



19 November 2020

POLICY & SERVICES COMMITTEE MEETING

Notice is hereby given that the **Policy & Services Committee Meeting of Council** will be held in the **Council Chambers, Stratford District Council, Miranda Street, Stratford** on **Tuesday 24 November 2020** at **3.00pm**

Timetable for 24 November 2020 as follows:

12noon	Lunch for Councillors
12.30pm	Extraordinary meeting - Adoption of A&P Association Proposal Hearing Minutes
2.00pm	Policy & Services Committee Meeting – Hearing - To hear and consider submissions to the draft Keeping of Animals, Poultry and Bees Bylaw
2.45pm	Afternoon tea for Councillors
3.00pm	Policy and Services Committee Meeting

Yours faithfully

Sven Hanne
CHIEF EXECUTIVE

2020 - Agenda - Policy & Services - November (24/11/2020)

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POLICY AND SERVICES COMMITTEE MEETING
TUESDAY 24 NOVEMBER 2020 AT 3.00PM

F19/13/05-D20/28836

A G E N D A

1. **WELCOME**
- Health & Safety Message

2. **APOLOGIES**

3. **ANNOUNCEMENTS**

4. **DECLARATIONS OF INTEREST**

Elected members to declare any real or perceived conflicts of interest relating to items on this agenda.

5. **ATTENDANCE SCHEDULE**

Attendance schedule for Policy and Services Committee Meetings, including Hearings.

6. **CONFIRMATION OF MINUTES**

- 6.1 **Policy and Services Committee Meeting – 27 October 2020**
D20/30218 PE – D20/31251 OPEN Pages 7-18

RECOMMENDATION

THAT the minutes of the Policy and Services Committee Meeting held on Tuesday 27 October 2020, including those in the public excluded section, be confirmed as a true and accurate record.

Moved/Seconded

- 6.2 **Policy and Services Committee Meeting (Hearing) – 17 November 2020**
D20/32898 Pages 19-43

RECOMMENDATION

THAT the minutes of the Policy and Services Committee Meeting held on Tuesday 17 November 2020 be confirmed as a true and accurate record.

Moved/Seconded

7. **MATTERS OUTSTANDING**
D16/47 Page 44

RECOMMENDATION

THAT the matters outstanding be received.

Moved/Seconded

8. **INFORMATION REPORT – ECONOMIC DEVELOPMENT
QUARTERLY REPORT – QUARTER ONE**

D20/31304

Pages 45-78

RECOMMENDATION

THAT The report be received

/_____
Moved/Seconded

9. **INFORMATION REPORT – FINANCIAL RESERVES BALANCES
AND MOVEMENTS - 2020**

D20/31945

Pages 79-84

RECOMMENDATIONS

THAT the report be received.

Recommended Reason

To inform the Policy and Services Committee of the current reserves balances and a summary of the movements from the previous year.

/_____
Moved/Seconded

10. **DECISION REPORT – DRAFT CONTROL OF ADVERTISING SIGNS
BYLAW 2020**

D20/6447

Pages 85-104

RECOMMENDATIONS

1. THAT the report be received.
2. THAT the *draft* Control of Advertising Signs Bylaw 2020 be adopted and released for public consultation.

Recommended Reason

The recommendation of the Council is required to initiate the public consultation process required by Sections 82 and 83 of the Local Government Act 2002 to seek comments from the public on the amendments to the *draft* Control of Advertising Signs Bylaw 2020.

/_____
Moved/Seconded

11. **MONTHLY REPORTS**

11.1 **ASSETS REPORT**
D20/31559 Pages 104-127

RECOMMENDATION

THAT the reports be received.

Moved/Seconded

11.2 **COMMUNITY SERVICES REPORT**
D20/31246 Pages 127-136

RECOMMENDATION

THAT the reports be received.

Moved/Seconded

11.3 **ENVIRONMENTAL SERVICES REPORT**
D20/31361 Pages 137-144

RECOMMENDATION

THAT the reports be received.

Moved/Seconded

11.4 **CORPORATE SERVICES REPORT**
D20/32466 Pages 1145-163

RECOMMENDATION

THAT the reports be received.

Moved/Seconded

12. **QUESTIONS**



Health and Safety Message

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

Please exit through main entrance.

Once you reach the footpath outside please turn left and walk towards the Bell tower congregating on lawn outside the Council Building.

Staff will guide you to an alternative route if necessary.

If there is an earthquake – drop, cover and hold where possible. Stay indoors till the shaking stops and you are sure it is safe to exit or remain where you are until further instruction is given.

5. Attendance schedule for 2019 – 2020 Policy & Services Committee meetings, including hearings.

<u>Date</u>	26/11/19	26/11/19	28/01/20	25/02/20	24/03/20	14/04/20	28/04/20	28/04/20	26/05/20	26/05/20	23/06/20	14/07/20	28/07/20	25/08/20	22/09/20	27/10/20	17/11/20	24/11/20	24/11/20	
<u>Meeting</u>	H	P&S	P&S	P&S	H / P&S	H (AV)	H (AV)	P&S (AV)	H	P&S	P&S	H	P&S	P&S	P&S	P&S	H	H	P&S	
Neil Volzke	✓	✓	✓	✓	CANCELLED DUE TO COVID-19 LOCKDOWN	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓			
Grant Boyde	A	A	✓	A		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		
Rick Coplestone	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		
Peter Dalziel	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		
Jono Erwood	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		
Amanda Harris	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		
Alan Jamieson	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		
Vaughan Jones	✓	✓	A	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		
Min McKay	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		
John Sandford	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		
Gloria Webby	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		

Key	
P&S	Policy & Services Committee Meeting
H	Hearing (heard by Policy & Services)
✓	Attended
A	Apology/Leave of Absence
AB	Absent
S	Sick
	Non Committee Member
(AV)	Meeting held by Audio Visual Link

MINUTES OF THE POLICY AND SERVICES COMMITTEE MEETING OF THE STRATFORD DISTRICT COUNCIL HELD IN THE COUNCIL CHAMBERS, STRATFORD DISTRICT COUNCIL, MIRANDA STREET, STRATFORD ON TUESDAY 27 OCTOBER 2020 AT 3.03PM

PRESENT

The Deputy Mayor A L Jamieson (the Chairman), the District Mayor N C Volzke, Councillors M McKay, V R Jones, R W Coplestone, P S Dalziel, G W Boyde, W J Sandford, A K Harris, J M S Erwood (*part meeting*), and G M Webby.

IN ATTENDANCE

The Chief Executive – Mr S Hanne, the Director – Community Services – Ms K Whareaitu, the Director – Environmental Services – Mr B Sutherland, the Executive Administration Officer – Mrs E Bishop, The Parks & Reserves Officer – Mrs M McBain (*part meeting*), the Trade Waste Officer – Mr J Cooper (*part meeting*), the Revenue Manager – Mrs J Erwood (*part meeting*), the Services Asset Manager – Mr M Oien (*part meeting*), the Community Development Officer – Mr P Boyd (*part meeting*), the Corporate Accountant – Mrs C Craig (*part meeting*) and two members of the media (Stratford Press and Taranaki Daily News).

1. **WELCOME**

The Deputy Mayor welcomed the District Mayor, the Chief Executive, Councillors, staff, and the media. He reminded Councillors to ensure they are familiar with the health and safety message including evacuation procedures.

2. **APOLOGIES**

An apology for lateness was received from Councillor J M S Erwood and an apology noted from the Director – Corporate Services – Mrs T Radich.

RECOMMENDATION

THAT the apologies be received.

BOYDE/McKAY
Carried
P&S/20/154

3. **ANNOUNCEMENTS**

There were no announcements.

4. **DECLARATIONS OF MEMBERS' INTEREST**

The Deputy Mayor requested Councillors to declare any real or perceived conflicts of interest relating to items on this agenda.

There were no declarations of interest.

5. **ATTENDANCE SCHEDULE**

The Attendance Schedule for Policy and Services Committee meetings was attached.

6. **CONFIRMATION OF MINUTES**

6.1 **Policy and Services Committee Meeting – 22 September 2020**
D20/25880 PE – D20/27891 OPEN Pages 9-21

RECOMMENDATION

THAT the minutes of the Policy and Services Committee Meeting held on Tuesday 22 September 2020, including those in the public excluded section, be confirmed as a true and accurate record.

HARRIS/WEBBY
Carried
P&S/20/155

7. **MATTERS OUTSTANDING**

D16/47 Page 22

RECOMMENDATION

THAT the matters outstanding be received.

VOLZKE/BOYDE
Carried
P&S/20/156

8. **INFORMATION REPORT – ELECTED MEMBERS UPDATE ON LTP AND OTHER KEY PROJECTS**

D20/27929 Pages 23-32

RECOMMENDATION

THAT The report be received.

COPLESTONE/JONES
Carried
P&S/20/157

Recommended Reason

Well into the third and final year of the Long Term Plan, it is important to give Elected Members another progress report on projects set in the Long Term Plan as well as others considered of key importance. This is a recurring update and Elected Members are welcome to identify any additional projects they would like to see covered in future updates. As a result of central government economic stimulus funding following the COVID19 pandemic, there have been a number of timeframe and funding changes since the last update as well as the inclusion of a project that was not specifically allowed for in the LTP.

The Chief Executive noted the following points:

- The significant change from the previous report is the amount of projects that have now moved into the completed section.
- He noted that generally in year 3 of a Long Term Plan there would not have been projects added, however this year is different with the amount of the projects that have received government funding post COVID-19
- It was noted that the Victoria Park drainage project had been completed with operational measures and had not required the full \$200,000 budgeted for drain pipes to be installed. This measure will continue to be successful as long as the ongoing maintenance continues.
- The upgrade to the waste water plant achieved everything it set out to do with the key objective being the new resource consent and the required operational and capital projects including the creation of a trade waste officer's role within Council. Future physical improvements will be managed through the normal capital works budget.

The Community Development Officer joined the meeting at 3.11pm.

- All sections at the Council subdivision now have a sales and purchase agreement against them. Should the remaining agreements not go unconditional the demand in the market indicates there would be buyers for any remaining sections.
- The Roding improvements at Dawson Falls was abandoned due to the funding application being unsuccessful.
- All but three of the land parcels in the Midhirst issue have settled. Of the three remaining – two are under negotiation. This project was cost neutral to Council with a small surplus occurring due to cautious budgeting.
- It was noted that there had been examples of the discovery trail project loaded into the resource centre in Diligent.

Questions/Points of Clarification:

- Councillor Boyde congratulated staff on the work with the waste water treatment plant, particularly with the significant amount of savings made.
- It was noted that the waste water treatment was completely compliant with all conditions imposed within the consent. There was no New Zealand standards as such and consents were granted with conditions by the Taranaki Regional Council who included those conditions as part of their discussions with Iwi, Fish and Game New Zealand and dependent on the nature of the river the discharge was released into. It was clarified this consent would lapse in 2035.
- It was noted that the budget for the Victoria Park drainage project had been loan funded, therefore the \$190,000 that was not spent had not been drawn down by Council and therefore had not impacted ratepayers.

9. **DECISION REPORT – POLICY REVIEWS – ELEVENTH TRANCHE**
D20/25239 Pages 33-114

RECOMMENDATIONS

1. THAT the report be received.

SANDFORD/McKAY
Carried
P&S/20/158

2. ~~THAT the attached, updated and new policies, being the:~~

- ~~• *Delegations Policy*~~
- ~~• *Care of Children and Youth in Council Facilities Policy*~~
- ~~• *Procurement Policy*~~

~~_____~~
~~_____ be adopted.~~

Recommended Reason

This is part of the policy review round currently under way. Policies require review from time to time to ensure they still reflect current legislation and best practice, as well as the views and business needs of the organisation. The policies recommended for withdrawal have either been found to be not required, amalgamated into an existing policy or replaced by a new policy as outlined in the body of this report.

The Community Development Officer and the Services Asset Manager departed the meeting at 3.20pm.

Delegations Policy

The Chief Executive noted the following points:

- The quorum requirements have been amended due to the previous policy referring to the standing orders. The standing orders were updated last year and no longer have the quorum requirements. The updated wording in the Delegations Policy reflects the intent of the previous standing orders and have been duplicated for each committee. This can be amended if Council wished to have a quorum set differently, or differently for individual committees.
- It was clarified that the quorum requirements referred to those physically present. This is consistent with the Local Government Act, however the amendment made in the COVID-19 legislation allows for those attending via video link to be included as present and be able to vote and overrides this limitation. This will no doubt be tidied up through legislation.
- It was noted that Farm and Aerodrome was missing from the list of standing committees on page 47.
- It was noted that the Farm and Aerodrome had been added to the committees and its terms and references summarised.
- It was noted that under the Resource Management Act there are certain powers that Council cannot delegate to the Chief Executive to sub-delegate to staff as was done in the previous policy. Therefore this now delegates those specific powers to the relevant positions to adhere to the legislation.
- There were a couple of additions to the building control delegations which arose during the IANZ audit.
- It was noted there were currently a number of processes to complete before a debtor can be written off if outstanding debt is unable to be collected. It has therefore been suggested that a \$10,000 limit be allocated to the Chief Executive and a \$5,000 limit be allocated to the Director – Corporate Services provided there is written confirmation there are no further

6.1

logical steps to get that revenue. Any debt above \$10,000 would still be brought to Council. It was agreed that this amount be amended to \$5,000 for the Chief Executive and \$2,500 for the Director – Corporate Services.

Councillor Erwood joined the meeting at 3.26pm.

The Parks and Reserves Officer joined the meeting at 3.27pm.

RECOMMENDATIONS

2a. THAT the attached, updated and new policies, being the:

- *Delegations Policy*

be adopted with the amendments as noted.

BOYDE/DALZIEL
Carried
P&S/20/159

The Director – Community Services noted this was a new policy and was as a result of an issue in one of Council facilities. It provides acknowledgement that Council want children and young people in its facilities in a safe and pleasant environment but also offers a tool to be used by staff.

It was clarified that training for staff members was required under the Vulnerable Children’s Act to be completed every two years. Council’s policy was almost due for review and training would be provided at the same time.

RECOMMENDATIONS

2b. THAT the attached, updated and new policies, being the:

- *Care of Children and Youth in Council Facilities Policy*

be adopted.

COPLESTONE/McKAY
Carried
P&S/20/160

The Chief Executive Noted the following points:

- Audit NZ raised the issue of the current process for sign off of expenditure by the Mayor and Chief Executive who currently signed each others expenditure off. Audit had suggested that the chair of Audit and Risk be responsible to sign off the Mayor’s expenditure, however as this is an external chair it could prove difficult. The agreed alternative was that the Mayor remains authorising the Chief Executive expenditure and the Mayor’s expenditure will be signed off by two directors and verified three monthly by the Audit and Risk Chair.
- It was clarified that the TET referred to in the policy was for the Tender Evaluation Team.
- It was requested, and agreed, that “seek local procurement where practical” or similar be added to the list of procurement principles.

RECOMMENDATIONS

2c. THAT the attached, updated and new policies, being the:

- *Procurement Policy*

be adopted with the amendments as noted.

ERWOOD/COPLESTONE
Carried
P&S/20/161

10. **DECISION REPORT – TRADE WASTE BYLAW 2020 AMENDMENTS**

D20/23889

Pages 115-205

RECOMMENDATIONS

1. THAT the report be received.

BOYDE/WEBBY
Carried
P&S/20/162

2. THAT subject to agreement, the Trade Waste Bylaw 2020 amendments be adopted.

HARRIS/BOYDE
Carried
P&S/20/163

Recommended Reason

Section 156(2)(a) of the Local Government Act (LGA) 2002 allows that the Stratford District Council ('Council') may, by resolution publicly notified, make minor changes to, or correct errors in a bylaw, but only if the changes or corrections do not affect - (i) an existing right, interest, title, immunity, or duty of any person to whom the bylaw applies; or (ii) an existing status or capacity of any person to whom the bylaw applies.

The Trade Waste Officer noted the following points:

- The majority of the changes are to tidy up wording and amend a few errors throughout the document.
- Where there were identified inconsistencies the more lenient element has been applied.
- A key amendment was amending the 'no waste from outside the district' element to allow for livestock trucks which if not excluded would create a major issue for the sale yards.

Questions/Points of Clarification:

- It was clarified the only amendment to 25.3.3 (a) was the inclusion of the table 1.4 being referenced in the clause.

The Trade Waste Officer departed the meeting at 3.39pm.

11. **DECISION REPORT – PROPOSED REDUCTION OF SPORTSGROUNDS FEES**

D20/28919

Pages 206-211

RECOMMENDATIONS

- 1 THAT the report be received

BOYDE/DALZIEL
Carried
P&S/20/164

- ~~2 THAT Council approves the reduction of the sportsground fees for the Stratford and Eltham Rugby Sports Club (SERSC) for the 2019/20 financial year by 50% being \$1,610.~~

~~Or~~

- 2 THAT Council declines the request for a reduction in the sportsground fee for the Stratford and Eltham Rugby Sports Club (SERSC) for the 2019/20 financial year.

McKAY/SANDFORD
1 against
Carried
P&S/20/165

Recommended Reason

The SERSC has experienced a significant decrease in revenue as a result of loss in sponsorship, bar takings and player subscriptions, due to the shortened rugby season, as a result of the Covid-19 lockdown. Reducing the sportsground fees for the SERSC would assist with keeping the club running and getting them through this difficult time.

Councillor Erwood declared an interest in Item 11 and removed himself from the table at 3.42pm.

The Chief Executive noted the following points:

- COVID-19 had an obvious impact on sports organisations. Sports Taranaki have assisted with most of those impacts and funding was provided to a large number of organisations including the Stratford Eltham Rugby Sports Club.
- SERSC received \$26,000 from Sports Taranaki funding related to COVID-19 impacts.
- Council has made two exceptions for sports organisations ground fees subsidy requests where the organisation did not fit the criteria of Sport Taranaki funding. There have been no other requests from any other sports organisations.

Questions/Points of Clarification:

- Councillor Jones noted this request was essentially an organisation asking for funding and he noted his concern that he felt it was lacking documentation generally attached to any funding application. He had requested further information from the SESRC and received the financial documents today which he had forwarded to all Councillors. He requested the report be tabled until Councillors had had sufficient time to read the additional financial documentation.
- The Parks and Reserves Officer noted confirmation via email from Sport Taranaki noting the funding had been awarded to SESRC for power, insurance, rates, affiliation fees, van hire, after match function costs, telephone expenses and strapping and physio costs. She noted ground hire fees had been included in the application but excluded due to the club reaching their maximum allowance with the other items.

- Councillor Sandford noted the decision was for a yes or no answer for a reduction in fees. He did not support tabling the report.
- The District Mayor summarised the financials received from SERSC noting a \$44,000 surplus was due to a \$65,000 grant from Taranaki Electricity Trust which without would have resulted in an operating loss of \$20,000. It was clarified the confirmation of funding from Sport Taranaki had been sent on 4 September 2020 therefore was outside of their financial year and would not have been included in the financials provided.
- Councillor Jones reiterated his view that all funders require financials to be considered before allocating grants. He noted the Stratford Golf Club had applied to Sport Taranaki and did not see restrictions on what aspects of the application the funding was to be spent on.
- Councillor Dalziel noted that other sports were impacted by COVID-19 as well – soccer, hockey, netball etc. If one application for reduction in fees was applied then all should be agreed to. He noted he was leaning towards not supporting this request.
- It was clarified that the topic would not be workshopped if tabled, it would simply be brought back to the committee at a later date.
- Councillor Sandford noted he did not support the request as the grants totalling \$26,000 from Sport Taranaki was a lot more support than other organisations within the District had received. He did not support the ratepayers subsidising the ground fees for sports groups should this application be successful and further requests then be received.
- Councillor McKay supported declining the application as a principle decision as the costs were for the members of the club to absorb and not the rate payers.

Councillor Erwood re-joined the table at 3.52pm and the Parks and Reserves Officer departed the meeting at 3.52pm.

12. MONTHLY REPORTS

12.1 ASSETS REPORT D20/26748 Pages 212-236

RECOMMENDATION

THAT the reports be received.

BOYDE/WEBBY
Carried
P&S/20/166

The Director – Assets noted that the highlight of the report was noting the on-going projects for example the children’s bike park, the new pool complex, the community hall projects and the roading work on Manaia Road, Palmer Road, Toko Road.

The Revenue Manager joined the meeting at 3.54pm.

Questions/Points of Clarification:

- The audit completed on the Materials Recovery Facility (MRF) undertaken by Envirowaste was noted. It was requested that these results are brought back in a future report. The Director – Assets noted that she understood a lot of the contamination at the moment was not from the collections and this was reflected in the weekly bin audit undertaken in Stratford. Currently there were only 8% red and 12% amber tags issued however there is 35% contamination coming from the MRF. This is being investigated further. The results of the audit will be included in the monthly report when they are available.
- It was clarified that a back flow installation was the cost of the landowner and not Council.
- Councillor Sandford noted he had been approached by a resident who had complained regarding Dunns Bridge and the pavement leading up to it. He questioned if the outstanding

customer requests are reported on and how long a complaint sat before becoming outstanding. This would be referred to the Roding Asset Manager and reported on in the next monthly report.

12.2 **COMMUNITY SERVICES REPORT**

D20/22882

Pages 237-246

RECOMMENDATION

THAT the reports be received.

ERWOOD/HARRIS
Carried
P&S/20/167

The Director – Community Services noted the following points:

- The Community Development Team was very busy during September with a lot of events completed.
- After 23 years of service Trish Dent was farewelled from the iSITE.
- There has been a lot of pre-engagement undertaken for the Long Term Plan and she thanked Councillors for their participation with this.
- Public feedback was currently being sought on the A&P Association loan proposal.

Council Organisations and Council Representatives on Other Organisations

- The Deputy Mayor noted that Nigel Latta had presented to rural communities through the Central Taranaki Safe Community Trust. He gave very entertaining talks and focused on stresses and how to relieve those. He was extremely well received by full audiences. The tour concluded at Whangamomona. He noted the AGM of the Trust was to be held in the Council Chambers tomorrow and noted all were welcome.
- Councillor Webby noted the Stratford Positive Ageing Group AGM had been held in October and reported that 12 community group representatives were part of the committee. She noted that last month the group took part in organisation development training run by the Community Development Officer, Peter Boyd, and was timely as the group led up to reviewing its strategy. The last forum for the year would be held on 19 November.
- Councillor Webby noted the Percy Thomson Trust held its AGM in October. She noted the gallery was now open every day during the summer months and they had seen an increase in the number of visitors to the gallery and Percy's Place, it was noted most viewers had been from outside of the District.. The Fibre Group had their exhibition which would be on during the Garden Festivals and was an amazing exhibition to view.

Questions/Points of Clarification:

- It was noted that since the launch of the Mayors Taskforce for Jobs programme, Lisa Holland had been employed as the Workforce Coordinator. She has met with a number of visitors and held a workshop at Stratford High School with the Ministry of Social Development. This resulted in 74 young people signed up for further information and programmes including assistance with CV writing.
- Councillors were encouraged to collate and email feedback collected during the pre-engagement conversations so that this could be presented to Council when the sessions had been completed. Councillor Boyde noted that there had been really positive comments made but also a couple of reoccurring issues arising.
- The District Mayor noted that there had been a number of planning meetings held with the Mayoral Forum and Regional Leadership Group. There were currently multiple plans for the economic future of our region and there is now work being undertaken to merge these documents – such as the Tapuae Roa and Transition 2050 and the COVID Economic

Recovery Plan. A reorganisation of the Regional Leadership team was also underway and would be re-established with a new structure aimed at casting a broader net and including Iwi groups across the region and other major stakeholders. This would be brought back to Council for ratification when complete.

- Councillor McKay was congratulated on her appointment as Deputy Chair of the Stratford Business Association and Tutaki Youth Inc. She noted that Councillor Dalziel, Ash Rowlands and Jason Kowalewski had been farewelled as long standing committee members of the Stratford Business Association at its AGM last week. Marcia Millard, Stan Chesswas and Caleb Robinson had joined as new committee members. The presentations on the evening were on the Long Term Plan and Justin Gilliland had presented on statistics from the District. She reiterated the invitation for Councillors to attend BA5's. Councillor Dalziel congratulated Councillor McKay on the success of the ladies lunch hosted by the Stratford Business Association and noted it was planned on continuing as a regular event.

12.3 ENVIRONMENTAL SERVICES REPORT

D20/26792 Pages 247-254

RECOMMENDATION

THAT the reports be received.

McKAY/BOYDE
Carried
P&S/20/168

The Director – Environmental Services noted the following points:

- The heightened activity in the building consents activity over the past few months had been documented in the monthly report and shows there have been the equivalent of an extra months' worth of consents post the COVID-19 lockdown.
- There were still a strong number of enquiries regarding subdivision.
- Indications show there is a good period of development ahead.
- He noted the bylaw review programme would move to accommodate the liquor bylaw as quickly as possible and work was being undertaken now. There was no definite timeframe at this point due to the amount the of work required to construct a new bylaw.

Questions/Points of Clarification:

- Councillor McKay noted the new building consent process had a really good online portal and the service centre staff were really helpful.

The Corporate Accountant joined the meeting at 4.19pm.

12.4 CORPORATE SERVICES REPORT

D20/28557 Pages 255-271

RECOMMENDATION

THAT the reports be received.

McKAY/DALZIEL
Carried
P&S/20/169

The Corporate Accountant noted this was the normal monthly report for September.

Questions/Points of Clarification:

- It was clarified the revenue for quarter one was above budget due to money from the Provincial Growth Fund received and the funding for the Mayors Taskforce for Jobs project.
- It was noted there was a delay in the re-valuations and had been advised a new date would be sent in the next couple of weeks. Councillors will be notified when this is confirmed. It was important to reiterate to ratepayers that a percentage increase was not reflected in their rate payments – e.g. a 20% increase did not mean a 20% increase in rates.
- It was noted that it had been indicated that the loan from the LGFA for the A&P Association project would not count towards Council’s debt level if the loan was fully serviced by the association and it did not receive any further funding from Council.

13. **QUESTIONS**

There were no questions.

14. **RECOMMENDATION TO EXCLUDE THE PUBLIC**

RECOMMENDATION

THAT the public be excluded from the following parts of the proceedings of this meeting, namely:

Agenda Items No: 15

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

General subject of each matter to be considered	Reason for passing this resolution to each matter	Grounds under section 48(1) for the passing of this resolution
Rates Remission	The withholding of the information is necessary for commercial sensitivity	The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information. Section 7(2)b(ii) of the Local Government Official Information and Meetings Act 1987.

BOYDE/McKAY
Carried
P&S/20/170

The media departed the meeting at: 4.20pm

15. **PUBLIC EXCLUDED ITEM – RATES REMISSION**

RECOMMENDATION

THAT the open meeting resumes.

ERWOOD/McKAY
Carried
P&S/20/173

6.1

The meeting closed at 4.25pm.

A L Jamieson
CHAIRMAN

Confirmed this 24th day of November 2020.

N C Volzke
DISTRICT MAYOR

MINUTES OF THE POLICY AND SERVICES COMMITTEE MEETING OF THE STRATFORD DISTRICT COUNCIL HELD IN THE COUNCIL CHAMBERS, STRATFORD DISTRICT COUNCIL, MIRANDA STREET, STRATFORD ON TUESDAY 17 NOVEMBER 2020 AT 9.00AM TO HEAR AND CONSIDER PUBLIC FEEDBACK ON THE A&P ASSOCIATION LOAN PROPOSAL

6.2

PRESENT

The Deputy Mayor A L Jamieson (the Chairman), the District Mayor N C Volzke, Councillors M McKay, V R Jones, R W Coplestone, P S Dalziel (*part meeting*), G W Boyde, W J Sandford, A K Harris, J M S Erwood and G M Webby.

IN ATTENDANCE

The Chief Executive – Mr S Hanne, the Director – Community Services – Ms K Whareaitu, the Director – Environmental Services – Mr B Sutherland, the Director – Corporate Services – Mrs T Radich, the Executive Administration Officer – Mrs E Bishop, the Communications and Administration Support Officer – Ms R Vanstone, 35 members of the public (throughout the day) and two members of the media (Stratford Press and Taranaki Daily News (*part meeting*)).

1. **WELCOME**

The Deputy Mayor welcomed the District Mayor, the Chief Executive, Councillors, staff, and the media. He read the full health and safety message to ensure members of the public were aware of procedures in the event of an emergency.

2. **APOLOGIES**

An apology for lateness was received from Councillor Peter Dalziel and an apology from Director – Assets – Mrs V Araba was noted. It was noted Mrs Araba would be attending via audio visual link throughout the day when she was able.

RECOMMENDATION

THAT the apologies be received.

BOYDE/WEBBY
Carried
P&S/20/174

3. **ANNOUNCEMENTS**

The Deputy Mayor reminded Councillors to ensure they used their microphones to ensure the members of the public in the gallery were able to hear clearly.

It was reinforced to Councillors that the purpose of this meeting was to receive public feedback on the A&P Association Loan Proposal.

Councillors are asked to hear submissions with an open mind and to restrict their questions to the submitters to points of clarification or issues pertaining to subject matter. Councillors are requested not to get into direct dialogue with the submitter as there is a tight timeframe scheduled for the day. Councillors may take notes whilst submitters are speaking.

It is noted that the decision of this Committee will be with regards to the level of support Council commits to the project and not the specific details within the association's project.

4. **DECLARATIONS OF MEMBERS INTEREST**

The Deputy Mayor requested Councillors to declare any real or perceived conflicts of interest relating to items on this agenda.

There were no declarations of interest.

5. **ATTENDANCE SCHEDULE**

The Attendance Schedule for Policy and Services Committee meetings was attached.

6. **ACKNOWLEDGEMENT OF FEEDBACK**

Pages 44-647

Attached were the 559 items of public feedback received.

RECOMMENDATIONS

1. THAT each of the 559 items of public feedback to the Council's proposal to lend \$7,180,000 to the Stratford Agricultural and Pastoral Association, be received.
2. THAT each submitter be individually advised of the outcome of the deliberations, and notified that the minutes of this Policy & Services Committee Meeting, and the subsequent Extraordinary Council meeting on Tuesday 24 November 2020, are available on Council's website.

McKAY/COPLESTONE
Carried
P&S/20/175

Recommended Reason

So that each items of feedback is formally acknowledged and the writer is provided with information on Council's decision making process.

6.2

7. SPEAKERS TO COUNCIL

D20/32360 Pages 7-10

61 members of the public requested to be heard in support of their feedback. It was noted that all comments supplied by submitters when withdrawing from speaking had been included in the agenda. An updated speaking schedule was tabled.

Sub No#	NAME
432 & 462	Michelle Mair
Points noted in discussion:	
<ul style="list-style-type: none"> Michelle has been a council member, secretary and judge for royal agricultural society. She noted she was representing the Taranaki Horse and Pony All Breeds which was formed 17 years ago in an effort to promote different breeds and share the passion for the horses and ponies. Training days and shows are currently held at the A&P Showgrounds with support coming from Taranaki, Hamilton, Wellington and Hastings. The group uses these days to promote businesses who provide equestrian services and receive huge support from equestrian people from Taranaki and further afield. The group supports Option 4 of this proposal as the project will be a major for everyone in Stratford and surrounding districts. It will provide jobs and business opportunities that will be awesome for the community. She acknowledged it was a short presentation but wanted to show support for the project. 	
453 & 548	Sharon Stevens
Points noted in discussion:	
<ul style="list-style-type: none"> She noted her father in law was part of the group that walked into a paddock of scrub and had the vision to do something great which is now Pukeiti. She had been the PA to the General Manager in New Plymouth District Council at the time where walkways and the aquatic centre were developed. There had been some views that these were negatives but some people had the passion and vision to continue. This will make Stratford a destination. People will come here for the driver training, motor sport and equestrian facilities. The economic benefits for Stratford will be huge. There is huge positive feedback from the equestrian community. The indoor facility in Hawera is a great facility but it is not always available for bookings. An indoor arena is needed for rain but also for sun as shows are held over Summer. The arena cannot be used all through November because it is booked up. She noted a second arena will not detract from Hawera but compliment and benefit it. She congratulated Council for taking this proposal seriously and giving the project a chance to happen. She noted she was a member of the A&P Association steering committee and that she had asked the hard questions. A lot of experts have been involved and the passion and the vision within the group adds belief that this can work. It is a great team. This will be great for Stratford, great for Taranaki and great for the relevant activities. 	
Questions/Points of Clarification:	
<ul style="list-style-type: none"> It was noted the facility would be used every day. Weekdays would see pony club activities and fitness and training ability. Weekends would be shows. There were over 1000 horses in Taranaki that could potentially use the facility. She noted she was currently away every second weekend. This is an extremely popular sport. She has received a lot of positive feedback from people regarding the project and she acknowledged the struggles in booking the Hawera facility. She noted the Hawera facility was used for other purposes which required flooring to be changed and this did not suit the horses when the fresh flooring was laid. 	

- It was clarified that on a multiple day event attendees do camp so yards and stabling are important. There can be two people per horse so you do need the facilities to encourage those to stay. There are other events that are single day events.
- She confirmed she felt the motorsport being to the north of the property and equine being in the south there will be an appropriate amount of buffering. She noted the noise did not upset the horses at Hampton Downs and they were very close together.
- She noted the move to the north of the property would also assist with the residents issues with sound.
- She confirmed she saw a big opportunity for school programmes. Other schools were targeted by equine families for the ability to take their horses. There is a fabulous set up in Marton and Cambridge.
- She noted she did not know if horses will remain at the New Plymouth racecourse if the multi sports hub was created, however this was still up for debate and nothing had been confirmed. She did state that if this proposal went ahead it would give clubs and users security knowing it was owned by the A&P Association and would encourage the opportunity to put money into infrastructure.

546 & 428 | Ian Oliver

Points noted in discussion:

- Mr Oliver noted he had undertaken a lot of work in Feilding and worked very close to Mansfield and noted it was astounding how much it was used. There is always something happening particularly Thursday – Sunday. He thought this must be of huge benefit for the town.
- It would be fantastic to get this in Stratford.
- He noted his concern regarding increased traffic. He noted that it had been discussed years ago to extend Esk Road to Flint Road to use that for heavy traffic but had not proceeded as the intersection did not provide the distance for a truck between the intersection and the railway.
- He suggested the volume of traffic could warrant a road put through to Oberon or Ariel Street so traffic could go towards the round-a-bouts and then back onto the main road.
- Some motorsports can have 5000-6000 spectators in attendance. He noted stockcars being generally at night resulted in less traffic and no trains running. Trying to get onto the main road between 3pm and 5.30pm is very hard.
- He noted all other drag racing strips were miles away from towns, animals and everyone else. The noise produced is 3x that of stockcars and can be similar to a jet aeroplane. He did not think a resource consent for a drag strip would be obtained.
- He summarised that safety on the road, who would build a new road (Council or the association) and viability of the project if drag racing was omitted needs to be addressed.

423 | Isaac Hayward

Points noted in discussion:

- He noted he was providing perspective from a pony club outside of the District.
- The Eltham Pony Club would look at utilising the equine facilities right through winter. They are one of the largest pony clubs in Taranaki with 50 members having risen from 38 within two years.
- The project could be massive for equine users. He noted that a similar project had been attempted in Feilding but equine had lost out to the stockcars.
- He noted the Hawera arena was not as accessible as they would like and there are a lot of kids that need to do indoor as well as outdoor work.
- This group would look at utilising this area for Taranaki area rallies, coaching through the Stratford facility, and two or three other events per year.
- This proposal could put Stratford on the map.

Questions/Points of Clarification:

- It was clarified the group did not use the Hawera facility at all as booking the facility was so difficult. He noted the issue with an indoor arena for multiple uses meant some top riders wouldn't bring their horses in there now the track had been misused.
- This would allow the club to run 12 months of the year. Currently they are pushed for space at their current location and therefore would look at utilising Stratford more frequently.
- He noted there were professional coaches in Taranaki that are used by the club as well as coaching being undertaken by volunteers who are trained coaches. Coaching clinics would utilise all of the area and being centrally located would enable people from all the pony clubs to attend and bring these clubs together.
- It was clarified the Taranaki Area Pony Club was the main organisation with the individual groups working underneath this. The equestrian community work separately from each other and a lot of them are completely standalone. There are 12 different pony clubs in Taranaki.

411	Tony Uhlenberg
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Points noted in discussion:

- He noted he was attending to promote the youth elements of speedway.
- He noted his special needs son had inherited a car from his cousin which he then learned to drive in and ended up competing at speedway where he has progressed through the ranks.
- Through this he gained his drivers license that then gained him employment. He felt a lot of kids in the community could benefit from better facilities. He emphasised the influence gaining his drivers license had on his son gaining employment.

Questions/Points of Clarification:

- He clarified there were other youth grades around but not in every province. There have been about 40 kids in the youth class year in year out with a lot that travel to Stratford from other provinces. Every year there are 10-12 that move into the next avenue of the sport.

