

Rārangi take o te Komiti
Kaupapa Here me te Rautaki

Policy and Strategy Committee Agenda

Monday 22 March 2021, 1 pm
Council Chambers, Albion Street, Hāwera



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

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

He Karere Haumaru / Health and Safety Message

In the event of an emergency, please follow the instructions of Council staff.

If there is an earthquake – drop, cover and hold where possible. Please remain where you are until further instruction is given.

He Pānga Whakararu / Conflicts of Interest

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



Rārangi Agenda

Policy and Strategy Committee

Monday 22 March 2021 at 1.00 pm

1. Matakore / Apologies

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

2.1 Vicki Meijer – Beach Energy

3. Whakaaetia ngā Menīti / Confirmation of Minutes

3.1 [Policy and Strategy Committee held on 1 February 2021](#) Page 6

4. Pūrongo Whakataunga / Decision Making Report

The Policy and Strategy Committee to move into decision making mode for the approval of the delegations register. Due to timing constraints the decision is required to be resolved.

4.1 [Delegations Register Update – Resource Management Act 1991](#) Page 18

5. Pūrongo / Reports

5.1 [Community Funding Policy](#) Page 25

5.2 [Submission to the Climate Change Commission on the draft Aotearoa NZ emissions budgets and advice package to the Government](#)..... Page 50

5.3 [Draft Elected Members Childcare Policy](#)..... Page 65

Next Meeting Date: Monday 3 May 2021 – Council Chamber, Albion Street, Hāwera
Elected Members’ Deadline: Friday 16 April 2021



Matakore Apologies

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



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

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

2.1 Vicki Meijer - Beach Energy

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



Ngā Menīti Komiti

Committee Minutes

To	Policy and Strategy Committee
Date	22 March 2021
Subject	Policy and Strategy Committee – 1 February 2021

(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 1 February 2021. The Committee is being asked to confirm their minutes including public excluded from 1 February 2021 as a true and correct record.
2. There was one recommendation passed at the meeting.
3. The Policy and Strategy Committee moved a recommendation (03/21 PS) that the Council requests a report including further detailed assessments of costs for strengthening and refurbishment of the Manaia Town Hall and the Manaia Sports Complex and requests officers to undertake further engagement with the community groups identified and the wider community around this project.
4. The Council adopted recommendation 03/21 PS at its Ordinary meeting on 22 February 2021.

Taunakitanga / Recommendation

THAT the Policy and Strategy Committee adopts the minutes from the meeting including public excluded held on 22 February 2021 as a true and correct record.



Menīti Minutes

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

Council Chamber, Albion Street, Hāwera on Monday 1 February 2021 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: Bonita Bigham (Taranaki Coastal Community Board Representative), Sonya Douds (Eltham-Kaponga Community Board Representative), Jacq Dwyer (Pātea Community Board Representative), Waid Crockett (Chief Executive), Fiona Aitken (Group Manager Community and Infrastructure Services), Marianne Archibald (Group Manager Corporate Services), Liam Dagg (Group Manager Environmental Services), Sara Dymond (Senior Governance Officer), Sam Greenhill (Governance and Support Officer), Rachael Harris (Senior Communications Officer), Phil Waite (Recreation and Facilities Manager), Scott Willson (Business Development Manager), 16 members of the public and one media.

Matakore / Apologies: Nil.

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

1.1 Justine Gilliland, Jennifer Patterson and Jane Moffit – Venture Taranaki Trust (VTT)

Ms Gilliland highlighted some key points from the last quarter and what was currently happening. The Attraction and Go Local campaign showed South Taranaki bucking the trend with visitor spend up 1.26% which was huge compared to the rest of the country. Retail spend was up by 4.8%; and job listings were up by 17% again bucking the national trend up on the last quarter opposed to the quarter following lockdown.

The Branching Out Project was about food, fibre, value chain and diversification looking at complementary opportunities that could sit alongside Taranaki's existing strengths in dairy, red meat and poultry etc. A land and climate assessment released highlighted that avocados were an opportunity for South Taranaki and walnuts were a suitable opportunity for all of Taranaki. VTT were aiming to hold an information evening on avocados in March 2021. A successful kiwifruit information evening was held last year and kiwifruit were already being planted in South Taranaki.

The Offshore Wind Forum purpose was to take forward the discussion that arose when VTT released their discussion paper in April 2020. There had been significant interest particularly from international developers and investors who wanted to invest in something at scale. This was a big energy opportunity for Taranaki in particular South Taranaki who were highlighted as the area with the most prospect in terms of fixed offshore wind. The Forum highlighted a strong need for a bespoke renewable energy regulatory framework for ready offshore renewables. VTT would continue to hold discussions with the Ministry of Energy and Ministry of Business, Innovation and Employment.

South Taranaki vendors attended the Auckland Food Show in November 2020. This was the only food show in the country where buyers from the supermarket chain and big catering companies were present. Positive connections resulted from this for our vendors.

As people emerged from lockdown there was an exponential growth for small to medium enterprises seeking advice and support. In South Taranaki the numbers were well up from where it was expected to be, VTT would introduce some tools to help manage that demand. At least half of that demand was about businesses who wanted to invest and grow and undertake significant Research and Development (R&D). VTT had processed \$4 million in Callaghan Innovation R&D grants in the past six months which was twice than in a normal year. VTT had a strong belief that entrepreneurship in both existing and new firms had helped create jobs and if there were strong entrepreneurs across all sectors this would help continue to grow and develop sustainably as a Region. To support this VTT launched their PowerUp programme which was about powering up that entrepreneurship ecosystem. There had been the most student experience grants over summer, 35 students this summer including five from South Taranaki.

For the current quarter and the next quarter VTT were focused on the COVID-19 Return to Better Recovery Plan which guided their work for this financial year. This included the Strategic Tourism Asset Protection Programme; PowerUp; Branching Out and Taranaki 2050.

Ms Gilliland explained that the Just Around the Corner, national campaign was the domestic tourism campaign with the concept that Taranaki was just around the corner and was run across several platforms

In terms of the Offshore Windfarming Ms Gilliland explained that an area off South Taranaki was identified as being potentially suitable for fixed turbines because of the continental shelf not dropping away like in other areas. Floating turbines could go right around Taranaki. Further work was required in terms of geological understanding and gathering wind data.

Ms Bigham asked if the environmental impacts had been considered and if Iwi consultation would take place. Ms Gilliland confirmed this and explained that Iwi were engaged with prior to the first discussion paper being released and any development considered was undertaken in a partnership approach with Iwi.

2. Pūrongo-Whakamārama / Information Reports

2.1 Quarterly Economic Development and Tourism, Report to 31 December 2020

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

RESOLUTION

(Deputy Mayor Northcott/Cr Brown)

01/21 PS **THAT the Policy and Strategy Committee receives the Quarterly Economic Development and Tourism Report to 31 December 2020.**

CARRIED

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

3.1 Lavinia (Laila) Kivell, Manaia School Principal – Proposed Manaia Facility

Ms Kivell spoke as both the Manaia School Principal and as an active member of the Manaia Community Group (the Group). The Group was formed due to the mutual concerns about the future plans the Council had developed for Manaia. The feedback gained through consultation strongly suggested that the Council was not meeting the needs and aspirations of the community. The people of Manaia and the surrounding area wanted and expected nothing less than what they had before.

A thorough breakdown of their concerns would be provided after the meeting however Ms Kivell highlighted the following concerns and recommendations. The community were dissatisfied with the 54 submissions received to determine their fate. Many supported the concept however also provided significant feedback for changes that needed to happen which contradicted their initial response and as a result highly skewed the data. Overall it was believed that there was not enough qualitative or quantitative data to make an informed decision. In response to their concerns the group undertook further consultation to ensure as many voices were heard, 100 people provided feedback and there were many who preferred to share their feedback verbally and did so at the recent Taranaki Coastal Community Board meeting. The survey asked if the community believed there was a need for both the Hall and Complex, of which 91% believed that this was the case. The information used the 2013 census however the population had increased over 50% since then equating to an additional 600 people. As a result of the influx the dynamics of the town changed considerably and there were more people wanting to contribute to the local community and share their expertise.

The COVID-19 lockdown enabled residents to reflect on who they were as a community and to build new aspirations for the town. Having a separate hall and sports facility was a notable part of this vision for many residents in Manaia. They believed they were an important part of South Taranaki and contributed a large amount of income to the South Taranaki District and deserved to get back nothing less than they had before.

It had been six years and all other earthquake strengthening projects had been completed.

The residents of Manaia deserved to see some of their rates contribution invested into their local community in a meaningful and responsive manner. Manaia did have a clear vision for their future and were not prepared to give up and stood united.

On behalf of the Manaia community she asked the Committee to recommend to the Council that they dismiss the plans for the combined facility at the Manaia complex. She asked that enough funding be provided to strengthen and refurbish the Hall and Complex and that a member of Council work in consultation with the Group to ensure that the future plans of Manaia meet their genuine needs and aspirations for their town.

In response to why there was a change in the feedback received, Ms Kivell explained that this was due to several things; the opportunity to provide feedback on a digital form and many people were uncomfortable attending community meetings. There were also several conversations around COVID-19 and the importance of these facilities to Manaia.

In terms of how the facilities would benefit the Manaia Primary School, Ms Kivell explained that the School was lacking the ability to host events because the School Hall did not have the capacity to hold more than the students. The current roll was between 80 and 120.

Councillor Filbee raised concern around the accuracy of the data being presented. Ms Kivell explained that the part she was referencing was when feedback supported the design however in the comments, suggestions were made to make it better.

Councillor Filbee thought it was fantastic the community were working together and had developed an organisation as this sent a clear message that the community were heading in the same direction. She was involved with the building of the Pātea Swimming Pool, at the time the Council allocated some money towards it and the Pātea community raised a considerable amount of money to ensure it met their needs. She asked if Ms Kivell could foresee the Group being able to assist with additional funding to support getting what the community wanted. Ms Kivell commented that in the initial discussion with the Council, if there were more funds needed then they would work alongside the Council to approach agencies to obtain funding. There were businesses that had offered sponsorship and their trade to assist with this.

1.2 John Graham – Proposed Manaia Facility

Mr Graham was a long time resident of Manaia, a life member of the Manaia and Districts RSA and once played sports in Manaia regularly using the Complex. The Manaia and District RSA alongside the Manaia community raised approximately \$30,000 towards the rebuild of the Hall after it burnt down making it special to Manaia. He would like to see it remain at its existing location. He considered the Complex to be a strong structure that would not fall down and the maturity of Manaia had suffered due to the Complex being closed.

Councillor Rook interpreted the comments that the Manaia community preferred the existing Hall be renovated to earthquake standards and asked if this was correct. Mr Graham confirmed this.

1.3 Lola Katene – Proposed Manaia Facility

Ms Katene spoke on why she believed the Hall and Complex were important facilities for Manaia. In 1998 she volunteered for the Ngāruahine Iwi Matua Whaea roopu working for their Iwi. The Hall was their main base to run kaumātua rangatahi whānau programmes and these continued until its closure in 2015. Prior to then she remembered the Hall as being the centre facility for many celebrations, sports, events etc as it was able to hold the largest capacity. Equally at a smaller scale the Complex served well for celebrations and outdoor sports at a larger scale as it had fields and courts available. The loss of the Complex meant the loss of hosting annual events.

Ms Katene explained that the numbers proved the Hall was used frequently. Over the past five years the Hall was used 37 times in 2015 prior to its closure in June, 108 in 2014, 104 in 2013, 124 in 2012 and 234 in 2011 totalling 607 in the past five years. These numbers showed the Hall was used on average twice per week which she believed was good for a small community. In conclusion she reiterated the importance of both facilities as they served different purposes and catered for different sizes. The Complex catered for outdoor activities, events and sports at larger scales while the Hall was the hub of the community, it was central, catered for larger capacities inside, multifunctional and was affordable.

In terms of the equipment stored in the Hall Ms Katene explained that this remained in an off room provided to them by the Committee. This highlighted that the Hall was multifunctional as each group had areas where they could store their equipment.

Ms Bigham noted that the current plans for the proposed combined facility at the domain only had space for rugby, touch rugby, cricket and tennis yet several other groups had been identified as utilising this space. She asked for Ms Katene's opinion in terms of the lack of space. Ms Katene commented that the new concept did not cater for indoor sports. Ms Bigham highlighted that at the time when the Council put the markings down for Ki o Rahi the South Taranaki District Council were the first council in the country that had catered for Ki o Rahi and had an indoor court where the sport could be played regularly.

In response to the query around if there was a shortfall whether the community would be prepared to fundraise, Ms Katene would put her name down to fundraise and commented that when the Manaia Pool needed upgrading a lot of the work was undertaken voluntarily by the community and she was confident this would happen again.

