

Local Government briefing

Hon Paula Bennett
Minister of Local Government

Copy to: Hon Peseta Sam Lotu-liga
 Associate Minister of Local Government

Title	Rules Reduction Taskforce – Options and Costs
Date	15 August 2014

Key issues
A recommended approach to delivering the Taskforce is suggested, with associated costs identified. Options exist to vary some parameters such as the number of members, the extent of public involvement in the work of the Taskforce and an allowance for the possibility that high submission volumes may be received. These choices will affect the funding required to deliver the Taskforce.

Action sought	Timeframe
Agree the Taskforce options for inclusion in paper seeking funding to be considered by Cabinet on 1 September 2014	19 August 2014

Contact for telephone discussions (if required)

Name	Position	Direct phone line	After hours phone	Suggested 1 st contact
Damian Zelas	Principal Policy Analyst	495 9487	027 703 9738	✓
Kathy Perreau	Director Policy	495 7235	021 243 5690	

Return to	Damian Zelas, Level 6, 46 Waring Taylor St	
DMS references	PLG-6400-01	4102190DA
Ministerial database reference	LG201400524	

Purpose

1. This briefing recommends an approach to delivering the Taskforce, with associated costs and options identified for you to confirm your preferences.
2. Once you have identified your preferences a paper seeking funding will be provided for Cabinet to consider at its meeting on 1 September 2014.

Recommended Taskforce approach

3. The following table sets out the recommended approach to the operation of the Taskforce. This approach will enable the public to submit their ideas online primarily, with some targeted meetings, e.g. to obtain the views of groups that are underrepresented in online submissions.
4. Factors influencing costs include the number of submissions received and the preferences of the Taskforce Chair about the detailed operation of the Taskforce.
5. The recommended approach in Table 1 is an economic approach to the operation of the Taskforce. It includes a number of features to reduce costs, such as:
 - no public meetings (these may offer poor value);
 - no public involvement in completing the work of the Taskforce;
 - marketing of the Taskforce limited to online channels; and
 - no contingency for high submission volumes.
6. Further explanation is in Appendix A about each of the numbered cost categories.

Table 1: Recommended approach to delivering the Taskforce

#	Recommended approach	Modifications to recommended approach	
		Potential savings	Optional extra resource
Taskforce set up			
1	Eight Taskforce members to mid-2015 (recommended) Cost \$390k	Reduce Taskforce to 6 members. Saves \$130k Y / N	N/A
2	Eight Taskforce meetings (recommended) Cost \$120k	N/A	Add 5 additional meeting days to finalise report Cost \$30k Y / N
3	Taskforce office (recommended) Cost \$120k	No office, members work remotely Saves \$120k Y / N	N/A
Interface with public			
4	Public submit via online submissions, supported by a social media presence (recommended and being developed) Cost \$310k	N/A	8. High submission volume contingency (not recommended at this stage) Cost \$380k Y / N
6	Targeted interviews (ten recommended) Cost \$80k	N/A	5. Add five public meetings (not recommended at this stage - may offer poor value) Cost \$90k Y / N
9	Secretariat and other operating costs Cost \$800k	N/A	7. Add public participation online in the work of the Taskforce (not recommended at this stage) Cost \$350k Y / N
10	Total cost recommended option \$1,820k	Total optional savings \$250k	Total cost optional extra resources \$850k

Cost data on other taskforces/inquiries

7. Appendix B sets out examples of costs incurred by previous exercises. These costs are not directly comparable to the Taskforce, as the activities undertaken are different.

Recommendations

8. It is recommended that you:

- | | Yes / No |
|--|-----------------|
| a) agree the recommended approach in Table one (above) and indicate in Table one any additional savings options or extra resources; | |
| b) note that the Department will provide you with a paper based on your selections, seeking funding for Cabinet to consider at its meeting on 1 September 2014; and | |
| c) note that the costings in this paper are provisional and that final costings, including departmental contributions, will be included in the Cabinet paper. | |

Kathy Perreau
Director Policy

Hon Paula Bennett
Minister of Local Government

_____/_____/_____
/ /

Appendix A: Description of costs and options

Comments on cost categories in Table one

1. Number of Taskforce members (8 members is recommended)

- 8 members would enable central government, local government and the building trades to be represented. E.g. 2 local government, 2 from the building trades and 4 from central government.
- It has been assumed that on average over the life of the Taskforce the Chair will work 3 days a week and the members will work 1.5 days per week.
- An option exists for the Taskforce to have six members. This could be allocated as 2 members each from central government, local government and the trades. A smaller sized Taskforce would reduce costs, but would increase workload for individual members.

2. Number of Taskforce meetings (monthly is recommended)

- We consider that monthly meetings of the Taskforce is the minimum to deliver the report in the timeframe.
- The Taskforce members would need to communicate electronically between meetings.
- It may be advantageous to allow for an additional 5 meeting days to help finalise its report.

3. Taskforce office (an office is recommended)

- A Taskforce office would be a secure location where Taskforce members can work when in Wellington. The secretariat supporting the Taskforce would be located there, with facilities e.g. for meetings, teleconferencing and records storage.
- The proposal is that the Taskforce would have a Wellington office only. It is significantly more costly to support an office outside Wellington.
- An alternative option is for the Taskforce to do without an office altogether. This would require all Taskforce members to work remotely.

4. Online submissions supported by a social media presence (recommended and being developed)

- From late August 2014 the public will be able to submit their views about local regulation.
- Submissions can be made through a dedicated submission form on a webpage attached to the Govt.NZ website, by email and through social media. A printed form will be available for download by those who wish to submit a hardcopy through the post.
- It is preferable that the public submit their views through the Govt.nz webpage as this will reduce analysis costs and likely increase the quality of the information available for the Taskforce.

- A social media presence for the Taskforce will be in place to:
 - encourage the online public to submit;
 - direct online traffic to the Govt.nz webpage;
 - identify and record the subjects and themes being discussed on social media posts and blogs; and
 - moderate discussion in social media posts.
- A social media presence will be provided by an experienced online community manager. This is the equivalent to an experienced public meeting facilitator, but operating online through selected social media sites.

5. Public meetings (not recommended at this stage - may offer poor value)

- Public meetings are an opportunity for the Taskforce to meet and discuss issues with those members of the public that choose to attend.
- There is a risk that attendance at public meetings may be poor, and a comparatively costly form of public engagement.
- On balance it is recommended that the use of public meetings be discussed with the Chair of the Taskforce, once initial submissions have been analysed.

6. Targeted interviews (recommended)

- Targeted interviews can be an effective way for the Taskforce to obtain the views of particular groups, including those whose views may be under represented through online channels.
- Options for targeted interviews include:
 - Local government
 - Business groups
 - Maori
 - Those with English as a second language

7. The public participate online in the work of the Taskforce (not recommended at this stage)

- The option exists for the online public to assist the Taskforce with its work. This is "crowdsourcing" and includes the public contributing ideas, helping with prioritisation, and identifying solutions. Crowd sourcing involves interactive, iterative, exchanges of information between the Taskforce and the public.
- Involving the public in the work of the Taskforce has advantages, such as:
 - it addresses expectations that may have been created by the Prime Ministers' announcement that "we'll be crowd-sourcing ways to reduce the rules and regulations that stop people doing sensible things with their own properties";
 - it will increase the public profile of Taskforce and is likely to increase submission volumes;
 - improving the quality of peoples experience of their interaction with the Taskforce; and
 - potentially sourcing innovative solutions and reducing some analysis costs for the Taskforce.

- The disadvantage is that Crowd sourcing is resource intensive and costly. It is uncertain what value the online public can add to identifying and prioritising solutions to potentially complex regulatory and legal issues. On balance it is recommended that funding be sought for this if the Chair of the Taskforce considers it worthwhile, once initial submissions have been analysed.

8. High submission volume contingency (not recommended at this stage)

- High submission volumes would drive analysis costs.
- It is not possible to predict submission volumes.
- In the event that additional funding is required to analyse a high volume of submissions this can be sought after the election.

9. Secretariat and other operating costs

- These costs include the support staff for the Taskforce, computing, office, travel, report development costs and similar.

10. Cost

- The Department of Internal Affairs has identified the ability to contribute \$150k
- It is not clear yet whether the other main agencies involved (MfE and MBIE) will agree to contribute to funding the cost of the taskforce. However this need not delay your decisions on the matters in this paper.

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Appendix B: Examples of previous taskforces/inquiries

Table two – Previous taskforce/inquiry data

Campaign	Approximate cost	What the cost included
Review of the Foreshore and Seabed Act 2004 (Ministerial Review Panel, support from MOJ) March – June 2009	\$1.1m	Public notices and radio advertising about hui and meetings Letters sent directly to submitters on the Foreshore and Seabed Bill 21 consultation hui and public meetings Meetings with 29 nationally significant groups Website Report prepared by the Ministerial Review Panel Remuneration for Ministerial Review Panel
Team Up campaign (MOE)	\$2.8m annually	Television and radio advertising; engaged Tana Umaga as an Education Ambassador; website and email newsletter; published resources for parents and teachers; monthly magazines
Te Mana campaign (MOE)	\$3.0m annually	Published a study guide; website; resources for teachers; television advertising
Treaty of Waitangi Information programme (SSC) 2004 – 2008	2004/05: \$3.6m 2005/06: \$4.7m 2006/07: \$1.3m 2007/08: \$1.2m Total: \$9.8m Note: all figures CPI adjusted to end 2010	Mobile Treaty2U exhibition toured small towns and cities throughout NZ, toured to museums (from January 2006 to present); 29 community discussions Website with interactive CD ROM Series of booklets and children's book
Seatbelt campaign (MOT) 1997 – 2008	Annual budget ranging between \$0.42m (2008) and \$2.06m (2004) for campaign	Nationwide television and radio advertising; outdoor advertising – ended in 2004. From 2004, targeting regional hotspots through advertising and community-based initiatives. The campaign was supported by additional funding for Police enforcement (which was \$13.8m in 2008).

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Local Government briefing

Hon Paula Bennett
Minister of Local Government

Copy to: Hon Peseta Sam Lotu-liga
 Associate Minister of Local Government

Title	Draft Cabinet paper – Funding for the Rules Reduction Taskforce
Date	20 August 2014

Key issues

A draft Cabinet paper seeking establishment funding for the Rules Reduction Taskforce is attached for your consideration.

Action sought

Provide a copy of the Cabinet paper to the Minister of Finance; and submit the paper to the Cabinet office.

Timeframe

22 August 2014
 by 10:00am on
 Thursday 28 August

Contact for telephone discussions (if required)

Name	Position	Direct phone line	After hours phone	Suggested 1 st contact
Damian Zelas	Principal Policy Analyst	495 9487	027 703 9738	
Caroline Bridgland	General Manager Policy	494 0589	027 667 8108	✓

Return to	Alessandro Aduso, L7/46WT		
DMS references	PLG 6400-01	4094050DA	
Ministerial database reference	LG201400502		

Purpose

1. Attached to this briefing is a draft Cabinet paper seeking additional funding of \$0.273 million for the Rules Reduction Taskforce (the Taskforce) after reprioritising \$0.150 million from the appropriation for local government policy advice. This will provide establishment funding for the Taskforce through to the end of October 2014.
2. There are a number of contingent factors that will determine the final funding needed for the Taskforce. These include:
 - number of submissions, and the complexity and range of topics raised;
 - degree of direct engagement between the Taskforce, submitters and other stakeholders and the associated time and travel commitment;
 - final scope of the Taskforce's work, which is to be agreed by Ministers after consultation with Local Government New Zealand and the Taskforce Chair; and
 - final size and membership of the Taskforce.
3. Final costs will also be influenced by the scale and manner in which social media is used to solicit public input and the Taskforce's approach to its work. For example, does it prepare and release a discussion document?
4. We propose to work through these factors affecting costs with other involved agencies. We will develop costed options for consideration after the election, when taskforce membership and terms of reference are finalised. We consider the total likely cost of the Taskforce will be between \$1.5 million and \$2.0 million.
5. Post the election we will also consider the scope for further reprioritisation of funding, both within the local government portfolio and from other agencies with a local regulatory focus. The Treasury has advised that it will support the current request for establishment funding. However it expects a significant effort to be made to fund the remainder of the Taskforce's work by reprioritisation.

Next steps

6. The Cabinet manual requires you to consult with the Minister of Finance for any new funding request. You should submit a draft of the paper to the Minister's office no later than Friday 22 August 2014.

Recommendations

7. It is recommended that you:

- | | |
|---|----------|
| a) Provide a copy of the Cabinet paper to the Minister of Finance by Friday 22 August; and | Yes / No |
| b) submit the paper to the Cabinet office by 10:00am on Thursday 28 August. | Yes / No |

Caroline Bridgland
General Manager Policy

Hon Paula Bennett
Minister of Local Government

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Office of the Minister of Local Government

Cabinet

Rules Reduction Taskforce: Initial Funding

Proposal

1. Cabinet agreed that a Rules Reduction Taskforce (the Taskforce) be established to advise Ministers of opportunities to address poor-performing local regulation that adversely affects property owners.
2. This paper seeks Cabinet's approval for initial funding of \$0.273 million to establish the Taskforce, a website and social media presence for public submissions, and analysis of the submissions. This will enable the Taskforce to rapidly progress its work upon its appointment.

Background

3. In June 2014, the Cabinet Economic Growth and Infrastructure Committee agreed to the Government response to the recommendations in the Productivity Commission's report, *Towards Better Local Regulation* [EGI Min (14) 13/1 refers].
4. The Committee invited me to submit a further paper on proposals to establish a joint group of central and local government representatives tasked with reviewing the regulatory requirements that affect property owners, and identifying those that are not fit for purpose from the perspective of individual ratepayers.
5. On 21 July 2014, Cabinet agreed that a Taskforce be established to advise me and other Ministers of opportunities to address unnecessary or poor-performing regulation (both central and local government regulation) that adversely affects property owners. Cabinet noted that the establishment of the Taskforce would form part of the government response to the Productivity Commission report, as it responds to several of the issues and recommendations raised by the Commission [CAB Min (14) 24/3 refers].
6. Cabinet also agreed to the establishment of a dedicated website to allow property owners and the public to make submissions directly to the Taskforce. On 22 July, at the Local Government New Zealand National Conference, the Prime Minister announced the establishment of the Taskforce. It was also announced that crowd sourcing and social media would be used to gather public views.

Comment

7. To keep the momentum going on the Taskforce, I asked officials to establish a website and social media presence by 1 September 2014. This will allow the submission process to commence immediately. When the Taskforce is appointed in November 2014 it will have a preliminary analysis of the submissions received.
8. If this work is not done, then with the holiday season looming, the Taskforce will not be able to substantially commence its work until next February. It would then not report until late in 2015. Early work will allow issues identified by the Taskforce to be coordinated with other aspects of the government's regulatory reform programme which will proceed after the election.

BUDGET SENSITIVE

9. Originally I advised that the cost of the Taskforce membership could be met from existing baselines. However, the scope of the proposal has evolved rapidly and it is apparent that additional funding will be required.
10. This paper addresses the immediate funding needed to establish and operate the Taskforce to the end of October 2014. The work carried out in this time will include:
 - establishing a website and social media presence;
 - putting in place the infrastructure to receive and analyse submissions;
 - establishing and staffing a small Taskforce office; and
 - preparing a report for the Taskforce on submissions received.
11. Final costs for the Taskforce are contingent on a number of factors including the:
 - number of submissions, and the complexity and range of topics raised;
 - degree of direct engagement between the Taskforce, submitters and other stakeholders and the associated time and travel commitment;
 - final scope of the Taskforce's work, which is to be agreed between the Minister of Local Government and the Ministers for Regulatory Reform and Environment after consultation with Local Government New Zealand and the Taskforce Chair; and
 - final size and membership of the Taskforce.
12. I expect the final cost of the Taskforce, including the establishment costs discussed in this paper, will be in the range of \$1.5 million to \$2.0 million. Once the project scope and membership of the Taskforce is known, there will be a report to Cabinet on the final cost and additional funding required for the Taskforce, in parallel with the recommended membership of the Taskforce.
13. The initial establishment cost, as shown in Table 1, is \$0.423 million. Work can be reprioritised within the Local Government portfolio to provide a funding contribution of \$0.150 million. I am advised that directing this funding to the Taskforce would reduce any contingency funding for local government policy work, should an unexpected need arise.

Table 1: Funding proposal for Rules Reduction Taskforce to October 2014

Expense items	Cost (\$million)
Website and social media establishment	0.244
Office set up and initial advice to Taskforce	0.179
Operating total	0.423
Less funding contribution from Local Government portfolio, within Vote Internal Affairs	(0.150)
Additional funding required	0.273

14. It is too early in the financial year to identify any additional potential underspends within the Local Government portfolio, within Vote Internal Affairs. Reprioritisation would require stopping work that is currently planned. When the full budget for the Taskforce is determined, Ministers with regulatory responsibilities in the local government area will need to discuss opportunities to reprioritise within relevant votes.

BUDGET SENSITIVE

Consultation

15. My officials are in discussion with the Ministry of Business, Innovation and Employment, the Ministry for the Environment and the Ministry of Health about the best ways to resource and support the Taskforce to effectively carry out its work.
16. This paper was prepared by the Department of Internal Affairs. The Ministry of Business, Innovation and Employment, the Ministry for the Environment, the Ministry of Health, the Canterbury Earthquake Recovery Authority and the Treasury were consulted. The Department of the Prime Minister and Cabinet was informed.

Financial implications

17. I seek Cabinet's agreement to increase expenditure in 2014/15 by \$ 0.273 million to fund the initial web presence and establishment of the Rules Reduction Taskforce.

Human rights

18. There are no human rights implications associated with this proposal.

Publicity

19. No publicity is required on the initial funding of the Taskforce.

Recommendations

20. The Minister of Local Government recommends that Cabinet:
 1. **note** that on 21 July 2014, Cabinet:
 - 1.1 **agreed** that a Rules Reduction Taskforce (the Taskforce) be established to advise the Minister of Local Government and other Ministers of opportunities to address unnecessary or poor-performing local regulation that adversely affects property owners; and
 - 1.2 **agreed** to the establishment of a dedicated website to allow property owners and the public to make submissions directly to the Taskforce [CAB Min (14) 24/3 refers];
 2. **note** that the Prime Minister:
 - 2.1 **announced** the intention to establish the Taskforce at the Local Government New Zealand conference on 22 July 2014; and
 - 2.2 **the intention** to use social media to gather public views for the Taskforce;
 3. **note** that, to keep the momentum going on the Taskforce, officials were asked to establish a website and social media presence by 1 September 2014;
 4. **agree** to establish a new category, "Taskforces and Similar Bodies", within the Multi-Category Expenses and Capital Expenditure appropriation, "Support for Statutory and Other Bodies MCA";
 5. **agree** that the scope of this category be "This category is limited to supporting taskforces and similar bodies";
 6. **approve** the following changes to appropriations to provide the initial funding for the web presence and establishment of the Taskforce, with a corresponding impact on the operating balance;

\$m – increase/(decrease)			
2014/15	2015/16	2016/17	2017/18 & outyears

BUDGET SENSITIVE

Vote Internal Affairs				
Minister of Local Government				
Multi-Category Expenses and Capital Expenditure Support for Statutory and Other Bodies MCA Departmental Output Expense Taskforces and Similar Bodies (funded by revenue Crown)	0.473	-	-	-
Multi-Category Expenses and Capital Expenditure Policy Advice MCA Departmental Output Expense Policy Advice – Local Government (funded by revenue Crown)	(0.150)	-	-	-
Total Operating	0.273	-	-	-

7. **agree** that the proposed changes to appropriations for 2014/15 above be included in the 2014/15 Supplementary Estimates and that, in the interim, the increase be met from Imprest Supply;
8. **agree** that the increase in expenses proposed in recommendation 6 be a charge against the between-Budget contingency established as part of Budget 2014; and
9. **note** that:
 - 9.1 these proposed changes to appropriations will fund the costs of the Taskforce to the end of October 2014; and
 - 9.2 the Minister of Local Government will report to Cabinet on the final cost and funding required for the Taskforce, and the ability to fund that cost by reprioritising existing appropriations, in parallel with the recommended membership of the Taskforce in November 2014.