501	John Rae
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Points noted in discussion:

- The work undertaken by the A&P Association is visionary and by supporting the project Council is visionary as well.
- AmeriCARna is now iconic with Taranaki and over four days \$2.2 - \$2.5 million is generated for the region. He noted his appreciation that Stratford hosts one of those visits.
- He had initially thought Cromwell was an odd choice for a motorsport venue but the infrastructure that has come with the facility is nothing short of incredible. Accommodation, workshops etc. It clearly shows if you have the vision you can achieve these things.
- He noted that 20 years ago one would not have needed a license for driving a forklift or helmets on quad bikes. The driver training will allow all levels of training. He noted he had sent his daughters out of the region for proper driving school.
- This opportunity will create something unique in this country. It won't be easy and funding will be hard to acquire but day one is secure the land.
- He noted the business model shows the association can service the loan through farming the land. The support from Council for the loan will mean planning can start.
- He noted the concerns raised regarding noise from drag racing can be mitigated with good plantings and the drag strip will be able to be used for a number of things. He suggested it could be used for parking horse floats or providing the pistol club a new location and that a second jet sprint track could be build.

- He noted speedway would need to come first given its strong connection to Stratford but the next step would be what to build that could generate revenue and he noted the options were endless.

Questions/Points of Clarification:

- It was noted the drag racing is over very quickly but Mr Rae could not confirm the decibel rating.

504, 540, 203	Jonothan Keegan
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Points noted in discussion:

- It was noted he had missed the public meeting but felt there seemed to be a few gaps in the proposal. After loaning the money for the Lilley block where would the remainder come for the Gilbert block?
- He noted he had had a lot of involvement with stock cars and was in full support that this was a good move for them and would allow for more meetings in a year. He noted he currently holds a steward license for ATV racing and that his two sons were currently top of ATV racing in New Zealand. So he supported motor sports.
- As the boundary will back onto his farm he was concerned about the noise. During the fireworks night heifers grazing crashed through fences. He was about to go help another neighbour with a bull who had gotten injured due to the fireworks. He questioned how the noise from a drag strip would be mitigated.
- He clarified that as dairy heifers these changed every year and therefore it was not a case of getting stock used to the noise.
- He questioned the 220KV power line that goes straight through where the drag strip is proposed. He noted a plane would not be able to land through these either if the strip doubled as an airstrip.
- Mr Rae clarified that in Indianapolis trees dulled the noise dramatically from the drag strip.

Questions/Points of Clarification:

- It was noted that the power lines were quite low at some points. If the dirt track was created, jumping motorbikes could be an issue under these.
- It was noted that the plans were just a concept at this point.

221	Mike and Helen Cameron
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Points noted in discussion:

- Mr and Mrs Cameron are gravel rally drivers.
- Mr Cameron thanked Council for the opportunity to speak and saw the whole plan as a very forward venture. There is not more land being created and this gives the opportunity to have a venue in the heart of Taranaki that will be very well used.
- He noted the 559 submissions shows there is a bit of passion for this.
- He noted he had been part of the starting committee for the Stratford Sprints which had just completed 30 years of racing in Stratford. This shows the council is proactive and knows what the people want.
- He noted there were so many variations of motorsport but he noted he supported the youth driving facility as the main point. He noted Mansfield would operate seven days a week with this if they could. There is nothing available between Hampton Downs and Feilding. There are a lot of young people to come through and the death notices in the newspaper from road accidents show you need skill and the only way to get this is by learning. This would also allow for forklifts and tractors as they are starting to be required now.
- Mrs Cameron noted the planned layout was much better than Mansfield. She noted she was part of Women in Motorsport NZ and a Motorsport NZ volunteer which meant she

was often travelling to Manawatu for events and having to stay there, this would mean people would come here to our motels instead. She noted it takes 150 people to run an event in Mansfield.

- Being in the heart of Taranaki and with a blank canvas gives such an opportunity to create and ensure all facets are conducive and are happy with where they are placed. She noted the covered horse stadium is too close at Mansfield and already this proposal has had the forethought to have them on the road side and the motorsport further to the north. She noted stone bruises create many weeks of downtime and horrendous costs for horse owners and that a special facility for the horses was the way to go given the land would be available.
- She noted that the power lines questioned by the previous submitter can be buried.

Questions/Points of Clarification:

- It was noted they did not think this proposal would become a threat to Mansfield. It was noted that they had said if Taranaki could take 3 days of driver training off them it would significantly help them.
- It was clarified it was approximately 350m between the horse facility and motorsport at Mansfield. The vision is to move further away than that and it gives the opportunity for tree planting with a blank canvas.
- They noted most of the motorsports were around 95 decibels and that their farm was on the railway line and stock do get used to the noise.
- They noted this could be the last chance to get something like this with the land available where it is.
- The District Mayor noted the Stratford Street Sprints were very popular. He noted he had looked at Mansfield's website and there were events every weekend in November, December and January. It was clarified that these events ranged in scale and required volunteers. A day event compared to an international race meeting which required being away for five days with travel, training, test runs and the competitive racing. It was noted the cart event (2k Cup) gave the opportunity to win to buy a cheap vehicle and was a cheap entry level event. There was the opportunity to do this here and would mean accommodation would be required to man these events as well as competitors.
- She noted last month Mansfield hosted Truck Racing for the first time in 12 years and the crowds were bigger than for international racing with people coming from all over New Zealand. Entry was only \$10 which meant families could attend with high prices people shy away. It was also noted there were 5000 people that attended the Auckland event this past weekend.

The meeting was adjourned at 9.55am and reconvened at 10.25am.

269	Mark Masters
<p>Points noted in discussion:</p> <ul style="list-style-type: none"> • This project is the shot in the arm that Stratford is in need of as it is stagnated and has seen a demise in industry over time and lags behind other towns of similar size for its GDP. • He felt there was very little reason for school leavers to stay here. • He noted he had been impressed with the previous speakers, in particular the race track organisers. • He noted he had been hesitant in the involvement of Stratford District Council in this project which was outside of its core business. But noted Council would not own the land and would not be involved – and agreed it shouldn't be. • As a facilitator for funding at a very low interest rate Council would make sure this proposal gets past the starting gate. Without this help a once in a lifetime opportunity of purchasing adjoining land would be lost. The association has assured us that the loan can be serviced and with an all time low interest rate environment it should be a simple task. • All the assets plus land as security against the loan means minimal risk for Council and the opportunity has to be seized for the community's future. 	
261	Kim Sharpe, Chris Uhlenberg & Peter Kuriger
<p>Points noted in discussion:</p> <p>Peter Kuriger:</p> <ul style="list-style-type: none"> • Has been involved with speedway for most of his life and Taranaki stock cars was one of his babies. His goal is that speedway will be here for his grandchildren and a part of this proposal will mean this will be the case. • Taranaki Stock Car Club has a good relationship with the A&P Association for in excess of 50 years. • The stock car club took a venue that was a show ground and turned it into a fully fledged speedway arena. There have been ups and downs with the association but both clubs have always been able to work forward through problems which has allowed them to create the venue that is there. • One of the issues with speedway is it keeps growing nationally and regionally. Last year it grew nationally by 11% and this year it is anticipated that growth here is way in excess of that going by the first two meetings. We are fortunate to be one of the largest competitor bases in the country second only to Palmerston North. • The sport is family orientated and they have done a good job creating the youth sections and sections for younger children as well to be a part of the club. The youth section was created by this club and is now nationwide. • Stratford Speedway is an advancing organisation and is always looking to the future but are struggling with ageing infrastructure and having outgrown the club rooms. • He questioned where else in New Zealand could you find 100ha of land north of the town which is basically just incumbent with farm buildings. You would not find a piece of land that big to develop into the facilities required. Our goal is to support their venture to achieve this with the proposal making the future very promising. The land would also retain the buffer between the club and the town. • He noted the club was the first one to do electronic lap scoring and the first in New Zealand for TV compatible lighting. • He noted he believed the A&P Association had the ability to do this project. <p>Kim Sharpe</p> <ul style="list-style-type: none"> • The A&P Association and the Taranaki Stock Car Club have a really strong solid relationship. • It is a family sport and has families that have been involved for generations. History is just as important as the future. 	

- The club has the second highest membership in New Zealand and the better facilities will make it the highest. The club is strong but it will allow it to be the strongest.
- Currently it is not suitable to meet spectators needs. The ability to presell tickets will mean people don't have to sit for hours to secure the best seats. The clubrooms are not very inviting and the social aspect of the club has been impacted due to this.
- She noted spectators were up 25.5% from last season. This is the best regularly run event in Taranaki and the track and summer brings a huge amount of people – the improvements would see spectators and visitors grow and give the ability to run different events.
- Council has a vision and is future thinking. If the vote is yes for the loan then the stock car club will work positively with the A&P Association and other motor sport codes to make the project a huge success for all involved.
- Noise is an issue and garages will be provided to get those working on cars out of the township.

Chris Uhlenberg

- Has been involved with the club as a volunteer race car driver from 1985-2008, has had two stints on the committee and is the current vice president.
- He noted the proposal is valuable to the community and to the province and is viable.
- It is time for the track to be upgraded and moving the noise away from town to reduce the effect it has on residents. The land option to the north is the logical place and would not impose on anyone in the area.
- Up to three generations have come through the track through the youth class.
- Last few years it has seen the highest number of competitors and that only counts the participants and not the club members.
- It is a viable project for the whole of Taranaki.

Questions/Points of Clarification:

- It was noted the current facilities did not allow for garages, however it was identified by the club that there was a need for this now due to residents submissions through this proposal. They are now discussion what can be done to address this to alleviate the problem for residents. The new facility will allow for this easily.
- It was noted that there was no official economic impact provided from speedway although they had been in communication with key companies in the past to try and get that information. They are now back in contact with Venture Taranaki to work towards getting that information.
- It was noted that the next step following the purchase of the land would be provisional plans, drawings and then an application for a resource consent. There have not been discussions with the Association yet if the club would continue to lease the land or become part owners as the key emphasis at the moment is to get the land so the work can be done in the future. They noted there is a lot of resources within the club both financially and for resources and there would be no problem creating the new venue.

530	Dana Haszard
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Points noted in discussion:

- It was noted Ms Haszard had had a lifetime involvement with equestrian through pony clubs, instructor, parent, Riding for the Disabled, Taranaki Hunt, Trekking and has focussed on dressage and race horses in the later times. This gave her a reasonable idea of the expanse of the equestrian movement.
- She noted a trend observed with over four decades in the sport was clubs having to vacate their grounds and move. This causes a flow on effect on membership, activities and morale.
- The Stratford Park project is unprecedented – a centrally located farm park that will allow to meet, run rallies, provide a safe place to ride – this is exciting for equestrian and will cause a sigh of relief that at last someone is taking the steps to address

equestrian needs. There will be much shared grounds in terms of needs from various groups ranging through competitions, recreational use and training needs and a widespread need for an indoor arena and grassed area.

- Work is being completed on creating a network of facilities (bridle tracks) and this is welcomed but only addresses a small part of identified needs. Existing pony clubs need to be recognised that these facilities could be used for training needs and this project offers an exciting and practical opportunity being centrally located and with the ability to grow and expand the vision for the future. This is exciting for the individuals, competitors, trainers and educators. It will bring people together and establish seven day use of the park.
- Equestrian encroachment of urban land discourages infrastructure and alternative venues are required to be hired or numbers of events run are restricted. This has Taranaki wide potential to ensure the viability of equestrian in the future.
- There are three major disciplines here for eventing – show jumping, show hunting and dressage. Adult riding clubs are becoming increasingly popular and there are seven pony clubs – some with branches within the clubs, western riding, hunt and trek, working groups, breed societies and specialised in show. To accommodate these groups makes economic and practical sense providing opportunities and support for both young and old. People will be attracted to come to a multi equestrian park.
- She thanked Council for looking at what is possible for equestrian and noted the Stratford community deserved every advantage it received.

Questions/Points of Clarification:

- It was clarified that she did use the Hawera indoor arena for dressage and they are run as two day championship nationals. In winter because of the ground surface every event is run over two days as there are eight different to run and are split between high and low grades. If there was an all weather surface this could be used and the event could be run over one day – in spite of rain. There have been talks about this happening but nothing has developed. It has become the hub for dressage but it wasn't the case a few years ago when the Waitara pony club was used more often.
- It was clarified that if this development proceeded dressage would still go ahead in Hawera but that this project was beyond anything she could imagine going on the Hawera property and would ask why stop all the other advantages that can improve facilities and address the needs of the population where the majority of the horses are. This would be for both general and competition use.

552	Bryce Barnett	10.45am
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Points noted in discussion:

- He congratulated the senior executives and the Councillors for taking a lead role and being brave in putting such a recommendation together. He fully supported the proposal.
- He noted he was involved in property development and investment in both New Zealand and Australia and problems he often sees is how to keep small cities alive and Stratford is doing it!
- Growth is not offering free car parking it is being big and brave and going outside of the comfort zone.
- Cromwell Park was a big vision.
- He noted the trustees behind this have the ability and despite the reputational risk they want to back this project!
- He has looked at the economics and does see the project progressing nicely.
- He noted the presentations from the groups had been excellent.
- He noted Council would not be able to please everyone but the fact they had had the courage to make the recommendation needed to be acknowledged.
- All the groups that could participate to make it successful need to be well thought out and each group may need to compromise to make this work.

- He noted that Hawera as the equestrian hub was not different to Taranaki having 18 golf courses and questioned if in 10 years they will still exist? They all suffer because they think they are more important than the others.
- It is very important the Association is looking at the multi-generational approach. He noted his appointment as the chair of the Te Karaka Trust and that the change in focus will be multi-generational. We need to retain the people we have here, bring back the ones that have left and attract those who will think it is a great place to live.
- Corporate functions will be possible with this complex and will bring groups from Auckland and Wellington to participate in these.
- The vibrancy of the CBD will completely change and the local community will see new motels built followed by a resurgence in the town.
- He noted his support and stated King Lear could not shake a spear at this one!

Councillor Dalziel joined the meeting at 11.00am.

Questions/Points of Clarification:

- It was clarified that further opportunities for Stratford could include truck driver training to give those businesses within Taranaki an opportunity to have their driver training here rather than sending away – he noted Symmonds, Hookers, Fonterra as examples. The facilities would bring other businesses with it – auto electricians, mechanics etc. More accommodation would be absolutely essential and the big influence on food would see existing businesses afford to do their buildings up. The recent success of the subdivision show Council are leaders for a small town and this will just lead to more opportunities. Success breeds success. Capital always follows a good project. It won't happen overnight but it will happen.
- It was noted private investment would be required but felt that those people who will operate from there will put the capital there. Got to start with the right base of infrastructure with no one being more important than the other. Everyone will have a role to play to all compliment each other. Big capital will mean some sort of entertainment centre will be required. This is the beginning of the journey and he reemphasised capital will always follow a good project, with something like this equity funding does follow.
- It was clarified that Mr Barnett did think Council should not be part of the governance team but believes there is a more active role to play to help with conflicts and compromises and Council will have to play this role for the long game.

543	Craig Nielsen
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Points noted in discussion:

- Is a proud and passionate supporter of community opportunity and cars and motorsports have been a big part of his life.
- He noted he was raised in a ball sport family and felt this was well catered for in Taranaki. He had always wanted to participate in motorsport for which there are lots of participants but no locations other than speedway, go karting and motorcross. The majority of motorsport is undertaken on closed roads which is becoming increasingly harder with increased safety requirements.
- Racers travel to Masterton or Auckland. What a commercial opportunity for Council to welcome national and international visitors while providing a place to learn to drive, drag race and circuit race. Surely this will help with road safety as well.
- He noted this offered the potential to grow and foster future New Zealand level drivers.
- The local mechanics will have work from this.
- The vision is bold and a once in the lifetime and could be the most significant development in Stratford and Taranaki.
- There has been talk about realising some sort of motorsport facility in the region before but the possibility to combine sports is innovative.
- He noted the events and tourism potential and stated Make Stratford Great.

- He encouraged Council to press on and support the purchase of the first parcel of land.

The meeting was adjourned at 11.14am and reconvened at 11.40am.

146	John Lincoln
<p>Points noted in discussion:</p> <ul style="list-style-type: none"> • Has lived in Taranaki for 10 years and has come from Tikorangi from work to speak today. • He noted that any time investment is made in land can't be wrong and should be an underlying thought for this decision. He did not know of anyone who has brought land or a house and lost money. • By investing in his project the mana of Stratford will be raised and will be a major showground in an area dominated by New Plymouth bringing with it investment from outside areas such as an equestrian medical centre for horses because it is a long way away at the moment. • Any sort of motor sport brings in extra investment, jobs, opportunities, people staying and yes heightened traffic but Stratford is on a state highway. • He noted the railway was noisy but it was possible to sort these things out one way or another. • He noted the District signage stating Stratford is in the heart of Taranaki and felt this gave the opportunity to be at the heart of Taranaki. • He felt the drag strip would compliment the AmeriCARna event and would give another reason to stay in the area. • Classic motorcycle racing would be very well supported with a lot of racers in Taranaki and the Central North Island who would travel. • There would be lots of opportunity to make money out of accommodation, food and drink and would raise the game creating a place to go to instead of to go through. 	
186	Philip Macey
<p>Points noted in discussion:</p> <ul style="list-style-type: none"> • He noted the project was significant, ballsy and visionary and would be multigenerational. • He noted his horse racing and motorsport background and is an accountant. • He noted it would be important to minimise the risk by good management involving a lot of people along the way and likened it to buying a yearling race horse supported by vets, trainers and a good jockey to fulfil its potential. • There is a core group of people involved in his project but a professional project planner would be used when the spade went in the ground. The first step would be buy the land. They know what they are going to build. • He noted the reputational risk involved in putting themselves on the line. The numbers involved have included advice from independent consultants and farmers and has put his name to the budget to show his belief and confidence that this will work. • There is a big job in sourcing funding for the infrastructure but there is a good team to help achieve this. This team has grown significantly and did include the Council who if it lends the money becomes involved in the project. • He noted he had been involved in the proposal in the North of Taranaki and there had been no Council support, no land and nothing to line up to give the assurance it could work. With Council support the first step can be taken which is the riskiest but the most important step. <p>Questions/Points of Clarification:</p> <ul style="list-style-type: none"> • The budget to fund the infrastructure while repaying clumps of the loan was questioned. He noted there were numerous options for funding of the racetrack/circuit but it was 	

tricky to put a 20 year budget and he could not predict how the whole project will be funded however there is a lot of interest and government grants available. He noted the key point was it needed to get started somewhere. There were a lot of people within speedway that have experience and the business to provide a collaborative effort to raise the money. What could generate revenue had been looked into and as farmland it will be able to. No soil has been turned so each step needs to be taken as it comes and make sure that step is sustainable at that point, it doesn't matter if speedway is done first and the rest takes five years as long as it is sustainable. This project gives the ability to spread out as much as is needed or to bring forward if able.

- It was felt that a 30 year plan put the project at risk and felt it needed to happen within 5-10 years so people can see what is going on and get invested financially and emotionally. Mr Macey noted this comment and stated that was why the work undertaken over the past two years is only now being released to the public as they were careful not to do so too soon. He noted they wanted to get the speedway through as fast as possible but he emphasised the need to ensure it was sustainable. This was about creating something that can fund itself.

The meeting was adjourned at 11.53am and reconvened at 12.30pm.

534	Mike Procter
<p>Points noted in discussion:</p> <ul style="list-style-type: none"> • Mr Procter noted he had not affiliation with equestrian or motorsport. He was a resident and a ratepayer in Stratford. • He noted Stratford needed to diversify and expand its population and the proposal presented had the potential for that. • He noted he had not seen presented in the public domain how these benefits claim to produce 200 jobs and the associated financial benefits. He hoped the business plan contained an economic report. • He noted over 500 submissions were received with 400 in favour and noted it was good to see people were interested. He hoped Council would ask how many of these had come from ratepayers and residents from Stratford as it was noted they had come from all over New Zealand with a large proportion being from the motorsport community. • He noted it was good to hear from equestrian representatives earlier today as none had spoken at the public presentation and felt it was disappointing no one from the A&P Association had spoken. • He felt it was clear that from the speakers and submissions the project is first and foremost about motorsport – not the A&P Association or equestrian. • He questioned what had happened to the Future of Broadway project? And noted the development of Prospero Place had been put on hold indefinitely after Council had devoted itself to those developers in assuring the ANZ building would be demolished. He note that development had been funded by a private developer and the Stratford Park is funded by volunteers who are passionate but it is only a sideline to their livelihood. He noted his concern that Council would have to pick up the pieces to carry it through for the next 10-20 years. • He noted the loan repayment would be over a 40-45 year term which was a very long period of time and any adverse effects could happen during it. • The A&P Association has one three day event annually and nothing stated in the presentation that this could change. Motorsport could put on 100 events a year as opposed to its current 17-18 but that would mean two a week with the noise that was experienced this past Saturday with the last race at 10.45pm. • He noted his awareness of burning fossil fuels and the impact on health and the health of the planet and felt it was astonishing that people would continue to promote anything that uses fossil fuels. Motorsport burning of fossil fuels is as an indulgence and not a necessity. • He felt the decision was being rushed and queried the urgency for the vendor to sell the land. • At the moment he did not support the project and option 4. <p>Questions/Points of Clarification:</p> <ul style="list-style-type: none"> • It was clarified the additional information he felt should be public included how much income Council gets from the A&P Association or speedway and noted his concern speedway was unable to answer how much revenue it brings to Stratford. They should have some idea how much is being put into the community or paying every year to Council. If it all turns to custard then it can be turned back to farming, if it's a good deal then yes agree with that purchase but where is it going to be funded from and are ratepayers going to have to pick this up. He noted with the changes proposed with the 3 waters Council would be getting smaller and smaller. He noted the points in his submission regarding fossil fuels and combustion engines coming to an end and in 10-20 years they will disappear. Electric vehicles are the future and noted that the noise would disappear with these. He noted the noise issues would be dealt with at the resource consent time. He clarified his two objections were the very little financial information provided to the public and the noise and pollution issues. 	

With speakers to submissions failing to attend Councillors were given the opportunity to discuss specific submissions heard so far.

Points noted in discussion:

- The Director – Environmental Services noted that the noise would unlikely comply with the District Plan noise provision and would be addressed as part of any application for a resource consent along with measures that can be taken to mitigate that noise. It is unknown what form the process for this consent would take but it was likely there would be public participation, affected party engagement and an environmental commissioner for the decision.
- Mr Sutherland noted it was almost certain it would require a consent if it was to be built in its current location and whether it would be granted or not would come down to how much noise was produced and what mitigations were able to be put in place. There were predictive computer models that take the noise generating components of an activity and compare it to the topography and weather in the area.
- Councillor Erwood noted at Western Springs in Auckland it was 85 decibels at the fence. Most stockcars are limited to 95 decibels. Drag strips are 141 decibels and top cars are estimated at 150 decibels. Damage to ears occurs at 140 decibels.
- It was noted the Power Station was an obvious comparison for high decibel readings. The off road track is not covered in the District Plan but does have a resource consent. It was clarified that noise from aircraft and flights are not controlled by the District Plan – they are for taxiing but not flying.
- It was noted there had been very minimal complaints received about the noise from stock cars with the exception of the fireworks evening as they are just generally accepted by Stratford. This could change with new residents.
- It was clarified that the additional information requested by the Audit and Risk committee would be circulated to Councillors as soon as it was available. This would be included in the Extraordinary Agenda for receipt by Council and it was at that point Council would be required to decide if the information is satisfactory to proceed. That will then be followed by receipt and adoption of the resolutions within the minutes from this hearing. The Full Council would then have the ability to amend or discard any recommendation made by the Policy and Services Committee if the information raised concerns. It was noted a deputation had been received by members of the A&P Association to formally speak to Council prior to receipt of the requested information. This would allow the opportunity for questions to be asked regarding this.
- It was noted there had been an absence of equestrian comments prior to the submission process and there are now a number of codes specifically endorsing this proposal which has been reinforced by verbal submissions today. The common issue is access to the existing indoor arena and the view today there is ample room for further equestrian facilities within the region.
- It was clarified the Taranaki Regional Sports Facility Strategy was established three to four years ago as there was a desire by a funder to avoid duplication throughout the region and at what level services were provided for locally. It was an attempt to coordinate what was built and where. Centres of excellences were developed to avoid duplication and ensure grass roots facilities were everywhere. The minority of funders take guidance from this, but all of them look at it. Stratford is meant to be the centre of hockey but is currently watching hockey go to New Plymouth. Stratford is looking to become stronger in equestrian services so it is a similar process. In principle it is worthwhile.
- Equestrian submitters had all stated their facilities were not up to scratch and this was holding the sport back. It was noted that Hawera was noted within the strategy as the hub but that there was allowance for a multilevel equestrian park was to be created north of the region closer to the population base. The District Mayor noted that Stratford was further north than Hawera with 69% of the horses based in the northern part of the region.
- It was noted that electric cars were the way of the future which would be quieter and faster. There is starting to be an electric class for the circuit and rally cars.

- It was noted it was impressive how many submissions had been received from young people who were really concerned around the future of this project.
- It was noted that driver training was an important part of this project and this had been emphasised during the submissions. The AA is very keen to see a facility developed in this area and made their support known verbally. Road safety would improve with better drivers, the ability to upskill young people and encourage professional driving would be a bonus. Future compliance for other motor vehicles could be covered here as well.
- The concerns raised regarding the intersection at Flint Road were noted. Changes to the roading structure could be included as part of a resource consent process with the cost falling on the applicant or it could be a NZTA cost or Council cost. The racecourse was actively used on the show weekend and could provide an opportunity to formalise ownership and maintenance of that road. There could be a number of opportunities to facilitate multiple access points. It was noted that the Flint Road intersection has been highlighted in the safety study done by NZTA between Hawera and New Plymouth as a dangerous intersection. Any increase in traffic would accelerate the need to improve this piece of road where there has been a number of accidents. It was noted for major events the organisers do use traffic management which works well.
- It was noted there were 40 competitors in the youth class for stockcars. Stock cars does offer a lot and does a lot for Stratford and is not a club that comes to ask for things.
- Concern was noted that the business case and financial plan would not be revealing as far as the open financial viability of this project. The final decision will be taken with a huge leap of faith. The Director – Corporate services noted she had received a draft last week and made suggestions based on her knowledge of what Council had requested to see. It needs to be clear, transparent and make sense with supporting numbers behind it. There will be a further risk analysis within the cover report.

468	Diana Wynyard	1.25pm
<p>Points noted in discussion:</p> <ul style="list-style-type: none"> • Her strong connection with Stratford was noted, her husband is Richard Masters and the Masters family has been involved with the Stratford community for 2 centuries. • She noted she was very interested in this proposal and when walking her Labradors she had noted the privilege in having green space available but questioned how long it would be available. She noted the green space was the heart of New York with Central Park and in New Plymouth with Pukekura Park. • The vision of people like Council who allow these things to happen is important to ensure we retain them. • She noted the New Plymouth and Districts Riding Club had been set up for those interested in riding and low level competition and gives the chance to have a go at different things. The philosophy of the riding clubs is involvement and they are very community based. • Every year the New Zealand Riding Club have a competition where teams of six come from all over the North Island and participate in a range of riding activities. Teams work together and the criteria for success is helping and supporting your team. The new equestrian proposal would be ideal for a competition like this as currently in Taranaki equestrian is squashed and restricted to a couple of locations. Activities include cross country, showing, fun activities and a lot of socialisation which puts money into the community. • She noted her support for the development of the equestrian facility and the preservation of green space which is more valuable and the most important thing a community can have. She noted it was amazing one of the smallest Councils in New Zealand was taking on such a fantastic project. <p>Questions/Points of Clarification:</p> <ul style="list-style-type: none"> • It was clarified the group had about 90 members and the cost was \$20 per year which made it very affordable to join. 		

The meeting was adjourned at 1.33pm and reconvened at 2.10pm.

51	Callum Neeson
<p>Points noted in discussion:</p> <ul style="list-style-type: none"> • It was noted Mr Neeson lived in Stratford and competed in the New Zealand drift series. • He is heavily involved in motorsports and organises drift events in Taupo. • He noted he has seen what these events can do for towns – bringing 500-1000 people in for test days and thousands of people in for competition days. It is the fastest growing sports at the moment but he has to travel three hours to make them happen. • He noted these events encouraged people not to do these things on the road which is a benefit. <p>Questions/Points of Clarification:</p> <ul style="list-style-type: none"> • It was clarified there were only three tracks for test days. There were approximately 40-50 participants for test days, driver training and competitions. A three day event brings a lot of people. • It was clarified the track would support all sorts of motorsport events and wouldn't require a different track for different disciplines. • It was noted that there was work being undertaken on electric drift cars however further work was required around the batteries being a contact sport and needing them to be safely contained. • It was noted Taupo Motor Sport Park had strict rules and regulations around noise and 90 decibels was what it ran out at the moment and this is tested. 	
46	Kirsten Hopkins
<p>Points noted in discussion:</p> <ul style="list-style-type: none"> • She noted she was an adult member of the Eltham Pony Club. • She noted there was an estimated 80,000 horses in New Zealand and an estimated 40,000 race horses. • This would be an excellent proposal for the Stratford District and noted that she believed the jobs that would be created would be more than anticipated and have a knock over effect into hospitality and accommodation. • This could become the national equine facility and could host Horse of the Year competitions and bring massive income to the area. • She noted the sport horse industry contributed \$1 billion to the economy. • She noted she had a business idea she was looking to begin in Stratford that would definitely be benefited by this. This was an equine related business. • It would be supported by local horse owners who would be grateful for these types of facilities. 	
531	Ross Soffe
<p>Points noted in discussion:</p> <ul style="list-style-type: none"> • He noted he had been a member of the A&P Association for 25 years and a ratepayer in the Stratford District for eight years. • He noted it was great being able to contemplate this project that was much bigger than any of them had imagined. • The A&P Show has continued to grow including the demand for parking. If access wasn't supplied by neighbours it would be a major issue. • More and more businesses want to be involved and they are bursting at the seams. • The event is very expensive to run and more room is required to bring more income stream in from others using the facilities. • Through endless meetings, studies and a good steering committee this idea has grown and he thanked Council and the Mayor for the support and ongoing encouragement 	

<p>they have given. He thanked Neil McDonald, the steering committee and the consultants who have gotten them to this stage and continue to help grow the concept.</p> <ul style="list-style-type: none"> • He understood it was a huge leap of faith to lend money. The A&P had the most to loose but felt it would be good gains for everyone. • The A&P has run this way for over 100 years and the stock cars for over 50 years. • There will be endless opportunities for business, accommodation, equine and employment opportunities and as a last resort it will provide a subdivision option. • This is a great opportunity but can only go ahead if the land is secured. <p>Questions/Points of Clarification:</p> <ul style="list-style-type: none"> • It was noted Mr Soffe saw the benefits to the A&P Association would be the ability to run the show bigger and better. There were also additional ideas that existing land could be used for that would be related to the show including expansion of the campervan area as users were complimentary of the facilities. They saw the ability to improve other organisations with equine activities which would help with income stream. 	
481	Allan Chesswas
<p>Points noted in discussion:</p> <ul style="list-style-type: none"> • Mr Chesswas noted he had worked with the Stratford District Council in the past as the Environmental Planner and managed the process for the 2006-2008 District Plan. • He was encouraged by the proposal and thought it was a fantastic opportunity for this town it complimented Council's track record for being visionary and positive. • The project was a good fit with the priorities around economic development and identity. • He noted land was excellent security but it should be considered how it feeds into the town centre and the way it operates in relation to traffic. • The bypass issue has been raised before with differing ideas. He thought an arterial highway would benefit the town in the long term. The topography and landscape of the town would mean the town centre will always be where it is but the extended flow of traffic will continue to become more and more of an issue. • An arterial road needs to be considered in terms of this land. He suggested coming over the bridge into town and heading down to golf course and coming out at sale yards and continuing out of town past the High School could be an attractive option for those not wanting to stop in town but being longer would still offer incentive to continue and stop in town. • As the land is acquired and transacted these issues should be flagged and thought about including part Council ownership of the land to form a partnership for future subdivision or development of roads. Given the 40-50 year time frame plans for an arterial road should be put in place now. 	

The meeting adjourned at 2.33pm and reconvened at 3.17pm.

The Taranaki Daily News reporter joined the meeting at 3.17pm.

556	Jeff Dobson
<p>Points noted in discussion:</p> <ul style="list-style-type: none"> • He noted he expressed his support that of his business, and outlined his involvement and commitment to training and apprenticeships, mentoring and having been involved in all facets of motorsport from 6 year old karting to chairman of the kart sports New Zealand and the success of the speedway. • Sponsorship and marketing and involvement in all facets and what it brings back to the community is hard to quantify. Having been involved and knowing we are going to have a facility like this means generations can be involved. • He noted use of the term motor sport but clarified that this did not exclude non-motor sport people – any one can grab a warranted car and a helmet and do laps or have lessons. Anyone who holds a simple license can be involved and that is very positive. 	
539	South Taranaki District Mayor Phil Nixon & Marianne Archibald
<p>Points noted in discussion:</p> <ul style="list-style-type: none"> • South Taranaki District Council see the proposal to lend money to the A&P Association to allow for expansion is a great idea. • They are supportive and excited for most of the proposal and the motorsport centre will be an asset for Stratford and all of the region. • They are very much against any form of equine centre to be here in Stratford. There is an inside arena at the Egmont A&P grounds which was identified under the Taranaki Regional Sports Facility Strategy as the equestrian hub for Taranaki. It can house 200 horses under cover and another 100 outside of that with a further 100 if the indoor arena is not being used. • We are small districts in New Zealand and are used to fighting for what we can get but its important to recognise existing regional strategies that were adopted by Council and note that together we are Taranaki – like no other. <p>Questions/Points of Clarification:</p> <ul style="list-style-type: none"> • It was noted that the strategy provided for local equestrian facilities. The submitters felt what was proposed was more than that and with the bones of a really good facility in South Taranaki this development would be detrimental. They would not want a competing regional facility. • It was questioned if there could be two complimentary facilities? The submitters noted that this would require a lot of consultation with South Taranaki to ensure the facilities were not competing. It was noted the Districts needed to work together to support each other in specific areas, and the region. They confirmed there was potential to work together but it would also need to be done closely with the facility. • It was noted there had been several equine related submissions heard by the committee today and questioned if there was room for expansion in South Taranaki. It was confirmed a proposal was drawn up in 2015 to expand to an outdoor weather arena but was pushed aside in 2018 due to dust issues. A material has since been used in Taupo which does not create dust and could be a solution to the halted expansion. There were a lot of organisations being turned away due to the bookings in the indoor facility. • It was noted that any form of cooperation would need to be talked through with the equestrian people. From South Taranaki District Council and the Egmont A&P Association's view they would like to see all facilities retained in South Taranaki with the expansion being able to accommodate the requested usage. There were quite a number of national and international events that the expansion would give the capacity to host. • It was noted submitters today had highlighted the difficulty of booking and able to get into the facility as it was well utilised and their areas suffered because of that. It was clarified a time frame for the expansion could not be given as it was the Egmont A&P Association rather than the South Taranaki District Council, but discussions had been held with them and they were not turned away when requesting funding. That facility 	

and the showgrounds return a lot to the South Taranaki District. It would be their call at the end of the day.

- It was noted that many equestrian people were at a show in Taupo today so were unable to attend this hearing.
- It was noted there seemed to be an issue with bookings and sharing the bookings for use outside of equestrian. It was felt if it was a regional hub then it should be specific to equestrian. The submitters noted that there was an interest to help the A&P Association with the number of bookings but noted that they travelled here for their motorsports but this was also available to South Taranaki residents in Whanganui.
- It was clarified that a lot of South Taranaki residents used the equestrian facility but there was also a number came from the north for events. There are all sorts of equine events run through the arena and horses from all over.
- The District Mayor noted the provision in the Regional Sports Facility Strategy for a second equine facility in the region nearing the larger population base but non specific which indicates there was the opportunity for two facilities in the region. He did not feel that being North or Centrally located made much difference. He saw it as a smaller facility for every use and weekend events that would compliment the equine hub in South Taranaki. It was clarified that the second equine facility allowed for was of local level and not a regional level.
- The submitter questioned the accuracy of the numbers of horses within the proposal noting it stated there was one horse in Whanganui.

554	Mike Carr & Zanta Jones
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Points noted in discussion:

- It was noted this submission was provided on behalf of Sport Taranaki in its role implementing the regional strategy.
- They noted it was difficult to separate the specifics of the projects from deciding if Council will fund the loan. It was felt the acquisition of the land is very much driven by the specifics and Council should very much be involved.
- Support was given for Option 4 giving the opportunity for the loan to be at a much lower interest rate than the association could achieve on its own and it would have no impact on ratepayers.
- It was felt that the most important parcel of land for purchase is the area along SH3 between the showgrounds and the township to protect the barrier.
- High consideration needs to be given to protect the future of speedway in Stratford and Sport Taranaki can provide support and resources to the project and to help with governance models and collaboration. It can help provide input into the refinement of the master plan and a detailed design in terms of functionality and multi use that will be responsive to the needs and future needs.
- The level of involvement in such a significant project is to ensure no long term impact on rate payers.
- He complimented Neil McDonald and the committee for their vision and to Council for supporting its progression.
- Flint Road can be a hub or a community and sporting facility.