1.4 Bonnie McIntee – Proposed Manaia Facility

Ms McIntee moved to Manaia with her two children four years prior and had not seen any money spent in Manaia. Ratepayers money was not being brought back into the community but were being spent on other areas of the District. She expressed her concerns that facilities such as the tennis courts, park and the gardens were not being maintained and believed the least the Council could do was upgrade both the Hall and the Complex using the rates the Manaia residents had paid.

Mayor Nixon noted that a considerable amount of money had been spent on a skatepark, foothpaths and was to be spent on the Manaia Swimming Pool. He was disappointed to hear that a table had been removed from the park and not returned which was currently being investigated. He expressed the importance of reporting issues to the Council.

Mayor Nixon explained that it was not unusual for fundraising to be undertaken for Council projects throughout the District.

1.5 Dion Luke – Proposed Manaia Facility

Mr Luke worked as an advisor of Iwi Development for Te Korowai Ngāruahine Trust (the Trust). The Trust did not speak for hapū or presume to represent their values, interests or content, however did provide support where there were issues that affected their wellbeing or were important to their sense of place which Manaia was one of those places.

The Trust supported the concerns and aspirations of their whānau living in Manaia and its surrounding area. The consultation process early on had been less than satisfactory particularly in arriving at a decision to combine the two facilities. He had heard from unhappy aunties who had not participated in the consultation process due to the negative past experiences. He noted the importance of the two separate facilities specific to the cultural interests of the Trust for example; Tribal sports and Taranaki Tū Mai Festival. The recent engagements at Waiokura Marae would bring more positive results.

The Trust supported the recommendation in the report of the Manaia Community Group. The Trust hoped the Council would bring both the Hall and Complex up to the appropriate earthquake strengthening standards. The Trust agreed to the Council's Recreation and Facilities Manager working with the Manaia Community Group to ensure future plans for Manaia meet the genuine needs and aspirations of the community. If there were financial restraints that made this unachievable, he requested that the Council provide estimates on what further funding was required to enable the two facilities to be retained.

In terms of consultation Mr Luke believed the best place to start was to consult with the community and marae in their space where they felt more comfortable.

1.6 Patricia Green – Proposed Manaia Facility

Ms Green believed that the Council had an obligation to ensure the buildings were upgraded not leaving them to become dilapidated. Although the community had been told that the building could not be entered, she had observed chattels being removed from the building that belonged to the Hall. She wanted people to be held accountable.

Ms Green was disappointed that the Christmas lights installed every year had decreased and now there was only one going. She would like them fixed for the children in the community.

4. Whakaae i Ngā Mēniti / Confirmation of Minutes

4.1 Policy and Strategy Committee held on 30 November 2020.

RESOLUTION

(Cr Rook/Cr Mackay)

02/21 PS **THAT the Policy and Strategy Committee adopts the minutes from the meeting held on 30 November 2020 as a true and correct record.**

CARRIED

5. Pūrongo / Report

5.1 Feedback on Proposal for Manaia Combined Facility

A concept design was prepared and presented to the community for their feedback over November and December 2020. This report provided the results of the feedback and recommendations for the next steps.

Councillor Rangiwahia declared a conflict of interest.

Mr Crockett explained that the previous Council had made a decision instructing Council officers to consult with the community on a concept at the site showing one complex. Council officers undertook the work requested of them.

Given what was heard in open forum Deputy Mayor Northcott did not believe the recommendations in the report were fit for purpose. It was clear from the delegation today and with internal discussions in Manaia that the community supported retaining the existing facilities provided the buildings were upgraded. In terms of costings for the Hall Mr Waite explained that in 2018 the estimated cost for earthquake strengthening and building repairs was \$900,000.

Ms Bigham explained that from a Community Board perspective there was strong attendance at the last hui which was an indication again of the strength and feeling of the community. She was heartened to see that the community had turned up to start engaging and activating in a conversation. Something highlighted at the Community Board meeting was the lack of adequate facilities so the community could come together and it was believed to have seriously affected community cohesion. The result of this had engaged a younger generation of community residents who wanted to see history held onto for the future. She proposed that the report lay on the table to allow Council staff, councillors and community board members to sit together and come back with a community proposal that could potentially work. She believed it would be a disservice to Manaia to not engage with them when they were so ready to do so.

Councillor Filbee asked if the 27 community groups named in the Council survey as previous users or potential users were bona fide organisations. Ms Bigham commented that this had been impacted by the lack of space for those groups. Matua Whaea had taken a huge hit and they were the active group for the District. However, there were a lot of latent groups that would be rejuvenated with having a new facility. The cost for alternative halls were prohibitive. The 455sqm proposed facility was not much bigger than her house.

In terms of the Hall usage figures, Councillor Filbee asked if all users were encompassed in that data. Mr Crockett believed there had been plenty of opportunities afforded for people to get engaged in the process. The Council had a list of users based off previous bookings however it was evident, as a result of speakers in the open forum there were a number of keys held within the community.

Councillor Filbee acknowledged that the māori community had far larger gatherings as a generalisation than the pākehā community. She believed this needed to be kept in the forefront of their minds during the decision making process.

In response to clarification around funding, Ms Aitken explained the previous Council committed \$1 million towards the new facility. There was some money previously budgeted for painting, however \$1 million was the committed amount. Councillor Beccard supported doing more work and considering the option to repair it.

Councillor Roach heard today that the community wanted two facilities and were willing to fundraise. He supported officers undertaking further consultation with a focus of fixing both facilities in consultation with the Manaia Community Group.

Ms Bigham commented that it was critical to remember the message from Manaia was they wanted nothing less than what had been available. There was interest expressed as the community might want to take over the Complex at the domain that would allow the Council to focus on the Hall facility on the current site. This was an option that could be explored. Mr Waite clarified that the Complex was owned by the Council but was being run by the Sports Complex Trust, which several groups were involved with.

Councillor Filbee asked how the Council could streamline the public consultation to ensure the Council received the feedback in order to make the best decision for the community. Mayor Nixon noted that this was difficult because everyone was different however lessons learnt would be considered before further engagement was undertaken.

Ms Bigham left the meeting at 2.50 pm.

RECOMMENDATION

(Cr Roach/Cr Young)

03/21 PS THAT the Policy and Strategy Committee recommends the Council agrees to:

- a) **Option 1 Status Quo.**
- b) **The Council be provided a report including further detailed assessments of costs for strengthening and refurbishments of the Manaia Town Hall and the Manaia Sports Complex; and**
- c) **Further engagement take place with the community groups identified and the wider community around this project.**

CARRIED

Councillor Rangiwahia abstained from voting.

Mayor Nixon left the meeting at 3.00 pm and Deputy Mayor Northcott assumed as Chairperson.

6 Pūrongo-Whakamārama / Information Reports

6.1 Geomorphological Assessment, Hazard and Risk Assessment and Mitigation Management Options for Ōpunakē Beach

The purpose of this report was to inform the Council of the Geomorphological assessment, hazard and risk assessments and mitigation management options noted in the Ōpunakē Bay Report.

Councillor Roach commented on the area in front of the Ōpunakē Surf Club as there were a line of power poles buried in the sand dunes. The Egmont County Council skimmed the sand with a Hough weekly however this ceased in late 1996 and this was an ongoing issue. He noted that the plants saved the Ōpunakē Surf Club.

The Geomorphological Assessment Report prepared by Coastal Systems Ltd and presented to the Council was intended to contain sufficient information and predictions to inform future maintenance or developmental plans for the Ōpunakē Bay. There were recommendations in the report that had not been taken on board yet, some would require a new resource consent.

Mr Crockett explained that the key reason in presenting this report was to raise awareness of the implications on our infrastructure as a result of sea level rise. The Council would look to add that the report be reviewed at periodic intervals because at some point in time the Council would need to consider their options in this space. There was no immediate work required but in the next ten years considerations for the campground would be required.

In response to whether there was any major expenditure planned for the campground, Ms Archibald explained that the Council were in the process of installing a barrier wall to stop rocks falling into the campground. Ms Aitken advised that money was set aside in Years 2 and 3 of the proposed Long Term Plan to fix the front retaining wall.

RESOLUTION

(Cr Roach/Cr Filbee)

04/21 PS **THAT the Policy and Strategy Committee receives the Geomorphological assessment, hazard and risk assessment and mitigation management options for Ōpunakē Bay Report from Coastal Systems Ltd.**

CARRIED

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

RESOLUTION

(Cr Langton/Cr Beccard)

05/21 PS **THAT the public be excluded from the following parts of the proceedings of this meeting, namely:**

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
1. Policy and Strategy Committee held on 30 November 2020.	Good reason to withhold exists under Section 7.	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists. Section 48(1)(a)

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

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

CARRIED

8. Tuwhera anō te Hui / Resume to Open Meeting

RESOLUTION

(Cr Rangiwahia/Cr Mackay)

07/21 PS **THAT** the Policy and Strategy Committee resumes in open meeting.

CARRIED

The meeting concluded at 3.11 pm.

Dated this day of 2021.

.....
CHAIRPERSON



Menīti Minutes

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

Held with the public excluded in Hāwera on Monday 1 February 2021

1. Whakaaetia ngā Menīti / Confirmation of Minutes

1.1 Policy and Strategy Committee meeting held on 30 November 2020.

RESOLUTION

(Cr Rangiwhahia/Cr Langton)

06/21 PS **THAT** the Policy and Strategy Committee confirms the public excluded minutes of the Policy and Strategy Committee meeting held on 30 November 2020 as a true and correct record.

CARRIED

2. Tuwhera anō te Hui / Resume to Open Meeting

RESOLUTION

(Cr Rangiwhahia/Cr Mackay)

07/21 PS **THAT** the Policy and Strategy Committee resumes in open meeting.

CARRIED

The meeting concluded at 3.11 pm.

Dated this day of 2021.

.....
CHAIRPERSON



Pūrongo Report

To	Policy and Strategy Committee
From	Kaitātari Matatapu me te Kaupapa Here / Privacy and Policy Advisor, Adrienne Cook
Date	22 March 2021
Subject	Delegations Register Update – Resource Management Act 1991

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

Whakarāpopoto Kāhui Kahika / Executive Summary

1. The Delegations Register (the Register) is a living document which requires regular updates to ensure that it is current and correct. The Register provides a clear transfer of delegation of authority from the Council to the Chief Executive (CE), and from the CE on to the appropriate officers (specific to their position). An exception to this is delegations under the Resource Management Act (RMA) 1991, which are directly conferred by the Council to officers.
2. The report proposes an update of the Resource Management Act (RMA) 1991 delegations, contained within the Council's Register (as noted in Appendix I), to assign powers to the Environmental Health Technician.

Taunakitanga / Recommendations

THAT the Policy and Strategy Committee approves the delegations, transferring powers under the Resource Management Act 1991, to the officer; as per its powers under section 34A of the Resource Management Act 1991.

Kupu Whakamārama / Background

3. A Register is a formal document which effects the daily operation of the Council and as such, it is important in providing a legal foundation to decision making and exercising of authority provided for by legislation, regulations, bylaws and policies. It provides evidence showing how particular functions are authorised.
4. The Register is considered a living document which requires regular updates to ensure that:
 - a) The document reflects changes to legislation, regulations, Council bylaws and policies;
 - b) Changes to the operation of the Council are incorporated into the document; and
 - c) Officers are provided with the correct delegation to undertake specific tasks.

5. To ensure that the Council operates at an efficient and effective manner, the powers provided to the Council under legislation can be divided into the following:

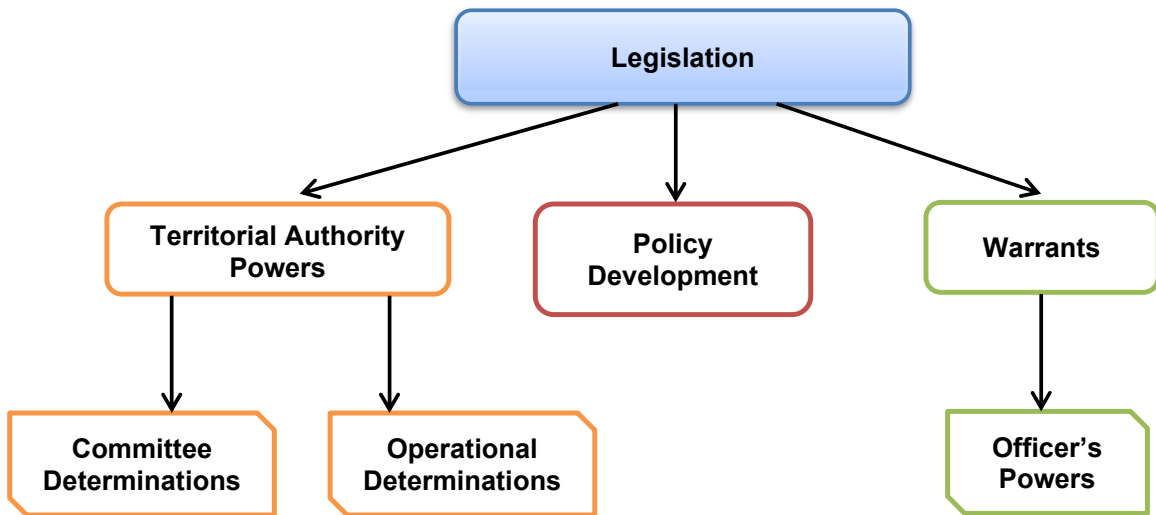


Figure 1: powers provided under legislation.

