

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# Council Agenda

Monday 2 November 2020, 7pm  
Council Chambers, Albion Street, Hāwera





# Pūrongo Whaitikanga Governance Information

## Ngā Mema o te Komiti / Committee Members



Phil Nixon  
Mayor



Robert Northcott  
Deputy Mayor



Andy Beccard  
Councillor



Mark Bellringer  
Councillor



Gary Brown  
Councillor



Celine Filbee  
Councillor



Aaron Langton  
Councillor



Steffy Mackay  
Councillor



Jack Rangiwahia  
Councillor



Diana Reid  
Councillor



Bryan Roach  
Councillor



Brian Rook  
Councillor



Chris Young  
Councillor

## Apatono / 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

## He Karere Haumaruru / 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.

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

## He Pānga Whakararu / Conflicts of Interest

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



# Rārangi Agenda

## Ordinary Council Meeting Monday 2 November 2020 at 7.00 pm

- 1. Matakore / Apologies**
- 2. Tīmatanga Kōrero / Opening Remark**
  - 2.1 [Deputy Mayor Robert Northcott](#)
- 3. Whakatakoto Kaupapa Whānui, Whakaaturanga hoki / Open Forum and Presentations**
  - 3.1 [Venture Taranaki](#)
- 4. Whakaaetia ngā Menīti / Confirmation of Minutes**
  - 4.1 [Ordinary Council 21 September 2020](#) ..... Page 8
- 5. Ngā Menīti Komiti me ngā Poari / Committee and Board Minutes**
  - 5.1 [Extraordinary Environment and Hearings Committee 23 September 2020](#)..... Page 20
  - 5.2 [Eltham-Kaponga Community Board 5 October 2020](#) ..... Page 26
  - 5.3 [Te Hāwera Community Board 5 October 2020](#)..... Page 32
  - 5.4 [Taranaki Coastal Community Board 6 October 2020](#) ..... Page 39
  - 5.5 [Pātea Community Board 7 October 2020](#)..... Page 46
  - 5.6 [Audit and Risk Committee 12 October 2020](#) ..... Page 51
  - 5.7 [Iwi Liaison Committee 14 October 2020](#) ..... Page 57
  - 5.8 [Environment and Hearings Committee 14 October 2020](#) ..... Page 65
  - 5.9 [Policy and Strategy Committee Meeting 19 October 2020](#)..... Page 70
- 6. Ngā Menīti o nga Komiti Herenga o Taranaki / Joint Committee Minutes**
  - 6.1 [Taranaki Solid Waste Management Committee 20 August 2020](#)..... Page 74
  - 6.2 [Taranaki Regional Transport Committee 9 September 2020](#) ..... Page 78
  - 6.3 [Taranaki Civil Defence Emergency Management Group 10 September 2020](#) ..... Page 83
- 7. Pūrongo / Report**
  - 7.1 [2021 Meeting Schedule](#) ..... Page 88

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**Next Meeting Date:** Monday 14 December 2020 – Council Chamber, Albion Street, Hāwera  
**Elected Members’ Deadline:** Monday 30 November 2020

**8. Pūrongo-Whakamārama / Information Reports**

- 8.1 [Regional Behaviour Change Strategy towards our zero waste vision](#) ..... Page 92
- 8.2 [Quarterly Economic Development and Tourism Report](#) ..... Page 125

**9. Whakataunga kia noho tūmatanui kore / Resolution to Exclude the Public**

- 9.1 [Ordinary Council Minutes 21 September 2020](#) ..... Page 159
- 9.2 [Audit and Risk Committee Minutes 12 October 2020](#) ..... Page 162
- 9.3 [Environment and Hearings Committee Minutes 14 October 2020](#) ..... Page 165



# Matakore Apologies

## 1. Apology

*An apology was received from Councillor Aaron Langton for non-attendance.*

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



# Tīmatanga Kōrero

## Opening Remark

### **2. Opening Remark – Deputy Mayor Robert Northcott**

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

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**Next Opening Remark:** Monday 14 December 2020 – Councillor Jack Rangiwahia



# Whakatakoto Kaupapa Whānui, Whakaaturanga hoki **Open Forum and Presentations**

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

### 3.1 Venture Taranaki – Quarterly Report

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



# Ngā Menīti Kaunihera Council Minutes

To	Ordinary Council
Date	2 November 2020
Subject	<b>Ordinary Council – 21 September 2020</b>

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

## **Whakarāpopoto Kāhui Kahika / Executive Summary**

1. The Council is being asked to adopt the Ordinary Council minutes of the meeting held on Monday 21 September 2020.

## **Taunakitanga / Recommendation**

THAT the Council adopts the minutes of the Ordinary Council meeting held on 21 September 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 Camberwell Lounge, The Hub, Camberwell Road, Hāwera on Monday 21 September 2020, commencing at 7.00 pm.

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

**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), Gerard Langford (Communications Manager), Darleena Christie (Governance and Support Team Leader) and two members of the public.

**APOLOGIES:** Aarun Langton

## RESOLUTION

(Cr Roach/Cr Brown)

86/20 **THAT the apology from Councillor Aarun Langton be received.**

**CARRIED**

### **Opening Remark – Councillor Steffy Mackay**

Councillor Mackay noted what a year 2020 had been so far, the Council had nearly completed a term in office and it would be one never to forget. The Council started bonding in February at Ōpunakē, then in March a state of emergency was declared and the country was quarantined for four weeks at home due to COVID-19. She really felt for those in depression, as a social butterfly herself, she had felt that her wings had been clipped, she then provided a humorous light-hearted story. As the Region moved to Alert Level 1, she hoped that there was no return to the higher alert levels.

## **1 Open Forum and Presentations**

### 1.1 Sport Taranaki – CEO Michael Carr

Mr Carr presented an update to the Council. Within the Taranaki Region the Community Resilience Fund received 126 applications and 27 of these were from the South Taranaki District, all of whom received up to \$1,000. Sport NZ funded a second round of the Community Resilience Fund with \$758,226 paid to 123 organisations, 22 of these within the South Taranaki District. A Steering Committee had been set up for Taranaki Regional Facilities, a new fund Tū Manawa was now available online to replace the KiwiSport Fast Fund. Tū Manawa Active Aotearoa was to provide funding for programmes or projects that assist with helping children get active. Mr Carr advised that the multisport hub concept in New Plymouth had been on the cards for some time. As part of the first phase for the hub, 17 organisations had signed a Terms of Reference, these organisations were more than just the traditional sports and the concept was given to the New Plymouth District Council for consideration as part of the Long Term Plan process.

Councillor Beccard referred to some of the sports that had signed the Terms of Reference and asked if they would fit into the Yarrows Stadium area or was there a push to have a multisport facility at the racecourse. Mr Carr responded that it was not his call, however there needed to be a network to ensure that there was no duplication. He noted that the hub was not for everyone and they were working with Taranaki Regional Council whom were more open to what might happen to that eastern stand.

Mayor Nixon noted that the Community Resilience Fund was good for the Region and South Taranaki organisations were prompted to apply at the time. He asked how many of the 17 organisations that signed up to the Terms of Reference were schools. Mr Carr responded one.

1.2 Bylaw (Keeping of Bees) – Miranda Wells

Ms Wells gave a background about beehives in the rural area and in particular about mānuka trees on her property and other areas of interest in the District. She advised that there had been poisoning and burning of beehives. There were properties that had mānuka on the land and beekeepers were placing their hives on neighbouring properties to access the mānuka. She believed this was theft. She asked the Council to heighten the bylaws on beehives in the rural sector and presented her proposed bylaw for consideration. She had approached the Government and Apiculture New Zealand CEO with no success but was advised that the Council were the only ones that could stop the madness by creating a bylaw. Ms Wells noted her reasons for having a bylaw and she just wanted there to be fairness. Her major income was from mānuka honey and eventually she would like to plant out her property in mānuka.

Councillor Filbee asked whether there were any other councils that had introduced a similar bylaw. Ms Wells responded that there were none she was aware of; however, Napier City Council were looking at developing such a bylaw.

In response to whether Ministry for Primary Industries (MPI) knew where all beehives were or whether there was a registered apiarist database, Ms Wells noted that all hives that were registered had a registration number on them.

It was noted that there was nothing to stop hives from being robbed, it was more around policing so it did not happen. There were bylaws around urban beekeeping, however it was a bigger issue to deal with.

**2 Confirmation of Minutes**

2.1 Ordinary Council Minutes 10 August 2020

**RESOLUTION** (Cr Filbee/Cr Reid)

87/20 **THAT the Council adopts the minutes of the Ordinary Council meeting held on 10 August 2020 as a true and correct record.**

**CARRIED**

2.2 Extraordinary Council Minutes 24 August 2020

**RESOLUTION** (Cr Mackay/Deputy Mayor Northcott)

88/20 **THAT the Council adopts the minutes of the Extraordinary Council meeting held on 24 August 2020 as a true and correct record.**

**CARRIED**

### 3 Committee and Board Minutes

3.1 Audit and Risk Committee held on 19 August 2020

**RESOLUTION** (Cr Rangiwahia/Cr Young)

89/20 **THAT** the Council;

- 1) Approves recommendation 41/20 AR:
  - a) Approves the draft Protected Disclosures Policy.
- 2) Approves recommendation 42/20 AR:
  - a) Inclusion of policy framework for the borrowing activity of Council Controlled Organisations (CCOs), (including Council Controlled Trading Organisations (CCTOs));
  - b) Changes to the borrowing limits and definitions;
  - c) Changes to the funding risk control limits to provide more flexibility in Council's funding arrangements; and
  - d) Changes to the interest rate risk management framework to provide greater flexibility in the medium term management of interest rates.
- 3) Amends recommendation 43/20 AR:
  - a) Agrees to keep the Long Term Investment Fund net real return target at 4.0%.
  - b) Agrees the Fund of Hedge Fund mandate be reallocated to the Trans-Tasman Equity (+0.5%) and Global Equity Sectors (+6.0%) in line with changes Mercer has recently made to its own diversified funds.
  - c) Agrees to reduce the allocation for Cash and Term Deposits to NZ Cash to 5% and increasing the allocation to Global Bonds to 26%.
- 4) Receives the minutes of the Audit and Risk Committee held on 19 August 2020.

**CARRIED**

3.2 Eltham-Kaponga Community Board held on 24 August 2020

In response to whether there was an update on the Eltham Municipal Building, Mrs Archibald responded that Bayley's Realty were looking at a national marketing campaign which would hopefully see the building on the market shortly.

Mr Crockett advised that there was no mechanism required to extend the timeframe for the sale of the building today, however if it was not sold within the 12 month period then a report would come back to Council for an extension.

**RESOLUTION** (Cr Mackay/Cr Bellringer)

90/20 **THAT** the Council receives the minutes of the Eltham-Kaponga Community Board held on 24 August 2020.

**CARRIED**

3.3 Te Hāwera Community Board held on 24 August 2020

**RESOLUTION**

(Cr Reid/Cr Filbee)

91/20 **THAT the Council receives the minutes of Te Hāwera Community Board held on 24 August 2020.**

**CARRIED**

3.4 Taranaki Coastal Community Board held on 25 August 2020

**RESOLUTION**

(Cr Young/Cr Roach)

92/20 **THAT the Council receives the minutes of the Taranaki Coastal Community Board held on 25 August 2020.**

**CARRIED**

3.5 Pātea Community Board held on 26 August 2020

**RESOLUTION**

(Cr Northcott/Cr Rook)

93/20 **THAT the Council receives the minutes of the Pātea Community Board held on 26 August 2020.**

**CARRIED**

3.6 Iwi Liaison Committee held on 2 September 2020

Deputy Mayor Northcott referred to clause (d) of the recommendation regarding remuneration for Committee members and asked whether the \$400 per day was relative to the work undertaken. Mayor Nixon responded that the remuneration was in recognition of the Committee members' work that was completed prior to meetings, attendance at meetings, follow-up work and anything else required.

**RESOLUTION**

(Cr Beccard/Cr Young)

94/20 **THAT the Council receives the minutes of the Iwi Liaison Committee held on 2 September 2020 and adopts the following recommendations:**

- a) **Confirms that an Iwi-Council Partnership Strategy be developed between South Taranaki Iwi and the South Taranaki District Council.**
- b) **Confirms the development of an Iwi-Council Partnership Strategy be undertaken in alignment with the 2021-2031 Long Term Plan.**
- c) **The Building Māori Capacity to Contribute to Decision-making Policy be presented to the Committee to be included in the 2021-2031 Long Term Plan.**
- d) **Confirms each member of the Iwi Liaison Committee and Iwi representatives on Council committees and portfolio groups be remunerated \$400 per day.**

**CARRIED**

3.7 Environment and Hearings Committee held on 2 September 2020

Councillor Mackay commended the actions from the Council's Environmental Department recently. The work the officers were doing to get building notices remedied and making the town look better was fantastic.

**RESOLUTION** (Cr Beccard/Cr Reid)

**95/20** **THAT the Council receives the minutes of the Environment and Hearings Committee held on Wednesday 2 September 2020.**

**CARRIED**

3.8 Policy and Strategy Committee held on 7 September 2020

**RESOLUTION** (Cr Filbee/Cr Mackay)

**96/20** **THAT the Council receives the minutes of the Policy and Strategy Committee held on 7 September 2020.**

**CARRIED**

Deputy Mayor Northcott noted that the recommendation in relation to the sale of the Oxygen Building provided an opportunity for anyone who was intent on saving the building to be able to do so.

Councillor Rangiwahia noted that he was against recommendation (c), as the purchaser would be able to demolish the building and compliment Te Ramanui. He noted that it made a very narrow field for people when the building was out for tender and he asked how long a timely manner was. Mayor Nixon responded that comment around "timely manner" was an interesting one and would potentially form part of the tender documents.

Mr Crockett advised that if the Council were approached by a buyer who wanted to demolish the building on that site then a report would come back to the Council for consideration.

**RESOLUTION** (Deputy Mayor Northcott/Cr Filbee)

**97/20** **THAT the Council;**

- a) **Agrees that there is no further use for the Oxygen Building that would justify the expenditure for seismic strengthening and upgrading costs.**
- b) **Approves the Oxygen Building be declared surplus and disposed of by way of sale by tender.**
- c) **Authorises that the Chief Executive be given approval to offer the Oxygen Building for sale, subject to confirmation that the purchaser has the means and intent to complete the required seismic strengthening, repairs and maintenance in a timely manner.**
- d) **Agrees that if the Oxygen Building was not sold within the 12 month period a further report of options available be reported back to the Council.**

**CARRIED**

Councillor Beccard noted that it was essential to have infrastructure at the Waihi Road mixed use area to allow development to happen and for businesses to establish. Having more businesses equalled more people in the District and that would require more housing. Mayor Nixon had talked with surrounding landowners and people in the wider business sector and they were absolutely in support of the project.

**RESOLUTION**

**(Cr Beccard/Cr Mackay)**

**98/20**

**THAT the Council;**

- a) **Approves up to \$3 million for detailed design and installation of infrastructure, including water supply, roading and initial stormwater infrastructure, for the Waihi Road mixed use area.**
- b) **Agrees to fund the \$3 million by way of funds from the Long Term Investment Fund.**
- c) **Notes that in addition to providing essential infrastructure to the Waihi Road mixed use area, this work would enable the establishment of the South Taranaki Business Park.**
- d) **Notes that the budget for the remainder of the required South Taranaki Business Park infrastructure will be included in the Long Term Plan and budgeted over several years.**

**CARRIED**

Councillor Reid referred to the points in clause (c), “actively engage with the community including youth”. She noted that this was something that required more emphasis as she believed there was not much focus in this area. Mayor Nixon agreed and that it was about the youth as they were our future.

**RESOLUTION**

**(Cr Beccard/Cr Rook)**

**99/20**

**THAT the Council;**

- a) **Confirms the Council’s Vision Statement to be included in the draft 2021-2031 Long Term Plan: “*South Taranaki the most liveable District*”.**
- b) **Confirms the Council’s Outcomes to be included in the draft 2021-2031 Long Term Plan:**
  - ***Vibrant South Taranaki – Cultural Well-being – A vibrant and creative District with strong connections with iwi/hapū that celebrates diversity.***
  - ***Together South Taranaki – Social Well-being – A together District with healthy, safe, resilient, informed and connected people.***
  - ***Prosperous South Taranaki – Economic Well-being – A prosperous District with a sustainable economy, innovative businesses and high quality infrastructure.***
  - ***Sustainable South Taranaki – Environmental Well-being – A sustainable District that measures its resources in a way that preserves the environment for future generations.***

c) **Confirms the Community Priorities to be included in the draft 2021-2031 Long Term Plan:**

- *Strong relationships with Iwi and Hapū*
- *Improve and maintain Roads and Footpaths*
- *Reliable and safe water supply, wastewater and stormwater systems*
- *Stronger economic growth with more innovation, ideas, training opportunities and jobs*
- *Revitalise our towns*
- *Actively engage with the community including youth*
- *Our environment and most valued landscape features are protected*
- *Community and cultural events, activities and entertainment particularly for our young people*
- *Cycleways and pathways for residents and visitors*
- *Innovative and updated community facilities and services across the District*

**CARRIED**

**RESOLUTION**

**(Cr Filbee/Deputy Mayor Northcott)**

**100/20 THAT the Council;**

d) **Adopts the Council's Groups of Activities to be included in the draft 2021-2031 Long Term Plan:**

- *Democracy and Leadership*
- *Water Supply*
- *Stormwater*
- *Wastewater*
- *Solid Waste*
- *Roading and Footpaths*
- *Community Facilities*
- *Arts and Culture*
- *District Economy*
- *Community Development*
- *Environmental Management*
- *Regulatory Services*
- *Coastal Structures*
- *Corporate Services*

**CARRIED**

Mayor Nixon advised that he had been involved in all the discussions involving the pathway along the rail corridor since 2015. He noted that all was going really well until the KiwiRail representative sadly passed away, of which a year had passed before the role was then fulfilled. The cost of the project and regulations required by Kiwi Rail and NZTA had increased significantly from when it first began. To the point now that it was no longer possible for the Council to pursue the rail corridor option. Although not the preferred solution Ketemarae Road was the best option to get a pathway between Hāwera and Normanby, it meets the budget and the objectives of the Pathways Programme.

Councillor Roach supported the project but would still like to push for the direct route and for it to be done as quickly as possible. He noted that there were lots of opportunities to keep it safe for example, fencing for people from the road.

Councillor Beccard commented that he hoped the project could be done to a standard that would last and be within the \$1 million budget. The rail corridor had been a difficult task and he could see that the pathway would be used. He still stood by the direct loop of down the rail corridor and for the Council to keep pushing for that.

Councillor Brown advised that he had reservations about the Ketemarae Road option and after taking on board the Mayor’s comments to support it, he was still of the opinion to push for the direct route.

In response to whether the money had to be physically spent before the end of the year, Ms Aitken noted that the money was committed, as long as the project was started or underway, which would be as soon as the detailed design was completed and approved.

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

**101/20** **THAT the Council;**

**a) Agrees to amend Resolution 171/19(a):**

**And replaces it with;**

**THAT the Policy and Strategy Committee recommends the Council;**

**Agrees to commit the gross amount of up to \$1 million to assist with the costs of developing a pathway from Normanby to Hāwera via Ketemarae Road and Glover Road.**

**CARRIED**

**5 Reports**

**5.1 Annual Dog Control Policy and Practices**

Deputy Mayor Northcott asked for clarification of what classed as a roaming dog before dog control come out to investigate. He noted that if there was a dog roaming and barking, was that classed as an aggressive dog or a roaming dog. Mr Dagg responded that it was subject to what was logged when the CRM was received for example, rushing and/or threatening. He referred to Section 33 of the Dog Control Act which provided the meaning of “Menacing Dog” and he advised the process for a menacing classification.

In response to the number of menacing dogs in the District, Mr Dagg responded that dogs come into the District from other areas that did not necessarily require breeding. However, data was recorded to identify the breed when there was a menacing classification.

Mayor Nixon referred to page 88, he asked how there were zero owners who failed to have a dog implanted with a microchip responder. Mr Dagg responded that he would investigate further.

It was noted that there were approximately 300 owners a year that failed to register their dogs, Councillor Bellringer asked what the Council was doing to address this. Mr Dagg responded that there was a list of people that did not register their dog on time and an infringement process was in place to deal with these.



**RESOLUTION**

**(Cr Beccard/Cr Young)**

**102/20** **THAT the Council;**

- a) Approves the South Taranaki District Council 2019/20 Annual Dog Control Report in accordance with Section 10A of the Dog Control Act 1996.
- b) Notes that approval will trigger public notification of the report and that a copy will be provided to the Secretary for Local Government.

**CARRIED**

5.2 Annual Liquor Licensing Report

Councillor Mackay referred to page 93 and sought clarification on the period for the report for example, should 2018/19 be amended to read 2019/20. She also noted that the structure of the District Licensing Committee should be updated as there was an independent Chair and two appointed councillors. Mr Dagg suggested that the Council pass the recommendations subject to the changes being made.

It was noted that the Council regulate the licences and any breach outside of those rules was a police issue.

**RESOLUTION**

**(Cr Mackay/Cr Brown)**

**103/20** **THAT the Council;**

- a) Adopts the South Taranaki District Council Annual Alcohol Licensing Report – 2019/20 in accordance with Section 199 of the Sale and Supply of Alcohol Act 2012.
- b) Notes that adoption will trigger public notification of the report and that a copy will be provided to the Alcohol Regulatory and Licensing Authority (ARLA).

**CARRIED**

5.3 Nukumarū Station Road – Increase in Budget

Deputy Mayor Northcott referred to paragraph 23 and sought clarification on the numbers regarding the \$10 million budget for the extension. Ms Aitken advised that the final funding agreement had not been received to date. She noted that the Council would not be able to claim the Funding Assistant Rate subsidy from NZTA as \$1.2 million had already been used for work completed and it was unlikely a subsidy would be received for the remainder.

In response to whether the bridge was to be demolished when the road was built, Ms Aitken advised that the bridge would remain as long as it was safe to use.

It was noted that there had been a substantial increase in the costs from the beginning, but now the detailed designs were completed, and the Council were able to commence work with more accurate costs. Council officers had done a tremendous job obtaining \$7 million in funding from the government. It was intended for construction on the road to commence in the summer.

Mayor Nixon commented that a new bridge was not an option due to climate change as it could still be washed away. The road and railway had been flooded in the past and the alternate route was the best option for roading access to the community and businesses.

**RESOLUTION**

(Cr Filbee/Cr Roach)

104/20 **THAT** the Council;

- a) Approves a budget increase of up to \$4,318,559 for the Nukumaru Station Road Extension project for an overall budget of \$10,140,303;
- b) Notes the additional funding has been approved by central government as a *shovel ready* project for COVID-19 recovery and will not impact on Council's budgets or rates.

**CARRIED**

5.4 Interim Year End – Quarterly Report

**RESOLUTION**

(Cr Roach/Cr Young)

105/20 **THAT** the Council approves the Interim Year End Report for Quarter 4 for the period ending 30 June 2020.

**CARRIED**

5.5 Delegations Register Update – Resource Management Act 1991

**RESOLUTION**

(Cr Beccard/Cr Mackay)

106/20 **THAT** the Council;

- a) Approves the delegations contained within Appendix I of the report, transferring powers under the Resource Management Act 1991 to the Development Engineer (as highlighted in the track changes), as per its powers under section 34A of the Resource Management Act 1991.

**CARRIED**

**6 Resolution to Exclude the Public**

**RESOLUTION**

(Cr Brown/Cr Mackay)

107/20 **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 matter	Ground(s) under section 48(1) for the passing of this
1. Confirmation of minutes – Ordinary Council 10 August 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 19 August 2020.		
3. Receipt of minutes – Environment and Hearings Committee 2 September 2020.		
4. Receipt of minutes – Policy and Strategy Committee 7 September 2020.		
5. Receipt of the Personnel Committee Minutes – 3 August 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, 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)).
5	To protect the Privacy of natural persons, including that of deceased natural person (Schedule 7(2)(a)).

**CARRIED**

**7 Resume Open Meeting**

**RESOLUTION**

**(Deputy Mayor Northcott/Cr Mackay)**

**113/20 THAT the South Taranaki District Council resumes in open meeting.**

**CARRIED**

**The meeting concluded at 9.17 pm.**

**Dated this            day of            2020.**

.....  
**CHAIRPERSON**



# Ngā Menīti Komiti Committee Minutes

To	Ordinary Council
Date	2 November 2020
Subject	<b>Extraordinary Environment and Hearings Committee – 23 September 2020</b>

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

## **Whakarāpopoto Kāhui Kahika / Executive Summary**

1. The Environment and Hearings Committee met on 23 September 2020. The Council is being asked to receive the Extraordinary Environment and Hearings Committee minutes from 23 September 2020 for their information.
2. There were no recommendations within the minutes for the Council to consider.

## **Taunakitanga / Recommendation**

THAT the Council receives the minutes of the Extraordinary Environment and Hearings Committee meeting held on 23 September 2020.

# Extraordinary Environment and Hearings Committee

Minutes of the Extraordinary Environment and Hearings Committee Meeting held in the West Lounge, TSB Hub, Camberwell Road, Hāwera on Wednesday 23 September 2020 commencing at 9.00 am.

**PRESENT:** Councillors Andy Beccard (Chairperson), Steffy Mackay, Diana Reid, Aaron Langton, Deputy Mayor Robert Northcott and Bonita Bigham (Iwi Representative).

**IN ATTENDANCE:** Liam Dagg (Group Manager Environmental Services), Jessica Sorensen (Planning Manager), Maria Hokopaura (Planner), Louise McLay (Agent), Mark and Trish Stevenson (Applicant), Sara Dymond (Senior Governance Officer), two members of the public and one media.

**APOLOGIES:** Nil.

## 1 Resource Consent

### 1.1 Proposal Relocation of the former St John the Divine Anglican Church Otakeho - a Category II Heritage Building

#### **Jessica Sorensen – Planner**

Mrs Sorensen provided a brief timeline of events for the application. The application was received by the Council on 22 January 2020 and at the request of the applicant the application was publicly notified on 16 June 2020. There were 23 submissions received; 20 in support of the application; two neutral submissions and one in opposition. Heritage NZ withdrew their right to speak to their submission at a hearing, however, the conditions proposed as part of their submission were still to be considered. The remaining submitters had also withdrawn their right to be heard.

#### **Applicants Agent – Louise McLay**

Ms McLay stood by the application as it was lodged and did not find it necessary to provide any additional evidence. She agreed with the Planner's report and most of the recommendations, however made comments in terms of the detail of the recommendations.

Some salient points made were:

- Ms McLay referred to the Heritage NZ submission which requested the application be declined. This surprised her given that the conservation heritage architect independent report requested by Heritage NZ was in favour of the relocation. Heritage NZ used their own policy to support their argument.
- Prior to lodging the tender for the building in 2018 a considerable amount of information was shared between the applicant and Heritage NZ. At the request of Heritage NZ the applicant engaged an archaeologist to establish whether a Heritage Authority was required resulting in Mr Ivan Bruce a local archaeologist confirming the site had no archaeological interest. Heritage NZ therefore confirmed that a Heritage Authority was not required.

- The submission from Heritage NZ also requested a recommendation be included for recording of the site and buildings, which was agreed by the applicant and included in the Planner's recommendations. Ms McLay believed this was covered and included in the report by Mr Dixon. The report listed several recommendations including specific biographic detail about the maintenance and methodology for relocation of the church.
- Ms McLay reiterated their support for the Planner's recommendations and highlighted some key points. The request from Heritage NZ that the historical gate remain on site, she suggested that as its purpose was a memorial to Mr Hastie that it would be more effective if it was relocated with the church. There would be more foot traffic and care and she believed it had a higher risk to fall into disrepair if it remained on site.
- Regarding the display board which the applicants agreed to install on site to recognise the site of the original church. She suggested the Council give consent for a display board to be installed on road reserve to recognise the original church site as it was a more practical option and user friendly for the public.

In summary Ms McLay agreed with the Planner's report and was in support of the recommendations made and the conditions of the consent with the minor changes regarding the condition for FENZ, the request for the gate to be relocated with the church and the information board to be installed at the site but on road reserve.

#### **Applicants - Mark and Trish Stevenson**

Mr Stevenson explained that the site where they proposed to shift the church was purchased by his great grandparents on 23 July 1886 which was displayed at the entranceway. The site was a very important piece of land, not only to him as a fourth generation, but his grandchildren who were sixth generation. He appreciated the importance of local history which had been a big part of their lives due to his father being a great historian.

The vision for the church surfaced when his father passed away. He had a private museum in his Ōpunakē house which was now being looked after at the Stevenson homestead. A private museum would be an advantage for their family and to share with the local community. When the church became available, they believed this was an ideal place to display his father's items and invite local people to loan pieces of history to be displayed. He envisaged it being available for people to visit to see the local history. An example of this was a local family, the Titos from Pihama who asked them to take care of the Lizzie Bell, an important piece of the Pihama history.

Mrs Stevenson had a passion for old churches and believed the Otakeho Church was the most beautiful in the world. They had looked at several churches however it was never the right time until they submitted and won a tender on the Otakeho Church. Their vision was to restore it through its history. She believed the chattels would be in a secured environment.

In summary Mr and Mrs Stevenson believed they won the tender because of their intentions to restore the church back to its original state and not just the financial aspect. They proposed that the recommendation for the sign announcing the church be relocated with the building. After contacting the Hastie Family, it was their wish to have the gate remain with the church as it was donated for that reason. They had received a lot of support from local families that belonged to the church who would be welcomed back to visit and enjoy the history.

**Planner, Maria Hokopaura**

The recommendation in the report was to grant consent for the relocation of the Otakeho Church subject to conditions. As the applicants had indicated there were several changes post the circulation of the report she would speak to those changes.

Ms Hokopaura noted that there were some clerical errors within the document that required amending. The conditions that were agreed to by FENZ and the applicant were included in Appendix D and there were 11 conditions that would replace condition 9.

