

# Regional Council

## **NOTICE IS GIVEN**

that the next meeting of the **Regional Council** will be held in **Mauao Rooms, Bay of Plenty Regional Council Building, 87 First Avenue, Tauranga** on:

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**Tuesday, 26 November 2019 commencing at 9.30 am.**

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[Supplementary Agenda - 2020 Meeting Schedule](#)

Fiona McTavish  
Chief Executive  
19 November 2019





# Regional Council

## Terms of Reference

### Purpose

- Enable democratic local decision-making and action by, and on behalf of, Bay of Plenty communities.
- Meet the current and future needs of communities for good-quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses.
- Set the overarching strategic direction for Bay of Plenty Regional Council as an organisation.
- Hold ultimate responsibility for allocating financial resources across the Council.

### Membership

All councillors are members of the Regional Council.

### Quorum

In accordance with Council standing order 10.1(a), the quorum at a meeting of the Regional Council is seven members, consisting of half the number of members.

### Meeting frequency

Six-weekly.

### Role of Council

- Address Local Electoral Act matters and Local Government Rating Act matters.
- Oversee all matters relating to identifying and contributing to community outcomes.
- Consider and agree on matters relating to significant new activities or areas of involvement such as infrastructure which are not the responsibility of a specific committee.
- Provide regional leadership on key issues that require a collaborative approach between a number of parties.
- Develop, adopt and review Council's Policy on Significance and decision-making policy and processes.
- Develop, adopt and implement the Triennial Agreement and the Code of Conduct.
- Consider and agree on matters relating to elected members' remuneration matters.
- Appoint the Chief Executive Officer, and review their contract, performance and remuneration at least annually.
- Approve all delegations to the Chief Executive, including the authority for further delegation to staff.
- Establish committees, subcommittees, and working parties and appoint members.
- Receive and consider recommendations and matters referred to it by its committees, joint committees, subcommittees and working parties.

- Approve membership to external bodies and organisations, including Council Controlled Organisations.
- Develop, adopt and review policies for, and monitor the performance of, Council Controlled Organisations.
- Review and approve strategic matters relating to the sale, acquisition and development of property for the purposes of meeting Council's organisational requirements and implement approved Regional Council policy.
- Address strategic corporate matters including property and accommodation.
- Institute any proceedings in the High Court that are not injunctive proceedings.
- Exercise the powers and duties conferred or imposed on Council by the Public Works Act 1981.
- Consider and agree on the process to develop the Long Term Plan, Annual Plan and Annual Report.
- Adopt Council policies as required by statute (for example Regional Policy Statement and Regional Land Transport Strategy) to be decided by Council or outside of Committee delegations (for example infrastructure policy).
- Delegate to commissioners to exercise the powers, functions and duties of the Council as a consent authority under the Resource Management Act 1991 including to hear and decide a consent application.
- Monitor Council's financial and non-financial performance in-year.
- Develop, review and approve Council's Financial Strategy and funding and financial policies and frameworks.

## Delegations from Council to Committees

- Full Council has a role to monitor the functioning of all committees.
- Full Council will consider matters not within the delegation of any one Council committee.
- Full Council may at any time, revoke or modify a delegation to a Council committee, either permanently, for a specified time or to address a specific matter, if it considers there is good reason to do so.
- The delegations provided to committees may be further delegated to subcommittees unless the power of further delegation is restricted by Council or by statute.

It is accepted in making these delegations that:

- The committees, in performing their delegated functions, powers or duties, may, without confirmation by the Council, exercise or perform them in a like manner and with the same effect as the Council itself could have exercised or performed them.
- The delegated powers given shall at all times be subject to their current policies and principles or directions, as given by the Council from time to time.
- The chairperson of each committee shall have the authority to exercise their discretion, as to whether or not the delegated authority of the committee be used where, in the opinion of the chairperson, circumstances warrant it.

## Powers that cannot be delegated

Under Clause 32 Schedule 7 of the Local Government Act 2002, Full Council must make the following decisions:

- Make a rate.
- Make a bylaw.
- Borrow money or purchase or dispose of assets, other than in accordance with the long-term plan.
- Adopt the long-term plan, annual plan, or annual report.
- Appoint a chief executive.
- Adopt policies required to be adopted and consulted on under the Local Government Act 2002 in association with the long-term plan or developed for the purpose of the local governance statement.
- Adopt a remuneration and employment policy.