Local Government Purpose

6. Under the LGA 2002, the Council’s purpose is to “*promote the social, economic, environmental and cultural well-being of communities in the present and for the future.*” It is important to be able to balance the regulatory aspect of enforcing legislation to maintain the health and safety of the public (to promote well-being of communities), with the rights of individuals within the community. Therefore, it is important that officers are warranted and authorised to undertake their delegated functions; and be able to legally provide that regulatory function.

Ngā Kōwhiringa / Options – Identification and analysis

7. Reviews of the existing Register are undertaken on a regular basis to ensure that the Council has delegated powers to enable council officers to make operational decisions and act on behalf of the Council.
8. Delegations under the RMA 1991 are required to be directly transferred by the Council to the officer. The report proposes that powers are given to the Environmental Health Technician to enable that officer to undertake the functions listed in [Appendix I](#) of this report.

Risks

9. The following points provide a risk analysis associated with this decision:
 - a) Political - A Register provides transparency to the public on how the Council operates and who is delegated with the power to make decisions under specific legislation, policies and bylaws. This provides certainty that the Council is undertaking its obligations with the required legal authority.

- b) Legal - This is the most important risk that the Council needs to consider when analysing the impact of this decision. The Register provides assurance that the authority to act under the Act, Regulation, Bylaw or Policy has been correctly transferred from the Council directly to officers (such as required under the RMA 1991), or to the CE and then on delegated from the CE to officers. This reduces the risk of legal challenge.

Options available

Adopt the Proposed Recommendation

10. Adopting the recommendation would ensure that the officer's role is included in the Register, so that daily operational matters under the Resource Management Act 1991 can be undertaken by that role (along with the existing delegations to other officers).

Amend the Proposed Delegations

11. The Council may wish to amend the proposed delegations.

Whaiwhakaaro me ngā aromatawai / Considerations and Assessments

Assessment of Significance and Engagement

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

Criteria	Measure	Assessment
Degree	The number of residents and ratepayers affected and the degree to which they are affected by the decision or proposal.	Low: Residents and rate payers would not be affected by this decision.
LOS	The achievement of, or ability to achieve, the Council's stated levels of service as set out in the Long Term Plan 2018-2028.	Low: No effect on the Long Term Plan.
Decision	Whether this type of decision, proposal or issue has a history of generating wide public interest within South Taranaki.	Low: This is an internal function.
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.	Low: The incorporation of delegations within the Delegations Register has been absorbed into existing budgets and will ensure officers are delegated to undertake operational matters.
Reversible	The degree to which the decision or proposal is reversible.	Medium: The Council may revoke delegated authority by resolution.

13. In terms of the Council's Significance and Engagement Policy, this matter is of Low Significance. Consultation is not required for delegations, as it is an internal legislative requirement.

Legislative Considerations

14. Under Schedule 7 of the LGA 2002, section 32 states that:

"for the purposes of efficiency and effectiveness in the conduct of a local authority's business, a local authority may delegate to[an] officer of the local authority, any of its responsibilities, duties, or powers except

- (a) The power to make a rate; or*
- (b) The power to make a bylaw; or*
- (c) the power to borrow money, or purchase or dispose of assets, other than in accordance with the long term plan; or*
- (d) the power to adopt a long term plan, annual plan, or annual report; or*
- (e) the power to appoint a chief executive; or*
- (f) the power to adopt policies required to be adopted and consulted on under this Act in association with the long term plan or developed for the purpose of the local governance statement; or*
- (g) the power to adopt a remuneration and employment policy."*

15. Under section 34A of the RMA 1991 the delegation of powers is limited as follows:

"34A Delegation of powers and functions to employees and other persons

- (1) A local authority may delegate to an employee, or hearings commissioner appointed by the local authority (who may or may not be a member of the local authority), any functions, powers, or duties under this Act except the following:*
 - (a) the approval of a proposed policy statement or plan under clause 17 of Schedule 1:*
 - (b) this power of delegation."*

Financial/Budget Considerations

16. The costs relating to the review and amendment of the Register have been, and will continue to be, derived from existing budgets.

Consistency with Plans/Policies/Community Outcomes

17. Transferring the daily operational powers and functions within the RMA 1991 (as listed within Appendix I), to Council officers, would provide a consistent approach for all RMA 1991 delegations contained within the Register.

Impact on Māori/Iwi

18. Māori will benefit from the Council undertaking its operational functions, as will all the South Taranaki community. This is a statutory process.

Affected Parties Consultation

19. External consultation is not required for additions or amendments to the Register. This is a statutory process.

Whakakapia / Conclusion

20. The report proposes that the Council adopts the amendments as attached in Appendix I and transfers powers to the officer listed (as highlighted by track changes in the document).



Adrienne Cook

**Kaitātari Matatapu me te Kaupapa Here /
Privacy and Policy Advisor**



[Seen by]

Becky Wolland

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

Appendix I – Delegations under the Resource Management Act 1991

Resource Management Act 1991	Description	Delegated to
RMA 90	<p>Section 323 – Compliance with abatement notice If person whom abatement notice issued under section 322 (1) (c) fails to comply, an enforcement officer may enter (with a constable if a dwelling house) and reduce noise level or seize and impound noise source.</p>	1) Environmental Health Officer <u>1) Environmental Health Technician</u> 1) Compliance Officer 1) Environmental Monitoring Officer 2) Compliance Team Leader 2) Regulatory Services Manager 2) Planning and Development Manager 3) Group Manager Environmental Services
RMA 91 a	<p>Section 325A – Cancellation of abatement notice 2) TA or enforcement officer may cancel abatement notice at any time.</p>	1) Environmental Health Officer <u>1) Environmental Health Technician</u> 1) Compliance Officer 1) Environmental Monitoring Officer 2) Compliance Team Leader 2) Planning and Development Manager 2) Regulatory Services Manager 3) Group Manager Environmental Services
RMA 92	<p>Section 327 – Issue and effect of excessive noise direction (END notice) 1) Enforcement officer may issue a direction to the occupier or other person responsible for noise, to immediately reduce noise to reasonable level. 2) May issue a direction written or orally. 3) Direction is for 72 hours or shorter period as Enforcement Officer specifies.</p>	1) Environmental Health Officer <u>1) Environmental Health Technician</u> 1) Compliance Officer 1) RS After Hours Contractors 1) Environmental Monitoring Officer 2) Compliance Team Leader 2) Planning and Development Manager 3) Regulatory Services Manager 4) Group Manager Environmental Services

Appendix I – Delegations under the Resource Management Act 1991

Resource Management Act 1991	Description	Delegated to
RMA 93	<p>Section 328 – Compliance with an excessive noise direction If person fails to comply with excessive noise direction or person cannot be reasonably identified/found responsible, an Enforcement Officer (accompanied by constable) may enter the place and: seize and remove, render inoperable, or lock or seal to make unusable; any noise making device. Other than exemptions in 326.</p>	1) Environmental Health Officer 1) <u>Environmental Health Technician</u> 1) RS After Hours Contractors 1) Environmental Monitoring Officer 2) Compliance Team Leader 2) Planning and Development Manager 2) Regulatory Services Manager 3) Group Manager Environmental Services
RMA 96	<p>Section 332 – Power of entry for inspection Enforcement Officer may go onto, into, under or over (excluding a dwelling house) to inspect.</p>	1) Environmental Monitoring Officer 1) Development Engineer 1) Planner 1) Environmental Health Officer 1) <u>Environmental Health Technician</u> 1) RS After Hours Contractors 2) Planning Team Leader 2) Planning and Development Manager 2) Regulatory Services Manager 3) Group Manager Environmental Services



Pūrongo Report

5

To	Policy and Strategy Committee
From	Kaitātari Matatapu me te Kaupapa Here / Privacy and Policy Advisor, Adrienne Cook
Date	22 March 2021
Subject	Community Funding Policy

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

Whakarāpopoto Kāhui Kahika / Executive Summary

1. This report proposes that the draft Community Funding Policy (the Policy) attached as [Appendix 1](#), is adopted. The Policy collates all Community Funding policies into one document to provide simple and transparent information to members of the public who may wish to apply for funds. This also allows the Council to ensure consistency in how funds are assessed, distributed and used.
2. The Policy covers the following funds/grants: Creative Communities Fund, Sport NZ Rural Travel Fund, Tangata Whenua Liaison Fund, Local Discretionary Fund, Pātea Centennial Bursary, Waimate Development Levy, Community Surveillance System Fund, Rural Halls Grant, Community Funding Grant and the Natural Environments Fund (previously termed the SNA fund).
3. The funding allocation usually undertaken as part of the Long Term Plan (LTP) to be run as a separate process. This process will run after the LTP has been adopted.

Taunakitanga / Recommendations

THAT the Policy and Strategy Committee recommends the Council approves the Community Funding Policy.

Kupu Whakamārama / Background

4. A report was presented to the Council on 6 May 2019, which proposed that the Council develop a policy to align all funding in relation to the LTP and Annual Plan process. This would enable all applications to be assessed in a consistent way at one time by the Council.
5. Currently, the conditions for each fund are held in separate documents or are listed on the application forms. This review has allowed officers to review the conditions holistically, and align the eligibility, application process, accountability, and conduct for all funds/grants.

Workshops

6. On 19 October 2020 a workshop was held with the Elected Members. This discussion focused on the conditions for funding pools and the process for the Long Term Plan/Annual Plan funding.
7. On 28 September 2020 a workshop with Community Boards was held. This provided the Community Boards with the opportunity to understand the other types of funding pools available and also the alignment of their local discretionary funding to the four well-beings.
8. Information was presented to the Iwi Liaison Committee to determine if they wanted to retain the conditions in their Tangata Whenua Liaison Fund. Documents comparing Local Discretionary Funding and the Tangata Whenua Liaison Fund were provided as supplementary reading, at the Committee's request. No further advice/feedback from the Iwi Liaison Committee representatives has been received at the drafting of this report.

Local Government Purpose

9. The purpose of local government is to promote the social, economic, environmental, or cultural well-being now and into the future. Funding of events, programmes and projects through community grants enables vibrancy and resilience in those communities, now and into the future.

Ngā Kōwhiringa / Options – Identification and analysis

10. The Policy provides consistency on the eligibility to apply for funding, the application process, accountability, grant misuse, and assessment conduct which shall apply to all community funding grants. The individual funds and grants themselves are contained in the appendix of the Policy. This will allow flexibility for the appendices to be changed/updated, as and when required.

Funding grants

11. The following funding grants are contained within the Community Funding Policy:
 - Creative Communities Fund (administered by the Council on behalf of Creative NZ);
 - Sport NZ Rural Travel Fund (administered by the Council on behalf of Sport NZ);
 - Tangata Whenua Liaison Fund (administered by Iwi Liaison Committee on behalf of the Council);
 - Local Discretionary Fund (administered by the four Community Boards on behalf of the Council);
 - Pātea Centennial Bursary (administered by the Pātea Community Board on behalf of the Council);
 - Waimate Development Levy (administered by the Taranaki Coastal Community Board on behalf of the Council);
 - Community Surveillance System Fund (administered by the Council);
 - Rural Halls Grant (administered by the Council);
 - Community Funding Grant (administered by the Council); and
 - Natural Environments Fund (administered by the Environment and Hearings Committee on behalf of the Council).

Alignment with the four well-beings

12. The Policy contains a table (the first page in the Appendix) to provide members of the public with information on what funds are available, who can apply for them, what types of projects/events and how the Policy aligns with the four well-beings. It is proposed that for those applications which are funded by the Council, that applicants are required to show how their programme, project, or event aligns with the four well-beings.

Review of the policy

13. A review of the conditions of the Local Discretionary Fund and the Tangata Whenua Liaison Fund will occur after local body elections, when the board/committee is established for that triennium. All other council funds will be reviewed every three years to align with this timeframe.

Risks

14. The following points provide a risk analysis associated with this decision:

a) Publicity/public perception

To provide the public with information on all community funding in one document, and making it easier, simpler and more transparent about how to apply, how assessments will be conducted (either by the Council or its boards/committees), and the expectations of the Council when funding is awarded to an applicant.

b) Timeframes

It is a Long Term Plan year. Normally funding is included as part of the LTP process. This Policy is proposing that the LTP/Annual Plan funding is opened and decided on outside of the LTP process. To enable a smooth transition moving forward for this type of funding, it is proposed that this Policy is adopted before 1 July 2021.