Questions/Points of Clarification:

- It was clarified that the Taranaki Regional Council was still not a member of the Regional Sports Facility Strategy.
- It was noted the strategy was about the facilities and not the events and has as much teeth as the stakeholders are willing to put in being the three District Councils, Venture Taranaki, Funders and Sport Taranaki.
- The submitters noted they supported Hawera in being the identified regional hub of equestrian and that the needs for facilities and a training facility would be in North Taranaki where the majority of the riders are situated and that their evidence shows the majority of riders are in New Plymouth. Ms Jones noted they were working with

equestrian networks on a facilities network plan for the region to understand what there is in public facilities and private, how they are spread, who utilises them and where the gaps are. This will identify where the priorities are.

- It was noted there was a body of work undertaken to complete the strategy undertaken with 36 different sporting codes to ascertain what currently exists and what has support from national bodies. Ms Jones did not support a second regional facility noting it would cause white elephants and taking events away from neighbouring facilities rendering them not fit for purpose. The key aspects of the strategy was to identify needs and not wants.
- It was noted that submitters during the day had stated the Hawera facility was not available when needed and used for other purposes not equine related. Ms Jones confirmed there were some operational concerns around access and safety and that Sport Taranaki would be keen to support some improvements to ensure it can be used as a regional hub. She noted Council needed to be realistic about the level of use stating there was a total of 61 events with many of those having under 30 participants which questions the scale that is needed to the majority of these facilities. The current master plan is around every sport or user group having their own space with the next phase being more emphasis on shared activity and more hubbing happening as this is where the real value can be seen.
- It was questioned if a second facility would be detrimental or positive? Ms Jones clarified it was about finding the right fit for the community – entry level training facility is what is currently there and could be improved but a regional or national facility would struggle with evidence to support that. The needs of the equestrian community need to be drilled down and work out what is feasible for this community. She noted if the proposal thought a regional level facility would benefit North Taranaki it needed to be realistic about how many would drive 40 minutes with a trailer on. There are many benefits for equestrian with hubbing and we are already seeing those through shared facilities on sites and these facilities can be improved without taking it to a regional facility level.
- It was noted Stratford had been deemed as the regional facility for hockey but Sport Taranaki are promoting New Plymouth for the second turf. Ms Jones noted this was because of the need and growth in New Plymouth. It was noted that this had been the same argument heard by Council from equestrian representatives today as well as noting support for a central location.
- Concern was noted by the submitters that they did not want to see a regional facility that is being handed back to Council in 20 years as it is not being utilised.
- It was noted that the notion equestrians would not travel 40 minutes to Stratford was debatable if they were expected to travel further to Hawera. Stratford is seen as central and accessible for North, South, East and West. This was supported by attendance at the Dave Dobbyn concert filling three nights and people from all over Taranaki.
- Ms Jones noted that travel to a regional level hub would not be undertaken weekly – this is for regional events. They don't travel to Hawera for weekly training and felt that what is currently there could be complimented to fill the gaps identified. Mr Carr noted he was there to support and wanting to ensure that 'fit for scale and purpose' was at the forefront of the decision making to ensure it is a thriving community appropriately sized for its purpose.
- Ms Jones noted they may not support a regional facility for equestrian but they did really support the motorsport regional centre being here and appreciate this would take off across the region.
- It was noted that Sport Taranaki should want to foster and grow all sports – particularly participation and Councillors felt a proposal for a multi facet facility would do this.
- It was clarified Sport Taranaki did not support declining the loan proposal based on the equestrian plans. They support option 4 and there are great merits with this project. They suggest Council gets more involved with the planning for this project so it is as good as it can be in terms of funding and implementation.

302	Renee Berger
<p>Points noted in discussion:</p> <ul style="list-style-type: none"> • She noted she was attending in support of the proposal. • It was noted she had recently started the Taranaki Equestrian Working group which was European form of equestrian that combined dressage with cowboy style challenges. • She noted one thing that hinders this is having a place that the group can base itself to represent Taranaki. There was an international competition proposed to be brought over from Australia but had been postponed due to COVID-19. • She noted she lived in Stratford but members were from all over Taranaki. Stratford is found to be the most central location with Hawera not being central for those in Eltham, Urenui or Oakura who find it too far to travel to. <p>Questions/Points of Clarification:</p> <ul style="list-style-type: none"> • It was noted that the group had tried to use Hawera but the availability made it difficult. • It was clarified the group occupancy for a facility would be dependent as it is seasonal but an indoor arena would change that. They currently use her paddocks but have had to stop as it was turning into a pond. They are currently only working as groups of three due to COVID-19 and to be able to manage the floats and trucks on the lifestyle block. They meet every couple of weeks and bring trainers over as well. 	

8. **DECISION REPORT – HEARING, CONSIDERATION AND DELIBERATION OF FEEDBACK TO A&P ASSOCIATION LOAN PROPOSAL**

D20/31704 Pages 11-647

Discussion

Council needs to consider public feedback to the A&P Association Loan Proposal as part of the community engagement process.

6.2

RECOMMENDATIONS

1. THAT the report be received.

BOYDE/McKAY
Carried
P&S/20/176

2. THAT, in alignment with **Option 4**, the Council’s proposal to lend \$7,180,000 to the Stratford Agricultural and Pastoral Association be approved, subject to the following conditions:

- i. Receipt of a ~~satisfactory~~ business case by the A&P Association to the satisfaction of Elected Members,
- ii. Receipt of an ~~satisfactory~~ independent market valuations,
- iii. ~~Any other information as required by this Committee.~~

Such information, as deemed necessary for the above decision, shall be provided within the agenda for the extraordinary Council meeting to be held on 24 November 2020.

SANDFORD/JONES
Division
For 10
Against 1
Carried
P&S/20/177

OR

~~THAT the Council does not proceed with the proposal to lend \$7,180,000 to the Stratford Agricultural and Pastoral Association (“A&P Association”), and instead withdraws full Council support for the project, or alternatively offers support for the project in some other way.~~

Recommended Reason

For the Committee to gain an understanding of the public opinion regarding the proposal and subsequently decide whether to make a recommendation to Council to proceed with the loan of \$7,180,000 to the A&P Association.

Points noted in discussion:

- Councillor Dalziel noted his surprise that a decision would be made today. He thought no decision would be made until the business case and second valuation had been received as requested. He felt the community feedback could be taken on board. It was noted that this was formality that the Policy and Services Committee was delegated the authority to hear community feedback and recommend a decision to the full Council meeting which had been scheduled as an Extraordinary on Tuesday 24 November. At that meeting the additional information would be received by Council and it would be at that point they would deem if the information was satisfactory prior to adopting the resolutions put forward by this Committee. The concerns and requests made by the Audit and Risk Committee have been summarised within the resolution put to this Committee today. Through the amalgamation of the additional information supplied and the public feedback Council could then make an informed decision before adopting the resolutions as recommended by the Policy and Services Committee.
- The District Mayor noted the need for a debate and giving recognition to the 600 people who had submitted to the proposal. Will Council support this project and if so is it willing to borrow almost \$7.2 million. Why did the association not go through a normal lending process via a bank? He noted Council's role in this was the accessibility to access substantially less interest rates and onlend the funds to give the project much more credibility and opportunity to succeed which was reiterated to him by the submissions received. The submitters have said if Council doesn't provide the loan then it would be much harder for the project to proceed and an opportunity may have been lost. The benefits include job creation which is extremely important to Council, economic growth and development, the identity it would give Stratford and Taranaki, the enablement of future developments, the sporting component and the driver training component were all important points to note. These were all factors a bank wouldn't consider as they would simply look at security and the ability to repay. Council does have a role to play and has gone through the process with community engagement, a public meeting and receiving a large amount of supportive feedback. A lot of codes are affected by this. He was willing to support this going to the next stage but particularly noting the receipt of a business case being to the satisfaction of Elected Members.
- Councillor Sandford noted there was still a lot of think about and information still to come. He felt the debate would occur at the next meeting. He could not believe the amount of feedback received and felt this was the most exciting item over the Council table in his 25 years.
- Councillor Boyde agreed and noted the job was to decide if Council would or would not lend the money and he felt he was still waiting on two fundamental items being the business case and the valuation. He would hold his debate until these items were received.
- Councillor Coplestone agreed the business ratification was needed but noted that should the project not proceed then Council would then have the land and there are other options that could be done with that if failure did occur. He noted the amount of young people that had responded with feedback and felt as they would take over the reins soon it was a good show of enthusiasm that would continue in the future. He had also received a lot of feedback from farmers in support of the project.
- Councillor Dalziel agreed that it was a fantastic opportunity but moved an amendment to the resolution to state "endorse" rather than "approve". He stated a bank would not lend without the satisfactory information and as Council as not a bank it should be more prudent and cautious.

RECOMMENDATION

THAT the word "approved" be amended to "endorse" in the resolution.

DALZIEL/ERWOOD
Withdrawn

- The amendment was withdrawn with further clarification given that the full Council meeting could overturn the decision recommended by this committee. A recommendation by this Committee was required for Council to adopt. Alternatively a different type of report would be required for the Council meeting if there was no recommendation from this Committee. It was noted that Stratford was in a unique situation that its full Council sat on the Policy and Services Committee. The approval was condition upon the additional information being received and being deemed satisfactory by Council.
- Councillor Erwood noted he supported what was in front of them and what other Councillors had said. He felt it was fantastic that 84.98% were in support of Option 4. Words he felt were highlighted by the speakers today were innovative and futuristic. Negative words were that this town needs reinvigorating. This will create jobs and economic development for the area and if it does fail there are other options for the land. He supported lending the funds.
- Councillor McKay noted her enjoyment through this process. She had been inspired by the speakers today and felt uplifted by the energy in the room. She noted one point that had been clear was generations older than her talking about the importance for our youth of our region through driver training and getting jobs and she had taken this really seriously that this is not a short term view but a really long term one – multigenerational. She wants to see the business case but supported this recommendation going to Council.

A division was called:

Those voting for the motion were Councillors: Boyde, Coplestone, Erwood, Harris, Jones, McKay, Sandford, Webby, the Deputy Mayor and the District Mayor.

Councillor Dalziel voted against the motion.

The meeting closed at 4.31pm.

A L Jamieson
CHAIRMAN

Confirmed this 24th day of November 2020.

N C Volzke
DISTRICT MAYOR

POLICY & SERVICES COMMITTEE MATTERS OUTSTANDING INDEX

ITEM OF MATTER	MEETING RAISED	RESPONSIBILITY	CURRENT PROGRESS	EXPECTED RESPONSE
Street Numbering - Pembroke Road - Ariel Street (raised 26 May 2020)		Blair Sutherland	On-going	Update in Environmental Services Monthly Report item 11.3
Detail of Reserve Balance	Policy & Services – 23 June 2020	Tiffany Radich	Complete	Item 9
Report on audit by Envirowaste of contamination at the Material Recovery Facility	Policy & Services – 27 October	Victoria Araba	Complete	Included in Assets Monthly Report – item 11.1 (2.6.3)
Outstanding customer request – update on progress regarding complaint on Dunns Bridge	Policy & Services – 27 October	Victoria Araba	Complete	Included in Assets Monthly Report – item 11.1 (1.2)

INFORMATION REPORT



F19/13/04-D20/31304

TO: Policy and Services Committee
FROM: Director – Community Services
DATE: 24 November 2020
SUBJECT: ECONOMIC DEVELOPMENT QUARTERLY REPORT – QUARTER ONE

8

RECOMMENDATION

THAT the report be received.

_____/_____
Moved/Seconded

1. **EXECUTIVE SUMMARY**

This report provides a combined summary of Economic Development activity over the past quarter in the Stratford District, a report on projects, and the quarterly Venture Taranaki report.

2. **VENTURE TARANAKI**

The quarterly report from Venture Taranaki is attached as **Appendix 1**.

Key Highlights:

4	12	3
Referrals and connections between Stratford District people and enterprises	Mentor matches made in Stratford	Startup clients met in Stratford

472	\$5200	
Client support engagements with Stratford District people and enterprises	Capability Development Vouchers distributed to Stratford enterprises	Callaghan grants and funding distributed to Stratford enterprises

- 419 new jobs listed in Taranaki in Q1, of which 11 in Stratford, and an average of 75 live jobs, of which 2 in Stratford.
- Visitor spend in Stratford district decreased just 3.71% to \$20m in the 12 months to end August 2020.
- Total guest nights increased across New Plymouth and South Taranaki during July, but decreased slightly in Stratford. However, the length of stay per guest is significantly longer in Stratford than for the rest of Taranaki, and for New Zealand.

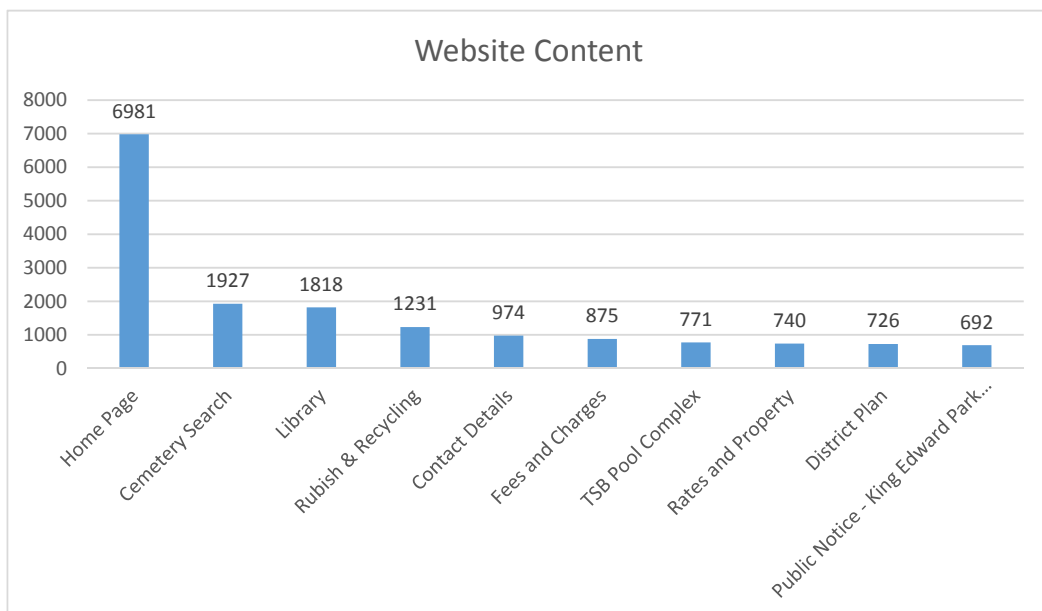
3. LOCAL TOURISM AND PROMOTION

3.1 Website Engagement

Website visits	Q1	YTD 2020/2021
New visitor	13,295	13,295
Returning visitor	3,352	3,352

Eighteen media releases were published on the website this quarter covering a range of topics. These included; Citizens Awards, Plastic Free July, Puanga, Library Computer Classes, Funding announcements for Pool, Cycle Park and community halls, Creative Communities funding, Chunuk Bair, Covid-19 Alert Levels, Pool Development, Recycling changes for plastics, Three Waters Reform, Mayors Taskforce for Jobs youth employment programme, Council’s subdivision, Te Wiki o te Reo Māori, School holiday activity and Scarecrow Trail registrations.

Alongside the website content, articles were also regularly published through social media channels and print media.



3.2 Stratford Visitor Information Centre i-SITE

Performance Measures

	Target	Q1 2020/2021	YTD 2020/2021	Total 2019/2020
Number of people to the Information Centre is measured	>40,000	8,145	8,145	33,008
Number of users of AA Agency Services is measured	>10,000	2,657	2,657	8,842
Percentage customers are satisfied	>80%	N/A	N/A	97.55%

3.3 Events

Quarter One events completed:

- Puanga: 13 – 20 July 2020
- Prospero Markets: 25 July, September 26. August was cancelled due to Covid Alert Levels.
- School Holiday Programme: July, September/October

Quarter Two/Three events coming:

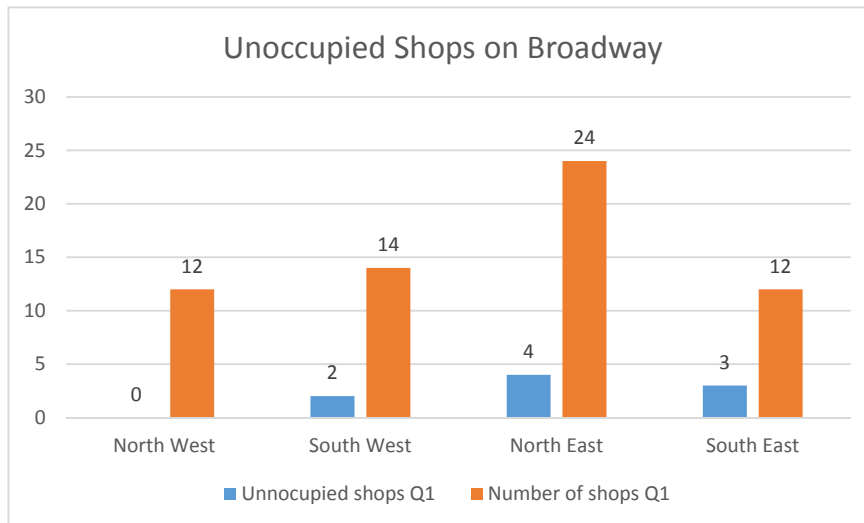
- Prospero Markets: 31 October, 4 December (Christmas Market)
- Scarecrow Trail: 30 October – 13 November 2020
- Whangamomona Republic Day – 23 January 2021
- Summer Nights Movies: 30 January 2021
- Summer Nights Concert: 13 February 2021

4. DEVELOPMENT

4.1 The Connector Bus

Departs (to Stratford)	July 2020	August 2020	September 2020	Q1 2020/21	YTD 2020/21
New Plymouth	319	460	398	1,177	1,177
Egmont				0	0
Inglewood	9	12	9	30	30
Norfolk				0	0
Tariki			1	1	1
Midhirst	2		1	3	3
Stratford				0	0
Ngaere				0	0
Eltham	25	27	20	72	72
Normanby	3	3	1	7	7
Hawera	36	27	17	80	80
Manaia				0	0
Opunake	1	1	1	3	3
Total	395	530	448	1,373	1,373

4.2 Unoccupied Shops



The above table provides data on unoccupied buildings along Broadway (between the round-a-bouts) up until 30 September 2020.

4.3 2035 Projects as at 31 October 2020

Below is an update on the progress of the key projects that the Council is currently undertaking as at **31 October 2020**:

Project	Status	Comments
Pembroke Road land development	Completed	This project has now been completed in terms of construction and all sections in the subdivision have either been sold or are under contract.
Replacement Aquatic Indoor Facility	In progress	A Registration of Interest invitation was extended to 4 consortia experienced in aquatic design and build contracts. Two declined the invitation on the basis of their inability to resource the project within the tight timelines involved while the remaining two submitted proposals which are currently being evaluated.
Children’s Cycling Education Park and Basketball Court	In progress	Tenders for the construction of the principal components of the bike park closed on 5 November and are currently being evaluated. The scope of the proposed pump track is under review pending the outcome of the tender outcome relative to the balance of the park. This will determine the budget available for the pump track.
i-SITE relocation	In progress	A contract has been let for the manufacture and installation of the necessary furniture and installation is expected to be completed by late November/early December with the i-SITE relocating into the library prior to Christmas.

Midhirst abandoned land	In progress	Settlement of all but three of the 45 areas of land has been completed. Negotiations have been initiated with the remaining adjoining occupying owners and a further report will be brought before Council once negotiations have been concluded.
Whangamomona walkways	In progress	These walkways (Te Awa o Maru) have been constructed through the Kingheim forestry block at Whangamomona. We continue to be waiting on the Walking Access Commission to formalise the easements and appoint Council as the controlling authority but in the meantime, signage is ready for erection with a view to officially opening the first track as soon as the above formalities have been enacted. A Memorandum of Understanding relative to their maintenance obligations has recently been concluded with the land owner to supplement the easement agreement with the Walking Access Commission.
Stratford Discovery Trail	In progress	Progress continues on the Discovery Trail. Stratford's icon white pīwakawaka has been immortalised in a mural on Fenton Street and has been receiving a large amount of praise. 26 butterflies created during a school holiday workshop will be installed alongside other components in King Edward Park during November. Contractors are working through specific structural details and logistics to install the repurposed lych gate at Windsor Park. And the design of brochure and map is nearing completion ready for print.
Prospero Place	In progress	Council has secured a four year lease on the development site adjacent to Prospero place. Ground works are currently underway to level and grass. A concept plan for the area will soon be developed.

4.4 Stratford Business Association

Membership numbers for at the end of the quarter was: 132

Events completed for the quarter were:

- 2 x BA5 – 22 July, 24 September
- Morning coffee – 28 August
- Daffodil Day window competition – 28 August
- Social Media Workshop x 2 – 29 July, 5 August
- Know your numbers financial workshop – 11 September
- Ladies Lunch – 23 September
- AGM – 19 October

Events for the next quarter include:

- Stratford Christmas Parade and Carols – Friday 4 December
- BA5 x 3 (Oct, Nov, Dec)
- Americarna - 26 February 2021

4.5 Consents Granted

Type	Q1	2020/221 YE	2019/20 Total
New Dwellings	10	10	29
Relocated dwellings	5	5	9
Relocated buildings other than dwellings	0	0	0
Fires	20	20	49
Pole sheds/accessory buildings	11	11	39
Additions and alterations – residential	18	18	45
New Commercial buildings	2	2	2
Additions and alterations – commercial	8	8	14
Other/miscellaneous	10	10	17

4.6 **Ultra-Fast Broadband**

Stratford

	Q1 2020/2021	2020/221 YTD	2019/20 Total
Premises ready to connect	3,249	3,249	3,203
Connected	1,677	1,677	1,622
Fibre Uptake	51.62%	51.62%	50.64%

4.7 **Property Sales**

Location	Median Price		Volume Sold	
	19/20 Q1	20/21 Q1	Q1	20/21 YTD
New Plymouth District	July		411	411
	\$415,000	\$510,000		
	August			
	\$465,000	\$505,000		
South Taranaki	September		151	151
	\$439,000	\$570,500		
	July			
	\$257,500	\$300,000		
Stratford District	August		52	52
	\$302,000	\$315,000		
	September			
	\$235,000	\$315,000		
Stratford District	July		52	52
	\$275,000	\$319,500		
	August			
	\$310,000	\$310,000		
Stratford District	September		52	52
	\$340,000	\$340,000		

Information obtained from Real Estate Institute of New Zealand Inc (REINZ).

Attachments:

Appendix 1 - Venture Taranaki - Quarter One Report



Chade Julie
COMMUNITY DEVELOPMENT MANAGER



Kate Whareaitu
DIRECTOR – COMMUNITY SERVICES



Approved by
Sven Hanne
CHIEF EXECUTIVE

DATE: 16 November 2020

Venture Taranaki Trust Quarterly Report

Stratford District Council

Quarter One
2020-2021



Tracking Koko the Kiwi on Taranaki Maunga, one of the Curious Minds Projects co-ordinated by Venture Taranaki



Message from the Chief Executive

Taranaki appears to be settling into a “new normal”, as COVID-19 continues to shift the landscape of human health and economies worldwide. New Zealand is fairing better than most, certainly on the human health front. Our outbreaks have been largely contained, and our citizens are enjoying a lot more freedom and peace of mind than those elsewhere in the world. However, we are not immune. Jobseeker numbers in Taranaki topped 5000 in August, a 33.5% increase on August 2019. Our unemployment rate rose from 3.7% in March to 4.3% by June. Economists are suggesting that the worst is likely still to come.

Our Taranaki economy remains resilient, and this is partly due to our strong food and fibre sector, which is our biggest GDP earner and to date largely unaffected by COVID-19. Our citizens have answered the call to “Go Local”, and we are holding on to our share of domestic tourism. Meanwhile, our housing market is booming, with Taranaki recording the lowest “days to sell” in August since records began, and our inventory levels in the region also at their lowest since records began. Enterprises are investing in R&D as they look for new opportunities; student internship applications and R&D grant applications are as strong as ever. Taranaki is, more than ever, a great place to live, work, play, create, invest and do business. There is plenty to be grateful for.

The Venture Taranaki team is delivering strongly across many fronts, with some temporary resourcing available through central government funding. Our client demand remains steadily at double pre-COVID-19 levels and we do not expect this to potentially ever drop back, as clients are highly valuing the support VT can provide for their enterprise’s future (and therefore providing jobs for our region). Significantly, quarter one also saw the completion of the final Transition Pathway Action Plans for Taranaki 2050, and the work to build a fully functioning entrepreneurship ecosystem for our region is now well underway.

Looking forward, our key challenge will be our resource capacity to deliver across and to the impacts and expectations Te Puna Umanga is held to, with high client demand and more than ever a need to invest and support our entrepreneurs and small and medium enterprises with potential for growth, a strong need for regional promotion to continue to build our brand in people’s minds, and for momentum and implementation to continue to build across our sectors and towards the vision of Taranaki 2050. – **Justine Gilliland**



COVID-19 | Response



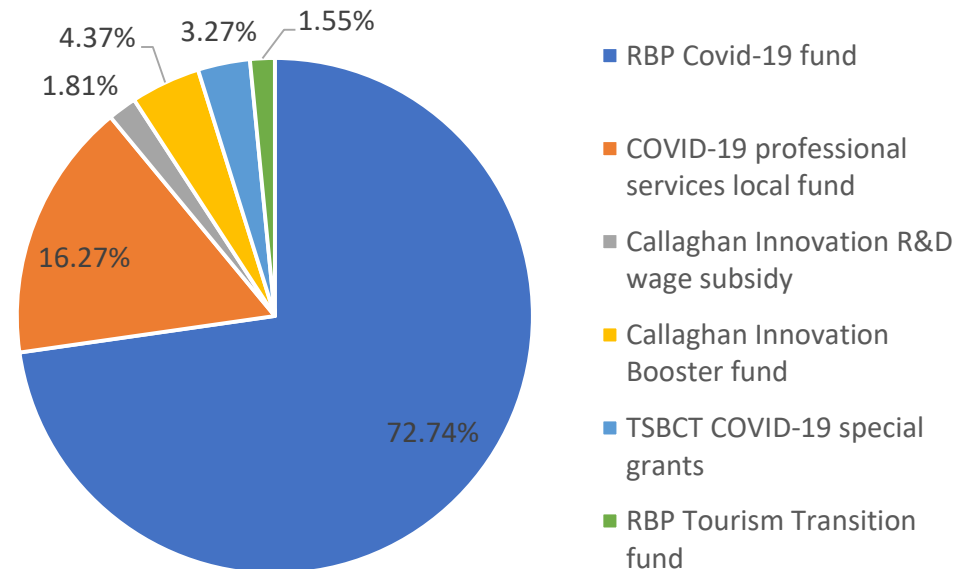
As of 30 September 2020, Venture Taranaki had recorded 5,480 COVID-19 related interactions, and distributed \$1,246,232 in COVID-19 funding.

This support dates back to March 2020.

Funding for COVID-19 business recovery through the Regional Business Partner programme has been extended, and the Enterprise Advisory team continues to engage the business community to connect enterprises with the support and advice they need, and distribute the funds available.

Demand for these services is high, and the team has expanded to include five additional team members, in both advisory and support roles.

I just wanted to say a big thankyou Venture Taranaki for the funding. Since lockdown I have had a challenge in motivating our staff, declining sales and a very non profitable business. I believe (the professional advice) will help immensely. Thanks again, there is no way we would have been able to do this without you. – Stratford COVID-19 support client.



COVID-19 | Response



Ahead of the Curve

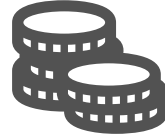
Delivery of this popular series continued through the first quarter, with attendance ranging from 21-101 people for the online webinars, and 129 people attending the live event in September at TSB Showplace in New Plymouth.

Energy, not time, is your greatest Asset	7 July
Re-Employment	21 July
Techweek - Digital marketing	27 July
Techweek - Jobhop	30 July
Social Procurement	6 August
Project ready - Tui Oil Fields Decommissioning	25 August
How to Increase your Personal Energy, Performance and Productivity in Demanding Times	11 September
LIVE - The Power of Stories (mental health week focus)	23 September



The panel lineup for live event "The Power of Stories"

Promoting investment in Taranaki



Identifying Opportunities

1. **Initial Due Diligence:** Through an NZTE referral, Venture Taranaki has assisted with supplying preliminary information to a company looking to set up an operation in Taranaki.
2. **Launch of the Investment prospectus:** The feedback has been positive with the launch of the investment prospectus in September. This is a great resource to continue to widen our networks and showcase the region (see next page).
3. **Investment Pipeline**
 - **Facilitate:** Initial planning of investment education topics (to be delivered following innovation education – planned for early to mid 2021).
 - **Attract:** Initial conversations and planning for Offshore wind event (November 2020).

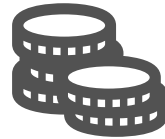
In addition, Venture Taranaki continues to support enterprises with connections, and maintain relationships with key investment partnerships such as TSB Community Trust and Launch Taranaki.

Facilitating Opportunities

1. **Information sessions:** Liaising with the TDHB, Venture Taranaki helped promote their Project Maunga in-person presentation which was attended by approximately 100 people.
2. **Infrastructure webinar:** Venture Taranaki facilitated the Tui decommissioning webinar, presented by MBIE, that attracted 101 live registrations and 49 subsequent views online to date. The relationship with MBIE is ongoing focussed on positive procurement outcomes for the community.
3. **Social procurement webinar:** Venture Taranaki hosted a Social procurement webinar with 25 online registrations. With social procurement being a hot topic, it has had 38 more follow-up views. This webinar is linked to a set of guidelines we published and will be a great starting point for the community to refer back to as they look into get a better understanding of this topic.

<i>Activity</i>	<i>Measure</i>	<i>Annual Target</i>	<i>Total</i>
Identifying opportunities to attract investment into Taranaki	Number of engagements related to attracting investment to Taranaki	5	3
Facilitating opportunities for investment into Taranaki	Number of engagements related to facilitating opportunities for investment in Taranaki	5	3

Promoting investment in Taranaki

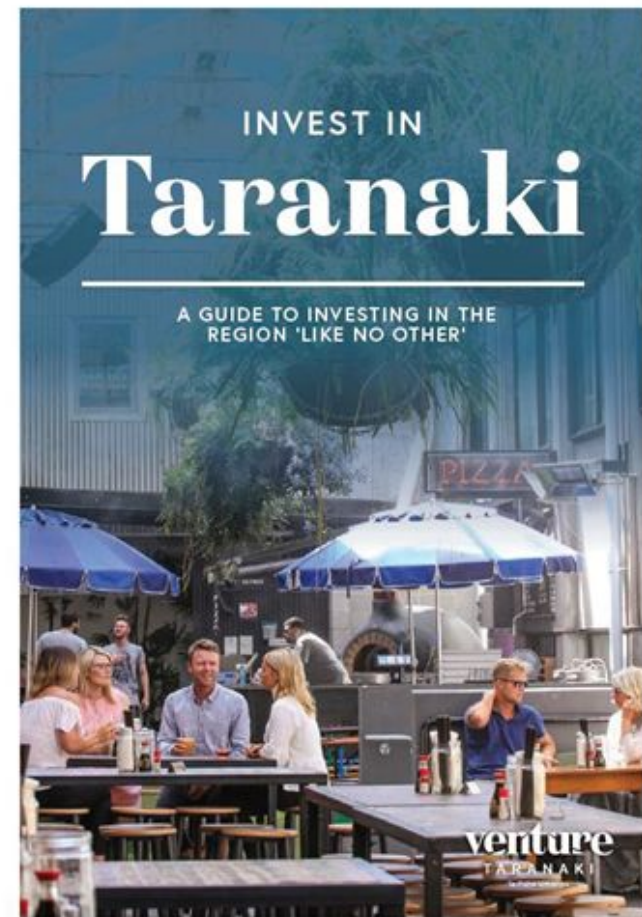


Taranaki Investment Prospectus

On 17 September, Venture Taranaki launched Taranaki's investment prospectus. The prospectus will support the continued growth and development of our region, connecting opportunity with investment and articulating our unique regional offering.

This comes at a critical time of recovery during COVID-19, and will act as a promotional support to those interested in discovering where our regional opportunities lie, as well as providing case studies and examples of local enterprises that have benefited from our unique opportunities, resources and connected communities.

Visit the Taranaki investment website here: <http://investment.taranaki.info/> or click the image on the right to view the prospectus.



Research and thought leadership



Fostering sector diversification and growth

1. Food & Fibre Sector

Venture Taranaki is in the initial stages of developing a Food Network Group to enhance cohesion within the food sector, opportunities for collaboration, information sharing and capability development.

The Trust is also progressing preparations for The Auckland Food Show (19-22 November 2020). The Taste of Taranaki stand is anticipated to showcase eight vendors with details currently being finalised. Given the challenges of COVID-19, Venture Taranaki is working closely with the event organisers.

Branching Out is hosting a kiwifruit event next quarter (see project update).



A project to strengthen food tourism in Taranaki (with a focus on Eltham) is in early stages of development.

Work continues with an identified lead group of farmers from throughout the region. Areas of focus for the group include sustainability and best practice initiatives, renewable energy, and leveraging resources, such as NZ Landcare Trust.

2. Engineering industry plan

Venture Taranaki has continued to coordinate regular meetings with the Energy & Industrial Group – the network of Taranaki firms that collaborate to help grow the regional economy and also expand potential applications of their oil, gas and energy skills sets. During Q1 the group met formally in July and September 2020, and also progressed a series of projects.

<i>Activity</i>	<i>Measure</i>	<i>Annual Target</i>	<i>Total</i>
Fostering sector diversification and growth	Number of initiatives targeting sector diversification and growth	4	2

Research and thought leadership



Championing innovation and sustainability

1. Sustainability initiatives

Venture Taranaki has been providing support and guidance to enterprises seeking central government funding for sustainability initiatives, with a particular focus on provision of support for Māori-owned enterprises.

One applicant is currently negotiating a significant funding contract with central government.

2. Regenerative Agriculture workshops

Work has continued this quarter in terms of championing and growing regional collaboration around **Regenerative Agriculture**, which has seen seven workshops held across the region (during July-September) and a very well attended full day event at TET Event Centre Inglewood on 7th August. Media coverage can be found [here](#).



A group of Taranaki farmers enjoying a Regenerative Agriculture workshop held in July



Activity	Measure	Annual Target	Total
Championing innovation and sustainability	Number of initiatives targeting or supporting innovation and sustainability.	4	2
Undertaking environmental scans and regional economic monitoring	Number of regional monitoring updates released	4	0

Research and thought leadership



Massey University Partnership

During Q1 the Massey-VT partnership has been working across a range of initiatives, albeit still with a strong focus on our **Food & Fibre sector**.

Hamish and Kate Dunlop of New Zealand Quinoa Company have been working closely with the Massey-VT partnership throughout the product development journey for their Quinoa Puffs (pictured right), which began with a Food Technology student, Nick Walker, working on product prototypes for as his final year project during 2018.

Early September saw the 2020 launch of the [Pivot: Enabling Innovation in Agriculture Research Award](#) round. Won by a [Freeman Farms/Massey collaboration last year](#), the Award which is co-funded by Massey University and Taranaki-based Bashford-Nicholls Trust, offers up to \$100,000 for projects that focus on innovation for Taranaki's agri/agrifood sector. Massey's Taranaki Business Development Manager is working with a number of potential applicants

On the **Student Talent** front, Taranaki internships and projects have received significant interest, resulting in active promotion of 39 students and graduates to Taranaki organisations. In total, Massey University has been interfacing with 47 Taranaki organisations during Q1.



*Prime Minister Jacinda Ardern gets up close with New Zealand Quinoa Company's Quinoa Puffs at Massey's Food Pilot Plant during a ministerial visit 17 September 2020, with Food Innovation Team Leader, Nikki Middleditch looking on.
Photo courtesy of Food HQ*

Research and thought leadership



Curious Minds Participatory Science Platform

Venture Taranaki opened the Curious Minds Participatory Science Platform 2021 funding round during Q1.

Our PSP Coordinator is working with 15 different community groups on funding applications which are due by 22 October. Potential projects range from health and wellbeing education through to renewable energy solutions for rural areas as well as utilising remote sensing technologies to investigate historic settlements.

Our 2020 projects are in full swing. The Haurapa Kiwi project are testing the use of drones (pictured right) to monitor kiwi on the maunga. In late September Oakura School students ventured in to the National Park with the Taranaki Kiwi Trust and Drone Technologies NZ. The team successfully tracked Koko the kiwi, providing proof of concept for their drone monitoring system. The hope is this technology will enable more effective and affordable monitoring of kiwi on the maunga and in other challenging environments.



Oakura School students using Drone technology to track Koko the Kiwi on Taranaki Maunga.