Ms Hokopaura commented that when assessing the application, the key affects addressed were as a result of the relocation of the heritage building, transportation and servicing affects associated with relocation to the proposed site. In terms of the effects of the relocation, the effects on the historical heritage values were the most significant and the conservation heritage architect report was relied on to provide that expertise.

Mr Dixon's report stated the church had high heritage values in its current location and acknowledged the local families and church congregation members for its upkeep and maintenance. His report concluded that the high heritage values could be retained if it was relocated in accordance with the process outlined in his report. Mr Dixon acknowledged these would be significant effects on the sense of place of Otakeho, however also acknowledged it was difficult to put a place of value on that. Ms Hokopaura submitted that it was a personal value and was often tied up with personal connections with shared memories and history. She relied on the support from the wider Otakeho community who had a sense of hopefulness, excitement and anticipation for the church's continued purpose. Another effect considered was that the relocation would be consistent with the reason for its listing as a heritage building and the application did not propose changing the purpose of the building to far.

Mrs Sorensen added when addressing the application consideration was taken that this was a protected site under the District Plan. Where there was a protected site at Otakeho there was a protected site at Pihama. While the recommendation was telling the story for the transition with the application, advice notes were imposed to address the District Plan aspect and the protection of site and building going forward.

Councillor Reid queried the movability of the church. Mrs Stevenson explained that they had full confidence in Central Movers as they had relocated numerous churches. Mr Stevenson explained that the church could be transported as one by travelling through paddocks etc. Ms Hokopaura referred to the report from Mr Dixon which assessed those potential issues and was confident with the relocation if it was carried out in accordance with his recommendations.

Councillor Reid asked what the applicant envisaged the original site would look like once the church was relocated. This had not been properly considered by the applicants as their priority was the relocation of the church.

Ms Bigham asked what would happen if future generations wished to sell it or dispose of it. Mrs Sorensen explained that the current District Plan had the building and site protected so any changes, alterations or modifications would require a resource consent however the Council permitted safety modifications and earthquake strengthening to be undertaken so long as it did not alter it beyond what it was protected for. There were subsequent triggers if it was to be relocated again or disposed of.

Councillor Mackay appreciated the applicants had consulted with decedents of Mr Hastie regarding the gate however asked if they were aware of the current condition of the gate as there was rot which would require remedying. Mr and Mrs Stevenson were not aware of the rot.

Discussions on the placement of the signage board was carried out and it was agreed that the applicant would work with the Council to determine the best location for the sign.

In terms of the archaeological investigation Councillor Beccard asked if there was any groundwork that would require this to be carried out. Ms Hokopaura explained that the application included recommendations from an archeologist who had assessed the site. She noted that no earthworks were required through the relocation.

In response to the query from Councillor Reid around the positioning of the church and the gate, Ms Stevenson explained that the church would be slightly off set due to the hedging however this would provide a nice appeal from the main road. In terms of the gate she believed once the church was on site and the driveway laid then the right location for the gate would be obvious.

The strong support from the community was based on the applicant's desire and agreement that the members of the community would have continued access however this was not listed in the conditions. Ms Bigham asked what protection the community had to ensure they would have future access. The Stevenson's intentions were to share the history and were happy to formalise this access.

Mr Stevenson believed the relocation of the church back to its home would be the best outcome. He looked forward to restoring it for them and the community to enjoy. This would be an asset for the coast.

*The meeting was adjourned at 9.50 am and reconvened at 10.05 am.*

## 2 Items to be Considered with the Public Excluded

### RESOLUTION

(Cr Mackay/Ms Bigham)

**33/20 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	Ground(s) under section 48(1) for the passing of this resolution
1. Resource Consent – Proposal Relocation of the former St John the Divine Anglican Church Otakeho.	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 and (ii) for hearings under LGA such as objections to Development contributions or hearings under the Dog Control Act. s. 48(1)(d).

**CARRIED**



**3 Resume to Open Meeting**

**RESOLUTION**

**(Cr Mackay/Cr Northcott)**

**35/20 EH THAT the Environment and Hearings Committee resume in open and agrees that the decision be released to the public once the applicant has been notified of the decision.**

**CARRIED**

**The meeting concluded at 10.47 am.**

**Dated this            day of            2020.**

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**CHAIRPERSON**



# Ngā Menīti Poari Board Minutes

To	Ordinary Council
Date	2 November 2020
Subject	<b>Eltham-Kaponga Community Board – 5 October 2020</b>

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

## **Whakarāpopoto Kāhui Kahika / Executive Summary**

1. The Eltham-Kaponga Community Board met on 5 October 2020. The Council is being asked to receive the Eltham-Kaponga Community Board minutes from 5 October 2020 for their information.
2. There were no recommendations within the minutes for the Council to consider.

## **Taunakitanga / Recommendation**

THAT the Council receives the minutes of the Eltham-Kaponga Community Board meeting held on 5 October 2020.



# Menīti Minutes

## Ngā Menīti take Poari Hapori o Arakamu ki Kaponga Eltham-Kaponga Community Board Meeting

Kaponga War Memorial Hall, Victoria Street, Kaponga on Monday 5 October 2020 at 10.30 am

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**Kanohi Kitea / Present:** Karen Cave (Chairperson), Sonya Douds, Alan Hawkes, Lindsay Maindonald and Councillor Steffy Mackay.

**Ngā Taenga-Ā-Tinana / In Attendance:** Councillor Mark Bellringer, Liam Dagg (Group Manager Environmental Services), Claire Symes (Community Development Manager), Sara Dymond (Senior Governance Officer) and one member of the public.

**Matakore / Apologies:** Nil.

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

#### 1.1 Shane Downs – Kaponga Primary School (the School)

The School endeavoured to improve their community involvement by holding a Gala Community Night. This included market stalls, car display, bouncy castle, several other gala activities, hungi and finishing it off with a professional fireworks display by TLL Events. The fireworks display cost \$4,000 which was a considerable amount due to the permits required and implementing health and safety processes.

Mr Downs hoped that the community event would bring people from Kaponga and its surrounding area together. Although a fundraising event for the School he did not envisage making a huge profit. He sought Community Board support for the fireworks display as it was the main attraction. The display would be seen by those who attended and other people from their homes.

In terms of fundraising any profit made from the event would go towards the development of a 600 metre bike track around the outside diameter of the School. This would contribute to the overall vision of the school grounds. The design was made in collaboration with the students who were working hard to achieve their vision. Mr Downs would seek support from local businesses and the community as it was thought of as a community asset. There were already 11 security cameras at the School.

In response to the Committees comment on the estimated sale of 100 wrist bands being conservative Mr Downs explained that they did not want to overestimate sales. However, he expected a positive turnout as a result of good advertising and their being several outside attractions who would bring their families.

#### 1.2 Councillor Mark Bellringer – Update

An update was sought on the following items; Bridge Street clean up; obstruction of paving on Bridge Street; Municipal Building marketing campaign; and a roster for garden clean up in preparation for the Garden Festival.

Regarding the Innovative Streets Pilot Project, Councillor Bellringer had concerns as speed limits were not being addressed. He asked if the 48 submissions would be made available online so that people felt their concerns were being considered.

Mr Dagg provided updates on the items raised.

In terms of the Bridge Street Clean up, sampling for asbestos was being tested and based on the results would determine the most appropriate contractor to undertake the work. The Council were also pursuing the abandoned land aspect of that property.

Regarding the bollards obstructing the footpath, the bollards were erected in response to a customer request through Antenno and was addressed by the Councils Rooding Team. The post had been assessed by a Council officer for its structural integrity however this would be reviewed. The Council was still to determine whether the Notice to Fix needed to be extended to include the post and if not then the bollard needed to be removed.

In terms of the sale of the Eltham Municipal Building Councillor Mackay explained that the eight week tender process begun when the property was listed on the internet.

Feedback on the Eltham Gardens would be provided to Council staff.

In response to the comments on the Innovative Streets Pilot Project, Mrs Symes explained that although the proposal was not to install speed limit signs the treatments were focussed on slowing down traffic. The draft designs had been presented to NZTA and a workshop with the co design team was being held on Tuesday 6 October 2020. The summary booklet including the submissions would be available at the workshop.

#### 1.3 Mrs Sonya Douds – On behalf of Melanie McBain

Mrs Douds was asked by a member of the Kaponga Community, Melanie McBain, to ask the following question “Why the Council did not apply for any shovel ready funding from the Government for maintenance/repairs on any of the Kaponga or Eltham Memorial Halls”. She felt it was a missed opportunity by not having anything done on the War Memorial Hall or the Heritage Building, which was the old Library. Mrs Symes explained the Council looked at applying for funding for the Hāwera Community Centre roof and recladding the Eltham Town Hall, however, were unable to meet the criteria on providing quotes in a short timeframe and meet the one month start date

1.4 Mrs Sonya Douds – Eltham Municipal Building (the Building)

The Community Board would discuss the Building as it was deteriorating quickly. This would be included in their submission to the Long Term Plan.

**2. Whakaaetia ngā Menīti / Confirmation of Minutes**

2.1 Eltham-Kaponga Community Board Meeting held on 24 August 2020

**RESOLUTION**

(Ms Douds/Cr Mackay)

**39/20 EL** **THAT the Eltham-Kaponga Community Board adopts the minutes from the meeting held on 24 August 2020 as a true and correct record.**

**CARRIED**

**3. Ngā Tono Pūtea / Funding Application**

3.1 Kaponga Primary School PTA – Community Night

An application was received from the Kaponga Primary School PTA for the community night.

Mrs Douds supported allocating a lesser amount of \$1,892 which was based on their projected income less expenses and contingency. This would cover the shortfall enabling the event to break even. She was pleased Mr Downs attended the meeting to clarify that the fundraising was for the bike track.

**MOTION**

(Mrs Douds/Mr Maindonald)

**THAT the Eltham-Kaponga Community Board allocates \$1,892 from their Discretionary Fund to the Kaponga Primary School PTA for the community night.**

**LOST**

The Board shared concerns with the considerable cost for fireworks and the potential for it to set a precedent, however supported future applications for the development of the school grounds. This was considered a community asset. The Board asked that their comment be included in the letter.

**RESOLUTION**

(Mr Hawkes/Cr Mackay)

**40/20 EL** **THAT the Eltham-Kaponga Community Board decline the application from the Kaponga Primary School PTA for the community night.**

**CARRIED**

#### 4. Ngā Take Putaina / Matters Arising

##### 4.1 Eltham Field Gun

The Board requested an update on the refurbishment of the field gun and its expected completion date.

##### 4.2 Bridger Park Project

The concreting of the outside pavers (haunching) was already underway. Once this work had been completed the Eltham Lions Club would continue with the rest of the project.

##### 4.3 Local Security Cameras

Discussions were being held with local community groups and the Board had submitted letters of support. The Board would potentially look at holding another Kaponga 'Fly Your Idea' night where security cameras could be discussed. Mr Dagg explained that the funding for security cameras would form part of the Community Funding Policy Review.

##### 4.4 Eltham Municipal Building

The Board asked that they be notified when the tender process was to begin.

#### 5. Pūrongo-Whakamārama / 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 Victoria Park lights in Kaponga, Phil Waite and Claire Symes met with members of the Kaponga Rugby Club and Soccer Club who expressed their desire to replace the lighting. This would be raised with the Regional Sports Facility group to determine where this project would fit in the regional strategy. Further discussion on funding and ownership would also take place.

The South Taranaki Community Awards were scheduled for 20 October 2020.

##### **RESOLUTION**

**(Mrs Cave/Cr Mackay)**

41/20 EL

**THAT the Eltham-Kaponga Community Board receives the Community Development Activity Report.**

**CARRIED**

5.2 District Library and Cultural Services Report – August 2020

The report covered a range of library activities and statistics across the District for August 2020.

**RESOLUTION**

**(Mrs Douds/Mr Hawkes)**

**42/20 EL** **THAT the Eltham-Kaponga Community Board receives the District LibraryPlus Report – August 2020.**

**CARRIED**

5.3 Eltham-Kaponga Facilities Usage Report – 2020/21

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/Mrs Douds)**

**43/20 EL** **THAT the Eltham-Kaponga Community Board receives the Eltham Facilities Usage Report – 2020/21.**

**CARRIED**

**The meeting concluded at 11.20 am.**

**Dated this        day of                    2020.**

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**CHAIRPERSON**



# Ngā Menīti Poari

## Board Minutes

To	Ordinary Council
Date	2 November 2020
Subject	<b>Te Hāwera Community Board – 5 October 2020</b>

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

### **Whakarāpopoto Kāhui Kahika / Executive Summary**

1. Te Hāwera Community Board met on 5 October 2020. The Council is being asked to receive Te Hāwera Community Board minutes from 5 October 2020 for their information.
2. There were no recommendations within the minutes for the Council to consider.

### **Taunakitanga / Recommendation**

THAT the Council receives the minutes of Te Hāwera Community Board meeting held on 5 October 2020.





# Menīti Minutes

## Ngā Menīti take Poari Hapori o Te Hāwera Te Hāwera Community Board Meeting

Council Chamber, Albion Street, Hāwera on Monday 5 October 2020 at 1.30 pm

**Kanohi Kitea / Present:** Wayne Bigham (Chairperson), Raymond Buckland (via Teams), Russell Hockley, Nikki Watson and Councillor Diana Reid.

**Ngā Taenga-Ā-Tinana / In Attendance:** Mayor Nixon (apologies for lateness), Liam Dagg (Group Manager Environmental Services), Ella Borrows (Community Development Advisor), Sara Dymond (Senior Governance Officer) and eight members of the public.

**Matakore / Apologies:** Nil.

### Conflicts of Interest

- Councillor Reid declared a Conflict of Interest.
- Mrs Watson declared a Conflict of Interest.

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

### 1.1 Parkinson’s New Zealand Charitable Trust - Jess Sklenars

The South Taranaki Nurse supported 37 people from Te Hāwera Ward working closely with the person with Parkinson’s and their carers to deliver individualised care. Mrs Sklenars liaised with health professionals that treat Parkinson’s in the community. She ran programmes for people with Parkinson’s including exercise, physiotherapy, hydrotherapy, and art or music therapy sessions.

The maximum number on their register had been 40 however there were more from the Pātea and Waverley area that had not been captured. Mrs Sklenars started in the role in April and was steadily catching people that had failed to be put under the service. Promoting the service was difficult however medical services were resourced with the information to pass on.

Mr Buckland noted that he wanted to see more promotion around the service.

It was noted that another source to apply for funding was The Wheelhouse Taranaki.

## 1.2 Bizlink Hāwera - Petra Finer

Bizlink Hāwera requested funding to go towards a mural in the Hāwera Town Square. The town square was recently refreshed and was looking beautiful and vibrant, however had fundamentally looked the same for some time. Bizlink Hāwera proposed a mural be painted on the large grey wall to help revitalise the town. It was about community connections and relationships and it was hoped that the design would resonate with South Taranaki and tourists.

Key community groups including Iwi, education providers and cultural groups provided book titles for the mural so it was community inclusive. This was considered part of an overall town marketing strategy bringing people to town to visit the shops and while there explore the different arts and culture available.

The mural was a gift to the community courtesy of Bizlink, Creative Communities and potentially Te Hāwera Community Board. The three existing artworks funded by the community board were being proposed to be shifted to Campbell Lane where they could be reappreciated in a new environment. Shifting them to a new space also supported the artistic marketing strategy that could be a part of representing the town. The design of the mural was a bookcase with titles of books and a girl looking out to the maunga.

In terms of community consultation Mrs Finer explained that this had been a lengthy project and was communicated with different community groups and more regularly with Nga Ruahine and Ngāti Ruanui. There were approximately 15 book titles submitted at this stage with the final design being subject to approval. Once approved community consultation on the design would be undertaken.

Mrs Finer explained that communication had occurred throughout the project with the Council Arts Coordinator, Michaela Stoneman and the concept for the mural and relocation of the existing artwork was accepted.

The location of the mural would be directly behind the seating and the dimensions were 19 m x 8 m. The notice board would also be re-erected.

*Mayor Nixon arrived at the meeting at 1.42 pm.*

In terms of the maunga Mr Hockley envisaged Iwi would want it captured from this side of the mountain. Mrs Finer explained that the maunga had been designed as if it was being looked at from the town square. Mayor Nixon would like to see green underneath the maunga. Mrs Finer explained that the design was sent so it could be presented to the Board, but the artist was putting grasses underneath the maunga bringing in the lime green already in the town square.

Comments were made that the walkway roofing would impede the view of the mural.

## 1.3 Hāwera High School Prom Committee (the Committee) - Susan Hopkins, Kate Mackay and Niall Clancy

The Hāwera High School Prom was usually held in July however due to COVID-19 had been postponed until October. The Committee made the decision to plan this year's prom under COVID-19 Level 2 restrictions regardless of whether there was a move to Level 1. Now in

Level 1 this meant a limited number of 100 people could attend of which 70 were year 13 students. There were various fixed costs that in previous years were spread across 280 people and was now spread across 70. The School had funded two students through the Teams grant and were ensuring that every student who wanted to go could attend. Students were being charged \$50 per person.

The event would run at a minimum loss of \$1,000 when in previous years would generate a profit that went towards funding the buses for students to attend Vertical Horizon. It was highlighted that the venue size had been reduced resulting in a cost reduction.

Hāwera High School leaders, Ms Mackay and Mr Clancy had looked forward to planning the Year 13 prom which was a highlight in their school years. However due to COVID-19 several compromises had to be made. Due to being hugely underbudget further fundraising would be required when ideally students should be focusing on their end of year exams. The financial effects due to COVID-19 on families meant the cost for students to attend was harder to manage.

Clarification was provided that even with the reduction in hireage fees and the increase in tickets sold the event would still run at a loss of \$1,000.

*The meeting adjourned at 2.02 pm and reconvened at 2.07 pm.*

#### 1.4 South Taranaki Blue Light, Leanne Richards

South Taranaki Blue Light (STBL) provided youth programmes alongside police targeting disadvantaged vulnerable youth in the community and young leaders who would become role models. Their application for funding would enable the delivery of the Blue Light EDGE programme (the Programme) to a group of year 10 girls at Hāwera High School in term four of 2020.

The Programme was aimed to; help young people build self-esteem and confidence through an activity based programme, provide advice and motivation, help develop long term goals, build positive relationships between young people and the NZ Police and help young people through challenge onto the road to success. A core part of the Programme was creating connections with young people to identify what support was needed.

Students were referred to STBL from Hāwera High School however due to COVID-19 STBL had struggled to deliver the programme. The Programme would be delivered throughout 2021 to high schools and there was potential for it to be introduced to Hāwera Intermediate.

In terms of how students were selected and their communication with teachers, Ms Richards explained that students were selected by the school based on criterion. This created a balanced group. Ms Richard liaised with the school and feedback from the programme was provided to the teachers.

## 2. Whakaaetia ngā Menīti / Confirmation of Minutes

### 2.1 Te Hāwera Community Board Meeting held on 24 August 2020.

**RESOLUTION**

(Cr Reid/Mrs Watson)

**37/20 HA** **THAT** Te Hāwera Community Board adopts the minutes from the meeting held on 24 August 2020 as a true and correct record.

**CARRIED**

**3. Ngā Tono Pūtea / Funding Applications**

3.1 Parkinson's New Zealand Charitable Trust – South Taranaki's Nurses Salary

An application was received from the Parkinson's New Zealand Charitable Trust for the South Taranaki's Nurses Salary.

*Councillor Reid declared an interest and left the meeting at 2.10 pm.*

Community Board members were apprehensive about supporting an individual's salary however acknowledged the need for this service in the community. The Wheelhouse Taranaki was suggested as an avenue for sustainable funding.

It was brought to the Boards attention that a similar application had been supported in the past with the condition that quarterly reports were provided.

**RESOLUTION**

(Mr Hockley/Mrs Watson)

**38/20 HA** **THAT** Te Hāwera Community Board allocates \$2,500 from their Discretionary Fund to The Parkinson's New Zealand Charitable Trust for the South Taranaki's Nurse's salary subject to quarterly reports being provided.

**CARRIED**

*Councillor Reid returned to the meeting at 2.27 pm.*

3.2 Bizlink Hāwera – Hāwera Town Square Mural

An application was received from Bizlink Hāwera for funding to paint a mural in the Hāwera Town Square.

The Board supported the project however suggested that the final design of the mural be subject to Iwi approval.

**RESOLUTION**

(Mr Hockley/Mr Bigham)

**39/20 HA** **THAT** Te Hāwera Community Board allocates \$5,000 from their Discretionary Fund to Bizlink Hāwera to paint a mural in the Hāwera Town Square subject to Iwi approval.

**CARRIED**

3.3 Hāwera High School Prom Committee - Hāwera High School Prom

An application was received from the Hāwera High School Prom Committee (the Committee) for venue, music and photographer costs for the Hāwera High School prom.

The prom was considered an annual ritual for the Hāwera High School. The Board considered the changes to the budget and the additional fundraising that would be required should the application be unsuccessful.

**RESOLUTION**

**(Mrs Watson/Mr Hockley)**

**40/20 HA** **THAT Te Hāwera Community Board allocates \$1,558.04 from their Discretionary Fund to the Hāwera High School for venue, music and photographic costs.**

**CARRIED**

3.4 South Taranaki Blue Light – Blue Light EDGE Programme

An application was received from the South Taranaki Blue Light for funding to deliver the Blue Light EDGE Programme.

The Board considered the Programme to be much needed in the community and supported the potential for it to be delivered at the Hāwera Intermediate.

**RESOLUTION**

**(Cr Reid/Mr Buckland)**

**41/20 HA** **THAT Te Hāwera Community Board allocates \$642.20 from their Discretionary Fund to the South Taranaki Blue Light to cover the programme shortfall.**

**CARRIED**

**4. Pūrongo-Whakamārama / Information Reports**

4.1 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.

Mr Hockley noted that the Aotea Waka was being refurbished and would look fantastic once completed.

**RESOLUTION**

**(Mr Hockley/Cr Reid)**

**42/20 HA** **THAT Te Hāwera Community Board receives the Community Development Activity Report.**

**CARRIED**

4.2 District Library and Cultural Services Report – August 2020

The report covered a range of library activities and statistics across the District for August 2020.

**RESOLUTION**

**(Mrs Watson/Mr Bigham)**

**43/20 HA** **THAT** Te Hāwera Community Board receives the District LibraryPlus Report – August 2020.

**CARRIED**

4.3 Te Hāwera Facilities Usage Report – 2020/21

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

It was noted that the usage of pensioner housing was high and there was a suggestion to investigate whether additional flats were needed.

**RESOLUTION**

**(Mrs Watson/Mr Bigham)**

**44/20 HA** **THAT** Te Hāwera Community Board receives the Te Hāwera Facilities Usage Report – 2020/21.

**CARRIED**

**The meeting concluded at 2.41 pm.**

**Dated this            day of            2020.**

.....  
**CHAIRPERSON**



# Ngā Menīti Poari Board Minutes

To	Ordinary Council
Date	2 November 2020
Subject	<b>Taranaki Coastal Community Board – 6 October 2020</b>

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

## Whakarāpopoto Kāhui Kahika / Executive Summary

1. The Taranaki Coastal Community Board met on 6 October 2020. The Council is being asked to receive the Taranaki Coastal Community Board minutes from 6 October 2020 for their information.
2. There were no recommendations within the minutes for the Council to consider.

## Taunakitanga / Recommendation

THAT the Council receives the minutes of the Taranaki Coastal Community Board meeting held on 6 October 2020.



# Menīti Minutes

## Ngā Menīti take Poari Hapori o Taranaki ki Tai Taranaki Coastal Community Board Meeting

Otakeho Hall, 10 Auroa Road, Otakeho on Tuesday 6 October 2020 at 2.30 pm

**Kanohi Kitea / Present:** Andy Whitehead (Chairperson), Bonita Bigham and Councillor Aaron Langton.

**Ngā Taenga-Ā-Tinana / In Attendance:** Mayor Phil Nixon, Liam Dagg (Group Manager Environmental Services), Masina Taulapapa (Community Development Advisor), Sara Dymond (Senior Governance Officer), seven members of the public and one media.

**Matakore / Apologies:** Sharlee Mareikura and Liz Sinclair.

### RESOLUTION

(Ms Bigham/Cr Langton)

38/20 TC THAT the apologies from Sharlee Mareikura and Liz Sinclair be received.

CARRIED

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

#### 1.1 Kelvin Putt and Richard Walker – Otakeho School

The Otakeho community were concerned with the slowly deteriorating Otakeho School which had fallen into a state of disrepair. The community were seeking contact details so they could find out more information about its future. A meeting was held at Ōeo marae however members of the public could not attend.

Ms Bigham provided information around the hui which was held by Ngāruahine for iwi and hapū to hold discussion around this matter. The property remained land banked, and the Office of Treaty Settlements still had responsibility over that property as did all the schools around the country. While they were land banked for treaty settlements the government took no responsibility for their maintenance and upkeep. Iwi had no control over what was happening with them.



The lease of the School did not sit with Iwi but the Office of Treaty Settlements. The future of the School was an internal conversation with Iwi, hapū and the Office of Treaty Settlements.

Community members were encouraged to raise their concerns with the Office of Treaty Settlements.

#### 1.2 Richard Walker – Ōmuturangi Road

Residents living on Ōmuturangi Road, Otakeho were concerned with the number of near misses due to there being no pull off on the roadside berm. It was noted that Transit may not be aware of the issue and residents were encouraged to report incidents to Transit which would form a history of that area.

#### 1.3 Richard Walker – Otakeho Hall

The Otakeho Hall (the Hall) were celebrating 125 years in two years' time and in preparation the hall required two areas of roof replaced, the exterior boards fixed and painted. Quotes had been sourced, however the Otakeho Hall Committee were unsure what funding opportunities were available. Several funding avenues were suggested for example; TSB Community Trust, Provincial Growth Fund, Waimate Plains Development levy and The Wheelhouse.

#### 1.4 Aretha Lemon – Ōpunakē Christmas Parade

The Ōpunakē Business Association (the Association) were responsible for organising the annual Christmas parade which they believed was the best Christmas parade in Taranaki. The TSB Community Trust no longer funded associations and they were advised that the Christmas parade did not meet the criteria of other funding providers.

In terms of the road closure, the Council submitted on behalf and then all the Christmas parades provide a contribution towards that.'

In response to whether the Association had explored direct avenues for funding, Ms Lemon commented that the money raised from the Christmas raffle went towards the parade and the prizes were donated by local businesses.

#### 1.5 Kay Pointin and Diane Forsyth – Ōpunakē Beach Carnival

The Ōpunakē Beach Carnival Committee (the Committee) was a collaboration of clubs and voluntary led organisations focussed on planning and organising the iconic Ōpunakē Beach Carnival (the Carnival). There was a lot of work involved and planning was already underway to organise stallholders and advertising. Their priority was to deliver an event that was a fun day for the community and visitors in summer.

The Committee had been conscious of the health and safety requirements and would implement the following essential items; a road closure, a shuttle bus, rubbish bins and portaloos. This all came with an additional cost.

The purpose of the Carnival was not for the Committee to make a profit but for the stallholders, clubs and school to raise funds for what they do.

Should the Committee make a profit they intend giving the proceeds either towards the next Carnival or to a beach project. After consultation with the community the Committee agreed on a project, which was to work with the Council to beautify the Ōpunakē Beach picnic area.

The Committee would prefer not to use their residual fund and hoped to cover the increasing operational costs with support from the Council.

It was noted that the Committee had a desire to offer recycling at the event with the potential for the Council to provide support in that area. This would be fed back to the Councils Environment and Sustainability Manager, Rebecca Martin.

Ms Bigham supported the move to recycling and had seen it work successfully at other events. She suggested that there was an opportunity to work with the school and have a rotation of community members assist with manning the recycling centre. Para Kore was a group who worked with maraes and māori events around Taranaki.

#### 1.6 Trish Stevenson and Terry Mullen – Pihama hall

The Pihama Hall roof required replacement in two areas to stop a leak over the stage. Due to COVID-19 several fundraising opportunities were missed, and many events cancelled. Funding was received from the Council through the Halls grant however this did not cover their insurance.

Ms Stevenson took onboard the suggestion to investigate The Wheelhouse for funding opportunities.

Comments were made around the amount allocated to community halls as it was not enough to cover insurance costs. It was encouraged that all rural hall committees make a submission to the Long Term Plan (LTP).

Mayor Nixon encouraged an application to be submitted to all funding sources and reiterated that submissions to the LTP would be open in April 2021.

## 2. Whakaaetia ngā Menīti / Confirmation of Minutes

2.1 Taranaki Coastal Community Board Meeting held on 25 August 2020.

### RESOLUTION

(Cr Langton/Ms Bigham)

39/20 TC **THAT the Taranaki Coastal Community Board adopts the minutes from the meeting held on 25 August 2020 as a true and correct record.**

CARRIED

### 3. Ngā Tono Pūtea / Funding Applications

#### 3.1 Ōpunakē and District Business Association – Ōpunakē Christmas Parade

An application was received from the Ōpunakē and District Business Association for the Ōpunakē Christmas Parade.

The Ōpunakē Christmas Parade was considered a celebration for the whole community and particularly needed this year. It was noted that their only avenue for funding was internal. In supporting the application, it was suggested the funding be used for radio and newspaper advertising.

The Ōkaiawa community also held a Christmas parade every second year. It was suggested that Ms Taulapapa make contact to provide her support and encourage them to apply for funding.

It was noted that funding applications for road closure were received for events like the Christmas Parade and the ANZAC Parade. The Board supported including this in their submission to the LTP. Mr Dagg noted that this would link into the Community Funding Policy Review.

#### **RESOLUTION**

**(Ms Bigham/Cr Langton)**

**40/20 TC** **THAT the Taranaki Coastal Community Board allocate \$1,500 from their Discretionary Fund to the Ōpunakē and District Business Association for radio and newspaper advertising for the Ōpunakē Christmas Parade.**

**CARRIED**

#### 3.2 Ōpunakē Beach Carnival Committee – Ōpunakē Beach Carnival

An application was received from the Ōpunakē Beach Carnival Committee for the Ōpunakē Beach Carnival.