Options available

Adopt the proposed recommendation

15. Adopting the recommendation would result in the Community Funding Policy becoming the single document containing the conditions for community funding for the South Taranaki District. It is proposed that this document and the table in Appendix I are used for targeted advertising to the public of the types of community funding available.

Reject the proposed recommendation, and request the Policy is redrafted

16. The Council may wish to amend the Community Funding Policy. This may be minor changes, or this could be significant amendments.

Reject the proposed recommendation and maintain the status quo

17. The Council may wish to reject the proposed recommendation of adopting the Community Funding Policy and decide to maintain the status quo of a less structured approach to how the conditions for community funding is documented.

Whaiwhakaaro me ngā aromatawai / Considerations and Assessments**Assessment of Significance and Engagement**

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

Criteria	Measure	Assessment
Degree	The number of residents and ratepayers affected and the degree to which they are affected by the decision or proposal.	Low: there is no significant effect on the residents and rate payers of the District.
LOS	The achievement of, or ability to achieve, the Council's stated levels of service as set out in the Long-Term Plan 2018-2028.	Low: this decision does not affect the Council's ability to achieve LOS in the LTP.
Decision	Whether this type of decision, proposal or issue has a history of generating wide public interest within South Taranaki.	Low: the decision around conditions of community funding has not generated wide public interest. When funding is available it is of interest to the public.
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.	Medium: the pool of funding available for Council funded grants will be made during the LTP/Annual Plan process.
Reversible	The degree to which the decision or proposal is reversible.	Low: this Policy can be amended by the Council at any time.

19. In terms of the Council's Significance and Engagement Policy this matter is of low significance.

Legislative Considerations

20. Funds which are administered by the Council on behalf of another organisation, such as the Creative Community and the Sport NZ Rural Travel funds; have conditions which have been designated by those organisations. The Council is required to follow those conditions when assessing and granting those funds.

Financial/Budget Considerations

21. The amount for council funding grants will be set by the Council during the LTP and/or Annual Plan budgeting processes.

Consistency with Plans/Policies/Community Outcomes

22. This policy contributes to all four of the community outcomes as detailed below:
- Vibrant South Taranaki;
 - Together South Taranaki;
 - Prosperous South Taranaki; and
 - Sustainable South Taranaki.

Impact on Māori/Iwi

23. Māori will have an interest in this policy, as it provides the conditions for funding under the Tangata Whenua Liaison Fund, along with other funds which individuals, groups and organisations can apply for.
24. Iwi, who represent the interests of affiliated Māori, will also want to ensure that the conditions for the Tangata Whenua Liaison fund are appropriate.

Affected Parties Consultation

25. It is considered that consultation in relation to this Policy is not required. The Policy provides guidance to the public on what funds are available and the conditions of those funds. Conditions of some funds are set by external organisations and the Council administers them on behalf. The Council is unable to change those conditions.
26. Once the Policy is adopted, advertising and distributing information about the Policy will occur. Information throughout the year will also be advertised when each funding round opens.

Whakakapia / Conclusion

27. The report seeks the adoption of the Community Funding Policy ([contained in Appendix I](#)). By adopting the Policy, all community funding information will be contained in one place. This will make it simple and transparent to the public (that apply for funding), what the conditions for each fund is, how the Council (or its boards/committees) will manage, assess, and grant funds.



Adrienne Cook

**Kaitātari Matatapu me te Kaupapa Here /
Privacy and Policy Advisor**



[Seen by]

Becky Wolland

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

Pūtea Hapori Kaupapa Here

DRAFT
Community Funding
Policy

www.southtaranaki.com



Pūtea Hapori Kaupapa Here Community Funding Policy

Executive Summary

The Council makes a significant contribution to the social, economic, environmental, and cultural wellbeing of the South Taranaki community, through its community funding grants. This Policy sets out the Council's expectations for the application, administration, and allocation of funding, and outlines responsibilities of the Council, committees, and applicants.

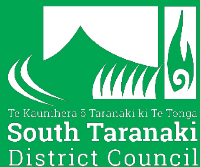
Purpose of the Policy

The purpose of this Policy is to encourage the development and delivery of the social, economic, environmental, and cultural well-being of the District's residents and visitors through the provision of community grants.

Objectives

The objectives of this Policy are to:

- a) Outline the funding available, and specify which projects, activities and initiatives are eligible for funding.
- b) Establish and maintain a structured, transparent, and responsible approach to the fair allocation and distribution of funding.
- c) Maintain effective monitoring and reporting in relation to funding applications, decisions, and funding allocation, and accountability for the use of those funds.
- d) Increase the resilience and effectiveness of communities, groups and other entities through activity planning and knowledge of funding options, including alternative sources outside of the Council.



Pūtea Hapori Kaupapa Here

Community Funding Policy

Policy

1.0 Advertising and budget

Information on the Council's funding opportunities, eligibility criteria, application closing date, and associated application forms and documentation will be made publicly available at the Administration Building Hāwera, and each LibraryPlus Centre, and on the Council's website. Notification of funding opportunities may be advertised within appropriate local newspaper/s or social media channels.

2.0 Eligibility

To be eligible to apply for a fund, the applicant must meet the criteria of that specific fund (see funds available and criteria in appendix 1 of this Policy).

3.0 Applications

3.1 Applications for funding must be made in writing, to the Council or applicable Committee, using the appropriate application form.

3.2 Applicants may only apply for one project per funding application.

3.3 Applicants must ensure that they provide all the information required within the application form.

3.4 It is encouraged that organisations work together to achieve common goals. Joint applications will be considered without prejudicing other applications from individuals, groups or organisations.

4.0 Application process

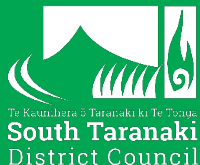
4.1 When an application is received, the Council will acknowledge in writing, that the application has been received.

4.2 If the application is incomplete, the Council will advise the applicant in writing. Failure to provide the additional information within the required time frame, will result in the application being declined or deferred to future funding rounds.

4.3 Applications will be forwarded on to the applicable committee and will be tabled at the designated committee meeting for consideration, or will be assessed through a Council process.

4.4 As soon as practicable after the Council assessment or Committee meeting, each applicant will be advised in writing of the Council's or Committee's decision.

4.4.1 If the Council or Committee decides that an application is declined, applicants shall be provided with an explanation of the decision, if requested.



Pūtea Hapori Kaupapa Here

Community Funding Policy

- 4.5 If a funding agreement is required, the Council will liaise with the applicant to discuss and formalise such agreements.

5.0 Conflict of interest

Any applicant must disclose in their application if they have a conflict of interest.

6.0 Accountability

- 6.1 All recipients of a grant must ensure that the funded activity remains compliant with all relevant legislation, regulations, and terms and conditions, including health and safety legislation.
- 6.2 All recipients of Council funding are required to complete an accountability report (in writing), and provide any other funding expenditure or evaluation documentation requested by the Council or Committee.
- 6.2.1 An accountability report must be provided within the required timeframe which will be outlined in the funding outcome letter.
- 6.2.2 In some instances where the Council is administering a fund on behalf of another organisation, the information provided by the applicant in an accountability report or other documentation, may be forwarded to the other organisation to meet their administrative requirements.
- 6.3 Failure to meet all relevant terms and conditions associated with the Council grant, may result in a termination of funding, decline in future funding, and/or the repayment of part or all of the allocated funding.
- 6.4 If funding is granted and the project, event, or service delivery, does not proceed, the applicant must return the total amount of the grant, before the end of the same financial year in which the application was granted, or as advised by the Council/Committee.

Note: return of funds awarded does not prohibit an applicant applying for funds in future years.

7.0 Grant misuse

- 7.1 Any discrepancies in funding (for example: funds spent on other activities than those specified in the approved funding application) may result in the Council requiring an audit of the organisation's accounts and the funded activity, and the potential repayment/return to the Council of the funding received.
- 7.2 Misuse or misappropriation of monies granted from the Council, by any community group, volunteer group, or individual (if applicable) may affect the granting of future funding applications.



Pūtea Hapori Kaupapa Here

Community Funding Policy

5

8.0 Assessment conduct

- 8.1 The Council and committees shall at all times act with integrity, objectivity, and in a fair and reasonable manner.
- 8.2 All funding decisions shall be appropriate and transparent, fair and defensible, within budget, and free from any actual or perceived bias or conflict of interest.

9.0 Definitions

Applicant means an organisation, volunteer organisation, or individual who completes an application for a grant/fund.

Council means the South Taranaki District Council.

District means the South Taranaki District.

10.0 Contacts

Administration Officer – Community and Infrastructure Services, or
Executive Assistant – Community and Infrastructure Services
South Taranaki District Council 06 278 0555 or 0800 111 323

11.0 Review of Policy

- 11.1 This Policy shall be reviewed every three (3) years immediately following the local body elections to ensure the Policy is effective and efficient at achieving the objectives.
- 11.2 Any changes to funding allocation amounts will take effect following the adoption of the next Long Term Plan.
- 11.3 The appendices attached may be altered from time to time.

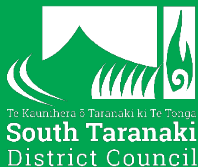


Pūtea Hapori Kaupapa Here Community Funding Policy

Appendix One – Funds and Grants

Funding options

# in this appendix	Fund	Administered by	Who can apply?			What for?			What are the priorities? (four well-beings)			
			Community groups	Individuals	An event	A fixed-term project	Ongoing service delivery or administration costs	Other	Social	Economic	Environmental	Cultural
1	Community Initiatives Fund (previously the Annual plan/Long Term Plan fund)	STDC	✓			✓	✓		✓	✓	✓	✓
2	Community Surveillance System Fund	STDC	✓				✓				✓	
3	Rural Halls Grant	STDC	✓				✓		✓			✓
4	Tangata Whenua Liaison Fund	Iwi Liaison representatives	✓			✓	✓	✓	✓			✓
5	Local Discretionary Fund (each ward)	Community Board (x4)	✓		✓	✓			✓	✓	✓	✓
6	Pātea Centennial Bursary	Pātea Community Board		✓				✓ Education		✓		
7	Waimate Development Levy	Taranaki Coastal Community Board	✓			✓			✓			✓
8	Creative Communities Fund	STDC on behalf of CNZ	✓	✓	✓	✓			✓			✓
9	Sport NZ Rural Travel Fund	STDC on behalf of Sport NZ	✓					✓ Travel	✓			
10	Environment and Natural Heritage Fund	STDC	✓	✓		✓		✓		✓	✓	✓



Pūtea Hapori Kaupapa Here

Community Funding Policy

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1.0 Community Initiatives Fund (previously Annual Plan/Long Term Plan grants)

The Council has decided that no grants will be considered as part of the Long Term Plan. Community Funding will be open to organisations from 1 July each year and will be allocated grants from a pool of money. To provide for a fair and transparent process, all applications for the year are to be considered and determined at the same time each year.

The amount available for Community Initiatives Fund grants (excluding those funds administered by the Council only), will be set by the Council every three years through the Long Term Plan budget setting process. Adjustments may occur through the Annual Plan budget setting process between Long Term Plans.

- 1.1 Applications for Community Initiatives Fund grants may only be accepted for requests greater than \$6,000 per annum.
- 1.2 Funding shall support community activities, initiatives, programmes, projects and facilities that can demonstrate a positive contribution to the social, economic, environmental, and cultural well-being of the local community.
- 1.3 Funding is complementary rather than a primary funder. Priority may be given to applicants that can demonstrate they are seeking other sources of funding.
- 1.4 The Council reserves the right to approve perpetual Community Initiative Fund grants to an organisation, at its discretion. These grants will be included as part of the funding pool each year.
- 1.5 The Council reserves the right to revoke perpetual Community Initiative Fund grants at its discretion.
- 1.6 The Council may take into consideration any current or previous funding the applicant has received from the Council, when assessing a funding application. The applicant must disclose in the application form financial information and past contributions from the Council. This may include past applications, rates rebates, or leases.
 - 1.6.1 Failure to complete the disclosure of previous funding allocations from the Council, may result in the funding application being denied.

Note: the Council provides one round of Community Initiatives Funding per year subject to budget availability.



Pūtea Hapori Kaupapa Here

Community Funding Policy

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2.0 Community Surveillance System Fund

The community Surveillance System Fund was developed by the South Taranaki District Council to provide support for the operation of community owned surveillance systems, without hindering the community ownership and benefits of that ownership. The fund is available for annual maintenance costs incurred by community owned systems.