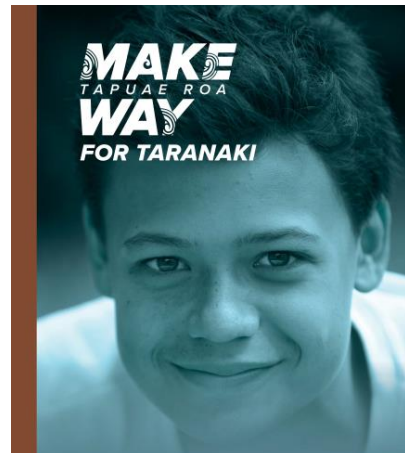
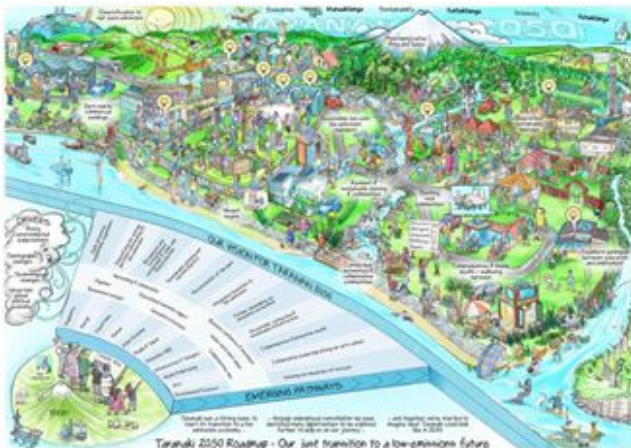
Facilitating and connecting regional strategies

Taranaki 2050

In the first quarter the final Transition Pathway Action Plans have been completed with the publication of:

- the plans for Health and Wellbeing, Environmental Sciences and People and Talent published at the end of July; and
- the plans for Tourism, Regulatory and Metrics and Evaluation published at the end of August.

There has also been a range of communications, including regular email newsletters, two media releases on the TPAPs and a range of presentations on Taranaki 2050.



Tapuae Roa

The Tapuae Roa Steering Committee met on 23 July and received updates on projects.

Tapuae Roa actions continue to progress, with a range of announcements of Government funding for projects linked to COVID-19 recovery in the quarter.

Representatives of the Tapuae Roa Steering Committee and the Taranaki 2050 Lead Group had a joint workshop on future leadership arrangements going forward, with agreement to consolidate to a single group.

The integration of the actions of Taranaki 2050 and Tapuae Roa is also underway.

Project update | Branching Out

Kiwifruit: The Taranaki Opportunity

Investigation into the viability of kiwifruit as a crop opportunity in Taranaki is well underway, with an event planned for Q2. The event aims to demonstrate the viability of production in the region, and 120 people have already registered to attend.

This is an opportunity to have the kiwifruit supply chain demonstrate it's ability to serve the region, and to bust myths that surround the future of growing kiwifruit in Taranaki.

Other Branching Out initiatives:

- Taranaki Value Chains report nearing completion – this is an in-depth study of what sectors are profitable, and where opportunities exist
- A Land Diversification register has been created to centralise and quantify available land across the region
- Taranaki Land and Climate report completed by Plant and Food (to be released on 22 October)

venture
TARANAKI
Te Puna Umanga



Enterprise support and enablement



Enterprise updates:

Enterprise Advisor Shaan Davis is now spending time each week based in Stratford District Council, and is seeing local enterprises engage Venture Taranaki's support, especially through the Covid-19 relief funding.

Tourism businesses continue to seek support, with enquiry also coming from engineering, retail and hospitality.

Venture Taranaki also co-hosted a BA5 in Stratford on 22 July.

R&D grants:

Enterprise Advisors worked with businesses to access the R&D Loan and Innovation Booster funding opportunities throughout the quarter. These are both COVID-19 related support offerings from Callaghan Innovation.

The team also received more than 30 applications for the R&D Experience Grant, which provides funding for university students to work in Taranaki over their summer break. Advisors are now working through the approval process with the applicants.

\$88,194.50

Capability Development Vouchers distributed throughout Taranaki in the three months ending 30 September 2020.

\$5,200.00

Capability Development Vouchers distributed to Stratford District enterprises in the three months ending 30 September 2020.

\$2,697,998.00

*Callaghan grants and funding distributed throughout Taranaki in the three months ending 30 September 2020.**

No Callaghan grants or funding distributed to Stratford-based enterprises in the three months ending 30 September 2020.

Activity	Measure	Annual Target	Total
Enterprise Support	The level of annual investment in regional businesses (subject to central government policy).	\$1m	\$2.7M
Enterprise Support	The level of annual investment in the management capability of Taranaki's small and medium sized businesses.	\$240K	\$88K

**includes Booster Voucher and R&D Wage Subsidy distributed as part of the COVID-19 funding.*

Enterprise support and enablement



Outreach Road Trip

Planning and promotion was underway in Q1 for a regional road trip planned for October 2020. The goal is to engage with local enterprises and spread the word about the Regional Business Partners' Covid-19 Business Advisory Funding.

Additionally, tourism enterprises can also apply for up to \$5,000 of funding through the Tourism Transitions Fund, allowing them to access advice for recovery support, along with hibernation and exit strategy support.

From 7–22 October, Venture Taranaki is visiting 17 towns throughout Taranaki, from Mōkau to Ōkato, Whangamomona and Waverley.

He Toronga Pakihi ki Taranaki Trust

The Māori Business Network of Taranaki made significant progress in Q1, creating a trust deed to become an independent legal entity, a step that was finalised in September 2020. The subscriber list grew from 196 to 250, and a database of 179 Māori businesses has been established.

4

Referrals and connections between Stratford District people and enterprises, including those operating Taranaki-wide, for the three months ending 30 September 2020.

472

Client support engagements with Stratford District people and enterprises, including those operating Taranaki-wide, for the three months ending 30 September 2020.

Activity	Measure	Annual Target	Q1	Total
Enterprise Connection and Signposting	Number of referrals and connections made by Venture Taranaki staff	200	72	72
Stratford plus Taranaki wide			4	4
Enterprise Support	Number of support engagements	4000	4317	4317
Stratford plus Taranaki wide			472	472

Enterprise support and enablement



3 startup clients met in Stratford in the three months ending 30 September 2020. A total of **76** startup clients met throughout Taranaki in the quarter.



419 new jobs listed in Taranaki in Q1, of which **11** in Stratford, and an average of **75** live jobs, of which **2** in Stratford.



12 mentor matches made in the three months ending 30 September 2020 in Taranaki, of which there were no Stratford clients this quarter.

Enterprise support activities include, but are not restricted to;

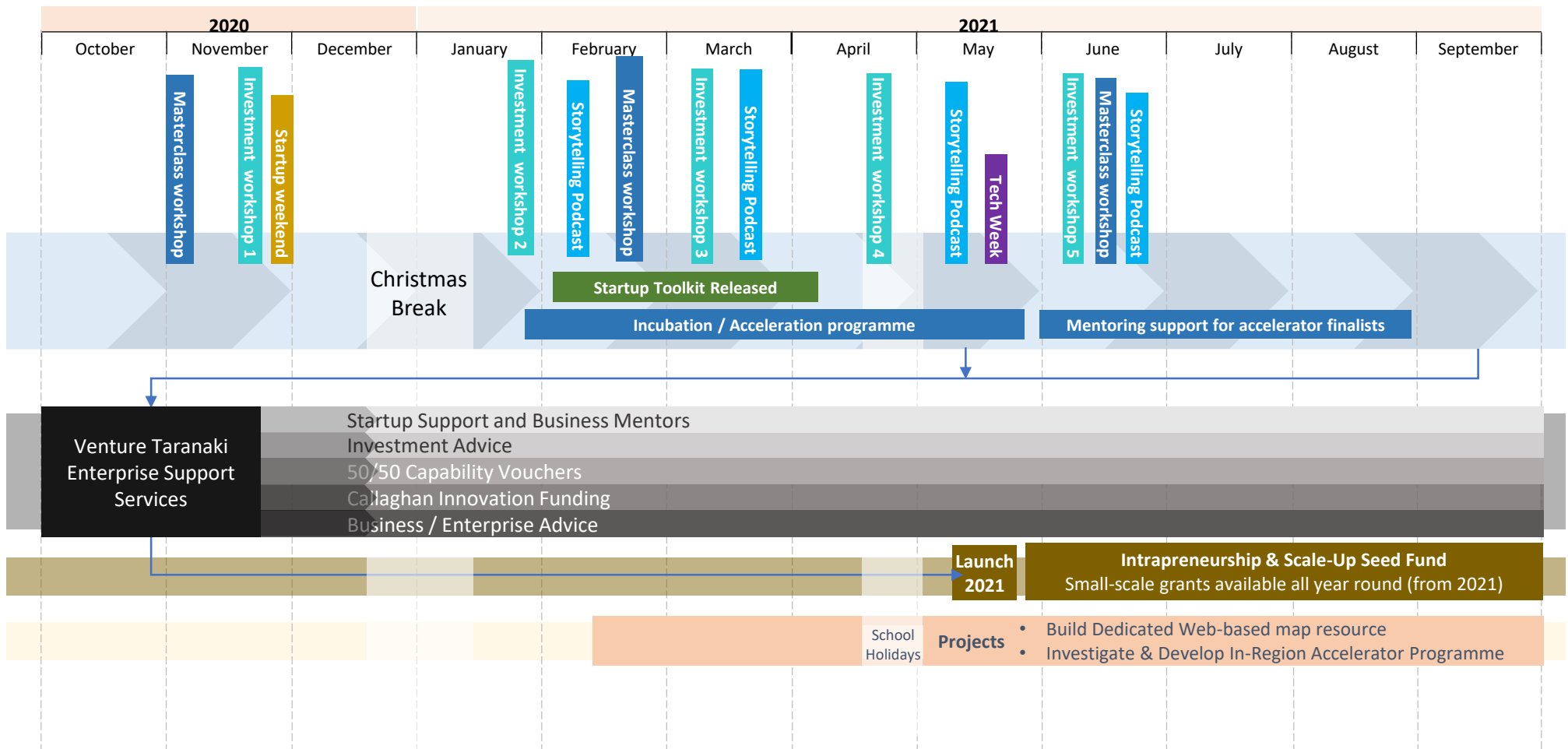
1. Enterprise advisory
2. Start-up guidance
3. Mentoring programme
4. Investment ready support
5. Innovation support
6. Connections and signposting
7. Capability Development Voucher Scheme facilitation
8. Research and development support and funding facilitation.
9. COVID-19 Enterprise Support Fund advisory and funding facilitation

Activity	Measure	Annual Target	Total
Enterprise support	Breadth of enterprise support activity undertaken (number of different support initiatives)	5	9

Entrepreneurship and Innovation work programme 2020-2021



Led by Enterprise Team (Project Sponsor: GM Enterprise – Michelle Jordan)



Enterprise support and enablement



Techweek 2020

Due to the COVID-19 pandemic, Techweek 2020 Festival Of Innovation was postponed from May to 27th July – 2nd August and moved to a hybrid format, incorporating virtual and live events.

In keeping with the overall theme of *Connecting Our Future*, Venture Taranaki helped curate events ranging from students in tech careers connecting with employers, the role of AI in protecting Taranaki's environment, discussions on digital marketing and inspiring stories of tech for the good of the community.

The region's libraries also joined in to stream national Techweek TV sessions throughout the week, bringing the full experience to Taranaki.

Read the media coverage [here](#).



Enterprise Advisor Natacha Dunn launches Taranaki Techweek 2020. Photo courtesy Andy Jackson, Taranaki Daily News.

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Major events funded

Tastes and Tales were provided with seed funding to further develop this event, which was trialled last year. This was held on September 26 and was very well-received, creating a solid platform for further development.

The Regional Event strategy has been launched and implementation is now underway.

The Government, via Minister of Economic Development Hon Phil Twyford, released a 10 million dollar domestic event fund across New Zealand of which WOMAD and the NZ Tatoo and Art Festival were recipients.

A \$50 million Regional Event Fund has also been released by Minister for Tourism Hon Kelvin Davis. Funding allocation has been based on international visitation and the combined Taranaki, Wanganui and Manawatu regions have been awarded \$1million for use over the next 2-4 years, the lowest amount in New Zealand.



1	Jennian Homes Charles Tour Taranaki Open	Oct 15-18 2020
2	Steelformers Around the Mountain Relay	Nov 6-7 2020
3	Synthony	Jan 23 2021
4	NZ Tattoo and Art Festival – date moved	Feb 13-14 2021
5	Tri NZ North Island Sprint Distance Championships	March 28 2021

<i>Activity</i>	<i>Measure</i>	<i>Annual Target</i>	<i>Total</i>
Administer the Major Events Fund	Number of events funded in accordance with the criteria of NPDC's major events fund	4	5

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Taranaki Story update

The Taranaki Story is progressing, with the Taranaki Umbrella Story and six sub-set stories completed and delivered.

An RFP for Taranaki Story creative development was sent via closed tender to local creatives and agencies and they were invited to submit a proposal to deliver the next phase of the story, including the development and capture of regional content, and the development of support resources and information for local enterprises and businesses.

A local successful vendor has now been appointed to deliver this creative work, and planning and production is underway.

Production planning is expected to be completed by the end of October, and content capture is expected to take place from October 2020-April 2021.

Development of the video case studies that support the storytelling of the substories is underway, along with the written case studies.

Such a great job you guys are doing at Venture Taranaki to bring visitors to our beautiful region. I highly appreciate it. –
Metrotel General Manager Rajeev Dahiya

<i>Activity</i>	<i>Measure</i>	<i>Annual Target</i>	<i>Total</i>
Lead regional events strategy	Number of engagements related to the regional events strategy	25	98
Destination promotion	Number of engagements with visitor industry operators (including local operators, other RTOs, national and international tourism agencies)	100	1220

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Regional Promotion

1. The Café – a month long promotion created around a prize offering including a live segment ran during Q1, with continual advertising promotion.
2. Wellington Regional News - Spring event line-up editorial and full page advert within September’s 10-page Taranaki feature.
3. “Always on” - Google ads/adwords campaign.
4. Stuff ‘Back Your Backyard’ support through a Brook Sabin Taranaki media familiarisation.
5. Visiting Friends and Relatives (VFR) campaign – see next page



Strategic alliances

Air NZ Strategic partnership including a presence across digital and native advertising, Air NZ social channels, Grabaseat and Kia Ora magazine.

AA partnership – various publications, refreshed Taranaki Visitor Guide distributed across NZ, as well as content and stories that are featured on aa.co.nz, the AA Traveller October eDM.

TNZ partnerships – ‘We Love you NZ’ digital magazine and editorial; NZME GO NZ! Monthly content series with content and stories featured on Herald Travel section and weekly Herald Travel press Insert

Stuff partnership – Experience Taranaki booklet

Activity	Measure	Annual Target	Total
Destination promotion	Number of destination promotion and attraction initiatives	2	5

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Visiting friends and relatives (VFR) campaign

A campaign encouraging locals to invite their friends and family to visit and experience all the region has to offer.

This has taken the format of primarily – ‘Win the Ultimate Taranaki Get-Together’ and has been delivered via Facebook, Instagram, Radio, Press (Live Magazine) and visit.taranaki.info

Out of region campaign

Creative is currently being finalised for delivery of a continuing domestic campaign throughout the remainder of the year. This is centred on the over 55 demographic primarily in Auckland, Wellington, Bay of Plenty, Manawatu and Waikato .

The creative involves imagery and video of: a girls weekend, a campervan couple, a couple in a classic car and will feature each group experiencing and doing a range of activities throughout the region.



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Talent initiatives

1. Internship webinar to encourage enterprises to take on interns, supporting learning, development and ultimately employment opportunities
2. International education: Regional presentation series (three seminars) to 200 international education agents globally through Education NZ (2 seminars) and 1 with local partners. Venture Taranaki also hosted a webinar for international students regarding employability and how to obtain work – this was the culmination of an initiative that started last year but implementation was delayed due to COVID-19.
3. An in-depth sector workshop with the construction sector is planned for November to determine barriers, opportunities and future forecasting given the Government’s shovel ready initiatives and major construction projects already in the pipeline.

The talent area continues to evolve as the year progresses. The government’s COVID-19 response within the skills and talent landscape has been changing rapidly, with new programmes and sources of support continually being delivered.

Key areas Venture Taranaki has been providing support include:

- Work around the new hospital build
- The Interim Regional Skills Leadership Group (Co-chaired by Venture Taranaki CE Justine Gilliland)
- Data analysis on the future projected sector workforce requirements and skill
- Recovery programme for the international education sector.

<i>Activity</i>	<i>Measure</i>	<i>Annual Target</i>	<i>Total</i>
Facilitate talent attraction and retention	Number of talent initiatives	2	3

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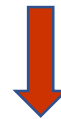


Visitor spend

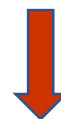
Visitor spend in Taranaki **decreased 9.63%** to **\$380m** in the 12 months to end August 2020*.

Visitor spend in Stratford district **decreased just 3.71%** to **\$20m** in the 12 months to end August 2020*.

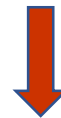
-9.63%
Taranaki total



-3.71%
Stratford



-15.43%
New Zealand



Guest nights

Total guest nights increased across New Plymouth and South Taranaki during July, but decreased slightly in Stratford. However, the length of stay per guest is significantly longer in Stratford than for the rest of Taranaki, and for New Zealand**.

This is indicative of a higher proportion of business travellers to South Taranaki and Stratford who tend to stay longer than holidaymakers. The July increase overall correlates with the school holiday period.

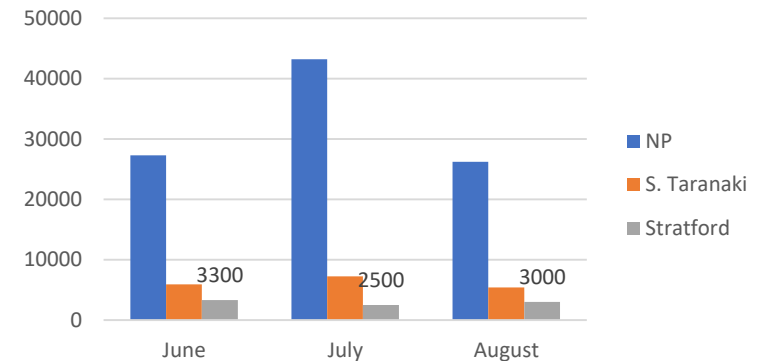
Av. total guest nights

2.9k Stratford
41.3k All Taranaki

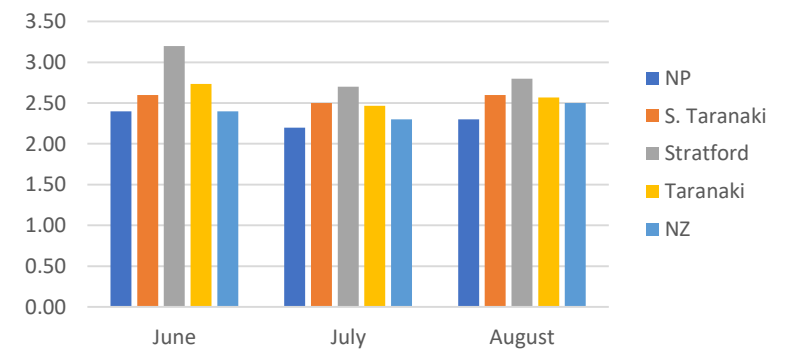
Av. length of stay (days)

2.9 Stratford
2.6 All Taranaki
2.4 NZ

Total guest nights June-August 2020



Average nights stayed per guest June-August 2020



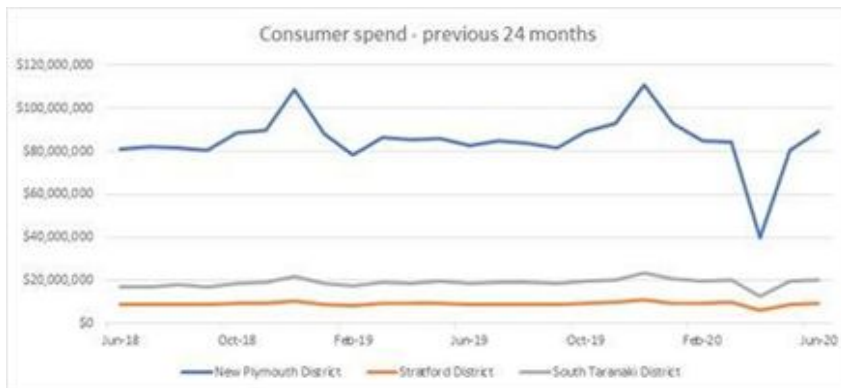
*MBIE Monthly Regional Tourism Estimates (MRTE)

**Accommodation Data Programme (ADP) – average total guest nights based on 3 months to end Aug 2020.

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Retail spend



The downturn in spend during the first L4 lockdown is clear to see across New Zealand. Taranaki had a stronger recovery once restrictions eased in June, and has maintained a higher baseline than the main cities. It is also clear to see the drop in activity in Auckland during the regional L3 lockdown, and the upswing in spend over the rest of the country in early August, likely driven by uncertainty over an extended lockdown. Taranaki continued to maintain strong consumer spending through the recent L2 restrictions. Weekly updates on regional retail spend can be found [here](#).

Client feedback

Thank you so much! Your help has been amazing over the past few months! – Stratford business advisory client.

Thank you so much for your support. I am really looking forward to spending time on the business. - Rural sector advisory client.

Thanks for this Jane. Really appreciate you phone call today. – Stratford COVID-19 support client.

The Booster Voucher funding is perfect timing for us. thanks for the support Zara. – Callaghan Booster Voucher client.

I just wanted to say a big thankyou to yourself and Venture Taranaki for the funding to have Ambrose at our business yesterday. Since lockdown I have had a challenge in motivating our staff, declining tractor sales and a very non profitable business. I believe that the help Ambrose provided my team with yesterday will help immensely from marketing ideas to understanding different team members in the work environment and working together. Thanks again, there is no way we would have been able to do this without you. – Stratford COVID-19 support client.

Coming up next quarter

- Taranaki Trends - October
- Enterprise Outreach road trip - October
- Auckland Food Show - November
- Business survey – December
- Visitor campaign – Summer 2020/21
- Offshore Wind forum

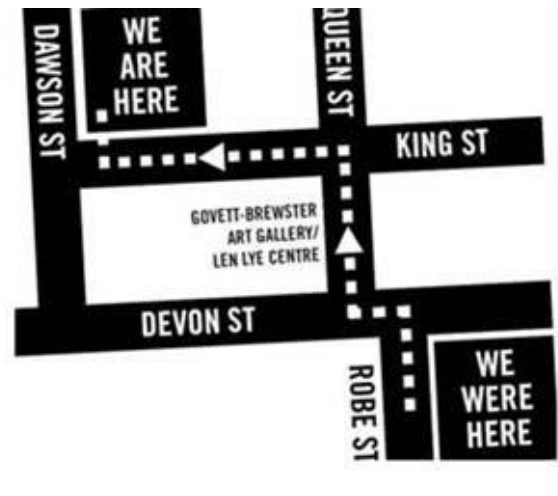


venture

TARANAKI

Te Puna Umanga

25 Dawson Street
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Tel. 06 759 5150
www.taranaki.info



INFORMATION REPORT



F19/13/D20/31945

TO: Council
FROM: Corporate Accountant
DATE: 24 November 2020
SUBJECT: FINANCIAL RESERVES BALANCES AND MOVEMENTS - 2020

RECOMMENDATIONS

THAT the report be received.

Recommended Reason

To inform the Policy and Services Committee of the current reserves balances and a summary of the movements from the previous year.

Moved/Seconded

1. **PURPOSE OF REPORT**

- 1.1 This report provides elected members with the financial reserves balances as at 30 June 2020, and any significant changes from the previous year.
- 1.2 It is important that Council reviews existing reserves and questions whether each one is relevant and necessary, or whether any additional reserve accounts need to be established to set aside funds for a specified purpose.
- 1.3 A better understanding of changes to the reserves balances will enable elected members to see how Council decisions affect funding capacity. This may enhance Council decision making.

2. **EXECUTIVE SUMMARY**

- 2.1 The total balance of financial reserves fund has increased, from \$4,704,603 as at 30 June 2019, to a balance of \$6,304,000 as at 30 June 2020.
- 2.2 The biggest changes to the reserve balance accounts were in the General Renewals, Wastewater Renewals, and the Asset Sales Proceeds Reserves. The movements have been elaborated on further in this report.

3. **LOCAL GOVERNMENT ACT 2002 – SECTION 10**

Under section 10 of the Local Government Act 2002, the Council’s purpose is to “enable democratic local decision making by and on behalf of communities; as well as promoting the social, economic, environmental, and cultural well-being of communities now and into the future”			
Does the recommended option meet the purpose of the Local Government 4 well-beings? And which:			
Social	Economic	Environmental	Cultural
✓	✓	✓	✓

4. **BACKGROUND**

4.1 The financial reserves sit on the balance sheet under equity; as funds set aside for a specified purpose. The Council currently has three categories of reserve accounts, these are:

4.1.1 **Renewal Reserves**

- General Renewals Reserve – Created for the accumulation of depreciation on buildings, plant, vehicles, office equipment and furniture and fittings to cover replacement of these assets.
- Roading Renewals Reserve – Created for the accumulation of depreciation on roading assets to cover like for like replacement of roading assets.
- Storm water Renewals Reserve – Created for the accumulation of depreciation on storm water assets to cover like for like replacement of storm water assets.
- Solid Waste – Created for the accumulation of depreciation on solid waste assets to cover like for like replacement of solid waste assets.
- Wastewater – Created for the accumulation of depreciation on wastewater assets to cover like for like replacement of wastewater assets.
- Water Supply - Created for the accumulation of depreciation on water assets to cover like for like replacement of water assets.

4.1.2 **Council Created Reserves**

- Contingency Reserve – Created to assist in the event of an emergency including a natural disaster.
- Asset Sales Proceeds Reserve – Accumulation of net sale proceeds from Council assets that have not been specifically tagged for a particular purpose. Funds can be used to acquire new capital assets.
- Staff Gratuities Reserve – Created for the payment of gratuities, redundancies, farewells, and recognition of long service for Council Staff and Elected Members as per the *Presentations to Elected Members and Staff Policy*.

- Mayor’s Relief Fund – Created to provide funds for the relief of distress in the Stratford District at the Mayor’s discretion, and is funded by donations.
- Turf Replacement Reserve – Created by Council during the 2018-28 Long Term Plan process, to put aside a sum each year towards the replacement of the artificial hockey turf.

4.1.3 Restricted Reserves

- Elsie Fraser Bequest Reserve – These funds came from a bequest from Elsie Fraser in 1985 for the provision of a “home for the less affluent old people within the Stratford community”.
- Financial Contributions Reserve – Financial Contributions are charged as per the District Plan in relation to new land development, to be used for the upgrade and maintenance of district infrastructure and enhancement of reserves and community facilities.

4.2 Funds may be 'loaned' from these accounts where they are in surplus to other activities to reduce the need for external loans. Interest is charged on the loan as for external loans. This can be credited to the reserve account that generated it, or it can be used for other purposes, such as reducing the rates requirement within the activity.

4.3 Renewal reserves are not to be used to fund new growth related infrastructure.

4.4 Financial reserves are financially backed currently by cash in the bank, and \$4 million of 90 and 120 day term deposits, as at 30 June 2020.

5. INFORMATION SUMMARY

5.1 Refer to Appendix 1: Reserves Balances Movements 2019/20, where further explanation has been given below for significant movements.

5.2 **General Renewals Reserve – increased by \$763,000**

The increase in the account is due to the level of renewals being much lower than the amount of depreciation that went in to the reserve during the year. There was more capital expenditure in 2019/20 however this related to level of service improvements, which are funded through loans, rather than depreciation. Loan repayments are also funded from this reserve.

5.3 Wastewater Renewals Reserve – increased by \$157,000

The increase in the account is due to the level of renewals being much lower than the amount of depreciation that went in to the reserve during the year. There was more capital expenditure in 2019/20 however this related to level of service improvements, which are funded through loans, rather than depreciation. Loan repayments are also funded from this reserve.

5.4 Asset Sale Proceeds Reserve – increased by \$401,000

This is due to the sale of various properties during the year, as detailed in **Appendix 1**.

6. STRATEGIC ALIGNMENT

6.1 Direction

Not applicable.

6.2 Annual Plan and Long Term Plan

There may be impacts on Annual Plan or Long Term Plan if funding decisions are influenced by reserve balance movements.

6.3 District Plan

Not applicable.

6.4 Legal Implications

Not applicable.

6.5 Policy Implications

Not applicable.

Attachments

Appendix 1: Reserves Balances Movements 2019/20 (and explanation of transfers in/out)



C R Craig
CORPORATE ACCOUNTANT



Endorsed by
T Radich
DIRECTOR – CORPORATE SERVICES



Approved by
Sven Hanne
CHIEF EXECUTIVE

DATE: 16 November 2020

APPENDIX 1

APPENDIX 1: Reserve Balance Movements 2019/20

	Notes	Balance as at 1 July 2019	Transfers in to fund	Transfers from fund	Net Movement	Balance as at 30 June 2020
Renewal Reserves						
General Renewals	1	\$ 2,492,427	\$ 1,135,204	\$ 371,747	\$ 763,457	\$ 3,255,884
Roading Renewals	2	\$ 746,546	\$ 2,824,661	\$ 2,825,990	\$ 1,329	\$ 745,217
Stormwater Renewals	3	\$ 269,671	\$ 148,531	\$ 161,943	\$ 13,412	\$ 256,259
Council Created Reserves						
Asset Sale Proceeds Reserve	4	\$ 621,306	\$ 401,057	\$ -	\$ 401,057	\$ 1,022,363
Mayor's Relief Fund	5	\$ 4,105	\$ 500	\$ 597	\$ 97	\$ 4,008
Staff Gratuities Reserve	6	\$ 143,936	\$ 3,987	\$ 1,290	\$ 2,697	\$ 146,633
Contingency Reserve		\$ 504,500	\$ 13,974	\$ 13,974	\$ -	\$ 504,500
Turf Replacement Reserve	7	\$ 10,000	\$ 10,277	\$ -	\$ 10,277	\$ 20,277
Restricted Reserves						
Financial Contributions Reserve	8	\$ 517,279	\$ 65,345	\$ -	\$ 65,345	\$ 582,624
Elsie Fraser Bequest Reserve	9	\$ 69,691	\$ 31,908	\$ 34,732	\$ 2,824	\$ 66,867
Targeted Rate Reserves						
Solid Waste Reserve	10	\$ 192,743	\$ 33,792	\$ 80,382	\$ 46,590	\$ 146,153
Wastewater Reserve	11	\$ 181,257	\$ 353,332	\$ 196,392	\$ 156,940	\$ 338,197
Water Supply Reserve	12	\$ 1,048,858	\$ 642,403	\$ 301,136	\$ 341,267	\$ 707,591
TOTAL		\$ 4,704,603	\$ 5,664,971	\$ 3,988,183	\$ 1,676,788	\$ 6,381,391

1. Movements in: Interest, disposal proceeds (e.g. vehicle sales), depreciation.

2. Movements in: Interest, depreciation.

3. Movements in: Interest, depreciation.

4. Movements in: Interest, community loan repayment
Orlando Street industrial subdivision - \$253,537
Victoria road land - by the dog pound - \$77,100
York Road stopping - \$13,027
Stratford Health Trust - final loan repayment - \$40,000

5. Movements in: Donations received by the Mayor

6. Movements in: Interest

7. Movements in: Transfer as per LTP

8. Movements in: Interest, financial contributions received

9. Movements in: Interest, depreciation.

10. Movements in: Interest, depreciation, targeted rates

11. Movements in: Interest, depreciation, targeted rates operating surplus

12. Movements in: Interest, depreciation, targeted rates operating surplus

Movements out: Renewal capital expenditure, new vehicle, books, etc

Movements out: Street services (non-subsidised roading), depreciation already funded by NZTA.

Movements out: Loan repayments, renewal capital expenditure

Movements out: Nil

Movements out: Financial assistance as per policy

Movements out: Staff presentation expenditure

Movements out: Nil

Movements out: Nil

Movements out: Deficit for the year

Movements out: Loan repayment, deficit for year

Movements out: Renewal capital expenditure

Movements out: Renewal capital expenditure

DECISION REPORT



F19/13/04-D20/6447

TO: Policy and Services Committee
FROM: Environmental Health Manager
DATE: 24 November 2020
SUBJECT: DRAFT CONTROL OF ADVERTISING SIGNS BYLAW 2020

RECOMMENDATIONS

1. THAT the report be received.
2. THAT the *draft* Control of Advertising Signs Bylaw 2020 be adopted and released for public consultation.

Recommended Reason

The recommendation of the Council is required to initiate the public consultation process required by Sections 82 and 83 of the Local Government Act 2002 to seek comments from the public on the amendments to the *draft* Control of Advertising Signs Bylaw 2020.

Moved/Seconded

1. PURPOSE OF REPORT

The purpose of the report is to obtain the Council's approval for the adoption and release for public consultation of the *draft* Control of Advertising Signs Bylaw 2020, which is developed to regulate and control advertising signs in the Stratford district.

2. EXECUTIVE SUMMARY

- 2.1 The recommendation is to adopt and release for public consultation, the *draft* Control of Advertising Signs Bylaw 2020.
- 2.2 The purpose of this bylaw is to ensure that advertising signs are erected, maintained, and displayed in such a manner that they do not present a hazard or danger to public safety.

The bylaw recognises there is a need to advertise businesses and promote activities, events and commerce whilst also seeking to maintain aesthetic standards and preserve amenity values.

- 2.3 In the review of the Bylaw, minor amendments to the wording of clauses has been made for clarity, and some clauses that are considered no longer necessary have been deleted or updated to address hazards amongst other proposed measures listed below:

Exemptions

The draft bylaw provides the ability for the Chief Executive Officer or delegate to exempt an applicant from the rules of the bylaw and provides a list of criteria for the consideration of an exemption. Previously there were no provisions for special circumstances where an exemption would be appropriate.

Mobile signs

Mobile signage rules have been included to prevent the proliferation of signs caused by mobile traders and any hazards generally. The inclusion of this clause will also come in-line with the Mobile Travelling Shops that is currently under review.

Election signage

There were no provisions for election signage in the previous bylaw. The draft bylaw proposes to set rules for election signage that are in-line with general election legislation but include specific rules around signage area (size of sign) for different zones to the Stratford District. The proposed rules provides specific signage area for different zoning and addresses where signage can be located. A number of councils nationwide have addressed election signage in their bylaws.

Heritage signs

The bylaw proposes to address the placement of heritage signs on a case-by-case basis and provided the ability to ensure signs do not materially affect the heritage value of the area or building. A number of councils nationwide have addressed heritage signage in their bylaws.

Real estate signs

Real estate signs have been addressed in a number of council bylaws nationwide. Previously these signs have been considered as temporary signage. The addition of this rule clarifies where real estate signage can be displayed and compliance with the District Plan rules. The clause also imposes a timeframe for the signs to be removed.

- 2.4 The draft Bylaw, is provided in **Appendix A**.

3. **LOCAL GOVERNMENT ACT 2002 - SECTION 10**

How is this proposal applicable to the purpose of the Act?

- Is it for the provision of good quality local infrastructure? If so, why?; **OR**
- Is it for the performance of a good quality regulatory function? If so, why?;
- OR**
- Is it for the performance of a good quality local public service?

AND

- Is it in a way that is most cost-effective to businesses and households? If so, why?

Good quality means, infrastructure, services, and performance that are efficient and effective, and appropriate to present and anticipated future circumstances.

Local public service means, a service provided for the community which is for the benefit of the District.

- 3.1 This Bylaw is for the *performance of a good quality regulatory function and public service*.

4. **BACKGROUND**

- 4.1 The Stratford District Council’s Control of Advertising Signs 2008 (“the current Bylaw”) lapsed in July 2018. The Local Government Act in Section 159 requires that the Council review its bylaw no later than 10 years after it was last reviewed.
- 4.2 Section 160A allows a Bylaw to continue in its effect, no more than 2 years after the date on which the bylaw should have been reviewed. A further time extension has been granted by the Government as a result of Covid19 and this expires in June 2021.
- 4.3 The current bylaw has been operative since 2008. No significant amendments have been made during previous reviews of the bylaw.
- 4.3 A *Statement of Proposal* is attached in **Appendix C**, as required by Section 83(a) (i) of the Local Government Act.

5. **CONSULTATIVE PROCESS**

5.1 **Public Consultation - Section 82**

The *draft* Control of Advertising Signs Bylaw 2020 requires the special consultation process pursuant to the Local Government Act. Special consultation cannot commence until the Committee recommendation is adopted by Council. This report seeks the approval from Council to undertake consultation with the community.

5.2 **Māori Consultation - Section 81**

No pre-consultation with Māori is required as part of this process.

6. **RISK ANALYSIS**

Please refer to the Consequence and Impact Guidelines at the front of the reports in this agenda.

- Is there a:
 - financial risk;
 - human resources risk;
 - political risks; or
 - other potential risk?
- If there is a risk, consider the probability/likelihood of it occurring.
- Is there a legal opinion needed?