Hon Paula Bennett
Minister of Local Government

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Local Government briefing

Hon Paula Bennett
Minister of Local Government

Copy to: Hon Peseta Sam Lotu-liga
 Associate Minister of Local Government

Title	Policy briefing: Options for funding and proceeding with the Rules Reduction Taskforce
Date	29 August 2014

Key issues
This briefing provides options for managing the scope and funding of the Rules Reduction Taskforce

Action sought	Timeframe
<p>Either</p> <p>agree to a limited scale Taskforce with no social media presence, supported by Departmental resources;</p> <p>or</p> <p>agree to the Department preparing a fuller business case for a larger scale proposal to be presented to Cabinet after the election.</p>	<p>By Wednesday 3 September 2014</p>

Contact for telephone discussions (if required)

Name	Position	Direct phone line	After hours phone	Suggested 1 st contact
Anthony Richards	Director Policy	04 494 0644	021 167 8779	✓
Keith Miller	Principal Policy Analyst	04 494 0538	04 569 4739	

Return to	Keith Miller, L7 46 Waring Taylor St		
DMS references	PLG 6400-01	ID 4117746DA	
Ministerial database reference	LG201400537		

Purpose

1. This briefing responds to concerns raised by the Minister of Finance over the proposed funding of the Rules Reduction Taskforce (the Taskforce). It outlines an option for conducting the work of the Taskforce from within baselines, noting the implications for the wider work programme.

Background

2. On 20 August we submitted a draft Cabinet paper recommending a request for additional initial funding for the Taskforce of \$0.273 million. The draft Cabinet paper noted a possible total cost for the Taskforce of between \$1.5 and \$2.0 million.
3. After consultation with the Minister of Finance, the Department has been asked to:
 - clarify if the scope of the Taskforce's work has crept and consider options for confining scope;
 - work out budget reprioritisation options for the full cost of the Taskforce.

Comment

The Department's original proposal was modelled on two previous taskforces

4. In 2012 the Department supported two similar taskforces – the Expert Advisory Group on local government infrastructure provision and the Local Government Efficiency Taskforce. However, neither of these groups involved a public submission process. The Department supported these groups with a small secretariat in each case. Costs were \$290,000 and \$103,000 respectively. The Department's original proposal envisaged a process on a similar scale to those two groups.

There are a number of areas where the final proposal exceeded the Department's expectations

5. The key issues in relation to the Taskforce and its costs are:
 - *creation of a dedicated website* – this was not a feature of previous taskforces and was not included in the Department's proposal. The cost of creating the website has been \$50,000;
 - *use of social media* – the Department did not include use of social media in its proposal. Our estimate for appropriate use of social media is \$310,000;
 - *submissions analysis* – given that the Taskforce is focused on property owners' experience of regulation, we expect that submissions received will predominantly identify owners' experience of, and opinion on, regulatory outcomes. We expect that few submissions will identify the precise source of owners' regulatory frustrations. The more profile the Taskforce has, the greater the risk that the process of analysing submissions will become resource hungry. The Department allowed \$80,000 to contract out submissions analysis using specialist software;
 - *publication of results* – the Department allowed for a professionally published and printed final report from the Taskforce at a cost of \$52,000;
 - *number of members and frequency of meetings* – the Department has budgeted for an eight member Taskforce with members working for 51 days and the Chair for 102 days. This would produce remuneration of \$394,000. In addition, there will be travel expenses, accommodation and other miscellaneous expenses to support the

Taskforce. This cost can be reduced if some of the members work on a pro bono basis and/or the number of members are reduced; and

- *Taskforce support* – we consider that the Taskforce will require about five staff to support it in both administrative and policy roles. As the Department has little direct responsibility for property regulation, further staff resource will be required from other agencies (primarily the Ministry of Business, Innovation and Employment, the Ministry for the Environment, and the Ministry of Health) to provide clarity to the Taskforce about the issues raised. The scale of support required has a significant risk associated with it, since it depends considerably on the number, scope, and quality of submissions. This level of support is greater than was provided to the two previous taskforces. They were supported by two dedicated staff each.

A baseline option

6. The minimal option is a Taskforce of three people with no social media presence. While the Taskforce may meet with key stakeholders, it would not engage face to face with large numbers of submitters and therefore would not travel outside the main centres. Its report would be plain style, and predominantly distributed electronically. It would be supported by existing staff.
7. Given the costs already incurred on the project, this option is likely to have a ballpark cost, excluding staff support, of between \$300,000 and \$500,000. The total appropriation for local government policy advice for 2014/15 is \$6.007 million. Therefore the reduced option would cost between 5.0 and 8.3 per cent of the appropriation. The Department considers that the appropriation could not support more than \$200,000 of this cost in addition to providing the staff support to the Taskforce. It would be necessary to discuss with the Minister of Internal Affairs, and possibly other DIA portfolio Ministers (Ethnic Affairs, Community and Voluntary, Ministerial Services), options for reprioritising funding from other appropriations in Vote: Internal Affairs to make up the shortfall.
8. The consequences of supporting the Taskforce in this way would be:
 - there would be no funding available as a contribution to a trial of online voting in the 2014/15 financial year. This may preclude any online voting trial proceeding in time for 2016;
 - there would be reduced ability to reprioritise staff time to support new ministerial priorities after the election (we would not fill vacant positions in order to fund the Taskforce); and
 - if submissions analysis became protracted, the Taskforce's work would have to be delayed as the Department would not be able to scale up the resource available to process submissions.

Risks

9. We consider that proceeding with the baseline option is unlikely to hinder the Taskforce meeting its terms of reference efficiently. We consider a dedicated website will be sufficient to provide good public access to the Taskforce. If, in addition to the baseline option, we commissioned a social media presence, we would not have sufficient resource to monitor, engage and manage this. However, there may be a public and local government expectation of a social media presence.

10. The primary risk to the Taskforce is that, if the number of submissions is large, the submissions analysis process would not allow the Taskforce to report by June 2015 as intended. In that case, the Taskforce could produce an interim report highlighting the areas where public feeling was strong. This would allow Ministers to consider whether specific work needed to be commissioned from agencies with regulatory responsibilities before the Taskforce had completed its work.

Recommendations

11. We recommend that you:

a) **EITHER**

- i. **agree** to a limited scale taskforce with no social media presence, membership of no more than three people, limited face-to-face engagement with submitters, and supported by Departmental resources; and
- ii. **discuss** with the Minister of Internal Affairs options for reprioritising funds from other Internal Affairs appropriations to meet some of the taskforce costs; **Yes/No**

OR

- iii. **agree** to the Department preparing a fuller business case for a larger scale proposal to be presented to Cabinet after the election; and
- iv. **agree** that beyond taking the Taskforce website live and calling for submissions, no further budgetary commitments for the Taskforce be made until final budget and scope decisions have been made. **Yes/No**

Caroline Bridgland
General Manager Policy

Hon Paula Bennett
Minister of Local Government

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Local Government briefing

Hon Paula Bennett
Minister of Local Government

Copy to: Jacqui Dean
Parliamentary Private Secretary

Title: Rules Reduction Taskforce – Letters to relevant portfolio Ministers

Date: 16 October 2014

Key issues

You intend to announce the Rules Reduction Taskforce Chair and Co-Chair, and launch the online submission form. We will work with Parliamentary Private Secretary for Local Government to determine the details of the Taskforce Terms of Reference, operating model and funding.

Action sought

Sign the attached letters to your colleagues the Ministers for the Environment, Building and Housing, Health, Regulatory Reform and Internal Affairs, seeking resources for the Rules Reduction Taskforce.

Timeframe

17 October 2014

Contact for telephone discussions (if required)

Name	Position	Direct phone line	After hours phone	Suggested 1 st contact
Damian Zelas	Principal Policy Advisor	495 9487	027 703 9738	✓
Anthony Richards	Director Policy	494 0644	021 167 8779	

Return to	Damian Zelas, level 6, 46 Waring Taylor Street		
DMS references	PLG-8400-01	4151946DA	
Ministerial database reference	LG201400588		

Purpose

1. This briefing outlines next steps in progressing the Rules Reduction Taskforce (the Taskforce) and provides letters for you to send to relevant portfolio Ministers seeking resources. You requested these at your meeting with officials on 14 October 2014.

Announcement of Taskforce Chair and Co-Chairs and launch of online submission form

2. You indicated that you intend to announce shortly that Jacqui Dean, Parliamentary Private Secretary for Local Government, will chair the Taskforce and Michael Barnett will be the Auckland co-chair. Your announcement will also launch the online submission form. We have provided a draft media release to your office for this purpose.

Oversight of Taskforce establishment

3. You advised that you intend to delegate much of the oversight of the Taskforce to Ms Dean. In particular, Ms Dean will have oversight of costs. We will meet with Ms Dean next week to discuss a range of Taskforce establishment matters, including its operating model, to enable the cost of the Taskforce to be more accurately assessed.

Taskforce Terms of Reference (ToR)

4. Cabinet has noted that the draft Terms of Reference for the Taskforce will be finalised following discussion with local government and input from the Chair of the Taskforce upon his or her appointment [CAB Min (14) 24/3 refers]. It is important that the Taskforce operating model aligns with its ToR. It is therefore recommended that you send the attached copy of the draft ToR to Ms Dean, so that she is able to consider it before we meet next week.

Resourcing the Taskforce

5. We have attached the requested letters for you to seek resources for the Taskforce from relevant Ministerial colleagues:
 - Minister for the Environment;
 - Minister for Building and Housing;
 - Minister of Health;
 - Minister for Regulatory Reform; and
 - Minister of Internal Affairs
6. The letters note that considerable resources are necessary for an undertaking of this scale, including skilled staff and funding. A specific level of funding is not mentioned.
7. Once your colleagues have responded, we will provide you with advice on any funding shortfall for which you will need to seek Cabinet approval. This could be achieved through a single Cabinet paper that also notes your intended appointees to the Taskforce.

Recommendations

8. We recommend that you:

- | | | |
|----|---|---------------|
| a) | Sign the attached letters to your colleagues the Ministers of Environment, Building and Housing, Health, Regulatory Reform, and Internal Affairs, seeking resources for the Rules Reduction Taskforce; | Yes/No |
| b) | forward the attached copy of the draft Terms of Reference for the Taskforce to Jacqui Dean, Parliamentary Private Secretary for Local Government; and | Yes/No |
| c) | note that we will keep your office informed of significant developments as the establishment of Taskforce is progressed. | |

Anthony Richards
Director Policy

Hon Paula Bennett
Minister of Local Government

_____/_____/_____

Local Government briefing

Hon Paula Bennett
Minister of Local Government

Title: Rules Reduction Taskforce – next steps

Date: 20 October 2014

Key issues	
Next steps for the establishment of the Rules Reduction Taskforce are the appointment of members, finalisation of the terms of reference, and approval of the necessary funding. It is likely that the Taskforce will be able to commence work in early December 2014.	
Action sought	Timeframe
Note the content of this briefing for your information.	None

Contact for telephone discussions (if required)

Name	Position	Direct phone line	After hours phone	Suggested 1 st contact
Damian Zelas	Principal Policy Advisor	04 495 9487	027 703 9738	✓
Anthony Richards	Director Policy	04 494 0644	021 167 8779	
Return to	Damian Zelas, level 6, 46 Waring Taylor Street			
DMS references	PLG-6400-01	4155295DA		
Ministerial database reference	LG201400594			

Purpose

1. This briefing provides information you have requested about the planning for the establishment and operation of the Rules Reduction Taskforce (the Taskforce).

Background

2. You have launched the online submission form for the Taskforce and announced its joint Chairs. This submission form provides a structured way to collect the experiences and suggestions of property owners and others to improve the way local regulation operates in New Zealand.

Comment

Establishment of the Taskforce

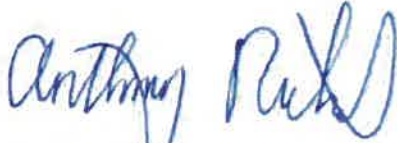
3. The next steps to establish and resource the Taskforce are:
 - **appointment of members** (appointments are made by letter from you to each member, following Cabinet noting your intended appointees);
 - **finalise terms of reference** (obtain input from the joint Chairs, Local Government New Zealand (LGNZ) and consult the Minister for Regulatory Reform and the Minister for the Environment);
 - **confirmation of Taskforce costs** (including decisions on the number of public meetings, and the level and location of secretariat support for the Taskforce); and
 - **confirmation of funding availability** (including from other portfolios and new money from Cabinet).
4. It is estimated that these tasks can be completed in time for the Taskforce to commence work in early December 2014. The Taskforce establishment process is shown in more detail in Appendix A.

Operation of the Taskforce

5. It is envisaged that the Taskforce will have three broad phases to its operation:
 - Information gathering;
 - Analysis and testing of ideas; and
 - Preparation of advice and drafting final report.
6. Once the Taskforce has reported, a fourth phase will occur where relevant Departments and affected local authorities consider specific options to realise the opportunities identified by the Taskforce. Departments will advise their responsible ministers.
7. Appendix B shows a flow diagram for the operation of the Taskforce

Recommendation

8. We recommend that you **note** the content of this briefing for your information.

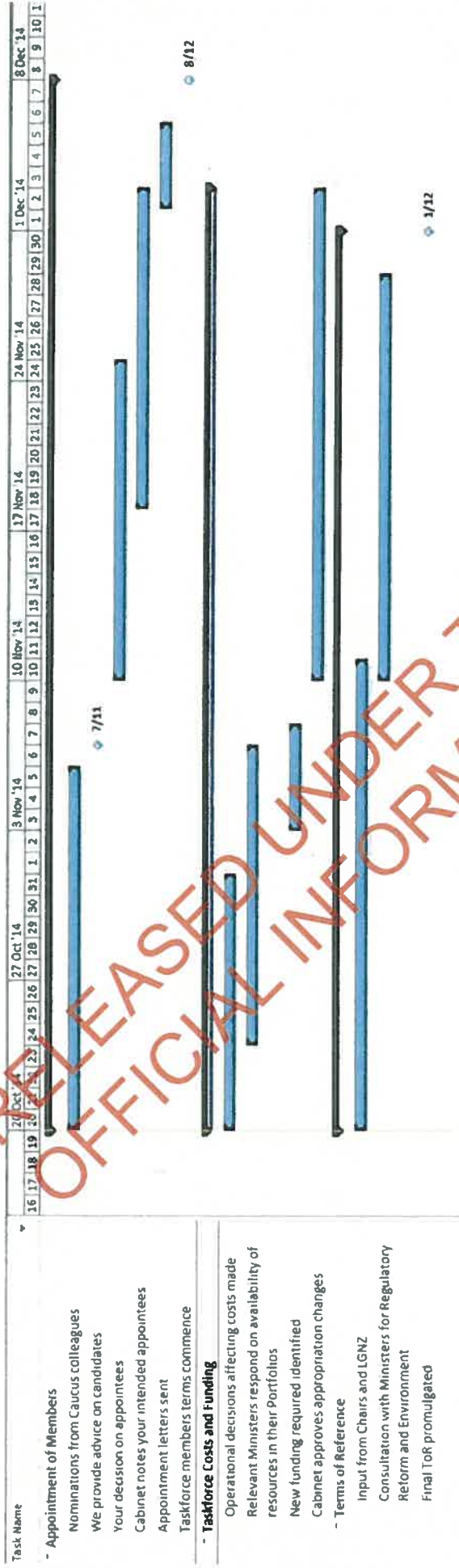


Anthony Richards
Director Policy

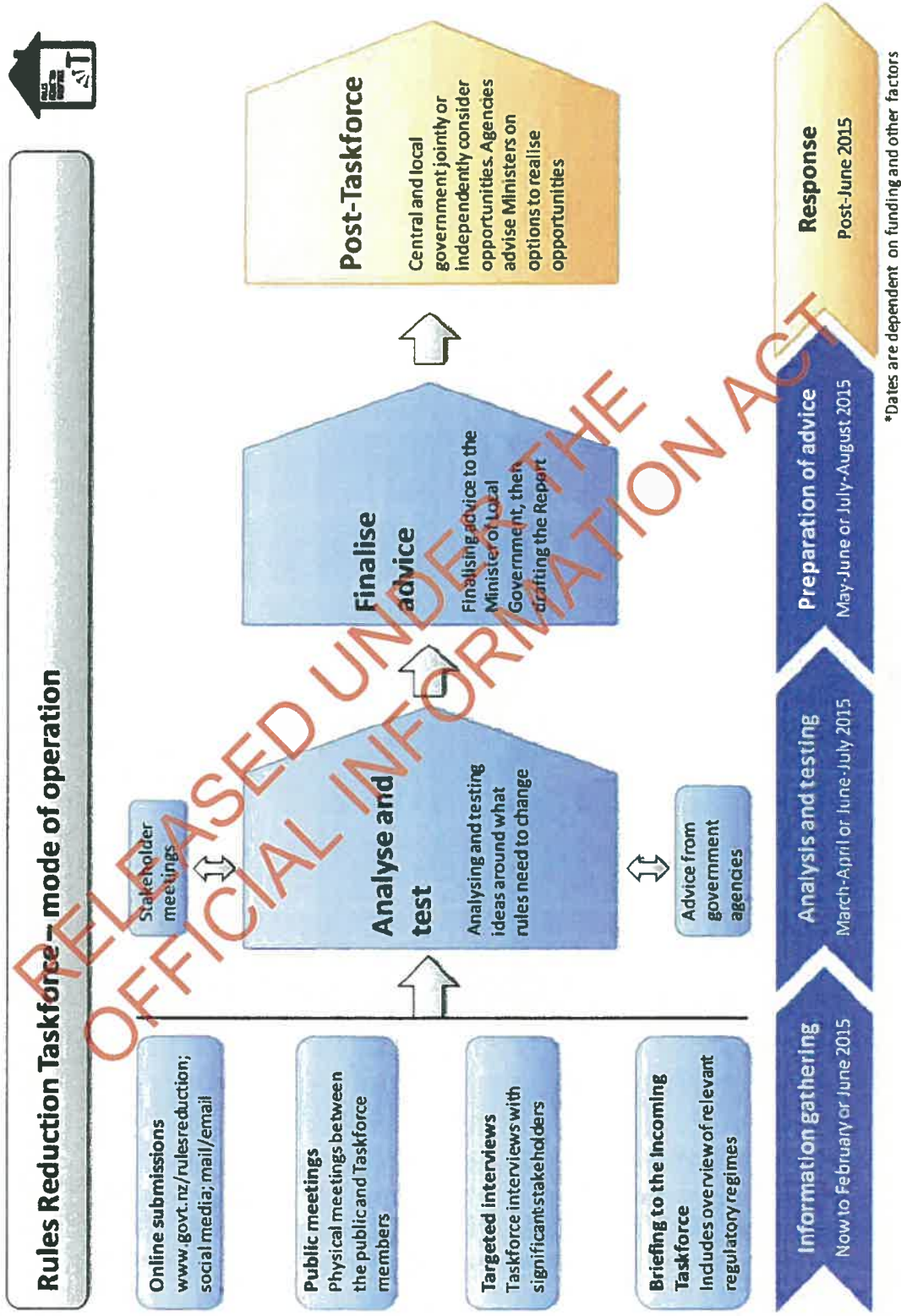
Hon Paula Bennett
Minister of Local Government

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Appendix A: Indicative timeline for establishment of the Taskforce



Appendix B: Flow diagram of Taskforce operation



Meeting notes 22/10/2014

Rules Reduction Taskforce Establishment

Date and time of meeting	Weds 22 October, 9am to 10am
Location	Room 2.065 Parliament House
Attendees	Ms Jacqui Dean, Parliamentary Private Secretary; Anthony Richards, Director Policy; Gordana Brkljaca, Senior Communications Advisor; and Damian Zelas, Principal Policy Analyst. Michael Coles, Private Secretary LG
Apologies	
Chair	Ms Jacqui Dean

Agenda items

Item	Time	Description	Paper	Time allocated	Led by
1.	9am	Introductions		5 mins	Anthony
2.		Working style and meeting frequency		10 mins	Anthony
3.		Decisions that need to be made and timeframes	Yes*	40 mins	Damian
4.		Next meeting		5 mins	

Date and time of next meeting	TBC
Next chair	

* Attachments:

- Rules Reduction Taskforce Establishment – Main Upcoming Decisions
- INDICATIVE RBT COSTS: Initial vs revised assumptions
- Rules Reduction Taskforce – mode of operation

Notes from meeting

Working style and meeting frequency

Ms Dean wants to know whether the establishment of the Taskforce is similar to the online voting process, which she was involved with.