2.1 Projects must be able to meet the following funding criteria:

- a) **Installation:**
Cameras should only be installed in areas with a higher incidence of criminal offending and the location of any fixed cameras should be clearly signposted at the extremities to notify the public that a camera is or may be in operation
- b) **Operation:**
The operating group must adopt and implement their own policy for operation of their community surveillance system in accordance with the NZ Police Policy for:
 - Control and operation
 - Monitors
 - Security of, access to, and retention of information

2.2 Maximum annual grant available for any one camera system is \$1,000.

Note: the Council provides one round of Community Surveillance Funding per year.



Pūtea Hapori Kaupapa Here Community Funding Policy

3.0 Rural Halls Grant

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The purpose of the Rural Hall Grant is to assist rural hall committees with essential operating costs, such as insurance, maintenance, and the improvement of facilities.

3.1 Applicants must meet the following criteria:

- a) Applicants must be a non-profit group or committee.
- b) Halls must be located within a rural community.
- c) Halls cannot be owned or operated by Council.

3.2 Annual fund of \$40,000 is allocated between all eligible applications

Note: the Council provides one round of Rural Halls Funding per year.



Pūtea Hapori Kaupapa Here

Community Funding Policy

4.0 Tangata Whenua Liaison Fund

The purpose of the Tangata Whenua Liaison fund is to support projects and initiatives that develop positive relationships between Tangata Whenua, the Council, and the people of South Taranaki, under the principles of partnership set out in the Tiriti o Waitangi.

4.1 Projects, services, activities or facilities must meet one or more of the following funding criteria:

- a) Are provided by Tangata Whenua and are accessible to or benefit the wider community (for example on marae or through cultural events).
- b) Enable the Council to communicate more effectively with Tangata Whenua (for example, cost of holding a hui, or researching and identifying wāhi tapu sites for protection by the Council under the Resource Management Act 1991).
- c) Enable Council-related services to be carried out that respect Māori cultural traditions (for example, maintenance of urupā and practices).

4.2 Funding a project or initiative depends on available funds and the extent to which the project meets the overall objectives and criteria set out below. In particular, the Council through its Iwi Liaison Committee will give consideration to the following types of projects:

4.2.1 Marae

- Safety, fire or OSH compliance relating to accommodation and cooking
- Water supply and filtration systems
- Sanitation facilities

4.2.2 Urupā/Wahi Tapu

- Fencing/boundaries
- Memorial walls
- Sexton training, for example holding a seminar/Whangaa for each marae/hapū to have a designated 'trained sexton'.
- Maintenance costs

4.2.3 Whanau

- Safer community initiatives (for example: Māori wardens)

4.2.4 Performing Arts

- Piupiu
- Bodices/poi
- Instruments
- Festival support

4.2.5 Visual Arts

- Wananga for korero, pakiwaitara, history relating to carvings and tukutuku
- Carving
- Tukutuku



Pūtea Hapori Kaupapa Here Community Funding Policy

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4.3 When considering grant applications, the Iwi Liaison Committee will consider the following factors:

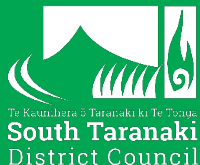
- a) Extent to which the project falls within the project categories (listed under section 4.1 of this policy), and general purposes of the fund.
- b) Extent to which the project benefits and supports the community as a whole, rather than specific individuals.
- c) Extent to which the project supports whanau, hapū, marae, and iwi.
- d) Availability of other more appropriate alternative or complementary sources of funding (within or outside of the Council); in particular whether the success of the project is dependent on Council funding from the Tangata Whenua Liaison budget.
- e) Adequacy and completeness of the information provided to support the application (including quotes).
- f) Urgency and immediacy which funding is required.

4.4 The following items are ineligible for funding:

- a) Travel costs
- b) Individuals
- c) Gifts
- d) Conference attendance
- e) Food or catering costs

4.4 The Tangata Whenua Fund annual allocation is \$50,000 divided equally between the four Iwi of South Taranaki to allocate.

Note: the Council provides one round of Tangata Whenua Liaison Funding per year.



Pūtea Hapori Kaupapa Here

Community Funding Policy

5

5.0 Local Discretionary Fund

The purpose of the Local Discretionary Funds is to fund small projects within the individual wards that encourages groups with non-profit making or charitable aims to develop services, facilities, amenities, or programmes for the benefit of the community. Projects must meet both the set and individual conditions of the ward of which they are applying to.

Local Discretionary Funds are to:

- Be a last resort after all other attempts to raise funds or obtain assistance have been unsuccessful
- Develop within the community, services, facilities, amenities, or programmes for:
 - a) Recreation and sport
 - b) Entertainment and amusement
 - c) Culture and arts
 - d) The general benefit of the community

5.1 When considering funding applications, the Community Boards will consider the following factors:

5.1.1 Te Hāwera

- a) Applications from sporting bodies will not normally be considered.
- b) The minimum grant shall be \$100, and the maximum \$5,000.
- c) The Board does not consider retrospective funding.
- d) The Board will automatically decline any application where a representative does not attend the Board meeting.

5.1.2 Pātea

- a) The Board will not provide retrospective funding.
- b) The Board will not fund rates relief.

5.1.3 Taranaki Coastal

- a) The Board will not normally provide retrospective funding.

5.1.4 Eltham-Kaponga

- a) Does not have any individual conditions for considering funding applications.

5.2 The following items are ineligible for funding:

- a) Travel costs
- b) Individuals
- c) Gifts
- d) Conference attendance
- e) Food and catering costs

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- 5.3 Applications are accepted throughout the year and considered at the Community Board meeting following receipt of the application. Closing dates for each round are listed on the application forms.

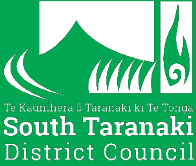
Note: the Council provides up to eight rounds of discretionary funding via the Community Boards per year.

6.0 Pātea Centennial Bursary

The Pātea Centennial Bursary was established when the former Pātea County Council celebrated its centenary in 1977 and is a reserve-based fund with interest earned being available for allocation. The fund is provided to individuals from the Pātea Ward seeking to engage part-time or full-time.

- 6.1 The Pātea Centennial Bursary is available to eligible applicants for the first four years of their tertiary study. Applicants must meet the following funding criteria:
- a) Have normally been a resident of the Pātea ward, South Taranaki, for the previous two years prior to applying to or attending tertiary study.
 - b) Be over the age of 15 years.
 - c) Be engaging in full or part-time study.
 - d) Present themselves for an interview (either in person, or via video conference) when required, unless prevented by serious injury or illness.
- 6.2 The following supporting documentation is required to accompany an application for the Pātea Centennial Bursary:
- a) A letter of application, outlining future aims and education to be undertaken.
 - b) A birth certificate (for first time applicants only).
 - c) Current character references from a Justice of the Peace or other well-known resident of the Pātea ward.
 - d) Full details of other bursaries or scholarships applied for or received.
 - e) A bank verified deposit slip or bank statement with account number, and name.
- 6.3 Successful applicants are required to provide at least one progress report, in writing, throughout the year.

Note: the Council provides one round of Pātea Centennial Bursary Funding per year.



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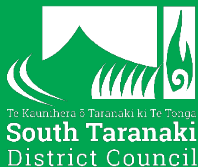
7.0 Waimate Plains Development Levy

The Waimate Plains Development Levy was established by the old Waimate Plains County Council is available to non-profit groups or organisations, for the development of community or recreation facilities associated with the use of Council owned land or reserves that are available for use by the general public. The fund is reserve based with interest earned being available for allocation.

7.1 Applicants must meet the following criteria:

- a) Applicants must be a non-profit group or organisation.
- b) The project must be for facilities associated with the use of Council owned land or reserves.
- c) The facility, as part of this project, must be available for the use of the general public.
- d) The project can be for the creation of an asset or the maintenance of a building.

Note: the Council provides two rounds of Waimate Plains Development Levy Funding per year.



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8.0 Creative Communities Funding

The Creative Communities Scheme is a fund by Creative New Zealand (CNZ). CNZ is a Crown entity and works with local city and district councils to deliver the Creative Communities Scheme and is New Zealand's national agency for developing the arts. The Creative Communities Scheme provides funding assistance for community-based arts projects in South Taranaki.

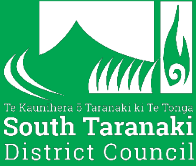
8.1 Projects must meet one or more of the following funding criteria:

- a) **Broad community involvement** – a project that will create opportunities for local communities to engage with and participate in arts activities.
- b) **Diversity** – a project that will support the diverse arts and cultural traditions of local communities, enriching and promoting their uniqueness and cultural diversity.
- c) **Young people** – a project that will enable and encourage young people (under 18 years) to engage with and actively participate in the arts.

8.2 Projects must also meet the below:

- a) Not have started or finished before CCS funding is approved.
- b) Not have already been funded through Creative New Zealand's other arts funding programmes.

Note: the Council provides two rounds of Creative Community Funding per year.



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9.0 Sport NZ Rural Travel Fund

The Sport NZ Travel fund is a fund by Sport New Zealand (SNZ). SNZ is a Crown entity and works with local city and district councils to deliver the Rural Travel Fund. Sport NZ and the Rural Travel Fund provides funding assistance for transport expenses for youth in the district to attend regular sports events outside of school time.

The allocation of the fund is based on population density for territorial authorities that have fewer than 10 people per square kilometre. As a result of this, the funding allocation changes each year.

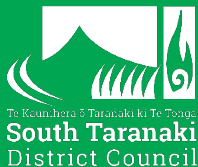
9.1 Applicants must meet the below criteria:

- a) Be a Sports Club or School team with young people aged between 5-19 years.
- b) Attend regular, local sporting competitions outside of school time.

9.2 The Sport NZ Rural Travel Fund requests that the Council considers how they place an emphasis on providing experiences for:

- a) Girls and young women aged 5 – 18; and/or
- b) Disabled tamariki (5 – 11 years old) and rangatahi (12 – 18 years old).

Note: the Council provides two rounds of Sport NZ Rural Travel Funding per year.



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10.0 Natural Environments Fund

The Natural Environments Fund was established to promote and assist the protection, restoration, or enhancement of areas of significant biodiversity, indigenous vegetation and/or significant habitats of indigenous fauna on private land throughout the District.

This policy applies to both Significant Natural Areas (SNAs) and non-SNAs as defined below:

Significant Natural Areas (SNAs), in the schedule of the operative District Plan, are areas which have been identified as having a level of ecological significance.

The Council also introduced a general rule in the District Plan to protect areas of significant indigenous vegetation and significant habitats of indigenous fauna. These areas are known as non-SNAs and are not included in the District Plan schedule.

The Council will consider projects that:

- Assist with protection, enhancement, or restoration of identified SNAs.
- Assist with the protection, enhancement, or restoration of non-SNAs.
- Promote the protection of areas of significant indigenous vegetation and significant habitats of indigenous fauna throughout the District.

10.1 Funding types:

SNAs

10.1.1 The Council will contribute up to 50% towards project costs for SNAs, if all conditions made by the Council for such funding are fulfilled.

Non-SNAs

10.1.2 To be considered for this fund, non-SNAs must already be legally protected (through QEII or similar perpetual legal protection agreements), or the landowner must be prepared to legally protect the area as part of the funding conditions. The area for the project either has or will have legal protection status within 12 months of being funded. Note: legal protection may include but is not limited to: a Queen Elizabeth II National trust, Open Space Covenant, or a Memorandum of Encumbrance.

10.1.3 The council will contribute up to one third (of the total cost) of project costs, for non-SNAs, provided that all conditions made by the Council for such funding are fulfilled. In exceptional circumstances, grants of a higher contribution towards total project costs may be approved.

10.1.4 Non-SNA sites that have an active Biodiversity Plan with the Taranaki Regional Council will be prioritised for funding.



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Other projects

10.1.5 The Council will consider a funding contribution for other projects that assist in the protection or promotion of the protection of significant indigenous vegetation and habitats of indigenous fauna (for example: environmental education projects or landscape-scale environmental projects or similar).

10.1.6 This funding does not need to be linked to specific areas (SNAs or non-SNAs), and funding applications for these kinds of projects are assessed by the Council on a case by case basis.

10.2 Conditions

10.2.1 Both individuals and organisations are eligible to apply.

10.2.2 Applications for Natural Environment Funding grants may only be accepted for requests between \$5,000 and \$30,000, but smaller grants may be allocated on a case-by-case basis.

10.2.3 The applicant's contribution towards the project must be clearly detailed in the relevant application form. Note: An applicant's contribution towards the total project costs does not need to be financial and can include volunteer time or in-kind support.

10.2.4 Council funding is complementary rather than a primary funder. Priority will be given to applicants that can demonstrate they are seeking and/or have secured other sources of funding.

10.3 Assessment of applications

10.3.1 The Council will consider applications for multi-year Natural Environments Funding grants.

10.3.2 The Council reserves the right to revoke multi-year Natural Environments Funding grants, at its discretion.

10.3.3 The Council may take into consideration any current or previous funding the applicant has received from the Council, when assessing a funding application. The applicant must disclose in the application form financial information and past contributions from the Council. This may include past applications, rates rebates, or lease agreements.

