



Office of Hon Paula Bennett

MP for Upper Harbour

Minister of Local Government

Minister for Social Housing

Minister of State Services

Associate Minister of Finance

Associate Minister of Tourism

28 MAY 2015

Cheryl Beauchamp

fyi-request-2636-8236076c@requests.fyi.org.nz

Dear Mrs Beauchamp

Request under the Official Information Act 1982

I refer to your email of 20 April 2015 requesting the following information about the Rules Reduction Taskforce under the Official Information Act 1982 (the Act):

"All Cabinet papers, departmental briefings, aides memoire, and other advice of any kind generated by or for your office or the Department of Internal Affairs, concerning the creation and constitution of the Rules Reduction Taskforce, including but not limited to:

- *The timeframe for the Taskforce's activities;*
- *The scope of the Taskforce's mandate or terms of reference; and*
- *Advice and decision documents regarding appointments to the Taskforce*

any instructions or advice or requests to or from you, your office or the Department of Internal Affairs regarding:

- *The location of the Taskforce's public meetings; and*
- *The personnel hosting the meetings."*

I note you also clarified the scope of the second part of your request, in an email to my office of 10 May 2015, for, "any general instructions to the Department of Internal Affairs about who was to host the meetings and where they were to be hosted."

The Terms of Reference (ToR) and other information about the Taskforce, including its timeframe, mandate and its community meetings, are available online by selecting *Local Government Policy*, under the *Publications and Reports* tab on the Department of Internal Affairs' website, www.dia.govt.nz.

The ToR set the closing date for submissions (1 June 2015) and the timeframe for the Taskforce to produce its final report (31 August 2015).

As Minister of Local Government I appointed 11 members to the Taskforce for terms commencing on 2 February 2015 and expiring on 2 October 2015. I selected members based on their ability to contribute in a practical way. There are representatives of central and local government, industry, and business. Collectively, the Taskforce has a considerable breadth of relevant skills and experience across the building and trades sectors as well as central and local government.

The ToR require the Taskforce to “listen to local concerns about local regulation that may not be fit-for-purpose”. The co-Chairs have determined a series of community meetings for the Taskforce to give effect to this. Community meetings are typically chaired by two Taskforce members. Government Members of Parliament are present at most of these meetings and serve as a link into the local community. I am informed that the co-Chairs selected Taskforce members to attend each community meeting, based primarily on availability, location and to ensure that each member would hear from a range of submitters.

Measures that have helped to limit the funding required for the Taskforce include both co-Chairs having agreed to work pro bono and the use of departmental premises. The members of the Taskforce who do receive fees have had their fees set in accordance with the Cabinet Fees Framework, which is modest and includes an element of community service.

Cabinet considered the funding of the Taskforce on several occasions in 2014 and early 2015. The outcome was that Cabinet decided to fund the RRT through reallocation of funding from other priorities. No new money has been allocated to the Taskforce.

There are 32 documents identified which relate to your request. These include briefings and aide memoires, Cabinet papers, meeting notes, emails, memos, and a spreadsheet. These are attached as **Appendix A**, which includes a document schedule.

Information relating to unsuccessful candidates for the Taskforce and the private details of persons (e.g. age, personal cell phone numbers and home addresses) has been withheld under s9(2)(a) of the Act (protection of the privacy of natural persons).

You have the right by way of complaint under section 28(3) of the Act to an Ombudsman, to seek an investigation and review of my decisions. The contact address is: Office of the Ombudsman, PO Box 10152, Wellington.

Yours sincerely



Hon Paula Bennett
Minister of Local Government

Appendix A: Documents for OIA release

#	Name of document	Document date	Summary of contents	Release or withhold
1.	Briefing to the Minister of Local Government (MOLG) – <i>Cabinet paper: Establishment of a Central-Local Government Regulatory Review Group</i>	9 July 2014	Seeks Minister’s approval of the approach taken in an attached draft Cabinet paper on establishing a central-local government regulatory review group.	Release
2.	Aide Memoire for Cabinet paper to the MOLG – <i>Establishment of a Central-Local Government Regulatory Review Group</i>	17 July 2014	Summarises the Cabinet paper’s main points.	Release
3.	Email – <i>From the Department of Internal Affairs to the office of the Minister of Local Government</i>	17 July 2014	New footnote added to the above Cabinet paper. Includes attached Cabinet paper	Release
4.	Cabinet paper – <i>Establishment of the Rules Reduction Taskforce</i>		Seeks Cabinet approval to establish a Central-Local Government regulatory review group, to be known as the Rules Reduction Taskforce.	Release
5.	Briefing to the MOLG <i>Rules Reduction Taskforce – next steps and proposed approach</i>	31 July 2014	Seeks Minister’s direction on the next steps and the proposed approach to developing the Rules Reduction Taskforce and the approach to receiving public submissions.	Release
6.	Briefing to the MOLG <i>Rules Reduction Taskforce – Progress Update and Talking Points</i>	7 August 2014	Provides an update on the establishment of the Rules Reduction Taskforce and seeks clarification from the Minister about preferences for crowdsourcing ideas and membership of the Taskforce	Release
7.	Briefing to the MOLG <i>Rules Reduction Taskforce – Options and Costs</i>	15 August 2014	Seeks Minister’s approval of recommended approach to delivering the Taskforce and associated funding	Release
8.	Briefing to the MOLG <i>Draft Cabinet paper – Funding for the Rules Reduction Taskforce</i>	20 August 2014	Provides advice on a draft Cabinet paper seeking establishment funding for the Rules Reduction Taskforce. Draft Cabinet paper is attached	Release
9.	Briefing to the MOLG <i>Options for funding and proceeding with the Rules Reduction Taskforce</i>	29 August 2014	Provides options for managing the scope and funding of the Rules Reduction Taskforce	Release