Ms Dean considers that we have 6 weeks to get the Taskforce fully running [that takes us to 3 Dec]. She is available to meet twice a week with officials during the establishment phase. Damian to liaise with Megan (Ms Dean's PA) to set up meetings.

It was agreed that DIA would prepare a paper for Ms Dean to send to the Minister LG to obtain the Minister's sign-off on the key decisions Ms Dean makes. This includes the roles of the two chairs. Ms Dean's view is that she is accountable for the Taskforce overall. [Anthony thought that Thurs next week would be a good indicative timeframe to work to].

Ms Dean is meeting with Michael Barnett 3/11/14 but wants to bring this forward

Michael is to copy to Ms Dean the 20 Oct Min LG letters to LGNZ re the ToR, Ministers re resourcing and the memo to Caucus seeking nominations.

It would be useful for the Taskforce or Minister LG to be able to report good progress at the LG conference in July 2015.

Ms Dean is keen to have John Carter as a member. She would like Steven Haliwell, a LG consultant in Omaru to be considered as a candidate. Megan will send Damian his details.

Ms Dean would like to see the MSD A3 on the Vulnerable Children Green paper.

It was agreed that this afternoon we would provide Ms Dean with updated papers for a meeting tomorrow. We provided Ms Dean with a copy of the draft ToR with draft DIA changes tracked, to discuss at the next meeting.

Decisions that need to be made and timeframes

Funding/ Assumptions

Timing

Information gathering phase of Taskforce - [see Alessandro's mode of Operation diagram] will extend to May or June 2015. This means that the Taskforce final report will be in August 2015. The post-Taskforce response phase will follow that.

Appointments

Subject to the Minister's agreement members' terms will extend to the end of August 2015.

Ms Dean thought the proposed fees were ok, and the estimate of 1-1.5 days workload for Chairs and 1 day per week for was alright. She would not be claiming a fee but she was thinking that she would allocate a day per week to the Taskforce. In general she indicated that the Taskforce members would not be doing analysis – that is a secretariat responsibility.

Public Engagement

Ms Dean wants the Taskforce budget to include the production of 'postcards' with key facts about the Taskforce and instructions on how to submit. She also wants to write to key industry and community organisations. Organisations, Taskforce members and MPs will disseminate the postcards. [Communications – please cost the production of these cards]. Ms Dean does not consider that we should abandon traditional channels in favour of social media. She is concerned that many people do not have high speed broadband.

Ms Dean wants to use local MPs to engage with public and eg. 'tradies' in their areas. The Taskforce will build on this when it visits areas. She sees that the Taskforce will visit most towns in the country. She suggests taking a map and working systematically to ensure no one misses out. Ms Dean has cleared Fridays in her diary for travel.

Ms Dean is of the view that 'hearings' can be an efficient way to gather community input. This is where 4 members hear people speak for 5 minutes each. Some of the budgeted "public meetings" will be hearings, some will be Marae meetings. Some will be conventional town hall meetings – most likely in small towns. In larger centres she wants the Taskforce to use local authority facilities for meetings, or MPs offices. She does not see much expenditure on venue hire. There may be the opportunity to 'piggyback' on existing council public fora.

Taskforce member participation in social media was discussed. Ms Dean thought a member would be available 2 hours per week to answer queries from the social media vendor.

Costings

We noted that an Auckland office had been included in the costings. [The next meeting will need to discuss whether this is necessary, and if so how much secretariat resource will be stationed there].

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Meeting notes 23/10/2014

Rules Reduction Taskforce Establishment

Date and time of meeting	Weds 23 October, 9am to 10am
Location	Room 2.065 Parliament House
Attendees	Ms Jacqui Dean, Parliamentary Private Secretary; Anthony Richards, Director Policy; Gordana Brkljaca, Senior Communications Advisor; and Damian Zelas, Principal Policy Analyst. Michael Coles, Private Secretary LG
Apologies	
Chair	Ms Jacqui Dean

Agenda items

Item	Time	Description	Paper	Time allocated	Led by
1.	9am	Overview of Cabinet timeframe	Yes ¹	10 mins	Anthony
2.		Appointment of members	Yes ²	15 mins	Damian
3.		Terms of reference	Yes ³	15 mins	Damian
4.		Operating assumptions	Yes ⁴	15 mins	Damian
5.		Next meeting		5 mins	

Date and time of next meeting	
Next chair	

Attachments:

¹ Cabinet Office Notice (14) 4

² Candidates sourced by departments 10 October 2014

³ DRAFT Terms of Reference of the Rules Reduction Taskforce

⁴ Table of assumptions – updated following our 22 October meeting

Draft Notes from meeting - Weds 23 October

Overview of Cabinet timeframe

The importance of having Cabinet approve the funding and note appointments to the Taskforce was discussed. Work is required to determine when these matters can be sufficiently resolved for the Minister of LG to put to Cabinet. The likely dates are EGI on 3 Dec and Cabinet on 8 Dec, with appointment letters being sent to Taskforce members that week. There is a possibility that this may be able to be done a week earlier (26 Nov and 1 Dec respectively).

Appointment of members

Ms Dean gave the ok for DIA to contact identified nominees.

The skill set of candidates was discussed, in particular, the need to be able to take a broad view and offer the level of innovative thinking that the Minister is looking for. A candidate who is an Architectural Designer and Draughtsman was thought to offer a good skill set because of their practical experience in working with regulations.

Damian suggested that Ms Dean not exclude candidates at this stage unless their skill level isn't inappropriate. The decision table briefing is the recommended tool for selecting members.

Operating assumptions

The revised table of assumptions was agreed with the following modifications:

- **Submissions** will close on Monday 1 June 2015.
- **Member workload:** members will work most intensively from Feb 2015 to when submissions close (1 June 2015). Demands on members' time after submissions close will be reduced to considering drafts of reports and periodic meetings. There will be approximately 16 Fridays when the Taskforce could potentially travel to meet the public and other stakeholders. [We may need to consider whether 1 day per week will result in a sufficient NDOE 'pot' to meet Member fees in this period.] The identified travel for 12 member meetings in Wellington is likely an over estimate. [A more realistic estimate is 7].
- **Secretariat:** Ms Dean agreed that the Secretariat analysts should be at the senior level. This will increase the responsiveness of the secretariat to member queries and the quality of first drafts of reports, etc. The secretariat will be in place from 1 December 2014 to end August 2015. Two secretariat members will be present at hearings, but they are not required for public meetings (eg. community hall type meetings). Public meetings are likely to be the minority of the 21 meetings.
- **Location/Offices:** It was decided that there would not be an Auckland office for the secretariat or Taskforce. The secretariat will be Wellington based. It is assumed that when meeting rooms are needed, one of the departments or local government will be able to supply space at negligible cost.

- **Marketing:** the identified figure of \$2.5k for the design and printing of 10,000 postcards is an estimate that may be a little on the low side and will be revised. Marketing will include MPs engaging with their constituents at no cost.
- **Engagement:** face to face meetings will mostly be held as hearings. This is a more efficient way to gather information. Hearings will be attended by 5 members [worth checking this number].

Terms of reference

The draft ToR was discussed. Ms Dean supported the DIA changes tracked in the ToR. Ms Dean asked for 2 specific changes, [which will be tracked in the next draft of the ToR]:

- (ToR, page 1, under "Review Process") The briefing for the incoming Taskforce will cover "relevant local regulatory regimes" and also an outline of the process followed by applicants and others affected by local regulation, when eg. obtaining permits or seeking to do things with their property. This should also include a 101 on local government.
- (page 3, first paragraph under "deliverables") The following sentence will be deleted: *"Within two weeks of the Rules Reduction Taskforce commencing its work, the Chair of the Taskforce will specify a date by which a copy of its project plan will be provided to the Minister of Local Government."* This is because the project plan is too detailed for the Minister of Local Government and there is ambiguity about when the Taskforce might be considered to be "commencing its work".

Next meeting

Ms Dean indicated that she would like to discuss submission management at the next meeting

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Meeting notes – Draft 29/10/14

Rules Reduction Taskforce Establishment

Date and time of meeting	Weds 29 October, 4pm
Location	Room 2.065 Parliament House
Attendees	Ms Jacqui Dean, Parliamentary Private Secretary; Megan Walls, Executive Assistant to Jacqui Dean; Andrea Key, Marketing and Communications Advisor, DIA; and Damian Zelas, Principal Policy Analyst, DIA.
Apologies	Anthony Richards, Director Policy; Michael Coles, Private Secretary LG
Chair	Ms Jacqui Dean

Agenda items

Item	Time	Description	Paper	Time allocated	Led by
1.	4pm	Confirm notes from 23/10 meeting	Yes ¹	5 mins	Anthony
2.		Operating assumptions	Yes ²	15 mins	Damian
3.		Terms of reference	No	5 mins	Damian
4.		Process for confirming decisions with the Minister of Local Government	No	5 mins	Damian
5.		Social media	No	10 mins	Andrea
6.		Submission management process	Yes ³	15 mins	Damian
7.		Next meeting		5 mins	

Date and time of next meeting	
Next chair	

Meeting notes 29 October 2014

Confirm notes from 23/10 meeting

The notes were confirmed as circulated.

Attachments:

¹ Draft notes from 23 October meeting

² Table of assumptions – updated following our 23 October meeting

³ Submission management process (Draft 24 October)

Operating assumptions

The RRT assumptions and costs table dated 24 October 2014 was approved by Ms Dean as circulated, with the changes identified below.

- **Taskforce meetings** – the number of Taskforce meetings in Wellington is to be reduced from 7 to 4. These will occur in February, June, July and August 2015.
- **Final report** - [29/10/14 Michael Coles has clarified that the Minister of LG is ok with an August final report date]
- **Interim report** – This will be scheduled for the end of April 2015.
- **Other information for the Minister LG** - [29/10/14 Michael Coles has clarified that the Minister of LG will expect sufficient information flow from the taskforce to enable her to keep Cabinet informed. The Minister will also want to be supplied with material for the LGNZ conference in July 2015].
- **Secretariat** – DIA will reduce the level of analytical support provided before mid-January 2015. Two full senior analysts will not be required until then. This will reduce the cost of the secretariat.
- **Online submission form** – The table will be amended to show that the online submission form will close to new submissions on 1 June 2015.
- **Public meetings** – Ms Dean confirmed the assumption that a note taker will be supplied by the relevant local authority or Chamber of Commerce. A secretariat presence will not be required at public meetings. She sees the main purpose of public meetings to be to listen.

Terms of reference (ToR)

A copy of the ToR dated 29 October 2014 was tabled at the meeting. The ToR shows the changes requested by Ms Dean at the 24 October meeting. Ms Dean agreed that the wording addressed her concerns expressed at the previous meeting. She also agreed that the ToR with these changes can be provided to LGNZ. Ms Dean intends to contact Laurence Yule to discuss the work of the Taskforce.

[29/10/14 Michael Coles has clarified that the Minister of LG considers that flexibility on the ToR is desirable. Although an interim report is expected from the Taskforce she does not consider that this need be specified in the ToR.]

Process for confirming decisions with the Minister of Local Government

It was agreed that DIA will provide Ms Dean a memo to seek confirmation of her more significant decisions from then Minister of LG. The memo will attach the table of Taskforce assumptions and costs. **A draft of this memo will be provided to Ms Dean by 5pm 30 October 2014.**

Ms Dean confirmed that DIA should work directly with the Minister of LG on the Cabinet paper, but with a copy to her.

Social media

Ms Dean indicated her preference that social media not progress to 'phase 2'. Phase 2 involves social media actively generating online conversations, using content developed for the purpose. Phase 2 is likely to commence from late January 2015.

It was agreed that it would be desirable for a Taskforce member to be literate with social media. DIA will include this as a selection criteria in its shortlisting process.

Submission management process

The diagram provided with the agenda was discussed. No actions resulted

Next meeting

Damian will liaise with Megan to set up the next meeting for early in the week beginning 3 November 2014.

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Memo

To	Hon Paula Bennett, Minister of Local Government
From	Jacqui Dean MP, Parliamentary Private Secretary for Local Government
Date	31 October 2014
Subject	Rules Reduction Taskforce – Confirmation of key decisions

1. I seek your agreement to my proposals for how the Rules Reduction Taskforce will operate. These are contained in the attached Table. The key proposals are that:
 - a. the submission period runs until 1 June 2015;
 - b. community engagement occurs predominantly between February and June 2015 and involves local Members of Parliament, interviews, public hearings and public meetings;
 - c. Taskforce deliverables include an interim Taskforce report by 30 April 2015 and a final report by 31 August 2015; and
 - d. I will report to you on the Taskforce's behalf, keeping Michael Barnett informed.
2. As noted to you previously, the Taskforce will cost an estimated \$1.211 million. You have recently written to your colleagues seeking funding contributions towards this. The Department of Internal Affairs is drafting a Cabinet paper for you to seek approval for the necessary funding.
3. To keep momentum going, I look forward to receiving your feedback or agreement to these proposals shortly.

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Item		Proposal	Cost
Members	Term	Chairs December 2014 to August 2015; Members February to August 2015	\$165,000
	Number	12 (two chairs, ten members)	
	Fees	\$800/day Chair (one Chair not paid); \$500/day member; Expenses reimbursed following Cabinet Fees Framework	
	Workload	Chairs 1.5 days/week; Members 1 day/week February-May, then 1 day/month to August	
	Taskforce meetings	4 meetings in Wellington (February, June, July, August 2015; all members; 1 night accommodation)	\$74,000
	Deliverables	Interim report 30 April 2015; Final report 31 August 2015	
Secretariat	Staff	Head of secretariat; 2 senior analysts (mid-January to end August); 1 administrator; 1 business writer for 6 weeks	\$447,000
Office	Office operating	Wellington office 4 desks (no charge for rental); No Auckland office	\$6,000
	Cell phones and computers	Members provide own internet, computer and mobile devices; mobile usage costs reimbursed	\$29,000
Engagement	Social media	12 hours/week (7.5 months) to promote discussion, post and monitor, develop and manage content	\$125,000
	Online submission form	October 2014 to 1 June 2015	\$91,000
	Targeted interviews	5 (2 members, 1 night, 1 secretariat support staff); Assume venues at no-charge	\$23,000
	Public hearings	16 (Chair & 5 members, 1 night, 2 secretariat support staff); Assume venues at no-charge; Local Members of Parliament host some hearings	\$245,000
	Public meetings	5 (Chair & 5 members, 1 night, no secretariat support); Assume venues provided at no-charge	
	Marketing	Postcards to MPs and others (20,000)	\$6,000
Total cost			\$1,211,000

Meeting notes – Draft 05/11/14

Rules Reduction Taskforce Establishment

Date and time of meeting	5 November 2014, 9am
Location	Room 2.065 Parliament House
Attendees	Ms Jacqui Dean, Parliamentary Private Secretary; Megan Walls, Executive Assistant to Jacqui Dean; Michael Coles, Private Secretary Local Government; Anthony Richards, Director Policy; David Schnellenberg, Acting Manager, External Communications; Alessandro Aduso, Policy Analyst; Damian Zelas, Principal Policy Analyst.
Chair	Ms Jacqui Dean

Agenda items

Item	Time	Description	Paper	Time allocated	Led by
1.	9.00	Introductions	No	5 mins	Anthony
2.	9.05	Confirm notes from 29/10 meeting	Yes ¹	5	Damian
3.	9.10	Feedback on memo to Minister	No	10	Damian
4.	9.20	Appointments: process and timing	Yes ²	10	Damian
5.	9.30	Online submission numbers	Yes ³	10	Alessandro
6.	9.40	ToR: progress consulting LGNZ	No	5	Damian
7.	9.45	Taskforce operation	Yes ⁴	10	Damian
8.	9.55	Next steps	No	5	Damian

Meeting notes 5 November 2014

Confirm notes from 29/10 meeting

The notes were confirmed as circulated.

Attachments:

- ¹ Draft notes from 29 October meeting
- ² Timeline for appointments and funding Cabinet paper
- ³ RRT submissions received
- ⁴ Rules Reduction Taskforce Operation – draft timeline

Feedback on memo to Minister

Ms Dean noted that the Minister of Local Government agreed to the costs and associated assumptions for the Taskforce, contained in the memo to the Minister dated 31 October 2014.

Taskforce operation

On Monday 3 November, Ms Dean met with John Carter and Michael Barnett about how the Taskforce may operate.

Michael Barnett agreed:

- to work to the Minister via Ms Dean;
- to concentrate his Taskforce consultation efforts in the Auckland region, using meeting facilities at his disposal (in Auckland and possibly Manukau), at no cost to the Crown; and
- to use local Members of Parliament to organise and facilitate meetings, and distribute postcards directing persons to the website.

Ms Dean noted that John Carter has a good understanding of engagement with small provincial communities.

Although Mr Carter and Mr Barnett have specialities, Ms Dean considers it desirable to retain flexibility in how work is allocated to Taskforce members, including which topical / geographic areas they will be assigned. This will evolve once the members are appointed and commence work. Efforts will be made to maximise cost efficiency and general convenience, for example by consulting near a member's natural geographic 'base'.

Appointments will be made to the Taskforce rather than to a specific sub-group, with a focus on Auckland or the rest of New Zealand.

Social media

Risks around social media were discussed. Ms Dean wants the Taskforce to engage well with experienced business owners, sole operators, architects and planners who are likely to fall into the 35-50 year old demographic. Ms Dean is concerned that this group may not be well represented on social media, especially Twitter. Moreover, the Taskforce should consider factual information ahead of opinion, which is not always conducive to social media. It was agreed not to increase social media efforts at this stage.

Ms Dean requested information around the Taskforce social media status quo, including screen shots of Taskforce Twitter and Facebook accounts.

Appointments

It was noted that around 30 nominations were received in response to the letter from the Minister of Local Government to caucus and supporting parties.

The timetable for the appointment Cabinet process was discussed including that:

- officials would meet with Ms Dean today (5 November) to discuss the appointment process;
- a decision table would be provided to Ms Dean on Friday 7 November at 10am;
- After consulting with Mr Barnett, Ms Dean will make her preferences known to the Minister's office by midday 11 November;

DIA will prepare a document, akin to a job description, to guide discussions between Ms Dean and Mr Barnett about the role of Taskforce members, including how they will engage with stakeholders. This document could potentially be attached to the member's letters of appointment.

The timing of the announcement of the appointment of members was discussed. It was thought that there were advantages in this occurring in January, shortly before the members start work. However the Minister may wish to continue with existing plans to announce before Christmas. [Michael – are you able to explore this and report back?]

Online submission numbers

It was noted that submission numbers are around 150, mostly from online channels, and that the rate of incoming submissions had decreased significantly. All were generally comfortable with this.

There was agreement that it is timely to publicise the online submission form through umbrella groups, such as Federated Farmers and other representative bodies, via an email to be signed out by Ms Dean. This will allow sufficient time for such bodies to formulate a view on matters under the Taskforce's consideration, for submission next year.

DIA will provide a draft letter or email for Ms Dean to sign. DIA will then email it to selected umbrella groups, as agreed with Ms Dean.

Consulting LGNZ on the TOR

The idea that the Taskforce will continue as a joint venture between central and local government was reinforced. This was in response to LGNZ's suggestion that local government officials be involved in advising Taskforce members.

LGNZ's suggestion that the Taskforce make recommendations was discussed.

It was agreed that a response to LGNZ will be drafted which accommodates their recommendations to the extent possible.

Next steps

Damian will liaise with Megan to organise the next meeting. This may not be required for a week or two.

Post-Cabinet (targeted for 8 December) next steps were discussed, including:

- establishment of the Taskforce Secretariat and office;
- drafting a detailed project plan for the Taskforce (ideally completed in late January);

- processing submissions;
- preparation for member commencement in February; and

Megan noted that she would send document(s) to DIA about how local engagement occurred for the vulnerable children programme of work. This may include the production of materials such as generic press releases and social media content for Taskforce members and MPs to use.