10.3.4 Failure to complete the disclosure of previous funding allocations from the Council may result in the funding application being denied.

10.3.5 Funding contributions by the Council will not be made available until the projects have been completed to the Council's satisfaction, and conditions of the funding have been fulfilled. This may include a site inspection.

10.3.6 If funding is approved, successful applicants will receive a funding agreement which will outline the amount and conditions of the grant.



Pūtea Hapori Kaupapa Here Community Funding Policy

History of Policy

Action	Description	Decision date	Decision number	Commencement
New	Adoption of new Community Funding Policy			



Pūrongo Report

5

To	Policy and Strategy Committee
From	Kaihautū Toitū te Taiao / Environment and Sustainability Manager, Rebecca Martin
Date	22 March 2021
Subject	Submission to the Climate Change Commission on the draft Aotearoa NZ emissions budgets and advice package to the Government

(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 Policy and Strategy Committee with the Council's draft submission to the Climate Change Commission (CCC) on their draft Aotearoa New Zealand (NZ) emissions budgets and advice package to the Government.
2. The CCC draft advice package ([Appendix 1](#)) to the Government presents a range of actions and recommendations, across all facets of society, on the action that Aotearoa NZ must take to drastically reduce greenhouse gas emissions in order to meet its responsibilities under the Paris Agreement.
3. The Council, communities and ratepayers are affected parties of these proposals. We know that the public will have a high level of interest in the CCC advice. Therefore, it is proposed that a formal submission be lodged with the CCC on behalf of the Council ([Appendix 2](#)).

Taunakitanga / Recommendation(s)

THAT the Policy and Strategy Committee:

- a) Receives the Council's submission to the Climate Change Commission on their draft emissions budget and advice package to the government.
- b) Approves the content of the submission to the Climate Change Commission on their draft emissions budget and advice package to the Government.
- c) Notes the Mayor and Chief Executive under delegated authority will send the submission to the Climate Change Commission by 28 March 2021, subject to any amendments.

Kupu Whakamārama / Background

4. The CCC was established by the Climate Change Response (Zero Carbon) Amendment Act 2019, the piece of legislation that set NZ's domestic greenhouse gas emissions reduction target for 2050.
5. The Commission's purpose is to provide expert advice to the Government on reducing emissions, adapting to the impacts of climate change and monitoring and reviewing the Government's progress towards its emissions reductions and adaptation goals.
6. With this package of advice, the Commission is not setting new emissions targets, rather it is proposing carbon emissions budgets to enable NZ to meet its 2050 emissions target, in line with New Zealand's commitments to the Paris Agreement.
7. The package of advice from the CCC contains the first three emissions budgets for NZ. These comprise an average reduction of 2% each year between 2022 and 2025; a 17% reduction each year between 2025 and 2030; and 36% each year between 2030 and 2035.
8. The advice also contains recommendations for NZ's first Emissions Reduction Plan, providing policy guidance to Government on how the emissions budgets could be met.
9. Priority areas for emissions reduction include incentivising electric vehicles and decarbonising the transport sector, ramping up renewable energy production and use, changing farm practices and de-stocking farms to lower emissions, decreasing the amount of food waste sent to landfill by 23% by 2030 and capturing methane from landfills, and planting more native trees.
10. The CCC has also published a review that finds NZ's first Nationally Determined Contribution (NDC) is not compatible with the country's responsibilities under the Paris Agreement. NZ has committed to contribute to global efforts to limit warming to 1.5°C above pre-industrial levels and the Commission found that NZ will need to substantially strengthen its NDC to achieve that target. There is also a detailed consideration of the potential reductions in biogenic methane needed for NZ, examining decreases of emissions from both agriculture and waste.
11. Meeting these emissions budgets and implementing the associated recommendations will require significant change and all sectors of the economy and our society will need to be involved in the transition, including agriculture as a major emitter.
12. The societal shifts required are also anticipated to provide significant potential for economic opportunities and transitions to new technologies. The CCC predicts that employment will grow in areas like the development of biofuels and hydrogen, the circular economy and in deploying and supporting new transport options, infrastructure and technologies.
13. At this consultation phase, the Commission's recommendations are advisory only. But given the NZ Government's ambition on climate change and the fact that the Commission was established by the Climate Change Response (Zero Carbon) Amendment Act 2019, they are difficult to ignore.

14. Once the Government receives the Commission's final advice (due by 31 May 2021), it will release an Emissions Reduction Plan before the end of 2021. The plan will contain policies and strategies to reduce emissions and increase removals to meet the emissions budget, nearly all of which will have implications for Council's work programmes and budgets.

Local Government Purpose

15. The Council's submission to the CCC aligns with the purpose of local government by enabling democratic local decision-making and promotes the environmental well-being of the District in the present and for the future.

Ngā Kōwhiringa / Options – Identification and analysis

16. The Policy and Strategy Committee has the following options:
- Approve the Council submission in [Appendix 2](#); or
 - Approve the Council submission in [Appendix 2](#) with changes; or
 - Withhold the opportunity to present a submission.
17. This report recommends that a submission is made to the CCC on their draft emissions budgets and advice package to the Government by 28 March 2021.

Whaiwhakaaro me ngā aromatawai / Considerations and Assessments

Assessment of Significance and Engagement

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

Criteria	Measure	Assessment
Degree	The number of residents and ratepayers affected and the degree to which they are affected by the decision or proposal.	The long term well-being of all residents, businesses, communities and hapū throughout the District will be affected by the He Pou a Rangi - CCC package of advice, as it is currently written.
LOS	The achievement of, or ability to achieve, the Council's stated levels of service as set out in the Long Term Plan 2018-2028.	The preparation and submission to the CCC will not affect Council's stated levels of service. However, climate change related work programmes have been included in the draft 2021-2031 LTP. Implementation of additional work programmes across Council (if adopted by Government) will be necessary to align with the Commission's advice on emissions reduction.

Criteria	Measure	Assessment
Decision	Whether this type of decision, proposal or issue has a history of generating wide public interest within South Taranaki.	Although there is a history of wide public interest in climate change, and environmental sustainability matters in general, there is no evidence that the preparation of submissions to Central Government has caused wide public interest. Members of the public and other government organisations have an opportunity to prepare their own submissions.
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 are no cost implications to the Council by preparing and submitting to the CCC. However, the costs for implementation of additional climate change related work programmes is not within current budgets, and therefore additional funding will need to be allocated in the Long Term Plan period 2021-2031. The details and costs of these additional work programmes to Council is not yet known.
Reversible	The degree to which the decision or proposal is reversible.	The decision to present a submission to the CCC cannot be reversed once the submission has been sent.

19. Based on the above determination, in terms of the Council's Significance and Engagement Policy this matter is of Low Significance.
20. The community is highly engaged in the conversations around climate change and the draft Aotearoa NZ emissions budgets and advice package to the Government is likely to generate wide public interest. However, the Council's submission is not likely to generate wide public interest. The community's views and preferences are relatively well known through the consultation in 2017 and 2018 on the current Long Term Plan (LTP), and the Community Vision exercises carried out to inform the draft 2021-2031 LTP. The majority of the community is in favour of increased action on climate change.
21. Given this is a Council submission on a yet to be gazetted piece of legislation, which could be altered prior to gazettal, the level to which the Council will engage with the public will align with the significance of the submission to be made; therefore, engagement with the public 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.	This information is publicly available through Council records.

Legislative Considerations

22. The submission is consistent with the Local Government Act (LGA) and aligns with the expectations and advice from Central Government, the Office of the Auditor General, Department of Internal Affairs and Local Government New Zealand around Council's responses to climate change and environmental sustainability issues.

Financial/Budget Considerations

23. No actual costs are involved in the submission to the CCC, apart from staff time in preparing the submission. Costs will only be incurred once the CCC package of advice is gazetted.

Consistency with Plans/Policies/Community Outcomes

24. The development of this submission is aligned and consistent with Council's Community Outcomes, the draft Environment and Sustainability Strategy and other strategies currently under development or review as part of the 2021-2031 LTP, eg. the Council's Infrastructure Strategy and Financial Strategy.
25. Nothing in this submission is inconsistent with any Council policy, plan or strategy.
26. This matter contributes to the following community outcomes as detailed below:
- Vibrant South Taranaki
 - Together South Taranaki
 - Prosperous South Taranaki; and
 - Sustainable South Taranaki.

Impact on Māori/Iwi

27. The issues discussed in the submission are relevant to the entire District and it is considered that this will have an impact on the entire community including Māori and Iwi. Iwi/hapū are highly affected by climate change impacts and environmental sustainability issues.

Affected Parties Consultation

28. The whole South Taranaki District and the wider region is affected by this matter as climate change impacts and environmental sustainability issues affect all our residents and communities, both now and into the future.

Whakakapia / Conclusion

29. The Council's draft submission to Te Pou a Rangi – the Climate Change Commission on their package of draft advice to the NZ government ([Appendix 2](#)), which is currently out for consultation until 28 March 2021.
30. The Council will be a directly affected party if the draft package of advice on climate change emissions budgets for the country is gazetted as currently written. Most of the new legislative requirements within these recommendations will fall on territorial authorities to resource and implement.

31. The cost to Council of implementing this new legislation is not yet known, as no detail has been provided on what an implementation package would look like.



Rebecca Martin

**Kaihautū Toitū te Taiao /
Environmental and Sustainability Manager**



[Seen by]

Liam Dagg

**Kaiarataki Taiao /
Group Manager Environmental Services**

17 March 2021

Climate Change Commission Secretariat
 Level 21, 1 Willis Street
 Wellington 6011
 PO Box 24448
 Wellington 6142

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South Taranaki District Council submission to the Climate Change Commission on Climate Action for Aotearoa 2021

The South Taranaki District Council (STDC) are pleased to submit on the Climate Change Commissions "Climate action for Aotearoa" draft advice package to the Government.

STDC agrees that action is required at all levels of government and society to respond to climate change and reduce the risk of further harm, by beginning to reduce emissions. We support this being achieved in accordance with the best available science.

Specifically, relevant to South Taranaki, there are some important considerations we would like the Commission to consider as part of this opportunity for consultation and feedback:

Alternative transport limitations

- Decarbonising our transport networks will be much more difficult than in urbanised areas. South Taranaki is a predominantly rural region with several smaller urban areas dispersed over a large geographic area. Our communities' mobility and connectivity are heavily road and vehicle dependent, with few alternative transport options available. We have a very low level of public transport options when compared with more urbanised districts or regions, with low patronage and limited electric vehicle infrastructure.

Land use opportunities

- Land use and topography in the district and region presents significant opportunities for biological carbon removals and offsetting.
- Our climate, offshore wind and land use present opportunities for further developing significant renewable energy infrastructure.

A fair and equitable transition is the key

- Our local economies are predominantly comprised of industrial manufacturing, oil and gas, and primary industries, all of which will be affected by emissions reductions targets, carbon pricing and any future biogenic methane pricing.
- Our district also has large variability in socioeconomic status, income and average wages, access to health services and access to infrastructure services. Māori are disproportionately represented in deprivation statistics.
- For South Taranaki, equitability is critical to the success of the Commission's emissions budgets, the emissions reduction plan and long-lasting climate action.
- As a small Council, STDC is already challenged by resourcing (both financially and through staff time) the large-scale transformational changes occurring to water infrastructure and other ongoing environmental legislative reform.
- To successfully achieve an equitable and just transition and align with the decreasing trajectory of emissions budgets in your draft package of advice, STDC and the communities we serve will need significant funding and resourcing assistance from central government.

While the national direction around climate change and emissions reduction budgets is largely led by central government, we know that local government has an important responsibility to work together with central government towards our national emission reduction targets and to support building resilience in our communities for a transition to a low emissions future. We recognise that Councils can lead by example to achieve a low emissions transition by

- aligning our organisational emissions targets with national emissions targets,
- establishing best-practice and standardised measurement and reporting processes,
- implementing actions to reduce emissions and improve the resilience of our communities.

We recognise our role in leading, supporting and coordinating South Taranaki and Taranaki's just transition to a low emissions society through regulatory and non-regulatory functions. We also recognise the unique relationships councils have with their local communities, businesses, tangata whenua and iwi and hapū partners. These relationships will be essential if our transition is to be a just one for all our communities.

STDC is currently establishing its own organisational emissions measurements and reporting processes, and we are exploring whether there is a possibility to undertake a collaborative regional approach to climate change adaptation with the other Taranaki-based Councils.

We see this submission as an opportunity to provide feedback on whether the emissions budgets and emissions reduction plan will support the needs of South Taranaki and enable a fair and equitable transition for our communities. Further responses to the consultation questions are detailed in the attached Table (Attachment 1).