# Membership

|                           |   |
|---------------------------|---|
| <b>Chairman:</b>          | D Leeder  |
| <b>Deputy Chairman:</b>   | J Nees  |
| <b>Councillors:</b>       | N Bruning, W Clark, S Crosby, T Iiti, D Love, M McDonald, S Rose, P Thompson, L Thurston, A von Dadelszen, T White, K Winters |
| <b>Committee Advisor:</b> | T Nerdrum-Smith   |

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Recommendations in reports are not to be construed as Council policy until adopted by Council.

## Supplementary Agenda

*E te Atua nui tonu, ko mātau ēnei e inoi atu nei ki a koe, kia tau mai te māramatanga ki a mātau whakarite mō tēnei rā, arahina hoki mātau, e eke ai te ōranga tonu ki ngā āhuatanga katoa a ngā tangata ki tō mātau rohe whānui tonu. Āmine.*

*“Almighty God we ask that you give us wisdom in the decisions we make here today and give us guidance in working with our regional communities to promote their social, economic, environmental and cultural well-being. Amen”.*

### 1 Reports

#### 1.1 Adoption of 2020 Council Meeting Schedule

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# Reports





**Report To:** Regional Council  
**Meeting Date:** 26 November 2019  
**Report From:** Fiona McTavish, Chief Executive

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## **Adoption of 2020 Council Meeting Schedule**

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### **Executive Summary**

Council is asked to consider and adopt its meeting schedule for 2020 based on the new committee structure.

### **Recommendations**

**That the Regional Council:**

- 1 Receives the report, Adoption of 2020 Council Meeting Schedule;**
- 2 Adopts the Regional Council Meeting Schedule for 2020, attached as Appendix 1 to this report and notes that while every endeavour is made to fix dates, times and venues for meetings these may be subject to change.**

### **1 Introduction**

While it is not a legislative requirement to adopt an annual meeting schedule it is considered best practice as it provides members and the public with early notice of meetings for the year.

Where a schedule of meetings is adopted the schedule may cover any period Council considered appropriate and may be amended (LGA 2002 schedule 7, cl 19 (6)).

The meeting schedule has followed the same format as the previous year to enable calendar co-ordination with other councils, stakeholders and relevant organisations.

### **2 Additional Meetings**

The following meeting or workshop dates have yet to be scheduled as dates for not available at the time the agenda was being prepared:

- Ōhiwa Harbour Implementation Forum have requested additional meeting/workshop dates which are to be discussed at their first meeting.

- Annual Plan and Long Term Plan workshops and Hearings (if required) have yet to be scheduled.
- EBOP Road Safety Committee meeting dates have yet to be notified by the administering Council.

The meeting schedule includes tentative dates for workshops to be held during the year. Requests for additional meetings, workshops, forums are often received, requiring either the Committee Chair and/or Chief Executive's prior approval. These are then added to the schedule using the prescheduled tentative dates, members advised and are publically notified where required. Therefore, the meeting schedule is subject to change during the year due to these additional meeting requests or cancellations.

### **3 Next steps**

Once the meeting schedule is adopted, it will be distributed to members and will be available to view on Council's website. Key stakeholders and other local authorities will also be advised.

Governance Services staff will coordinate the various meeting locations and venue, and send electronic appointments to members to ensure relevant meetings are secured in the respective electronic diaries.

### **4 Budget Implications**

#### **4.1 Current Year Budget**

The scheduling of meetings is a planned activity under the Governance Activity and is accounted for in the 2019/20 Annual Plan.

#### **4.2 Future Budget Implications**

All future costs related to Council and Committee meetings and Elected Member events are included in the Governance Services Activity in the Long Term Plan 2018-2028.

### **5 Community Outcomes**

Adoption of the Council's meeting schedule directly contributes to all Community Outcomes in the Council's Long Term Plan 2018-2028.