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Local Government briefing

Hon Paula Bennett
Minister of Local Government

Copy to: Jacqui Dean MP
 Parliamentary Private Secretary, Local Government

Title: Rules Reduction Taskforce – decision table

Date: 7 November 2014

Key issues	
<p>You are asked to select your preferred candidates for ten positions on the Rules Reduction Taskforce.</p> <p>You have already chosen two members, Jacqui Dean MP and Michael, Barnett as co-Chairs of the Rules Reduction Taskforce.</p>	
Action sought	Timeframe
Select your preferred candidates to ten positions on the Rules Reduction Taskforce.	By 11 November 2014.

Contact for telephone discussions (if required)

Name	Position	Direct phone line	After hours phone	Suggested 1 st contact
Daniel Brown	Manager, Policy Group	04 494 0688	0212658647	✓
Judi Maddever	Advisor, Policy Group	04 494 5789		

Return to	Judi Maddever, Level 8, 46 Waring Taylor St		
DMS references	PLG 64006-06	841728DB	
Ministerial database reference	LG201400637		

Purpose

1. You are asked to consider advice to be provided to you by Jacqui Dean MP, Taskforce co-Chair in selecting your preferred candidates to fill ten positions on the Rules Reduction Taskforce (the Taskforce).

Background

Establishment of Taskforce

2. The Taskforce is being established to provide independent advice to the Minister of Local Government on rules and regulations that are confusing, onerous and over costly for property owners or the wider public, and fail to deliver any real benefit.
3. The Taskforce will listen to concerns from the public about local regulation, and prepare advice to the Minister of Local Government, identifying opportunities to streamline or improve areas of regulation.

Membership of Taskforce

4. You have agreed that the Taskforce will comprise of 12 members. You have already announced the appointment of Jacqui Dean MP and Michael Barnett, Chief Executive of the Auckland Regional Chamber of Commerce to chair the Taskforce.
5. Nominations were sought from your caucus colleagues and support parties. The Department also sought nominations through Government nomination agencies and the following Government departments: Ministry of Business, Innovation and Employment, Ministry for the Environment, Ministry of Health, New Zealand Transport Agency, Land Information New Zealand and Local Government New Zealand. The Department contacted the persons put forward to ask if they wished to be considered.

Comment

6. Cabinet has agreed to the establishment of the Taskforce [Cab Min (14) 24/3 refers]. It is expected the members of the Taskforce include experience and/or in-depth knowledge in one or more of the following:
 - Understanding of the workings of local government (both regional/rural and urban) and the objectives of local regulations;
 - Understanding of the workings of central government;
 - Understanding of legislation relevant to local government;
 - Taskforce/board experience
 - Hearing public submissions
 - Arbitration/mediation;
 - Small to medium enterprise trade representation (ie sole trader, small business owner from the trade sector);
 - Iwi/Mana whenua cultural knowledge; and
 - Legal expertise, particularly in the fields of property and construction.
7. Of the names put forward, thirty nominations were received for the Taskforce. CV summaries for all nominees are attached.

8. A late request was received for nominees with digital literacy. Although the call for nominations was sent out without inclusion of this criteria, the Department has identified some nominees who have cited digital literacy in their application forms. Two decision tables are set out below that list nominees' competencies and skill sets against those required on the Taskforce. Table 1 below provides the Department's recommendation for twelve appointments to the Taskforce that we believe would provide a good mix of skills and geographical and gender balance. The competencies and candidates have been colour coded to help you in choosing a mix of nominees.
9. Consideration should be given to the need for the membership of the Taskforce to have an appropriate gender, age, ethnic and geographical balance as required under CO (02) 16.
10. CV summaries for all nominees are attached.
11. Nominees have been colour coded in the table below indicating their major contribution. Additional skills are indicated by a ✓.

Local government expertise	Central government expertise	Understanding of relevant legislation	Taskforce/board experience in occupational licensing sector	Small to medium business trade representation	Iwi/Mana whenua knowledge	Legal expertise

Table 1: Recommended nominees for consideration

Name (nominated by)	Location	Sector	Local government expertise	Central government expertise	Understanding of relevant legislation	Taskforce/board experience in occupational licensing sector	Small to medium business trade representation	Iwi/Mana whenua knowledge	Legal expertise	Select 12 candidates (two already selected)
Jacqui Dean MP co-Chair (Hon Paula Bennett)	Waitaki	Central government	✓	✓	✓	✓				✓
Michael Barnett co-Chair (Hon Paula Bennett)	Auckland	Local government	✓	✓	✓	✓				✓
John Carter (Local Government New Zealand)	Northland	Local government	✓	✓	✓	✓	-	-	-	
Rachel Reese, (Local Government New Zealand)	Nelson	Local government	✓	✓	✓	✓	-	-	-	

Name (nominated by)	Location	Sector	Local government expertise	Central government expertise	Understanding of relevant legislation	Taskforce/board experience in occupational licensing sector	Small to medium business trade representation	Iwi/Mana whenua knowledge	Legal expertise	Select 12 candidates (two already selected)
[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]
Stephen Halliwell (Jacqui Deans MP)	Oamaru	Electrical sector	✓	-	✓	✓	-	-	-	[Redacted]
[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]
Connal Townsend (MBIE)	Auckland	Building sector	✓	✓	✓	✓	-	-	-	[Redacted]
[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]

Name (nominated by)	Location	Sector	Local government expertise	Central government expertise	Understanding of relevant legislation	Taskforce/board experience in occupational licensing sector	Small to medium business trade representation	Iwi/Mana whenua knowledge	Legal expertise	Select 12 candidates (two already selected)
[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]
[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]

12. Table 2 below sets out the remaining nominees, who you also may wish to consider for selection.

Table 2: Other nominees for consideration

Name (nominated by)	Location	Sector	Local government expertise	Central government expertise	Understanding of relevant legislation	Taskforce/board experience in occupational licensing sector	Small to medium business trade representation	Iwi/Mana whenua knowledge	Legal expertise	Select 12 candidates
[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]

Select 12 candidates						
Legal expertise	█	█	█		█	█
Iwi/Mana whenua knowledge	█	█	█		█	█
Small to medium business trade representation	█	█	█	█	█	█
Taskforce/board experience in occupational licensing sector	█	█	█	█		█
Understanding of relevant legislation	█	█	█	█	█	█
Central government expertise	█	█	█		█	█
Local government expertise	█	█	█	█	█	█
Sector	█	█ █	█ █	█ █	█ █	█ █
Location	█	█	█	█	█	█
Name (nominated by)	█ █	█ █ █	█ █ █	█ █ █	█ █ █	█ █ █

Select 12 candidates					
Legal expertise			-		
Iwi/Mana whenua knowledge			-		
Small to medium business trade representation			✓		
Taskforce/board experience in occupational licensing sector			✓		
Understanding of relevant legislation			✓		
Central government expertise			✓		
Local government expertise			✓		
Sector			Building construction		
Location			Auckland		
Name (nominated by)			Christopher Burke (Michael Barnett)		

Select 12 candidates						
Legal expertise	█	█	█	█	-	█
Iwi/Mana whenua knowledge	█	█	█	█	-	█
Small to medium business trade representation	█	█	█	█	✓	█
Taskforce/board experience in occupational licensing sector	█	█	█	█	✓	█
Understanding of relevant legislation	█	█	█	█	✓	█
Central government expertise	█	█	█	█	-	█
Local government expertise	█	█	█	█	✓	█
Sector	█ █ █	█ █ █	█ █ █	█ █ █	Local government	█ █ █
Location	█	█	█	█	Auckland	█
Name (nominated by)	█ █ █	█ █ █	█ █ █	█ █ █	Mark Thomas (Self)	█ █ █

Name (nominated by)	Location	Sector	Local government expertise	Central government expertise	Understanding of relevant legislation	Taskforce/board experience in occupational licensing sector	Small to medium business trade representation	Iwi/Mana whenua knowledge	Legal expertise	Select 12 candidates
[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]
[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]

*Whilst neither of these nominees has indicated a conflict of interest, the Department considers that there may be a risk of a perceived conflict of interest, given their business interests.

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Next Steps

13. You have already agreed to appoint Jacqui Dean MP and Michael Barnett to chair the Taskforce.
14. To select your remaining ten candidates, please identify them in the right hand column. Once you have selected ten additional preferred candidates along with Ms Dean and Mr Barnett, we will note them in the Cabinet paper seeking agreement to the next steps for the Taskforce due to be submitted to the Cabinet Economic and Growth Committee on 3 December 2014.

Recommendations

15. We recommend that you **select** your preferred candidates to ten positions on the Rules Reduction Taskforce by identifying them in the right hand column of Table 1 or Table 2. **Yes / No**

Daniel Brown
Manger, Policy Group

Hon Paula Bennett
Minister of Local Government

_____/_____/_____

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Local Government briefing

Hon Paula Bennett
Minister of Local Government

Copy to: Hon Louise Upston
 Associate Minister of Local Government

Jacqui Dean
 Parliamentary Private Secretary for Local Government

Title	Draft Cabinet paper – Funding for the Rules Reduction Taskforce
Date	11 November 2014

Key issues

You are required to seek comment from the Minister of Finance on the draft Cabinet paper seeking new funding of \$0.981 million for the Rules Reduction Taskforce. The Minister's approval is also required to create a new category of expenditure for Taskforce members' fees.

Action sought

Sign and send the attached letter and draft Cabinet paper to the Minister of Finance seeking comment on the paper, and the creation of a new expense category.

Timeframe

18 November 2014

Contact for telephone discussions (if required)

Name	Position	Direct phone line	After hours phone	Suggested 1 st contact
Damian Zelas	Principal Policy Analyst	04 495 9487	027 703 9738	✓
Anthony Richards	Director Policy	04 494 0644	021 167 8779	

Return to	Alessandro Aduso, L7/46WT		
DMS references	PLG-6400-01	842560DB	
Ministerial database reference	LG201400625		

Purpose

1. A letter to the Minister of Finance is attached for your signature. The letter seeks comment from the Minister on the attached draft Cabinet paper, and his approval to create a new category of expenditure to pay Rules Reduction Taskforce (Taskforce) Members' Fees.

Other votes unable to contribute, except Vote Environment

2. On 20 October 2014, you wrote to the Minister of Health and the Ministers for Regulatory Reform, the Environment, and Building and Housing, seeking resource contributions for the Taskforce.
3. The Minister of Health has formally indicated that Vote Health is unable to make a contribution due to competing priorities. As at 11 November 2014, we understand that other votes are also unable to contribute, except Vote Environment which we understand will contribute \$0.080 million.

Key proposals based on discussion with Jacqui Dean; \$0.981 million sought

4. The key proposals contained in the Cabinet paper reflect those which Jacqui Dean noted to you in her memo of 31 October 2014, including that:
 - the submission period runs until 1 June 2015;
 - community engagement occurs predominantly between February and June 2015, and involves an online form and Taskforce member engagement with stakeholders and the public (hearings and meetings);
 - local Members of Parliament and local authorities will organise and host some meetings; and
 - Taskforce deliverables include an interim Taskforce report by 30 April 2015 and a final report by 31 August 2015.
5. The Taskforce will cost \$1.211 million. Vote Internal Affairs (Local Government portfolio) has contributed \$0.150 million and Vote Environment will contribute \$0.080 million. Further funding of \$0.981 million is required.

Minister of Finance to consider funding request and approve new expense category

6. The Cabinet manual requires consultation with the Minister of Finance for any new funding request. A letter to the Minister of Finance is attached for your signature. The letter seeks his comment on the draft Cabinet paper and approval to create a new category of expenditure to pay Taskforce Members' fees.
7. The signed letter and draft Cabinet paper should be submitted to the Minister of Finance's office by 18 November 2014. This timing is required so that Taskforce funding and appointments can be considered at Cabinet's last meeting of 2014 (8 December).
8. The Taskforce membership component of the paper will be included in a revised draft Cabinet paper to be provided to you once you have identified your preferred candidates.

Recommendations

9. We recommend that you:

- a) **note** that the estimated final cost of the Taskforce is \$1.211 million;
- b) **note** that, less the Vote Internal Affairs contribution of \$0.150 million, and the Vote Environment contribution of \$0.080 million, a further \$0.981 million is required to fund the Taskforce;
- c) **note** other agencies have indicated that their Votes are unable to make a contribution at this time;
- d) **sign** and **send** the attached letter and draft Cabinet paper to the Minister of Finance seeking comment on the paper, and the creation of a new expense category; **Yes/No**
- e) **note** that we will provide you with a final Cabinet paper incorporating your proposed Taskforce appointments, once your preferred candidates have been finalised.

Anthony Richards
Director Policy

Hon Paula Bennett
Minister of Local Government

_____/_____/_____

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Office of Hon Paula Bennett

OH14-756-6

MP for Upper Harbour
Minister of Local Government
Minister for Social Housing
Minister of State Services

Associate Minister of Finance
Associate Minister of Tourism

17 NOV 2014

Hon Bill English
Minister of Finance
Parliament Buildings
WELLINGTON

Rec'd 27/11/14
[Signature]

Dear Bill

As agreed by Cabinet and announced by the Prime Minister, I have launched the Rules Reduction Taskforce (the Taskforce) to address poor-performing local regulation that affects property owners. I am taking a paper to Cabinet seeking funding for the costs associated with the Rules Reduction Taskforce.

The Department of Internal Affairs is the default administering department for inquiries under the Inquiries Act 2013, but has no baseline funding for inquiries or taskforces. I am therefore seeking Cabinet agreement for additional funding for the Taskforce.

I would be grateful for any comments you may have on the attached Cabinet paper, by 24 November 2014. I intend to lodge the paper for consideration by the Cabinet Economic Growth and Infrastructure Committee by 27 November 2014.

A new category within an existing Multi-Category appropriation (MCA) is required to recognise the payment of fees to members of Government appointed taskforces. This requires joint approval between me, as Responsible Minister and you, as Minister of Finance.

I propose that an additional category be created within the existing "Support for Statutory and Other Bodies" MCA. This category would be titled "Taskforce Members' Fees", and the scope statement would be: "This category is limited to fees for members of Government appointed Taskforces".

The overarching purpose of the "Support for Statutory and Other Bodies" MCA is to support statutory, advisory and other bodies to discharge their responsibilities. The Treasury has advised that the expenditure in question satisfies the overarching purpose statement of this MCA.

In addition, it is proposed that the category, "Taskforce Members' Fees" be granted an exemption from performance information requirements, as the category involves expenditure of less than \$5 million and there is a performance measure for the "Support for Statutory and Other Bodies MCA" as a whole.

24 NOV 2014

I recommend that you:

1. **agree** to the creation of an additional category within the existing "Support for Statutory and Other Bodies" MCA entitled "Taskforce Members' Fees"; and Yes / No
2. **agree** that this new appropriation be granted an exemption from performance information requirements as the appropriation involves expenditure of less than \$5 million and there is a performance measure for the "Support for Statutory and Other Bodies" MCA as a whole. Yes / No


Hon Paula Bennett
Minister of Local Government


Hon Bill English
Minister of Finance

Copy to: Hon Peter Dunne
Minister of Internal Affairs

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Office of the Minister of Local Government

Cabinet

Funding and appointments for the Rules Reduction Taskforce

Proposal

1. This paper seeks approval for funding of \$0.981 million for the Rules Reduction Taskforce (the Taskforce). The Committee is also asked to note my intended appointments to the Taskforce.

Taskforce establishment

2. On 21 July 2014, Cabinet agreed to establish the Taskforce to advise me and other Ministers of opportunities to address poor-performing local regulation that affects property owners. Cabinet noted that the establishment of the Taskforce would form part of the Government response to the Productivity Commission report *Towards Better Local Regulation*, as it responds to several issues raised by the Commission. Cabinet also agreed to the establishment of a dedicated website to allow the public to make submissions directly to the Taskforce [CAB Min (14) 24/3 refers].
3. On 22 July 2014, at the Local Government New Zealand National Conference, the Prime Minister announced that the Taskforce would be established. To keep momentum going on the Taskforce, I launched the Rules Reduction website on 20 October 2014 to receive public submissions. This means that when the Taskforce members commence in February 2015 they will have a preliminary analysis of the submissions received.

Taskforce costs

4. The total cost of the Taskforce is \$1.211 million as shown in Table One.
5. To ensure the Taskforce has the right skills and geographic spread to engage effectively, I intend to appoint 12 members. This will allow a base of up to six members to operate from Auckland. Consistent with the Cabinet fees framework, members' fees are modest and incorporate an element of public service.
6. It is intended that the Taskforce will travel to more than 20 major centres and smaller communities to engage with the public and specific stakeholders. To limit these costs, I have sought the assistance of interested parties, including relevant Members of Parliament and local authorities, to organise and facilitate some local meetings.

Table One – Indicative Taskforce budget

Expense items	(\$ million)
Fees for Taskforce members	0.165
Taskforce secretariat (four full-time equivalents)	0.338
Travel costs for Taskforce meetings and community engagement (including interviews, public hearings and public meetings)	0.342
Operating costs (office and equipment leases, IT support, records management, communications)	0.144
Social media, publicity and website	0.222
Operating total	1.211

Financial implications

7. To fund the initial establishment of the Taskforce I reprioritised \$0.150 million from Vote Internal Affairs (Local Government portfolio).
8. The Taskforce will identify opportunities to improve regulation relevant to other portfolios. The Minister for the Environment has agreed to contribute funding of \$0.080 million from Vote Environment. Due to other pressures, the Minister of Health, and the Ministers for the Environment, Building and Housing, and Regulatory Reform are unable to make contributions from their votes.
9. The Department of Internal Affairs (the Department) is the default department for the administration of inquiries. The Department has no baseline funding for inquiries or taskforces. Accordingly funding is sought by the Department on a case-by-case basis.
10. The Taskforce therefore requires new funding for the remaining \$0.981 million of costs.

Table Two – Funding for the Taskforce

Funding contributions	(\$ million)
Vote Internal Affairs (Local Government portfolio)	0.150
Vote Environment (Environment portfolio)	0.080
Summary	
Total contributions	0.230
Additional funding required	0.981
Total	1.211

11. For the payment of members' fees, the Minister of Finance and I have agreed to add a 'Taskforce Members' Fees' category to the Multi-Category Appropriation 'Support for Statutory and Other Bodies'.

Taskforce Membership

12. *[This section will cover the proposed appointments to the Taskforce and is planned for inclusion in the paper by 17 November 2014.]*

Consultation

13. This paper was prepared by the Department of Internal Affairs. The Ministry of Business, Innovation and Employment, the Ministry for the Environment, the Ministry of Health, the Ministry of Transport, the Canterbury Earthquake Recovery Authority and the Treasury were consulted. The Department of the Prime Minister and Cabinet was informed.

Human rights

14. There are no human rights implications associated with this proposal.

Publicity

15. No publicity is required relating to the funding of the Taskforce.

Recommendations

16. The Minister of Local Government recommends that Cabinet:

1. **note** that on 21 July 2014, Cabinet agreed [CAB Min (14) 24/3 refers]:
 - 1.1 that a Rules Reduction Taskforce (the Taskforce) be established to advise the Minister of Local Government and other Ministers of opportunities to address unnecessary or poor-performing local regulation that adversely affects property owners; and
 - 1.2 to the establishment of a dedicated website to allow property owners and the public to make submissions directly to the Taskforce;
2. **note** that the Prime Minister announced the intention to establish the Taskforce at the Local Government New Zealand conference on 22 July 2014;
3. **note** that, to keep the momentum going on the Taskforce, I launched a website to receive public submissions on 20 October 2014;
4. **note** that the total cost of the Taskforce is \$1.211 million;
5. **note** that as part of the 2014 October Baseline Update, a fiscally neutral adjustment of \$0.150 million from the Local Government portfolio within Vote Internal Affairs was sought to fund the Taskforce to 31 October 2014, and that Vote Environment has contributed \$0.080 million;
6. **note** that the Department of Internal Affairs has no permanent baseline funding for the costs of taskforces and is unable to further reprioritise baseline funding towards the cost without putting at risk high priority activities, so new funding is sought for the remaining balance of the Taskforce;
7. **note** that the Minister of Finance and the Minister of Local Government have agreed to add the following category to the Multi-Category Appropriation 'Support for Statutory and Other Bodies':

Name	Type	Scope
Taskforce Members' Fees	Non-Departmental Other Expense	This category is limited to fees for members of Government appointed Taskforces.