#	Name of document	Document date	Summary of contents	Release or withhold
10.	Briefing to the MOLG <i>Rules Reduction Taskforce – Letters to relevant portfolio Ministers</i>	16 October 2014	Outlines next steps in progressing the Rules Reduction Taskforce and provides draft letters to relevant portfolio Ministers seeking resources	Release
11.	Briefing to the MOLG <i>Rules Reduction Taskforce – Next Steps</i>	20 October 2014	Provides information about the planning and for the establishment and operation of the Rules Reduction Taskforce	Release
12.	Meeting notes <i>Rules Reduction Taskforce Establishment</i>	22 October 2014	Discusses nominations for the Rules Reduction Taskforce and other matters relating to the Taskforce's mandate and operation.	Release
13.	Meeting notes <i>Rules Reduction Taskforce Establishment</i>	23 October 2014	Discusses the operating assumptions, including locations of the Rules Reduction Taskforce meetings	Release
14.	Meeting notes <i>Rules Reduction Taskforce Establishment</i>	29 October 2014	Discusses terms of reference, person specification for appointments to the Rules Reduction Taskforce	Release
15.	Memo to the MOLG from Jacqui Dean	31 October	The Minister seeks Hon Jacqui Dean's approval for how the Taskforce will operate.	Release
16.	Meeting notes <i>Rules Reduction Taskforce Establishment</i>	5 November 2014	Discusses number of nominations received and next steps to confirm membership	Release
17.	Briefing to the MOLG <i>Rules Reduction Taskforce – decision table</i>	7 November 2014	Seeks Minister's decision on preferred appointees to Taskforce	Release in part
18.	Briefing to the MOLG <i>Draft Cabinet paper – Funding for the Rules Reduction Taskforce</i>	11 November 2014	Provides information about current funding options for the Rules Reduction Taskforce and also contains the draft cabinet paper and a letter to the Minister of Finance seeking funding for the Rules Reduction Taskforce	Release
19.	Memo to Jacqui Dean <i>Further nominees for Rules Reduction Taskforce</i>	17 November 2014	Further information on prospective taskforce nominees	Release in part
20.	Email to the MOLG – <i>Candidates for Rules Reduction Taskforce</i>	18 November 2014	Discusses potential appointments to the board	Release in part
21.	Email to the MOLG – <i>Recommended Candidates for the Rules Reduction Taskforce</i>	18 November 2014	Provides the MOLG with recommended candidates for the Rules Reduction Taskforce.	Release in part
22.	Email to the MOLG – <i>Candidates for the Rules Reduction Taskforce</i>	20 November 2014	Hon Jacqui Dean recommends changes to appointments to the MOLG	Release in part

#	Name of document	Document date	Summary of contents	Release or withhold
23.	Email to the MOLG – Candidates for the Rules Reduction Taskforce	21 November 2014	Hon Jacqui Dean updates the MOLG on her preferred appointments to the Rules Reduction Taskforce following their discussion	Release in part
24.	Internal memo to MOLG – <i>Confirm members of the Rules Reduction Taskforce</i>	21 November 2014	Confirmation of Jacqui Dean MP's recommendations for appointment	Release in part
25.	Briefing to the MOLG <i>Cabinet paper for funding and appointments for the Rules Reduction Taskforce</i>	26 November 2014	Draft Cabinet papers	Release in part
26.	Letter from the MOLG to Hon Dr Nick Smith	26 November	Dr Smith discusses funding of the Taskforce.	Release
27.	Aide Memoire Briefing to the MOLG <i>EGI consideration of Rules Reduction Taskforce Cabinet Paper on 3 December 2014</i>	2 December 2014	Talking points for the Minister at Cabinet. Cabinet paper signed on 2 March 2015 by MOLG.	Release
28.	Meeting notes <i>Rules Reduction Taskforce Establishment</i>	11 December 2014	Discusses appointments to the board and planning for the Rules Reduction Taskforce's operations	Release
29.	Meeting notes <i>Rules Reduction Taskforce Establishment</i>	2 February 2015	Discusses the finalisation of appointments and venues to host meetings.	Release
30.	Briefing to the MOLG <i>Cabinet paper: Funding for the Rules Reduction Taskforce</i>	3 February 2015	Information about a Cabinet paper seeking further funding for the Rules Reduction Taskforce	Release
31.	Aide Memoire Briefing to the MOLG <i>Funding for the Rules Reduction Taskforce – Cabinet Paper</i>	3 March 2015	Talking points for the Minister at Cabinet	Release
32.	Email to MOLG with attached schedule	27 March 2015	Schedule for the Rules Reduction Taskforce including the location of meetings and hosting Members of Parliament	Release in part