The Ōpunakē Beach Carnival was considered another great community event and in the past it had been self-sustaining.

The Board supported funding towards the event infrastructure and encouraged further development between the Council, school and other community groups of a recycling station in preparation for the following year.

#### **RESOLUTION**

**(Cr Langton/Ms Bigham)**

**41/20 TC** **THAT the Taranaki Coastal Community Board allocate \$1,200 from their Discretionary Fund to the Ōpunakē Beach Carnival Committee for event infrastructure for the Ōpunakē Beach Carnival.**

**CARRIED**

3.3 Pihama Hall Society – Roof Replacements

An application was received from the Pihama Hall Society for the replacement of two roofs on the Pihama Hall.

**RESOLUTION**

**(Cr Langton/Ms Bigham)**

**42/20 TC** **THAT the Taranaki Coastal Community Board allocate \$2,000 from their Discretionary Fund to the Pihama Hall Society for two roof replacements on the Pihama Hall.**

**CARRIED**

**4. Ngā Take Putaina / Matters Arising**

4.1 Voluntary Work Register

The register was for the Board so they could send a letter of acknowledgment in recognition of the voluntary work undertaken around the District. Ms Bigham noted that Matariki was a period for renewal and suggested it a more appropriate time for acknowledgement.

**5. Pūrongo-Whakamārama / 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.

Feedback was being sought on the draft plans for the Innovating Streets Pilot Project which was open for comment until 16 October 2020.

Mr Whitehead attended the blessing for the ablution pod at Cape Egmont Boat Club which was well received by the local community.

**RESOLUTION**

**(Ms Bigham/Cr Langton)**

**43/20 TC** **THAT the Taranaki Coastal Community Board receives the Community Development Activity Report.**

**CARRIED**

5.2 District Library and Cultural Services Report – August 2020

The report covered a range of library activities and statistics across the District for August 2020.

It was noted that some people were disadvantaged by not having unlimited access to WiFi when it was turned off at the LibraryPlus during COVID-19. Mayor Nixon commented that the Council were trying not to encourage congregation during lockdown.

While COVID-19 had presented challenges for people who were used to conducting meetings face-to-face, Ms Bigham believed it also highlighted the opportunities of what being online had provided. For example; Iwi offered a Facebook live hui that was then available to be viewed later by hundreds of people accessing that information. She supported the Council not retreating into office space situations, but to enable lots of interactions she encouraged the continuation of the new methods that had been discovered.

**RESOLUTION**

**(Ms Bigham/Cr Langton)**

**44/20 TC** **THAT the Taranaki Coastal Community Board receives the District Library and Cultural Services Report – August 2020.**

**CARRIED**

5.3 Taranaki Coastal Facilities Usage Report – 2020/21

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

**RESOLUTION**

**(Cr Langton/Ms Bigham)**

**45/20 TC** **THAT the Taranaki Coastal Community Board receives the Taranaki Coastal Facilities Usage Report – 2020/21.**

**CARRIED**

The meeting concluded at 3.49 pm.

Dated this            day of            2020.

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CHAIRPERSON



# Ngā Menīti Poari Board Minutes

To	Ordinary Council
Date	2 November 2020
Subject	<b>Pātea Community Board – 7 October 2020</b>

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

## **Whakarāpopoto Kāhui Kahika / Executive Summary**

1. The Pātea Community Board met on 7 October 2020. The Council is being asked to receive the Pātea Community Board minutes from 7 October 2020 for their information.
2. There were no recommendations within the minutes for the Council to consider.

## **Taunakitanga / Recommendation**

THAT the Council receives the minutes of the Pātea Community Board meeting held on 7 October 2020.



# Menīti Minutes

## Ngā Menīti take Poari Hapori o Pātea Pātea Community Board Meeting

Waverley Community Centre, Chester Street, Waverley on Wednesday 7 October 2020 at 4 pm

**Kanohi Kitea / Present:** Dianne Lance (Deputy Chairperson), Maria Ferris, Joanne Peacock and Deputy Mayor Robert Northcott.

**Ngā Taenga-Ā-Tinana / In Attendance:** Councillor Brian Rook, Liam Dagg (Group Manager Environmental Services), Janine Maruera (Community Development Advisor), Sara Dymond (Senior Governance Officer) and five members of the public.

**Matakore / Apologies:** Jacq Dwyer.

### RESOLUTION

(Deputy Mayor Northcott/Ms Peacock)

42/20 PA THAT the apology from Ms Jacq Dwyer be received.

CARRIED

### **Conflict of Interest**

Ms Peacock declared a conflict of interest.

## **1. Whakatakoto Kaupapa Whānui, Whakaaturanga hoki / Open Forum and Presentations**

### 1.1 Robert Carrick – Basketball Hoop

Mr Carrick presented his idea for a community basketball hoop at the Waverley Hockey Turf. The estimated cost for a pole and backboard was \$5,000. To reduce costs a group was being established to assist with installation, however fundraising events would be held contributing to the cost. If the basketball hoop was popular then he would like to see an additional hoop installed and court lines painted.

Deputy Mayor Northcott applauded Mr Carrick for his initiative and willingness to organise and make things happen.

In response to the question around cost it was explained that alternative options were investigated, however this was the best option to suit their purpose.

1.2 Councillor Brian Rook – Dallison Park in Waverley

A letter was tabled from the Border Rugby Club (the Club) who were asking the Council to look at the facilities under the grandstand at Dallison Park in Waverley. There was currently two changing rooms and one toilet which was insufficient for the number of teams who played on a Saturday. The Premier Team were Whanganui champions and wanted to be proud of their facilities when hosting visiting teams. The Club would like to meet with councillors and council staff to discuss this further. It was suggested that the Club liaise with Kate Murdoch who was working in conjunction with Sport Taranaki to investigate building a multi sports complex in Pātea for the area.

The Board would work on getting a message out to Waverley residents to remind them of the Four Regions Trust. This was a funding avenue available for community projects in the Waverley area.

1.3 Ms Maria Ferris – Animal Control

Ms Ferris received a concern from a local resident regarding animal control and reporting. An incident on Weraroa Road was reported however never responded to. The residents concern was roaming dogs were becoming more of a problem especially with rubbish being dragged out onto the main street.

## 2. Whakaaetia ngā Menīti / Confirmation of Minutes

2.1 Pātea Community Board Meeting held on 26 August 2020.

**RESOLUTION**

**(Deputy Mayor Northcott/Mrs Ferris)**

**43/20 PA** **THAT the Pātea Community Board adopts the minutes from the meeting held on 26 August 2020 as a true and correct record.**

**CARRIED**

## 3. Ngā Tono Pūtea / Funding Applications

3.1 Pātea Community Board – Kitchenware for the Hunter Shaw Building

An application was received from the Pātea Community Board for kitchenware for the Hunter Shaw Building.

The Hunter Shaw building had been beautifully restored by the Council, however like all community facilities required a basic range of catering utensils. The Board reassessed their request and reduced it to 60 cup sets after realising the building only had a capacity to hold 50 people. The new application amount would be \$1,280 for Hampton and Mason cups sets. Any unused funds would be returned to the Board.



**RESOLUTION**

**(Mrs Ferris/Deputy Mayor Northcott)**

**44/20 PA** **THAT the Pātea Community Board allocate \$1,280 from their Discretionary Fund to the Pātea Community Board to purchase kitchenware for the Hunter Shaw Building.**

**CARRIED**

3.2 Pātea Area School – Installation of Security Cameras

An application was received from the Pātea Area School for the installation of security cameras.

Due to its retrospective nature the Board agreed to decline the application. However, the Board would consider any future applications for community projects.

**RESOLUTION**

**(Deputy Mayor Northcott/Mrs Ferris)**

**45/20 PA** **THAT the Pātea Community Board decline the application from the Pātea Area School for the installation of security cameras.**

**CARRIED**

#### **4 Ngā Take Putaina / Matters Arising**

4.1 Beach Lookout Directional Sign Project

The project had expanded to include improvements for the entire area and would include a memorial for those prisoners who were taken down South. This was raised by the Pātea Community Board Chair, Jacq Dwyer and iwi at the desire of the community.

4.2 Roaming Dogs

Roaming dogs continued to be an issue in Pātea and Waverley with another three attacks reported. Feral roosters in Pātea were also causing an issue. The Council were resourcing these areas.

Mr Dagg believed that the concerns raised relating to animal control and reporting highlighted the challenges around the method CRM information was received. He noted that there were various channels taken to manage that information and Council officers continued to work on this.

The Council were aware of reports regarding roaming stock up the Waitōtara Valley. There was a destruction order in place and the Council were looking at the prosecution path for the state of the fencing.

5 **Pūrongo-Whakamārama / 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 draft plans for the Innovating Streets Pilot Project were displayed at each LibraryPlus and a workshop with the codesign teams was being held after this meeting. Feedback received would be considered for inclusion into the final designs which would come back in November.

The review of the Community Surveillance System Fund would be included in the Community Funding Policy review.

**RESOLUTION** (Ms Peacock/Ms Lance)

46/20 PA **THAT** the Pātea Community Board receives the Community Development Activity Report.

**CARRIED**

5.2 District Library and Cultural Services Report – August 2020

The report covered a range of library activities and statistics across the District for August 2020.

**RESOLUTION** (Mrs Ferris/Ms Lance)

47/20 PA **THAT** the Pātea Community Board receives the District Library and Cultural Services Report – August 2020.

**CARRIED**

5.3 Pātea Facilities Usage Report – 2020/21

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

**RESOLUTION** (Deputy Mayor Northcott/Ms Peacock)

48/20 PA **THAT** the Pātea Community Board receives the Pātea Facilities Usage Report – 2020/21.

**CARRIED**

The meeting concluded at 4.35 pm.

Dated this            day of            2020.

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CHAIRPERSON



# Ngā Menīti Komiti Committee Minutes

To	Ordinary Council
Date	2 November 2020
Subject	<b>Audit and Risk Committee – 12 October 2020</b>

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

## Whakarāpopoto Kāhui Kahika / Executive Summary

1. The Audit and Risk Committee met on 12 October 2020. The Council is being asked to receive the Audit and Risk Committee minutes from 12 October 2020 for their information.
2. There was one recommendation confirmed by the Audit and Risk Committee for the Council to approve 53/20 AR to defer the Investment Policy Review to the next Audit and Risk Committee meeting on 23 November 2020. This would allow Council officers time to incorporate suggested amendments.

## Taunakitanga / Recommendation

THAT the Council;

- a) Approves recommendation 53/20 AR to defer the Investment Policy Review report to the next Audit and Risk Committee meeting on 23 November 2020.
- b) Receives the minutes of the Audit and Risk Committee meeting held on 12 October 2020.



# Menīti Minutes

## Ngā Menīti take o te Komiti Arotake me te Haumaru Audit and Risk Committee Meeting

Council Chambers, Albion Street, Hāwera on Monday 12 October 2020 at 1.01 pm

**Kanohi Kitea / Present:** Mr Ian Armstrong (Chairperson), Mayor Phil Nixon, Councillors Andy Beccard, Gary Brown, Jack Rangiwahia *arrived 1.13pm*, Chris Young and Te Aroha Hohaia (Iwi Representative).

**Ngā Taenga-Ā-Tinana / In Attendance:** Waid Crockett (Chief Executive), Marianne Archibald (Group Manager Corporate Services), Vipul Mehta (Chief Financial Officer), Ahmed Mohamed (Risk and Internal Audit Manager), Jill Manaia (Health and Safety Advisor) and Darleena Christie (Governance and Support Team Leader).

**Matakore / Apologies:** Jack Rangiwahia for lateness.

**RESOLUTION**

**(Cr Young/Cr Brown)**

**51/20 AR** **THAT** the apology from Councillor Rangiwahia for lateness be received.

**CARRIED**

### 1. Whakaaetia ngā Menīti / Confirmation of Minutes

1.1 Audit and Risk Committee 19 August 2020

It was requested that the heading Executive Summary be changed to Executive Update. Mr Crockett commented that the Executive Summary was an update of the activity that had occurred following the last meeting and further detail about how the Council came to that decision.

Councillor Beccard referred to the recommendation on page 11, a) Approve Mercer’s reducing the net real return target to 4.0% per annum, he asked that the word reducing be changed to maintain. He referred to the amendment to motion and asked that the word Lost be changed to Lapsed.

**RESOLUTION**

**(Mrs Hohaia/Cr Young)**

**52/20 AR** **THAT** the Audit and Risk Committee

- a) **Adopt the minutes of their meeting held on 19 August 2020 as a true and correct record;**
- b) **Notes the amendment of recommendation 43/20 AR.**

**CARRIED**

## 2. Pūrongo / Report

### 2.1 Investment Policy Review

This report seeks the Audit and Risk Committee's (ARC) consideration of the amendments highlighted in the Investment Policy. The report will then be presented to the Council for final approval.

Mr Crockett commented that prior to the meeting several questions regarding the Investment Policy (the Policy) were raised by the Chair. He suggested that the report be referred to the next Audit and Risk Committee (the Committee) meeting. The extended time would allow Council officers to incorporate the suggested amendments and/or other comments from the Committee.

The points referred to for further work were:

- Page 18 – General Policy – ensure that the Policy was consistent with the first paragraph to include the appropriate level of risk and/or create a link in the Policy to the risk management framework.
- Page 19 – first paragraph following the bullet points, change the wording "... all investments held should be low risk", to read "... all investments held are in line with Council's risk appetite". This would refer any investments back to the Council's risk appetite from a financial point of view, rather than going straight into low risk, otherwise there would need to be some criteria added around what risk actually means.
- Page 21 – Forestry Investments – ensure that the wording was not too prescriptive in the Policy. Remove the sentence "Using one billion trees co-funding, afforestation on Council land ... .. and annual maintenance and cutting costs". The sentences did not add any value to the Policy.
- Page 22 – Internal Borrowing – third paragraph "... Internal borrowing will be restricted to 30% of the principal value at the commencement of the LTIF". Mr Crockett asked whether that was the commencement of when the LTIF was setup. Mr Mehta responded that it could be changed and suggested it be revisited.
- Page 22 – Acquisition and Disposal Investments – "The authority to acquire Treasury Financial Investments is delegated to the Chief Financial Officer". It was noted that there were checks and balances in place with other financial delegations. Mr Mehta advised that the Policy was outside of the LTIF as there was a separate policy for LTIF. It was noted that the policy was in line with other Council policies.

#### **RESOLUTION**

**(Mayor Nixon/Cr Beccard)**

**53/20 AR** **THAT the Audit and Risk Committee defer the Investment Policy Review report to the next Audit and Risk Committee meeting on 23 November 2020.**

**CARRIED**

## 3. Pūrongo-Whakamārama / Information Reports

### 3.1 Health and Safety Report (1 July – 30 September 2020)

*Councillor Jack Rangiwahia arrived at 1.13 pm.*

The report presented information to the Committee on the Council's health and safety performance and whether any actions were taken to meet the requirements of the Health and Safety at Work Act.

Mrs Manaia advised that the report was being reviewed. She referred to the Health and Safety Strategy (the Strategy) 2020-2023 and went through the key activities that were being worked on, for example; aligning the key pillars from the SafePlus Audit into the Strategy. Work was underway on the health and safety work plan and schedule which would result in different activities to those currently seen in the schedule. The changes would be presented to the Senior Leadership Team (SLT) and then the Committee. She asked that feedback be provided on the report and the metrics that the Committee would like to see as these had been in place for some time.

The Chairman suggested that given Mrs Manaia's experience, she create a list of suggestions to the Committee on information to be included in the report. He noted that it would be helpful to have some visibility around the activities with risk.

In response to what the due date was for the permit to work on page 31, Mrs Manaia responded that it was outstanding. She was reviewing the previous work plan where the status of some items had slipped by a few months. A full review was undertaken and the permit to work was captured, mainly around water treatment and wastewater.

In response to how the Council was going to deal with the potential legislation changes going forward with drug impairment, Mrs Manaia advised that it was a nationwide question. They were investigating having the NZ Drug and Protection Agency present to SLT about the implications of the legislation change if the referendum had a positive result. It would be non-binding at this stage depending on which party was elected.

**RESOLUTION**

**(Cr Brown/Cr Young)**

**54/20 AR** **THAT the Audit and Risk Committee receives the Health and Safety Report (1 July – 30 September 2020).**

**CARRIED**

*The Health and Safety Advisor left the meeting at 1.21 pm.*

**3.2 Audit and Risk Committee Work Plan**

The Audit and Risk Committee's work plan for 2020/2021 was attached for the Committee to review.

**RESOLUTION**

**(Cr Beccard/Cr Young)**

**55/20 AR** **THAT the Audit and Risk Committee receives the workplan for the period 2020/2021.**

**CARRIED**

#### 4. Ngā Take Putaina / Matters Arising

##### 4.1 Procurement and Contract Management

Ms Archibald advised that there was a project manager and a framework in place. The framework document provided different links to templates and workflows. The outstanding recommendations from Audit NZ were old, the in-depth review and implementation of these was still ongoing. The historical information and data were being tidied up and SLT were reviewing significant contracts that were due.

Mr Crockett provided background on the procurement and contract management which had been on the matters arising for some time. He noted that the Council wanted to get the project management framework in place first and this was implemented in the capital works infrastructure area. The idea was then to roll this out across other parts of the organisation so components of the project management framework could be used for internal projects and/or other projects. He suggested a report be presented on procurement and contract management with outstanding items from the Audit NZ recommendations. He commented that information might be available for the Committee meeting in February 2021.

Mayor Nixon referred to the local content as there had been discussion around this at various times. Due to COVID-19 recovery he would like to see more encompassed in the policy, for example; opportunities for apprenticeships.

Mrs Hohaia asked what thought had been given to the social benefits in procurement and having that included in the Project Management Framework. Ms Archibald responded that through the COVID-19 Recovery Programme the Council looked at how it promoted local procurement for projects, with either money that the Council was spending or from government funding. The challenge was finding local contractors that were able to do the bigger project work in the District. While the intention was good the benefits might not be as large as the Council had wanted. An event was held on the Te Ramanui o Ruapūtahanga build where local contractors were invited to see the project in broad terms and local people were encouraged to get involved in joint contracting situations.

In response to whether social benefits considered projects where a portion of the workforce was from South Taranaki or there was an expectation that the artwork was from artists who had an affiliation with Taranaki. Ms Archibald advised that those were the kinds of things that were thought about, especially with Te Ramanui o Ruapūtahanga, for example; there was a contractor who had a number of their employees living in South Taranaki. Another aspect under review was how environmental sustainability was considered in contracts and procurement.

#### 5. Nga Tōkeketanga kia noho tūmatanui kore / Resolution to Exclude the Public

##### RESOLUTION

(Mayor Nixon/Cr Rangiwahia)

56/20 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 19 August 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. Internal Audit Function Report		
3. Risk Management Quarterly Status Report		
4. Committee Discussion		

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 or disadvantage, negotiations (including commercial and industrial negotiations) (Schedule 7(2)(i)).
2, 3, 4	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**

## 6 Resume Open Meeting

### **RESOLUTION**

(Cr Brown/Cr Young)

60/20 AR **THAT** the Audit and Risk Committee resumes in open meeting.

**CARRIED**

The meeting concluded at 2.15 pm

Dated this            day of            2020

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CHAIRPERSON





# Ngā Menīti Komiti Committee Minutes

To	Ordinary Council
Date	2 November 2020
Subject	<b>Iwi Liaison Committee – 14 October 2020</b>

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

## Whakarāpopoto Kāhui Kahika / Executive Summary

1. The Iwi Liaison Committee met on 14 October 2020. The Council is being asked to receive the Iwi Liaison Committee minutes from 14 October 2020 for their information.
2. The Iwi Liaison Committee resolved to provide comments to the Council on the draft Building Māori Capacity to Contribute to Council Decision-Making Policy. The Iwi Liaison Committee have agreed to provide feedback by 21 October 2020. Feedback received from the Iwi Liaison Committee will be presented in a report along with the draft Policy to the Council's Ordinary Council meeting on 14 December 2020. The Policy will then form part of the draft 2021-2031 Long Term Plan.
3. The Iwi Liaison Committee also resolved that a representation review where Māori wards are considered be undertaken in 2021, subject to Council's approval. Dale Ofoske, Election Services, will be meeting with the Council and Iwi Liaison Committee on Monday 2 November 2020 where he will outline the process and legislative requirements associated with Māori wards. Following this workshop a report will be presented an Extraordinary meeting on 11 November 2020. At the Extraordinary meeting the Council will need to resolve whether to consider Māori representation for the 2023 local body elections.

## Taunakitanga / Recommendation

THAT the Council receives the minutes of the Iwi Liaison Committee held on 14 October 2020.



# Menīti Minutes

## Ngā mēniti Take o te Komiti Takawaenga-ā-Iwi Iwi Liaison Committee Meeting

Council Chambers, Albion Street, Hāwera on Wednesday 14 October 2020 at 10.00 am

**Kanohi Kitea / Present:** Mayor Phil Nixon, Deputy Mayor Robert Northcott, Councillors Andy Beccard, Aaron Langton, Marty Davis *online 10.08am* (Te Kāhui o Rauru), Ngapari Nui, Sandy Parata, Graham Young (Te Rūnanga o Ngāti Ruanui), John Niwa *arrived 10.08am*, Puna Wano-Bryant *arrived 10.08am* (Te Kāhui o Taranaki), John Hooker (Te Korowai o Ngāruahine)

**Ngā Taenga-Ā-Tinana / 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), Becky Wolland (Policy and Governance Manager), Gordon Campbell (Corporate Policy Advisor), Sara Dymond (Senior Governance Officer) and 29 members of the public.

**Matakore / Apologies:** Nil.

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

#### 1.1 Manutahi Marae – Dean Kahu

The funding request from Manutahi Marae to the Tangata Whenua Liaison Fund was declined by Te Rūnanga o Ngāti Ruanui on the basis that the marae was closed to business and whanau. Manutahi Marae believed they had no affiliation to Te Rūnanga o Ngāti Ruanui who did not speak for them. Their only source of funding was donations from whanau and the Council which was unlike other Iwi who received subsidies. The Manutahi Marae wanted to be a part of the community and sitting at the table with Iwi.

*Mr John Niwa, Mr Marty Davis via MS Teams, Ms Wano-Bryant arrived at the meeting at 10.08 am.*

Te Rūnanga o Ngāti Ruanui made the decision in terms of the Tangata Whenua Liaison Fund, however it was suggested that a review on the process be undertaken in terms of timeframes to enable applicants to discuss the decision.

The Council would respond to Manutahi Marae with feedback around potential funding opportunities.

Mayor Nixon congratulated Ms Wano-Bryant on her appointment with Parininihi ki Waitōtara (PKW) and thanked her for her input she had provided around the table.

## 2. Whakaaetia ngā Menīti / Confirmation of Minutes

2.1 Iwi Liaison Committee minutes held on 2 September 2020.

### MŌTINI / RESOLUTION

(Ms Wano-Bryant/Deputy Mayor Northcott)

41/20 IL **THAT** the minutes of the Iwi Liaison Committee meeting held on 2 September 2020 be confirmed as a true and correct record.

TAUTOKO / CARRIED

## 3. Pūrongo / Reports

3.1 Building Māori Capacity to Contribute to Council Decision-Making Policy

The report presented the draft Building Māori Capacity to Contribute to Council Decision-Making Policy (the Policy) that would be included in the Council's 2021-2031 Long Term Plan (LTP) and invited the Iwi Liaison Committee to comment on the draft Policy.

### MŌTINI / RESOLUTION

(Cr Langton/Deputy Mayor Northcott)

42/20 IL **THAT** the Iwi Liaison Committee;

- a) **Reviews the draft Building Māori Capacity to Contribute to Council Decision-Making Policy.**
- b) **Provides comment to the Council on the draft Building Māori Capacity to Contribute to Council Decision-Making Policy.**
- c) **Notes that a Representation Review, subject to Council approval, will be undertaken in 2024.**

The Council were embarking on an Iwi-Council Partnership Strategy (the Strategy) and a raft of other development work in this space. The Council officers' views were that undertaking a review in 2024 was an appropriate timeframe in order to consider that review.

Mr Young noted that the Policy could indicate a review be undertaken earlier in 2021 and Te Rūnanga o Ngāti Ruanui had concerns around the endorsement of the review in 2024 prior to holding a debate. Te Rūnanga o Ngāti Ruanui would support a review in 2021.

The Council had committed on developing the Strategy and representation on Council committees therefore had the view that if the groundwork was laid this provided the ability to increase the number of people on the Māori roll creating the potential for three representatives for Māori wards in 2024.

A review provided an opportunity for Iwi and the wider mana whenua to engage on representation. Te Rūnanga o Ngāti Ruanui would also endorse a 2024 review as it was believed the 2021 review would lay foundations to what the 2024 review might look like.

Te Kāhui o Taranaki supported Te Rūnanga o Ngāti Ruanui highlighting the opportunity to review in 2021 and not to let any discussion regarding the Policy predetermine that or draw it out. Te Kāhui o Taranaki supported a review in 2021. It was about momentum as a maunga and councils around the maunga. From an Iwi perspective it was about having debate, review and conversations.

Mr Hooker tautoko the korero from Te Kāhui o Taranaki and Te Rūnanga o Ngāti Ruanui.

The Policy was a legislative requirement, however the Strategy timeframes for development would be workshopped after this meeting. Mr Crockett noted that it was likely the Policy in front of them would look different after working through the Strategy development work. The Committee had requested the Council move faster which would require a lot of input from members around the table.

In terms of the Council's capacity to undertake a representation review in 2021, Mr Crockett explained that if this was the decision then he would ensure it would be resourced.

**AMENDMENT TO MOTION**

**(Mr Young/Mr Davis)**

**43/20 IL**

**THAT the Iwi Liaison Committee recommends;**

- c) That a Representation Review, subject to Council approval, will be undertaken in 2021.**

Deputy Mayor Northcott considered this to be a significant review and queried how the information required would be obtained in that timeframe. Ms Wano-Bryant commented that for the general elections Iwi encouraged their people to register to vote, by using the statistical data to determine how many people were registered and on what roll and to therefore encourage them to vote on their own communication platform. There was a considerable amount of information available.

Te Rūnanga o Ngāti Ruanui provided comments which were circulated prior to the meeting. The documentation included several changes to the suggested Policy. Their concerns were that the Policy was restrictive in terms of changes for example; the only mention of a statutory plan was the reserve management plans. They tried to indicate in their suggestions a move to look at a much stronger decision making partnership and co-governance opportunities which they believed would be recommended through the Strategy. They believed the Policy should lay the foundations to what might come in terms of working forward. Mr Young read through the changes Te Rūnanga o Ngāti Ruanui proposed.

Mr Young suggested that the Policy be reviewed and any comments from this forum be collectively included and reworded in the Policy then presented to the Committee for further consideration.

There were aspects in the suggested changes that Mr Hooker liked, particularly around the Iwi Liaison Advisor position not being the single conduit between Iwi and the Council. Mr Crockett welcomed any level of communication with Iwi and was happy for the contacts to be included in the Policy.

Mr Crockett noted that it would come back to the timeline around developing the Strategy and ensuring there was sufficient time to consider feedback and present it to the elected members. A lot of the comments provided by Te Rūnanga o Ngāti Ruanui in his view were things that would have been considered as part of the Strategy. Some of the items were consistent with workshops undertaken to date.

The Policy would be finalised at a Council meeting on 14 December 2020. The Policy had to be adopted as part of the draft Long Term Plan.

Ms Wano-Bryant commented that Te Kāhui o Taranaki supported Te Rūnanga o Ngāti Ruanui amendments in full which was their response to the draft Policy.

Mr Davis commented that Te Kāhui o Rauru generally agreed with the comments from Te Rūnanga o Ngāti Ruanui except for Mana Whakahono-ā-rohe. They would make a written comment on that.

Any further feedback on the Policy to be sent to Becky Wolland by 21 October 2020.

**MŌTINI / RESOLUTION**

**(Mr Young/Mr Davis)**

**44/20 IL**

**THAT the Iwi Liaison Committee;**

- a) Reviews the draft Building Māori Capacity to Contribute to Council Decision-Making Policy.**
- b) Provides comments to the Council on the draft Building Māori Capacity to Contribute to Council Decision-Making Policy.**
- c) That a Representation Review, subject to Council approval, will be undertaken in 2021.**

**TAUTOKO / CARRIED**

*This became the substantive motion.*

### 3.2 Long Term Plan 2021-2031 Vision, Outcomes and Community Priorities

The Council was in the process of developing and reviewing strategies, policies and information required to be included in the 2021-2031 Long Term Plan (LTP). It had confirmed the vision, outcomes and community priorities and the purpose of this report was to seek feedback from the Iwi Liaison Committee.

Te Rūnanga o Ngāti Ruanui did not support the vision as there was very little that related to Iwi. Te Rūnanga o Ngāti Ruanui were happy to provide further feedback in terms of the recrafting of them to actively reflect the partnership with Iwi. Ms Archibald reiterated that this was an opportunity to provide feedback on what they would like to see.

This was a high level preview of the purpose of the community well-beings. Mayor Nixon believed the outcomes and well-beings represented the whole community. Mr Young agreed however believed they should be constructed to better reflect Iwi across them all.

Te Korowai o Ngāruahine had a strategic discussion with their Board and spent time reviewing the vision and statements which were considered exciting. They were looking at following it through to their substitute hapū as well and adopt some of that framework. Mr Hooker shared the comments made by Mr Young commenting that when looking at the well-beings there were some exciting kaupapa Māori terminology that could be utilised that would be quite applicable here at Council level as well as Iwi and hapū.

#### **MŌTINI / RESOLUTION**

**(Cr Beccard/Mr Hooker)**

**45/20 IL** **THAT the Iwi Liaison Committee provides feedback to the Council on the Vision, Outcomes and Community Priorities.**

**TAUTOKO / CARRIED**

## **4. Ngā Take Putaina / Matters Arising**

### 4.1 Mana Whakahono ā Rohe

The Council were still contributing to the conversations across the four councils and Iwi but were waiting on the overarching governance guidance.