8. **agree** to increase funding to provide for the continued operation of the Taskforce, with the following impact on the operating balance:

Vote Internal Affairs	\$m – increase/(decrease)				
	2014/15	2015/16	2016/17	2017/18	2018/19 & Outyears
Operating Balance Impact	0.799	0.182	-	-	-
No Impact	0.080	-	-	-	-
Total	0.879	0.182	-	-	-

BUDGET SENSITIVE – DRAFT

9. **approve** the following changes to appropriations to provide for the continued operation of the Taskforce;

	\$m – increase/(decrease)				
	2014/15	2015/16	2016/17	2017/18	2018/19 & Outyears
Vote Internal Affairs					
Minister of Local Government					
Multi-Category Expenses and Capital Expenditure:					
Support for Statutory and Other Bodies MCA					
Department Output Expense:					
Taskforce and Similar Bodies (funded by revenue Crown)	0.776	0.120	-	-	-
Non-Departmental Other Expense:					
Taskforce Members' Fees	0.103	0.062	-	-	-
Vote Environment					
Minister for the Environment					
Multi-Category Expenses and Capital Expenditure:					
Improving Resource Management MCA					
Department Output Expense:					
Resource Management Policy Advice	(0.080)	-	-	-	-
Total Operating	0.799	0.182	-	-	-

10. **agree** that the proposed changes to appropriations for 2014/15 above be included in the 2014/15 Supplementary Estimates and that, in the interim, the increase be met from Imprest Supply; and
11. **agree** that the operating balance impact in recommendation 9 above, above of expenses incurred under recommendation 10 above be a charge against the between-Budget operating contingency, established as part of Budget 2014.

Hon Paula Bennett
Minister of Local Government

_____/_____/_____

Memo

To	Jacqui Dean MP
Cc	Anthony Richards, Damian Zelas
From	Daniel Brown, Policy Manager, Department of Internal Affairs
Date	17 November 2014
Subject	Further nominees for Rules Reduction Taskforce

Background

- On 7 November 2014 you were provided a briefing note identifying potential members for the Rules Reduction Taskforce.
- You have made an initial selection of nine members for the Taskforce, but indicated you wish to consider a wider pool of applicants. There are still three vacancies to fill.
- You have provided the Department with six further nominees for the Taskforce. We have contacted these six people to test their availability and interest to serve on the Taskforce.

Nominees

- The following persons have indicated they are available and willing to be considered for a position on the Taskforce:

Name	Preferred candidate
Philippa Murdoch Ms Murdoch is an owner/office manager for Pacific Helicopters in Christchurch. She is experienced in resource consent processes and property management. She has previously worked for a government department and understands central government legislation.	
[REDACTED]	
Ian Tulloch QSO, JP Mr Tulloch is a New Zealand racing-driver and a former politician in both local and national politics. Mr Tulloch was elected Mayor of Maitua in 1983 and remained in office until the council ceased to exist in 1989.	
[REDACTED]	

Next Steps

- Can you please indicate with a tick in the right hand column of the Table above those three persons you wish to recommend for appointment to the Taskforce.
- These names, along with your selections from the 7 November briefing note, will then need to be confirmed between you and the Minister of Local Government as soon as possible.
- The proposed Taskforce will then be included in a Cabinet paper for consideration at Cabinet Economic Growth and Infrastructure on 3 December 2014.

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From: Damian Zelas
Sent: Tuesday, 18 November 2014 3:10 p.m.
To: Alessandro Aduso; Megan Walls
Cc: Anthony Richards; Dan Brown
Subject: FW: Candidates for RR Taskforce

Hi Alessandro

Please note that, unless we hear anything to the contrary from the Minister, the Department will include these 12 candidates in the draft EGI paper seeking funding for the Taskforce. We will supply the EGI paper to the Minister by 26 November for submission to the Cabinet Office on Thursday 27 November. This is contingent on receiving feedback from the Minister of Finance on Monday 24 November.

Can you please confirm that the Minister will still be available on 26/27 Nov to sign the EGI paper?

Thanks
Damian

From: Megan Walls [<mailto:Megan.Walls@parliament.govt.nz>]
Sent: Tuesday, 18 November 2014 2:56 p.m.
To: Alessandro Aduso
Cc: Damian Zelas
Subject: Candidates for RR Taskforce

Hi Alessandro

Please find below, Jacqui's choices for the members for the RRT. Could you please show these to your Minister for her consideration?

Co- Chairs:

1. Jacqui Dean MP and
2. Michael Barnett

Members:

4. Hon John Carter QSO

7. Rachel Reese

9. Philippa Murdoch

11. Ian Tulloch QSO, JP

12. Stephen Halliwell

Kind regards

Megan Walls | Executive Assistant to Jacqui Dean | Waitaki MP |
Parliamentary Private Secretary for Tourism and Local Government |
2.065 Parliament House | Parliament Buildings | Wellington | P +64 4 817 6670 | F +64 4 817 6438 |
megan.walls@parliament.govt.nz | www.national.org.nz | www.jacquidean.co.nz |

Authorised by Jacqui Dean MP, 127 Thames Street, Oamaru.

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From: Judi Maddever
Sent: Tuesday, 18 November 2014 4:12 p.m.
To: Alessandro Aduso
Subject: RECOMMENDED CANDIDATES RRT

- a) Jacqui Dean MP – co-Chair
- b) Michael Barnett – co-Chair
Mr Barnett is the Chief Executive of Auckland Regional Chamber of Commerce & Industry. He has experience in local and central Government and has extensive board/taskforce experience.
- c) [REDACTED]
- d) Hon John Carter QSO – Member
Mr Carter is the Mayor of the Far North District Council. He was previously the MP for Bay of Islands (Northland) and has both local and central government experience.
- e) [REDACTED]
- f) [REDACTED]
- g) Rachel Reese – Member
Ms Reese is the Mayor of the Nelson City Council. She is a member of the Resource Management Law Association and has experience in local government, resource consent and plan change processes.
- h) [REDACTED]
- i) Philippa Murdoch - Member
Ms Murdoch is an owner/office manager for Pacific Helicopters in Christchurch. She is experienced in resource consent processes and property management. She has previously worked for a government department and understands central government legislation.
- j) [REDACTED]



- k) Ian Tulloch QSO, JP - Member
Mr Tulloch is a New Zealand racing-driver and a former politician in both local and national politics. Mr Tulloch was elected Mayor of Matura in 1983 and remained in office until the council ceased to exist in 1989.

- l) Stephen Halliwell – Member
Mr Halliwell works as a local government financial management and governance consultant in Oamaru. He is a member of the New Zealand Institute of Chartered Accountants. He has understanding of local government and experience with hearings and working parties.

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From: Megan Walls [mailto:Megan.Walls@parliament.govt.nz]
Sent: Thursday, 20 November 2014 3:31 p.m.
To: Alessandro Aduso
Subject: RE: Candidates for RR Taskforce

Hi Alessandro

Further to our conversation earlier, Jacqui would like to replace [REDACTED] with Connal Townsend. I'm currently requesting 5 mins for a phone call with Hon Tolley tomorrow morning. So hopefully we can have that finalised in the morning.

Cheers

Megan Walls | Executive Assistant to Jacqui Dean | Waitaki MP |
Parliamentary Private Secretary for Tourism and Local Government |
2.065 Parliament House | Parliament Buildings | Wellington | P +64 4 817 6670 | F +64 4 817 6438 |
megan.walls@parliament.govt.nz | www.national.org.nz | www.jacquidean.co.nz |

Authorised by Jacqui Dean MP, 127 Thames Street, Oamaru.

From: Megan Walls
Sent: Tuesday, 18 November 2014 2:56 p.m.
To: Alessandro Aduso
Cc: damian.zelas@dia.govt.nz
Subject: Candidates for RR Taskforce

Hi Alessandro

Please find below, Jacqui's choices for the members for the RRT. Could you please show these to your Minister for her consideration?

Co- Chairs:

1. Jacqui Dean MP and
2. Michael Barnett

Members:

[REDACTED]
4. Hon John Carter QSO

[REDACTED]
7. Rachel Reese

[REDACTED]
9. Philippa Murdoch

[REDACTED]
11. Ian Tulloch QSO, JP
12. Stephen Halliwell

Kind regards

Megan Walls | Executive Assistant to Jacqui Dean | Waitaki MP |
Parliamentary Private Secretary for Tourism and Local Government |
2.065 Parliament House | Parliament Buildings | Wellington | P +64 4 817 6670 | F +64 4 817 6438 |
megan.walls@parliament.govt.nz | www.national.org.nz | www.jacquidean.co.nz |

Authorised by Jacqui Dean MP, 127 Thames Street, Oamaru.

From: Megan Walls [<mailto:Megan.Walls@parliament.govt.nz>]

Sent: Friday, 21 November 2014 4:28 p.m.

To: Alessandro Aduso

Cc: Damian Zelas

Subject: Candidates for RR Taskforce

Importance: High

Hi Alessandro

Based on recommendations yesterday, could you please put this updated list in front of the Minister? Jacqui took the Minister's preferences into consideration. If any further discussion is required over the weekend, the Minister may of course ring Jacqui. 021 227 7611

Chairs:

1. 1. Jacqui Dean
2. 2. Michael Barnett

Members:

3. 3. John Carter
4. 4. [REDACTED]
5. 5. Stephen Halliwell
6. 6. [REDACTED]
7. 7. Connal Townsend
8. 8. [REDACTED]
9. 9. Philippa Murdoch
10. 10. [REDACTED]
11. 11. Ian Tulloch
12. 12. Christopher Burke

Cheers

Megan Walls | Executive Assistant to Jacqui Dean | Waitaki MP |
Parliamentary Private Secretary for Tourism and Local Government |
2.065 Parliament House | Parliament Buildings | Wellington | P +64 4 817 6670 | F +64 4 817 6438 |
megan.walls@parliament.govt.nz | www.national.org.nz | www.jacquidean.co.nz |

Authorised by Jacqui Dean MP, 127 Thames Street, Oamaru.

FROM THE OFFICE OF THE
Hon Paula Bennett

Date: 21 November To: Minister

Subject: Confirm members of the Rules Reduction Taskforce

Jacqui Dean's preferred candidates for the Taskforce are below. If you agree, these names will be included in the Taskforce funding and appointments paper for Cabinet EGI consideration on 3 December (to be submitted by 27 November).

Co-Chairs	
Jacqui Dean MP	-
Michael Barnett	Chief Executive of Auckland Regional Chamber of Commerce & Industry.
Members	
Hon John Carter QSO	Mayor of the Far North District Council; previously MP for Bay of Islands (Northland) and Associate Minister of Local Government.
[REDACTED]	[REDACTED]
Stephen Halliwell	Local government financial management/governance consultant (Oamaru); Chartered Accountant.
[REDACTED]	[REDACTED]
Connal Townsend	Chief Executive Property Council NZ; Member Resource Management Technical Advisory Group; member Building Consents and Unit Titles Sector Reference groups.
[REDACTED]	[REDACTED]
Philippa Murdoch	Owner Pacific Helicopters (Christchurch); Experienced in resource consent processes and property management; understands central government legislation.
[REDACTED]	[REDACTED]
Ian Tulloch QSO, JP	Racing-driver; former politician (local and national); Mayor Mataura in 1983-1989.
Christopher Burke	NZ Trade certificate, Chairman Auckland Civil Contractors NZ; Managing Director ICB Retaining and Construction; Member of Auckland Business Forum.

Alessandro Aduso
Private Secretary, Local Government

Local Government briefing

Hon Paula Bennett
Minister of Local Government

Copy to: Jacqui Dean
 Parliamentary Private Secretary

Hon Louise Upston
 Associate Minister of Local Government

Title: Cabinet paper for funding and appointments for the Rules Reduction Taskforce

Date: 26 November 2014

Key issues	
A Cabinet paper and associated documents are attached for your signature and submission to the Cabinet office. The Cabinet paper seeks agreement to funding for the Rules Reduction Taskforce (the Taskforce). It also requests that Cabinet notes your intended appointments to the Taskforce.	
Action sought	Timeframe
Sign and submit the attached Cabinet paper, CAB100 form, and CAB50 forms to the Cabinet office.	By 10:00am, Thursday, 27 November 2014

Contact for telephone discussions (if required)

Name	Position	Direct phone line	After hours phone	Suggested 1 st contact
Damian Zelas	Principal Policy Analyst	04 495 9487	027 703 9738	✓
Anthony Richards	Director Policy	04 494 0644	021 167 8779	
Return to	Damian Zelas, Level 6, 46 Waring Taylor Street			
DMS references	PLG-5400-01	4174059DA		
Ministerial database reference	LG201400670			

Purpose

1. Attached to this briefing is a Cabinet paper and associated documents for your signature and submission to the Cabinet Economic Growth and Infrastructure (EGI) Committee by 10:00am on Thursday 27 November 2014.

Background

2. On 21 July 2014, Cabinet agreed to establish the Taskforce to advise you and other Ministers of opportunities to address poor-performing local regulation that affects property owners. On 22 July 2014, at the Local Government New Zealand National Conference, the Prime Minister announced that the Taskforce would be established. On 20 October 2014, you launched the Rules Reduction Taskforce website, to collect submissions from the public, and announced the co-chairs of the Taskforce.

Cabinet agreement required for funding of the Taskforce

3. The total cost of the Taskforce has been budgeted at \$1.131 million. This includes costs for Taskforce members, the Taskforce secretariat, travel costs for meetings and community engagement, operating costs, and social media, publicity and the website.
4. To fund the initial establishment of the Taskforce you reprioritised \$0.150 million from Vote Internal Affairs (Local Government Portfolio). Since then, the Minister for the Environment has agreed to contribute funding of \$0.080 million from Vote Environment. Following consultation with the Minister of Finance you have agreed to reprioritise a further \$0.458m from Vote Internal Affairs (Local Government Portfolio), bringing the total reprioritised from the Vote to \$0.608m. Cabinet agreement is required to fund the remaining \$0.443 million needed for the Taskforce.
5. Due to other pressures, the Minister of Health and the Ministers for Building and Housing, and Regulatory Reform, are unable to make contributions from their portfolios.

Cabinet to note your intended appointments to the Taskforce

6. The 11 proposed appointments, for which you are seeking Cabinet's attention, are: Jacqui Dean (Co-Chair), Michael Barnett (Co-Chair), Hon John Carter, Rachel Reese, Stephen Halliwell, Corina Townsend, Philippa Murdoch, Ian Tulloch, Mark Thomas, Christopher Burke and Tau Henare. You have indicated you may wish to appoint one additional candidate at a later date.
7. The selected candidates will provide a well-balanced Taskforce in terms of gender, age, ethnicity and geographic representation, and an appropriate mix of skills and experience.
8. For payment of the Taskforce members' fees, you have written to the Minister of Finance seeking agreement to add a 'Taskforce Members' Fees' category to the Multi-Category Appropriation 'Support of Statutory and Other Bodies'.
9. To enable the Taskforce to commence its work in February 2015, it is preferable that the funding is agreed to and your intended appointees are noted now. If Cabinet does not support your intention to appoint one or more of the above candidates, we can organise a replacement candidate to be put forward for a later Cabinet meeting.

Recommendation

10. We recommend that you **sign** and **submit** the attached Cabinet paper, CAB100 form and CAB50 forms to the Cabinet office by 10:00am on Thursday, 27 November 2014. **Yes/No**



Anthony Richards
Director Policy

Hon Paula Bennett
Minister of Local Government

_____/

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Office of the Minister of Local Government

Cabinet

Funding and appointments for the Rules Reduction Taskforce

Proposal

1. This paper seeks approval for funding of \$0.443 million for the Rules Reduction Taskforce (the Taskforce). The Committee is also asked to note my intended appointments to the Taskforce.

Taskforce establishment

2. On 21 July 2014, Cabinet agreed to establish the Taskforce to advise me and other Ministers of opportunities to address poor-performing local regulation that affects property owners. Cabinet noted that the establishment of the Taskforce would form part of the Government response to the Productivity Commission report Towards Better Local Regulation, as it responds to several issues raised by the Commission. Cabinet also agreed to the establishment of a dedicated website to allow the public to make submissions directly to the Taskforce [CAB Min (14) 24/3 refers].
3. On 22 July 2014, at the Local Government New Zealand National Conference, the Prime Minister announced that the Taskforce would be established. To keep momentum going on the Taskforce, I launched the Rules Reduction website on 20 October 2014 to receive public submissions. This means that when the Taskforce members commence substantive work in February 2015 they will have a preliminary analysis of the submissions received.

Taskforce costs

4. The total cost of the Taskforce is \$1.131 million as shown in Table 1 below.

Table 1: Indicative Taskforce budget

Expense items	\$million
Fees for Taskforce members	0.110
Taskforce secretariat (four full-time equivalents)	0.331
Travel costs for Taskforce meetings and community engagement (including interviews, public hearings and public meetings)	0.342
Operating costs (office and equipment leases, IT support, records management, communications)	0.126
Social media, publicity and website	0.222
Operating total	1.131

Financial implications

5. The Taskforce will identify opportunities to improve regulation relevant to other portfolios. The Minister for the Environment has agreed to contribute funding of \$0.080 million from Vote Environment. Due to other pressures, the Minister of Health, and the Ministers for Building and Housing, and Regulatory Reform are unable to make contributions.

IN CONFIDENCE

6. The Department of Internal Affairs (the Department) is the default department for the administration of inquiries. The Department has no baseline funding for inquiries or taskforces. Accordingly funding is sought by the Department on a case-by-case basis.
7. I directed the Department to review its ability to contribute to the resourcing of the Taskforce. Through reprioritisation of work planned in the Policy Advice - Local Government category, part of the Policy Advice Multi-Category Appropriation, the Department is able to meet Taskforce costs of \$0.608 million. This can be achieved through a mixture of resourcing in kind and in cash, and includes \$0.150 million already reprioritised from Vote Internal Affairs (Local Government portfolio) to fund the initial establishment of the Taskforce.
8. The Taskforce therefore requires new funding for the remaining \$0.443 million of costs.

Table 2: Funding the Taskforce

Funding contributions	\$million
Vote Internal Affairs (Local Government portfolio)	0.608 ¹
Vote Environment (Environment portfolio)	0.080
Summary	
Total contributions	0.688
Additional funding required	0.443
Total	1.131

9. I have written to the Minister of Finance seeking his agreement to add the category "Taskforce Members' Fees" to the Multi-Category Appropriation "Support for Statutory and Other Bodies", for the payment of members' fees.

Taskforce membership

10. To ensure the Taskforce has the right skills and geographic spread to engage effectively, I intend to appoint the following members of the Taskforce:
 - 10.1 Jacqui Dean MP – co-Chair
 - 10.2 Michael Barnett – co-Chair
Mr Barnett is the Chief Executive of the Auckland Regional Chamber of Commerce & Industry. He has experience in local and central government and has extensive board/taskforce experience.
 - 10.3 Hon John Carter QSO – Member
Hon John Carter is the Mayor of the Far North District Council. He was previously the MP for Bay of Islands (Northland) and has both local and central government experience.
 - 10.4 Rachel Reese – Member
Ms Reese is the Mayor of the Nelson City Council. She is a member of the Resource Management Law Association and has experience in local government, resource consent and plan change processes.

¹ Includes \$0.150 million approved as part of the 2014 October Baseline Update.

IN CONFIDENCE

10.5 Stephen Halliwell – Member

Mr Halliwell works as a local government financial management and governance consultant in Oamaru. He is a member of the New Zealand Institute of Chartered Accountants. He has understanding of local government and experience with hearings and working parties.

10.6 Connal Townsend JP – Member

Mr Townsend is the Chief Executive of the Property Council, which represents the interests of the commercial property and investment industry in New Zealand. Prior to joining the Property Council, Mr Townsend held senior management roles in the finance industry, and was a regional manager at Housing New Zealand.

10.7 Philippa Murdoch - Member

Ms Murdoch is an owner/office manager for Pacific Helicopters in Christchurch. She is experienced in resource consent processes and property management. She has previously worked for a government department and understands central government legislation.