6.1 If the Council has no bylaw there will be no control on how signs will be displayed within the Stratford District.

7. **DECISION MAKING PROCESS - SECTION 79**

7.1 **Direction**

	Explain
Is there a strong link to Council’s strategic direction, Long Term Plan/District Plan?	The Long Term Plan includes a commitment to performing regulatory services cost effectively. This bylaw would support that commitment and the affordable, quality services and infrastructure outcome.

What relationship does it have to the communities’ current and future needs for infrastructure, regulatory functions, or local public services?	The bylaw would support the community’s need for a well resourced regulatory function relating to the control of advertising signs.
---	---

7.2 **Data**

- | |
|--|
| <ul style="list-style-type: none"> • Do we have complete data, and relevant statistics, on the proposal(s)? • Do we have reasonably reliable data on the proposals? • What assumptions have had to be built in? |
|--|

Data on the application of the current Bylaw is based on officer’s experience applying the Bylaw. Bylaws from other Councils are readily available and have informed recommendations about proposed amendments to their Bylaws.

7.3 **Significance**

	Yes/No	Explain
Is the proposal significant according to the Significance Policy in the Long Term Plan?	No	
Is it:	No	
• considered a strategic asset; or	No	
• above the financial thresholds in the Significance Policy; or	No	
• impacting on a CCO stakeholding; or	No	
• a change in level of service; or	No	
• creating a high level of controversy; or	No	
• possible that it could have a high impact on the community?	No	
In terms of the Council's Significance Policy, is this proposal of high, medium, or low significance?		
HIGH	MEDIUM	LOW
		✓

10

7.4 **Options**

An assessment of costs and benefits for each option must be completed. Use the criteria below in your assessment.

1. What options are available?
2. For **each** option:
 - explain what the costs and benefits of each option are in terms of the present and future needs of the district;
 - outline if there are any sustainability issues; and
 - explain if the outcomes meet the current and future needs of communities for good-quality local infrastructure, local public services, and performance of regulatory functions?
3. After completing these, consider which option you wish to recommend to Council, and explain:
 - how this option is the most cost effective option for households and businesses;
 - if there are any trade-offs; and
 - what interdependencies exist.

Option 1:

The Council adopts and releases the *draft* Control of Advertising Signs Bylaw 2020 with recommended changes and Statement of Proposal for consultation.

Option 2:

The Council adopts the release of the current Control of Advertising Signs Bylaw with no changes.

Council officer's preferred option is Option 1.

7.5 **Financial**

- Is there an impact on funding and debt levels?
- Will work be undertaken within the current budget?
- What budget has expenditure come from?
- How will the proposal be funded? e.g. rates, reserves, grants etc.

The adoption for release of the Control of Advertising Signs Bylaw 2020 has no impact on funding and debt levels.

7.6 **Prioritisation & Trade-off**

- Have you taken into consideration the:
- Council's capacity to deliver;
 - contractor's capacity to deliver; and
 - consequence of deferral?

There is no impact to the current level of service provided by Council staff and contractors.

There is no value in deferring the adoption and release for consultation of this draft Bylaw.

7.7 **Legal Issues**

- Is there a legal opinion needed?
- Are there legal issues?

No legal opinion was obtained in the preparation of the Bylaw.

7.8 **Policy Issues - Section 80**

- Are there any policy issues?
- Does your recommendation conflict with Council Policies?

There are no policy issues.

Attachments:

Appendix A – The *Draft* Control of Advertising Signs Bylaw 2020

Appendix B – The current Control of Advertising Signs Bylaw 2008

Appendix C – Statement of Proposal - *Draft* Control of Advertising Signs Bylaw 2020



Rachael Otter
ENVIRONMENTAL HEALTH MANAGER



[Endorsed by]
Blair Sutherland
DIRECTOR ENVIRONMENTAL SERVICES



[Approved by]
Sven Hanne
CHIEF EXECUTIVE

DATE 16 November 2020

APPENDIX A



CONTROL OF ADVERTISING SIGNS BYLAW 2020

Date in force:

Purpose: The purpose of this bylaw is to ensure that advertising signs are erected, maintained, and displayed in such a manner that they do not present a hazard or danger to public safety. The bylaw recognises there is a need to advertise businesses and promote activities, events and commerce whilst also seeking to maintain aesthetic standards and preserve amenity values.

Review date:

1 **Title**

1.1 This bylaw is made pursuant to section 145 of the Local Government Act and shall be known as the Stratford District Council Control of Advertising Signs Bylaw 2020.

2 **Commencement**

2.1 This Bylaw shall come into force on

3 **Repeal**

3.1 As from the day this Bylaw comes into force, the previous Control of Advertising Signs Bylaw 2008 shall be repealed.

4 **Application of Bylaw**

4.1 This Bylaw shall apply to the Stratford District.

5 **Scope**

5.1 This bylaw is made pursuant to section 145 of the Local Government Act 2002, which gives authority to the Council to adopt bylaws for the following general purposes:

- (a) Protecting the public from nuisance;
- (b) Protecting, promoting, and maintaining public health and safety;
- (c) Minimising the potential for offensive behaviour in public places.

And any other authority enabling the Council to make bylaws and regulate activities in Public Places, makes this Bylaw.

Notes: The New Zealand Transport Agency as a road controlling authority has its own bylaws for the control of signs on State Highways within the Stratford District.

6 **INTERPRETATION**

6.1 In this Bylaw, unless the context otherwise requires:

“Authorised Officer” - means any person authorised by Council to carry out or exercise any powers, duties or functions under this Bylaw or any part thereof and includes any Police Officer.

“Chief Executive Officer” means the person appointed as the Chief Executive Officer of the Stratford District Council or his/her nominee.

“Event” means a planned public or social occasion.

“Footpath” means as much of any street or public place that is laid out or constructed by authority of the Council for pedestrian use.

“Name-Plate” means any plate of metal, wood, glass, plastics, or other material fixed to a wall surface or in a sign-case near the entrance to premises to denote the name, business, designation, and agencies of an occupier of such premises.

“Private property” means land or buildings that belongs to a particular person/s or company.

“Public Place” means a place that is:

- (a) Under the control of the Council; and
- (b) Open to, or being used by, the public whether or not there is a charge for admission; and includes:
 - (i) Any part of a public place; and
 - (ii) Any reserve; or
- (c) A road, whether or not the road is under the control of the Council;

“Real estate sign” means a publicly visible sign that is advertising for sale, lease, rent or auction the whole or part of a property or premises.

“Sign” means any display or device which is visible from a public place and which is intended to attract attention for the purpose of identifying, advertising, informing or directing.

“Sign area” means the area of the sign (not including its supporting structure) that is visible from any aspect.

“Sign-Case” means any case, panel, board, or other device attached to any premises to which name-plates are affixed, or for the display of the names, business designations, agencies, and addresses of the occupiers of the premises to which it is attached.

“Temporary Sign” means any display or device which is visible from a public place and which is intended to attract attention for the purpose of identifying, advertising, informing or directing. A Temporary sign is a sign advertising a one-off event that will be in place for no more than 3 months and removed within 48 hours after the event.

“Window-Sign” means any sign displayed in or painted, printed, written, carved, inscribed, endorsed, or otherwise fixed to or upon any window.

“Mobile Sign” means the display of advertising signage from vehicles, stands or stalls whether self-propelled or not, located in a Public Place, from which goods, wares, or merchandise are offered or exposed for sale or from which goods, wares, or merchandise may be ordered or from services that are offered (including food) for sale.

But does not include, any vehicle used for the purpose of transporting and delivering goods, wares or merchandise pursuant to a prior order placed for the delivery of goods, wares or merchandise. Or a vehicle displaying advertising signage, but whose primary purpose is not advertising.

7 **Approval Required**

- 7.1 Approval shall be required for any sign that does not comply with the provisions of this bylaw, and the Stratford District Plan, unless a resource consent has been obtained for that sign pursuant to the Resource Management Act 1991, or the sign is a permitted activity under the Resource Management Act 1991.

8 **Exemptions from Approval**

- 8.1 The provision of Clause 7.1 relating to approval shall not apply to –
- (a) Name-plates
 - (b) Window-signs
 - (c) Sign Cases
 - (d) Temporary signs.

- 8.2 Where the Chief Executive Officer or delegate is satisfied that compliance with any requirement of this bylaw would be unreasonable or impractical, an exemption from compliance with the bylaw may be granted on such conditions as the Chief Executive Officer or delegate considers appropriate.
- 8.3 In making a decision to exempt any sign from the provisions of this bylaw, the Chief Executive Officer or delegate will have regard to:
- the purpose of the sign
 - the benefits to the community of that sign
 - the potential for proliferation of signs
 - the duration the sign will remain erected
 - the effect on amenity in the area of the sign
 - the size of the sign
 - traffic safety

9 **General Requirements for Siting of Signs**

- 9.1 No person shall display, erect, or allow to be displayed any sign close to any part of a road, motorway, or to any corner, bend, safety-zone, traffic sign, traffic signal, or intersection that in the opinion of an Authorised Officer would:
- (a) Obstruct or be likely to obstruct the view of traffic; or
 - (b) Distract unduly or be likely to distract unduly the attention of road users; or
 - (c) Constitute or be likely to constitute in any way a danger to the public.
- 9.2 No person shall place, display, or allow to be placed or displayed, or to remain any sign containing any reflective material which tends to reflect vehicle lights, or contains any material dependent for illumination upon the lights of traffic in such a position that in the opinion of an Authorised Officer would distract or be likely to distract the attention of the driver of any motor vehicle.
- 9.3 No person shall place, display, allow to be placed or displayed on or upon or against any public place, public building, bridge, or other structure, any post, pole, including those for the guidance and control of traffic, or any tree or other vegetation, traffic sign, traffic signal, or pavement any sign for advertising or any other purpose unless with the prior permission in writing of an Authorised Officer.
- 9.4 No person shall permit any sign other than a name-plate or sign-case to be erected over any public place unless every part of the sign is at least 2.5 m above the footpath or 5.5 m above the carriageway, and then only with the prior permission in writing of an Authorised Officer.
- 9.5 No person shall erect any sign-case in such a position as to project over any road, private street, or public place unless the prior permission in writing of an Authorised Officer has been obtained.

10 **General Requirements for Construction and Maintenance of Signs**

- 10.1 All signs, shall be professional in presentation and be well constructed. All signs must be fixed, placed and maintained in a manner so they do not pose a danger to property or the public. This shall be the responsibility of the sign owner and/or the owner of the land or building on which the sign is placed.
- 10.2 **Roadside Signs:**

- (a) Signs are to be located no closer than 50 metres from an intersection, and as close as possible to the carriageway kerb. A minimum distance of 100 metres is to be maintained between signs at all times.
- (b) Any form of advertising sign inside the circular kerbed round-a-bouts located at the intersections of Regan Street and Fenton Street with State Highway 3 is prohibited. This includes the lane dividing islands and stone wall corners located at these intersections.
- (c) The roadside shall mean all roads within the district including State Highways.

10.3 Footpath Signs:

- (a) The size of sign area is not to exceed 1 m².
- (b) The signs must be located only on the footpath and as close as possible either to the kerb or to the inside edge of the veranda post outside the premises displaying signs. A minimum distance of 5 metres must be maintained between signs at all times. Advertisers may place signs only along the frontage of the premises leased or occupied by them, and the location of signs along any other section of the frontage of any premises is prohibited.
- (c) This bylaw is to apply only to those parts of the urban areas which are zoned for business purposes or where retail shops are in operation.
- (d) Signs can only be displayed on footpaths during the times the particular advertiser has a business premises open for public business and the sign including any fixtures must be removed at the close of business each day.
- (e) No licensing system is to be established for this bylaw, except as required by the Mobile Travelling Shops Bylaw and where there is the requirement for a Resource Consent.
- (f) The Council reserves the right through its officers to confiscate any portable advertising sign which is displayed in breach of the rules specified in this bylaw.

10.4 Mobile signs:

- (a) An operator shall have no more than one freestanding sign associated with their mobile trade. The maximum area of the sign shall not exceed 2m².
- (b) Signs are prohibited from any median strip, trees on road reserve, berm or street poles. Other signage must be directly attached to the mobile trade vehicle or table.

10.5 Election Signage:

- (a) Local Election candidates can put their signs up for no more than 3 months prior to the election. Signs must be removed before midnight the night before the election.
- (b) Election signs must display the true name and physical address (place of residence or business) of the person authorising them.
- (c) The Maximum sign area of a board shall be:

- Residential Zone: 1.0m² per site
 - Rural/Residential Zone: 2.0m² per site
 - Rural Zone: 3.0m² per site
 - Business Zone: 4.0m² per site
 - Protected Area Zone: (Stratford Urban area only): 4.0m² per site.
 - Commercial Zone 4.0m² per site.
- (d) Sign structures must be competently constructed and comply with the NZ Building Code, where necessary.
- (e) Signs must only be located on private property. Landowner permission is required for all signs.
- (f) No signs are permitted on Council roads, State Highways, on a heritage site, Council reserves or any other Council property.
- (g) Council staff will remove non-complying signs from Council roads and property.
- (h) Signs must not obstruct driver visibility along the road, at intersections or driveways, or at a railway level crossing.
- (i) Signs must not be placed within 15 metres of a traffic safety or directional sign.
- (j) Signs located next to a State Highway must have a minimum lettering height of 120mm where the speed limit is less than 70km/h; and 160mm where the speed limit is 70km/h or greater.
- (k) Signs must not be rotating, flashing, reflective or illuminated. Signs must be well maintained. Council staff will remove signs that are poorly maintained and which may present a danger to road users or the public generally.
- (l) Signs must include an authorisation in accordance with the Local Electoral Act 2001.

10.6 Heritage signs:

- (a) Heritage signs in public places, heritage areas or outside heritage buildings will be assessed on a case-by-case basis. Special consideration will be taken to ensure that signs do not materially affect the heritage value of the area or building.

10.7 Real estate signs:

- (a) Real estate signs, including flags attached to vehicles advertising open homes or auctions, may only be placed directly outside the property to which the signage refers.
- (b) Signs should be as close to the street front boundary of that property as practicable.
- (c) Signs can be displayed while the property is on the market and shall be removed no later than 48 hours after the property has been sold.
- (d) Signage shall comply with the district plan requirements for each land zone.

13 Repair or Removal of Signs

- 13.1 The Chief Executive Officer or delegate may, by notice in writing require the owner, occupier or lessee of any land where an unsightly, non-complying, unsafe or unauthorised sign is located to repair or remove that sign within a period stated in the notice.
- 13.2 Where any person fails to comply with any requirement to alter or remove any sign, the Chief Executive Officer or delegate may have the sign altered or removed. The cost incurred in altering or removing the sign shall be recoverable as a debt against the owner of the sign or the owner of the land where the sign was placed.
- 13.3 Any sign removed by the Chief Executive Officer or delegate shall be released to the owner upon payment of the costs incurred in its removal and storage.
- 13.4 Any sign that remains unclaimed for a period not exceeding one month, may be sold or otherwise disposed of by the Council.
- 13.5 Pursuant to the authority given by Section 163 of the Local Government Act 2002, an Authorised Officer, may remove any sign and fittings or poster of notice which does not comply with the requirements of this bylaw.

14 **Right of Appeal**

- 14.1 The applicant or the owner of a sign shall, on having been informed in writing of any decision relating to this bylaw, have the right of appeal within 14 days to the Council, which may confirm, reverse, or modify any such decision.

APPENDIX B

CHAPTER 6

CONTROL OF ADVERTISING SIGNS

601 INTERPRETATION

NAME-PLATE means any plate of metal, wood, glass, plastics, or other material fixed to a wall surface or in a sign-case near the entrance to premises to denote the name, business, designation, and agencies of an occupier of such premises.

SIGN-CASE means any case, panel, board, or other device attached to any premises to which name-plates are affixed, or for the display of the names, business designations, agencies, and addresses of the occupiers of the premises to which it is attached.

SIGN means any display or device which is visible from a public place and which is intended to attract attention for the purpose of identifying, advertising, informing or directing.

602 GENERAL REQUIREMENTS FOR SITING OF SIGNS

602.1 No person shall display, erect, or maintain or cause or permit to be displayed, erected, or maintained any sign so close to any part of a road, motorway, or to any corner, bend, safety-zone, traffic sign, traffic signal, or intersection as in the opinion of the Authorised Officer would -

- (a) Obstruct or be likely to obstruct the view of traffic; or
- (b) Distract unduly or be likely to distract unduly the attention of road users; or
- (c) Constitute or be likely to constitute in any way a danger to the public.

602.2 No person shall place, display, or permit or suffer to be placed or displayed, or to remain any sign containing any reflective material which tends to reflect vehicle lights, or contains any material dependent for illumination upon the lights of traffic in such a position as in the opinion of the Authorised Officer would distract or be likely to distract the attention of the driver of any motor vehicle.

602.3 No person shall place, display, cause, or permit to be placed or displayed on or upon or against any public place, public building, bridge, or other structure, any post, pole, or other upright for whatever use including those for the guidance and control of traffic, or any tree or other vegetation, traffic sign, traffic signal, or pavement any sign for advertising or any other purpose unless with the prior permission in writing of the Authorised Officer.

602.4 No person shall cause or permit any sign other than a name-plate or sign-case to be erected over any public place unless every part of such sign is at least 2.5 m above the footpath or 5.5 m above the carriageway, and then only with the prior permission in writing of the Authorised Officer.

602.5 No person shall erect any sign-case in such a position as to project over any road, private street, or public place unless the prior permission in writing of the Authorised Officer has been obtained.

603 **GENERAL REQUIREMENTS FOR CONSTRUCTION AND MAINTENANCE OF SIGNS**

603.1 No sign shall be made, erected, or constructed otherwise than in a good and workmanlike manner of materials approved by the Authorised Officer and where required by the Authorised Officer, in accordance with plans and specifications approved by him.

603.2 Roadside Signs:

- (a) Such signs are to be located not closer than 50 metres to an intersection, and as close as possible to the carriageway kerb. A minimum distance of 100 metres is to be maintained between such signs at all times.
- (b) That the Council prohibit the location of any form of advertising sign inside the circular kerbed round-a-bouts located at the intersections of Regan Street and Fenton Street with State Highway 3.
- (c) The roadside shall mean all roads within the district including State Highways.

603.3 Footpath Signs:

- (a) The size of signs is not to exceed 1 m².
- (b) The signs must be located only on the footpath and as close as possible either to the kerb or to the inside edge of the verandah post outside the premises displaying such signs. Minimum distance of 5 metres must be maintained between signs at all times. Advertisers may place signs only along the frontage of the premises leased or occupied by them, and the location of signs along any other section of the frontage of any premises is prohibited.
- (c) This policy is to apply only to those parts of the urban areas which are zoned for business purposes or where retail shops are in operation.
- (d) Such signs can only be displayed on footpaths during the times the particular advertiser has a business premises open for public business.
- (e) No licensing system is to be established but the Council reserves the right through its officers to confiscate any portable advertising sign which is displayed in breach of the rules specified in this policy.

603.4 Every such sign shall at all times be maintained in good repair and condition to the satisfaction of the Authorised Officer.

603.5 If any sign shall at any time not be in good order and condition, or if it shall at any time be unsightly or dangerous, the Authorised Officer may, by notice in writing signed by him and addressed to the owner or lessee of the premises upon which such sign exists, require such owner or lessee to repair or secure or otherwise put in order or remove such sign within a period stated in such notice, and if such owner or lessee shall fail to comply with the requirements of any such notice within the time therein specified he shall be liable to prosecution for an offence against this Part of this bylaw.

604 **REMOVAL OF OFFENDING SIGNS**

604.1 If any sign fails to conform to all the provisions of this Part of this bylaw, it shall be the duty of the occupier for the time being of the premises on which such sign shall have been displayed or erected, after being served with a notice in writing under the hand of

the Authorised Officer requiring him so to do, to take down and remove such sign or so much thereof as does not conform to the provisions of this Part of this bylaw within the period of time specified in such notice.

604.2 If the person on whom such notice has been served fails to comply with the terms of such notice within the time stated therein he shall be liable to prosecution for an offence against this Part of this bylaw.

604.3 Pursuant to the authority given by Section 163 of the Local Government Act 2002, the Authorised Officer, may pull down or remove any sign, poster or notice which does not have a sign permit, or a resource consent pursuant to the Resource Management Act 1991 if required, or does not comply with the requirements of this Bylaw pertaining to the control of advertising signs, and also any fittings or attachment which prevents its ready removal.

The Council may recover from the owner of the property on which the non complying sign, poster or notice was displayed, or from any person referred to in Clause 706 who is responsible for removing any poster, all expenses incurred by the Council in connection with the removal of the poster or notice.

605 **RIGHT OF APPEAL**

605.1 The applicant or the owner of a sign shall, on having been informed in writing of any decision relating to this Part of this bylaw and of the reasons therefore, have the right of appeal within 14 days to the Council, which may confirm, reverse, or modify any such decision.

APPENDIX C



STRATFORD DISTRICT COUNCIL Statement of Proposal *Draft Control of Advertising Signs Bylaw 2020*

10

INTRODUCTION

This Statement of Proposal has been prepared as part of the Special Consultative Procedure (SCP) in accordance with Section 83 of the Local Government Act (LGA) 2002.

Pursuant To Section 145, the Stratford District Council ('Council') has reviewed the *draft* Control of Advertising Signs Bylaw 2020 which regulates the control of advertising in the Stratford District.

WHY DOES THE COUNCIL NEED A CONTROL OF ADVERTISING SIGNS BYLAW?

The purpose of this bylaw is to ensure that advertising signs are erected, maintained, and displayed in such a manner that they do not present a hazard or danger to public safety. The bylaw recognises there is a need to advertise businesses and promote activities, events and commerce whilst also seeking to maintain aesthetic standards and preserve amenity values

WHY IS THE COUNCIL REVIEWING THE CONTROL OF ADVERTISING SIGNS BYLAW 2008?

The Stratford District Council's Control of Advertising Signs Bylaw 2008 ("the current Bylaw") is required to be reviewed in accordance with legislation. The bylaw must be reviewed before it is automatically revoked in June 2021.

This Statement of Proposal includes a copy of the proposed *draft* Control of Advertising Signs Bylaw 2020.

WHAT IS THE COUNCIL PROPOSING IN THE CONTROL OF ADVERTISING SIGNS BYLAW 2020?

- Minor amendments to wording of the bylaw for clarity.
- Deletion of clauses considered no longer necessary.
- The draft Bylaw proposes the addition of election, real estate and heritage signage.
- The Bylaw also allows for the Chief Executive or delegate to consider an exemption to an application, if the proposal for signage meets the provisions of listed criteria.
- The bylaw sets criteria on the licensing and restrictions for mobile signs.

WHAT MUST COUNCIL CONSIDER WHEN MAKING THIS BYLAW?

Pursuant to Section 155 of the LGA, the Council must determine the following three things in making a bylaw:

- Whether a bylaw is the most appropriate way of dealing with the issue;
- Whether the bylaw is in the most appropriate form; and
- Whether the bylaw has any inconsistencies with the New Zealand Bill of Rights Act 1990.

The requirements of Section 155 have been considered. This *draft* Control of Advertising Signs Bylaw 2020 is:

- The most appropriate way of dealing with the control of advertising within the Stratford District.
- in the most appropriate form of bylaw; and
- Consistent and does not raise any implications with the New Zealand Bill of Rights Act 1990.

HOW WILL THE COUNCIL IMPLEMENT AND FUND THE BYLAW?

The majority of provisions in the *draft* Control of Advertising Bylaw 2020 are either already budgeted for in Council's Long Term Plan (LTP) 2018-2028 or are subject to Council's *Fees and Charges*. Any new cost recovery provisions will be included in the Council's *Fees and Charges* and consulted on as part of the 2020/2021 Annual Plan.

WHERE DO I GET COPIES OF THE *Draft* CONTROL OF ADVERTISING SIGNS BYLAW?

This *Draft* Control Advertising Signs Bylaw 2020 and Statement of Proposal are available upon request at the following locations:

- The Council Offices @ 61-63 Miranda Street, P O Box 320, Stratford;
- The Stratford Library @ Prospero Place, Stratford West 4332; and
- The Council's website @ www.stratford.govt.nz.

RIGHT TO MAKE SUBMISSIONS AND BE HEARD

Any person or organisation has a right to be heard in regard to this proposal and the Council would encourage everyone with an interest to do so.

Submissions should be addressed to:

Director, Environmental Services
Stratford District Council
P O Box 320, STRATFORD 4352

No later than Friday 22 January 2021 at 4.30pm. The Council will then convene a hearing, which it intends to hold on 23 February 2021, at which time any party who wishes to do so can present their submission in person. Equal weight will be given to written and oral submissions.

The Council will permit parties to make oral submissions (without prior written material) or to make a late submission, only where it considers that special circumstances apply.

Every submission made to the Council will be acknowledged, copied and made available to the public, in accordance with the Local Government Act. Every submission will be heard in a meeting which is open to the public.

Section 82 of the Local Government Act sets out the obligations of the Council in regard to consultation and the Council will take all steps necessary to meet the spirit and intent of the law.

MONTHLY REPORT



F19/13/04-D20/31559

TO: Policy and Services Committee
FROM: Director - Assets
DATE: 24 November 2020
SUBJECT: REPORT FOR THE MONTH OF OCTOBER 2020

RECOMMENDATION

THAT the report be received.

/_____
Moved/Seconded

11.1

HIGHLIGHTS:

A. Roothing

- The logging activity continues in earnest at the end of Puniwhakau Road. This forestry work is anticipated to continue for two years. To date Council has spent in the order of \$200,000 fixing the soft spots along the length of the road.
- Mangaotuku Rd improvement project has been completed. All that remains is the road marking and hydro-seeding the cut bank faces to establish grass growth on them.

B. Water Supply

- There were two reticulation disruptions during the month of October;
- Alignment survey and design of the second trunk main has been commissioned.
- An application has been made to the Taranaki Regional Council to renew the expiring Midhirst Water Take consent
- No other issues relating to the operations at the 3 water treatment plants; and
- There were no health and safety incidents.

C. Wastewater

- There were no disruptions to the operation of the oxidation ponds;
- There was no sewer network disruption affecting more than four (4) properties; and
- There were no health and safety incidents.

D. Stormwater

- There were no rainfall events that were of sufficient intensity to affect the stormwater network during the month;
- There were no health and safety incidents.

E. Trade Waste

- Council's Trade Waste Officers have undertaken the monthly influent and effluent sampling of the wastewater treatment ponds;
- All septage disposal companies operating within the Stratford District have been contacted and applications for consent are being received and processed.
- Three conditional consents to discharge trade waste have been granted; two are for septage wastes and one is for stock truck effluent.
- Two further sites have been identified as requiring backflow prevention devices and are commencing the installation process.
- Policies for backflow prevention device installation and timeframes are being researched and developed.
- The consent process and sampling of the trade waste discharges from the Esk Road livestock sale yards has commenced.
- The Trade Waste Bylaw 2020 amendments presented to Council are now adopted.

F. GIS

- The upgrade to Intramaps and AssetFinda have been resolved, additional testing being undertaken to verify the fix; and
- Mapping of Cemetery plots ongoing.
- Register of Council Trees configured and combined with Parks and Properties register.
- The GIS Officer is actively involved in sourcing the data required for DIA 3 Waters Survey (Tranche 1).

G. Solid Waste

- Recycling Bin Audit results for October shows 87% Green tags, 11% amber and 2% red tags.
- Contamination levels at the Materials Resources Facility (MRF) is being audited;
- Officers are investigating detailed cost of the *combined* food and green waste collection. Options include Council contribution to the establishment and operation of a regional composting facility in Taranaki.

H. Parks and Reserves

- Work on the entrances to the *Eastern Loop Walkway* commences in November;
- Work has started on additional planting in the King Edward Park;
- New planting is complete around the lake at Victoria Park; and
- Work to clean the RSA plaques at Kopuatama Cemetery and Pioneer Cemetery will be completed in November.

I. Property

- Renovation works continue on the Community Hall projects:
 - Centennial Rest Rooms - Kitchen is in, Painting is ongoing;
 - War Memorial hall - TSB Chambers has been painted; other works commence in December; and
 - Of the *Five* hall projects, works have been completed on the Whangamomona and Makahu halls.
- Irrigator pump replaced on the farm;
- Building and Roofing reports completed on Council properties – maintenance schedule is being developed based on the report findings.

J. Special Projects

- All sections in the Pembroke Road subdivision are now either sold or under contract.
- The Pool Design and Build tenders are being evaluated.

- Tenders for the construction of the principal components of the bike park closed on 5 November and are currently being evaluated.

1. ROADING

1.1 Level of Service and Performance Measures

The Levels of Service for the Roading Activity are measured using a number of performance indicators as shown in the table below.

Roading Level of Service (LoS) and Performance Measures

Level of Service	Performance Measure	Target	2020/2021 YTD
Safe Roading Network	Road safety - The change from the previous financial year in the number of deaths and serious injury crashes (DSI) on the local road network, expressed as a number. (2018/2019 DSI was 7, new target is 6)	-1	Achieved to date - DSI = 0 There were no DSI crashes in October on local roads.
Road Condition	Urban Road condition – The average quality of ride on sealed urban road network, measured by smooth travel exposure.	≥ 83%	Achieved (as at March 2020) - 88%. Another condition survey will be undertaken in March 2022.
	Rural Road condition- The average quality of ride on sealed rural road network, measured by smooth travel exposure.	≥ 91%	Not Achieved to date - 78%. Another condition survey will be undertaken in March 2022.
Road Maintenance	Sealed Road maintenance – The percentage of the sealed road network that is resurfaced:	≥5%	Not yet Achieved - 0% Depending on the availability of bitumen, we are aiming to complete 25% of this year sealing programme in December. The remaining 75% will be undertaken in January and February 2021.
	Unsealed Road maintenance - The percentage of the unsealed road network that has been metal dressed.	≥7%	Not yet Achieved - 0%. With the logging activity currently underway on Puniwhakau Rd, our focus for the last two months has been to repair the damage on this road. This has resulted in a delay to this programme. It could also mean we do not meet our target percentage.
Footpaths	Footpaths that fall within LoS Standard - The percentage of footpaths within a territorial authority district that fall within the level of service or service standard for the condition of footpaths that is set out in the territorial authority's relevant document.	>82%	Not Achieved = 62% This year's footpath condition survey has been completed and the results are indicated above.
Customer Request Management Response	Response to service requests - The percentage of customer service requests relating to roads and footpaths to which the territorial authority responds within the time frame specified in the long term plan.	>86%	Achieved to date - 100%.
Customer Satisfaction	<ul style="list-style-type: none"> • Roading Network 	>76%	The 2020 customer satisfaction survey, with a total of 488 responses, showed Good, Very Good and Excellent having a total of 75.4% , Fair having 18.24% and Poor having 6.35% .
	<ul style="list-style-type: none"> • Footpaths 	>77%	The 2020 customer satisfaction survey, with a total of 492 responses, showed Good, Very Good and Excellent having a total of 73.58% , Fair having 21.75% and Poor having 4.67% .

1.2 **Outstanding Matters**

Customer Requests - There no outstanding CRM's for the month of October.
Dunns Road Bridge Pavement defect – This pavement has settled relative to the bridge deck. It is proposed in the interim to fix by placing a fillet of QPR to 'soften' the bump as one drives onto bridge, with permanent repairs planned for later this summer.

1.3 **Routine Maintenance**

Day-to-day maintenance activities continued throughout October, typically comprising:

- Chemical weed control in the rural areas;
- Clearing the water tables;
- Clearing culvert inlet and outlets;
- Sign cleaning and repairs;
- CBD cleaning;
- Grading the roads in the Toko and Kupe areas of the district;
- Potholes filling; and
- Sight rails repairs and painting

1.4 **Ready Response Works**

- Fulton Hogan have attended to some fallen trees on Mangaoapa Road, Mangaehu Road and Makuri Road which were the remains of fallen trees caused by the high winds.

1.5 **Capital Works**

- Mangaotuku Road improvements project has been completed, except for some minor works to spray grass seed on the area used as a tip head along with roadmarking.
- Fulton Hogan have re-commenced the footpath replacement programme. Work has begun on Page Street, outside Taranaki Can-Am and also on Lysander Street. Approximately 2km of footpaths has been identified for replacement in this financial year. The list of sites has been given to Fulton Hogan for resourcing and programming.

1.6 **Shovel Ready Infrastructure Projects**

- All of the four shovel ready projects have been substantially completed. The roadmarking for Beaconsfield Rd is outstanding, and relies on some dry weather for the roadmarking to be done.

1.7 **Building, Resource Consents, PIMS and LIMS**

For the month of October, Roding Assessments were made for a total of:

- Thirteen (13) Building Consent applications,
- Two (2) LIM reports and
- Four (4) Resource Consent applications.

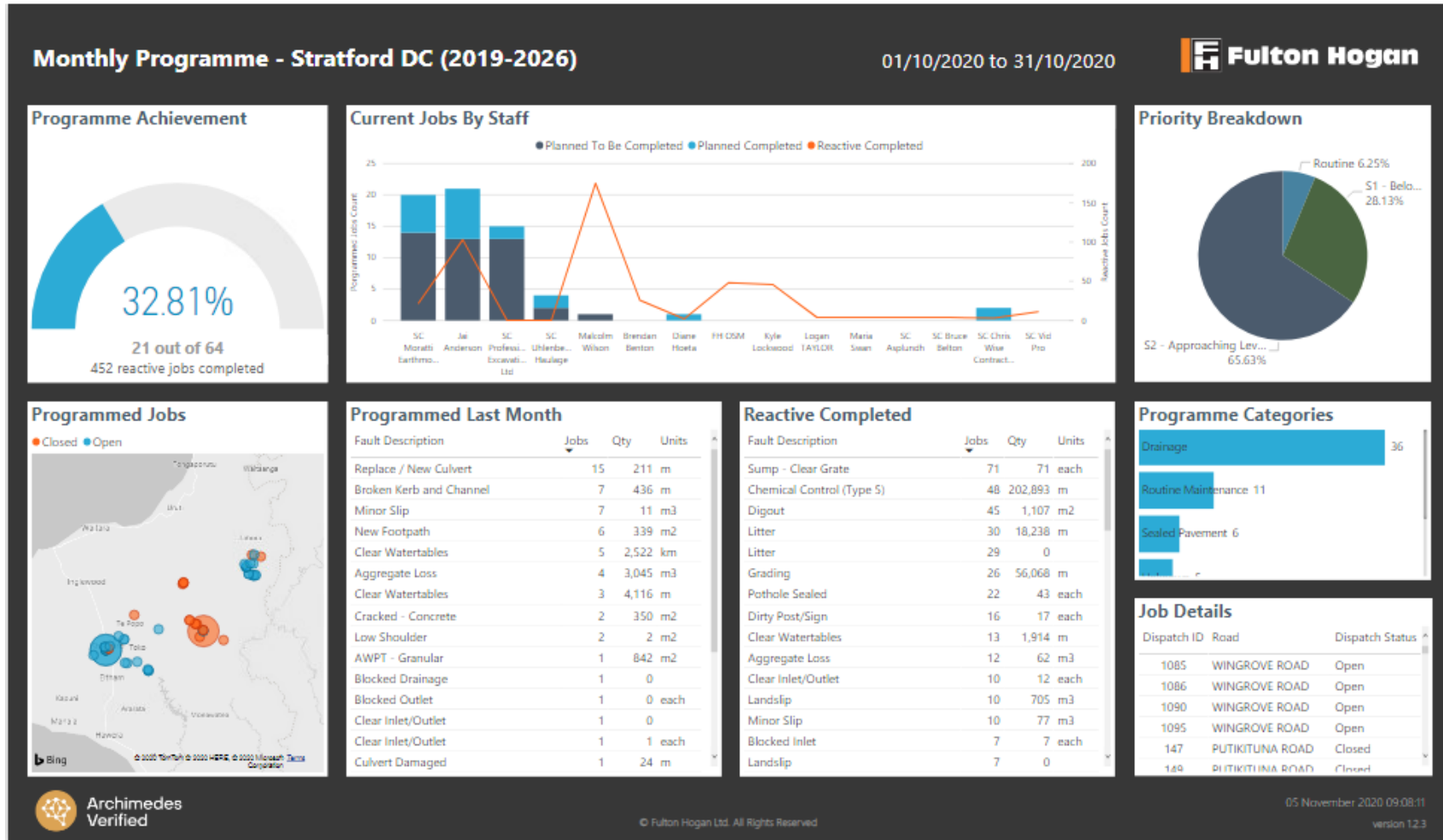
1.8 **Health and Safety**

There was one incident during October, where the driver of the Firth concrete truck, forgot to apply the parking brake whilst discharging concrete from the drum. Fortunately, the concreting contractor reacted and applied the parking brake before anyone was injured. We will await Fulton Hogan's report on the incident.

1.9 **Roding Activities**

The Roding Activities completed Reactive and Programmed Works (*Figure 1*).