### 4.2 Te Ramanui o Ruapūtahanga

The Council were in the process of considering the expressions of interest received for demolition. It was expected that the internal demolition of the asbestos would begin prior to Christmas however the bulk of the demolition would likely be in the new year. The Cultural Design group were meeting regularly with concepts being discussed soon.

### 4.3 Māori Representation – Joint Working Party

Iwi appointments for the Community Services and Infrastructure Services Portfolio Groups were yet to be received.

## 5. Pūrongo-Whakamārama / Information Reports

### 5.1 Environmental Services Activity Report – September 2020

The report updated the Iwi Liaison Committee on activities relating to the Environmental Services Group since the last update on 2 September 2020.

The Environmental Services were moving to a monthly reporting style and the report displayed information according to localities. The Environment and Sustainability Strategy would be worked through at a staff level and brought back to the Committee at its November meeting.

It was noted that there was a high proportion of dog attacks in Pātea compared to anywhere else in the District and Mr Young asked what the Council's strategy was in dealing with this. Mr Dagg explained that the Council were resourcing Pātea with Animal Control presence and were prosecuting where appropriate. The Council were looking at how they approached their enforcement philosophy in that area and being more prescriptive in how the Council approached customer requests. Council officers were looking at what other infringement enforcement actions could be taken in conjunction with that as well as resourcing.

Mr Young requested through this report that the Committee gain a better understanding of the philosophy and the overall approach of the Council as Te Rūnanga o Ngāti Ruanui were concerned with the number of attacks and roaming dogs in Pātea.

A column showing how many had used Iwi environmental management plans in their processes and cultural impact assessments was requested.

#### MŌTINI / RESOLUTION

(Mr Nui/Deputy Mayor Northcott)

46/20 IL **THAT Iwi Liaison Committee receives the Environmental Services Activity Report – September 2020.**

TAUTOKO / CARRIED

### 5.2 Community Services Activity Report

The report updated the Iwi Liaison Committee on recent and current activities by the Community Services Group across the District and other items of interest.

The Council were currently advertising for the recruitment of lifeguards for the summer seasonal swimming pools.

In terms of the Cape Egmont Boat Club Ablution Pod, Ms Wano-Bryant noted that the original name of the area was called Whanganui Opuopu and was a fishing reserve.

Ms Wano-Bryant thanked the Council for their encouragement for the restoration of Māori names.

**MŌTINI / RESOLUTION**

**(Ms Wano-Bryant/Cr Langton)**

**47/20 IL** **THAT the Iwi Liaison Committee receives the Community Services Activity Report.**

**TAUTOKO / CARRIED**

**5.3 Community Development Activity Report**

This report updated the Iwi Liaison Committee on progress with community development projects and activities across the District and other items of interest.

It was noted that feedback was being requested on the Innovating Streets Pilot Project for Waverley and Eltham. The ideas would help mitigate speed and traffic and make them a nicer environment.

**MŌTINI / RESOLUTION**

**(Mr Nui/Deputy Mayor Northcott)**

**48/20 IL** **THAT the Iwi Liaison Committee receives the Community Development Activity Report.**

**TAUTOKO / CARRIED**

**6. Take whānui / General Issues**

Issues were raised with sewerage pipe blockages on Manchester Street in Waverley due to cables being laid. Mr Dagg encouraged people experiencing issues coinciding with contractor work to report this to the Council to ensure the issue was dealt with.

**Karakia Whakamutunga / Closing Karakia**

**Ko te wā whakamutunga 11.48 o te ata.  
Meeting closed at 11.48 am.**

**(Ko te rangi / dated this)**

**(te rā o / day of)**

**2020.**

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**TIAMANA / CHAIRPERSON**





# Ngā Menīti Komiti Committee Minutes

To	Ordinary Council
Date	2 November 2020
Subject	<b>Environment and Hearings Committee – 14 October 2020</b>

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

## Whakarāpopoto Kāhui Kahika / Executive Summary

1. The Environment and Hearings Committee met on 14 October 2020. The Council is being asked to receive the Environment and Hearings Committee minutes from 14 October 2020 for their information.
2. There were no recommendations within the minutes for the Council to consider.

## Taunakitanga / Recommendation

THAT the Council receives the minutes of the Environment and Hearings Committee meeting held on 14 October 2020.



# Menīti Minutes

## Ngā Menīti take o te Komiti Taiao me ngā Whakawā Environment and Hearings Committee

Council Chamber, Albion Street, Hāwera on Wednesday 14 October 2020 at 4.00 pm

**Kanohi Kitea / Present:** Deputy Mayor Robert Northcott, Councillors Andy Beccard (Chairperson), Aarun Langton, Steffy Mackay and Diana Reid.

**Ngā Taenga-Ā-Tinana / In Attendance:** Wayne Bigham (Te Hāwera Community Board Chairperson), Liam Dagg (Group Manager Environmental Services), Jessica Sorensen (Planning Manager), Sara Dymond (Senior Governance Officer) and one member of the public.

**Matakore / Apologies:** Bonita Bigham (Iwi Representative).

### RESOLUTION

(Cr Mackay/Cr Langton)

36/20 EH THAT the apology received from Bonita Bigham be received.

CARRIED

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

#### 1.1 Clive Cullen - Residential Development

Mr Cullen referred to the proposed residential development on the “back green” of the Hāwera Bowling Club site. As a neighbour and in terms of the wider community implications of the proposal, he pointed out some of the issues that he believed should be addressed relative to compliance with the operative District Plan.

If the residential development was a permitted activity, it had larger and more community-based responsibilities to be aware of and comply with. He suggested that in this case, a resource consent should be required, so that analysis of the proposal could be assessed against the District Plan and by the community.

Clarification was provided that any subdivision would trigger a resource consent, and any subdivision that happened on a site that potentially contained hazardous remnants would be subject to another resource consent process.

## 2. Whakaae i Ngā Mēniti / Confirmation of Minutes

### 2.1 Environment and Hearings Committee 2 September 2020.

Mr Dagg updated the Committee on wandering stock in Waitōtara. The Council received feedback from Ministry of Primary Industries (MPI) in terms of the NAIT tagging review undertaken. They had identified a group of stock that had no claimed ownership or were wild. Council Officers had been given clear instructions on action to be taken.

In terms of the Pātea Cool Stores, Mr Dagg explained that in 2013 a Dangerous Building Notice was issued and the Council were looking at resurrecting that notice.

#### **RESOLUTION**

**(Deputy Mayor Northcott/Cr Mackay)**

**37/20 EH THAT the Environment and Hearings Committee confirms the minutes, including public excluded from the meeting held on 2 September 2020 as a true and correct record.**

**CARRIED**

### 2.2 Extraordinary Environment and Hearings Committee 23 September 2020.

#### **RESOLUTION**

**(Cr Mackay/Cr Langton)**

**38/20 EH THAT the Environment and Hearings Committee confirms the minutes from the meeting held on 23 September 2020 as a true and correct record.**

**CARRIED**

## 3. Pūrongo-Whakamārama / Information Report

### 3.1 Environmental Services Activity Report

The report updated the Environment and Hearings Committee on activities relating to the Environmental Services Group since the last update on 2 September 2020.

The Environmental Services were moving to a monthly reporting style and displaying information according to localities. The report was a work in progress and more commentary would be included in the future. At the Iwi Liaison Committee meeting a suggestion was made to include in the report those who used iwi environmental management plans in their processes and cultural impact assessments.

It was good to see the number of subdivision applications however it was queried whether this was rural or residential. Clarification was provided that the majority of the subdivisions were rural. It was noted that this split would be useful in future reports.

In terms of COVID-19 Councillor Reid saw benefit in a comparison report from the previous year. Mr Dagg noted that this trend would be shown in the next report and would be provided quarterly thereafter. Councillor Beccard added that this data would be included in an economic report. It was suggested that a completion date be included in terms of the Notice to Fix.

**RESOLUTION**

(Cr Reid/Cr Mackay)

39/20 EH **THAT** the Environment and Hearings Committee receives the Environmental Services Activity Report – September 2020.

**CARRIED**

**4. Nga Tōkeketanga kia noho tūmatanui kore / Resolution to Exclude the Public**

**RESOLUTION**

(Cr Langton/Deputy Mayor Northcott)

40/20 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:

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under section 48(1) for the passing of this resolution</b>
1. Confirmation of Minutes 23 September 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**

**4. Tuwhera anō te Hui / Resume to Open Meeting**

**RESOLUTION**

**(Deputy Mayor Northcott/Cr Langton)**

**42/20 EH THAT the Environment and Hearings Committee resumes in open meeting.**

**CARRIED**

**The meeting concluded at 4.27 pm.**

**Dated this        day of                    2020.**

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**CHAIRPERSON**



# Ngā Menīti Komiti

## Committee Minutes

To	Ordinary Council
Date	2 November 2020
Subject	<b>Policy and Strategy Committee – 19 October 2020</b>

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

### Whakarāpopoto Kāhui Kahika / Executive Summary

1. The Policy and Strategy Committee met on 19 October 2020. The Council is being asked to receive the Policy and Strategy Committee minutes from 19 October 2020 for their information.
2. There was one recommendation within the minutes for the Council to consider.
3. The Policy and Strategy Committee moved a recommendation (48/20 PS) that the Council approves the draft Significance and Engagement Policy, for inclusion in the Long Term Plan 2021-2031 consultation documents.

### Taunakitanga / Recommendation

THAT the Council;

1. Receives the minutes of the Policy and Strategy Committee meeting held on 14 October 2020.
2. Adopts recommendation 48/20 PS from the Policy and Strategy Committee:  
THAT the Policy and Strategy Committee recommend the Council approves the draft Significance and Engagement Policy, for inclusion in the Long Term Plan 2021-2031 consultation documents; to enable the public to make submissions on the proposed amendments.



# Menīti Minutes

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

Council Chamber, Albion Street, Hāwera on Monday 19 October 2020 at 1.00 pm

**Kanohi Kitea / Present:** Mayor Phil Nixon, Deputy Mayor Robert Northcott, Councillors Andy Beccard, Mark Bellringer, Gary Brown, Celine Filbee, Aaron Langton, Steffy Mackay, Jack Rangiwahia, Diana Reid, Brian Rook, Bryan Roach and Chris Young.

**Ngā Taenga-Ā-Tinana / In Attendance:** Russell Hockley (Te Hāwera Community Board), Waid Crockett (Chief Executive), Cath Sheard (Acting Group Manager Community and Infrastructure Services), Marianne Archibald (Group Manager Corporate Services), Liam Dagg (Group Manager Environmental Services), Adrienne Cook (Privacy and Policy Advisor), Gerard Langford (Communications Manager), Sara Dymond (Senior Governance Officer) and one media.

**Matakore / Apologies:** Wayne Bigham (Te Hāwera Community Board Representative) and Karen Cave (Eltham-Kaponga Community Board Representative).

**RESOLUTION**

**(Deputy Mayor Northcott/Cr Langton)**

**46/20 PS** **THAT** the apologies from Wayne Bigham and Karen Cave be received.

**CARRIED**

**1 Whakaae i Ngā Mēniti / Confirmation of Minutes**

1.1 Policy and Strategy Committee held on 7 September 2020.

It was requested that the paragraph relating to Mr Chapman be reworded. Council officers were investigating the sealing of Gregory Lane and the project would form part of the Long Term Plan.

**RESOLUTION**

**(Cr Rangiwahia/Cr Rook)**

**47/20 PS** **THAT** the Policy and Strategy Committee adopts the minutes including public excluded from the meeting held on 7 September 2020 as a true and correct record.

**CARRIED**

**2 Pūrongo / Reports**

**2.1 Significance and Engagement Policy (LTP 2021-2031 Project)**

The report sought approval for the reviewed Significance and Engagement Policy to be included in the Long Term Plan (LTP) 2021-2031 consultation document, as part of the LTP project.

It was noted that the Policy captured whether a project was significant, however it was not clear if funding for a project was significant and could therefore impact on the LTP. Clarification was provided that the Policy captured the significance of the decision and outlined the criteria to determine that significance. Mr Crockett explained that the Council had other strategies and policies in place.

**RECOMMENDATION**

**(Cr Filbee/Cr Mackay)**

**48/20 PS THAT the Policy and Strategy Committee recommend the Council approves the draft Significance and Engagement Policy, for inclusion in the Long Term Plan 2021-2031 consultation documents; to enable the public to make submissions on the proposed amendments.**

**CARRIED**

**The meeting concluded at 1.08 pm.**

**Dated this      day of                      2020.**

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**CHAIRPERSON**





# Ngā Menīti o nga Komiti Herenga o Taranaki

## Joint Committee Minutes

To	Ordinary Council
Date	2 November 2020
Subject	<b>Taranaki Regional Council Joint Committee Minutes</b>

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

### Whakarāpopoto Kāhui Kahika / 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.

### Taunakitanga / Recommendation

THAT the Council receives the minutes of the Taranaki Solid Waste Management Committee held on 20 August 2020, the Taranaki Regional Transport Committee held on 9 September 2020 and the Taranaki Civil Defence Emergency Management Group Joint Committee held on 10 September 2020.



**Date:** 20 August 2020, 10.30am  
**Venue:** Taranaki Regional Council, 47 Cloten Road, Stratford  
**Document:** 2567516

**Present**

Councillors	N W Walker B Roach A Jamieson	Taranaki Regional Council (Chairman) South Taranaki District Council Stratford District Council
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**Attending**

Councillor	M Bellringer	(South Taranaki District Council) (zoom)
Mr	G Bedford	(Taranaki Regional Council)
Mrs	H Gerrard	(Taranaki Regional Council)
Miss	L Davidson	(Taranaki Regional Council)
Mr	P Ledingham	(Taranaki Regional Council)
Ms	L Jones	(Taranaki Regional Council)
Mrs	K Hope	(New Plymouth District Council)
Ms	J Dearden	(New Plymouth District Council)
Mrs	V Araba	(Stratford District Council)
Mr	H Denton	(South Taranaki District Council)
Mr	J Beeslar	(South Taranaki District Council)
Ms	R Martin	(South Taranaki District Council)
Mr	R Simeon	(Envirowaste) (Zoom)

**Apologies** An apology was received from Councillor R Handley, New Plymouth District Council.  
Walker/Jamieson

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

**1. Confirmation of Minutes – 21 May 2020**

**Resolved**

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

- a) takes as read and confirms the minutes and resolutions of the Taranaki Solid Waste Management Committee meeting held via zoom on Thursday 21 May 2020 at 10.30am
- b) notes that the unconfirmed minutes of the Taranaki Solid Waste Management Committee meeting held via zoom on Thursday 21 May 2020 at 10.30am, have been circulated to the New Plymouth District Council, Stratford District Council and South Taranaki District Council for their receipt and information.

Walker/Jamieson

**Matters arising**

**Plastic in road surfacing**

- The plastics in road surfacing trial is continuing. A second trial has been laid in the yard, it has better consistency however there are a few issues around the quality of compacting. Due to this it is unable to be rolled out yet and is still waiting on the feasibility study to be completed.
- It was suggested that once they have the right combination it is tested on mountain roads in colder climate and also in warmer higher volume areas.
- It was clarified that there are other countries using plastic on roads. However, the mixture of New Zealand's baled mix plastics has not been trialled elsewhere. The single stream plastics already have markets so they are not being used for the trial. The mixed bales of recycling in New Zealand are not able to be utilised and recycled in any other way at this time which is why they are using these types of plastics to trial.

**2. Enviroschools Activities**

- 2.1 Mr G K Bedford, Taranaki Regional Council, introduced Lauree Jones, Taranaki Enviroschools Regional Coordinator & Facilitator who provided a presentation on Enviroschools activities.
- 2.2 Ms L Jones was thanked for her presentation and acknowledgment was given to her for her passion for her job.

**Resolved**

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

- a) receives the presentation by Lauree Jones on Enviroschools activities in Taranaki.

Jamieson/Walker

**3. Regional Waste Minimisation Officer's Activity Report**

- 3.1 Ms J Dearden, New Plymouth District Council, spoke to the memorandum informing the Committee of significant activities undertaken by the Regional Waste Minimisation Officer, in collaboration with the New Plymouth District Council, Stratford District Council and South Taranaki District Council.

**Resolved**

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

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

Jamieson/Roach

**4. Change to What Plastics Will be Accepted for Recycling**

- 4.1 Ms K Hope, New Plymouth District Council, spoke to the memorandum outlining the upcoming change to what plastics will be accepted for recycling in Taranaki.
- 4.2 All three councils have approved the change to what plastics can be accepted for recycling going forward. The change in recycling will start from 31 August 2020.
- 4.3 It is not believed that this will have much impact on volumes of wastes going to landfill.

**Resolved**

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

- a) receives the memorandum and notes the upcoming changes to the acceptance of plastics for recycling.

Walker/Jamieson

**5. Regional Behaviour Change Strategy**

- 5.1 Ms K Hope, New Plymouth District Council, spoke to the memorandum presenting the draft Regional Behaviour Change Strategy.
- 5.2 It was noted that education providers, specifically Enviroschools, should be consulted and included in further conversations on the Regional Behaviour Change Strategy.

**Resolved**

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

- a) receives the memorandum
- b) notes and ratifies the Regional Behaviour Strategy.

Walker/Roach

**6. Progress on the Government's Work Programme for Waste**

- 6.1 Ms H Gerrard, Taranaki Regional Council, spoke to the memorandum informing the Committee of recent announcements regarding the Government's work programme on waste.

**Resolved**

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

- a) receives the information contained in this memorandum pertaining to recent Government announcements.

Walker/Jamieson

**7. General Business**

**7.1 Disposal of Tyres**

- NPDC are looking at whether they can provide a facility as a collection point for tyres or if there is anyone in the industry that wants to be the collection point. NPDC will look at the feasibility of a collection point through the LTP process.
- Illegal dumping of tyres on land is a district council issue. If they are in a water way then it is the responsibility of the Regional Council.

**7.2 Colson Road Landfill Special Waste**

- For the past 12 months the Colson Road landfill has been kept open to accept special waste from commercial businesses. This was to allow businesses time to find an alternative to dispose of their special waste. It has been reasonably expensive and is not a viable option going forward. The landfill will now be permanently closed on 31 October. The Taranaki Construction Safety Group have made inquiries about special waste, particularly asbestos, being stored locally somewhere and then sent away in bulk. NPDC are speaking with them directly.

There being no further business, Committee Chairperson, Councillor N W Walker declared the meeting of the Taranaki Solid Waste Management Committee closed at 11.54am.

**Confirmed**

Chairperson \_\_\_\_\_

**N W Walker**

**19 November 2020**



**Date** 9 September 2020, 11am  
**Venue:** Taranaki Regional Council, 47 Cloten Road, Stratford  
**Document:** 2582648

<b>Present</b>	Councillors	Matthew McDonald	TRC (Chairperson)
		Tom Cloke	TRC
		Harry Duynhoven	NPDC
	Mayor	Neil Volzke	SDC
		Phil Nixon	STDC
	Ms	Emma Speight	NZTA
<b>Attending</b>	Messrs	Mike Nield	Acting Chief Executive TRC
		Chris Clarke	Transport Manager TRC
	Ms	Fiona Ritson	Policy Analyst TRC
	Miss	Liesl Davidson	Committee Administrator TRC
	Messrs	Ross I'Anson	NZTA
		Steve Bowden	SDC
		Vincent Lim	STDC
		Rui Leitao	NPDC
		David Langford	NPDC
		Richard Buttimore	New Plymouth Airport
		Peter Ledingham	Communications Adviser TRC
		Richie Arber	NZ Road Carriers Association
		Justin Hawkrigde	Port Taranaki Limited
		Kevin Wright	NZTA
Ms	Junine Stewart	NZTA	
	Marion Webby	STDC	
Mr	R O'Keefe	NZ Police	

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

**Apologies** There were no apologies received.

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

The chairman, Mr M McDonald acknowledged the passing of David Walter past Chairman of the Taranaki Regional Council and the Regional Transport Committee.

**1. Confirmation of Minutes – 17 June 2020**

**Resolved**

That the Taranaki Regional Transport Committee:

- a) takes as read and confirms the minutes and resolutions of the Regional Transport Committee meeting of the Taranaki Regional Council held in the Taranaki Regional Council chambers, 47 Cloten Road, Stratford on Wednesday 17 June 2020 at 11am
- b) notes that the unconfirmed minutes of the Regional Transport Committee meeting held at the Taranaki Regional Council chambers, 47 Cloten Road, Stratford on Wednesday 17 June 2020 at 11am were circulated to the New Plymouth District Council, Stratford District Council and the South Taranaki District Council for their receipt and information.

Volzke/Cloke

**Matters arising**

There were no matters arising.

**2. Minutes of the Regional Transport Advisory Group**

**Resolved**

That the Taranaki Regional Transport Agency:

- a) receives the unconfirmed minutes of the Taranaki Regional Transport Advisory Group Meeting held on Wednesday 12 August 2020.

Cloke/Volzke

**Matters arising**

- 2.1 Connections to Port Taranaki are in the very early stages and is only conceptual thinking so far.
- 2.2 Ahititi Stock Effluent - Design for the replacement effluent facility is almost complete.

**3. Waka Kotahi New Zealand Transport Agency Update**

- 3.1 Ms Emma Speight, Waka Kotahi NZ Transport Agency, provided an update on the Waka Kotahi NZ Transport Agency's activities nationally and regionally and answered questions arising.
- 3.2 Ms Junine Stewart Waka Kotahi NZ Transport Agency, provided an update on the Road to Zero & Safe Network Programme and answered questions arising.
- 3.3 Mr Kevin Wright Waka Kotahi NZ Transport Agency, provided an update on the Investment Prioritisation Methodology and answered questions arising.
- 3.4 Councillor T Cloke expressed concern around the amount of money being spent on the design work for State Highway 3.

**Recommended**

That the Taranaki Regional Council:

- a) receives the three presentations provided by Waka Kotahi NZ Transport Agency.  
Duynhoven/Nixon

**4. Regional Land Transport Plan 2021 Development**

- 4.1 Ms F Ritson, Taranaki Regional Council, spoke to the memorandum providing an update to the Committee on the development of the *Regional Land Transport Plan for Taranaki 2021/22-2026/27* (RLTP 2021), including the two month extension.
- 4.2 Receiving the outputs from the Investment Logic Mapping (ILM) process undertaken as part of the review.
- 4.3 Seeking support from the Committee of the proposed changes to the strategic policy framework by the review process incorporating any changes requested by the Committee at the workshop preceding the meeting, for:
- A new thirty-year vision
  - Minor amendments to the objectives and policies
  - New ten-year headline targets
  - New ten-year transport investment priorities
- 4.4 Seeking support from the Committee to adopt the new nationally recommended policy/methodology for prioritising significant activities.

**Recommended**

That the Taranaki Regional Council:

- a) receives the memorandum, *developing the Regional Land Transport Plan 2021*
- b) notes the two-month extension to the deadline for submissions and the amended development timeline provided
- c) notes that an externally-facilitated Investment Logic Mapping process has been undertaken with key stakeholders as part of developing the RLTP 2021, and receives the resulting schematic of weighted problem and investment benefit statements
- d) agrees to a proposed new thirty-year vision for the RLTP 2021, subject to any changes requested by the Committee
- e) agrees to the minor changes proposed to the RLTP strategic policy framework (issues, Objectives and Policies), subject to any changes requested by the Committee
- f) agrees to the inclusion of the ten-year headline targets for the RLTP 2021 and the phasing of those targets, subject to any requested changes by the Committee
- g) agrees to the proposed ten-year investment priorities and the phasing of those priorities, subject to any changes requested by the Committee
- h) agrees to the proposed prioritisation process to follow for any significant works.  
Clope/Nixon



**5. New Plymouth Airport Update**

- 5.1 Mr R Buttimore, New Plymouth Airport, provided a presentation updating the Committee on the New Plymouth Airport.

**Recommended**

That the Taranaki Regional Council:

- a) receives the New Plymouth Airport Update.  
Cloke/Duynhoven

**6. Port Taranaki Limited Update**

- 6.1 Mr J Hawkridge, Port Taranaki Limited, provided an update on Port activities.

**Recommended**

That the Taranaki Regional Council:

- a) receives the Port Taranaki Limited update.  
McDonald/Cloke

**7. Regional Road Safety Update**

- 7.1 Ms M Webby, Road Safe Taranaki and Mr Robbie O'Keefe, NZ Police, provided a presentation updating the Committee on road safety activities in the region.
- 7.2 Acknowledgement was given to Kath Ford - ACC Injury Prevention Co-ordinator who has recently retired.

**Recommended**

That the Taranaki Regional Council:

- a) notes and receives the update on road safety activities in the region provided by representatives of the Taranaki Road Safety Action Planning Group.  
Cloke/Duynhoven

**8. Draft Regional Public Transport Plan 2020/2030**

- 8.1 Mr C Clarke, Taranaki Regional Council, spoke to the memorandum providing an update to the Committee on the draft *Regional Public Transport Plan 2020/2030* (RPTP) development.

**Recommended**

That the Taranaki Regional Council:

- a) notes and receives the update on the draft *Regional Public Transport Plan 2020/2030*.  
Cloke/Nixon

**9. Public Transport Operational Update for the year end June 2020**

- 9.1 Mr C Clarke, Taranaki Regional Council, spoke to the memorandum providing the Committee with the operational report on public transport services for the quarter and year ending 30 June 2020.

**Recommended**

That the Taranaki Regional Council:

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

Speight/Nixon

**10. Correspondence and Information Items**

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

**Recommended**

That the Taranaki Regional Council:

- a) receives and notes for information purposes the correspondence with Waka Kotahi NZ Transport Agency regarding the Egmont Road / SH3 Devon Road intersection
- b) receives and notes for information purposes the update on the proposed changes to setting speed limits
- c) agrees that the Committee prepares a submission on the Ministry of Transport's *Proposed Approach to the Speed Management – Land Transport Rule: Setting of Speed Limits*.

McDonald/Cloke

There being no further business the Committee Chairperson, Councillor M J McDonald, declared the Regional Transport Committee meeting closed at 1.23pm

**Confirmed**

**Taranaki Regional Transport  
Committee Chairperson:** \_\_\_\_\_

**M J McDonald**

**Wednesday 2 December 2020**



**Committee:** Taranaki Emergency Management Group Joint Committee

**Date:** 10 September 2020, 10.30am

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

**Document:** 2584180

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<b>Present</b>	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
<b>Attending</b>	Councillor Councillor Messrs  Ms Miss	D MacLeod A Jamieson G Bedford S Hanne C Stevenson K Wright C Campbell-Smart M Meads L Davidson	Taranaki Regional Council Stratford District Council Taranaki Regional Council Stratford District Council New Plymouth District Council New Plymouth District Council Taranaki Emergency Management National Emergency Management Agency <i>zoom</i> Taranaki Regional Council One member of the media, Mike Watson, Taranaki Daily News.

**Apologies** An apology for lateness was received from Mayor P Nixon.

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

**1. Confirmation of Minutes**

**Resolved**

That the Taranaki Civil Defence Emergency Management Group Joint Committee:

- a) takes as read and confirms the minutes and resolutions of the Taranaki Civil Defence Emergency Management Group Joint Committee meeting held via audio-visual link (zoom) on Thursday 21 May 2020 at 1.30pm
- b) notes that the unconfirmed minutes of the Taranaki Civil Defence Emergency Management Group Joint Committee meeting held on Thursday 21 May were

circulated to the New Plymouth District Council, Stratford District Council and the South Taranaki District Council for their receipt and information.

Volzke/Holdom

**Matters arising**

- 1.2 Kelvin Wright Appointed as Recovery Manager - It was clarified that Mr C Stevenson, NPDC, had not drafted a memo for the Committee on administrative details as the councils have come up with an agreement that has created the necessary operational framework in the short term.

**2. Confirmation of Extraordinary Minutes - 17 August 2020**

**Resolved**

That the Taranaki Civil Defence Emergency Management Group Joint Committee:

- a) takes as read and confirms the minutes and resolutions of the Extraordinary meeting of the Taranaki Civil Defence Emergency Management Group Joint Committee held via audio-visual link on Tuesday 17 August 2020 at 7pm.

Holdom/Nixon

**Matters arising**

There were no matters arising.

**3. Taranaki Civil Defence Emergency Management Co-ordinating Executive Group Minutes - 27 August 2020**

**Resolved**

That the Taranaki Civil Defence Emergency Management Group Joint Committee:

- a) receives the unconfirmed minutes of the Taranaki Civil Defence Emergency Management Co-ordinating Executive Group meeting held in the Taranaki Regional Council chambers, 47 Cloten road, Stratford on Thursday 27 August 2020 at 10.30am
- b) adopts the recommendations therein.

Cloke/Holdom

**Matters arising**

- 3.1 The HAZMAT Co-ordination Group and the Readiness and Response Advisory Group are combining, as the two groups have very similar membership and the same agenda.
- 3.2 The Primary Industries Sector Group changed their name back to Rural Advisory Group.
- 3.3 Annual Performance Report - The Committee requested to remove recommendation D from the Co-ordinating Executive Group minutes from the recommendations to be adopted by the Joint Committee, as

recommendation D was to be raised separately elsewhere during the joint Committee meeting.

#### 4. Advisory Group Minutes

##### Resolved

That the Taranaki Civil Defence Emergency Management Group Joint Committee:

- a) receives the unconfirmed minutes of the meeting of the Welfare Co-ordination Group (WCG) held on 19 February 2020
- b) receives the unconfirmed minutes of the meeting of the Lifelines Advisory Group held on 10 June 2020
- c) receives the unconfirmed minutes of the Welfare Co-ordination Group (WCG) held on 1 July 2020
- d) receives the unconfirmed minutes of the meeting of the Primary Industries Sector Group held on 6 July 2020
- e) confirms the name change of the Primary Industries Sector Group back to Rural Advisory Group
- f) receives the unconfirmed minutes of the meeting of the HAZMAT Co-ordination Committee held on Tuesday 21 July 2020
- g) confirms the combining of the HAZMAT Co-ordination group and the Readiness and Response Advisory Group.