10.8 Ian Tulloch QSO, JP - Member

Mr Tulloch is a former politician in both local and national politics and a New Zealand racing-driver. Mr Tulloch was elected Mayor of Matarua in 1983 and remained in office until the council ceased to exist in 1989. Mr Tulloch will bring local body expertise and South Island representation to the Taskforce.

10.9 Mark Thomas – Member

Mark Thomas is the managing director of Serviceworks Group, a consultancy company. He is also the deputy chair of the Orakei local board. He has been involved as a volunteer in a number of community groups and was a former senior executive with the ANZ Bank. Mr Thomas will bring an understanding of the sector and small to medium business representation.

10.10 Christopher Burke – Member

Mr Burke is the Managing Director of ICB Retaining and Construction in Auckland. He has an understanding of the construction sector and will bring small to medium business representation to the Taskforce.

10.11 Hon Tau Henare – Member

Hon Tau Henare is a former New Zealand First and National Party MP. He is currently a talkback host on Newstalk ZB. Mr Henare has held a number of ministerial posts and was a former Associate Spokesperson on Treaty of Waitangi issues and Māori Affairs (Treaty Negotiations). He will bring an understanding of cultural issues and Auckland representation.

11. At present, I ask the Committee to note that I intend to appoint the eleven members (above). I will make one further appointment to the Taskforce at a later date, bringing its membership to twelve.

IN CONFIDENCE

Representativeness of appointments

12. I am satisfied that the appointment of the above members will provide for a well-balanced Taskforce in terms of gender, age, ethnicity and geographic representation, and an appropriate mix of skills and experience.

Fees

13. The Taskforce is classified as a Group 4, level 2 body under the Cabinet Fees Framework (Framework). Consistent with the Framework, members' fees are modest and incorporate an element of public service. Neither co-Chair will receive a fee. Ms Dean MP will not receive any payment as she is undertaking this role in her capacity as Parliamentary Private Secretary for Local Government and Michael Barnett has offered to work on an ex-gratia basis. Members' will be paid \$500 per day, which falls within the applicable Framework range.
14. Under the Framework, an employee of a government agency, organisation, or body, or any local authority as defined under section 5(1) of the Local Government Act 2002 must not retain both the fee and his/her ordinary pay if the duties of the Taskforce are undertaken during ordinary department or Crown body working hours. Should Hon John Carter and Rachel Reese (as sitting Mayors) wish to receive a fee, they will need to determine with their respective councils whether they will undertake their duties in their own time or in their council's time (for example, as annual leave or leave without pay). Alternatively, where duties are being undertaken during ordinary working hours, the members may provide written direction for their fee payments to be paid to their respective councils.
15. It is intended that the Taskforce will travel to more than 20 major centres and smaller communities to engage with the public and stakeholders. To limit these costs, I will seek the assistance of interested parties, including relevant Members of Parliament and local authorities, to organise and facilitate some local meetings.

Terms of Reference

16. Cabinet authorised me to finalise the Taskforce Terms of Reference in consultation with the Minister for Regulatory Reform and the Minister for the Environment [CAB Min (14) 24/3 refers]. Since being noted by Cabinet in July this year, input has been included from Local Government New Zealand and the Taskforce Chair. I am currently in the process of consulting my colleagues to finalise the Terms of Reference.

Consultation

17. This paper was prepared by the Department of Internal Affairs. The Ministry of Business, Innovation and Employment, the Ministry for the Environment, the Ministry of Health, the Ministry of Transport, the Canterbury Earthquake Recovery Authority and the Treasury were consulted. The Department of the Prime Minister and Cabinet was informed. Government nominating agencies were approached for nominations.

Conflicts of Interest

18. I can confirm recommended candidates were asked to declare conflicts of interest. No conflicts of interest were identified. All members have agreed to declare any conflicts that may arise to the Chair. They have agreed to abide by any decisions about the management of interests and acknowledge that in the event that an interest cannot be managed, the Taskforce will inform me.

IN CONFIDENCE

Human rights

19. There are no human rights implications associated with this proposal.

Publicity

20. No publicity is required relating to the funding of the Taskforce. I intend to issue a press release announcing the membership of the Taskforce.

Recommendations

21. The Minister of Local Government recommends that the Committee:

- 1. **note** that on 21 July 2014, Cabinet agreed [CAB Min (14) 24/3 refers]:
 - 1.1 that a Rules Reduction Taskforce (the Taskforce) be established to advise the Minister of Local Government and other Ministers of opportunities to address unnecessary or poor-performing local regulation that adversely affects property owners; and
 - 1.2 to the establishment of a dedicated website to allow property owners and the public to make submissions directly to the Taskforce;
- 2. **note** that the Prime Minister announced the intention to establish the Taskforce at the Local Government New Zealand conference on 22 July 2014;
- 3. **note** that, to keep the momentum going on the Taskforce, I launched a website to receive public submissions on 20 October 2014;
- 4. **note** that the total cost of the Taskforce is \$1.131 million;
- 5. **note** that Vote Environment has agreed to contribute \$0.080 million;
- 6. **note** that as part of the 2014 October Baseline Update, a fiscally neutral adjustment of \$0.150 million from the Local Government portfolio within Vote Internal Affairs was approved to fund the Taskforce to 31 October 2014;
- 7. **note** that the remaining \$0.458 million of costs for the operation of the Taskforce will be met through mechanisms, including Department of Internal Affairs baselines and other sources;
- 8. **note** that I have written to the Minister of Finance seeking his agreement to add the following category to the Multi-Category Appropriation 'Support for Statutory and Other Bodies':

Name	Type	Scope
Taskforce Members' Fees	Non-Departmental Other Expense	This category is limited to fees for members of Government appointed Taskforces.

9. **agree** to increase funding to provide for the continued operation of the Taskforce, with the following impact on the operating balance:

Vote Internal Affairs	\$m – increase/(decrease)				
	2014/15	2015/16	2016/17	2017/18	2018/19 & Outyears
Operating Balance Impact	0.343	0.100	-	-	-
No Impact	0.538	-	-	-	-
Total	0.881	0.100	-	-	-

IN CONFIDENCE

10. **approve** the following changes to appropriations to provide for the continued operation of the Taskforce:

	\$m – increase/(decrease)				
	2014/15	2015/16	2016/17	2017/18	2018/19 & Outyears
Vote Internal Affairs Minister of Local Government Multi-Category Expenses and Capital Expenditure: Support for Statutory and Other Bodies MCA Departmental Output Expense: Taskforces and Similar Bodies (funded by revenue Crown) Non-Departmental Other Expense: Taskforce Members' Fees	0.796	0.075	-	-	-
Multi-Category Expenses and Capital Expenditure: Policy Advice MCA Departmental Output Expense: Policy Advice – Local Government (funded by revenue Crown)	(0.438)	-	-	-	-
Vote Environment Minister for the Environment Multi-Category Expenses and Capital Expenditure: Improving Resource Management MCA Departmental Output Expense: Resource Management Policy Advice (funded by revenue Crown)	(0.080)	-	-	-	-
Total Operating	0.343	0.100	-	-	-

11. **agree** that the proposed changes to appropriations for 2014/15 above be included in the 2014/15 Supplementary Estimates and that, in the interim, the increases be met from Imprest Supply;
12. **agree** that the operating balance impact in recommendation 9 above of expenses incurred under recommendation 10 above be a charge against the between-Budget operating contingency, established as part of Budget 2014;

IN CONFIDENCE

13. **note** my intention to appoint the following 11 members to the Taskforce for a term from 15 December 2014 to 30 September 2015: Jacqui Dean MP and Michael Barnett (as Co-Chairs); Hon John Carter QSO; Rachel Reese; Stephen Halliwell; Connal Townsend JP; Philippa Murdoch; Ian Tulloch QSO, JP; Mark Thomas; Christopher Burke; and Tau Henare (as members); and
14. **note** that I intend to appoint one further member.

Hon Paula Bennett
Minister of Local Government

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Curriculum Vitae Form

CAB 50/01

Name	Jacqueline (Jacqui) Isobel DEAN
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The Position

Organisation	Rules Reduction Taskforce
Position	Co-Chair
Term	15 December 2014 – 30 September 2015
Payment	Nil

How the Candidate Meets the Needs of the Position

Skills and attributes the candidate will bring to the position	<ul style="list-style-type: none"> • Local government expertise • Central government expertise
Possible conflicts of interest	None identified
Proposals for conflict management	In the event of any actual or potential conflict of interest issue arising, Jacqui Dean agrees to promptly declare that interest to the Taskforce, who will consider how the interest can best be managed. She has agreed to abide by any decisions about the management of interests and acknowledges that in the event that an interest cannot be managed, the Taskforce will inform the Minister.

The Candidate

Name	Jacqui DEAN
Address	Waitaki
Citizenship	New Zealand
Age	██████
Current or most recent employment	<ul style="list-style-type: none"> • Member of Parliament Waitaki 2005–present

<p>Government board appointments held</p>	<ul style="list-style-type: none"> • Chairperson, Law and Order Committee 2011–2014 • Member, Local Government and Environment Committee: 2011–2014 • Deputy-Chairperson, Government Administration Committee 2008–2011 • Deputy Chairperson, Foreign Affairs, Defence and Trade Committee: 2008–2011 • Chairperson, Law and Order Committee 2001–2011 • Member, Local Government and Environment Committee 2006–2008 • Member, Education and Science Committee 2005–2006
<p>Private and/or voluntary sector board appointments held</p>	<ul style="list-style-type: none"> • Not stated
<p>Qualifications and experience</p>	<p><i>Qualifications/Awards</i></p> <ul style="list-style-type: none"> • Not stated <p><i>Community involvement</i></p> <ul style="list-style-type: none"> • Councillor 1996–1999 • Deputy Mayor 1999–2005 <p><i>Employment experience</i></p> <ul style="list-style-type: none"> • Member of Parliament Waitaki 2005–present <p><i>Professional memberships</i></p> <ul style="list-style-type: none"> • Not stated

21 November 2014

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CAB 50/01

Name	Michael BARNETT ONZM
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The Position

Organisation	Rules Reduction Taskforce
Position	Co-Chair
Term	15 December 2014 – 30 September 2015
Payment	Nil

How the Candidate Meets the Needs of the Position

Skills and attributes the candidate will bring to the position	<ul style="list-style-type: none"> • Local Government • Central Government • Board/taskforce experience
Possible conflicts of interest	None identified
Proposals for conflict management	In the event of any actual or potential conflict of interest issue arising, Michael Barnett agrees to promptly declare that interest to the Taskforce, who will consider how the interest can best be managed. He has agreed to abide by any decisions about the management of interests and acknowledges that in the event that an interest cannot be managed, the Taskforce will inform the Minister.

The Candidate

Name	Michael BARNETT ONZM
Address	Papakura
Citizenship	New Zealand
Age	Not stated
Current or most recent employment	<ul style="list-style-type: none"> • Chief Executive, Auckland Regional Chamber of Commerce & Industry (1992–present)
Government board appointments held	<ul style="list-style-type: none"> • Member, Prime Ministers Business Advisory Council (9 years) • Member, Auckland Electricity Consumer Trust (6 years)
Private and/or voluntary sector board appointments held	<ul style="list-style-type: none"> • Deputy Chairman Mercury Energy • Chair, Economic Development Forum Taupō • Chair, EEO Trust • Chair, Auckland Business Leaders Group • Member, Business Advisory Panel Auckland Council

Qualifications and experience	<p><i>Qualifications/Awards</i></p> <ul style="list-style-type: none">• Officer of the New Zealand Order of Merit (2011 New Year's Honours) <p><i>Community involvement</i></p> <ul style="list-style-type: none">• Chairman Auckland Children's Santa Parade Trust <p><i>Employment experience</i></p> <ul style="list-style-type: none">• Director, Auckland Chamber of Commerce <p><i>Professional memberships</i></p> <ul style="list-style-type: none">• Not stated
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21 November 2014

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CAB 50/01

Name	Hon John McGregor CARTER QSO
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The Position

Organisation	Rules Reduction Taskforce
Position	Member
Term	15 December 2014–30 September 2015
Payment	\$500 per day
	<p>Under the Framework, an employee of a government agency, organisation, or body, or any local authority as defined under section 5(1) of the Local Government Act 2005 must not retain both the fee and his/her ordinary pay where the duties of the outside organisation are undertaken during ordinary department or Crown body working hours. Should Hon John Carter and Rachel Reese (as sitting Mayors) wish to receive a fee, they will need to determine with their respective councils whether they will undertake their duties in their own time or in their council's time (for example, as annual leave or leave without pay). Alternatively, where duties are being undertaken during ordinary working hours, the members may provide written direction for their fee payments to be paid to their respective councils.</p>

How the Candidate Meets the Needs of the Position

Skills and attributes the candidate will bring to the position	<ul style="list-style-type: none"> • Local government experience • Central government experience
Possible conflicts of interest	None identified
Proposals for conflict management	In the event of any actual or potential conflict of interest issue arising, Hon John Carter agrees to promptly declare that interest to the Chairs of the Taskforce, who will consider how the interest can best be managed. He has agreed to abide by any decisions about the management of interests and acknowledges that in the event that an interest cannot be managed, the Chairs will inform the Minister.

The Candidate

Name	Hon John McGregor CARTER QSO
Address	3 Rata Street, RD1, Awanui 0486
Citizenship	New Zealand
Age	Not stated
Key attributes	<ul style="list-style-type: none"> • Local government experience • Central government experience
Current or most recent employment	<ul style="list-style-type: none"> • Mayor, Far North District Council (2013–present)
Government board appointments held	<ul style="list-style-type: none"> • None stated
Private and/or voluntary sector board appointments held	<ul style="list-style-type: none"> • None stated
Qualifications and experience	<p><i>Qualifications/Awards</i></p> <ul style="list-style-type: none"> • Companion of Queen’s Service Order • Accountant <p><i>Community involvement</i></p> <ul style="list-style-type: none"> • Chair, Bay of Islands National electoral committee • Member, Big River Radio Trust • Member, Vintage Railway Trust, Kawakawa <p><i>Employment experience</i></p> <ul style="list-style-type: none"> • New Zealand High Commissioner, Cook Islands (2011–2013) • Member of Parliament, Bay of Islands (Northland) 1987–2011) <p><i>Professional memberships</i></p> <ul style="list-style-type: none"> • Member, Former Members of Parliament Association (2013–present)

21 November 2014

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Curriculum Vitae Form

CAB 50/01

Name	Rachel Hadley REESE
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The Position

Organisation	Rules Reduction Taskforce
Position	Member
Term	15 December 2014–30 September 2015
Payment	<p>\$500 per day</p> <p>Under the Framework, an employee of a government agency, organisation, or body, or any local authority as defined under section 5(1) of the Local Government Act 2005 must not retain both the fee and his/her ordinary pay where the duties of the outside organisation are undertaken during ordinary department or Crown body working hours. Should Hon John Carter and Rachel Reese (as sitting Mayors) wish to receive a fee, they will need to determine with their respective councils whether they will undertake their duties in their own time or in their council's time (for example, as annual leave or leave without pay). Alternatively, where duties are being undertaken during ordinary working hours, the members may provide written direction for their fee payments to be paid to their respective councils.</p>

How the Candidate Meets the Needs of the Position

Skills and attributes the candidate will bring to the position	<ul style="list-style-type: none"> • Local government expertise • Experience in resource consent and plan change processes • Business owner • Resource Consent Commissioner
Possible conflicts of interest	None identified
Proposals for conflict management	In the event of any actual or potential conflict of interest issue arising, Rachel Reese agrees to promptly declare that interest to the Chairs of the Taskforce, who will consider how the interest can best be managed. She has agreed to abide by any decisions about the management of interests and acknowledges that in the event that an interest cannot be managed, the Chairs will inform the Minister.

The Candidate

Name	Rachel Hadley REESE
Address	PO Box 1474, Nelson
Citizenship	New Zealand
Age	Not stated
Current or most recent employment	<ul style="list-style-type: none"> • Mayor, Nelson (2013–present)
Government board appointments held	<ul style="list-style-type: none"> • Member, Making Good Decisions Advisory Board (2013) • Member, Environmental Legal Assistance Fund Advisory Panel (2014–present) • Resource Management Act Principles Technical Advisory Group (2011–2012)
Private and/or voluntary sector board appointments held	<ul style="list-style-type: none"> • Not stated
Qualifications and experience	<p><i>Qualifications/Awards</i></p> <ul style="list-style-type: none"> • Bachelor of Commerce, Management • Graduate Diploma Business Studies • Justice of the Peace <p><i>Community involvement</i></p> <ul style="list-style-type: none"> • Member, Rotary Club Nelson • Private business owner (20 years) <p><i>Employment experience</i></p> <ul style="list-style-type: none"> • Councillor, Deputy Mayor, Nelson City Council (2007–2013) <p><i>Professional memberships</i></p> <ul style="list-style-type: none"> • Member, Arbitrators and Mediators Institute of NZ • Member, Resource Management Law Association

21 November 2014

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Curriculum Vitae Form

CAB 50/01

Name	Stephen Herbert HALLIWELL
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The Position

Organisation	Rules Reduction Taskforce
Position	Member
Term	15 December 2014–30 September 2015
Payment	\$500 per day

How the Candidate Meets the Needs of the Position

Skills and attributes the candidate will bring to the position	<ul style="list-style-type: none"> • Local government experience • Understanding of electricity sector • Experience with hearings and working parties
Possible conflicts of interest	None identified
Proposals for conflict management	In the event of any actual or potential conflict of interest issue arising Stephen Halliwell agrees to promptly declare that interest to the Chairs of the Taskforce, who will consider how the interest can best be managed. He has agreed to abide by any decisions about the management of interests and acknowledges that in the event that an interest cannot be managed, the Chairs will inform the Minister.

The Candidate

Name	Stephen Herbert HALLIWELL
Address	28 Gardiners Road, RD15, Oamaru 9495
Citizenship	New Zealand
Age	Not stated
Current or most recent employment	<ul style="list-style-type: none"> • Principal, Workingsmarter – Local Government Financial Management and Governance Consultant
Government board appointments held	<ul style="list-style-type: none"> • None stated
Private and/or voluntary sector board appointments held	<ul style="list-style-type: none"> • Deputy Chairman, North Otago Cricket Association (2011–present) • Member, North Otago Branch Committee, Chamber of Commerce (2010–present)

Qualifications and experience	<p><i>Qualifications/Awards</i></p> <ul style="list-style-type: none">• Bachelor of Management Studies (1989) <p><i>Community involvement</i></p> <ul style="list-style-type: none">• Local civil defence controller <p><i>Employment experience</i></p> <ul style="list-style-type: none">• Waitaki District Council (past)• Capital Trusts Ltd (past)• Capital Coast Health (past)• Audit New Zealand (past)• Papakura City Council (past)• Pukekohe Borough Council (past) <p><i>Professional memberships</i></p> <ul style="list-style-type: none">• Member, NZ Institute of Chartered Accountants
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21 November 2014

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CAB 50/01

Name	Connal TOWNSEND JP
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The Position

Organisation	Rules Reduction Taskforce
Position	Member
Term	15 December 2014–30 September 2015
Payment	\$500 per day

How the Candidate Meets the Needs of the Position

Skills and attributes the candidate will bring to the position	<ul style="list-style-type: none"> • Understanding of commercial property and state housing • Investment experience • Understanding of building sector
Possible conflicts of interest	None identified
Proposals for conflict management	In the event of any actual or potential conflict of interest issue arising, Connal Townsend agrees to promptly declare that interest to the Chairs of the Taskforce, who will consider how the interest can best be managed. He has agreed to abide by any decisions about the management of interests and acknowledges that in the event that an interest cannot be managed, the Chairs will inform the Minister.