Figure 1: Monthly Programme Achievement Chart – October 2020



2. SERVICES

2.1 Water Supply

The Levels of Service for the Water Supply Activity are measured using a number of performance indicators as shown in the table below.

Water Supply Level of Service (LoS) and Performance Measures

Level of Service	Performance Measure	Target	2020/2021 YTD
Safe Drinking Water – <ul style="list-style-type: none"> • Drinking Water Standards; • Maintenance of Reticulation 	DWSNZ Bacterial compliance - Compliance with Part 4 of the Drinking-water standards (bacteria compliance)	100%	On Target
	DWSNZ Protozoal compliance - Compliance with Part 5 of the Drinking-water standards (protozoal compliance)	100%	On Target
	Water Loss – The percentage of real water loss from the local authority’s networked reticulation system (including a description of the methodology used to calculate this)	<25%	Not yet measured
A Reliable Water Supply – <ul style="list-style-type: none"> • Response Time; • Unplanned Disruptions 	Urgent Response Times - The performance measure targets for the median response time for urgent attendance and resolution		
	• Attendance for urgent call-out	1 hr	14 mins
	• Resolution for urgent call-out	8 hrs	2 hr 39 mins
	Non-urgent Response Times – The performance measure targets for the median response time for non-urgent attendance and resolution		
	• Attendance non urgent call-out	2 working days	9 hrs 49 mins
	• Resolution non urgent call-out	5 working days	10 hrs 06 mins
	Unplanned Disruptions - The performance measure target for disruptions.		
• Minor disruptions (between 5 and 50 connections affected)	< 5	3	
• Major disruptions (more than 50 connections affected)	< 2	0	
Demand Management	Water Consumption - The average consumption of drinking water per day per resident within the district	<275L / resident / day	Not yet measured
Customer Satisfaction	Number of complaints - The performance measure target for customer satisfaction is <32 per 1,000 complaints received for:		Not yet measured
	• Drinking Water Clarity;		3
	• Drinking Water Taste;		1
	• Drinking Water Odour;	<32 / 1000 complaints received	0
	• Drinking Water Pressure or Flow;		0
	• Continuity of Supply		0
	• Council’s response to any of these issues.		0

Level of Service	Performance Measure	Target	2020/2021 YTD
Water Pressure	Water Pressure – The average water pressure at 50 properties within the water supply zone, including any that have complained about pressure and or flow meets council specifications (flow>10l/min & pressure>350kpa)	100%	Not yet measured
NZFS Conditions	Fire Hydrants – The performance measure targets the percentage of hydrants meeting the NZFS Code of Practice conditions regarding supply	100%	Not yet measured

2.1.1 Operations

Water Treatment

- There were no issues relating to the operations at the 3 water treatment
- Council has submitted an application to the Taranaki Regional Council to renew the expiring Midhirst Water Take consent, including consultation with Iwi and Fish & Game as potentially affected parties. A letter of support has been received from the Taranaki District Health Board in support of the application.

Water Reticulation

- There were two reticulation incidents during October:
 - The first occurred when a leak was reported on the trunk main on the 17th October. The following night the main was shut down and the faulty section of pipe replaced. This was achieved with only a single service complaint recorded (dirty water);
 - The second failure (on the 20th) occurred on a 100mm Everite pipe on Miranda Street. Both sites were reinstated to the required standards within the required timeframe.

Water Supply Health and Safety

- There were no health and safety incidents during the month.

2.1.2 Planning - Long Term Projects

Council has commissioned a consultant to commence with the survey and design of the second trunk main project to ensure the shovel ready timeframes are met.

2.2 Wastewater

The Levels of Service (LoS) for Wastewater Activity are measured using a number of performance indicators as shown in the table below. The overarching LoS is the management of wastewater without risk to public health.

Wastewater Level of Service (LoS) and Performance Measures

Level of Service	Performance Measure	Target	2020/2021 YTD
System Adequacy	Dry weather sewerage overflows - The number of dry weather sewerage overflows from the territorial authority's sewerage system, expressed per 1000 sewerage connections to that sewerage system.	<5 per 1,000	0.43
Discharge Compliance	Resource Consent Compliance – Compliance with the territorial authority's resource consents for discharge from its sewerage system measured by the number, received by the territorial authority in relation to those resource consents, of:	0	Achieved
	• Abatement notices;		
	• Infringement notices;		
	• Enforcement orders; and • Convictions.		
Response and Resolution Times	Sewerage overflows - Where the territorial authority attends to sewerage overflows resulting from a blockage or other fault in the territorial authority's sewerage system, the following median response times are measured:		
	• Attendance time from the time that the territorial authority receives notification to the time that service personnel reach the site.	1 hr	33 mins
	• Resolution time from the time that the territorial authority receives notification to the time that service personnel confirm resolution of the blockage or other fault.	8 hr	62 mins
Customer satisfaction	Complaints - The total number of complaints, expressed per 1000 connections to the territorial authority's sewerage system, received by the territorial authority about any of the following:	<5	Achieved to date -
	• Sewage odour		
	• Sewerage system faults		
	• Sewerage system blockages, and		2.17 (5 received – (0.43 justified)
	• The territorial authority's response to issues with its sewerage system		

11.1

2.2.1 Operations:

Wastewater Treatment

- There were no disruptions to the operation of the oxidation ponds in October and normal operations continued.

Wastewater Reticulation

- There were no sewer network disruptions effecting more than four (4) properties in October.

Wastewater Health and Safety

- There were no health and safety incidents for the month of September.

2.3 Stormwater

The Levels of Service for the Stormwater Activity are measured using a number of performance indicators as shown in the table below.

Stormwater Level of Service (LoS) and Performance Measures

Level of Service	Performance Measure	Target	2020/2021 YTD
Stormwater system protects property from impacts of flooding.	System adequacy		
	<ul style="list-style-type: none"> • The number of flooding events that occur in a territorial authority district. "Flooding" in this context means stormwater entering a habitable floor 	0	0
	<ul style="list-style-type: none"> • For each flooding event, the number of habitable floors affected. (Expressed per 1000 properties connected to the territorial authority's stormwater system.) 	0	0
	<ul style="list-style-type: none"> • For each flooding event, the number of buildings in the central business zone affected by flooding. 	0	0
Discharge Compliance	Resource Consent Compliance – Compliance with the territorial authority's resource consents for discharge from its stormwater system measured by the number of:	N/A	N/A Council does not hold consent for stormwater discharge
	<ul style="list-style-type: none"> • Abatement notices; 		
	<ul style="list-style-type: none"> • Infringement notices; 		
	<ul style="list-style-type: none"> • Enforcement orders; and • Convictions. 		
Response Time	The median response time to attend a flooding event, measured from the time that the territorial authority receives notification to the time that service personnel reach the site.	1 hr	0 hrs
Customer satisfaction	Complaints - The number of complaints received by a territorial authority about the performance of its stormwater system, expressed per 1000 properties connected to the territorial authority's stormwater system.	< 8	0

2.3.1 Operations

There were no rainfall events that were of sufficient intensity to affect the stormwater network during the month. Routine maintenance included the completion of last month's open waterway inspections.

2.4 Trade Waste

The following provides a summary of Trade waste Activities for the month of October:

- **Training** – Council’s Trade Waste Officers have been trained on the monthly influent and effluent sampling regime of the wastewater treatment ponds, the sampling regime is now a core activity of the Trade Waste Officers role.
- **Trade Waste Bylaw 2020 Amendments** - The proposed amendments, under Section 156 (2)(a) of the Local Government Act 2002 (LGA), have been reported to the Policy and Services Committee, the amendments have been adopted.
- **Bylaw Consenting** – Three conditional consents to discharge trade waste have been granted, two are for septage wastes and one is for stock truck effluent. Applications for bulk septage have been received and are being processed. The Esk Road livestock sale site has been inspected, intensive discharge sampling over the coming month is to occur prior to consent conditions being created.
- **Bylaw Enforcement** – The infringement scheme process is on hold until after the trade waste bylaw amendments have been publicly notified.
- **Backflow Prevention** – Two backflow high risk sites have been identified and will have backflow prevention devices installed. Policies regarding installation timeframes are being researched prior to Council creating such policy.
- **Health and Safety** – No health and safety incidents have occurred.
- **ProMap** - Trade Waste Officers have been Pro-mapping processes related to the trade waste role.

2.5 GIS

The following provides a summary of GIS Activities for the month of October.

- **Intramaps Upgrade** – Upgrade is being tested by versus staff members. Batch files are being reviewed
- **AssetFinda Upgrade** – Mobile application due to be installed and rolled out to the contractors. Additional testing being undertaken to verify the fix.
- **Facilities** – Register of Council Trees configured and combined with Parks and Properties register. The mapping of Cemetery plots is ongoing.

2.6 Solid Waste

The Levels of Service for the Solid Waste Collection Activity are measured using the performance indicators shown in the table below.

Solid Waste Level of Service (LoS) and Performance Measures

Level of Service	Performance Measure	Target	2020/2021 YTD
The levels of waste generated are reducing	Quantity of Waste to landfill per household (municipal kerbside collection only)	<700kg	Achieved to date – 381kg (October - 369kgs per household)
	Percentage (by weight) of council controlled waste stream that is recycled (municipal kerbside collection only).	>25%	Achieved to date - 26%
Customer Satisfaction	Percentage of customers satisfied with the service provided.	>90%	96% as per 2019/2020 Annual Report

11.1

2.6.1 Planning – Bylaws, Policies and Meetings

- The *Regional Behaviour Change Strategy* is under development. This will provide a framework for education and community engagement initiatives to support waste minimisation.
- The *Solid Waste Activity Management Plan 2021/2031* is currently being reviewed.

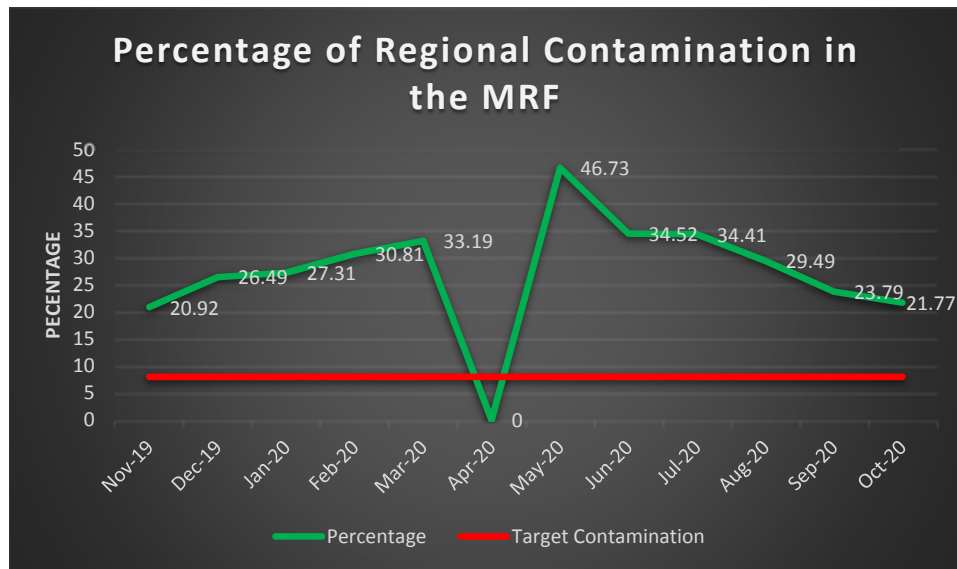
2.6.2 EnviroSchools

Stratford EnviroSchools have been doing amazing things over the last quarter!

- Ngaere School - Researching different landscaping and garden spaces for their school including a bee garden and a butterfly garden and maintaining their kai garden.
- Midhirst School - Commenced their EnviroSchools journey this year. They are working alongside Whakaahurangi Marae and reaching out to TRC and horticulture experts to learn how much effort goes into looking after the land and waterways.
- Stratford High School - Have improved the soil in their raised garden beds and set up food for term 4 harvesting.
- Toko Primary School - Have 22 scarecrows on display, most made from recyclable materials. Children are taking tours around their school and selling homemade honey and free range eggs

2.6.3 Contamination Levels Coming At the MRF

The New Plymouth District Council (NPDC) is working closely with EnviroWaste regarding the level of contamination coming out of the MRF. This contamination is going to landfill, reducing the revenue from selling the recyclable products. Visual truck audits are being completed on every load and one “loader grab” a week is manually audited by hand. The following graph covers the last 12 months and shows the increase in contamination over the first 7 months, then a steady decline after lockdown eased and there were reminders sent out to the community. Further decline in contamination from August 20 could be attributed to the campaign regarding the change in plastics that was pushed out at the end of August 20.



11.1

The MRF was closed over Covid-19 Alert Levels 4 and 3 resulting in no data for April 20.

It is safe to assume that the more communication regarding correct recycling that is sent out to the community, the more the contamination reduces. To keep this reduction going, a regular space in social media and in CentralLink will be planned.

The current Taranaki Solid Waste Services Contract Management Plan is being assessed to ensure the contamination going into the MRF is being managed as best as possible with “daily loader” grab audits being completed measuring the categories of general waste that is contaminating the recycling. Different areas can be targeted with the truck loads going into the MRF and will enable more accurate data to be captured.

2.6.4 **Waste Minimisation Initiatives**

A. **28 October 2020 – Contact Energy Recycling Presentation**

Amber from Contact Energy in Stratford contacted Stratford District Council to request a presentation regarding recycling for the staff at the site. Amber advised Contact Energy is reviewing its processes and looking to operate more sustainably through the organisation. They wanted to ensure the staff are recycling correctly both at work and at home. Cynthia McCracken, the Zero Waste Educator from New Plymouth District Council presented to 20 staff. Follow up is required for questions around rural properties and farm recycling. I will be providing information the first week of November.

2.6.5 **Upcoming Waste Minimisation Initiatives**

18 November 2020 – Grey Power Recycling Presentation - Grey Power have requested a recycling and waste presentation at their quarterly member meeting. This presentation will include the change in plastics and the type of plastics eg: milk bottles, drink bottles, meat trays, instead of looking for the number which can be hard for the senior citizens.

27 – 28 November 2020 - A&P Show - Stratford District Council is supporting the A&P Association with 2 Waste and recycling stations for use through the full weekend. Steelformers Netball Club in Stratford has confirmed they will be manning the waste stations and our contractors will be taking away the recycling and rubbish from the stations only (not all the show’s rubbish).

2.6.6 Planning - Long Term Projects

South Taranaki District Council have completed Capital Expenditure costings for a regional composting facility in South Taranaki and are requesting buy-in from Council, in addition to NPDC, TRC to be able to move this forward. Council share of the full project of \$1,600,000.00 would be approximately \$54,000.00. This is pending 50% funding from Ministry for the Environment.

Quotes have been received for the potential green and food waste collection for Stratford District. A workshop with Elected Member scheduled for December will support Officers in the assessment and considerations of available options.

11.1

2.6.7 Weekly Recycling Bin Audits

- The weekly recycling audit summary from 1 October 2020 to 31 October 2020 is provided in the chart below.
- The amber tags are currently at 11% and the red tags are at 2%.
- While the “no contamination” percentage sits at 87%, the goal is to have the green line consistently at 100%.
- The number of amber tags is now steadily reducing with the red tag numbers static. There is still work to do to reduce the red tag numbers and more communications are planned in the following weeks.

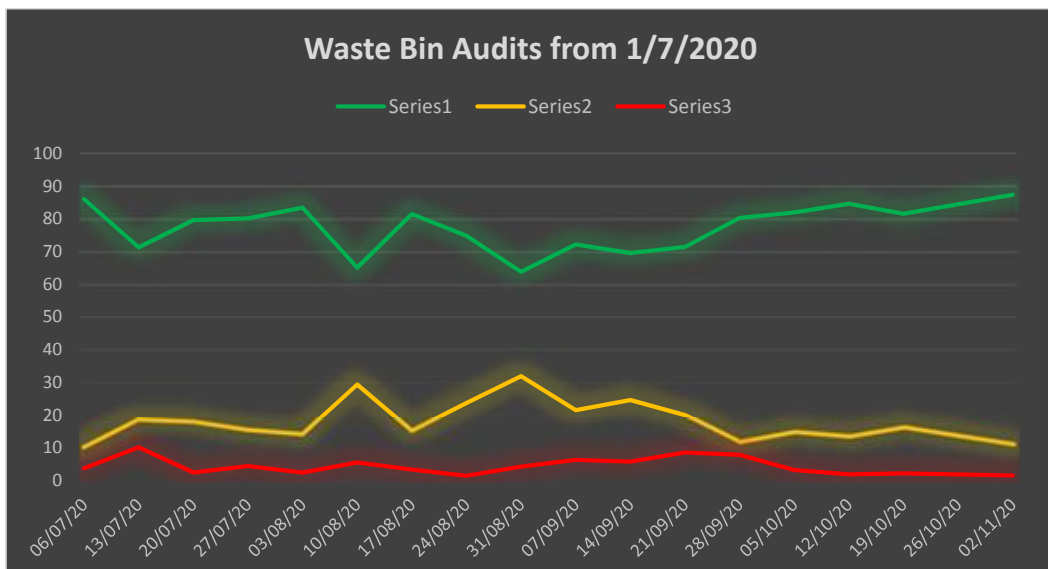


Table 1: Waste Minimisation activities Completed, Planned and Under Consideration

Month	Activity	Description	WMMP Reference	Status
SEPT	Plastics - Change takes effect	The beginning of September is the date the public will be asked to change the way they recycle. Radio, online and newspaper ads will be running. Facebook, recycling app and website pages will be amended.	BC1	Completed
	Waste-Free - Period Sessions in schools	Stratford High School will have their session in September 2020. Sample packs will be provided to each girl.	CP3	Completed
	Keep NZ Beautiful Clean Up Week	SDC has registered a volunteer team to take part in the clean-up week, provide free access to the transfer station for marked rubbish bags and run a free BBQ lunch for all the community volunteers to celebrate the end of the week. Stratford Lions and 2 members of the public have registered to join us in the event on Saturday 12/9/20.	L9	Completed
	Stall at Prospero Market	To educate the community on change in plastics to be recycled.	BC1	Completed
OCT	Recycling presentation at Contact Energy	Presentation to staff on correct recycling at home and work. New initiative driven by Contact Energy to be more sustainable.	CP3	Completed
	Recycling presentation at the GreyPower Quarterly meeting	18/11/2020 – presentation to Grey Power senior citizens on correct recycling habits.	CP3	Planned
NOV	A&P Show	2 waste stations will be provided for the A&P Show. They will be manned by volunteers from a local community group with SDC donation to that organisation.	CP3 and L3	Underway
	Events and waste minimisation plans.	Process, application forms and website information being developed for event organisers to create a waste minimisation plan. This will be done in conjunction with the Community Development Manager.	CP6	Underway
	Regional Zero Waste Taranaki Behaviour Change Strategy - Education Plan review	A new regional strategy is being developed to outline how the 3 district councils will approach behaviour change to work towards Zero Waste in Taranaki. This fits in well with our Waste Management and Minimisation Plan and the behaviour change actions. This will be ready for consideration by Council Members by September 2020. The Education Plan will be included in the strategy as an action.	BC1-BC6	Underway
DEC	Christmas Parade	Recycling and Waste Station will be placed in Prospero Place with the markets and manned by a volunteer organisation. A table with examples of sustainable gift wrapping and gifts will be set up for some education.	BC1	Planned
JAN	Whangamomona Republic Day	Support the committee with manned waste stations and provision of taking away the recycling on the day.	CP3 and L3	Planned
MAY	AgRecovery Event	Support for an AgRecovery event for Farmers to bring their old farm chemicals and plastics for recycling and safe disposal. Provide venue and promotion.	L3	Planned

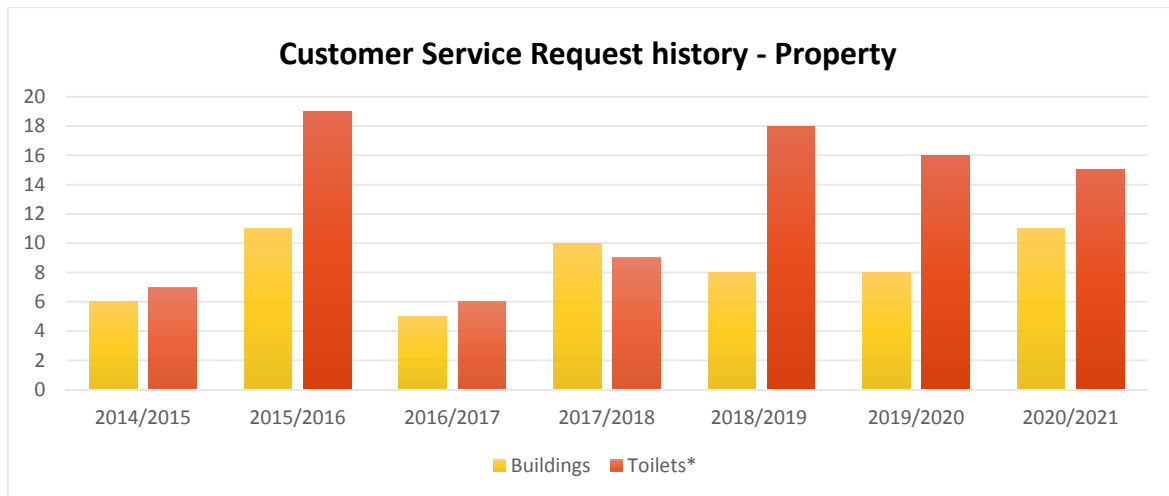
3. PROPERTY

The customer service request history for the Property Activity is shown below.

Level of Service		Performance Measure					Target
To provide a high level of service for all Properties		Number of complaints and requests for service.					<50
	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019	2019/2020	2020/2021
Buildings	6	11	5	10	8	8	11
Toilets*	7	19	6	9	18	16	15
Total	13	30	11	19	26	24	26

*Blocked (5); Cleaning (4); Replace Parts (2); Vandalism (4); Graffiti (0); Accidental Damage (0)

11.1



3.1 Aerodrome

The performance measure for the aerodrome is >70% customer satisfaction with the condition and maintenance of the facility. This is measured annually and reported at the end of the financial year. Aircraft movements at the Aerodrome by *Month* and *Type* are provided below.

There were no movement for many days and some having only one. 215 radio calls were recorded. With the quietest day was the 9th with 0 calls, 46 calls on 25 October, average is 6 calls per day. I have added the airspace activity graph for viewing (Figure 2).

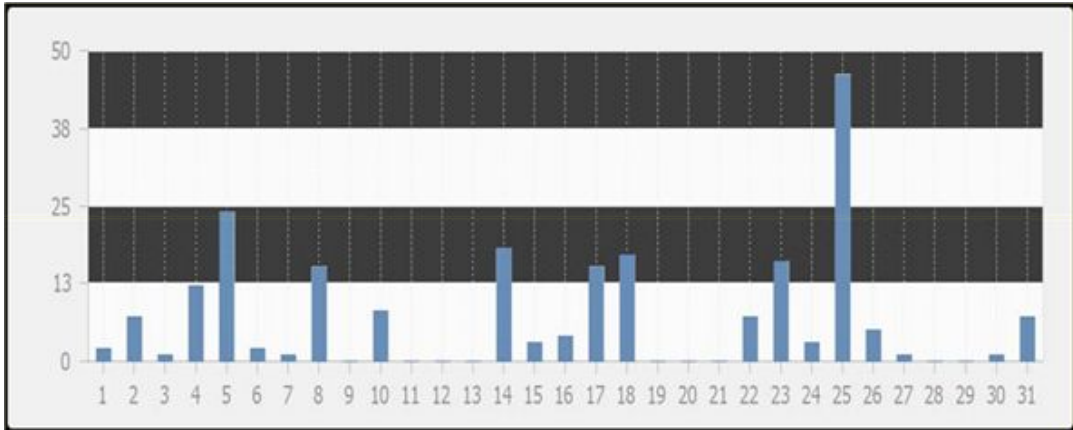
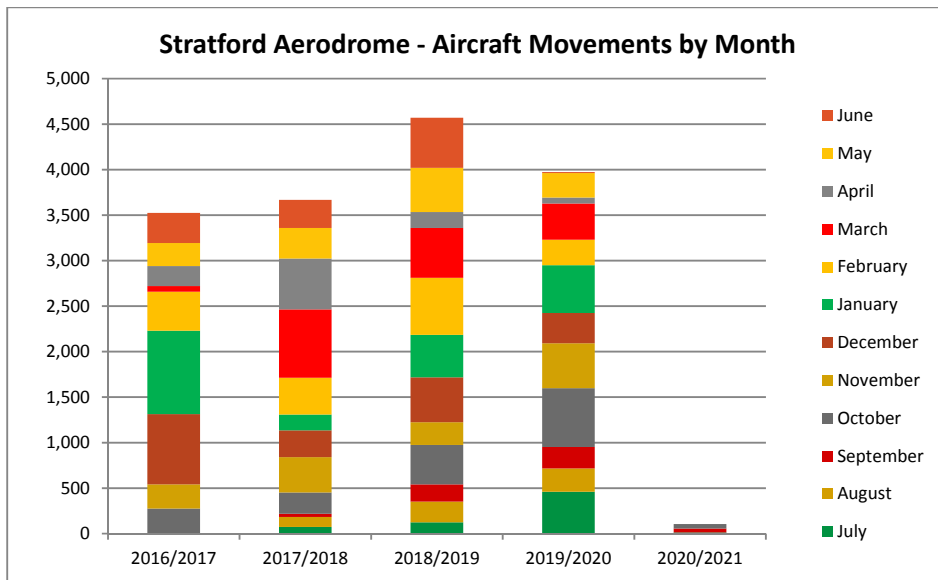
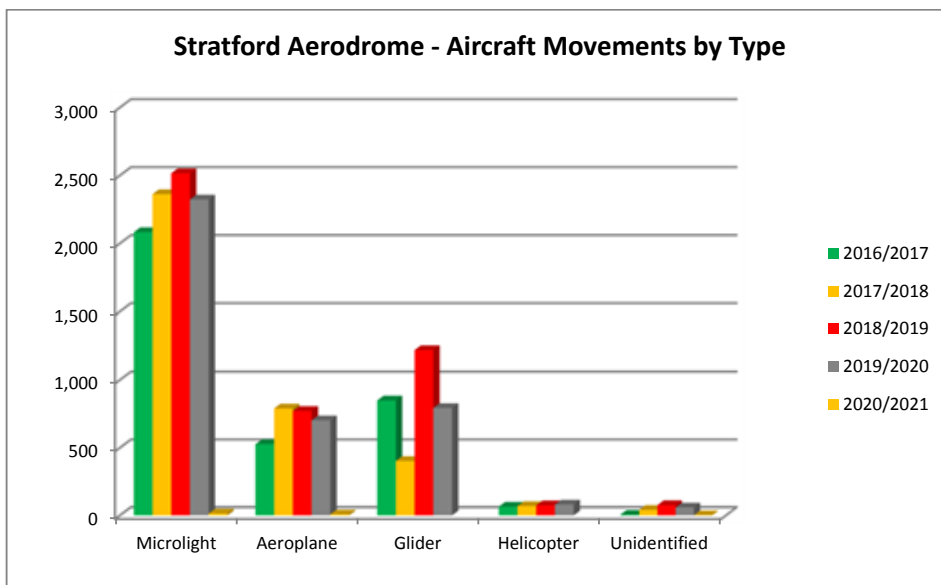


Figure 2: October Airspace Activity Calls



11.1



3.2 Civic Amenities

The Council's Amenities portfolio include, but are not limited to:

- Housing for the elderly;
- War Memorial Centre;
- Centennial Restrooms; and
- Public toilets.

The Levels of Service Provision including their Performance Measures are based on the condition of the assets and associated customer satisfaction. The performance of these services are annually measured and are reported on at the end of the financial year.

Level of Service	Performance Measure	Target
To provide facilities that are well maintained and utilised.	Buildings legally requiring a Building Warrant of Fitness (WoF) have a current Building WoF at all times.	100%
	Annual booking of War Memorial Centre.	>500
	Annual booking of Centennial Restrooms.	>200
To provide suitable housing for the elderly.	Percentage of Customer satisfaction.	>89%
	Annual Occupancy rate.	>95%
To provide clean, well maintained toilet facilities.	Percentage of Stratford District residents satisfied with overall level of service of toilets.	>75%

The Civic amenities occupancy rates / patronage are shown in the table and charts below.

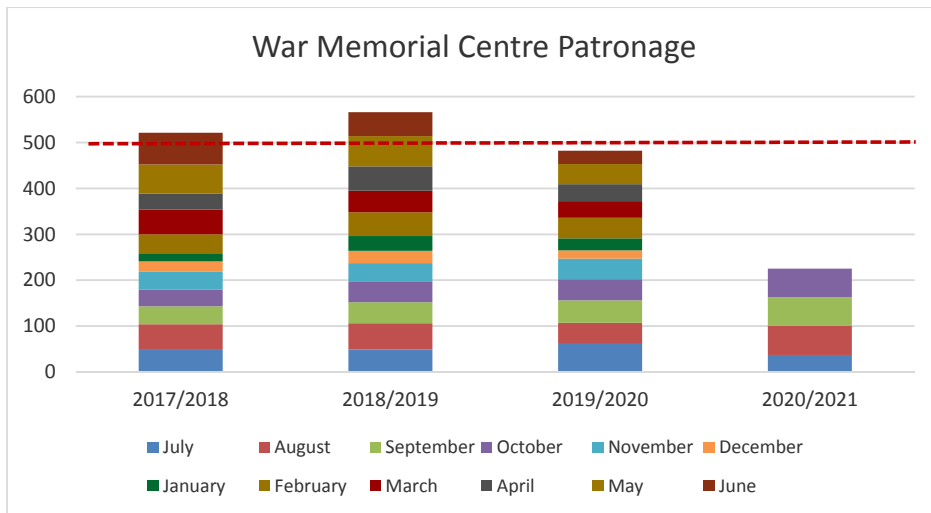
3.2.1 Housing for the Elderly Occupancy Rates

OCCUPANCY RATES						
Unit	2015/16	2016/17	2017/2018	2018/2019	2019/2020	2020/2021
1	100%	100%	97%	100%	100%	100%
2	100%	100%	100%	100%	100%	100%
3	100%	100%	100%	100%	100%	100%
4	100%	100%	100%	100%	100%	100%
5	100%	100%	100%	100%	100%	100%
6	100%	100%	100%	100%	100%	100%
7	96%	100%	100%	100%	100%	100%
8	100%	100%	100%	100%	100%	100%
9	95%	100%	100%	100%	100%	100%
10	92%	95%	100%	100%	100%	100%
Total	98%	99%	100%	100%	100%	100%

The performance measure of >95 % was achieved for the 2019/2020 financial year.

3.2.2 **War Memorial Centre**

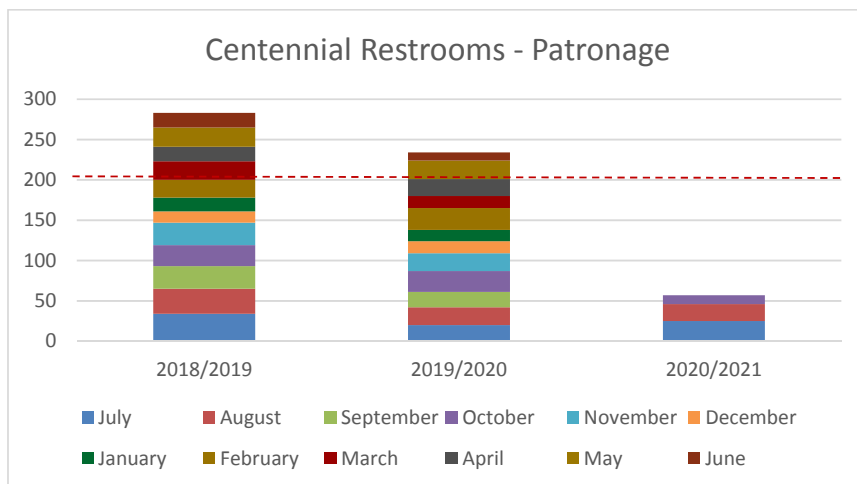
- There were a total of 62 bookings in the month of October
- The Shovel Ready Project has started with the TSB Chambers being painted. All other contractors are now booked to start in December.
- The chart below shows bookings to date with the target line of 500 in red.



11.1

3.2.3 **Centennial Restrooms**

- The Shovel Ready renovation project commenced at the Centennial Restrooms in September, therefore no bookings;
- Temporary Portico toilets are located outside the restrooms for public use;
- Currently the new layout has been completed by the builders, the painting on the inside is continuing and the external paint started as well. The Kitchen has also been installed. Scheduled delivery on track. Discussions ongoing with IT for new IT equipment and Wi-Fi setup.
- The chart below shows bookings to date with the target line of 200 in red.



3.3 Rental and Investment Properties

The Council’s Rental and Investment Properties are:

- The Farm;
- The Holiday Park (operated by a third party, with a formal lease on the land); and
- Rental properties (urban and rural land, and commercial properties).

The Levels of Service are measured using the performance indicators shown in the table below. These are measured and reported at the end of the financial year - in the July 2020 report.

Level of Service	Performance Measure	Target
Maximum profits from the farm are returned to Council.	Milk production is maximised	>150,000 kg
Leased property is safe and fit for purpose.	Number of complaints from tenants.	<5

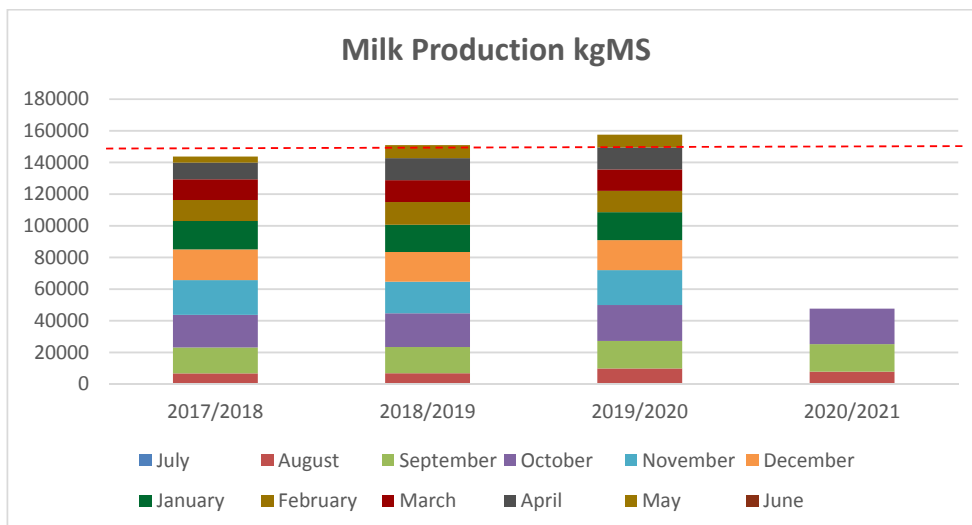
The history of the Farm milk production and the Holiday Park patronage and occupancy rates is shown in the two charts below.

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3.3.1 The Farm

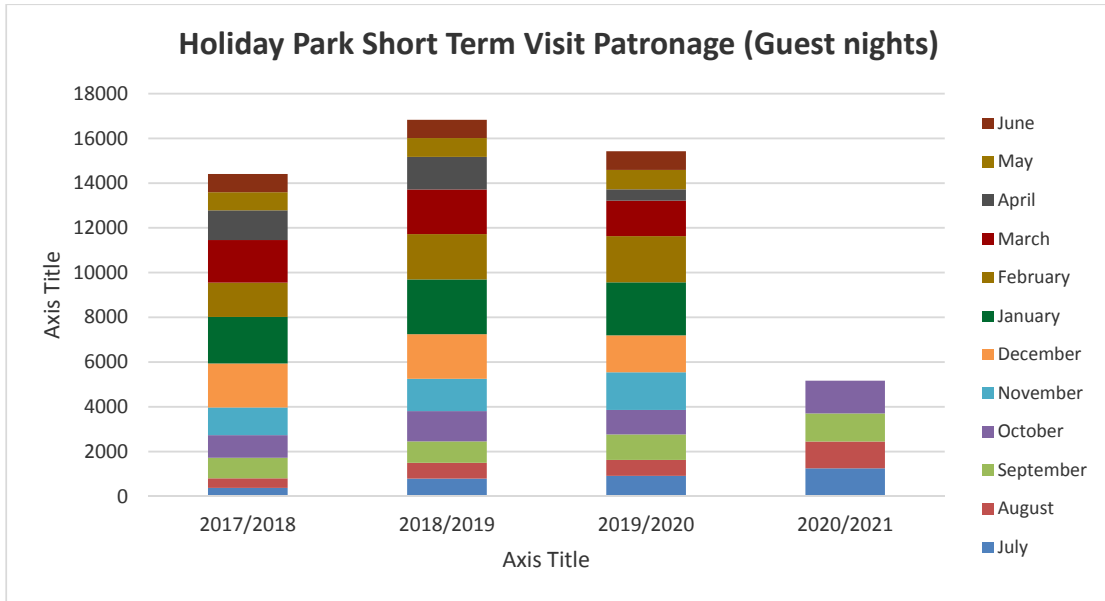
- Cows are in good condition.
- Spring Fertiliser is now starting to be applied to the farm.
- The quarterly Sharemilkers meeting was held and everyone came out extremely positive with some good ideas for the LTP
- The irrigator pump blew up in October but replaced within 2 days.
- Chart below shows milk production to date with the target line of 150,000 kg in red.
- It was agreed to upgrade and replace some tracks that negatively impact on animal welfare as soon as possible, rather than awaiting budget allocation via the LTP>.