Holdom/Cloke

#### 5. Annual Report 2019/20

- 5.1 Mr C Campbell-Smart, Taranaki Civil Defence Emergency Management, spoke to the memorandum presenting the 2019/20 Annual Performance Report.
- 5.2 A big focus at the office at present is managing the risk around staff well being, especially with the added risk of a potential resurgence of COVID-19 with attendant workload.

##### Resolves

That the Taranaki Civil Defence Emergency Management Group Joint Committee:

- a) receives the memorandum *Annual Performance Report 2019/20* and Appendix
- b) notes the surplus of \$105,000
- c) approves the accumulation of the \$105,000 surplus into the CDEM operational reserve

Cloke/Holdom

#### 6. Annual Business Plan 2020-2021

- 6.1 Mr C Campbell-Smart, Taranaki Civil Defence Emergency Management, spoke to the memorandum presenting the draft Annual Business Plan 2020-2021.

### Resolves

That the Taranaki Civil Defence Emergency Management Group Joint Committee:

- a) receives the memorandum *Adoption of the Annual Business Plan 2020-2021 and Appendix A (Annual Business Plan 2020-2021)*
- b) approves the Annual Business Plan 2020-2021\*

(\*It was noted the costings for the refurbishment of the Robe St facility presented within the Annual Plan were no longer current)

Holdom/Nixon

### 7. Appointment of Ms Linda Weterman as temporary Group Welfare Manager and Resignation of Ms Nadine Ord

- 7.1 Mr C Campbell-Smart, Taranaki Civil Defence Emergency Management, spoke to the memorandum noting the appointment of Ms Linda Weterman to the role of Group Welfare Manager under contract for an initial period of one month, with an extension if required, under delegated authority for the Taranaki CDEM Group. The resignation of Ms Nadine Ord from the role of Group Welfare Manager was also noted.
- 7.2 The appointment of a replacement is near complete.

### Resolves

That the Taranaki Civil Defence Emergency Management Group Joint Committee:

- a) receives the memorandum, *Group Welfare Manager Appointment and Resignation*
- b) notes Ms Nadine Ord's resignation from the role of Group Welfare Manager
- c) notes that TEMO is recruiting for Ms Ord's role at the Group Office

Cloke/Volzke

### 8. Letters from the Minister of Civil Defence and the National Emergency Management Agency re COVID-19 Response

- 8.1 Mr C Campbell-Smart, spoke to the memorandum advising of two letters of thanks received in relation to the COVID-19 Response. One was from Minister Peeni Henare, Minister of Civil Defence and the second from Carolyn Schwalger and Sarah Stuart-Black of the National Emergency Management Agency.

### Resolves

That the Taranaki Civil Defence Emergency Management Group Joint Committee:

- a) receives and notes the letters from Minister Peeni Henare, Minister of Civil Defence and the second from Carolyn Schwalger and Sarah Stuart-Black of the National Emergency Management Agency.

Cloke/Holdom

**9. Letter from the National Emergency Management Agency**

- 9.1 Mr C Campbell-Smart, Taranaki Civil Defence Emergency Management, spoke to the memorandum advising of a letter from the National Emergency Management Agency updating national tsunami warning options.

**Resolves**

That the Taranaki Emergency Management Group Joint Committee:

- a) receives and notes the letter from Sarah Stuart-Black of the National Emergency Management Agency regarding national Tsunami warning systems
- b) notes that Alerts sent through the Emergency Mobile Alert System will now be automatically forwarded through the New Zealand Red Cross' Hazard App.

Cloke/Holdom

**10. General Business**

- 10.1 Mr K Wright, informed that he has been working with iwi to have them more involved in covid response. Iwi are working on a recovery plan, and the Taranaki Civil Defence and the Iwi Recovery plan will work alongside each other. The Committee agreed that it would be good to get Iwi around the CDEM table and work is being done on how that happens. Working together will mean that Civil Defence will be able to serve the community in a more efficient way

**11. NEMA Update**

- 11.1 Ms M Meads, NEMA, agreed that having Iwi around the table is good and NEMA will be working with Craig Campbell Smart on this and how to formalise the approach.

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 11.40am.

**Confirmed**

Chairperson \_\_\_\_\_

**M J Cloke**

**3 December 2020**



# Pūrongo Report

To	Mayor and Councillors
From	Senior Governance Officer, Sara Dymond
Date	2 November 2020
Subject	<b>2021 Meeting Schedule</b>

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

## Whakarāpopoto Kāhui Kahika / Executive Summary

1. The purpose of this report is to present the 2021 Meeting Schedule to the Council to adopt for the period January to December 2021. This is attached as [Appendix 1](#).

## Taunakitanga / Recommendation(s)

THAT the Council adopts the 2021 Meeting Schedule attached as [Appendix 1](#).

## Kupu Whakamārama / Background

2. The Council may adopt a schedule of meetings that may cover any future period the Council considers appropriate under Clause 19 (6) of Schedule 7 of the Local Government Act 2002 (LGA 2002).

### Local Government Purpose

3. The adoption of a meeting schedule for the year ahead is not required by legislation, however it does assist with meeting the notification requirements under Clause 19 (5) of Schedule 7 of the LGA 2010. If a schedule is not adopted, notification of the monthly schedule will be required to be provided at least 14 days before the first meeting.
4. Clause 19 General provisions for meetings:
  - (1) *A local authority must hold the meetings that are necessary for the good government of its region or district.*
  - (2) *A member of a local authority, or of a committee of a local authority, has, unless lawfully excluded, the right to attend any meeting of the local authority or committee.*
  - (3) *A meeting of a local authority must be called and conducted in accordance with—*
    - (a) *this schedule; and*
    - (b) [Part 7](#) *of the Local Government Official Information and Meetings Act 1987; and*
    - (c) *the standing orders of the local authority.*
  - (4) *A local authority must hold meetings at the times and places that it appoints.*



- (5) Unless [clause 22](#) applies, the chief executive must give notice in writing to each member of the time and place of a meeting—  
 (a) not less than 14 days before the meeting; or  
 (b) if the local authority has adopted a schedule of meetings, not less than 14 days before the first meeting on the schedule.
- (6) If a local authority adopts a schedule of meetings,—  
 (a) the schedule—  
 (i) may cover any future period that the local authority considers appropriate; and  
 (ii) may be amended; and  
 (b) notification of the schedule or of any amendment to that schedule constitutes a notification of every meeting on the schedule or amendment.

## Whaiwhakaaro me ngā aromatawai / Considerations and Assessments

### Assessment of Significance and Engagement

8. The Council’s general approach to determining level of “significance” will be to consider:

Level	Goal	Outcome
Degree	The number of residents and ratepayers affected and the degree to which they are affected by the decision or proposal.	The meeting schedule provides some certainty around the timing of official Council and Committee meetings.
LOS	The achievement of, or ability to achieve, the Council’s stated levels of service as set out in the Long Term Plan 2012-2022.	There is no impact on levels of service.
Decision	Whether this type of decision, proposal or issue has a history of generating wide public interest within South Taranaki.	The issue is unlikely to generate wide public interest.
Financial	The impact of the decision or proposal on the Council’s overall budget or included in an approved Long Term Plan and its ability to carry out its existing or proposed functions and activities now and in the future.	There is no impact on the LTP budget.
Reversible	The degree to which the decision or proposal is reversible.	The meeting schedule can be modified at any stage during the year provided the notification requirements under Clause 19 (5) of Schedule 7 of the LGA 2010 are met.

9. Based on the above table this matter is of low significance.
10. The level to which the Council will engage will align with the significance of the decision to be made and will be to inform.

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.	The Council will advise the public through the agenda minutes. The meeting dates and times will be available on the Council's website.

**Legislative Considerations**

11. The Council is not required by legislation to adopt an annual meeting schedule however it does assist with meeting the notification requirements under Clause 19 (5) of Schedule 7 of the LGA 2010.

**Financial/Budget Considerations**

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

**Consistency with Plans/Policies/Community Outcomes**

13. Nothing in this report is inconsistent with any Council policy, plan or strategy.
14. This matter contributes to the following community outcomes as detailed below:
  - Connected South Taranaki
  - Together South Taranaki

**Impact on Māori/Iwi**

15. The annual meeting schedule will provide certainty around meeting dates and times which will have a positive impact on Māori together with other members of the public.

**Whakakapia / Conclusion**

16. The adoption of a meeting schedule for the year ahead is not required by legislation, however it does assist with meeting the notification requirements under Clause 19 (5) of Schedule 7 of the LGA 2010.

Sara Dymond  
**Senior Governance Officer**

[Seen By]  
Darleena Christie  
**Governance and Support Team Leader**

# 2021 Master Meeting Schedule

January	February	March	April	May	June	July	August	September	October	November	December
1 Fri New Year's Day	1 Mo Policy & Strategy	1 Mo Mayor and Chairs	1 Th	1 Sa	1 Tu Taranaki Coastal CB	1 Th	1 Su	1 We Iwi Liaison Environment & Hearing	1 Fr	1 Mo Ordinary Council	1 We
2 Sa New Year's Day Holiday	2 Tu	2 Tu	2 Fr Good Friday	2 Su	2 We Extraordinary LTP Delib Patea CB	2 Fr	2 Mo	2 Th	2 Sa	2 Tu	2 Th
3 Su	3 We Iwi Liaison/Huinga-iwi Environment & Hearing	3 We	3 Sa	3 Mo Policy & Strategy	3 Th	3 Sa	3 Tu	3 Fr	3 Su	3 We Audit & Risk (MERCER)	3 Fr
4 Mo New Year's Day Holiday	4 Th	4 Th	4 Su	4 Tu	4 Fr	4 Su	4 We	4 Sa	4 Mo Eltham-Kaponga CB Te Hāwera CB	4 Th	4 Sa
5 Tu	5 Fr	5 Fr	5 Mo Easter Monday	5 We Audit & Risk (MERCER) LTP Consultation Ends	5 Sa	5 Mo	5 Th	5 Su	5 Tu Taranaki Coastal CB	5 Fr	5 Su
6 We	6 Sa Waitangi Day	6 Sa	6 Tu	6 Th	6 Su	6 Tu	6 Fr	6 Mo Policy & Strategy	6 We Patea CB	6 Sa	6 Mo
7 Th	7 Su	7 Su	7 We Ordinary Council	7 Fr	7 Mo Queen's Birthday	7 We	7 Sa	7 Tu	7 Th	7 Su	7 Tu
8 Fri	8 Mo Waitangi Day Holiday	8 Mo Taranaki Anniversary	8 Th	8 Sa	8 Tu	8 Th	8 Su	8 We	8 Fr	8 Mo Mayor and Chairs	8 We
9 Sa	9 Tu	9 Tu Eltham-Kaponga CB Te Hāwera CB	9 Fr	9 Su	9 We Iwi Liaison Environment & Hearing	9 Fr	9 Mo Ordinary Council	9 Th	9 Sa	9 Tu	9 Th
10 Su	10 We Audit & Risk (MERCER)	10 We Patea CB	10 Sa	10 Mo	10 Th	10 Sa	10 Tu	10 Fr	10 Su	10 We Community Portfolio Infrastructure Portfolio	10 Fr Mayoral Forum
11 Mo	11 Th	11 Th Taranaki Coastal CB	11 Su	11 Tu	11 Fr	11 Su	11 We Audit & Risk (MERCER)	11 Sa	11 Mo Extraordinary Annual Report Adopt	11 Th	11 Sa
12 Tu	12 Fr	12 Fr	12 Mo	12 We Community Portfolio Infrastructure Portfolio	12 Sa	12 Mo Eltham-Kaponga CB Te Hāwera CB	12 Th	12 Su	12 Tu	12 Fr	12 Su
13 We	13 Sa	13 Sa	13 Tu	13 Th	13 Su	13 Tu Taranaki Coastal CB	13 Fr	13 Mo	13 We Iwi Liaison/Huinga-iwi Environment & Hearing	13 Sa	13 Mo Ordinary Council
14 Th	14 Su	14 Su	14 We	14 Fr	14 Mo Policy & Strategy	14 We Patea CB	14 Sa	14 Tu	14 Th	14 Su	14 Tu
15 Fri	15 Mo	15 Mo	15 Th	15 Sa	15 Tu	15 Th LGNZ Conference	15 Su	15 We	15 Fr	15 Mo Eltham-Kaponga CB Te Hāwera CB	15 We
16 Sa	16 Tu	16 Tu	16 Fr	16 Su	16 We Audit & Risk	16 Fr LGNZ Conference	16 Mo Mayor and Chairs	16 Th	16 Sa	16 Tu Taranaki Coastal CB	16 Th
17 Su	17 We Community Portfolio Infrastructure Portfolio	17 We Iwi Liaison Environment & Hearing	17 Sa	17 Mo LTP Hearing Ordinary Council	17 Th	17 Sa LGNZ Conference	17 Tu	17 Fr	17 Su	17 We Patea CB	17 Fr
18 Mo	18 Th	18 Th	18 Su	18 Tu	18 Fr	18 Su	18 We Community Portfolio Infrastructure Portfolio	18 Sa	18 Mo Policy & Strategy	18 Th	18 Sa
19 Tu	19 Fr	19 Fr	19 Mo Eltham-Kaponga CB Te Hāwera CB	19 We LTP Hearing	19 Sa	19 Mo	19 Tu	19 Su	19 Tu	19 Fr	19 Su
20 We	20 Sa	20 Sa	20 Tu Taranaki Coastal CB	20 Th	20 Su	20 Tu	20 Fr	20 Mo Ordinary Council	20 We	20 Sa	20 Mo
21 Th	21 Su	21 Su	21 We Patea CB	21 Fr	21 Mo	21 We Iwi Liaison/Huinga-iwi Environment & Hearing	21 Sa	21 Tu	21 Th	21 Su	21 Tu
22 Fri	22 Mo Ordinary Council	22 Mo Policy & Strategy	22 Th	22 Sa	22 Tu	22 Th	22 Su	22 We Audit & Risk	22 Fr	22 Mo Novus Contracting	22 We
23 Sa	23 Tu	23 Tu	23 Fr	23 Su	23 We Extraordinary Adopt LTP	23 Fr	23 Mo Eltham-Kaponga CB Te Hāwera CB	23 Th	23 Sa	23 Tu	23 Th
24 Su	24 We Eltham Drainage	24 We Audit & Risk	24 Sa	24 Mo	24 Th	24 Sa	24 Tu Taranaki Coastal CB	24 Fr Mayoral Forum	24 Su	24 We Iwi Liaison Environment & Hearing	24 Fr
25 Mo Eltham-Kaponga CB Te Hāwera CB	25 Th	25 Th	25 Su ANZAC Day	25 Tu	25 Fr Mayoral Forum	25 Su	25 We Patea CB	25 Sa	25 Mo Labour Day	25 Th	25 Sa Christmas Day
26 Tu Taranaki Coastal CB	26 Fr	26 Fr Mayoral Forum	26 Mo ANZAC Day Holiday	26 We Mayor and Chairs	26 Sa	26 Mo Policy & Strategy	26 Th	26 Su	26 Tu	26 Fr	26 Su Boxing Day
27 We Patea CB	27 Sa	27 Sa	27 Tu	27 Th	27 Su	27 Tu	27 Fr	27 Mo	27 We Eltham Drainage	27 Sa	27 Mo Christmas Day OFF
28 Th	28 Su	28 Su	28 We Iwi Liaison/Huinga-iwi Environment & Hearing	28 Fr	28 Mo Ordinary Council	28 We	28 Sa	28 Tu	28 Th	28 Su	28 Tu Boxing Day OFF
29 Fr		29 Mo LTP Consultation Starts	29 Th	29 Sa	29 Tu	29 Th	29 Su	29 We	29 Fr	29 Mo Policy & Strategy	29 We
30 Sa		30 Tu	30 Fr	30 Su	30 We	30 Fr	30 Mo	30 Th	30 Sa	30 Tu	30 Th
31 Su		31 We		31 Mo Eltham-Kaponga CB Te Hāwera CB		31 Sa	31 Tu		31 Su		31 Fr

Ordinary Council 7 pm  
 Policy & Strategy Committee 1pm  
 Audit & Risk 11 am & 1pm  
 Iwi Liaison 10 am  
 Environment & Hearing 4pm

Eltham-Kaponga CB 10.30 am  
 Te Hāwera CB 1.30 pm  
 Taranaki Coastal CB 2.30 pm  
 Patea CB 4 pm  
 Mayor & Chairs 1 pm

Community Portfolio 10 am  
 Infrastructure Portfolio 1 pm  
 LTP Process  
 Eltham Drainage 10 am  
 Novus Contracting

Mayoral Forum 10am



# Pūrongo-Whakamārama

## Information Report

To	Ordinary Council
From	Environment and Sustainability Manager, Rebecca Martin
Date	2 November 2020
Subject	<b>Regional Behaviour Change Strategy – towards our ZeroWaste vision</b>

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

### Whakarāpopoto Kāhui Kahika / Executive Summary

1. The purpose of this report is to present the draft Regional Behaviour Change Strategy (the Strategy) for Councils' Waste Minimisation programme.
2. The three Taranaki District Councils (STDC, NPDC and SDC) have collaboratively drafted the Strategy (see [Appendix 1](#)) with the aim of enabling better coordination of ZeroWaste behaviour change programmes across the region and between Councils.
3. The three Councils' focus is working towards ZeroWaste and developing a circular economy, in an attempt to address waste both at the product's source and at the end of its lifecycle. This is in line with the New Zealand Ministry for the Environment (MfE) national approach.
4. The aim of the Strategy is to clearly outline how the three district councils will work together better to facilitate and enable positive and effective behaviour change across our communities, so that collectively our communities can move towards our ZeroWaste Taranaki, Circular Economy vision, which, at its heart, focusses on ensuring we can unmake everything we make.
5. This strategy is designed to provide a framework for education and community engagement initiatives and projects that support both existing and new waste minimisation services and infrastructure, as well as legislation and policy changes at the local and national level.
6. The Strategy shifts the Council's focus to promoting the first five levels of the waste hierarchy, with the most preferred behaviours being Avoid, Reduce, Reuse, Recycle and Recover, leaving Treat and Dispose to be disincentivised and preferably used only as a last resort.
7. The development of this Strategy is a key goal within Council's wider Environment and Sustainability Strategy (in preparation) and Waste Management and Minimisation Plan 2018.
8. The draft Strategy will now go out for consultation to key environmental educator stakeholders in the region, including EnviroSchools, Para Kore and Sustainable Taranaki.

### Taunakitanga / Recommendation

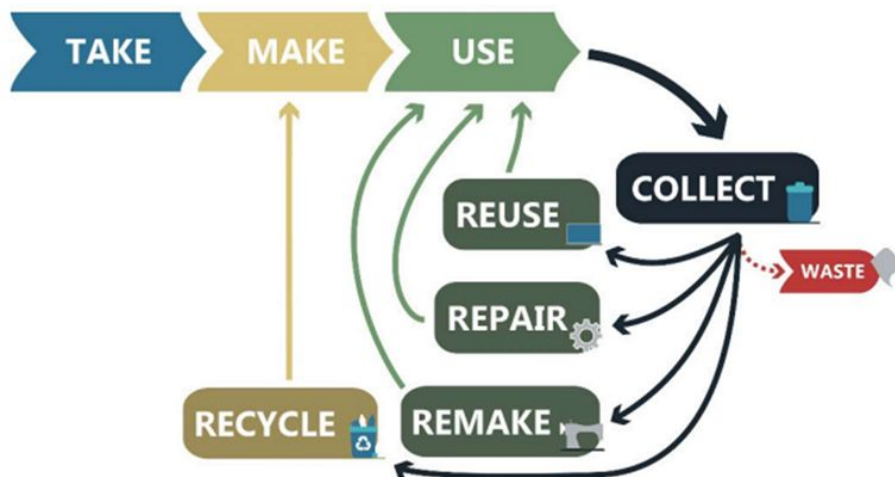
THAT the Policy and Strategy receives the Regional Behaviour Change Strategy – towards our ZeroWaste vision report.

## Kupu Whakamārama / Background

9. A key action from the current Waste Management and Minimisation Plans for the three district councils in Taranaki is the provision of targeted and collaborative education programmes that result in measurable effective behaviour change, based on best practice behaviour change practices.
10. The Council have clearly identified that there is a need to improve and better measure the outcomes of our current waste minimisation education programmes, so that we can engage more effectively with businesses, schools, mana whenua and communities and understand better what approaches are working well to shift behaviour change around waste and what approaches are not working.
11. There are several environmental educator groups operating across the region, such as EnviroSchools, Para Kore, and Sustainable Taranaki (among others): working with these groups to maximise the outcomes of this Strategy will be a key action point.
12. ZeroWaste essentially means that waste becomes a resource, and all products and processes are redesigned with a circular lifecycle. To achieve this, we need to ensure our communities focus on the whole-of-life sustainability of products they purchase or consume, and that as a community, we endeavour to stop the creation of waste at its source.
13. The Council need to make it easy for our communities move away from a linear economy, where we make something that we throw away when no longer useful, like this:



To a Circular Economy, where we treat waste as a valuable resource that we recover for further use, or that we reuse, repair, recycle or repurpose as new products like this:



14. To achieve this, we need to go beyond providing basic knowledge about waste and recycling, and instead focus on fostering and enabling behaviour change alongside our partner organisations, through a combination of improved waste infrastructure, accessible services and facilities, and the implementation of community programmes and initiatives that are targeted and accessible for everyone in our communities.
15. The majority of people generally focus on recycling as being the core focus for reducing waste to landfill. However, the recent downturn in global markets for recycling has created a lack of infrastructure to process many previously recyclable items and has highlighted that recycling alone is not the answer to becoming Zero Waste.
16. Therefore, from now on, our communities need to be supported and enabled to move up the waste hierarchy, focusing on avoiding, reducing and reusing resources from the point of creation/purchase onwards, with disposal of waste treated as a last resort when there are no other options remaining.
17. With the increasing the cost of landfilling and engaging effectively with the community as to the “why”, Councils will seek to disincentivise the disposal of waste to landfill and promote better purchasing choices for consumers, and increased re-use and re-purposing of waste across our communities.
18. Alongside work to shift the communities thinking and practices to the higher levels of the Waste Hierarchy and towards a Circular Economy, Councils’ need to focus behaviour change efforts on alternatives to particular ‘problem products’ and key waste streams that need to be reduced. For example, single use products, non-recyclable packaging and hard-to-recycle plastics, organic and compostable waste, and mixed construction and demolition waste are key waste streams to focus behaviour change efforts on in order to see a transformational shift in the amounts of waste we send to landfill.
19. The promotion of existing and new infrastructure as part of the behaviour change programme will ensure the use of services is maximised to better align with our Zero Waste goal, and the Waste Management and Minimisation Plans.
20. By recognising those that are leading Zero Waste and circular economy practices in our communities, we can help influence social norms around waste.
21. By leveraging partner and stakeholder networks, and engaging and collaborating with key stakeholders, Councils’ we can expand their reach and engage with new communities and also identify new opportunities and innovative solutions within our local communities. Positive action in our workplaces and homes are great ways to engage others and demonstrate what is achievable through personal leadership.



Rebecca Martin

**Environment and Sustainability  
Manager**



[Seen by]  
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# FINAL DRAFT Regional Behaviour Change Strategy Waste Minimisation 2020

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2020 DRAFT

SOUTH TARANAKI DISTRICT COUNCIL | STRATFORD DISTRICT COUNCIL |  
NEW PLYMOUTH DISTRICT COUNCIL

## Regional Behaviour Change Strategy (RBCS) 2020 – 2025

### Executive Summary

As a region, the Councils' focus is on working towards Zero Waste and developing a Circular Economy<sup>1</sup>, in an attempt to address waste both at the product's source and at the end of its lifecycle. This is in line with the New Zealand Ministry for the Environment national approach.

This Regional Behaviour Change Strategy outlines how South Taranaki District Council, Stratford District Council and New Plymouth District Council will facilitate and enable positive behaviour change across our communities, so that collectively our communities can achieve the Zero Waste Taranaki vision.

This RBCS will be operative until 2025, will focus on all sectors, and will align with events, infrastructure and policy changes to maximise effectiveness.

This strategy is designed to provide a framework for education and community engagement initiatives that support both existing and new waste minimisation services and infrastructure, as well as legislation and policy changes at the local and national level.

The RBCS will be a tool to be referred to when promoting and designing behaviour change projects or strategies, outlining our goals, establishing a regional approach to community engagement in Zero Waste, and how we will measure the effectiveness of our programmes.

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<sup>1</sup> Circular economy concepts: <https://www.mfe.govt.nz/waste/circular-economy>



## Contents

Executive Summary.....	1
1 Background .....	4
2 Our Vision: Zero Waste Taranaki .....	5
3 Purpose of the Strategy .....	6
4 Strategy Goals .....	7
5 How will we achieve our goals? .....	10
5.1 Adopt best practice principles of effective behaviour change .....	10
5.2 Take an Integrated Approach .....	11
5.3 Identify opportunities .....	11
5.4 Engage with Zero Waste key stakeholders .....	12
5.5 Define our target communities.....	12
5.6 Provide consistent branding and communication .....	12
5.6.1 Branding.....	12
5.6.2 High level communication principles .....	13
6 Our targets .....	13
6.1 Waste Management and Minimisation Plan Targets .....	13
6.2 Strategy specific targets.....	0
7 Action Plan .....	0
7.1 Annual education plan .....	0
7.2 Our Themes.....	1
8 How do we measure success? .....	2
8.1 Monitoring our overall performance .....	2
8.2 Monitoring tool kit.....	2
9 Appendices.....	3
9.1 Action plan template: .....	3
9.2 Key principles of Community Based Social Marketing (Mackenzie-mohr, 2011) and behaviour change strategies.....	6

9.3 Definitions and Glossary ..... 12

## 1 Background

New Plymouth District Council (NPDC), South Taranaki District Council (STDC) and Stratford District Council (SDC) have a collaborative approach to waste management and minimisation within the Taranaki region, and work alongside the Taranaki Regional Council (TRC).

As a region, the Councils' focus is on working towards Zero Waste and developing a Circular Economy<sup>2</sup>, in an attempt to address waste both at the product's source (its point of creation/purchase) and at the end of its lifecycle. This is in line with the New Zealand Ministry for the Environment (MfE) national approach.

The concept at the heart of a Circular Economy is ensuring we can unmake everything we make<sup>1</sup>. Essentially keeping resources in use for as long as possible thus extracting the maximum value from them whilst in use. Then recover and regenerate products and materials at the end of each service life<sup>3</sup>. Reaching Zero Waste would mean that no rubbish is disposed to landfill, due to extremely high levels of resource efficiency, re-use, recycling, and re-purposing<sup>4</sup>. The Zero Waste concept is being developed and rolled out in countries around the world<sup>5</sup>, including many districts and regions within New Zealand.

The MfE provides a range of high-level direction, tools and legislation to manage and minimise waste in New Zealand<sup>6</sup>. Local Territorial Authorities (TAs) have a statutory obligation to actively encourage a reduction in the amount of waste generated within their respective territories.

Waste practices and habits within the community are influenced by social, economic and cultural factors, i.e., what decisions are made when buying products, understanding the complex societal dynamics around waste creation, and ensuring our communities understand how and why there is a need to focus on waste minimisation is a key step in enabling behaviour change. Facilitating and measuring the outcomes from behaviour change around waste minimisation is an integral part of achieving the targets from each Councils' Waste Management and Minimisation Plan (WMMP).

As TA's we have clearly identified that there is a need to develop and better measure the outcomes of our current regional education programme, so that we can engage more effectively with businesses, schools, mana whenua and communities. It is important to also note our connections at local, regional and national levels come with a wealth of knowledge and experience that allow for greater collaboration and effective partnerships.

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<sup>2</sup> Circular economy concepts: <https://www.mfe.govt.nz/waste/circular-economy>

<sup>3</sup> Circular economy concepts: <https://www.mfe.govt.nz/waste/circular-economy>

<sup>4</sup> National Geographic; 25 places that have committed to going Zero Waste:

<https://www.nationalgeographic.com/travel/lists/zero-waste-eliminate-sustainable-travel-destination-plastic/>

<sup>5</sup> National Geographic; 25 places that have committed to going Zero Waste:

<https://www.nationalgeographic.com/travel/lists/zero-waste-eliminate-sustainable-travel-destination-plastic/>

<sup>6</sup> Waste management in NZ: <https://www.mfe.govt.nz/waste>

Behaviour change is the corner stone of successfully implementing sustainability and/or waste minimisation processes<sup>7</sup>. When people change their behaviours, it affects how they view themselves within their communities and society<sup>8</sup>.

This in turn changes how people act in regard to waste production, and can significantly affect community support for a campaign or a policy change. We now know that simply providing knowledge and education opportunities is not enough in itself to foster behaviour change or effect positive waste minimisation outcomes<sup>9</sup>. For this to occur, encouraging and enabling residents and communities to form and practice new habits around waste management and minimisation is key.

This RBCS identifies how we can improve and measure the outcomes from our behaviour change and education programmes for residents, organisations and businesses, and how we can successfully instil new habits and behaviours that will have a positive impact on waste reduction.

## 2 Our Vision: Zero Waste Taranaki

The Taranaki region has an aspirational goal to work towards Zero Waste, whereby waste becomes a resource, and all products and processes are redesigned with a circular lifecycle. To achieve this, we need to ensure our communities focus on the whole-of-life sustainability of products they purchase or consume, and endeavour to stop the creation of waste at its source.

We need to go beyond providing basic knowledge about waste, and instead focus on fostering and enabling behaviour change alongside our partner organisations, through a combination of improved waste infrastructure, accessible services and facilities, and the implementation of community programmes and initiatives that are targeted and accessible for everyone in our communities.

Our vision is that Taranaki will be a region where residents, businesses, education facilities and organisations are encouraged and supported to take responsibility for transforming their consumption and production of waste. They will feel empowered to actively participate in a Circular Economy.