Yvonne Tatton  
**Governance Manager**

**for Chief Executive**

**18 November 2019**

# **APPENDIX 1**

## **.2020 Council Calendar PDF**





| 2020 Council Calendar |         |                      |                             |       |                |      |  |        |                                     |         |          |          |     |
|-----------------------|---------|----------------------|-----------------------------|-------|----------------|------|--|--------|-------------------------------------|---------|----------|----------|-----|
|                       | January | February             | March                       | April | May            | June | July                                     | August | September                           | October | November | December |     |
| Mon                   |         |                      | 30                          |       |                | 1    | Queens Birthday                          |        |                                     |         |          |          | Mon |
| Tue                   |         |                      | 31                          |       |                | 2    | Workshop                                 |        |                                     |         |          |          | Tue |
| Wed                   | 1       | New Years Day        |                             | 1     | Workshop       | 3    |  | 1      |                                     |         |          |          | Wed |
| Thu                   | 2       |                      |                             | 2     | Council        | 4    |  | 2      |                                     |         |          |          | Thu |
| Fri                   | 3       |                      |                             | 3     |                | 5    | Rangitāiki River Forum                   | 3      |                                     |         |          |          | Fri |
| Sat                   | 4       |                      |                             | 4     |                | 6    |  | 4      |                                     |         |          |          | Sat |
| Sun                   | 5       |                      |                             | 5     |                | 7    |  | 5      |                                     |         |          |          | Sun |
| Mon                   | 6       |                      |                             | 6     |                | 8    |  | 6      |                                     |         |          |          | Mon |
| Tue                   | 7       |                      |                             | 7     |                | 9    | Strategy & Policy Committee              | 7      |                                     |         |          |          | Tue |
| Wed                   | 8       |                      | Workshop                    | 8     | Workshop       | 10   | Workshop                                 | 8      |                                     |         |          |          | Wed |
| Thu                   | 9       |                      | Waitangi Day                | 9     |                | 11   | Risk & Assurance                         | 9      |                                     |         |          |          | Thu |
| Fri                   | 10      |                      |                             | 10    | Good Friday    | 12   | Regional Transport                       | 10     |                                     |         |          |          | Fri |
| Sat                   | 11      |                      |                             | 11    |                | 13   |  | 11     |                                     |         |          |          | Sat |
| Sun                   | 12      |                      |                             | 12    |                | 14   |  | 12     |                                     |         |          |          | Sun |
| Mon                   | 13      |                      |                             | 13    | Easter Monday  | 15   |  | 13     |                                     |         |          |          | Mon |
| Tue                   | 14      |                      |                             | 14    | Workshop       | 16   | Monitoring & Operations                  | 14     |                                     |         |          |          | Tue |
| Wed                   | 15      |                      | Workshop                    | 15    | SmartGrowth LG | 17   | SmartGrowth LG                           | 15     | SmartGrowth LG                      |         |          |          | Wed |
| Thu                   | 16      |                      | Risk & Assurance            | 16    |                | 18   | Council                                  | 16     | LGNZ Conference & Excellence Awards |         |          |          | Thu |
| Fri                   | 17      |                      | Public Transport            | 17    |                | 19   | Tauranga Moana Advisory Group            | 17     | LGNZ Conference & Excellence Awards |         |          |          | Fri |
| Sat                   | 18      |                      |                             | 18    |                | 20   |  | 18     |                                     |         |          |          | Sat |
| Sun                   | 19      |                      |                             | 19    |                | 21   |  | 19     |                                     |         |          |          | Sun |
| Mon                   | 20      |                      |                             | 20    |                | 22   |  | 20     |                                     |         |          |          | Mon |
| Tue                   | 21      |                      | Strategy & Policy Committee | 21    | Komiti Māori   | 23   | EBOP Joint Committee                     | 21     |                                     |         |          |          | Tue |
| Wed                   | 22      |                      | SmartGrowth LG              | 22    | Workshop       | 24   | Workshop                                 | 22     |                                     |         |          |          | Wed |
| Thu                   | 23      |                      | Council                     | 23    |                | 25   | Council                                  | 23     |                                     |         |          |          | Thu |
| Fri                   | 24      |                      | Regional Transport          | 24    |                | 26   | Civil Defence Emergency Management Group | 24     |                                     |         |          |          | Fri |
| Sat                   | 25      |                      |                             | 25    |                | 27   |  | 25     |                                     |         |          |          | Sat |
| Sun                   | 26      |                      |                             | 26    |                | 28   |  | 26     |                                     |         |          |          | Sun |
| Mon                   | 27      | Auckland Anniversary |                             | 27    | ANZAC Day      | 29   |  | 27     |                                     |         |          |          | Mon |
| Tue                   | 28      |                      | Komiti Māori                | 28    | Workshop       | 30   | Komiti Māori                             | 28     |                                     |         |          |          | Tue |
| Wed                   | 29      |                      |                             | 29    | Workshop       | 31   |  | 29     |                                     |         |          |          | Wed |
| Thu                   | 30      |                      |                             | 30    |                |      |  | 30     |                                     |         |          |          | Thu |
| Fri                   | 31      |                      | Te Maru o Kaituna           | 31    |                |      |  | 31     |                                     |         |          |          | Fri |
| Sat                   |         |                      |                             |       |                |      |  |        |                                     |         |          |          | Sat |
| Sun                   |         |                      |                             |       |                |      |  |        |                                     |         |          |          | Sun |