Milk Production History

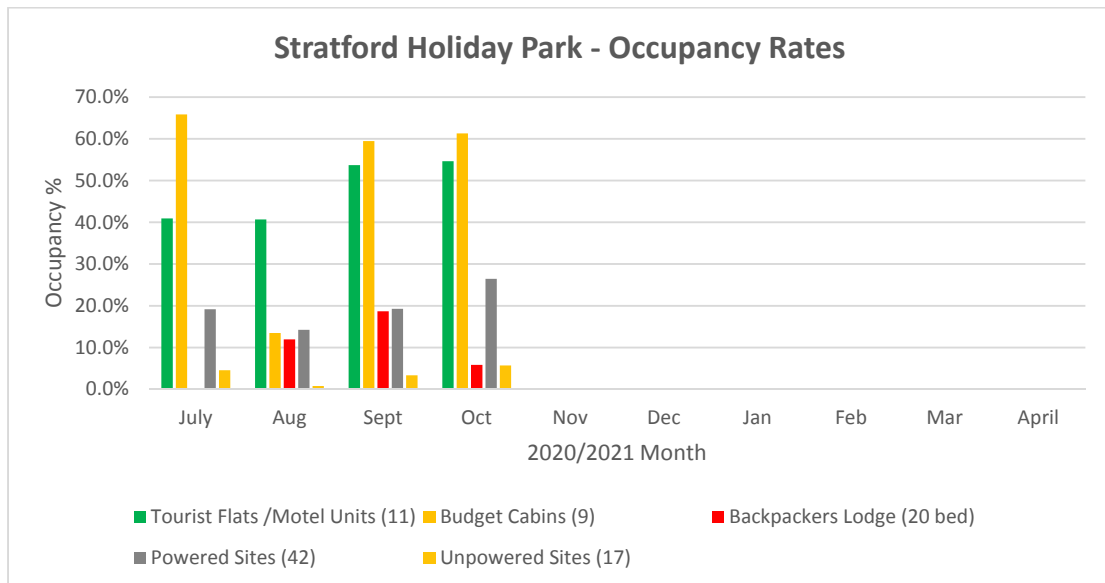


3.3.2 **The Holiday Park**

- The bookings are looking good and are climbing steadily into the summer months. Well up from 1260 last month to 1458 this month.



11.1



4. **PARKS AND RESERVES**

The performance of Council's parks and reserves activities are measured using the targets shown in the table below. These are measured annually and will be reported on in July 2020, at the end of the financial year. Council will continue to meet the New Zealand Safety Standards for playgrounds and footbridges.

Key activities include:

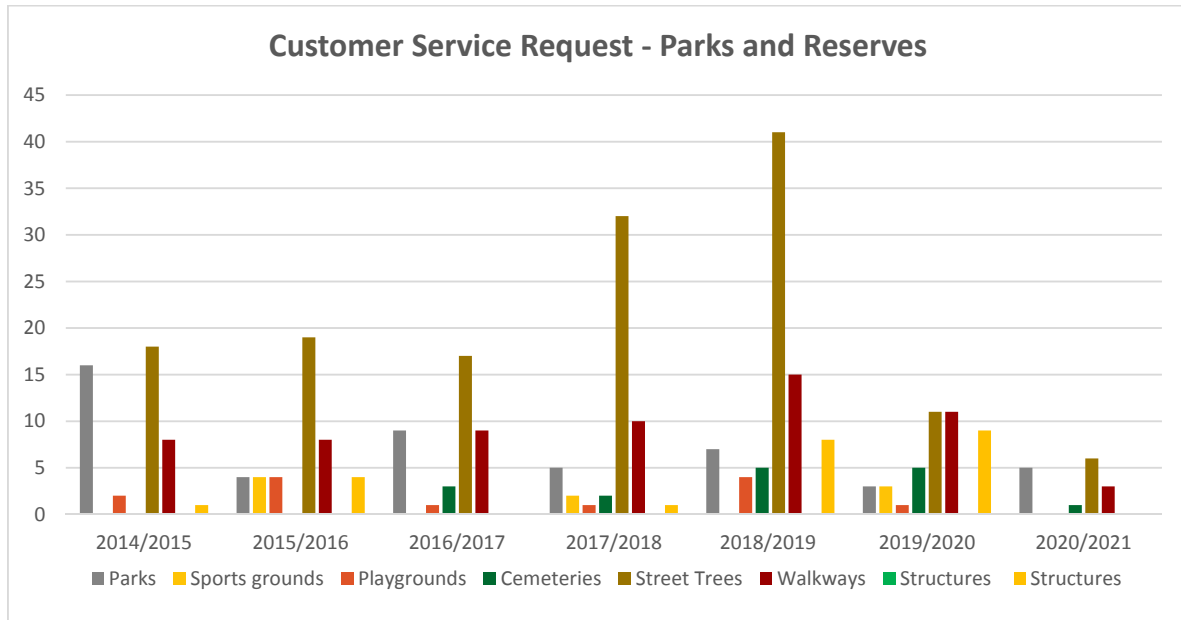
- Eastern Loop Walkway entrance upgrade;
- Final cleaning of RSA plaques at Kopuatama and Pioneer Cemeteries;
- Completion of planting up to Rhododendron Dell this month;
- Additional planting at Victoria Park (next to Cordelia Street) will occur this month; and
- Maintenance on grass and boundary fence at Cardiff Monument

Level of Service	Performance Measure	Target
To provide parks, Sports fields and other open spaces that meet community demand	Number of complaints and requests for service.	<40
	Percentage of Stratford residents satisfied with:	
	• Parks;	>80%
	• Sports fields;	>80%
	• Cemeteries.	>80%
Safe playgrounds are provided	All playgrounds meet NZ Safety Standards.	100%
Foot Bridges are safe.	All foot bridges meet NZ Safety standards.	100%

The customer service request history for the Parks and Reserves Activity is shown below.

Customer Service Request History for Parks and Reserves

	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019	2019/2020	2020/2021
Parks	16	4	9	5	7	3	5
Structures	1	4	0	1	8	9	
Sportsgrounds	0	4	0	2	0	3	0
Playgrounds	2	4	1	1	4	1	0
Cemeteries	0	0	3	2	5	5	1
Street Trees	18	19	17	32	41	11	6
Walkways	8	8	9	10	15	11	3
Total	45	43	39	53	80	43	15



5. SPECIAL PROJECTS

Below is an update on the progress of the key projects that the Council is currently undertaking as at **31 October 2020**:

- **Pembroke Road land development**
This project has now been completed in terms of construction and all sections in the Pembroke Road subdivision are now either sold or under contract. To date 22 sale and purchase agreements have settled, 6 more have unconditional contracts in place while the remaining 5 are subject to contracts conditional on either finance or receipt of building plans for developer approval.
- **Shovel Ready Infrastructure Projects**
Council made two applications to central government in response to their call for shovel ready infrastructure projects from the public sector, impacted by COVID-19. The applications were submitted on 14 April 2020 for the *Replacement Aquatic Indoor Facility* and the *Children's Cycling Education Park and Basketball Court*. These 2 projects have attracted a total funding of \$10 million; with \$8 million for the *Aquatic Indoor Facility* and the \$2 million for the Bike Park.
- **Replacement Aquatic Facility**
A Registration of Interest invitation was extended to 4 consortia experienced in aquatic design and build contracts. Two declined the invitation on the basis of their inability to resource the project within the tight timelines involved while the remaining two submitted proposals which are currently being evaluated.
- **Children's Bike Park**
Tenders for the construction of the principal components of the bike park closed on 5 November and are currently being evaluated. The scope of the proposed pump track is under review pending the outcome of the tender outcome relative to the balance of the park. This will determine the budget available for the pump track.
- **i-SITE relocation**
A contract has been let for the manufacture and installation of the necessary furniture and installation is expected to be completed by late November/early December with the I-Site relocating prior to Xmas.

- **Midhirst abandoned land**

Settlement of all but three of the 45 areas of land has been completed. Negotiations have been initiated with the remaining adjoining occupying owners and a further report will be brought before Council once negotiations have been concluded.

- **Whangamomona walkways**

These walkways (Te Awa o Maru) have been constructed through the Kingheim forestry block at Whangamomona. We continue to be waiting on the Walking Access Commission to formalise the easements and appoint Council as the controlling authority but in the meantime, signage is ready for erection with a view to officially opening the first track as soon as the above formalities have been enacted. A Memorandum of Understanding relative to their maintenance obligations has recently been concluded with the land owner to supplement the easement agreement with the Walking Access Commission.

Attachment:

Appendix 1 – CAS (Crash Analysis System) Report



Victoria Araba
DIRECTOR – ASSETS



[Approved]
S Hanne
CHIEF EXECUTIVE

DATE: 16 November 2020

APPENDIX 1

11/13/2019

Crash Analysis System (CAS) | NZTA



Untitled query

TLA (Territorial local authority)

[Stratford District](#)

Crash severity

[Fatal Crash](#), [Serious Crash](#)

Financial year

Intersection

Crash year

Crash date

[01/07/2019](#) – [11/10/2019](#)

Plain English report

3 results from your query.

1-3 of 3

Crash road	Distance	Direction	Side road	ID	Date	Day of week	Time	Description of events	Crash factors	Surface condition	Natural light	Weather	Junction	Control	Crash count fatal	Crash count serious	Crash count minor
003-0279		I	REGAN ST	201971967	08/10/2019	Tue	12:00	Motorcycle1 SDB on Broadway lost control; went off road to left, Motorcycle1 hit shop, other	MOTORCYCLE1, lost control when turning, speed on straight	Dry	Bright sun	Fine	Roundabout	Give way	0	1	0
CARDIFF ROAD	640m	N	OPUNAKE ROAD	201965334	02/09/2019	Mon	00:30	Use1 SDB on CARDIFF ROAD, CARDIFF, STRATFORD missed inters or end of road, Use1 hit embankment (driven over)	UTE1, alcohol suspected, too far right	Dry	Dark	Fine	Nil (Default)	Unknown	0	1	0
OFF ROAD DRIVEWAY				201960013	26/07/2019	Fri	17:30	Motorcycle1 DRIN on OFF ROAD DRIVEWAY lost control; went off road to left, Motorcycle1 hit fence	MOTORCYCLE1, accelerator or throttle jammed, speed on straight	Dry	Overcast	Fine	Nil (Default)	Unknown	0	1	0

1-3 of 3

<https://cas.nzta.govt.nz/query-builder>

1/1

11.1

MONTHLY REPORT



F19/13/04 – D20/31246

TO: Policy and Services Committee
FROM: Director – Community Services
DATE: 24 November 2020
SUBJECT: REPORT FOR THE MONTH OF OCTOBER 2020

RECOMMENDATION

THAT the report be received.

Moved/Seconded

11.2

This report presents a summary of the monthly progress and any highlights for the main areas of activity within Community Services i.e. Community Development, Promotions, Information Centre, Pool and Library. The Long Term Plan 2018 - 2028 sets the performance measures for these activities and this report presents, in tabular form, the progress measured to date against the target for each performance measure.

1. **HIGHLIGHTS**

- Mayors' Taskforce For Jobs – Workforce Programme – Stratford High School presentation – 21 October
- International Day for the Older Persons – 1 October
- Scarecrow Trail Launched – 30 October to 13 November
- Launch of free Wi-Fi in Stratford CBD.

2. **COMMUNITY AND ECONOMIC DEVELOPMENT**

2.1 **Council Organisations and Council Representatives on Other Organisations**

Councillors may take the opportunity to report back from Strategic and Community organisations on which they are a representative for Council.

2.2 **Performance Measures** (*LTP Performance Measures in bold*)

	Target	2020/21 YTD
Number of community events organised	Minimum 2	<ul style="list-style-type: none"> • Puanga • Chunuk Bair Commemoration • MTFJ Workforce Programme Presentation
Percentage of residents feeling a sense of community	>72%	
Number of projects successfully developed and implemented by youth with support from community development	4	<ul style="list-style-type: none"> • SDYC 'Get Off the Bus' Big Hero 6 and Robotics Workshop • Meet the Candidates Evening
Events Council has provided or supported are measured	2	<ul style="list-style-type: none"> • Prospero Market • Keep NZ Beautiful Clean Up
Business mentoring and economic development support is available	Venture Taranaki Quarterly Report received	1
Provide administration support to the Stratford Business Association meetings	11	4

2.3 **Youth Council**

Due to school holidays and other commitments, significantly reducing the availability of Youth Councillors, there was no ordinary or projects meetings for Youth Council in October. A short zoom meeting was held on 27 October to enable planning to continue from November through into the New Year.

2.4 **Civic and Community Events**

Completed:

- Mayors' Taskforce For Jobs – Workforce Programme presentation – 21 October
- School Holiday Programme – 28 September to 9 October
- International Day for the Older Persons – 1 October
- Discovery Trail Workshop – 2 October
- Scarecrow Workshop – 8 October
- Nigel Latta – 21 & 22 October
- Youth Career Workshops – 21 October
- Prospero Market – 31 October

Coming Up:

- Scarecrow Trail – 30 October to 13 November
- Trade Graduation Ceremony – 5 November
- Positive Ageing Forum – 19 November
- Work Ready Week – 14-17 December
- Stratford Christmas Parade, night market, and carols – 4 December

2.5 Community Projects and Activity

Mayors' Taskforce for Jobs (MTFJ)

To date three young people have been placed into work with Carac Group and are being supported by Workforce Coordinator.

82 young people have registered with the Workforce Programme and are being contacted to discuss their requirements further.

19 businesses have signed up to part of the programme and ongoing communication is occurring with them to match suitable young people with any vacancies they have.

The Ministry of Social Development (MSD) and MTFJ held a workshop at Stratford High School on 21 October with 116 year 12 and 13 students in attendance. 66% of attendees registered with the Workforce Programme, and 85% stated they found the workshop helpful.

A work ready week is being organised for 20 young people to attend to equip them with the necessary skills to enter the workforce. This is being hosted by Kiwihost and Stratford High School, FEATS and Tūtaki Youth have been approached to put names forward for young people to attend. There will be a business challenge that runs during this week, with incentives for students that attend.

Ongoing collaboration with MSD has been effective with regularly meetings to discuss clients and positions that are available. Both the Workforce met with James Towers, MTFJ Workforce Coordinator from Rangātīkei and Louise McCoard from MSD to discuss what has worked well for their region and how to implement similar events and connections in Stratford.

Stratford Scarecrow Trail

Stratford district's fourth Scarecrow Trail commenced on Friday 30 October and is running until Friday 13 November. It is a great family activity for all to enjoy with prizes up for grabs for both those who complete the trail as well as scarecrow entrants. This year's sponsors are: Thyme Out, Stratford Business Association (SBA), Masters Mitre10, Stratford New World and Fulton Hogan. There were 90 scarecrow registrations this year, an increase from last. We are looking forward to going out and seeing them!

Stratford Discovery Trail

Progress continues on the Discovery Trail. The white pīwakawaka mural on Fenton Street has been receiving a large amount of praise. The 26 butterflies created during a school holiday workshop will be installed alongside other components in King Edward Park during November. Contractors are working through specific structural details and logistics to install the repurposed lych gate at Windsor Park.

Free Wi-Fi Launch

At the October Prospero Markets Council along with Primo launched the free Wi-Fi that is now available in the CBD. It is available from 7am to 7pm daily.

2.6 **Funding**

2.6.1 **Creative Communities**

The second funding round for the 2020/21 year will open in March 2021.

2.6.2 **Sport New Zealand Rural Travel Fund**

Round one of the Sport New Zealand Rural Travel Fund for 2020/21 closed on 30 October. The assessment committee meeting was delayed due to conflicting meeting times and will now meet on 1 December.

2.7 **Positive Ageing**

The Annual General Meeting (AGM) of the Stratford Positive Ageing group was held on Wednesday 14 October. Some additions to the terms of reference relating to the winding up of the group and control of funds were passed to meet the requirements of uplifting Taranaki Electricity Trust grant funding. Further groups working with local elderly were also identified to be approached for representation on the committee. Gloria Webby and Barrie Smith were re-elected as chairperson and deputy chairperson respectively.

An ordinary meeting was held following the AGM. Focus now turns to planning the next forum on Thursday 19 November with topics including cancer support, hand therapy and diversional therapy.

2.8 **Stratford Business Association (SBA)**

Memberships

End of October TOTAL	132
----------------------	-----

Business After Five events

The October BA5 event was held at CMK Chartered Accountants.

2020 Annual General Meeting

SBA's AGM was held on Monday 19 October. It was well attended with 31 attendees. Justine Gilliland, CE of Venture Taranaki was the guest speaker. Justine shared trends and points for Taranaki and Stratford in particular regarding response to Covid-19 and how the economy has been effected. Justine also shared some of the initiatives Venture Taranaki are currently undertaking to support the region's economic recovery.

Coming Up:

- BA5 - Wednesday 18 November - Tasman Training Ltd
- BA5 - Wednesday 9 December - Te Wera Valley Lodge
- Stratford Christmas Parade – Friday 4 December.

3. **COMMUNICATIONS****Performance Measures** (*Performance Measures in bold*)

	Target	2020/21 YTD
The number of visitors accessing Council information and services via the internet is measured	Not less than previous year 2019/20 – 50,411	21,037
The community is satisfied with how Council keeps them informed	>85% 2019/20 – 79%	

3.1 **Highlights**

Four Central Link updates were produced in October. These are printed in the Stratford Press and shared online at www.stratford.govt.nz and on Council's Facebook Page weekly.

Central Link focus for October:

- Citizen Awards
- Help influence the future of our district – Long Term Plan pre-engagement
- Library computer classes
- Backyard burning reminder
- Scarecrow Trail registrations
- Sport New Zealand Rural Travel Fund open
- Council seeking feedback on Stratford Park Project proposal
- Whangamomona to benefit for tourism fund
- Mayors Taskforce for Jobs Workforce Programme
- Prospero Markets
- Successful Creative Communities Scheme applicants
- Public notices including meeting schedule, temporary road closures, Sport New Zealand Rural Travel Fund, draft bylaw open for submissions).

Media Releases posted to www.stratford.govt.nz for the month of October:

- Term Four Computer Classes at the Library
- Stratford A&P Association Proposal
- Have you recently completed your trade certificate?
- Stratford Water Shutdown – 18 October 2020
- Whangamomona to benefit from tourism fund
- Stratford's white Pīwakawaka honoured in new artwork
- Free WiFi coming to downtown Stratford
- Water shutdown - Miranda Street, 20 October 2020
- Introducing Lisa, Workforce Coordinator
- Successful Creative Community Scheme Applicants
- Stratford's Scarecrow Trail starts today!

3.2 **Website Page Views for month 1 – 31 October 2020**

Total number of users for the month	7,159 ↑
Total number of page views for the month	19,373↑
Top 10 pages visited for month	Page views
Home Page	2,920
News page: Stratford A&P Association Proposal	1,383
Cemetery Search	680
Library	674
Rubbish and Recycling	465
TSB Pool Complex	385
Home Page under Work tab (link used for Mayors Taskforce for Jobs promotion)	296
Contact Us	262
Under Consultation	253
Fees and Charges	247

3.3 **Official Information Requests**

For the 2020 calendar year, Council has received 42 Local Government Official Information and Meetings Act (LGOIMA) requests.

The below table includes the LGOIMA's received for the month of October 2020:

Date Received	Query	Due Date	Date Responded	Days to Respond
2/10/2020	Dog Control Human Resource Capability	30/10/2020	8/10/2020	4
12/10/2020	Mayoral / chair expenses	10/11/2020	6/11/2020	18
12/10/2020	Code of Conduct complaints	10/11/2020	29/10/2020	12
15/10/2020	Glass data request	13/11/2020	19/10/2020	2
21/10/2020	Trade Waste and Stormwater bylaw breaches	19/11/2020	TBC	
23/10/2020	Building Energy Performance	21/11/2020	TBC	

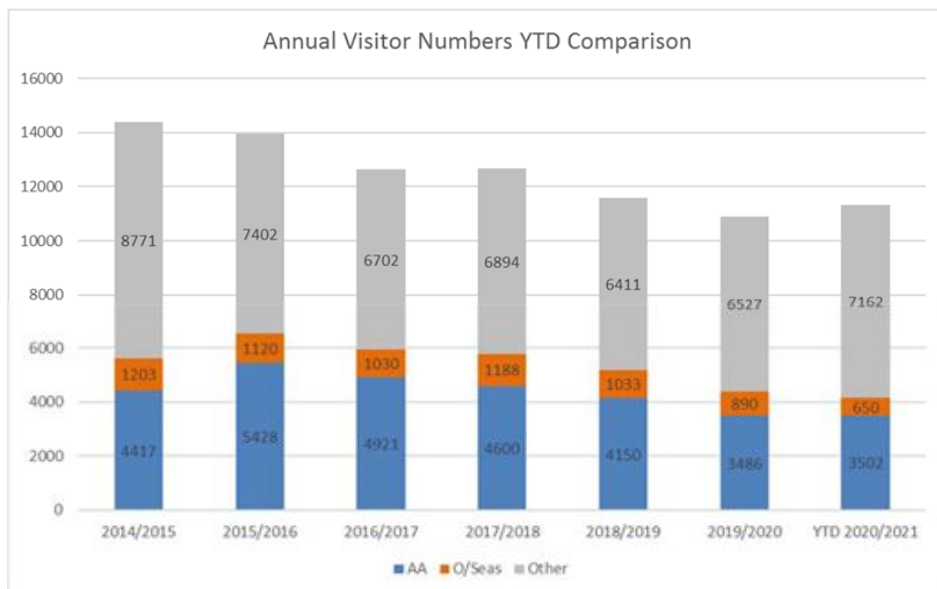
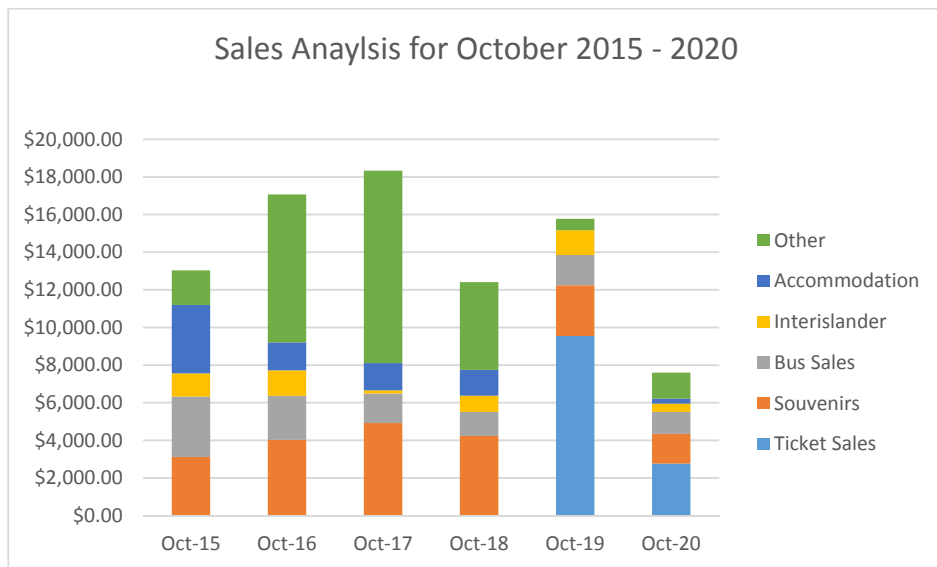
4. **INFORMATION CENTRE**

Performance Measures (*Performance Measures in bold*)

	Target	2020/21 YTD
Number of people into the Information Centre is measured	>40,000	10,091
Number of users of AA Agency Services is measured	>10,000	3,504
Percentage customers are satisfied	>75%	

Overseas numbers remain low. Taranaki Regional Council’s launch of the Bee Card has kept information centre staff busy. These cards replace the current Connector Smartcards and can be used both on Connector and CityLink buses and also on buses in other regional centres.

11.2



5. **LIBRARY****Performance Measures** (*Performance Measures in bold*)

	Target	2020/2021
Number of people visiting the library is measured	>90,000	17, 622
Users satisfied with library services	>80%	
Number of people accessing the Wi-Fi service is measured	>15,000	10,237
Number of people accessing the People's Network is measured.	>10,000	1, 896

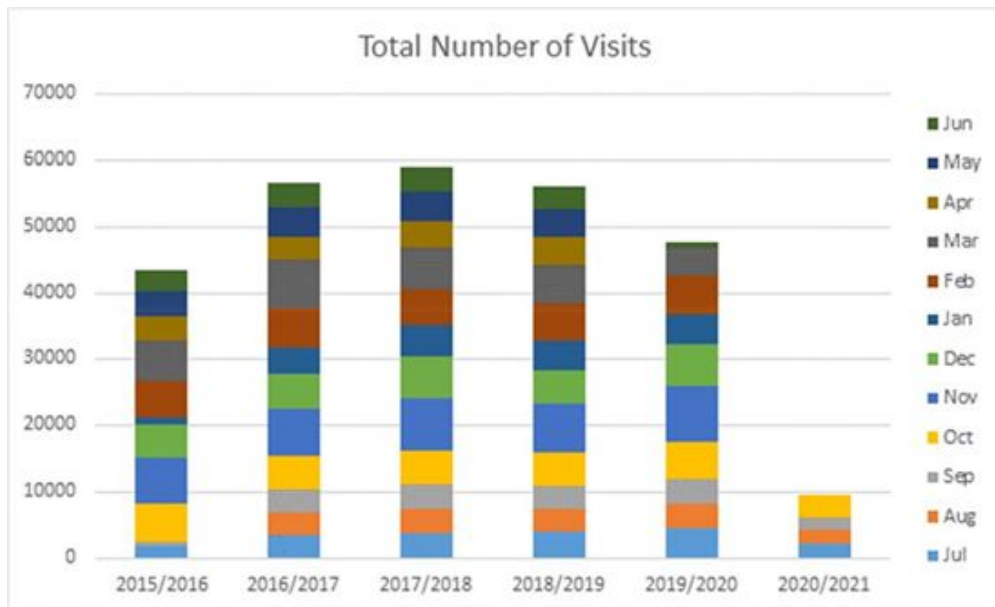
- The library ran a very successful school holiday programme at the beginning of October with all events well attended and a lot of positive feedback from the community.
- The library continues to be well utilised by community groups including our reading and craft groups, story times and external users such as Te Rangimarie from Stratford High School, work brokers, budget advisors and Venture Taranaki.
- The library was successful in its application to access funding from the National Library for extra staffing to support digital inclusion, supporting and assisting job seekers and learners, community engagement and supporting community recovery, and supporting wellbeing.

6. **POOL COMPLEX**

Level of Service Category	Performance Measure	Target	2020/21 YTD
The pool complex will be a safe place to swim	Number of reported accidents, possible accidents and similar incidents per annum (pa).	<80	20
	Compliance with NZS5826:2010 NZ Pool Water Quality Standards	100%	100%
The pool facilities meet demand	Percentage of pool users are satisfied with the pool	>80%	
	Number of pool admissions per annum	>55,000	9,464

6.1 **Highlights for October**

- Pool users included Flyers Swim School Holiday Programme and normal term 4 swimming lessons/squad, Inglewood Swim Club lessons, Inglewood Oscar Holiday Programme, Stratford Primary Special Needs unit, Stratford High School Special Needs unit, St Josephs Primary School lessons, Stratford Swim Club Clubnights, and the TSB Pool Complex Private Lessons, Wai Play, and Group Fitness classes.
- Some of the TSB Pool Complex lifeguards upskilled their qualifications in October by completing a Hazardous Chemical Handling course.
- Dry land group fitness classes stopped in October due to participation numbers along with a refocus for the facility on aquatics services.



11.2

Kate Whareaitu
DIRECTOR – COMMUNITY SERVICES

Sven Hanne
CHIEF EXECUTIVE

DATE: 16 November 2020

MONTHLY REPORT



TO: Policy and Services Committee
FROM: Director – Environmental Services
DATE: 24 November 2020
SUBJECT: REPORT FOR THE MONTH OF OCTOBER 2020

RECOMMENDATION

THAT the report be received.

/
Moved/Seconded

11.3

This report presents a summary of the monthly progress and highlights for the main areas of activity within the Environmental Services department. The Long Term Plan 2018-2028 sets the performance measures and this report presents progress to date against the target for each performance measure.

1. OVERVIEW

Twenty five building consents were received in October. These include:

- Five new dwellings, three relocated dwellings, five alterations/additions, four garages, one shed and one sewing room, three fire installations and one pole shed.
- Two commercial applications were received – one alterations/additions and a marquee which was cancelled.
- Two Certificates of Acceptance – one for alteration to dwelling and one for alterations to outbuilding

The level of development taking place in the community remains at strong levels. The number of applications for building consent received in October is less than for September but compares favourably with October 2019 when 17 applications were received. Officers are also continuing to receive a strong level of customer inquiry about new projects which is a sign of confidence in the community.

2. STRATEGIC/LONG TERM PLAN PROJECTS

Work is continuing on reviewing the Council's bylaws. The Keeping of Animals Bylaw is currently out for consultation and has attracted a small number of submissions to date. The period for lodging submissions is still open so it is likely that more will be received before the close date of Monday 16 November. The Public Places and Nuisances bylaw is being finalised. Drafting work is underway on the Scaffolding and Deposit of Building Materials Bylaw and a new Liquor Bylaw.

Works is continuing on the various street numbering and naming projects in the district. Regan Street and Page Street Extension will be the next areas to be addressed.

3. **DASHBOARD- ALL BUSINESS UNITS**

3.1 The following table summarises the main licencing, monitoring and enforcement activity across the department for the month:

ACTIVITY	RESULT
Building Control Authority	
Building Consent Applications	25
Building Consents Issued	22
Building Consents Placed on Hold	0
Inspections completed	78
Code Compliance Certificate Application	12
Code Compliance Certificate Issued	12
Code Compliance Certificate Refused	0
Number of Building Consents Received in Hard Copy	5
Number of Buildings Consents Received Digitally	20
Building Act Complaints received and responded to	0
Planning	
Land Use Consents Received	2
Land Use Consents Granted	1
Subdivision Consents Received	3
Subdivision Consents Granted	5
223/224 Applications Received	3
223/224 Applications Granted	3
Resource Consent Applications Received in Hard Copy	0
Resource Consent Applications Received in Digital Form	4
Resource Consent Placed on Hold or Returned	3
LIM's Received	4
LIM's Granted	2
Registered Premises Inspected for Compliance under the Food or Health Act	4
Health or Food Act Complaints Received and responded to	3
Licensed Premises Inspected for Compliance under the Sale & Supply of Alcohol Act.	0
Certificates and Licence Applications received under the Sale and Supply of Alcohol Act	12
Bylaw Complaints Received and responded to ¹	35
Dog Complaints Received and responded to ²	31

¹ A breakdown of the complaint types will be provided at the meeting.

² A breakdown of the complaint types will be provided at the meeting.

4. **KEY PERFORMANCE INDICATORS – ALL BUSINESS UNITS**

4.1 **Building Services**

Level of Service	Performance Measures	Targets	Status
To process applications within statutory timeframes.	Percentage of building consent applications processed within 20 days.	100%	100%
	Percentage of inspection requests completed within 1 working day of request.	100%	100%
	Percentage of code compliance certificate applications determined within 20 working days	100%	100%
To process LIMs within statutory timeframes	% of LIMs processed within statutory timeframes	100%	100%
To retain registration as a Building Consent Authority.	Current registration	Confirmed	Current
Service meets customer expectations.	Percentage of customers using building consent processes are satisfied with the service provided	>80%	78%

4.2 **Planning and Bylaws**

Level of Service	Performance Measure	Target	Status
To promote the sustainable management and use of land and public spaces.	To undertake a comprehensive review of the district plan, with notification no later than 2018/19.	Feedback on draft	Work on this project has been reprioritised to align this project with statutory requirements.
	To undertake a systematic review of bylaws and related policies as they reach their statutory review dates.	Drafting, notification / hearings	Polices and bylaws for review have been identified and are currently in progress, beginning with bylaws.
To process resource consents within statutory timeframes.	% of non-notified applications processed within 20 working days.	100%	100%
	% of notified applications processed within legislated timeframes for notification, hearings and decisions.	100%	100%
	% of S223 and S224 applications processed within 10 working days.	100%	100%
Service meets customer expectations.	Percentage of customers using resource consent processes are satisfied with the service provided	>80%	80%

4.3 Community Health and Safety

Level of Service	Performance Measure	Target	Status
To fulfil obligations to improve, promote and protect public health	Percentage of registered premises registered under the Food Act, Health Act, Beauty and Tattoo Bylaw, to be inspected for compliance.	100%	100%
	Health nuisance and premise complaints are responded to within 1 working day.	100%	100%
To fulfil obligations as a District Licensing Committee	Percentage of licensed premises inspected.	100%	100%
	Percentage of applications processed within 25 working days (excluding hearings).	100%	100%
To monitor and enforce bylaws	Percentage of complaints responded to within 2 hours.	100%	100%
To ensure dogs are controlled	Percentage of known dogs registered	97%	96%
	Percentage of dog attack/wandering dog complaints responded to within an hour	97%	100%

11.3

5. DETAILED REPORTING BUILDING SERVICES

5.1 Building Control Authority (“BCA”)

5.1.1 Compliance/Notices to Fix issued as a BCA

No Notices to Fix were issued in October.

5.1.2 Lapsed Consents

Section BC5 of the Quality Management System requires the BCA to check the files to identify consents issued 10 months previously, against which no inspections have been recorded.

One building consent has lapsed, following a warning letter sent over the last reporting period. Four warning letters were issued in October, with three inspections booked as a result.

5.1.3 Regulation 6A Compliance Dashboard

Clause 6A of the Accreditation Regulation requires BCAs to notify the Ministry of Business Innovation and Enterprise (“MBIE”) if any of the following incidents occur:

Incident	Occurrence this month
A significant change in the legal, commercial, or organisational status of the building consent authority or the wider organisation in which it operates:	Nil
The departure of the building consent authority’s authorised representative or responsible manager:	Nil
In any one quarter of a calendar year, a reduction of 25% or more of employees doing technical jobs who are not replaced with employees who have equivalent qualifications and competence:	Nil
A transfer under section 233 or 244 of the Act of (i) 1 or more functions of the building consent authority to another building consent authority: (ii) 1 or more functions of another building consent authority to the building consent authority:	Nil
An arrangement being made under section 213 of the Act for—(i) another building consent authority to perform a significant amount of the functions of the building consent authority: (ii) the building consent authority to perform a significant amount of the functions of another building consent authority:	Nil
A material amendment to the building consent authority’s policies, procedures, or systems required by these regulations.	Several amendments to the building consent authority’s policies have been made as a result of the recent audit. These changes were summarised in an Action Plan which has been approved by International Accreditation New Zealand.

5.1.4 Training needs analysis

Following the training undertaken in September no training was attended in October.

5.1.5 Internal audit/external audit timetable

International Accreditation New Zealand (IANZ) were on site conducting an audit of the Council’s Building Consent Authority between 27 and 30 July.

The audit identified a number of general non-compliances that need to be addressed, but no serious non-compliances. Evidence showing the first batch of non-compliances have been addressed was provided to IANZ in October. From this eight non-compliances have been cleared with a further six waiting for confirmation from IANZ’s technical expert. We are working on gathering evidence needed to clear the remaining non-compliances.

5.2 Territorial Authority

5.2.1 Compliance Schedules/Building Warrants of Fitness

No Compliance Schedules were issued in October 2020. No notifications were issued for Warrant of Fitness renewal.

5.2.2 Earthquake Prone Buildings

Currently Council officers are in the stock-take phase of identifying buildings. The report to the MBIE on our progress has been completed.

5.2.3 Swimming Pools

No inspections were completed in October. Inspections are scheduled to continue from next month.

5.2.4 Non Standard Site Register Maintenance

No new sites were added to the non-standard site register this month.