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<sup>7</sup> Fostering Sustainable Behaviour, 2011: [Fostering sustainable behavior dmm.pdf](#)

<sup>8</sup> Author: Doug Mckenzie-Mohr PH. D, 'Fostering Sustainable Behaviour' An introduction to Community-Based Social Marketing, Third Edition,( 2011).

<sup>9</sup> Author: Doug Mckenzie-Mohr PH. D, 'Fostering Sustainable Behaviour' An introduction to Community-Based Social Marketing, Third Edition,( 2011).

Specific details on each council’s current waste situation, and waste minimisation targets and goals are outlined in their WMMPs, as follows:

New Plymouth District Council	<a href="https://www.newplymouthnz.com/Council/Council-Documents/Plans-and-Strategies/Waste-Management-and-Minimisation-Plan">https://www.newplymouthnz.com/Council/Council-Documents/Plans-and-Strategies/Waste-Management-and-Minimisation-Plan</a>
South Taranaki District Council	<a href="https://www.southtaranaki.com/our-services/rubbish-and-recycling/waste-management-and-minimisation-plan">https://www.southtaranaki.com/our-services/rubbish-and-recycling/waste-management-and-minimisation-plan</a>
Stratford District Council	<a href="https://www.stratford.govt.nz/council/documents-publications/plans-reports-strategies">https://www.stratford.govt.nz/council/documents-publications/plans-reports-strategies</a>

### 3 Purpose of the Strategy

This Regional Behaviour Change Strategy (RBCS) outlines how the three district councils (NPDC, SDC and STDC) will facilitate and enable positive behaviour change across our communities, so that collectively our communities can achieve the Zero Waste Taranaki vision.

This document outlines the methods and actions we will take to achieve and measure this behaviour change, through the delivery of targeted education based on research, best practice and the Principles of Effective Behaviour Change (Section 5.1).

This RBCS will be operative until 2025, will focus on all sectors, and will align with events, infrastructure and policy changes to maximise effectiveness.

Creating long term behaviour change relies on a combination of policy, infrastructure and education. This strategy is designed to provide a framework for education and community engagement initiatives that support both existing and new waste minimisation services and infrastructure, as well as legislation and policy changes at the local and national level.

## 4 Strategy Goals

### 1. Shift the focus higher up the Waste Hierarchy

The waste hierarchy (Figure 1) directs and guides our goals for Zero Waste initiatives, from the most preferred behaviour (Avoid) to the least preferred behaviour (Dispose).

This Behaviour Change Strategy will focus on promoting the first five levels of the hierarchy, leaving 'treat' and 'dispose' to be disincentivised and preferably used only as a last resort.

The waste hierarchy (Figure 1) refers to the preferred order of waste minimisation and management methods. Avoiding waste is the preferred method for reducing waste while disposal is the least preferred.

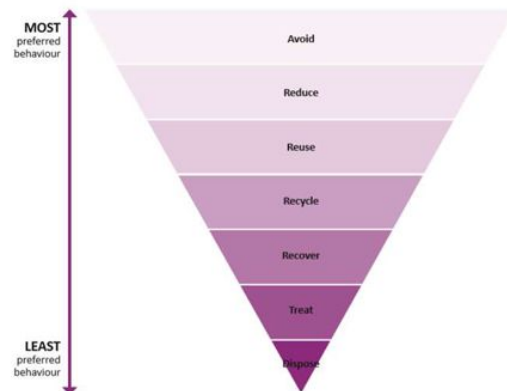


Figure 1 Waste hierarchy

The majority of people generally focus on recycling as being the core focus for reducing waste to landfill. However, the recent downturn in global markets for recycling has created a lack of infrastructure to process many previously recyclable items, and has highlighted that recycling alone is not the answer to becoming Zero Waste.

Communities need to be supported and enabled to move up the waste hierarchy, focusing on avoiding, reducing and reusing resources from the point of creation/purchase onwards. The Behaviour Change Strategy will guide communities on how they can shift up the waste hierarchy, and will ensure our programmes facilitate long-term behaviour change to sustain this shift.

### 2. Reduce waste to landfill

The disposal of waste to landfill is costly, both from an economic and environmental point of view. While there is a need for safe waste disposal where there is no other alternative, landfilling results in the permanent loss of valuable and often re-usable finite resources. The availability of landfilling at low cost promotes a linear approach to the management of waste.

With the increasing cost of landfilling, and engaging effectively with the community as to the "why", we can disincentivise the disposal of waste to landfill, and promote increased re-use and re-purposing of waste across our communities. The removal of organic waste from landfill by encouraging communities to participate in composting food and organic wastes because of the benefits to our carbon footprint and the recycling of nutrients back into the soil is a good example of this approach.

### 3. Promote a Circular Economy and Zero Waste to align with national initiatives.

A key focus of our behaviour change programmes will be helping the community to understand the concepts of Zero Waste and the Circular Economy, and how they play an integral part in making these changes.

This links back to the national priorities for New Zealand and will be particularly important within businesses, through changing supply chain practices and how products and services are designed and distributed.

Currently, our society is built around a “take-make-dispose” mind-set, which has created a linear economy. A Circular Economy is an alternative to the traditional linear economy in which we keep resources in use for as long as possible, extract the maximum value from them whilst in use, then recover and regenerate products and materials at the end of each service life<sup>10</sup> (Figure 2).



Figure 2 Comparison between a linear and Circular Economy<sup>11</sup>

### 4. Facilitate effective and measurable behaviour change outcomes

Alongside work to shift our communities thinking and practices to the higher levels of the Waste Hierarchy and towards a Circular Economy, we will need to focus behaviour change efforts on alternatives to particular ‘problem products’ and key waste streams that need to be reduced. For example, single use products, non-recyclable packaging and hard-to-recycle plastics, organic and compostable waste, and mixed construction and demolition waste are key waste streams to focus behaviour change efforts on in order to see a transformational shift in the amounts of waste we send to landfill.

<sup>10</sup> <https://www.mfe.govt.nz/waste/circular-economy>

<sup>11</sup> <https://www.mfe.govt.nz/waste/circular-economy>

A more strategic and tailored approach to our behaviour change programmes, based on what specific target communities empathise with or experience, will improve the overall effectiveness of our education programmes and drive greater change.

Developing consistent measuring and monitoring tools will help us assess and measure how effective our programmes are, and will also ensure we continuously improve how we engage and work with our communities.

**5. Support the provision or development of effective and accessible services, facilities and infrastructure**

To successfully develop and implement new services, facilities and infrastructure over time as outlined in each council's WMMPs, requires community support. This can be achieved through effectively engaging with and educating people about their availability, access and ease of use.

The promotion of existing and new infrastructure as part of our behaviour change programme will ensure the use of our services is maximised to better align with our Zero Waste goal, and our WMMPs.

**6. Recognise, support and showcase the implementation of best practice Zero Waste and Circular Economy solutions to help influence social norms**

By recognising those that are leading Zero Waste and Circular Economy practices in our communities, we can help influence social norms around waste.

By leveraging our partner and stakeholder networks, and engaging and collaborating with key stakeholders, we can expand our reach and engage with new communities and also identify new opportunities and innovative solutions within our local communities.

Positive action in our workplaces and homes is also a great way to engage others and demonstrate what is achievable through personal leadership.



## 5 How will we achieve our goals?

To achieve the goals of this strategy and create pragmatic and measurable solutions for waste minimisation in our communities, we need to ensure alignment with national changes, policies and legislation.

Councils will continue collaborating and forming partnerships with key stakeholders and community groups, actively demonstrate best practice community leadership, and implementing new technologies and innovation to upgrade our current services and facilities to meet the growing demand for better resource recovery.

To facilitate effective behaviour change, careful consideration needs to be given to our programme development. Behaviour change programmes are often based on guesswork, rather than information and facts regarding the barriers to uptake and behaviour change benefits for specific groups or the community more widely.

Behaviour change methods should be based on knowledge of social sciences and information about the make-up of our communities, so that we can effectively facilitate behaviour change, through informed, targeted programme design.

The following sections outline the overall approach to developing a Behaviour Change Programme that will help us achieve the strategy's goals.

### 5.1 Adopt best practice principles of effective behaviour change<sup>12</sup>

To achieve the strategy goals, and facilitate positive behaviour changes in our communities, we need to:

1. **Identify** a specific focus and the reasons, including barriers and benefits, behind existing waste creation behaviours;
2. **Tailor programmes and seek partnerships** with communities in a way that engenders and empowers positive behaviour changes in relation to reducing waste going to landfill;
3. **Investigate** alternative and varying ways of engaging with specific communities who may not have felt enabled to be engaged in previous programmes;
4. **Rely on data, not just assumptions:** incorrect assumptions alongside unrealistic expectations are among the main reasons why many activities/programmes are ineffective;
5. **Adopt** a theme-based approach to behaviour change and programmes that aligns with the three councils' WMMP priorities.
6. **Align** behaviour change and programmes with upcoming changes in waste management infrastructure and/or council policies;
7. **Monitor and reflect on** how to improve the effectiveness of behaviour change programmes.

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<sup>12</sup> Principles of Effective Behaviour Change - Application to Extension Family Educational Programming:  
<https://www.joe.org/joe/2008october/a2.php>

This strategy will use Fostering Sustainable Behaviour Strategy<sup>13</sup> and The Ministry for the Environment Zero Waste Strategy for Councils<sup>14</sup>.

## 5.2 Take an Integrated Approach

The three district councils and Taranaki Regional Council will continue to work collaboratively on actions towards Zero Waste within the Taranaki region alongside alignment with operational contracts (i.e. regional kerbside collection contract) and regional facilities (Recycling Material Recovery Facility).

To maximise efficiency and effectiveness, where possible the behaviour change programmes will:

- Use regional branding and key messages;
- Adopt region wide education campaigns and waste minimisation initiatives;
- Be planned in advance where possible to allow for best practice design upfront;
- Maintain a regional website to provide a central reference point for all information that can be referred to in communication;
- Utilise current stakeholder and partner networks and foster new networks within the community.

The councils will work together with key stakeholders and community groups to ensure that we deliver a holistic solution to the Zero Waste vision that sensitively accounts for each demographic within our community. This will enhance our reach and effectiveness by building capability and Zero Waste champions within our community.

An events calendar designed in conjunction with this strategy will outline all planned projects and dates in advance. Councils will promote the events calendar to encourage their residents and communities to take part in waste awareness days (such as Earth Day, Clean-up week, Conservation week etc).

In addition, the three councils collaborate with other territorial authorities from around New Zealand to discuss implementation of Zero Waste projects. The councils are also regularly involved with national WasteMinz projects that promote consistency in waste management practices and campaigns across the country.

## 5.3 Identify opportunities

The following collaboration opportunities will be used as required:

- **Networking:** Our community is already highly engaged in Zero Waste and sustainability, which provides an opportunity on which further widespread change can be facilitated and catalysed.
- **Collection of Data:** accurate data on key waste streams, and update or response to behaviour change programmes will provide insight into barriers and benefits to behaviour change, and whether our programmes are actually producing the desired outcomes.

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<sup>13</sup> Author: Doug McKenzie-Mohr PH. D, 'Fostering Sustainable Behaviour' An introduction to Community-Based Social Marketing, Third Edition,( 2011).

<sup>14</sup> MFE, 2003: [Zero Waste Strategy for Councils](#)

- **Alignment** with the [central government work programmes](#) for waste and resource recovery which will provide opportunities to implement new [waste minimisation initiatives](#) that our strategy can support and leverage off.

#### 5.4 Engage with Zero Waste key stakeholders

Changing behaviours to achieve Zero Waste relies on our ability to reach people and our communities. This involves working with a number of stakeholders that reach the different demographics.

A regional stakeholder contact register will be developed and maintained including (but not limited to) the following key groups:

- Waste levy recipients;
- Charities & not for profit organisations;
- Contractors and waste service providers;
- Iwi & Marae;
- Schools and learning institutes;
- Waste education service providers;
- Business and commercial organisations;
- Rural communities;
- National government and professional bodies;
- Other local authorities.

#### 5.5 Define our target communities

All behaviour change initiatives will identify the target community/s during the planning phase and develop collateral that will effectively engage with these communities. At the high level initiatives will engage with residential, business, education, Iwi, clubs or public sector groups, but further definition of sub communities may be required to ensure effective engagement.

#### 5.6 Provide consistent branding and communication

##### 5.6.1 Branding

To increase recognition of our efforts, and promote our waste minimisation and behaviour change programmes, we have worked with design specialists to develop regional branding to unify our Zero Waste messaging and initiatives.



This should be used for all communications. Councils will use an internal style guide to ensure consistency across campaigns.

A derivative of this brand has also been developed for Zero Waste Events - Toitupu Toiora – Taranaki Green Initiative.

For bins, in our Zero Waste Taranaki Style Guide we have agreed bilingual labels, icons and colours that we use consistently, from the nationally developed WasteMinz guide.



### 5.6.2 High level communication principles

The following principles will be incorporated into behaviour change initiatives:

- Common Zero Waste messaging for highlighting our “shift up the waste hierarchy” approach;
- Positive approach (not scolding, not punitive), objective statements and call to action;
- Highlighting good news stories, but also, conversely highlighting when things go bad – e.g., showing pictures of contaminated recycling so residents understand what we mean;
- Using recognisable faces and voices that are known and trusted locally to tell our story;
- Providing clear information and telling the story for improved understanding of our waste processes – i.e. where does our recycling go after the bin is emptied?;
- Promoting the “team” approach as a community – i.e. “together we...”;
- Regular and pre-planned circulation of information on best practice (e.g. standardisation of recycling) and national campaigns (e.g. Recycle Week);
- Use of the Zero Waste Taranaki website as a central information hub.

## 6 Strategy targets

### 6.1 Waste Management and Minimisation Plan Targets

Each district’s WMMP outlines key targets that will be used to monitor progress, over the six-year term of these plans, and also towards our longer term aspirational goal of Zero Waste. The WMMPs also outline an action plan to achieve these targets.

A selection of targets or actions from each council’s WMMP are presented in Table 1.

Table 1 Summary of key targets in council Waste Management and Minimisation Plans

Target/Action	NPDC	SDC	STDC
Reduce the total waste volume per capita that goes to landfill	10% by 2023	0.71t/household/year	5% by 2023 (from district)
Reduce the total waste volume per household going to landfill from the council kerbside collection	25% by 2023	0.46T/household/year	5% by 2023
Increase the volume of household waste diverted to recycling by 1% per year (Council kerbside service only)	Increase by 1% per year	Increase to 29% by 2023	Increase by 1% per year
Volumes to landfill remain below any increase in regional economic performance	< increase in GDP	< increase in GDP	< increase in GDP
Reduce contamination of Council kerbside recycling to 8% or less	≤8%	8%	8%
Waste community engagement survey completed every 2 years	Biennial	Biennial	N/A
Implement a targeted education programme which will result in behaviour change	No target but in action plan	1 per year	1 per year
Employ a Regional Waste Minimisation Officer	RWMO employed	RWMO employed	RWMO employed
Deliver composting workshops and initiatives	6 per year	N/A	No target but in action plan
Undertake, participate and fund regional and national research and programmes based on sustainable behaviour and practices.	No target but in action plan; Contribute to national TA collaborative fund	No target but in action plan	No target but in action plan
Promote organisations and facilities that contribute to the goals of the WMMP through case studies, charity and reuse shops; social media	No target but in action plan	No target but in action plan	No target but in action plan

## 6.2 Strategy specific targets

The following regional targets have been identified to monitor the success of our strategy goals:

Goal	Targets	Monitoring / measurement
<b>Shift the focus higher up the Waste Hierarchy</b>	<ul style="list-style-type: none"> <li>- Number of campaigns or initiatives promoting the first three levels of the hierarchy (avoiding, reducing and reusing resources) exceed those focussed on recycling, recovery and disposal.</li> </ul>	<ul style="list-style-type: none"> <li>- Education Plan completed annually and reported to TSWMC</li> <li>- Number of campaigns or initiatives in each hierarchy level.</li> </ul>
<b>Reduce waste to landfill</b>	<ul style="list-style-type: none"> <li>- Aligned with Targets 1-4 from WMMP section above.</li> </ul>	<ul style="list-style-type: none"> <li>- Landfill waste and recycling data.</li> <li>- Number of people / organisations reached / visits</li> </ul>
<b>Promote a Circular Economy and Zero Waste to align with national initiatives</b>	<ul style="list-style-type: none"> <li>- Two regional campaigns promoting Zero Waste or Circular Economy initiatives per year.</li> <li>- Biennial regional behaviour change survey shows increasing awareness of Circular Economy and Zero Waste principles survey to survey.</li> </ul>	<ul style="list-style-type: none"> <li>- Review two campaigns in relation to Zero Waste and / or Circular Economy initiatives</li> <li>- Undertake behaviour change survey every two years</li> </ul>
<b>Facilitate effective and measurable behaviour change outcomes</b>	<ul style="list-style-type: none"> <li>- One large scale community campaign / event per year that starts conversations, educates or enables our communities to avoid, reduce, re-use, recycle.</li> <li>- New campaigns identify targets and measures for success during planning and 80% of targets are achieved and reported on following the campaign.</li> <li>- Biennial behaviour change survey shows an increase in behaviour change in the community (measures to be determined in first survey) between each survey.</li> <li>- Of those surveyed 50% make a change as a result of the campaign/initiative. Increase percentage to 75% in second year</li> <li>- Demonstrable statistical correlation between our behaviour change programmes and waste minimisation outcomes (e.g., being able to</li> </ul>	<ul style="list-style-type: none"> <li>- Education Plan identifies specific targets and monitoring tools and programme is evaluated against targets.</li> <li>- Review cost of campaign against target population</li> <li>- Monitoring of cost effectiveness of campaigns</li> <li>- Waste and recycling data by district and region</li> <li>- Social media engagement / posts (where applicable)</li> </ul>

Goal	Targets	Monitoring / measurement
	<p>show a decrease in contaminated recycling correlated with active campaigns we are running);</p> <ul style="list-style-type: none"> <li>- An analysis of the cost-effectiveness of dollars spent per annum per event or workshop, against the real-world waste minimisation outcomes from our campaigns and initiatives.</li> </ul>	
<p><b>Support the provision or development of effective and accessible services, facilities and infrastructure</b></p>	<ul style="list-style-type: none"> <li>- Council facilities or services are used by an increasing number of people year on year?</li> <li>- Development or upgrading of new or existing services, facilities and infrastructure in line with our WMMPs are accompanied by a community engagement / education plan.</li> </ul>	<ul style="list-style-type: none"> <li>- Number of people / organisations reached / visits</li> <li>- Record upgrades and changes in services.</li> </ul>
<p><b>Recognise, support and showcase the implementation of best practice Zero Waste and Circular Economy solutions to help influence social norms</b></p>	<ul style="list-style-type: none"> <li>- Number of active collaboration and partnership projects with key stakeholders and community groups increases year on year.</li> <li>- Two case studies promoting local leaders in waste minimisation to be completed per year and promoted on Zero Waste Taranaki website.</li> </ul>	<ul style="list-style-type: none"> <li>- Record in annual education plan</li> <li>- Review case studies</li> </ul>

## 7 Action Plan

### 7.1 Annual education plan

An annual education plan will outline the key actions that will be implemented during the year. This plan will be reported to the Taranaki Solid Waste Management Committee early in the year (July / August) and implemented throughout the year.

Our previous/current waste minimisation programmes have included (but are not limited to):

- **International trends** - Research on current waste issues - research and news worthy stories that promote a Circular Economy or Zero Waste theme.
- **Community education campaigns** - to promote and incentivise recycling initiatives and educate residents on the methods of proper recycling and awareness around contamination.
- **Campaigns for national initiatives** led by central government and WasteMINZ, i.e. Plastic Free July and Love Food Hate Waste.
- **Regional business initiatives** – for example reusable cups in local cafes.
- **Community workshops** - for the promotion of Zero Waste living and alternatives to single-use disposable products i.e. zero waste parenting and how to reduce food waste in the home.
- **School and educational initiatives** - based on Zero Waste education principles – for pre-school, primary, secondary and tertiary level.
- **Annual events** - Agrecovery one stop shops for farmers to deal with waste disposal.
- **Zero Waste events** – collateral and infrastructure to support organics, recycling and glass separation at events to minimise waste.
- **Development of the Zero Waste Taranaki website** (<https://www.zerowastetaranaki.org.nz/>), mobile apps and printed resources for information and support for the community, schools and businesses of Taranaki.

Behaviour change programmes will be planned using the template in Appendix **Error! Reference source not found.**. The following table sets out the approach to ensure best practice design principles are used.

<b>Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>Step 4</b>	<b>Step 5</b>
<i>Behaviour</i>	<i>Audience</i>	<i>Barrier/Motivators</i>	<i>Actions</i>	<i>Activities/programmes</i>
What is the behaviour we want to promote around waste	Who needs to practice the behaviour and who is	What are the main barriers and motivators to adoption of the	What do our behaviour change activities need to achieve to address the	Which activities will your team implement to motivate people and reduce the barriers?



minimisation and management?	influencing the behaviour?	promoted behaviour?	identified barriers?	
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**7.2 Our Themes**

We will identify themes and prioritise these in education programmes on an annual basis through an education plan. These will be drawn from WMMPs, and include priority waste streams, areas of community concern, key issues impacting on efficiency of services, and changes in the industry.

The following key themes or issues have been identified and where on Waste Hierarchy behaviour change could focus. Further themes to be identified as required.

<b>Waste stream / issues</b>	<b>Waste hierarchy</b>
Reducing recycling contamination	Reuse/reduction/recycle
Commercial and business waste	Avoid/reduce/recycle/recover
Residential Waste	Avoid/reduce/recycle/recover
Organic waste/composting	Reduce/recover
Illegal dumping and littering	Disposal
Avoiding single use packaging and products	Avoid
Public place recycling bins	Recycle

## 8 How do we measure success?

There are a number of ways to measure the success of our behaviour change programmes. Monitoring can encompass both overall performance of all our programmes i.e. through regular large-scale benchmarking surveys of our communities, repeated on a regular basis with key questions, so that we can compare progress over time, or they can be specific to a particular project or campaign.

This section outlines some of the monitoring tools that can be used for either situation. Specific outcome monitoring and targets should be defined within the action plan for a particular theme or project. This section also outlines what overall measures we will use to monitor our behaviour change programmes.

### 8.1 Monitoring overall performance

The following list outlines monitoring of waste reduction and minimisation overall, based on the targets outlined in Section 6.1.

- Annual reporting on WMMP targets to the Taranaki Solid Waste Management Committee.
- Undertaking a behaviour change survey every two years, with the baseline survey completed in 20/21.
- Quarterly analysis of correlation between our behaviour change programmes and our desired behaviour change outcomes, such as reduced waste to landfill and/or increased recycling volumes/weights.
- Quarterly analysis of the cost-effectiveness of our behaviour change programmes.
- Annual council satisfaction surveys.

### 8.2 Monitoring tool kit

The following tools can be utilised for specific programmes as required:

- Pre- and/or post-event/programme and behaviour change outcome surveys (i.e. zero waste event hire; school questionnaire – e.g., has the participant’s behaviour actually changed since the event?);
- Survey Monkey; template of key questions that need to be covered in surveys;
- Quarterly calendar of activities correlated with trends in waste and recycling data by district and region;
- Monitoring of trends in waste related service requests, compliments and complaints;
- Waste audits by district and region; Solid Waste Analysis Protocol composition surveys;
- Number of people reached / visits / participating;
- Data reporting requirements (i.e. internal reports, Waste Levy reporting etc);
- Estimates of waste diversion by district and region;
- Web interactions or website visits or clicks;
- Use of particular services; social media engagement / posts.

## 9 Appendices

### 9.1 Action plan template:

Behaviour Change education Opportunity-	Recycling Contamination Campaigns: "Keep it Clean"	Providing public recycling and event bins: Toitupu Toiora	Zero Waste Education
<b>Theme:</b>	Recycling	Avoid/ Reuse/Reduce/Recycle	Avoid/ Reuse/Reduce/Recycle
<b>Aim of the activity/project - what bridges to activity/project is it addressing?</b>			
<b>RBCS Council Target/Goal: Best practice Principles 6.1:</b>			
<b>Time Frame/ frequency:</b>	Annually	Seasonally	Annually
<b>Where will this happen?</b>			
<b>Behaviour Change:</b>			

<p><b>What is the behaviour we want to promote around Waste Minimisation and Management?</b></p>			
<p><b>Target Audience:</b></p> <p><b>Who needs to practice the behaviour and who is influencing the behaviour?</b></p>			
<p><b>Barriers/Motivators:</b></p> <p><b>What are the main barriers and motivators to adoption of the promoted behaviour?</b></p>			
<p><b>Action plan based on removal of barriers:</b></p> <p><b>What do our behaviour change activities need to achieve to address the identified barriers?</b></p>			

<p><b>Activities/programmes:</b></p> <p>Which activities will your team implement to motivate people and reduce the barriers?</p>			
<p><b>Tool kit</b></p>			
<p><b>Stakeholders/Partnership:</b></p>			
<p><b>Resources required</b></p>			
<p><b>Budget</b></p>			
<p><b>Monitoring:</b></p> <p>How will we monitor success?</p> <p>Reporting time line</p>			

**9.2 Key principles of Community Based Social Marketing (Mackenzie-mohr, 2011) and behaviour change strategies<sup>15</sup>**

When preparing a project proposal check whether the description of behaviour change activity/programmes includes information about:

The aim of the activity/Programme– what Bridges to Activities is it addressing? (for example, “In order to improve community’ use of food scraps bin, the project will ...”)

- What will be done?
- Who will participate in the activity? (which and how many people)
- By whom will it be done?
- How frequently will it happen?
- Where will it happen?
- Which approach or well-known methodology will be used?
- What materials will be used (for communicating messages, practicing promoted behaviours ...)
- if space allows, start the description of your activity with 2-3 sentences laying out the issue the activity aims to address – it often helps people to understand why you propose the given activity.

**Tools to influence behaviour change**

There are five keys areas for action in engendering behaviour change, all of which need to be utilised in order to be effective (Table 1: from MFE, 2003<sup>16</sup>):

Action area	Explanation	Significance
1. Direction action	Initiatives that deal directly with the waste stream, such as kerbside recycling schemes, the provision of public recycling drop off facilities, or the operation or commissioning of large-scale composting facilities.	Material is physically diverted from the waste stream, providing practical solutions for the community and potentially enabling other businesses and initiatives to be established.  This demonstrates that waste reduction is practical, and Council is seen to be leading the way and practising what it preaches.
2. Changing the rules	The types of incentives and disincentives that are in place are the “rules of the game”. These include economic incentives and disincentives such as the container deposit schemes and landfill levy, as well as laws and regulations.	Even with the best of intentions, the best education and communication and a highly motivated population, creating ongoing positive change towards Zero Waste will be extremely difficult if the right incentives and disincentives are not in place.
3. Fostering new ideas	New ideas will need to be developed that introduce technical solutions (such as extracting resources from waste), as well as	We do not yet know all the solutions that will enable us to reach the goal of Zero Waste.

<sup>15</sup> MFE, 2003: [Zero Waste Strategy for Councils](#)

<sup>16</sup> MFE, 2003: [Zero Waste Strategy for Councils](#)

	social, economic, political and organisational solutions. This could include funding, pilots, awards, research and development, and fostering new markets.	Fostering the development of these solutions is therefore critical.
4. Communicating and educating	The community must be informed of the need for Zero Waste to landfill, the reasons for council's decision to commit to Zero Waste, and the implications of this commitment. This can include educational materials, media, events, campaigns and consultation.	The hearts and minds of all sectors of the community must be behind the concept of Zero Waste if it is to be achieved. This alone may be the single most important success factor.
5. Monitoring and feedback	The gathering and dissemination of information about the levels of waste being landfilled, diverted and recovered as well as the success or otherwise of Zero Waste to landfill initiatives.	Monitoring and feedback is what allows us to determine the health of the Zero Waste process and decide what action is necessary to keep it alive and growing.

With all behaviour change programmes, the potential consequences and the resistance to change must be assessed. Table 2 below shows the possible risks of using each of the behaviour change action areas above (from MFE, 2003<sup>8</sup>):

**Table 2:** Balancing the five key areas for Zero Waste Behaviour Change concept

**Balancing the Five Key Areas**

The Five Key Areas					Potential Consequences
Direct Action	Rules	Ideas	Communicate & Educate	Monitor	
*	*	*	*	*	Ongoing change towards Zero Waste
	*	*	*	*	Frustration, scepticism
*		*	*	*	Slow progress, little change
*	*		*	*	Large obstacles, reduced commitment
*	*	*		*	Lack of community support, resistance
*	*	*	*		Lack of direction, lack of commitment

In order to overcome these risks, when designing behaviour change programmes, in general it is important to:

- 1. Target and build specific knowledge, skills and behaviours:** New knowledge and specific modelling creates the foundation for new behaviours.

2. **Reduce environmental conditions that support negative behaviours and increase conditions that support positive behaviours.** Managing what precedes behaviour and the consequences can alter how people behave. If you provide a positive environment for someone to act, then incentivise and reward behaviour – this creates positive outcomes.
3. **Facilitate support over time to sustain behaviour change:** Build in social support and give consistent positive messaging over a long period of time.

**Barriers and Determinants:**

**Perceived self-efficacy** - A person's belief that they have the confidence, knowledge and ability required for practising the behaviour.

**Perceived positive consequences** - What positive things will happen if they practice the behaviour? (benefits/advantages).

**Perceived social norms** - A person perception whether family, neighbours or important other people will approve or disapprove of them practicing the behaviour.

**Access** - The extent to which they can access the products or services required to practice the behaviour.

**Perceived susceptibility** - Their perception of how likely it is that they will be affected by the problem the behaviour is addressing.

**Perceived severity** - The perception of how seriously affected they can be by the problem the behaviour is addressing.