The Candidate

Name	Connal TOWNSEND JP
Address	PO Box 1033, Auckland 1140
Citizenship	New Zealand
Age	Not stated
Key attributes	<ul style="list-style-type: none"> • Board/taskforce experience • Local government • Legislation knowledge
Current or most recent employment	<ul style="list-style-type: none"> • Chief Executive, Property Council New Zealand (2004-2014)

Government board appointments held	<ul style="list-style-type: none"> • Member, Sector Reference Group, Building Consents (2014) • Member, Resource Management Technical Advisory Group (2009–2010) • Member, Sector Reference Group, Unit Titles (2004–2006)
Private and/or voluntary sector board appointments held	<ul style="list-style-type: none"> • Member, Alzheimers Auckland Board of Trustees (2014–present) • Vice Chairman, Building Owners and Managers Association International, International Board (2014–present) • Chair, Auckland City Council, CBD Board (2005–2014) • Member, Auckland Council Central City Advisory Board (2014–present)
Qualifications and experience	<p><i>Qualifications/Awards</i></p> <ul style="list-style-type: none"> • Masters of Arts (Hons) <p><i>Community involvement</i></p> <ul style="list-style-type: none"> • Justice of the Peace <p><i>Employment experience</i></p> <ul style="list-style-type: none"> • None stated <p><i>Professional memberships</i></p> <ul style="list-style-type: none"> • None stated

21 November 2014

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CAB 50/01

Name	Philippa MURDOCH
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The Position

Organisation	Rules Reduction Taskforce
Position	Member
Term	15 December 2014–30 September 2015
Payment	\$500 per day

How the Candidate Meets the Needs of the Position

Skills and attributes the candidate will bring to the position	<ul style="list-style-type: none"> • Business owner • Resource Consent process
Possible conflicts of interest	None identified
Proposals for conflict management	In the event of any actual or potential conflict of interest issue arising, Philippa Murdoch agrees to promptly declare that interest to the Chairs of the Taskforce, who will consider how the interest can best be managed. She has agreed to abide by any decisions about the management of interests and acknowledges that in the event that an interest cannot be managed, the Chairs will inform the Minister.

The Candidate

Name	Philippa MURDOCH
Address	56 Chapter Street, St Albans, Christchurch
Citizenship	New Zealand
Age	■
Current or most recent employment	<ul style="list-style-type: none"> • Owner/Office Manager, Pacific Helicopters (present)
Government board appointments held	<ul style="list-style-type: none"> • None stated
Private and/or voluntary sector board appointments held	<ul style="list-style-type: none"> • None stated
Qualifications and experience	<i>Qualifications/Awards</i> <ul style="list-style-type: none"> • None stated

	<p><i>Community involvement</i></p> <ul style="list-style-type: none">• Puppy walker, Foundation for the Blind (2007–2009)• Volunteer, St Andrews College (past 9 years) <p><i>Employment experience</i></p> <ul style="list-style-type: none">• Team Leader, Passports/Citizenship/War graves, Department of Internal Affairs (1981–2002)• Property manager, Self-employed (up to 2012) <p><i>Professional memberships</i></p> <ul style="list-style-type: none">• None stated
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21 November 2014

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Curriculum Vitae Form

CAB 50/01

Name	Ian Tulloch QSO, JP
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The Position

Organisation	Rules Reduction Taskforce
Position	Member
Term	15 December 2014–30 September 2015
Payment	\$500 per day

How the Candidate Meets the Needs of the Position

Skills and attributes the candidate will bring to the position	<ul style="list-style-type: none"> • Local government • Central government • Board/governance experience
Possible conflicts of interest	None identified
Proposals for conflict management	In the event of any actual or potential conflict of interest issue arising, Ian Tulloch agrees to promptly declare that interest to the Chairs of the Taskforce, who will consider how the interest can best be managed. He has agreed to abide by any decisions about the management of interests and acknowledges that in the event that an interest cannot be managed, the Chairs will inform the Minister.

The Candidate

Name	Ian Tulloch QSO, JP
Address	Not stated
Citizenship	New Zealand
Age	■
Current or most recent employment	<ul style="list-style-type: none"> • Owner, Stoney Creek Station • Director, Waterloo Business Park
Government board appointments held	<ul style="list-style-type: none"> • Member, Maitaha Borough Council (6 years)
Private and/or voluntary sector board appointments held	<ul style="list-style-type: none"> • Director, Mobile Surgical Services • Chairman, Tulloch Group
Qualifications and experience	<i>Qualifications/Awards</i> <ul style="list-style-type: none"> • Queens Service Order (2006)

	<p><i>Community involvement</i></p> <ul style="list-style-type: none">• None stated <p><i>Employment experience</i></p> <ul style="list-style-type: none">• Mayor of Maitaha (1983–1989)• President, United Future New Zealand Party <p><i>Professional memberships</i></p> <ul style="list-style-type: none">• Justice of the Peace
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CAB 50/01

Name	Mark THOMAS
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The Position

Organisation	Rules Reduction Taskforce
Position	Member
Term	15 December 2014–30 September 2015
Payment	\$500 per day

How the Candidate Meets the Needs of the Position

Skills and attributes the candidate will bring to the position	<ul style="list-style-type: none"> • Understanding of the sector • Local Government • Board/taskforce experience
Possible conflicts of interest	None identified
Proposals for conflict management	In the event of any actual or potential conflict of interest issue arising, Mark Thomas agrees to promptly declare that interest to the Chair of the Taskforce, who will consider how the interest can best be managed. He has agreed to abide by any decisions about the management of interests and acknowledges that in the event that an interest cannot be managed, the Chairs will inform the Minister.

The Candidate

Name	Mark THOMAS
Nominated by	Self
Address	PO Box 105-180, Auckland Central, Auckland 1143
Citizenship	New Zealand
Age	Not stated
Current or most recent employment	<ul style="list-style-type: none"> • Managing Director, Serviceworks Group Ltd (2005–present)
Government board appointments held	<ul style="list-style-type: none"> • Deputy Chair, Orakei Local Board (2010–present)
Private and/or voluntary sector board appointments held	<ul style="list-style-type: none"> • Member, East City Community Trust (2012–present) • Member, Remuera Business Association (2010–present)

	<ul style="list-style-type: none"> • Trustee, Remuera Arts and Culture Trust
Qualifications and experience	<p><i>Qualifications/Awards</i></p> <ul style="list-style-type: none"> • Bachelor of Arts (Public Policy, Commercial Law) • Executive Leadership Programme <p><i>Community involvement</i></p> <ul style="list-style-type: none"> • Volunteer, Remuera Plunket • Volunteer, St Johns Ambulance • Volunteer, Youthline • Volunteer, The Life Education Trust <p><i>Employment experience</i></p> <ul style="list-style-type: none"> • Senior Executive, ANZ Bank (2000–2005) • Owner/Operator, Prime Bistro (2005–2009) <p><i>Professional memberships</i></p> <ul style="list-style-type: none"> • NZ Small Business Network (2012–present) • NZ Professional and Business Network (2013–present) • New Zealand Institute of Directors (2014–present)

21 November 2014

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Curriculum Vitae Form

CAB 50/01

Name	Christopher BURKE
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The Position

Organisation	Rules Reduction Taskforce
Position	Member
Term	15 December 2014 –30 September 2015
Payment	\$500 per day

How the Candidate Meets the Needs of the Position

Skills and attributes the candidate will bring to the position	<ul style="list-style-type: none"> • Board experience • Small to Medium Business representation
Possible conflicts of interest	None identified
Proposals for conflict management	In the event of any other actual or potential conflict of interest issue arising, Christopher Burke agrees to promptly declare that interest to the Chair of the Taskforce, who will consider how the interest can best be managed. He has agreed to abide by any decisions about the management of interest and acknowledges that in the event that an interest cannot be managed, the Chair will inform the Minister.

The Candidate

Name	Christopher Edmund BURKE
Nominated by	Michael Barnett
Address	PO Box 47489, Ponsonby
Citizenship	New Zealand
Age	██████
Key attributes	•
Current or most recent employment	<ul style="list-style-type: none"> • Managing Director, ICB Retaining and Construction
Government board appointments held	<ul style="list-style-type: none"> • None stated
Private and/or voluntary sector	<ul style="list-style-type: none"> • Member, Auckland Business Forum (2012–present)

board appointments held	
Qualifications and experience	<p><i>Qualifications/Awards</i></p> <ul style="list-style-type: none"> • NZ Trade Certificate <p><i>Community involvement</i></p> <ul style="list-style-type: none"> • None stated <p><i>Employment experience</i></p> <ul style="list-style-type: none"> • None stated <p><i>Professional memberships</i></p> <ul style="list-style-type: none"> • Chairman, Auckland, Civil Contractors NZ Inc. (2012–present) • Executive Member, Civil Contractors NZ Inc. (2008–present) • Member, Civil Contractors NZ Inc. (1999–present)

21 November 2014

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Curriculum Vitae Form

CAB 50/01

Name	Hon Raymond <u>Tau</u> HENARE
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The Position

Organisation	Rules Reduction Taskforce
Position	Member
Term	15 December 2014–30 September 2015
Payment	\$500 per day

How the Candidate Meets the Needs of the Position

Skills and attributes the candidate will bring to the position	<ul style="list-style-type: none"> • Central Government experience • Rural perspective
Possible conflicts of interest	None identified
Proposals for conflict management	In the event of any actual or potential conflict of interest issue arising Hon Tau Henare agrees to promptly declare that interest to the Chairs of the Taskforce, who will consider how the interest can best be managed. He has agreed to abide by any decisions about the management of interests and acknowledges that in the event that an interest cannot be managed, the Chairs will inform the Minister.

The Candidate

Name	Hon Raymond <u>Tau</u> Henare
Address	Auckland
Citizenship	New Zealand Māori
Age group	██████████

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Current or most recent employment	<ul style="list-style-type: none"> • Talkback host ZB (present)
Government board appointments held	<ul style="list-style-type: none"> • None stated
Private and/or voluntary sector board appointments held	<ul style="list-style-type: none"> • None stated
Qualifications and experience	<p><i>Qualifications/Awards</i></p> <ul style="list-style-type: none"> • None stated <p><i>Community involvement</i></p> <ul style="list-style-type: none"> • None stated <p><i>Employment experience</i></p> <ul style="list-style-type: none"> • Member of Parliament (1993–1998) <ul style="list-style-type: none"> ○ Minister for Racing (1996–1998) ○ Associate Minister for Sport, Fitness and Leisure (1996–1998) ○ Minister of Maori Affairs (1996–1999) ○ Associate Minister of Corrections (1998–1999) ○ Associate Minister of Education (1998–1999) ○ Associate Minister of Tertiary Education (1999–1999) ○ Associate Spokesperson, Treaty of Waitangi Issues and Māori Affairs (Treaty Negotiations) (2005–2006) ○ Associate Spokesperson, Education (Early Childhood) (2005–2006) <p><i>Professional memberships</i></p> <ul style="list-style-type: none"> • None stated

21 November 2014

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Office of Hon Dr Nick Smith

MP for Nelson
Minister for the Environment
Minister for Building and Housing

26 NOV 2014

14-M-01789

Hon Paula Bennett
Minister for Local Government
Parliament Buildings
WELLINGTON



Dear Paula

Thank you for your letter of 20 October 2014 regarding funding for the Rules Reduction Taskforce.

I agree that the Rules Reduction Taskforce is a key initiative that has the potential to address local regulation that is unnecessarily confusing, costly and onerous. I recognise that the Taskforce is likely to receive submissions of relevance to the Environment portfolio.

I have asked officials at the Ministry for the Environment to continue to work with the Department of Internal Affairs to ensure an appropriate level of support is provided to the Taskforce from the Environment portfolio. Resource Management officials at the Ministry are currently fully engaged in work on the Resource Management reforms and it is therefore not possible to provide staff for the Taskforce. Support from the Environment portfolio will therefore be in the form of funding to procure appropriate expertise for the Taskforce.

I envisage that the level of support provided from Vote Environment will be commensurate to the extent of resource management issues raised in submissions to the Taskforce.

Yours sincerely


Hon Dr Nick Smith
Minister for the Environment



Local Government aide memoire

Hon Paula Bennett
Minister of Local Government

Copy to: Hon Louise Upston
 Associate Minister of Local Government

Aide Memoire: EGI consideration of Rules Reduction Taskforce

Title: **Cabinet Paper on 3 December 2014**

Date: 2 December 2014

Key issues

The funding and membership of the Rules Reduction Taskforce are to be discussed at The Cabinet Economic Growth and Infrastructure (EGI) Committee meeting on 3 December 2014. A shortfall of \$0.443 million exists in resourcing for the Taskforce. You intend to ask EGI to invite relevant portfolio ministers to meet the \$0.443 million shortfall between them.

Action sought

Note the content of this aide memoire for your use at the EGI meeting.

Timeframe

3 December 2014

Contact for telephone discussions (if required)

Name	Position	Direct phone line	After hours phone	Suggested 1 st contact
Damian Zelas	Principal Policy Analyst	04 495 9487	027 703 9738	✓
Anthony Richards	Director Policy	04 494 0644	021 167 8779	

Return to	Damian Zelas, Level 6, 46 Waring Taylor Street		
DMS references	PLG-6400-01	4174059DA	
Ministerial database reference	LG201400722		

Anthony Richards
 Director Policy

Purpose

1. This aide memoire is for use at the Cabinet Economic Growth and Infrastructure Committee's (EGI) consideration of your paper on the funding and membership for the Rules Reduction Taskforce (the Taskforce).

Points to raise at the EGI meeting

Funding for the Taskforce

2. The Taskforce is a key Government regulatory reform initiative with potentially significant public benefits in many portfolios including: Environment; Building and Housing; Health; Transport and Regulatory Reform. (Appendix A lists breakdown of submissions received to date).
3. The total funding required for the Taskforce is \$1.131 million. This includes costs for Taskforce members, the Taskforce secretariat, travel costs for meetings and community engagement, operating costs, social media, publicity and the online submission form.
4. I believe that this funding is necessary for the Taskforce to do its job properly, ie:
 - Get wide spread inout of property owners' experiences of rules that make it difficult for them to do sensible things with their own property; and
 - advise government on poorly performing local regulation to be addressed.
5. At my direction the Department of Internal Affairs has looked closely at its local government policy work program and reprioritised resources in cash and in kind totalling \$0.608 million to support the Taskforce.
6. Vote Environment has also agreed to contribute \$0.080 million.
7. Further funding of \$0.443 million is required.
8. Given the portfolio wide significance of the Taskforce, I invite relevant portfolio Ministers to reconsider their initial response and work with me to reprioritise the remaining \$0.443 million required to fund the Taskforce from within existing agency baselines.

Cabinet to note your intended appointments to the Taskforce

9. The eleven proposed appointments, for which you are seeking Cabinet's attention, are: Jacqui Dean (Co-Chair), Michael Barnett (Co-Chair), Hon John Carter, Rachel Reese, Stephen Halliwell, Connal Townsend, Philippa Murdoch, Ian Tulloch, Mark Thomas, Christopher Burke and Tau Henare. You have indicated you may wish to appoint one additional candidate at a later date.
10. The selected candidates will provide a well-balanced Taskforce in terms of gender, age, ethnicity and geographic representation, and an appropriate mix of skills and experience.
11. Hon Joyce has queried whether the number of members was too high.
12. To enable the Taskforce to commence its work in February 2015, it is preferable that the funding is agreed to and your intended appointees are noted now. If Cabinet does not support your intention to appoint one or more of the above candidates, we can organise a replacement candidate to be put forward for a later Cabinet meeting.

Terms of Reference

13. You consulting your the Minister for Regulatory Reform and the Minister for the Environment to finalise the Terms of Reference.

Progress to date on the establishment of the Taskforce includes:

14. The creation of an online submission form and the receipt of the first 195 submissions.
15. Announcement of the Taskforce Co-Chairs, Jacqui Dean MP, Parliamentary Private Secretary for Local Government, and Michael Barnett ONZM, Chief Executive of the Auckland Chamber of Commerce.

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Appendix A: Rules Reduction Taskforce – submissions received at 2 December 2014

The Rules Reduction Taskforce has received a total of 195 submissions. The issues identified fall within the portfolio responsibilities of a range of Ministers.

Chart 1: Submissions by Subject

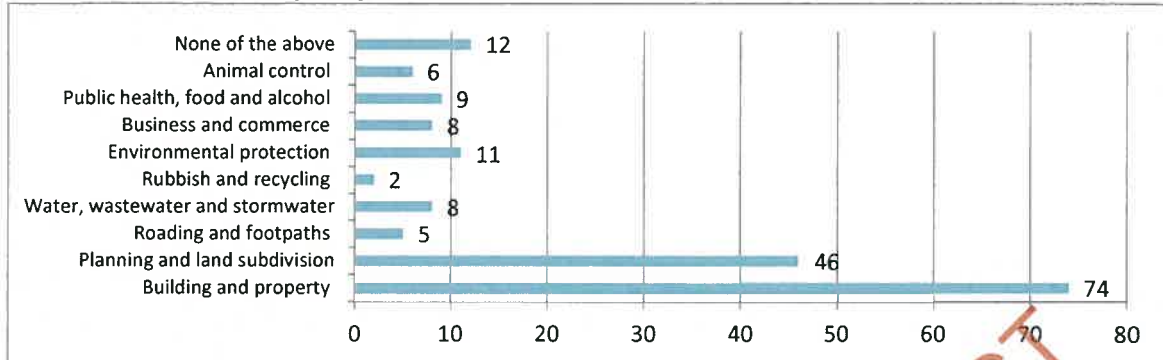


Chart 2 below suggests the Taskforce is an effective vehicle for receiving property owners' perspectives on local regulation with the majority of submissions to date being made by homeowners and business¹.

Chart 2: Group or Individual submitter



Key Points

1. The total funding required for the Taskforce is \$1.131 million. I believe this funding is necessary to achieve the purpose the Taskforce, which is to obtain a property owners' perspective on poor performing local regulation and advise the Government on ways to address this.
2. Vote Internal Affairs (Local Government) has agreed to contribute \$0.608 million and Vote Environment has agreed to contribute \$0.080 million. Further funding of \$0.443 million is required to support the work of the Taskforce.
3. The Taskforce is a Government regulatory reform initiative with significant public benefits in many Government portfolio areas including: the Environment; Building and Housing; Health; Transport and Regulatory Reform portfolios.
4. I invite relevant portfolio Ministers to work together to reprioritise the remaining \$0.443 million required to fund the

Meeting notes – Draft 11/12/14

Rules Reduction Taskforce establishment

Date and time of meeting	11 December 2014, 10am
Location	Room 2.065 Parliament House
Attendees	Ms Jacqui Dean, Parliamentary Private Secretary; Megan Walls, Executive Assistant to Jacqui Dean; Damian Zelas, Principal Policy Analyst Michael Coles, Policy Analyst; Bryn Griffiths, Policy Analyst; David Schnellenberg, Acting Manager, External Communications; Alessandro Aduso, Private Secretary Local Government
Apologies	Anthony Richards, Director Policy
Chair	Ms Jacqui Dean

Agenda items

Item	Time	Description	Paper	Time allocated	Led by
1.	10.00	Introductions	No	5 mins	Damian
2.	10.05	Confirm notes from 5/11 meeting	Yes ¹	5	Damian
3.	10.10	Update on Funding, Appointments, ToR and Briefing for the Incoming Taskforce	Yes ²	15	Damian
4.	10.25	Online submission numbers and analysis	Yes ³	10	Bryn
5.	10.35	Planning for Taskforce operation – testing assumption to underpin	Yes ⁴	15	Michael
6.	10.50	Next steps	No	5	Damian

Date and time of next meeting	
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Attachments:

¹ Draft notes from 5 November meeting

² Minister's Expectations of Members

³ Material to be circulated at the meeting

⁴ Rules Reduction Taskforce Operation – draft approach and timeline

Meeting notes 11 December 2014

Confirm notes from 5/11 meeting

The notes were confirmed as circulated.

Ms Dean noted that she had had a discussion with Lawrence Yule. He was positive about the changes made to the draft ToR to address LGNZ concerns. He indicated that LGNZ, through councils, may be able to supply venues for some meetings and some minute taking services. He also indicated that people within councils would want to submit.

DIA will email Megan the mail merge letter to umbrella groups for her to print and Ms Dean to sign and send – by 12 December 2014.

Update on Funding, Appointments, ToR and Briefing for the Incoming Taskforce

- **Funding**

The EGI minute was discussed. The new funding sought was not approved. Instead relevant portfolio ministers have been invited to reconsider their earlier response.

- **Appointments**

It is possible that appointments may be delayed into 2015 until funding has been resolved. This would increase the risk that some intended members may not be available to serve, but needs to be balanced against the need for fiscal prudence. Ms Dean indicated that a minimum of 8 members would be required to achieve representation of all groups (LG, CG, Business, etc.) and to have a sufficient breadth of skills on the Taskforce.