STDC submits that the Advice should be reissued with regional breakdowns of emissions targets, economic impacts and social impacts, as a nationwide approach does not sufficiently detail the potential and relatively large impacts to regions like Taranaki, compared with other regions with lower emissions profiles. STDC can assist the Commission in further understanding our region and district's unique context and to help our communities achieve a just transition to a low-emissions, equitable future. We also offer to provide further feedback and to regularly contribute throughout the Commission processes.

Nā mātou noa, nā

Regards

Phil Nixon

**Koromatua o Taranaki ki te Tonga /
Mayor of South Taranaki**

phil.nixon@stdc.govt.nz

cc. waid.crockett@stdc.govt.nz

Submission will be lodged online at: <https://haveyoursay.climatecommission.govt.nz/>

Table 1: Consultation Questions and STDC responses

CONSULTATION QUESTION	PAGE	OUR VIEWS AND RESPONSES
<p>1. Do you support the principles we have used to guide our analysis? Is there anything we should change, and why?</p>	30	<p>STDC are generally supportive of the seven principles.</p> <p>However, we would like to submit that Te Ao Māori and Mātauranga Māori should be added to Principle 3 to inform the development of options, as that will add a comprehensive holistic environmental lens that considers consequential actions and balance.</p> <p>Further definition and clarity around what “adaptation” and “increasing resilience” actually means or looks like for communities would be useful for future planning at both central and local government levels, as well as at a more localised community-based planning level.</p>
<p>2. Do you support budget recommendation 1? Is there anything we should change, and why?</p>	31	<p>STDC supports the emissions budget recommendations.</p>
<p>3. Do you support our proposed break down of emissions budgets between gross long-lived gases, biogenic methane and carbon removals from forestry? Is there anything we should change, and why?</p>	32	<p>STDC is generally supportive of this approach. However, we also recommend that the Climate Change Commission consider including further detail around how other blue-green carbon sinks as well as forestry can be utilised in their approach to biological carbon removals, e.g., wetlands, mangroves, peatlands, seagrasses, and natural regeneration.</p> <p>We would support the government developing policy and funding mechanisms that incentivise, encourage and reward carbon sinks that achieve multiple environmental outcomes in addition to carbon sequestration, such as improving the sequestration potential of our soils, creating and restoring wetlands, supporting the growth of native species and ecosystems for the purposes of rongoa, providing habitat for taonga species, improving biodiversity and habitat corridors, and reducing sedimentation into waterways etc.</p>
<p><i>Limit on offshore mitigation for emissions budgets and circumstances justifying its use</i></p> <p>4. Do you support budget recommendation 4? Is there anything we should change, and why?</p>	38	<p>STDC support limiting offshore mitigation to ensure that, as a country, we are prioritising emissions reduction over offsetting.</p>
<p><i>Cross-party support for emissions budget</i></p> <p>5. Do you support enabling recommendation 1? Is there anything we should change, and why?</p>	40	<p>STDC supports the Minister of Climate Change seeking cross-party support for the country’s emissions budgets. This will be essential to ensure long-term, cross-generational buy-in to the actions needed over the coming decades.</p>

CONSULTATION QUESTION	PAGE	OUR VIEWS AND RESPONSES
<p><i>Coordinate efforts to address climate change across Government</i></p> <p>6. Do you support enabling recommendation 2? Is there anything we should change, and why?</p>	42	<p>STDC supports consolidating efforts to address climate change across Government, and we suggest that there needs to be more explicit emphasis on reviewing and transforming existing work programs across government agencies to achieve the zero-carbon objectives and recommendations in this draft advice.</p>
<p><i>Genuine, active and enduring partnership with iwi/Māori</i></p> <p>7. Do you support enabling recommendation 3? Is there anything we should change, and why?</p>	43	<p>STDC supports this recommendation, it is critical for councils to work with hapū/iwi to bring Te Ao Maori and Tikanga Maori into our future adaptation and mitigation activities. However, this is resource intensive for both partners.</p> <p>Therefore, we seek the inclusion within Recommendation 3 that funding and resourcing is made available to both Local Government and hapū /iwi for engagement, planning, decision making and implementation.</p>
<p><i>Central and local government working in partnership</i></p> <p>8. Do you support enabling recommendation 4? Is there anything we should change, and why?</p>	43	<p>STDC support this recommendation and agree that legislation and policy need to be aligned to enable Local Government to make effective decisions and implement work programmes around climate change and emissions. We recommend that a National Policy Statement and National Environmental Standard are developed to support standardised implementation by local government for these work programmes.</p> <p>Many of the recommendations to achieve emissions reduction in the report rely on local government to drive behaviour change and private emissions reductions (e.g. transport, waste, land-use, urban form etc).</p> <p>STDC would like clarity on who is responsible for tracking climate change work plans at district-, regional- and national-levels, and on how alignment will be implemented and assessed at a consent and monitoring level.</p> <p>We also have concerns regarding regional and district-level differences in terms of transition challenges – one size will not fit all. For example, in South Taranaki, our local economy and communities are heavily dependent on agriculture, heavy industry and oil and gas. All of these will be heavily impacted by the recommendation in this package. To successfully achieve an equitable and just transition and align with the decreasing trajectory of emissions budgets in your draft package of advice, STDC and the South Taranaki district will need significant funding and resourcing assistance from central government.</p> <p>There is limited resourcing and staff capacity and capability at local government level for these new areas of work. We would like the government work plan to consider how to address resourcing and training for staff and clarify funding streams to ensure local government can carry out the necessary work within the required timeframes.</p>

CONSULTATION QUESTION	PAGE	OUR VIEWS AND RESPONSES
<p><i>Continued...</i> Central and local government working in partnership</p>		<p>We strongly advocate for funding mechanisms and funding to be made available urgently for local government, including funding models that local government could administer to support action by the community for initiatives such as green infrastructure and improving community resilience. Funding mechanisms should also be made available to support Councils to reduce their own emissions, and this funding should be enduring and sustainable. Funding will enable Councils to lower their emissions quicker than the current Long-term Plan cycles and limited funding streams allow.</p>
<p>Establish processes for incorporating the views of all New Zealanders 9. Do you support enabling recommendation 5? Is there anything we should change, and why?</p>	44	<p>STDC supports this recommendation. However, we note that the short timeframes of this current round of consultation for such a large and influential report and corresponding body of evidence are inadequate.</p>
<p>Locking in net zero 10. Do you support our approach to focus on decarbonising sources of long-lived gas emissions where possible? Is there anything we should change? 11. Do you support our approach to focus on growing new native forests to create a long-lived source of carbon removals? Is there anything we should change, and why?</p>	49	<p>STDC is supportive of prioritising the decarbonisation of long-lived gases and increasing the focus on planting native forests and balancing native forests with non-invasive plantation forestry. STDC would like to see funding for local government to lead this work, in collaboration with Iwi-hapū and our local communities.</p> <p>This approach will have many localised benefits for wider environmental values, including native biodiversity and taonga, improving water quality, reducing soil erosion, and improving nutrient cycling and regulation. Indigenous forests are a far greater long-term carbon store than mono-culture plantation forests and provide greater habitat complexity and food availability for all species, as well as providing opportunities for rongoa and kai.</p>
<p>Our path to meeting the budgets 12. Do you support the overall path that we have proposed to meet the first three budgets? Is there anything we should change, and why?</p>	70	<p>STDC supports the overall pathways described throughout Chapter 3 and agrees that we should be working on both decarbonising the economy and planting long-lived non-invasive forests to offset emissions that cannot be reduced.</p> <p>However, as mentioned elsewhere, South Taranaki and the wider region will be disproportionately impacted by the proposed changes to the transport, energy, forestry and agriculture sectors. We reiterate the urgent need for targeted regional and local funding models to be put in place to enable local government to respond as appropriate for our recently declared national “climate crisis”.</p>

CONSULTATION QUESTION	PAGE	OUR VIEWS AND RESPONSES
<p><i>An equitable, inclusive and well-planned climate transition</i></p> <p>13. Do you support the package of recommendations and actions we have proposed to increase the likelihood of an equitable, inclusive and well-planned climate transition? Is there anything we should change, and why?</p>	<p>103</p>	<p>An equitable and fair transition is very relevant for South Taranaki’s communities and our agricultural, industry and forestry economies. We have communities that will be particularly affected by climate change: rural, remote, with limited access to public services, road and driving dependent, coastal/low-lying, and with some areas of social deprivation.</p> <p>We are supportive of localised transition planning and training to grow a South Taranaki workforce that will enable continued employment, re-training and redeployment to new opportunities, and that will mitigate long-term job losses. We advocate for funding models for local government to help support this transition, as well as funding models directly to education providers, community organisations and iwi and hapū.</p> <p>We support recommendations to promote native forestry to prevent over-reliance on plantation forestry and to mitigate job losses. We are supportive of any recommendations to extend grant schemes such as One Billion Trees or to create ecosystem services payments. We would like further clarity on how this could be enabled and aligned and encourage the proposed Equitable Transition Strategy to address this.</p> <p>We support further investigation into the specific impacts of the climate transition on small businesses, and development of a comprehensive plan to support them through the transition.</p> <p>We agree that the Government’s current standards and funding programmes for insulation and efficient heating need to be improved and scaled up.</p> <p>We advocate for best-practice, nationally standardised guidelines and prioritisation criteria to be developed for local government and businesses so that they can consistently factor co-benefits into climate policy, planning and investment decisions, across all their activities.</p>
<p><i>Transport</i></p> <p>14. Do you support the package of recommendations and actions for the transport sector? Is there anything we should change, and why?</p>	<p>110</p>	<p>We support timebound targets being set for increasing low emissions public and shared transport and walking and cycling. However, we note that the majority of the transport recommendations are focussed on urbanised areas, and we are concerned that there is not more reference to rural regional areas. South Taranaki is a predominantly rural region with several smaller urban areas dispersed over a large geographic area. Our communities’ mobility and connectivity are heavily road and vehicle dependent. Decarbonising our transport networks will be much more difficult than in urbanised areas, and we will need significant government funding, support, and new types of transport infrastructure to be able to achieve this.</p> <p>We support the recommendation to significantly increase the share of central government funding available for these types of transport investment, and link this funding directly with outcomes that achieve our emissions budgets.</p>

CONSULTATION QUESTION	PAGE	OUR VIEWS AND RESPONSES
<p><i>Continued...</i> Transport</p>		<p>We support the reduction of public transport fares for targeted groups, and believe that this should be based on income, age and mobility needs of users.</p> <p>We support the introduction of incentives that will help vulnerable or rural communities to have access to EV's, so that this approach can be affordable and realistic for those communities.</p>
<p>Heat, industry and power sectors 15. Do you support the package of recommendations and actions for the heat, industry and power sectors? Is there anything we should change, and why?</p>	<p>118</p>	<p>We support targeting 60% nationwide renewable energy no later than 2035 and support the development of a long-term national energy strategy to deliver on this.</p> <p>We support enabling more independent generation and distributed generation, especially for remote rural and Māori communities.</p> <p>We would like to see additional recommendations for incentivising local government to transition their facilities and assets away from fossil fuels to renewable energy sources – although this is an aspirational goal of STDC, the cost of implementing this is a significant barrier to us.</p> <p>We support measures that would improve energy efficiency standards for all buildings, new and existing stock, through measures like improving insulation requirements. These standards should be based on internationally accredited building sustainability criteria e.g. HomeStar.</p> <p>We support expanding assistance for all households to improve the energy efficiency of their housing, based on means assessments.</p> <p>We support introducing mandatory measures to improve the operational energy performance of commercial and public buildings, and support this being incentivised for small businesses.</p> <p>However, we are concerned at the large relative impact on the Taranaki economy from the proposed scenario. Reduced oil and gas, Methanex closure, reduced farming activity, reduced thermal electricity generation, reduced plantation forestry and impacts on rural communities are all significant negatives for Taranaki.</p> <p>Although there are numerous transition plans and pathways for Taranaki, none of these have yet to be implemented, and the real-world feasibility and cost of implementing them is unknown.</p>