**Perceived action efficacy** – The belief that by doing the behaviour will address the problem.

**Policy** - Local laws and regulations that affect behaviours and access to products and service.

**Culture** - The extent to which local customs, values or lifestyles influence doing the behaviour.

**Habits** - Since single-use plastics and disposal culture has been around since the 1920's (reference this) we are looking at a century of developed behaviour which is hardwired into society and ingrained in almost every practice across the region including businesses, schools, organisations and community. Sustainability is not the convenient, cost effective or entertaining way and so Council will need to get creative in ways to advertise sustainability as the attractive option (Appendices Table 1).

**Infrastructure** - There are barriers to effective behaviour change across the region which are due to the lack of programmes and infrastructure for the diversion and minimisation of waste. Behaviour change programmes should support and be supported by relevant infrastructure (i.e. The Junction).

**Spatial barriers** - There are issues with the accessibility and reach of information for residents. In the southern parts of Taranaki there are issues with internet connectivity which limit councils as a social media presence or online advertising. The districts are widespread so there is difficulty for residents



to attend workshops and reach transfer stations etc. Behaviour change programmes should identify where these spatial barriers occur and factor engagement to better reach isolated communities.

**Accessibility** - Traditional media like magazines, newspapers and radio are not as widely used as they once were which means in many cases the demographics that we are trying to reach are not hearing or seeing our messages. It is difficult to get the word out. Often ideas, like pamphlet drops, letters and flyers require printing and other unsustainable options that confuse our messaging that invite critique from residents.

**Diversification** - The types of communities that live in the region of Taranaki are diverse. There is no “one message for all” approach as this doesn’t fit our demographics.

**Consistency** - The collections, facilities and programmes differ in each district so while the councils hope to provide a consistent message to the region, we often need to tailor our messaging per district, and time and resources have to go into the explanation of our differing services. This sometimes sends out mixed messaging.

**Resources** - Behaviour change programmes can be resource hungry, a balance between wide reaching but largely in effective behaviour change versus more effective direct contact with individuals needs to be considered. However there are budget and staff limitations for the implementation of big scale changes. By collaborating and identifying the needs / barriers of specific communities, use of existing resources can be maximised.

**Monitoring** – The success of behaviour change programmes are difficult to quantify or monitor. With landfill waste being the main way of monitoring progress, it is difficult to pull from that information what is due to human attitude, and what is affected by other factors – especially considering Council shares the landfill with other regions. By defining monitoring at the design of a behaviour change programme, more useful data can be obtained and further improvements identified to gradually increase the effectiveness of programmes.

Avoid the temptation to assume that you know what strategy will work, and instead carefully explore barriers and benefits to the behaviour you wish to promote prior to considering what strategies might work<sup>17</sup>.





Identify the end state non divisible behaviour, having identified and prioritised its barriers and benefits. Divisible behaviour is those action that can be divided further. I.e. the behaviour: We want residents to compost more at home diverting waste from landfill. The devisable behaviour is that there is a number of different composting options and methods. It is then also important to note the end state behaviour. The end state being the ‘desired environmental outcome’<sup>18</sup>. Three questions are then best to ask. How impactful is the behaviour? How probable is it that the target audience

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<sup>17</sup> Author: Doug Mckenzie-Mohr PH. D, ‘Fostering Sustainable Behaviour’ An introduction to Community-Based Social Marketing, Third Edition,( 2011).

<sup>18</sup> Ibid

will engage in the desired behaviour? And finally what level of penetration has the behaviour already obtained with the target audience?

Behaviour	Barrier	Benefit
Encourage		
Discourage		

Four steps for uncovering barriers (stops change) and benefits (prompts change) to behaviour change include: (Table 1: from *Fostering Sustainable Behaviour*, Doug- Mckenzie- Mohr, 2011) are:

1. Literature review: Review relevant articles and reports from multiple sources to cross reference.
2. Following the review, carry out observations of people engaging in the behaviour you wish to promote and make notes.
3. Conduct focus groups and explore in-depth attitudes and observations you have noted and want to dissuade people from participating in.
4. Building on information obtained from the focus groups, conduct surveys that can enhance knowledge of the barriers to the behaviour you want to promote as well as what may precipitate action<sup>19</sup>.

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<sup>19</sup> Ibid

**Table 1. Three main components of habit formation interventions and examples of implementation in practice**

Principle	Examples in practice
Frequent repetition	<ul style="list-style-type: none"> <li>• School hand-washing interventions that involve practicing actual washing behavior in the restroom</li> </ul>
Recurring contexts and associated context cues	<ul style="list-style-type: none"> <li>• Public health campaigns linking changing smoke detector batteries to the start and end of daylight savings time</li> <li>• Medical compliance communications that piggyback medications onto existing habits such as mealtime</li> </ul>
Intermittent rewards	<ul style="list-style-type: none"> <li>• Free public transit days scheduled randomly</li> <li>• Coupons and discounts for fresh fruits and vegetables provided on an intermittent or random basis</li> </ul>

### 9.3 Definitions and Glossary

**Circular Economy** means keeping resources in use for as long as possible thus extracting the maximum value from them whilst in use. Then recover and regenerate products and materials at the end of each service life. Reaching Zero Waste would mean that no rubbish is disposed to landfill, due to extremely high levels of resource efficiency, re-use, recycling, and re-purposing.

**MfE** means Ministry for the Environment.

**NPDC** means New Plymouth District Council.

**RBCS** means Regional Behaviour Change Strategy.

**SDC** means Stratford District Council.

**STDC** means South Taranaki District Council.

**TA** means Territorial Authority.

**TRC** mean Taranaki Regional Council.

**TSWMC** is the Taranaki Solid Waste Management Committee, a regional committee with political representation from TRC, NPDC, STDC and SDC.

**WasteMINZ** means Waste Management Institute of New Zealand, a national professional body that supports the waste industry and compiles national research around waste management and minimisation.

**WMMP** means Waste Management and Minimisation Plan as required under the Waste Minimisation Act 2008.

**Zero Waste** means Zero Waste is disposed to landfill through avoiding, reducing, reusing, recycling and recovery of waste.



# Pūrongo-Whakamārama Information Report

To	Policy and Strategy Committee
From	Group Manager Community and Infrastructure Services, Fiona Aitken and Business Development Manager, Scott Willson
Date	2 November 2020
Subject	<b>Quarterly Economic Development and Tourism Report to 30 September 2020</b>

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

## Whakarāpopoto Kāhui Kahika / Executive Summary

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

## Taunakitanga / Recommendation

THAT the Council receives the Quarterly Economic Development and Tourism Report to 30 September 2020.

## Whakawhanake Ohanga / Economic Development

### Online digital marketplace

3. The “Shop South Taranaki” digital business hub will be launched in the next two weeks. With the design of the website nearly complete, Council staff are working with some of the participating businesses to improve their listings before the site is launched.
4. There are around 120 businesses throughout the District who have taken up the opportunity for a free listing. It is anticipated this number will grow quite quickly when the website is up and running. A form within the website will make it easy for new businesses to join at any time and a communications plan is being put together to promote the marketplace.

### South Taranaki Business Park

5. Stage one of the Council’s Business Park initiative is underway after Councillors agreed to budget up to \$3 million for water, stormwater and roading infrastructure to be installed in the Waihi Road mixed-use area in Hāwera.

6. The infrastructure will support existing properties in the area and lay the foundations for the business park development. Work is currently underway on detailed design and project planning in consultation with key stakeholders.
7. Subsequent funding of stages two and three of the Business Park will be included in the Council's 2021-2031 Long Term Plan and budgeted over a number of years.

### Startup Weekend Taranaki

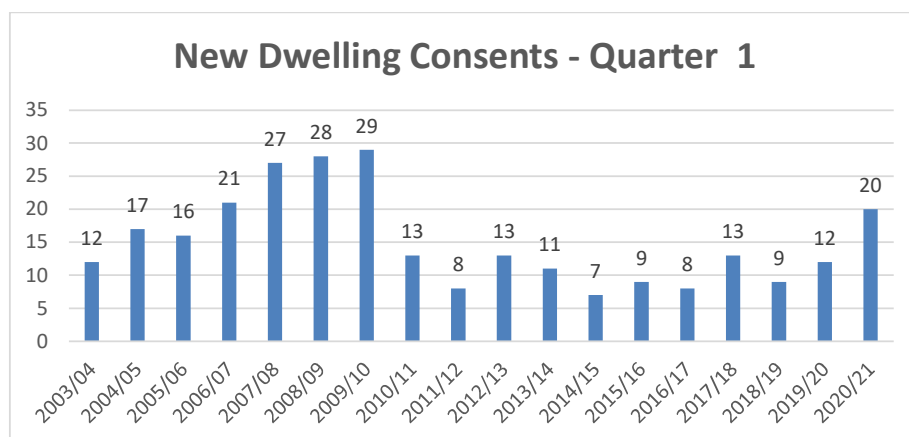
8. Startup Weekend Taranaki will take place in Hāwera from 13-15 November. The 54-hour business startup event will be hosted by WITT with the final pitches taking place at the Hāwera Memorial Theatre. Now in its fifth year, it is the first time that Startup Weekend has been hosted in South Taranaki.
9. The event has received strong support from sponsors, and participants will benefit from a range of local business leaders involved as mentors for participating teams and judges.
10. The organising team plan to build on Startup Weekend Taranaki by putting on regular business events in the following 12 months.

### Taranaki Chamber of Commerce Partnership

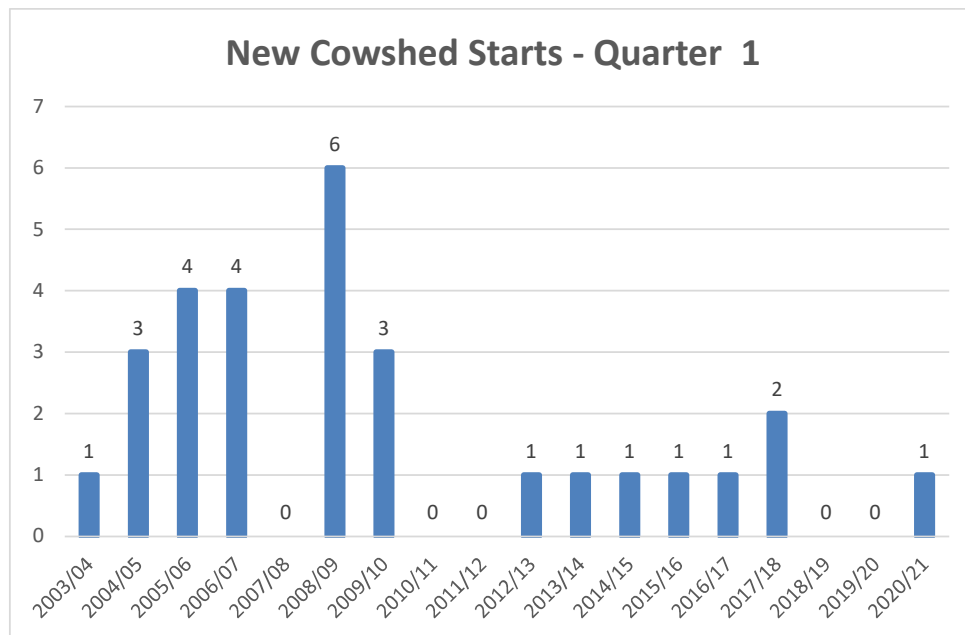
11. The Council recently became a Key Regional Partner of the Taranaki Chamber of Commerce. The partnership provides a range of marketing, networking, and event hosting opportunities. We aim to use our partner benefits to connect local businesses with opportunities and promote South Taranaki as an attractive place to invest and do business.
12. The initial agreement is for one year, giving Council officers an opportunity to review the benefits that result from being a partner prior to committing to a longer term agreement.

### New Building Consents

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



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



## Whakatairanga Tāpoi me to Rohe / Tourism and Regional Promotion

### Tourism and Promotion

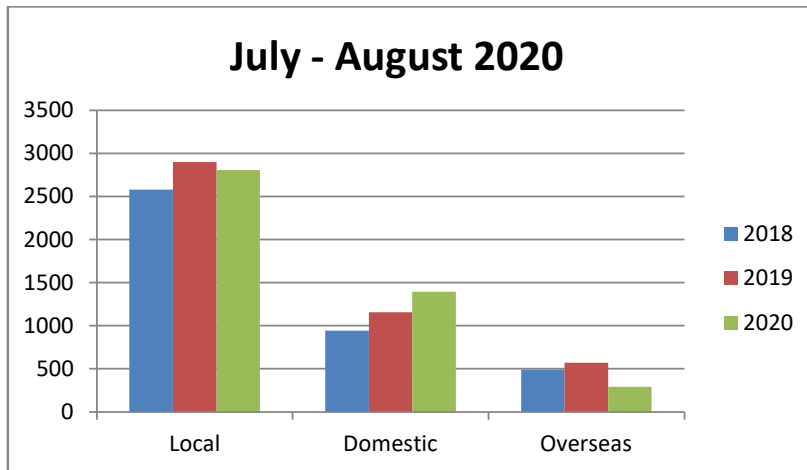
15. The Taranaki Story is progressing, with the Taranaki Umbrella Story and six sub-set stories completed and delivered. The next phase is the development and capture of regional content and the development of support resources. A local agency has now been appointed to deliver this creative work and planning and production is underway. Production planning is expected to be completed by the end of October and content capture will take place between October 2020-April 2021.
16. Numerous regional promotions have taken place over the first quarter including a month long promotion which included a live segment on The Café TV Show and continual advertising during the month, this was created around a major prize to be won on the Show. Some of the other promotions were; an editorial and full page advert within the September Wellington Regional News, a 10 page Taranaki feature and a Visiting Friends and Relatives campaign, which encouraged locals to invite their friends and family to visit and experience everything that Taranaki has to offer.
17. Content is being finalised for delivery of a continuing domestic campaign throughout the year; this is centred around the over 55 demographic primarily in Auckland, Wellington, Bay of Plenty, Manawatu and the Waikato.
18. Visitor spend in Taranaki decreased by 9.63% to \$380 million in the 12 months to end of August 2020, South Taranaki visitor spend decreased just 0.57% to \$56 million for the same period.

**South Taranaki i-Site Visitor Centre**

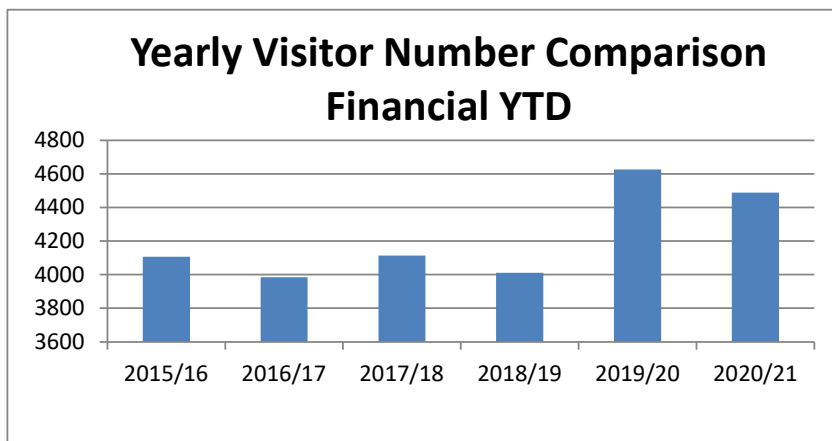
19. The i-SITE expected a dramatic drop in visitor numbers due to COVID-19 and while this has been true for the international visitors, it has not been for domestic. Tourism New Zealand has been running a campaign for New Zealanders to ‘Do Something new New Zealand’ and based on the visitor numbers at the i-SITE, it has been working. Domestic visitors to the office increased in September 2020 by 28.3% compared to September 2019.

**Visitor Statistics**

20. The first quarter of 2020/21 is going against expectations for visitors to the office. With COVID-19 still rampant throughout the world and international borders remaining closed, numbers have not dramatically dropped as expected. Domestic visitors have increased on last year’s first quarter by 20.5% and 47.7% on 2018/19.



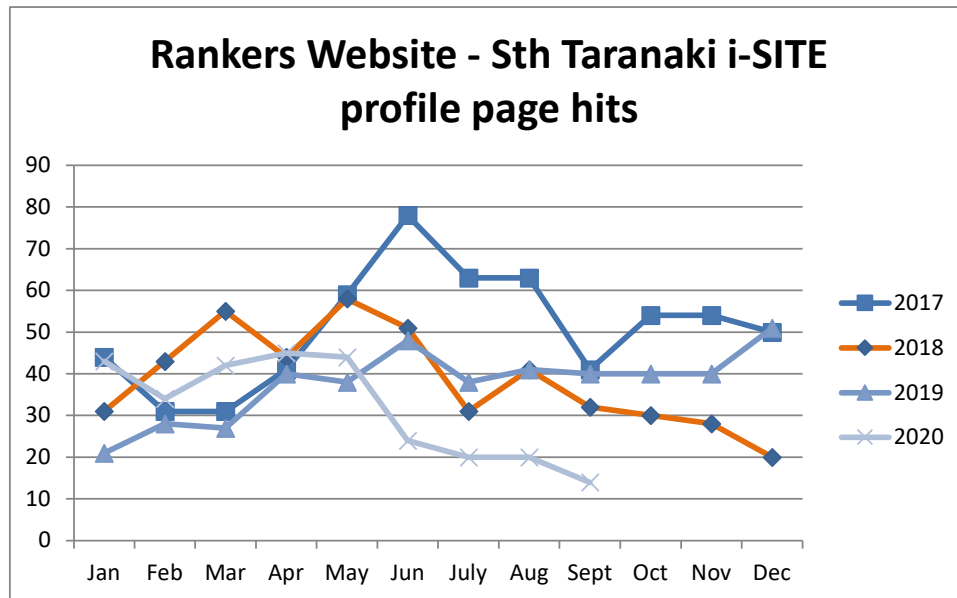
21. The following graph has been provided to show the i-SITE visitor trends that have occurred over the past six years. 2020/21, against expectations, is seeing good numbers visiting the i-SITE. Visits by domestic and local visitors are still strong and as expected international tourism has significantly decreased.





### Rankers' Statistics

22. Rankers ([www.rankers.co.nz](http://www.rankers.co.nz)), is an independent traveller review website that sends out monthly statistics on the number of hits relating to the South Taranaki i-SITE and is one indicator of the interest in South Taranaki.



### Events

23. Events held or supported during the first quarter of 2020/21 were:


- School Holiday Programme – 6 to 17 July
- Arts on Tour, Kitchen Chaos – 6 July
- Straight out of Lockdown Ben Hurley (Waverley) – 6 August
- Straight out of Lockdown Ben Hurley (Pihama) - 7 August
- Straight out of Lockdown Ben Hurley, two shows (Ōhangai) - 8 August
- Arts on Tour, Daylight Atheist (Eltham) - 9 August
- Arts on Tour, From Scratch (Hāwera) - 6 July
- X-Race – Hāwera 13 September (was planned for during lockdown)

24. Events planned for the second quarter of 2020/21 are:

- School Holiday Programme - 28 September to 9 October
- Elektra – 16 October
- South Taranaki Community Awards – 20 October
- Scale Ship Regatta – 24 and 25 October
- Powerco Aquatic Centre 50<sup>th</sup> Jubilee – November
- Dinner and Dance Christmas Event – 21 November
- Arts in the Park – 5 December



Scott Willson  
**Business Development  
Manager**



[Seen by]  
Fiona Aitken  
**Group Manager  
Community and Infrastructure Services**

# Venture Taranaki Trust Quarterly Report

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## South Taranaki District Council

Quarter One  
2020-2021



*Tracking Koko the Kiwi on Taranaki Maunga, one of the Curious Minds Projects co-ordinated by Venture Taranaki*

## Message from the Chief Executive

Taranaki appears to be settling into a “new normal”, as COVID-19 continues to shift the landscape of human health and economies worldwide. New Zealand is fairing better than most, certainly on the human health front. Our outbreaks have been largely contained, and our citizens are enjoying a lot more freedom and peace of mind than those elsewhere in the world. However, we are not immune. Jobseeker numbers in Taranaki topped 5000 in August, a 33.5% increase on August 2019. Our unemployment rate rose from 3.7% in March to 4.3% by June. Economists are suggesting that the worst is likely still to come.

Our Taranaki economy remains resilient, and this is partly due to our strong food and fibre sector, which is our biggest GDP earner and to date largely unaffected by COVID-19. Our citizens have answered the call to “Go Local”, and we are holding on to our share of domestic tourism. Meanwhile, our housing market is booming, with Taranaki recording the lowest “days to sell” in August since records began, and our inventory levels in the region also at their lowest since records began. Enterprises are investing in R&D as they look for new opportunities; student internship applications and R&D grant applications are as strong as ever. Taranaki is, more than ever, a great place to live, work, play, create, invest and do business. There is plenty to be grateful for.

The Venture Taranaki team is delivering strongly across many fronts, with some temporary resourcing available through central government funding. Our client demand remains steadily at double pre-COVID-19 levels and we do not expect this to potentially ever drop back, as clients are highly valuing the support VT can provide for their enterprise’s future (and therefore providing jobs for our region). Significantly, quarter one also saw the completion of the final Transition Pathway Action Plans for Taranaki 2050, and the work to build a fully functioning entrepreneurship ecosystem for our region is now well underway.

Looking forward, our key challenge will be our resource capacity to deliver across and to the impacts and expectations Te Puna Umanga is held to, with high client demand and more than ever a need to invest and support our entrepreneurs and small and medium enterprises with potential for growth, a strong need for regional promotion to continue to build our brand in people’s minds, and for momentum and implementation to continue to build across our sectors and towards the vision of Taranaki 2050. – **Justine Gilliland**



# COVID-19 | Response



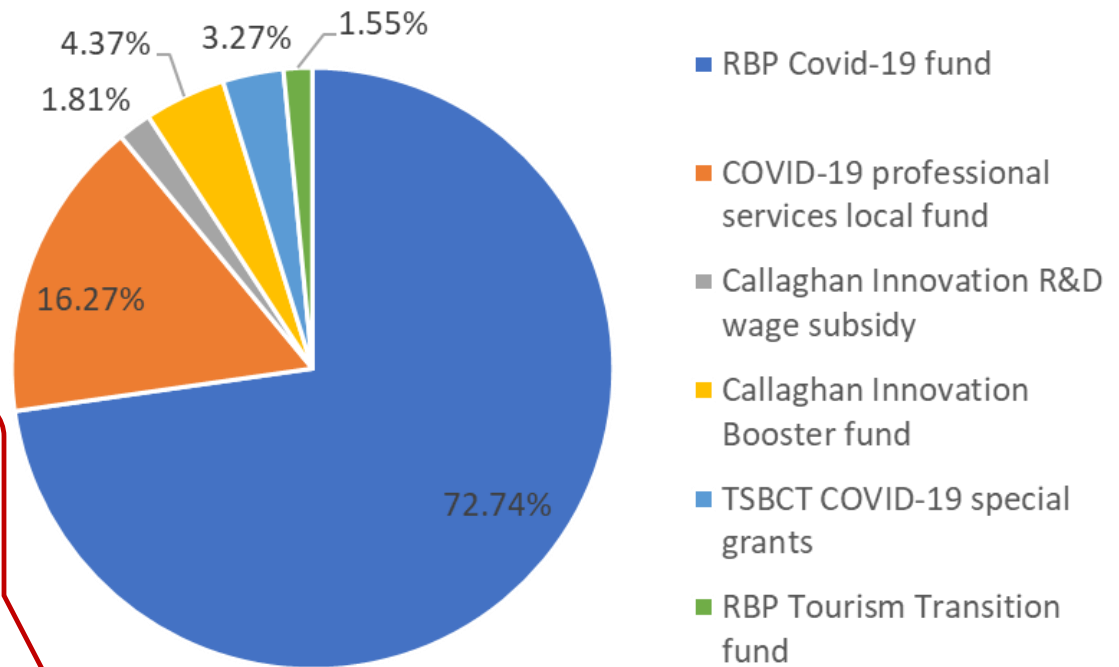
As of 30 September 2020, Venture Taranaki had recorded 5,480 COVID-19 related interactions, and distributed \$1,246,232 in COVID-19 funding.

This support dates back to March 2020.

Funding for COVID-19 business recovery through the Regional Business Partner programme has been extended, and the Enterprise Advisory team continues to engage the business community to connect enterprises with the support and advice they need, and distribute the funds available.

Demand for these services is high, and the team has expanded to include five additional team members, in both advisory and support roles.

*Venture Taranaki has been so amazing with the support they have given us. The funding, support and networks given to our business includes: Business Mentoring, Marketing Advisory and a number of courses which has been invaluable to us and has been such a huge impact for our business especially during this COVID-19 pandemic. —South Taranaki COVID-19 support client.*



# COVID-19 | Response



## Ahead of the Curve

Delivery of this popular series continued through the first quarter, with attendance ranging from 21-101 people for the online webinars, and 129 people attending the live event in September at TSB Showplace in New Plymouth.

Energy, not time, is your greatest Asset	7 July
Re-Employment	21 July
Techweek - Digital marketing	27 July
Techweek - Jobhop	30 July
Social Procurement	6 August
Project ready - Tui Oil Fields Decommissioning	25 August
How to Increase your Personal Energy, Performance and Productivity in Demanding Times	11 September
LIVE - The Power of Stories (mental health week focus)	23 September



The panel lineup for live event "The Power of Stories"

# Promoting investment in Taranaki



## Identifying Opportunities

1. **Initial Due Diligence:** Through an NZTE referral, Venture Taranaki has assisted with supplying preliminary information to a company looking to set up an operation in Taranaki.
2. **Launch of the Investment prospectus:** The feedback has been positive with the launch of the investment prospectus in September. This is a great resource to continue to widen our networks and showcase the region (see next page).
3. **Investment Pipeline**
  - **Facilitate:** Initial planning of investment education topics (to be delivered following innovation education – planned for early to mid 2021).
  - **Attract:** Initial conversations and planning for Offshore wind event (November 2020).

In addition, Venture Taranaki continues to support enterprises with connections, and maintain relationships with key investment partnerships such as TSB Community Trust and Launch Taranaki.

## Facilitating Opportunities

1. **Information sessions:** Liaising with the TDHB, Venture Taranaki helped promote their Project Maunga in-person presentation which was attended by approximately 100 people.
2. **Infrastructure webinar:** Venture Taranaki facilitated the Tui decommissioning webinar, presented by MBIE, that attracted 101 live registrations and 49 subsequent views online to date. The relationship with MBIE is ongoing focussed on positive procurement outcomes for the community.
3. **Social procurement webinar:** Venture Taranaki hosted a Social procurement webinar with 25 online registrations. With social procurement being a hot topic, it has had 38 more follow-up views. This webinar is linked to a set of guidelines we published and will be a great starting point for the community to refer back to as they look into get a better understanding of this topic.

<i>Activity</i>	<i>Measure</i>	<i>Annual Target</i>	<i>Total</i>
Identifying opportunities to attract investment into Taranaki	Number of engagements related to attracting investment to Taranaki	5	3
Facilitating opportunities for investment into Taranaki	Number of engagements related to facilitating opportunities for investment in Taranaki	5	3

## Promoting investment in Taranaki

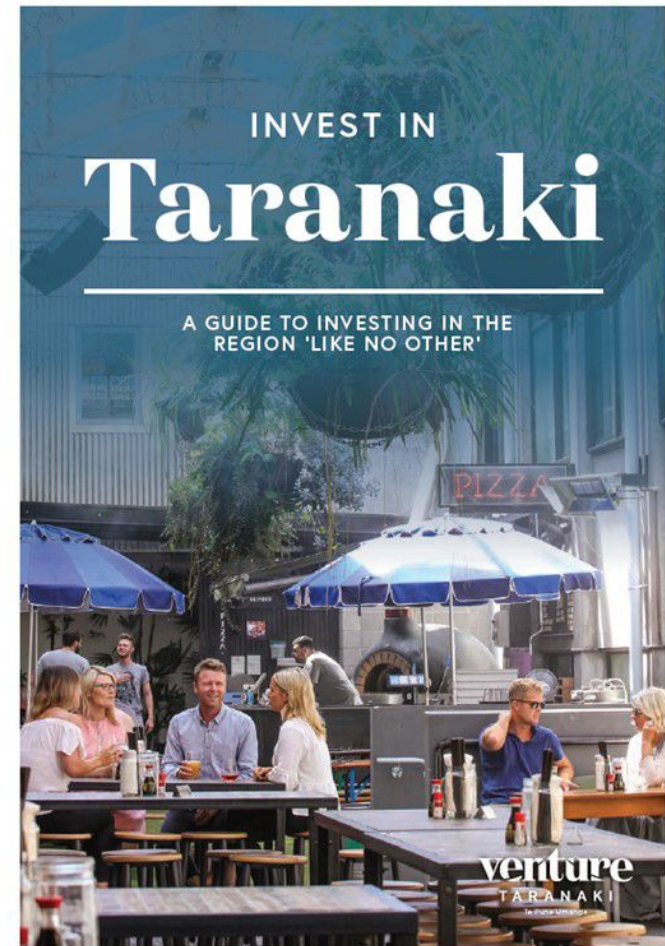


### Taranaki Investment Prospectus

On 17 September, Venture Taranaki launched Taranaki's investment prospectus. The prospectus will support the continued growth and development of our region, connecting opportunity with investment and articulating our unique regional offering.

This comes at a critical time of recovery during COVID-19, and will act as a promotional support to those interested in discovering where our regional opportunities lie, as well as providing case studies and examples of local enterprises that have benefited from our unique opportunities, resources and connected communities.

Visit the Taranaki investment website here: <http://investment.taranaki.info/> or click the image on the right to view the prospectus.





# Research and thought leadership



## Food sector diversification and growth

### 1. Food & Fibre Sector

Venture Taranaki is in the initial stages of developing a Food Network Group to enhance cohesion within the food sector, opportunities for collaboration, information sharing and capability development.

The Trust is also progressing preparations for The Auckland Food Show (19-22 November 2020). The Taste of Taranaki stand is anticipated to showcase eight vendors with details currently being finalised. Given the challenges of COVID-19, Venture Taranaki is working closely with the event organisers.