- **ToR**

The Minister of Local Government is still consulting the Minister for the Environment to finalise the ToR. This may result in changes to the ToR.

- **Briefing for the Incoming Taskforce**

This would be provided to members about the time of their appointment.

- **Minister's expectations of members**

The changes tracked in the draft circulated with the agenda were agreed. **Damian will provide the final draft to the DIA appointments team for inclusion with the letters of appointment to taskforce members.**

Online submission numbers and analysis

Bryn talked through some initial analysis of the 199 submissions received to date. This showed that, in summary:

- Most submitters are homeowners
- Most submissions relate to Auckland or all of New Zealand
- “Building and property” followed by “planning and land subdivision” are the most common submission subjects. Combined, both categories account for two-thirds of all submissions

- The most common frustrations are “too expensive”, “not sure of benefit”, “causes delays” and “too complex”.

Planning for Taskforce operation

Michael talked through the draft outline of the RRT operations Plan, which will form the basis for a project plan for the operation of the Taskforce.

Ms Dean indicated her initial timing requirements for the commissioning phase as follows:

- 19 January Ms Dean will meet with the RRT secretariat
- Late January - a press release to be issued either by the Chair or the Minister of Local Government (Hon Joyce’s idea). The possibility of a TV interview was also discussed. This release could also reference that sessions will be held in most centres (either by MPs or the Taskforce). **DIA Communications to provide a draft of this press release by 15 January 2015**
- 2 February - meeting of all Taskforce members in Wellington
- 3 February – 1 day caucus meeting
 - **Alessandro to investigate whether the Minister of Local Government wants to book a 20 minute slot to discuss how MPs can support the Taskforce**
 - **DIA to have draft packs for MPs, including collateral such as press releases, postcards, submission forms ready to discuss at the 19 January 2015 meeting with Ms Dean.**

The “postcards” were discussed. The attributes are to be:

- 1/3rd of A4 size. Printed on one side only
- Contains a graphic, potentially the one on the Govt.nz website, or the “cutting red tape” image.
- Text along the lines of: “Rules Reduction Taskforce – your opportunity to have your say – we want to hear about the rules that get in the way of people doing sensible things with property”.
- The card would also include the web address for the submission form, the closing date for submissions, that physical copies of the form are available from your MP.

Ms Dean would like DIA to supply a draft of the postcard by next Friday 19 December.

Taskforce travel was discussed. Ms Dean indicated that she was willing to undertake much of the travel required by the Taskforce. Her diary allows for travel on Mondays. The Taskforce Secretariat will liaise with Megan. Megan will book travel for Ms Dean only.

The importance of identifying early wins and keeping the Minister regularly informed of these was noted.

Ms Dean noted that the OAG and the Parliamentary Commissioner for the Environment both issue reports that are easy to read and that might serve as a template for the Taskforce report.

DIA is to provide updated draft of the operations plan to Ms Dean prior to Christmas.

Next steps

Covered above.

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Meeting notes –2 February 2015

Rules Reduction Taskforce Establishment

Date and time of meeting	2 February 2015, 11.30am
Location	Room 2.065 Parliament House
Attendees	Ms Jacqui Dean, Parliamentary Private Secretary Megan Walls, Executive Assistant to Jacqui Dean David Schnellenberg, Acting Manager, External Communications Damian Zelas, Principal Policy Analyst Erica Sefton, Senior Analyst Karen Yates, Senior Policy Analyst
Apologies	Alessandro Aduso, Private Secretary Local Government Anthony Richards, Director Policy
Chair	Ms Jacqui Dean

Agenda items

Item	Time	Description	Paper	Time allocated	Led by
1.		Introductions	No	5 mins	All
2.	11.35	Confirm minutes of previous meeting	Yes	5 mins	Damian
3.	11.40	Update on funding and appointments	No	5 mins	Alessandro / Damian
4.	11.45	Update on postcards	No	5 mins	David / Alessandro
5.	11.50	Draft itinerary	No	10 mins	Karen
6.	12.00	Engagement Strategy	Yes	10 mins	Erica
7.	12.10	Community meeting pack	Yes	5 mins	Erica
8.	12.15	Confirm venue for 16 Feb	No	5 mins	Erica
9.	12.20	Interpreters	No	5 mins	Erica
10.	12.25	Claiming fees	Yes	5 mins	Damian
11.	12.30	Policy framework	No	10 mins	Damian
12.	12.35	Next steps	No	5 mins	All

Meeting notes 2 February 2015

Confirm previous meeting minutes

Erica tabled draft minutes from previous meeting on 22 January. Ms Dean confirmed these.

Appointments

Alessandro advised before the meeting that the Minister has signed the appointment letters but these have not yet been sent. He will advise when they are. The Secretariat will send out Members' pack as soon as possible after this.

Ms Dean indicated that she would like to call all Taskforce members once they appointment letters go out. Along with Mr Barnett for the Auckland based members. They will need phone numbers. The Secretariat will provide this information.

Postcards

Ms Dean will discuss with the Minister at their meeting on afternoon of 2 Feb. Item is no longer on agenda for Caucus on 3 Feb. So an example of the postcards will be required prior to the Caucus meeting on 10 Feb.

Draft itinerary for hearings and meetings

Karen introduced a proposed approach using hearings as a structure for beginning a detailed itinerary working closely with local government.

Ms Dean confirmed that LGNZ had offered local government staff for note taking. Or possibly we could also use staff from MPs office or chambers of commerce.

Ms Dean does not want hearings to be held in council chambers. We should look at using public halls or other free venues. Our main point of contact for organising hearings and meetings will be the local MP's office. The MP and Taskforce members would cover several forms of meetings across the electorate. This might include a public hearing, community meeting(s), and sector meetings. These might be in several venues throughout the electorate. Need to allow plenty of travel time. MPs office can advise on this.

Ms Dean envisages two Taskforce members travelling to each area. Maybe three members in high growth areas such as Queenstown, Christchurch, and Tauranga. More members required for hui. Ms Dean to discuss approach to hui with Tau Henare.

Damian to confirm how many of each type of meeting with how many members attending we have funding for. Flights not required for Auckland based members to attend meetings within Auckland and surrounding areas.

Megan had prepared a map showing where members' are located. Many are Auckland based. Several in the South Island. Gaps in central and southern North Island and west coast of South Island. South Island members should cover the South Island in order to keep costs down. Ms Dean to cover both South Island and Wellington based venues. Mr Barnett to focus on organising Auckland meetings.

Engagement Strategy

Ms Dean had one small change. Erica to action.

We need to stay flexible if community meetings and hearings are not well attended. May need to revise strategy at a later date.

We should consider trialling hearings and community meetings in one location first. Nelson was suggested. Also Auckland and Wellington.

Engagement Strategy will not be in pack of material that initially goes to members. To be tabled at the first Taskforce meeting.

Community meeting pack

This is looking good. Terms of Reference one pager to be added. Erica to action.

Ms Dean to provide feedback on the community meeting pack. Secretariat to send over amended versions of community meeting pack and Members' pack by close of play Tuesday. Ms Dean will endeavour to provide any feedback Wednesday 4 Feb.

Venue for 16 Feb meeting with Taskforce members

Confirmed as Parliament room G.055. Megan has this booked already. Megan to investigate catering options and get costings.

Interpreters

Ms Dean will discuss with Tau Henare at their meeting on 15 Feb. She asked for us to tone down the current wording so that we don't open ourselves up too much to requests for interpreters. Erica to make changes to community meeting pack and engagement strategy.

Fees forms

Please add a template timesheet Members can use. Tracy to action.

Policy framework

Ms Dean agreed that the Secretariat could begin developing a draft policy framework for the analysis and recommendations stage. She suggested that this be discussed with a sub-group of the Taskforce consisting of the co-chairs, John Carter, Stephen Halliwell, and Rachel Reese. This meeting should take place in March after the first few meetings/hearings.

Finalising Members' pack

As mentioned above Ms Dean would like opportunity to have a final review. Hard copy to be provide to her office by the end of Tuesday 3 Feb. Damian to confirm with the Minister's office that she is available at the speaking time suggested in the draft agenda for 16 Feb (cabinet also meets on Mondays).

Local Government briefing

Hon Paula Bennett
Minister of Local Government

Copy to: Hon Jacqui Dean
 Parliamentary Private Secretary for Local Government

Title: **Cabinet paper: Funding for the Rules Reduction Taskforce**

Date: 3 February 2015

Key issues	
There is a shortfall in funding for the Rules Reduction Taskforce of \$0.443 million. A Cabinet paper is attached to request additional funding to meet the shortfall.	
Action sought	Timeframe
EITHER Sign and submit the attached Cabinet paper for consideration by the Cabinet Economic Growth and Infrastructure Committee at its meeting on 11 February 2015;	By 10am on 4 February 2015
OR Sign and submit the attached Cabinet paper for consideration by the Cabinet Economic Growth and Infrastructure Committee at its meeting on 18 February 2015.	By 10am on 11 February 2015

Contact for telephone discussions (if required)

Name	Position	Direct phone line	After hours phone	Suggested 1 st contact
Damian Zelas	Principal Policy Analyst	04 495 9487	027 703 9738	✓
Karen Yates	Senior Policy Analyst	04 495 7239	027 807 3835	

Return to	Karen Yates, Level 7, 46 Waring Taylor St		
DMS references	PLG-6400-07	847396DB	
Ministerial database reference	LG201500073		

Purpose

1. Attached to this briefing is a Cabinet paper and CAB100 form for your submission to the Cabinet Economic Growth and Infrastructure Committee (EGI) meeting on either the 11 February 2015 or the 18 February 2015.

You requested a Cabinet paper to seek additional funding for the Taskforce

2. The estimated total cost of the Rules Reduction Taskforce (the Taskforce) is \$1.131 million and there is a shortfall in funding of \$0.443 million. The Department has previously reprioritised its budget to allocate \$0.608 million to the Taskforce and is unable to reallocate further funding.
3. You requested a Cabinet paper to seek additional funding to meet the shortfall of \$0.443 million. The Cabinet paper and CAB100 form are attached for your signature and submission at either the EGI meeting on 11 February 2015 or the 18 February 2015.
4. Due to the urgent timeframe, the Department has not consulted with Treasury, as required. We will work with your office on amending the Cabinet paper to incorporate any comment received from Treasury, should time permit before submission of the Cabinet paper.

Recommendations

a) **EITHER**

- i. **sign and submit** the attached Cabinet paper for consideration by the Cabinet Economic Growth and Infrastructure Committee at its meeting on **11 February 2015**; **Yes/No**

OR

- ii. **sign and submit** the attached Cabinet paper for consideration by the Cabinet Economic Growth and Infrastructure Committee at its meeting on **18 February 2015**. **Yes/No**

Anthony Richards
Director, Policy

Hon Paula Bennett
Minister of Local Government

_____/_____/_____

IN CONFIDENCE

Office of the Minister of Local Government

Chair

Cabinet Economic Growth and Infrastructure Committee

Funding for the Rules Reduction Taskforce

Proposal

1. This paper seeks approval for funding of \$0.443 million for the Rules Reduction Taskforce (the Taskforce).

Taskforce establishment

2. On 21 July 2014, Cabinet agreed to establish the Taskforce to advise me and other Ministers of opportunities to address poor-performing local regulation that affects property owners [CAB Min (14) 24/3 refers]. The following day, the Prime Minister announced the establishment of the Taskforce. In October 2014 I launched the Rules Reduction website to receive public submissions. I also announced the names of the two Taskforce co-Chairs, Jacqui Dean MP, Parliamentary Private Secretary for Local Government, and Michael Barnett ONZM, Chief Executive of the Auckland Chamber of Commerce.
3. Appointments to the Taskforce were considered by Cabinet in December 2014 [CAB Min (14) 39/5 refers]. Cabinet noted 11 of my intended appointees and that I intend to appoint 1 further member.

Taskforce costs

4. The total estimated cost of the Taskforce is \$1.131 million as shown in Table 1 below.

Table 1: Indicative Taskforce budget

Expense items	\$million
Fees for Taskforce members	0.110
Taskforce secretariat (four full-time equivalents)	0.331
Travel costs for Taskforce meetings and community engagement (including interviews, public hearings and public meetings)	0.342
Operating costs (office and equipment leases, IT support, records management, communications)	0.126
Social media, publicity and website	0.222
Estimated operating total	1.131

Financial implications

5. The Department of Internal Affairs (the Department) is the default department for the administration of inquiries. The Department has no baseline funding for inquiries or taskforces.

IN CONFIDENCE

6. Funding the Taskforce was considered by Cabinet in December 2014 [CAB Min (14) 39/5 refers]. Cabinet noted that, as part of the 2014 October Baseline Update, a fiscally neutral adjustment of \$0.150 million from the Local Government portfolio within Vote Internal Affairs was approved to temporarily fund the Taskforce to 31 October 2014. Cabinet further noted that \$0.458 million has been reprioritised for the Taskforce from Vote Internal Affairs, with a contribution of \$0.080 million from Vote Environment.¹ The funding contributions are summarised in Table 2.
7. There is a shortfall in funding for the Taskforce of \$0.443 million. Cabinet invited relevant portfolio Ministers to work with me to reprioritise the remaining \$0.443 million from within existing agency baselines. However no further funding was available due to other financial pressures.

Table 2: Funding the Taskforce

Funding contributions	\$million
Vote Internal Affairs (Local Government portfolio)	0.608 ²
Vote Environment (Environment portfolio)	0.080
Summary	
Total contributions	0.688
Funding required	0.443
Total	1.131

8. The Department reviewed options for reprioritising across the six portfolios in Vote Internal Affairs. Options for reprioritising within Vote Internal Affairs in 2014/15 are not feasible, as all operating funding in the Vote is tagged for specific purposes and there are, therefore, no opportunities to reallocate funding. Cost pressures on the Department have arisen from work on On-line Voting, for the Local Government Commission and reprioritisation of funding for the Taskforce.
9. Approval of funding for \$0.443 million of costs is sought for the continued operation of the Taskforce. Approval of funding cannot be deferred until Budget 2015 because the funding is required immediately to ensure that the Government's expectations for the Taskforce can be met in 2014/15.

Consultation

10. This paper was prepared by the Department of Internal Affairs. Treasury was consulted and the Department of the Prime Minister and Cabinet was informed.

Human rights

11. There are no human rights implications associated with this proposal.

Publicity

12. No publicity is required relating to the funding of the Taskforce. I intend to issue a press release announcing the membership of the Taskforce.

¹ The Ministers of Health, Building and Housing, and Regulatory Reform were contacted but unable to provide funding from within existing baselines.

² Includes \$0.150 million approved as part of the 2014 October Baseline Update.

IN CONFIDENCE

Recommendations

13. The Minister of Local Government recommends that the Committee:

1. **note** that the total estimated cost of the Rules Reduction Taskforce is \$1.131 million;
2. **note** that as part of the 2014 October Baseline Update, a fiscally neutral adjustment of \$0.150 million from the Local Government portfolio within Vote Internal Affairs was approved to temporarily fund the Taskforce to 31 October 2014;
3. **note** that Vote Environment contributed \$0.080 million and the Department of Internal Affairs contributed \$0.458 million towards the operation of the Taskforce [CAB Min (14) 39/5 and EGI Min (14) 20/2 refer];
4. **note** that options for reprioritising within Vote Internal Affairs in 2014/15 have been considered but are not feasible as all operating funding in the Vote is tagged for specific purposes;
5. **note** that approval of funding for \$0.443 million of costs for the continued operation of the Taskforce cannot be deferred until Budget 2015 because the funding is required immediately to ensure that the Government's expectations for the Taskforce can be met in 2014/15;
6. **approve** the following changes to appropriations to provide for the continued operation of the Taskforce:

Vote Internal Affairs Minister of Local Government	\$million – increase/(decrease)				
	2014/15	2015/16	2016/17	2017/18	2018/19 & Outyears
Multi-Category Expenses and Capital Expenditure: Support for Statutory and Other Bodies MCA Departmental Output Expense: Taskforces and Similar Bodies (funded by revenue Crown)	0.443	-	-	-	-

7. **agree** that the proposed changes to appropriations for 2014/15 above be included in the 2014/15 Supplementary Estimates and that, in the interim, the increase be met from Imprest Supply;
8. **agree** that expenses incurred under recommendation 6 be funded as a pre-commitment against the Budget 2015 allowance; and
9. **note** that this pre-commitment will reduce the operating funding available for initiatives in Budget 2015 by a commensurate amount.

Hon Paula Bennett
Minister of Local Government

_____/_____/_____

Local Government aide memoire

Hon Paula Bennett
Minister of Local Government

Copy to: Hon Louise Upston
 Associate Minister of Local Government

Title: Funding for the Rules Reduction Taskforce - Cabinet Paper

Date: 03/03/15

Key issues

Additional funding of \$0.443 million for the Rules Reduction Taskforce is to be discussed at the Cabinet Economic Growth and Infrastructure (EGI) Committee on 11 March 2015. Funding is requested from the tagged contingency: Research and Development Cashing Up Tax Losses in Vote Revenue.

The Ministers of Finance, Science and Innovation, and Revenue agree with this approach.

Action sought

Note the content of this aide memoire for your use at the EGI meeting

Timeframe

By 11 March 2014

Contact for telephone discussions (if required)

Name	Position	Direct phone line	After hours phone	Suggested 1 st contact
Damian Zelas	Principal Policy Analyst	04 495 9487	027 703 9738	✓
Anthony Richards	Director Policy	04 494 0644	021 167 8779	

Return to	Damian Zelas, Level 6, 46 Waring Taylor Street		
DMS references	PLG6400_01	848181DB	
Ministerial database reference	LG201400670		



Anthony Richards
 Director Policy

Purpose

1. On 11 March 2015, the Cabinet Economic Growth and Infrastructure (EGI) Committee is to consider your joint paper with the Minister of Revenue, requesting that funding of \$0.443 million for the Rules Reduction Taskforce (the Taskforce) be met from Vote Revenue. This aide memoire provides talking points and notes for that meeting.

Points to raise

2. I announced the establishment of the Taskforce in July 2014 to review property rules and regulations and to get rid of those that are overly bureaucratic, irrelevant or nonsensical.
3. When Cabinet considered funding for the Taskforce last December it noted that there is a shortfall in funding of \$0.443 million. Relevant portfolio Ministers were invited to work with me to find the funding. Unfortunately no funding was available from other portfolios due to competing priorities.
4. There is a tagged contingency: Research and Development Cashing Up Tax Losses in Vote Revenue that has funds available in 2014/15. I seek your agreement that some of this funding can be used for the work of the Taskforce.
5. The Ministers of Finance, Science and Innovation and Revenue agree with the approach in the Cabinet paper.

Points to note

6. All operating funding within Vote Internal Affairs is tagged for other purposes and there are no options for reprioritising.
7. Funding for the Taskforce was considered by Cabinet in December 2014 [CAB Min (14) 39/5 refers]. The total budget for the Taskforce is \$1.131 million with \$0.608 million coming from Vote Internal Affairs and \$0.080 million from Vote Environment.
8. In October 2014 you announced that the Taskforce would be co-chaired by Jacqui Dean and Michael Barnett. Eleven Taskforce members have been appointed and will hold meetings around the country as well as consider submissions on the property regulations and rules that do not make sense. Funding is needed to ensure that it can carry out its work.
9. The website to receive public submissions was launched in October 2014 and will close 1 June 2015; the Taskforce will provide its final report to you by 31 August 2015.

From: Tracy Watts
Sent: Friday, 27 March 2015 8:31 a.m.
To: Alessandro Aduso
Subject: Rules Reduction Taskforce Meetings

Hi Alessandro

Please find attached an updated list of upcoming Rules Reduction Taskforce Community Meetings for your information.

You may also find a list of scheduled meetings that is regularly updated on our DIA page: [here](#).

Can you please advise me if the frequency of these updates to you is not appropriate.

Kind regards
Tracy

Tracy Watts | Team Administrator Policy Group Support | Policy, Regulatory and Ethnic Affairs Branch
The Department of Internal Affairs Te Tari Taiwhenua
Direct Dial: +64 4 495 9445 | Extn: 5445
46 Waring Taylor St | PO Box 805, Wellington 6140, New Zealand | www.dia.govt.nz

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