CONSULTATION QUESTION	PAGE	OUR VIEWS AND RESPONSES
<p>Agriculture</p> <p>16. Do you support the package of recommendations and actions for the agriculture sector? Is there anything we should change, and why?</p>	121	<p>In general, we support the package of advice around ensuring the agriculture sector can reduce biogenic agricultural emissions through on-farm efficiency and technologies. Decarbonising our agricultural sector will be a key concern for NZ’s competitive advantage in future carbon-concerned international export markets.</p> <p>However, we have concerns that the advice appears to almost wholly omit reference to rural and small-town New Zealanders, who make up many of our communities in South Taranaki.</p> <p>The proposed reductions in farming and plantation forestry is likely to have greater relative impacts on the rural population than on urban populations, and our farming communities need to be provided with comprehensive support, training, and real-world initiatives to enable them to successfully transition to low carbon farming methodologies.</p> <p>Engaging with and providing for rural communities to help them transition to a decarbonised economy should be a “necessary action” in the package of advice.</p>
<p>Forestry</p> <p>17. Do you support the package of recommendations and actions for the forestry sector? Is there anything we should change, and why?</p>	124	<p>We support the large-scale planting and management of long-term native forests as permanent carbon sinks.</p> <p>We submit that managing and restoring other biological/ecological carbon sinks should also be prioritised, and brought into the ETS, such as wetlands, peatlands, estuaries, saltmarshes, naturally regenerating forests etc.</p>
<p>Waste</p> <p>18. Do you support the package of recommendations and actions for the waste sector? Is there anything we should change, and why?</p>	126	<p>We support the package of measures for the waste sector, and the circular economy approach. We believe that these measures will also have large knock-on positive impacts for improving many of our other environmental problems.</p> <p>However, we advocate that the recommendations specifically address how local government can be better supported to fund and develop large-scale waste management infrastructure to support waste diversion, reuse of resources, use of biofuels and minimisation of waste across the spectrum.</p> <p>Without additional funding, smaller councils like STDC will struggle to voluntarily implement organic and compostable waste reduction schemes due to the high costs of capital and operating expenditure for these projects.</p> <p>Again, it appears that rural waste streams have not been considered in the advice package, which is a large gap that needs to be addressed. Industrial and construction waste, and embodied carbon in buildings, also do not appear to have been accounted for. In South Taranaki, industrial, construction and agricultural waste are an order of magnitude greater than residential waste, are not controlled by STDC, and need to be accounted for.</p> <p>Therefore, we advocate for strategies and legislation that are not solely focussed on household waste, and which incentivise diversion from landfill for industrial, construction and agricultural waste streams also, as well as for reducing embodied carbon from construction, rather than solely focusing on existing buildings’ efficiency.</p>

CONSULTATION QUESTION	PAGE	OUR VIEWS AND RESPONSES
<p>Multisector strategy 19. Do you support the package of recommendations and actions to create a multisector strategy? Is there anything we should change, and why?</p>	134	<p>We support these recommendations, but advocate for stronger directives and consistent guidelines on what financial risk disclosure would look like for local government.</p> <p>We advocate for bringing in long term carbon unit prices into our investment, procurement and policy decisions, but we emphasise that clear standards and support for capability building are needed for local government to meaningfully participate, as doing this is resource intensive.</p>
<p>Rules for measuring progress 20. Do you agree with Budget recommendation 5? Is there anything we should change, any why?</p>	145	<p>We support these recommendations and recommend the development of methods for tracking emissions and target accounting to include removals by non-forest biological removals e.g. peatlands, wetlands, and marine sinks.</p>
<p>Nationally Determined Contribution (NDC) 21. Do you support our assessment of the country's NDC? Do you support our NDC recommendation?</p>	154	<p>We support these recommendations.</p>
<p>Form of the NDC 22. Do you support our recommendations on the form of the NDC?</p>	163	<p>We support these recommendations.</p>
<p>Reporting on and meeting the NDC 23. Do you support our recommendations on reporting on and meeting the NDC? Is there anything we should change, and why?</p>	166	<p>We support these recommendations.</p>
<p>Biogenic methane 24. Do you support our assessment of the possible required reductions in biogenic methane emissions?</p>	180	<p>We support these recommendations.</p>



Pūrongo Report

5

To	Policy and Strategy Committee
From	Kaitātari Whakamahere Tōpūranga / Corporate Planner, Gordon Campbell
Date	22 March 2021
Subject	Draft Elected Members' Childcare Policy

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

Whakarāpopoto Kāhui Kahika / Executive Summary

1. The Council resolved in November 2019 to adopt the Remuneration Authority's new provision for the payment of childcare allowances for elected members. Section 14 of the Authority's Determination states the conditions that must be met for payment of the allowances. It is desirable to have a policy that incorporates those conditions and sets out the Council's expectations around the presence of elected members' children at any location that constitutes a Council workplace.
2. This report seeks approval of an Elected Members' Childcare Policy attached as [Appendix 1](#).

Taunakitanga / Recommendation

THAT the Policy and Strategy Committee recommends the Council approves the Elected Members' Childcare Policy.

Kupu Whakamārama / Background

3. The Council has Children in the Workplace Guidelines that apply to all Council workplaces, but they relate only to the presence of staff members' children, even though a Council authorised meeting of elected members would be regarded as work and the venue would constitute a Council workplace.
4. Following the Council's adoption on 4 November 2019 of the Remuneration Authority's introduction of childcare allowance, it is desirable to have a policy that sets out the rules around the payment of the allowance and the Council's expectations regarding the presence of elected members' children during meetings and other Council business. The attached draft Elected Members' Childcare Policy (draft policy) should meet those requirements (Appendix 1).

Local Government Purpose

- 5. The recommended action will assist in enabling democratic local decision-making and action by, and on behalf of, communities and promote the social and cultural well-being of communities in the present and for the future.

Ngā Kōwhiringa / Options – Identification and analysis

- 6. As stated in the draft policy, the Council would like to encourage local representation by a diverse range of people and the Elected Members’ Childcare Policy will reduce the barriers faced by people in our communities that care for children. The payment of childcare allowances would make it easier for them to take part in the democratic process and may encourage people to stand for election.
- 7. There are no major risks associated with the recommended decision.

Options available

- 8. The options available for the draft policy are to:
 - Approve it as submitted.
 - Approve it with amendments.
 - Decline to approve it.

Whaiwhakaaro me ngā aromatawai / Considerations and Assessments

Assessment of Significance and Engagement

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

Criteria	Measure	Assessment
Degree	The number of residents and ratepayers affected and the degree to which they are affected by the decision or proposal.	The only residents or ratepayers who could be affected are those that are or become elected members.
LOS	The achievement of, or ability to achieve, the Council’s stated levels of service as set out in the Long-Term Plan 2018-2028.	The proposal would have no effect on levels of service.
Decision	Whether this type of decision, proposal or issue has a history of generating wide public interest within South Taranaki.	This is a new matter that 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.	The decision would have a negligible impact on the Council's overall budget.
Reversible	The degree to which the decision or proposal is reversible.	The decision would be reversible.

10. In terms of the Council's Significance and Engagement Policy this matter is of low significance.

Legislative Considerations

11. Clause 6 of Schedule 7 of the Local Government Act 2002 requires the Remuneration Authority to determine the remuneration, allowances and expenses payable to elected members and this includes the payment of a childcare allowance. However, there is no legislation that directly applies to this matter – it has come about as a result of a new provision by the Remuneration Authority.

Financial/Budget Considerations

12. To date, the amounts paid in elected members' childcare allowance have been \$400 in the 2019/20 financial year (from November 2019 to June 2020) and \$400 in the 2020/21 year (between July 2020 and December 2020). It is not possible to accurately gauge the amount that might be claimed in a year, but it will not be significant.

Consistency with Plans/Policies/Community Outcomes

13. The Children in the Workplace Guidelines relate to staff members' children and have been in place for some years. A childcare allowance was not available to elected members prior to November 2019. There is currently no policy that covers childcare for elected members. Nothing in this report is inconsistent with any Council policy, plan or strategy.
14. This proposal would contribute to the Together South Taranaki community outcome – People from all sectors of the community are able and encouraged to contribute to their communities and opportunities to participate are enhanced.

Impact on Māori/Iwi

15. Māori family arrangements mean that the section of the policy that requires the carer to not be a member of the elected member's family and does not normally reside with the elected member could potentially affect Māori/Iwi more than other sections of the community. This is part of the Remuneration Authority's determination and the Policy cannot be contrary to that requirement. It is suggested that this could be handled on a case-by-case basis if or when it occurs.

Affected Parties Consultation

16. The only parties affected by this decision are current and future elected members. The draft policy was circulated to the Iwi Liaison Committee and the Community Boards and no comments were received.

Whakakapia / Conclusion

17. The payment of childcare allowances should make it easier for people who care for children to take part in the democratic process and may encourage people to stand for election. Adoption of the draft policy will clarify the conditions for payment of childcare allowances and set out the Council's expectations regarding the presence of elected members' children during Council business.



Gordon Campbell

**Kaitātari Whakamahere Tōpūranga /
Corporate Planner**



[Seen by]

Becky Wolland

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

Kaupapa Here Tiaki Tamariki mo ngā mema Kaikōwhiri

Elected Members' Childcare Policy

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

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

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Purpose of the Policy

This Policy sets out the framework for the presence of elected members' children during meetings and other Council business.

Scope

This Policy applies to all elected members acting in any official capacity for the Council including community board members.

Background

The Council wants to encourage a diverse range of people to become elected members representing their communities. However, it recognises that a lack of financial support for childcare can create a barrier for people, particularly women, to take up elected positions in local government.

The Council is committed to providing a family-friendly work environment to enable elected members with family responsibilities to meet those responsibilities while fulfilling their governance obligations.

Elected members' families are treated as visitors and this Policy provides a framework for managers and elected members to make appropriate decisions in relation to the presence of elected members' children during Council business. This Policy complements the Children in the Workplace Guidelines that apply to the children of Council staff members.

Definitions

Chief Executive means the principal administration officer of the Council.

Child means anyone under the age of 14 years.

Council means the South Taranaki District Council.

Council Business means any of the activities listed in Section 1.1 of this Policy.

Council Workplace means any area where work is being carried out for the Council and includes Council vehicles and any venue where Council business is being undertaken.

Elected Member means a person elected to be the Mayor, a Councillor or Community Board Member in the South Taranaki District.

Group Manager means the manager of a Council group of activities.

Remuneration Authority means the independent body that determines the remuneration, allowances and expenses for elected members.



Kaupapa Here Tiaki Tamariki mo ngā mema Kaikōwhiri

Policy

1.0 Childcare Allowance

- 1.1 Childcare allowance will be paid in accordance with Clause 14 of the Determination set by the Remuneration Authority to eligible elected members for the following:
- Meetings of the Council, Community Boards, Standing Committees, Special Committees, Portfolio Groups, Sub-committees and Working Parties where appointed as members. Any exceptions are to be approved by the Mayor/Chief Executive on a case by case basis where there is a clear benefit to the Council from a non-appointed member attending a meeting.
 - Council and community board workshops.
 - Resource consent hearings (if appointed as a member).
 - Meetings of another local authority or external agency when formally appointed to represent the Council or Board.
 - Formal deputations to a Minister or Parliamentary Select Committee.
 - Training and professional development courses as approved by the Mayor/Chief Executive.
 - Seminars and conferences as approved by the Mayor/Chief Executive.
 - Representing the Council or Board at an 'official' function with the approval of the Mayor or Board Chairperson.
 - Field trips and site visits including site visits for resource consent hearings (if appointed as a member).
 - Civic ceremonies where invited by the Mayor to attend.
- 1.2 Eligible elected members will be reimbursed for childcare fees for actual incurred costs on production of receipts for childcare services and these will be approved by the Group Manager Corporate Services.
- 1.3 According to the Determination childcare fees can only be claimed if the childcare is provided by a person who is not a member of the elected member's family and does not normally reside with the elected member.
- 1.4 The Remuneration Authority has advised that a childcare allowance is regarded as income because it is for the private benefit of the elected member and is therefore taxable. The Council does not deduct tax from allowance payments and the elected member is responsible for including any allowance payments as income in their annual tax return.

2.0 Elected Members' Children

- 2.1 It is accepted that children may accompany an elected member parent on Council business when no alternative childcare arrangements are available. This does not preclude an elected member from bringing their children, grandchildren or other child relatives on Council business for an occasional brief visit.
- 2.2 Elected members should not routinely have their children accompany them on Council business as part of their childcare arrangements. Alternative arrangements should be used instead.
- 2.3 Sick children must not accompany an elected member on Council business.
- 2.4 Children must be chaperoned by the elected member at all times.
- 2.5 The elected member must ensure that the Council business is not disrupted by the children.
- 2.6 The Council's Health and Safety requirements include children and any other visitors in Council workplaces and must be followed. This includes not allowing children to access areas identified as hazardous under the Council's Health and Safety provisions, such as workshops, storage areas for chemicals or equipment, construction sites and areas where minor works or maintenance are being carried out.
- 2.7 Children in a Council workplace must not use any office equipment such as computers and printers.
- 2.8 Anyone who observes a situation involving children that appears to contravene this Policy and/or the Council's Health and Safety provisions must immediately take reasonable and appropriate steps to prevent accidental injury and report the incident to the Chief Executive or a Group Manager.
- 2.9 Any unresolved questions or disputes regarding elected members' children in the workplace should be referred to the Chief Executive.

3.0 More Information

- 3.1 Consult the Mayor, Chief Executive or Group Manager Corporate Services if you have questions about this Policy.



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