Branching Out is hosting a kiwifruit event next quarter (see project update).



**A project to strengthen food tourism in Taranaki (with a focus on Eltham) is in early stages of development.**

Work continues with an identified lead group of farmers from throughout the region. Areas of focus for the group include sustainability and best practice initiatives, renewable energy, and leveraging resources, such as NZ Landcare Trust.

### 2. Engineering industry plan

Venture Taranaki has continued to coordinate regular meetings with the Energy & Industrial Group—the network of Taranaki firms that collaborate to help grow the regional economy and also expand potential applications of their oil, gas and energy skills sets.

During Q1 the group met formally in July and September 2020, and also progressed a series of projects.

<i>Activity</i>	<i>Measure</i>	<i>Annual Target</i>	<i>Total</i>
Fostering sector diversification and growth	Number of initiatives targeting sector diversification and growth	4	2

# Research and thought leadership



## Championing innovation and sustainability

### 1. Sustainability initiatives

Venture Taranaki has been providing support and guidance to enterprises seeking central government funding for sustainability initiatives, with a particular focus on provision of support for Māori-owned enterprises. One applicant is currently negotiating a significant funding contract with central government.

### 2. Regenerative Agriculture workshops

Work has continued this quarter in terms of championing and growing regional collaboration around **Regenerative Agriculture**, which has seen seven workshops held across the region (during July-September) and a very well attended full day event at TET Event Centre Inglewood on 7<sup>th</sup> August. Media coverage can be found [here](#).



A group of Taranaki farmers enjoying a Regenerative Agriculture workshop held in July



Activity	Measure	Annual Target	Total
Championing innovation and sustainability	Number of initiatives targeting or supporting innovation and sustainability.	4	2
Undertaking environmental scans and regional economic monitoring	Number of regional monitoring updates released	4	0

## Research and thought leadership



### Massey University Partnership

During Q1 the Massey-VT partnership has been working across a range of initiatives, albeit still with a strong focus on our **Food & Fibre sector**.

Hamish and Kate Dunlop of New Zealand Quinoa Company have been working closely with the Massey-VT partnership throughout the product development journey for their Quinoa Puffs (pictured right), which began with a Food Technology student, Nick Walker, working on product prototypes for as his final year project during 2018.

Early September saw the 2020 launch of the [Pivot: Enabling Innovation in Agriculture Research Award](#) round. Won by a [Freeman Farms/Massey collaboration last year](#), the Award which is co-funded by Massey University and Taranaki-based Bashford-Nicholls Trust, offers up to \$100,000 for projects that focus on innovation for Taranaki's agri/agrifood sector. Massey's Taranaki Business Development Manager is working with a number of potential applicants

On the **Student Talent** front, Taranaki internships and projects have received significant interest, resulting in active promotion of 39 students and graduates to Taranaki organisations. In total, Massey University has been interfacing with 47 Taranaki organisations during Q1.



**Prime Minister Jacinda Ardern gets up close with New Zealand Quinoa Company's Quinoa Puffs at Massey's Food Pilot Plant during a ministerial visit 17 September 2020, with Food Innovation Team Leader, Nikki Middleditch looking on.**

*Photo courtesy of Food HQ*

## Research and thought leadership



### Curious Minds Participatory Science Platform

Venture Taranaki opened the Curious Minds Participatory Science Platform 2021 funding round during Q1.

Our PSP Coordinator is working with 15 different community groups on funding applications which are due by 22 October. Potential projects range from health and wellbeing education through to renewable energy solutions for rural areas as well as utilising remote sensing technologies to investigate historic settlements.

Our 2020 projects are in full swing. Auroa School Students are currently trialling devices on South Taranaki farms that play sounds to attract pests to traps. The project is starting by focussing their efforts on possums. If successful the project hopes that these devices will help in the regions predator free ambitions. (pictured above right) . The Haurapa Kiwi project are testing the use of drones (pictured below right) to monitor kiwi on the maunga.

In late September Oakura School students ventured in to the National Park with the Taranaki Kiwi Trust and Drone Technologies NZ. The team successfully tracked Koko the kiwi, providing proof of concept for their drone monitoring system. The hope is this technology will enable more effective and affordable monitoring of kiwi on the maunga and in other challenging environments.



*Auroa school is trialling a device that uses sound to attract possums to traps.*



*Oakura School students using Drone technology to track Koko the Kiwi on Taranaki Maunga.*

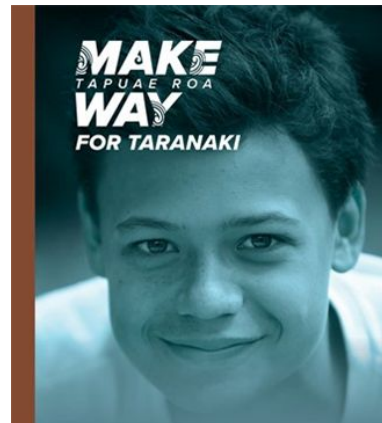
## Facilitating and connecting regional strategies

### Taranaki 2050

In the first quarter the final Transition Pathway Action Plans have been completed with the publication of:

- the plans for Health and Wellbeing, Environmental Sciences and People and Talent published at the end of July; and
- the plans for Tourism, Regulatory and Metrics and Evaluation published at the end of August.

There has also been a range of communications, including regular email newsletters, two media releases on the TPAPs and a range of presentations on Taranaki 2050.



### Tapuae Roa

The Tapuae Roa Steering Committee met on 23 July and received updates on projects.

Tapuae Roa actions continue to progress, with a range of announcements of Government funding for projects linked to COVID-19 recovery in the quarter.

Representatives of the Tapuae Roa Steering Committee and the Taranaki 2050 Lead Group had a joint workshop on future leadership arrangements going forward, with agreement to consolidate to a single group.

The integration of the actions of Taranaki 2050 and Tapuae Roa is also underway.

## Project update | Branching Out



### Kiwifruit: The Taranaki Opportunity

Investigation into the viability of kiwifruit as a crop opportunity in Taranaki is well underway, with an event planned for Q2. The event aims to demonstrate the viability of production in the region, and 120 people have already registered to attend.

This is an opportunity to have the kiwifruit supply chain demonstrate it's ability to serve the region, and to bust myths that surround the future of growing kiwifruit in Taranaki.

### Other Branching Out initiatives

- Taranaki Value Chains report nearing completion – this is an in-depth study of what sectors are profitable, and where opportunities exist
- A Land Diversification register has been created to centralise and quantify available land across the region
- Taranaki Land and Climate report completed by Plant and Food (to be released on 22 October)



# Enterprise support and enablement



## Enterprise updates

The enterprise team is seeing growth in demand for COVID-19 impact support from various industries in South Taranaki – retail, hospitality, trades— all facing different challenges in preparing for the future. Their needs range from strategy and planning, HR, health and wellbeing, to financial planning, cash-flow and marketing. The Trust is also seeing an increase in uptake of start-up appointments.

Other businesses remain focussed on growth, and they are utilising the 50/50 capability development funding. These include businesses in the farming, contracting and trades sectors. Some tourism-focused businesses are using the dedicated tourism funding to support their needs as they develop new strategies around domestic tourism and diversify their service offering .

- Hawera BA5 – Advisors attended this event at Someday café in July, and spoke about support funding available. This was well supported by Bizlink Hawera.
- Opunake BA5 – Advisors attended this event in September, and spoke about support funding available. This was well supported by Opunake Business Association.

**4317** *The total number of client interactions with the Venture Taranaki team throughout Taranaki for the three months ending 30 September 2020.*

**408** *Client interactions with South Taranaki people and enterprises.*

**72** *Referrals and connections made between clients and others by the Venture Taranaki team throughout Taranaki for the three months ending 30 September 2020.*

**4** *Referrals and connections between South Taranaki people and enterprises.*

Activity	Measure	Annual Target	Q1	Q2	Q3	Q4	Total
Existing or new businesses are supported and assisted to grow.	Number of client interactions with the Business Advisory Service.	≥ 475	408				408

# Enterprise support and enablement



## R&D grants and funding

Enterprise Advisors worked with businesses to access the R&D Loan and Innovation Booster funding opportunities throughout the quarter. These are both COVID-19 related support offerings from Callaghan Innovation.

**\$88,194.50**

*Capability Development Vouchers distributed throughout Taranaki in the three months ending 30 September 2020.*

**\$29,395.00**

*Capability Development Vouchers distributed to South Taranaki enterprises in the three months ending 30 September 2020.*

The team also received more than 30 applications for the R&D Experience Grant, which provides funding for university students to work in Taranaki over their summer break. Advisors are now working through the approval process with the applicants.

**\$2,697,998.00**

*Callaghan grants and funding distributed throughout Taranaki in the three months ending 30 September 2020.\**

**\$5,000**

*Callaghan grants and funding distributed to South Taranaki enterprises in the three months ending 30 September 2020.\**

Activity	Measure	Annual Target	Q1	Q2	Q3	Q4	Total
Existing or new businesses are supported and assisted to grow.	Dollar value of Capability Development vouchers distributed in South Taranaki.	≥ \$75,000	\$29,395.00 9 vouchers	\$ vouchers	\$ vouchers	\$ vouchers	\$29,395.00 9 vouchers

*\*includes Booster Voucher and R&D Wage Subsidy distributed as part of the COVID-19 funding.*



# Enterprise support and enablement



**8** startup clients met in South Taranaki in the three months ending 30 September 2020. A total of **76** startup clients met throughout Taranaki in the quarter.



**419** new jobs listed in Taranaki in Q1, of which **59** in South Taranaki, and an average of **75** live jobs, of which **9** in South Taranaki.



**12** mentor matches made in Q1 in Taranaki, of which **1** was a client in South Taranaki.

**Enterprise support activities include, but are not restricted to;**

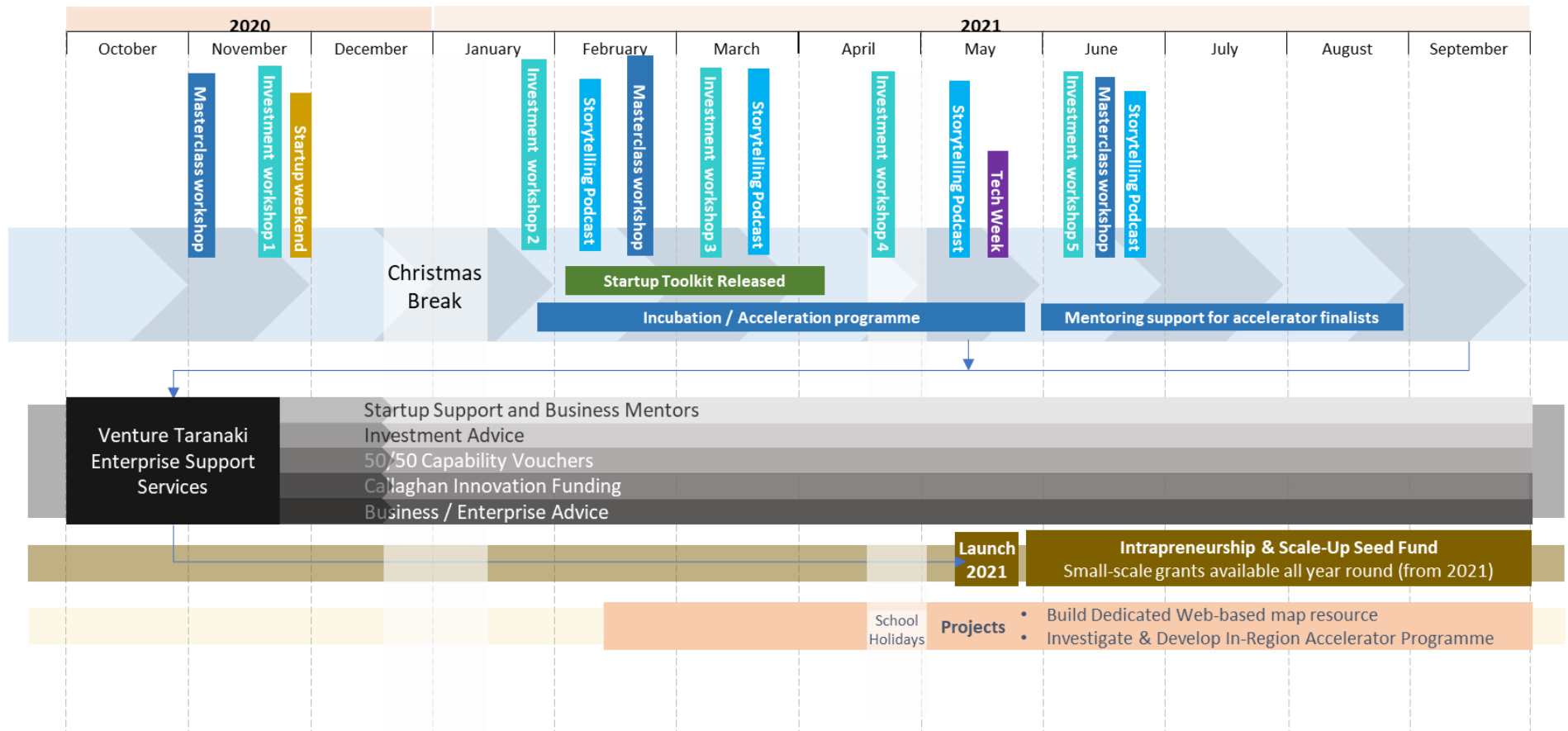
1. Enterprise advisory
2. Start-up guidance
3. Mentoring programme
4. Investment ready support
5. Innovation support
6. Connections and signposting
7. Capability Development Voucher Scheme facilitation
8. Research and development support and funding facilitation.
9. COVID-19 Enterprise Support Fund advisory and funding facilitation

Activity	Measure	Annual Target	Total
Enterprise support	Breadth of enterprise support activity undertaken (number of different support initiatives)	5	9

# Entrepreneurship and innovation work programme 2020-2021



Led by Enterprise Team (Project Sponsor—GM Enterprise Michelle Jordan)



## Enterprise support and enablement



### Techweek 2020

Due to the COVID-19 pandemic, Techweek 2020 Festival Of Innovation was postponed from May to 27<sup>th</sup> July – 2<sup>nd</sup> August and moved to a hybrid format, incorporating virtual and live events.

In keeping with the overall theme of *Connecting Our Future*, Venture Taranaki helped curate events ranging from students in tech careers connecting with employers, the role of AI in protecting Taranaki's environment, discussions on digital marketing and inspiring stories of tech for the good of the community.

The region's libraries also joined in to stream national Techweek TV sessions throughout the week, bringing the full experience to Taranaki.

Read the media coverage [here](#).



*Enterprise Advisor Natacha Dunn launches Taranaki Techweek 2020. Photo courtesy Andy Jackson, Taranaki Daily News.*

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



## Major events funded

Tastes and Tales were provided with seed funding to further develop this event, which was trialled last year. This was held on September 26 and was very well-received, creating a solid platform for further development.

The Regional Event strategy has been launched and implementation is now underway.

The Government, via Minister of Economic Development Hon Phil Twyford, released a 10 million dollar domestic event fund across New Zealand of which WOMAD and the NZ Tatoo and Art Festival were recipients.

A \$50 million Regional Event Fund has also been released by Minister for Tourism Hon Kelvin Davis. Funding allocation has been based on international visitation and the combined Taranaki, Wanganui and Manawatu regions have been awarded \$1million for use over the next 2-4 years, the lowest amount in New Zealand.

1	Jennian Homes Charles Tour Taranaki Open	Oct 15-18 2020
2	Steelformers Around the Mountain Relay	Nov 6-7 2020
3	Synthony	Jan 23 2021
4	NZ Tattoo and Art Festival – date moved	Feb 13-14 2021
5	Tri NZ North Island Sprint Distance Championships	March 28 2021

<i>Activity</i>	<i>Measure</i>	<i>Annual Target</i>	<i>Total</i>
Administer the Major Events Fund	Number of events funded in accordance with the criteria of NPDC's major events fund	4	5

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



## Taranaki Story update

The Taranaki Story is progressing, with the Taranaki Umbrella Story and six sub-set stories completed and delivered.

An RFP for Taranaki Story creative development was sent via closed tender to local creatives and agencies and they were invited to submit a proposal to deliver the next phase of the story, including the development and capture of regional content, and the development of support resources and information for local enterprises and businesses.

A local successful vendor has now been appointed to deliver this creative work, and planning and production is underway.

Production planning is expected to be completed by the end of October, and content capture is expected to take place from October 2020-April 2021.

Development of the video case studies that support the storytelling of the substories is underway, along with the written case studies.

*Such a great job you guys are doing at Venture Taranaki to bring visitors to our beautiful region. I highly appreciate it. – Metrotel General Manager*  
**Rajeev Dahiya**

Activity	Measure	Annual Target	Total
Lead regional events strategy	Number of engagements related to the regional events strategy	25	98
Destination promotion	Number of engagements with visitor industry operators (including local operators, other RTOs, national and international tourism agencies)	100	1220

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



## Regional promotion

1. The Café – a month long promotion created around a prize offering including a live segment ran during Q1, with continual advertising promotion.
2. Wellington Regional News - Spring event line-up editorial and full page advert within September’s 10-page Taranaki feature.
3. “Always on” - Google ads/adwords campaign.
4. Stuff ‘Back Your Backyard’ support through a Brook Sabin Taranaki media familiarisation.
5. Visiting Friends and Relatives (VFR) campaign – see next page



## Strategic alliances

Air NZ Strategic partnership including a presence across digital and native advertising, Air NZ social channels, Grabaseat and Kia Ora magazine.

AA partnership – various publications, refreshed Taranaki Visitor Guide distributed across NZ, as well as content and stories that are featured on aa.co.nz, the AA Traveller October eDM.

TNZ partnerships – ‘We Love you NZ’ digital magazine and editorial; NZME GO NZ! Monthly content series with content and stories featured on Herald Travel section and weekly Herald Travel press Insert

Stuff partnership – Experience Taranaki booklet

Activity	Measure	Annual Target	Total
Destination promotion	Number of destination promotion and attraction initiatives	2	5

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



## Visiting friends and relatives (VFR) campaign

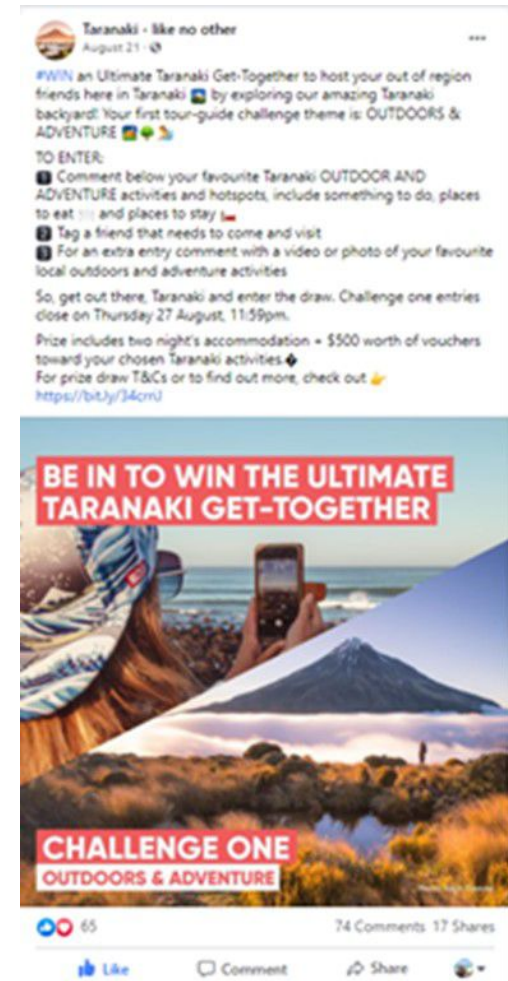
A campaign encouraging locals to invite their friends and family to visit and experience all the region has to offer.

This has taken the format of primarily – ‘Win the Ultimate Taranaki Get-Together’ and has been delivered via Facebook, Instagram, Radio, Press (Live Magazine) and [visit.taranaki.info](http://visit.taranaki.info)

## Out of region campaign

Creative is currently being finalised for delivery of a continuing domestic campaign throughout the remainder of the year. This is centred on the over 55 demographic primarily in Auckland, Wellington, Bay of Plenty, Manawatu and Waikato .

The creative involves imagery and video of: a girls weekend, a campervan couple, a couple in a classic car and will feature each group experiencing and doing a range of activities throughout the region.



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



## Skills and Talent

The talent area continues to evolve as the year progresses. The government’s COVID-19 response within the skills and talent landscape has been changing rapidly, with new programmes and sources of support continually being delivered.

Key areas Venture Taranaki has been providing support include:

- Work around the new hospital build
- The Interim Regional Skills Leadership Group (Co-chaired by Venture Taranaki CE Justine Gilliland)
- Data analysis on the future projected sector workforce requirements and skill
- Recovery programme for the international education sector.

### Talent initiatives:

1. Internship webinar to encourage enterprises to take on interns, supporting learning, development and ultimately employment opportunities
2. International education: Regional presentation series (three seminars) to 200 international education agents globally through Education NZ (2 seminars) and 1 with local partners. Venture Taranaki also hosted a webinar for international students regarding employability and how to obtain work – this was the culmination of an initiative that started last year but implementation was delayed due to COVID-19.
3. An in-depth sector workshop with the construction sector is planned for November to determine barriers, opportunities and future forecasting given the Government’s shovel ready initiatives and major construction projects already in the pipeline.

<i>Activity</i>	<i>Measure</i>	<i>Annual Target</i>	<i>Total</i>
Facilitate talent attraction and retention	Number of talent initiatives	2	3



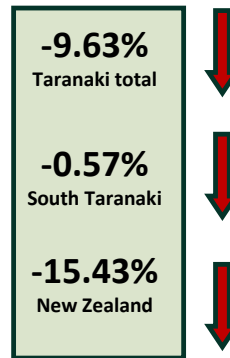
# Promoting Taranaki as a great place to learn, live work, play, visit and create



## Visitor spend

Visitor spend in Taranaki **decreased 9.63%** to **\$380m** in the 12 months to end August 2020\*.

Visitor spend in South Taranaki district **decreased just 0.57%** to **\$56m** in the 12 months to end August 2020\*.



## Guest nights

Total guest nights increased across New Plymouth and South Taranaki during July, but decreased slightly in Stratford. However, the length of stay per guest is significantly longer in Stratford than for the rest of Taranaki, and for New Zealand\*\*.

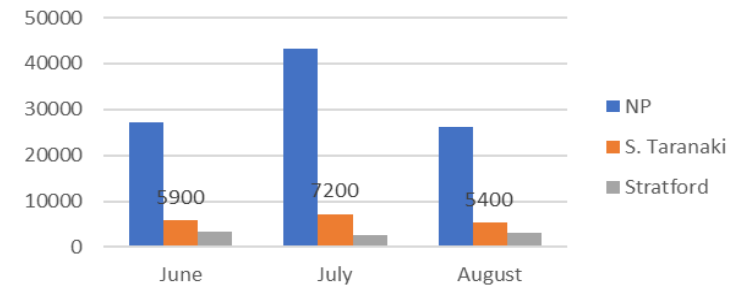
This is indicative of a higher proportion of business travellers to South Taranaki and Stratford who tend to stay longer than holidaymakers. The July increase overall correlates with the school holiday period.

Av. Total guest nights		Av. Length of stay (days)	
6.2k	South Taranaki	2.6	South Taranaki
41.3k	All Taranaki	2.4	NZ
		2.6	All Taranaki

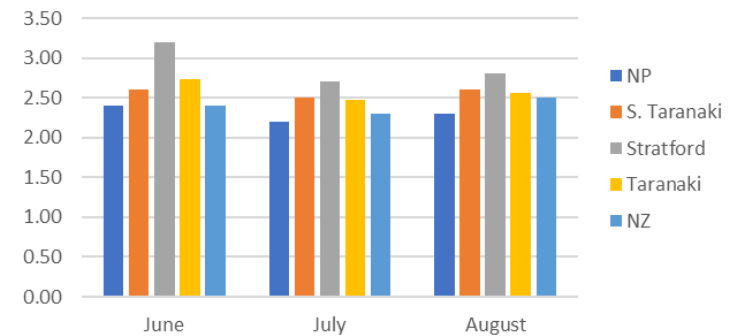
\*MBIE Monthly Regional Tourism Estimates (MRTE)

\*\*Accommodation Data Programme (ADP) – average total guest nights based on rolling monthly average.

Total guest nights June-August 2020



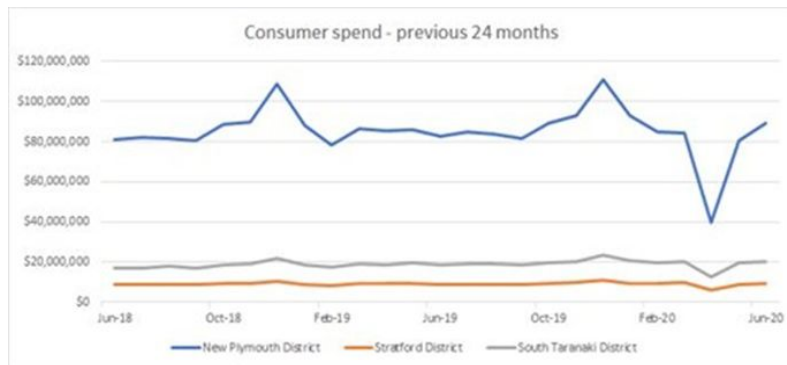
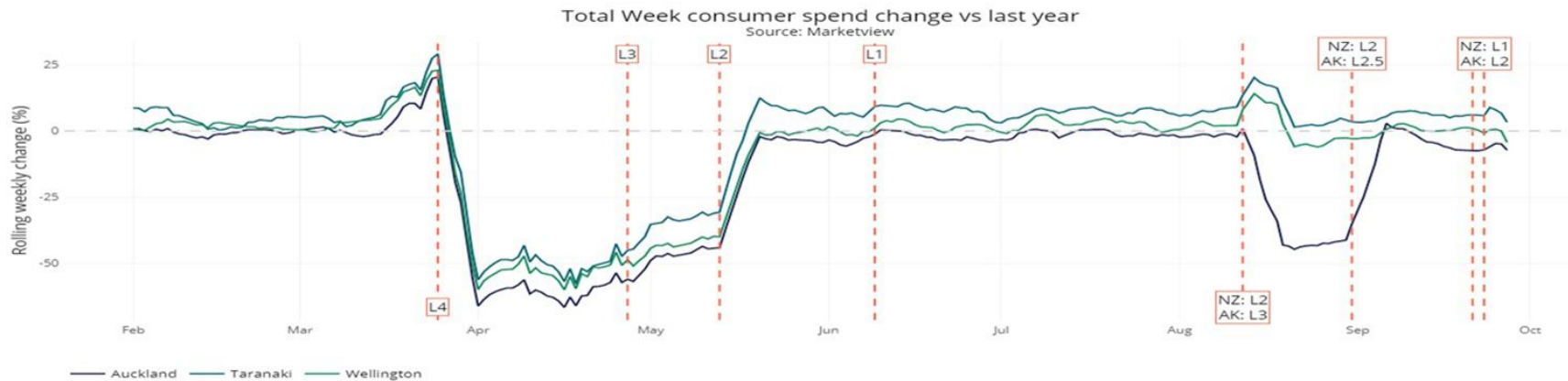
Average nights stayed per guest June-August 2020



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



## Retail spend



The downturn in spend during the first L4 lockdown is clear to see across New Zealand. Taranaki had a stronger recovery once restrictions eased in June, and has maintained a higher baseline than the main cities. It is also clear to see the drop in activity in Auckland during the regional L3 lockdown, and the upswing in spend over the rest of the country in early August, likely driven by uncertainty over an extended lockdown. Taranaki continued to maintain strong consumer spending through the recent L2 restrictions. Weekly updates on regional retail spend can be found [here](#).

## Client feedback

It is a real pleasure working with Jane and the team at Venture Taranaki and we will continue to do so. We can't thank them enough! - *Eltham capability development client.*

Venture Taranaki is a proactive organisation with the skills and knowledge to support and promote Taranaki and Taranaki businesses. Jane Moffitt particularly stands out for her approachable nature and dedication.—*Opunake hospitality client.*

I just wanted to say a big thankyou to yourself and Venture Taranaki for the funding to have Ambrose at our business yesterday. Since lockdown I have had a challenge in motivating our staff, declining tractor sales and a very non profitable business. Thanks again, there is no way we would have been able to do this without you. — *Rural COVID-19 support client.*

Thanks for your help with our application, you really went above and beyond.—*R&D client*

## Coming up next quarter

- Taranaki Trends - October
- Enterprise Outreach road trip - October
- Auckland Food Show - November
- Business survey – December
- Visitor campaign – Summer 2020/21
- Offshore Wind forum



# venture

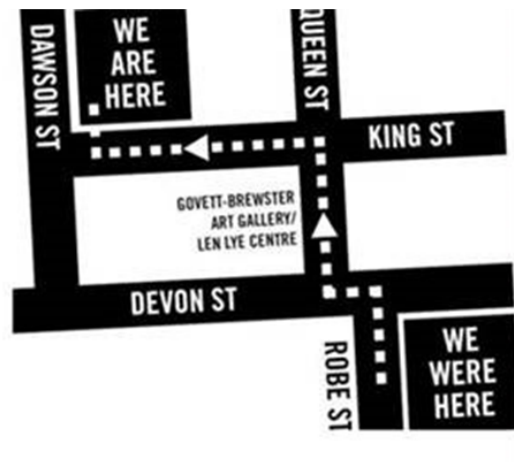
T A R A N A K I

Te Puna Umanga

25 Dawson Street  
New Plymouth 4310

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[www.taranaki.info](http://www.taranaki.info)



## 9. Whakataunga kia noho tūmatanui kore / 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 21 September 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 12 October 2020.		
3. Receipt of minutes – Environment and Hearings Committee 14 October 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, 2, 3	Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (Schedule 7(2)(i)).