5.2.5 Notices to Fix/Other Compliance as a Territorial Authority

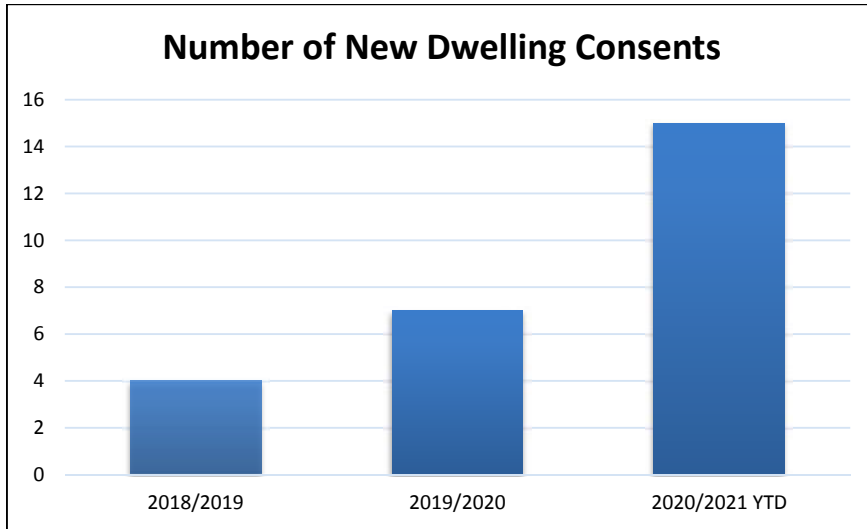
One Notice to Fix action remains in place.

5.3 Trends Analysis

5.3.1 Consents applied for by type:

Type	This month	Last year (corresponding month)	This Year (YTD) 2020/2021	Last Year (Total) 2019/20
New Dwellings	5	1	15	29
Relocated dwellings	3		8	9
Relocated buildings other than dwellings			0	0
Fires	3	1	23	49
Pole sheds/accessory buildings	7	5	18	39
Additions and alterations – residential	3	8	21	45
New Commercial buildings		1	2	2
Additions and alterations – commercial	1		6	14
Other/miscellaneous	1	1	12	17
Certificate of Acceptance	2		2	
Total/s	25	17	107	204

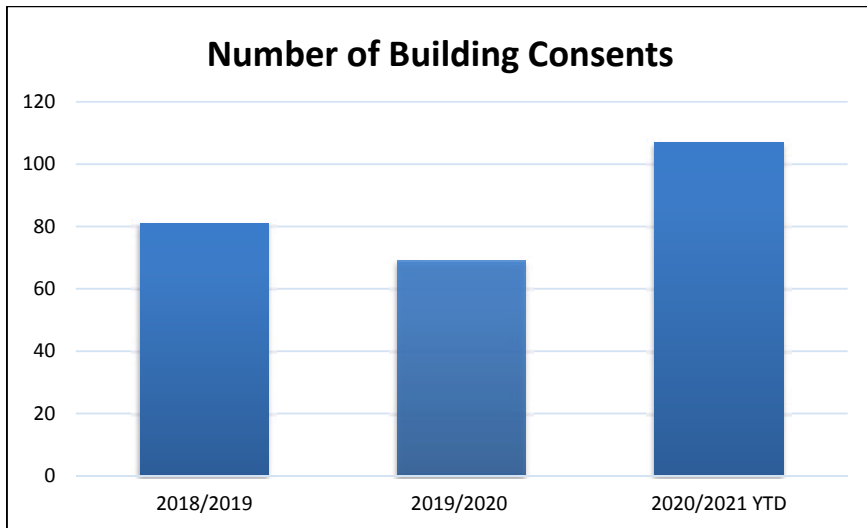
New House indicator by year



11.3

Year to date	New Dwellings
2018/2019	4
2019/2020	7
2020/2021 YTD	15

Consent numbers by year



Year to date	Building Consents
2018/2019	81
2019/2020	69
2020/2021 YTD	107



B Sutherland
DIRECTOR - ENVIRONMENTAL SERVICES



[Approved]
S Hanne
CHIEF EXECUTIVE

DATE: 16 November 2020

MONTHLY REPORT



TO: Policy & Services Committee
FROM: Director – Corporate Services
DATE: 24 November 2020
SUBJECT: CORPORATE SERVICES REPORT

F19/13 – D20/32466

11.4

RECOMMENDATION

THAT the report be received.

_____/_____
Moved/Seconded

1. FINANCIAL MANAGEMENT

Reports attached, as at 31 October 2020, are:

- 1) Statement of Comprehensive Revenue and Expenses
- 2) Balance Sheet
- 3) Expenditure and Revenue by Activity
- 4) Capital Expenditure Report
- 5) Treasury Report
- 6) Cashflow Forecast
- 7) Debtors Report

1.1 SUMMARY OF FINANCIAL RESULTS AND PROGRESS

Operational Results – October Year to Date (YTD)

Revenue is currently above budget by \$3,014,203 at \$10,940,617, operating expenditure is slightly under budget by \$130,670, with a YTD net surplus of \$4,510,452, compared to a budgeted YTD net surplus of \$1,365,579.

Revenue

The main reason for revenue being higher than budget for the YTD is the Provincial Growth Funding received by Central Government for Roading projects, and other projects including the Community Halls and Victoria Park projects – this is \$2,660,627 for the YTD.

Expenditure

Expenditure is slightly under budget, with personnel costs being under budget by \$37,423 - with some vacant positions now filled and new positions advertised this variance is likely to reduce.

Finance costs (interest) are under budget by \$83,183 due to lower than expected debt levels and interest rates.

Capital Expenditure Report

This financial year 2020/21, marks a significant year for capital expenditure projects, with a total available budget of \$26,086,092.

As at 31 October, \$1,783,044 (or 7%) of the available capital budget has been spent. The capital expenditure report outlines what stage each project is at.

A report is expected to be delivered to the December Audit and Risk Committee from the Director – Assets discussing the ability of Council to deliver on these projects within the 2020/21 financial year. However, it is likely, at current progress, that a significant amount of projects will remain incomplete by 30 June 2021.

Swimming Pool

The Council has recently approved an increase in the overall budget to \$20,000,000 – so an additional \$4,363,500 to the available budget. A contract has been awarded for the design and build contract, with the design work already commenced and the construction work to begin in February.

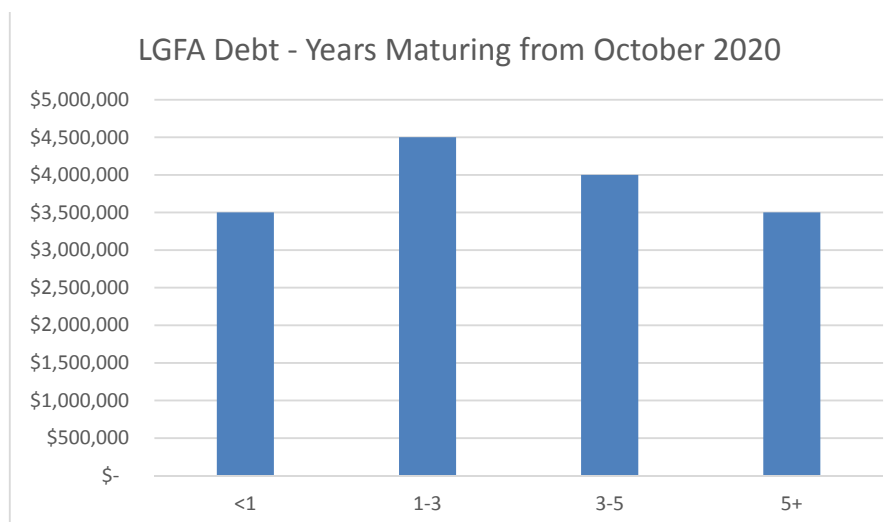
Provincial Growth Fund projects

These projects have been highlighted on the capital expenditure report (in orange) and include Road Safety improvements, Victoria Park bike-park, Basketball half-court, and adult outdoor exercise gym, the new Swimming Pool and Community Hall renovations.

1.2 TREASURY MANAGEMENT

Gross Council debt remains at \$15,500,000 - this is not expected to change over the next 12 months. Net debt is \$8,500,000 as Council has \$7,000,000 on term deposits, all 120 day terms. These may continue to be rolled over until July 2021 when up to \$1,000,000 may be temporarily required.

The weighted average interest rate for debt is 2.53% (average 5 year term), and the weighted average interest rate for term deposits is 1.42% (average 121 day term).



11.4

All internal, and Local Government Funding Agency (“LGFA”), covenants were met as at 31 October 2020.

	Actual	Policy
Actual Fixed Debt	87%	>60%
Actual Floating Debt	13%	<60%
Fixed 1-3 years	19%	10-60%
Fixed 3-5 years	35%	10-60%
Fixed >5 years	23%	5-60%
Debt Matures 1-3 years	19%	10-60%
Debt Matures 3-5 years	35%	10-60%
Debt Matures > 5 years	23%	10-60%
Debt Servicing to Revenue Ratio	1%	<10%
Debt to Revenue Ratio	31%	<130%
Liquidity Ratio	153%	>110%
Net Debt per Capita	\$ 897	<\$3,000
Net Debt per Ratepayer	\$ 1,794	No specified limit

Third-party Loan

There is some likelihood that Council may borrow an additional \$7,180,000 to on-lend to a third party, with a Council decision to be confirmed on 24th November 2020. The LGFA have confirmed that the matching loan to the third party can be netted off the LGFA borrowing for the purposes of calculating the net debt to revenue LGFA covenant, if the third party can demonstrate they are self-sufficient and not reliant on future funding from Council. The third party are yet to demonstrate this to Council’s satisfaction.

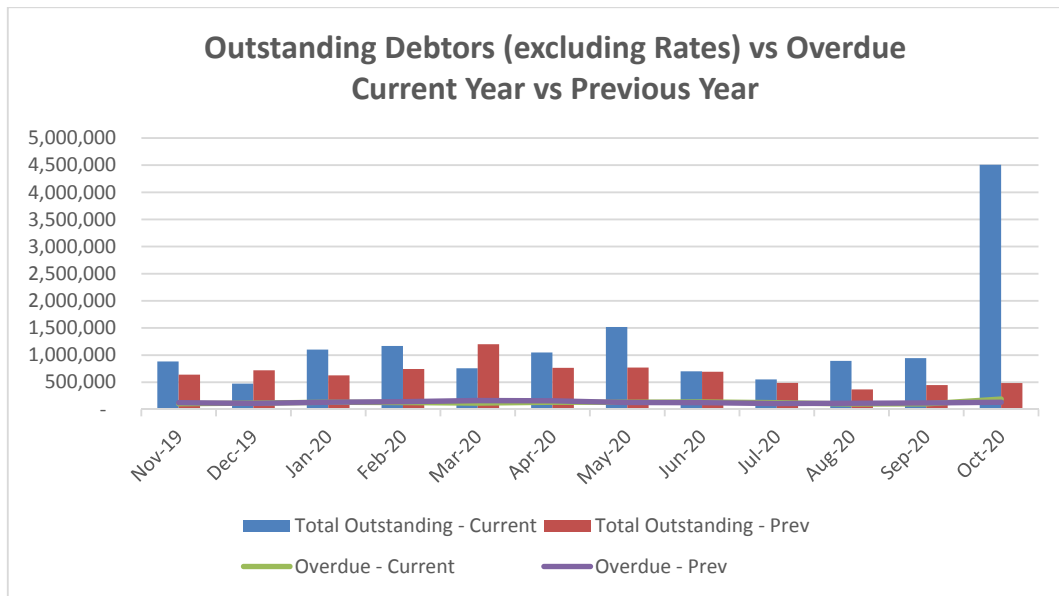
Cashflow Forecast

There are no concerns about a shortfall in cash over the next 12 months and it is unlikely that any new borrowing will be required in the next 12 months. Council officers will invest any surplus cash on term deposits to ensure a safe return can be generated in the meantime.

1.3 DEBTORS COLLECTION

Overdue debtor balances are up on the previous year. Two debt write-offs are anticipated totalling \$2.9k.

The total debtors balance is much higher than previous months as we have included outstanding receivables such as subdivision section sales that have gone unconditional but not yet settled and PGF Funding granted and invoiced.



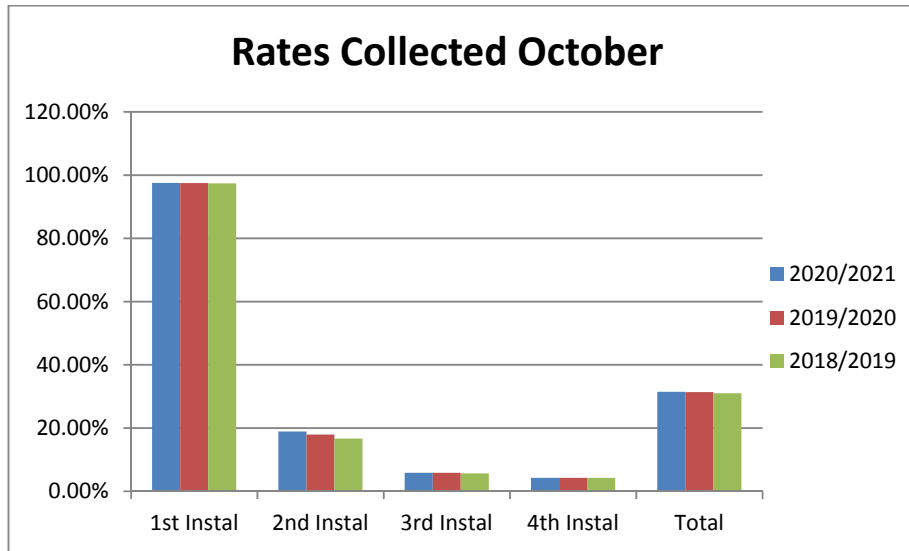
11.4

2.0 RATES

The Stratford District rating valuation was carried out by Quotable Value in September, effective as at 15 August 2020, and will take effect on rates from 1 July 2021. Public notice of updated values has been delayed, due to issues with LINZ being able to complete the audit by the initial timeframes. It is unknown at this stage when the values will be made publically available.

Rates Arrears (owing from 2019/20 year and earlier) \$65,332 – As at 31 October 2020, 72% of rates in arrears have been collected since 1 July 2020 (2019: 73%).

Current Year Rates – As at 31 October 2020, 31% of rates had been collected (2019, 31%). A third of all district ratepayers are now paying their rates by direct debit.



3.0 INFORMATION TECHNOLOGY AND RECORDS

- The changes required, as a result of the IANZ Building Accreditation Audit, to how building amendments are added and processed within Council systems (Authority and GoGet) have been fully implemented.
- Authority BIS has been upgraded in the TEST system and we are currently conducting User Acceptance Testing. This will allow for improved reporting for Customer Service Requests, General Ledger and Rates.
- All computers are currently being migrated from version 1903 to versions 2004 and 20h2. Version 1903 goes unsupported in December, so this ensures Council computers receive the latest system and security updates for the Windows Operating System. Currently 80% complete.
- A new version of the Phone System software is being implemented and currently tested by a large group of staff. Initial feedback has been positive.
- This month the focus has been on preparation for the Privacy Act changes on 1st December 2020. This project has now been completed with the development of an internal policy, staff presentation, guidelines and templates.
- The scanning of the Borough and County building permits is now 30% complete.



Tiffany Radich
DIRECTOR – CORPORATE SERVICES



Approved By:
Sven Hanne
CHIEF EXECUTIVE

DATE:

16 November 2020

Statement of Comprehensive Revenue and Expense

For the Year to Date - October 2020

	October '20 Actual YTD	October '20 Budget YTD	Variance YTD	Total Budget 2020/21	October '19 Actual
Revenue					
Finance Revenue	\$29,957	\$46,233	(\$16,276)	\$138,700	\$26,282
NZTA Roothing Subsidy	\$953,771	\$1,221,933	(\$268,162)	\$3,665,800	\$732,978
Grants and Donations	\$313,195	\$225,167	\$88,028	\$3,675,500	\$129,816
Provincial Growth Funding - Roothing	\$751,954	\$0	\$751,954	\$0	\$0
Provincial growth Funding - Other	\$1,908,673	\$0	\$1,908,673	\$0	\$0
Rates Revenue other than Water Supply Rate	\$3,247,333	\$3,219,000	\$28,333	\$12,876,000	\$3,093,063
Water Supply Targeted Rate	\$79,162	\$55,575	\$23,587	\$444,600	\$60,959
Sundry Revenue	\$31,608	\$28,267	\$3,341	\$43,600	\$10,213
Financial Contributions	\$26,739	\$0	\$26,739	\$0	\$13,695
Dividends	\$0	\$0	\$0	\$0	\$54,930
Sale of land	\$2,473,746	\$2,045,333	\$428,413	\$3,816,000	\$0
User Charges for Services	\$1,124,479	\$1,084,906	\$39,573	\$2,345,000	\$1,029,854
Total Revenue	\$10,940,617	\$7,926,414	\$3,014,203	\$27,005,200	\$5,151,790
Operating Expenditure					
Personnel Costs	\$1,321,596	\$1,359,019	\$37,423	\$4,157,000	\$1,340,458
Other Direct Operating Costs	\$3,467,412	\$3,490,149	\$22,737	\$9,781,000	\$3,163,821
Total Operating Expenditure	\$4,789,008	\$4,849,169	\$60,161	\$13,938,000	\$4,504,279
(See attached Breakdown to Activity Cost)					
Other Operating Expenditure					
Depreciation	\$1,499,297	\$1,490,000	(\$9,297)	\$4,507,000	\$1,446,109
Finance Costs	\$138,484	\$221,667	\$83,183	\$665,000	\$135,609
Impairment landfill costs	\$0	\$0	\$0	\$0	\$23,346
Sundry Expenditure	\$3,376	\$0	(\$3,376)	\$0	\$0
Total Other Expenditure	\$1,641,157	\$1,711,667	\$70,510	\$5,172,000	\$1,605,064
Total Expenditure	\$6,430,165	\$6,560,835	\$130,670	\$19,110,000	\$6,109,343
Net Surplus (Deficit)	\$4,510,452	\$1,365,579	\$3,144,873	\$7,894,200	(\$957,553)
TOTAL COMPREHENSIVE REVENUE AND EXPENSE FOR THE YEAR					
	\$4,510,452	\$1,365,579	\$3,144,873	\$7,894,200	(\$957,553)

Statement of Financial Position

As at 31 October 2020

	October '20 Actual YTD
Assets	
<u>Current Assets</u>	
Cash and Cash Equivalents	\$1,465,985
Short Term Deposits	\$7,000,000
Receivables	\$4,504,915
Inventory - assets held for sale	\$610,215
Prepayments	\$11,795
Current Assets Total	\$13,592,910
<u>Non-Current Assets</u>	
Investment in Other Financial Assets	
LGFA Borrower Notes	\$248,000
Shares	\$672,534
Trust Settlements	\$110
Work in Progress	\$1,999,831
Property, Plant & Equipment / Intangibles	\$327,405,641
Non-Current Assets Total	\$330,326,116
Assets Total	\$343,919,026
Liabilities & Equity	
<u>Equity</u>	
Renewal Reserves	\$4,257,360
Contingency Reserve	\$504,500
Other Council Created Reserves	\$1,193,236
Restricted Reserves	\$663,872
Targeted Rate Reserves	-\$223,200
Asset Revaluation Reserves	\$133,904,734
Retained Earnings	\$186,553,890
Equity Total	\$326,854,392
<u>Liabilities</u>	
Current Liabilities	
Borrowings (maturing less than one year)	\$3,500,000
Provision for Landfill Aftercare	\$10,858
Employee Entitlements	\$182,888
Payables and Deferred Revenue	\$1,276,389
Non-Current Liabilities	
Borrowings	\$12,000,000
Employee Entitlements	\$49,359
Provision for Landfill Aftercare	\$45,140
Liabilities Total	\$17,064,634
Liabilities & Equity Total	\$343,919,026

Expenditure and Revenue by Activity

For the Year to Date - October 2020

*Note: Expenditure excludes interest and depreciation allocated to each activity.

Revenue includes user charges, water revenue by meter, and sundry revenue as per Comprehensive report

	October '20 Actual YTD	October '20 Budget YTD	Variance YTD	Total Budget 2020/21	October '19 Actual
<u>Community Services</u>					
Aerodrome					
Expenditure	\$23,979	\$33,597	\$9,618	\$99,400	\$27,220
Revenue	\$9,023	\$7,167	\$1,856	\$21,500	\$10,548
Net cost of activity	\$14,956	\$26,431	\$11,475	\$77,900	\$16,672
Civic Amenities					
Expenditure	\$181,889	\$149,777	(\$32,112)	\$465,400	\$143,622
Revenue	\$18,244	\$17,006	\$1,238	\$65,500	\$29,114
Net cost of activity	\$163,645	\$132,771	(\$30,874)	\$399,900	\$114,508
Pensioner Housing					
Expenditure	\$28,123	\$31,787	\$3,664	\$77,500	\$29,135
Revenue	\$22,706	\$21,633	\$1,073	\$64,900	\$22,706
Net cost of activity	\$5,417	\$10,153	\$4,736	\$12,600	\$6,429
Community Development					
Expenditure	\$201,186	\$190,967	(\$10,219)	\$428,900	\$151,876
Revenue	\$11,255	\$10,700	\$555	\$20,500	\$19,891
Net cost of activity	\$189,931	\$180,267	(\$9,664)	\$408,400	\$131,985
Library					
Expenditure	\$179,604	\$186,392	\$6,788	\$545,500	\$203,646
Revenue	\$5,684	\$5,667	\$17	\$17,000	\$7,175
Net cost of activity	\$173,920	\$180,725	\$6,805	\$528,500	\$196,471
Parks and Reserves					
Expenditure	\$159,832	\$213,694	\$53,862	\$628,300	\$179,293
Revenue	\$3,313	\$2,967	\$346	\$8,900	\$3,084
Net cost of activity	\$156,519	\$210,727	\$54,208	\$619,400	\$176,209
Cemeteries					
Expenditure	\$47,565	\$57,299	\$9,734	\$170,700	\$62,172
Revenue	\$33,808	\$28,333	\$5,475	\$85,000	\$16,817
Net cost of activity	\$13,757	\$28,965	\$15,208	\$85,700	\$45,355
TSB Pool Complex					
Expenditure	\$284,573	\$310,271	\$25,698	\$896,200	\$300,030
Revenue	\$59,422	\$74,267	(\$14,845)	\$222,800	\$73,699
Net cost of activity	\$225,151	\$236,004	\$10,853	\$673,400	\$226,331
<u>Democracy and Corporate Support</u>					
Expenditure	\$367,313	\$367,835	\$522	\$1,095,400	\$388,698
Revenue	\$70,231	\$48,267	\$21,964	\$113,600	\$44,498
Net cost of activity	\$297,082	\$319,568	\$22,486	\$981,800	\$344,200
<u>Economy</u>					
Economic Development					
Expenditure	\$167,202	\$147,133	(\$20,069)	\$439,800	\$175,898
Net cost of activity	\$167,202	\$147,133	(\$20,069)	\$439,800	\$175,898
Information Centre					
Expenditure	\$97,085	\$104,433	\$7,348	\$310,900	\$118,351
Revenue	\$24,532	\$30,767	(\$6,235)	\$92,300	\$29,200
Net cost of activity	\$72,553	\$73,666	\$1,113	\$218,600	\$89,151

*Note: Expenditure excludes interest and depreciation allocated to each activity.

Revenue includes user charges, water revenue by meter, and sundry revenue as per Comprehensive report

	October '20 Actual YTD	October '20 Budget YTD	Variance YTD	Total Budget 2020/21	October '19 Actual
Rental Properties					
Expenditure	\$19,208	\$17,877	(\$1,331)	\$46,600	\$16,516
Revenue	\$10,132	\$10,667	(\$535)	\$32,000	\$15,594
Net cost of activity	\$9,076	\$7,211	(\$1,865)	\$14,600	\$922
Farm					
Expenditure	\$62,633	\$93,991	\$31,358	\$268,900	\$56,757
Revenue	\$158,303	\$169,100	(\$10,797)	\$507,300	\$146,796
Net cost of activity	-\$95,670	-\$75,109	\$20,561	-\$238,400	-\$90,039
Holiday Park					
Expenditure	\$547	\$1,067	\$520	\$3,200	\$5,145
Revenue	\$0	\$0	\$0	\$3,000	\$0
Net cost of activity	\$547	\$1,067	\$520	\$200	\$5,145
Environmental Services					
Building Control					
Expenditure	\$202,202	\$187,793	(\$14,409)	\$560,000	\$150,007
Revenue	\$106,337	\$85,333	\$21,004	\$256,000	\$108,510
Net cost of activity	\$95,865	\$102,460	\$6,595	\$304,000	\$41,497
District Plan					
Expenditure	\$49,656	\$56,300	\$6,644	\$168,900	\$55,641
Net cost of activity	\$49,656	\$56,300	\$6,644	\$168,900	\$55,641
Resource Consents					
Expenditure	\$89,141	\$60,067	(\$29,074)	\$179,400	\$53,417
Revenue	\$36,726	\$11,667	\$25,059	\$35,000	\$30,673
Net cost of activity	\$52,415	\$48,400	(\$4,015)	\$144,400	\$22,744
Food and Health					
Expenditure	\$51,363	\$51,633	\$270	\$154,500	\$39,511
Revenue	\$13,884	\$14,500	(\$616)	\$15,000	\$17,598
Net cost of activity	\$37,479	\$37,133	(\$346)	\$139,500	\$21,913
Alcohol Licensing					
Expenditure	\$33,299	\$38,500	\$5,201	\$115,100	\$49,116
Revenue	\$13,818	\$11,767	\$2,051	\$35,300	\$10,963
Net cost of activity	\$19,481	\$26,733	\$7,252	\$79,800	\$38,153
Parking and Other Bylaws					
Expenditure	\$43,003	\$46,933	\$3,930	\$140,800	\$55,837
Revenue	-\$178	\$333	(\$511)	\$1,000	\$52
Net cost of activity	\$43,181	\$46,600	\$3,419	\$139,800	\$55,785
Animal Control					
Expenditure	\$64,290	\$64,233	(\$57)	\$192,700	\$61,931
Revenue	\$111,280	\$128,200	(\$16,920)	\$141,500	\$137,920
Net cost of activity	-\$46,990	-\$63,967	(\$16,977)	\$51,200	-\$75,989
Civil Defence					
Expenditure	\$68,100	\$76,533	\$8,433	\$229,600	\$40,004
Net cost of activity	\$68,100	\$76,533	\$8,433	\$229,600	\$40,004
Assets					
Roading					
Expenditure	\$1,333,798	\$1,294,633	(\$39,165)	\$3,819,900	\$1,075,343
Revenue	\$387,431	\$383,000	\$4,431	\$4,160,800	\$977,615
Net cost of activity	\$946,367	\$911,633	(\$34,734)	-\$340,900	\$97,728

*Note: Expenditure excludes interest and depreciation allocated to each activity.

Revenue includes user charges, water revenue by meter, and sundry revenue as per Comprehensive report

	October '20 Actual YTD	October '20 Budget YTD	Variance YTD	Total Budget 2020/21	October '19 Actual
Stormwater					
Expenditure	\$56,507	\$61,455	\$4,948	\$168,800	\$58,157
Revenue	\$0	\$0	\$0	\$0	\$0
Net cost of activity	\$56,507	\$61,455	\$4,948	\$168,800	\$58,157
Wastewater (Sewerage)					
Expenditure	\$203,824	\$219,539	\$15,715	\$634,000	\$216,423
Revenue	\$18,918	\$24,333	(\$5,415)	\$73,000	\$22,204
Net cost of activity	\$184,906	\$195,205	\$10,299	\$561,000	\$194,219
Solid Waste					
Expenditure	\$300,676	\$273,880	(\$26,796)	\$814,400	\$261,327
Revenue	\$41,218	\$27,500	\$13,718	\$82,500	\$48,388
Net cost of activity	\$259,458	\$246,380	(\$13,078)	\$731,900	\$212,939
Water Supply					
Expenditure	\$365,889	\$451,550	\$85,661	\$1,283,200	\$429,206
Revenue	\$79,162	\$55,575	\$23,587	\$444,600	\$60,959
Net cost of activity	\$286,727	\$395,975	\$109,248	\$838,600	\$368,247
Total Activity Expenditure	\$4,682,487	\$4,789,169	\$106,682	\$13,635,000	\$4,404,279
Total Activity Revenue	\$1,235,249	\$1,168,748	\$66,501	\$6,499,000	\$1,834,004
Net Cost of Activities	\$3,447,238	\$3,620,421	\$173,183	\$7,136,000	\$2,570,275

CAPITAL EXPENDITURE SUMMARY BY ACTIVITY AS AT 31 OCTOBER 2020

	Project	Total Available	Actual YTD Expenditure 2020/21	Projected year end expenditure	Projected under/(over) spend 2020/21
Roading	<i>Level of service</i>	1,799,858	638,873	1,907,924	-108,066
	<i>Replacements</i>	2,787,932	520,018	2,787,950	-18
Stormwater	<i>Level of service</i>	233,800	0	233,800	0
	<i>Replacements</i>	58,200	12,000	58,200	0
Wastewater	<i>Level of service</i>	764,011	10,195	764,011	0
	<i>Replacements</i>	469,320	23,724	469,320	0
Water Supply	<i>Level of service</i>	1,093,607	230,637	1,093,607	0
	<i>Replacements</i>	1,217,696	48,774	1,217,696	0
Parks and Reserves	<i>Level of service</i>	730,878	4,950	2,197,880	0
	<i>Replacements</i>	0	0	0	0
Solid Waste	<i>Replacements</i>	61,600	9,399	61,600	0
Animal Control	<i>Level of service</i>	0	0	0	0
Swimming Pool	<i>Level of service</i>	15,673,700	20,111	20,037,200	-4,363,500
Aerodrome	<i>Level of service</i>	0	0	0	0
Civic Amenities	<i>Level of service</i>	230,629	5,186	230,629	0
	<i>Replacements</i>	338,561	73,162	338,561	0
Library	<i>Replacements</i>	0	35,015	50,000	-50,000
Miranda Street Office	<i>Level of service</i>	0	0	0	0
	<i>Replacements</i>	47,900	648	45,800	2,100
Farm	<i>Level of service</i>	55,400	6,158	55,400	0
	<i>Replacements</i>	42,000	6,546	42,000	0
Economy	<i>Growth</i>	300,000	81,774	90,000	210,000
Pensioner Housing	<i>Level of service</i>	0	0	0	0
	<i>Replacements</i>	0	0	0	0
Communications	<i>Replacements</i>	0	0	0	0
Corporate	<i>Replacements</i>	181,000	55,874	216,207	-35,207
TOTAL		\$ 26,086,092	\$ 1,783,044	\$ 31,897,785	-\$ 4,344,691

CAPITAL EXPENDITURE SUMMARY BY ACTIVITY AS AT 31 OCTOBER 2020

Council Activity	Project Description	2020/21 Annual Plan Budget (a)	Funds Carried Forward (b)	Total Funds Available (a + b)	2020/21 Actual Expenditure YTD	Projected year end forecast	2020/21 Projected under/(over) spend	Expected Project Completion Date	Status of each Project
GROWTH - to meet additional demand									
Economy	Proposed Council subdivision	0	300,000	300,000	81,774	90,000	210,000	Completed	Practical Completion Certificate has now been completed. A total of \$4.4m has been spent to date.
Total Growth Expenditure		0	300,000	300,000	81,774	90,000	210,000		
LEVEL OF SERVICE - to improve the level of service on an existing asset or provide an additional asset to increase a service level									
Roading - Provincial Growth Fund shovel ready projects	Various safety improvements	0	0	751,934	531,134	860,000	(108,066)	By 30 November 2020	\$751,934 is funded from the Provincial Growth Fund. Three projects are now complete, and the fourth one is underway. The remaining funds not covered by PGF are to be drawn from the Rooding Reserve.
Roading	Low cost / low risk safety improvements	0	1,047,924	1,047,924	107,739	1,047,924	0	By 30 June 2021	Funding reallocated by NZTA, was previously treated as operating expenditure.
Stormwater	Reticulation Capacity Increase	110,700	0	110,700	0	110,700	0	By 30 June 2021	Preparing contract documentation.
Stormwater	Manhole Lid Safety Screens	123,100	0	123,100	0	123,100	0	By 30 June 2021	Preparing contract documentation.
Wastewater	Reticulation capacity increase	104,900	145,911	250,811	8,809	250,811	0	By 30 June 2021	Programmed by December 2020.
Wastewater	Safety screens	33,900	0	33,900	0	33,900	0	By 30 June 2021	Road reserves safety screens will be installed by the end of the year.
Wastewater	Pump station telemetry	83,900	82,000	165,900	0	165,900	0	By 30 June 2021	The scoping of the design for the three remaining pump stations has been completed, and quotes are now being obtained. Once this stage is completed then sourcing of the equipment from overseas will commence.
Wastewater	Bulk discharge	0	51,300	51,300	1,050	51,300	0	By 31 December 2020	Replacement pump has been selected, job scheduled to be completed by December 2020.
Wastewater	Stage 2 treatment - Oxidation Pond	262,100	0	262,100	336	262,100	0	By 30 June 2021	Ponds are completed. As part of the consent conditions, there is a one year trial which ends shortly. Depending on the outcome of the trial, the funds may or may not be required.
Water Supply	Water Meter Installation	346,000	0	346,000	41,635	346,000	0	By 30 June 2021	Ongoing, in conjunction with the zoning project.
Water Supply	Zoning	209,800	475,657	685,457	189,002	685,457	0	By 30 June 2021	Ongoing, in conjunction with the water meter installation project.
Water Supply	Stratford street work rider mains	31,400	30,750	62,150	0	62,150	0	By 30 June 2021	Contract documentation is being prepared
Parks and Reserves	Park Development	15,600	0	15,600	0	15,600	0	By 31 December 2020	A quote for the work has been accepted, and work will commence in October.
Parks and Reserves	Walkway development	15,600	0	15,600	0	15,600	0	By 31 December 2020	A quote for the eastern loop has been accepted, and work will commence in October.
Parks and Reserves	Walkway signs	10,500	17,018	27,518	0	27,518	0	By 30 June 2021	Design phase awaiting completion of Council logo template to be completed.

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Council Activity	Project Description	2020/21 Annual Plan Budget (a)	Funds Carried Forward (b)	Total Funds Available (a + b)	2020/21 Actual Expenditure YTD	Projected year end forecast	2020/21 Projected under/(over) spend	Expected Project Completion Date	Status of each Project
Parks and Reserves	Plantings and signs	12,500	22,462	34,962	0	34,962	0	By 30 June 2021	Design phase awaiting completion of Council logo template to be completed.
Parks and Reserves	Victoria Park improvements (including bike park and half basketball court)	521,300	11,698	532,998	987	2,000,000	0	By 30 June 2021	Funding of \$2,000,000 from Provincial Growth Fund approved. Contract documentation is being prepared.
Parks and Reserves	Discovery Trail	104,200	0	104,200	3,963	104,200	0	By 30 June 2021	Dependent on external funding - to be confirmed by end of November.
Swimming Pool	Various Pool improvements	37,200	0	37,200	0	37,200	0	By 30 June 2021	On-going expenditure
Swimming Pool	Pool development	15,636,500	0	15,636,500	20,111	20,000,000	(4,363,500)	By 28 February 2023	Funding of \$8m from Provincial Growth Fund approved, with \$12m from loans, now in the design phase. Council recently approved an increase in total budget to \$20,000,000.
Civic Amenities	Stratford 2035	100,000	0	100,000	0	100,000	0	By 30 June 2021	\$50,000 grant funded - to be confirmed by end of November.
Civic Amenities	Broadway / Prospero Place upgrade	0	80,629	80,629	5,186	80,629	0	By 30 June 2021	Various projects are being considered, but have not yet been initiated.
Civic Amenities	WMC - civil defence upgrade	50,000	0	50,000	0	50,000	0	By 30 June 2021	Concept and design to be finalised.
Farm	Calf bay	15,000	0	15,000	6,158	15,000	0	By 30 June 2021	Calf bay completed. Refurbishment to other calf bays will also be required.
Farm	Yard upgrade	30,000	0	30,000	0	30,000	0	By 30 June 2021	Obtaining quotes for physical works in May 2021, once the dairy season is over.
Farm	Landscaping / riparian planting	10,400	0	10,400	0	10,400	0	By 30 June 2021	Some remaining fencing work will be completed throughout the year.
Library	Information centre relocation	0	0	0	35,015	50,000	(50,000)	By 31 December 2020	Estimated cost for relocation and new furniture. AA to contribute \$4,336 to relocate their agency.
Total Level of Service Expenditure		17,864,600	1,965,349	20,581,883	951,125	26,570,451	-4,521,566		

REPLACEMENTS - replaces an existing asset with the same level of service provided

Roading - Financially assisted NZTA	Unsealed Road metalling	795,000	(85,000)	710,000	137,078	710,000	0	By 31 May 2021	Revised NZTA approved budget to allow for contractual lump sum items claimed in the maintenance contract.
Roading - Financially assisted NZTA	Sealed Road resurfacing	750,000	(70,000)	680,000	131,124	680,000	0	By 31 December 2020	Revised NZTA approved budget to allow for contractual lump sum items claimed in the maintenance contract.
Roading - Financially assisted NZTA	Drainage Renewals	525,415	(100,415)	425,000	164,527	425,000	0	By 30 June 2021	Revised NZTA approved budget to allow for contractual lump sum items claimed in the maintenance contract.
Roading - Financially assisted NZTA	Pavement Rehabilitation	742,800	(62,800)	680,000	51,623	680,000	0	By 31 December 2020	Revised NZTA approved budget to allow for contractual lump sum items claimed in the maintenance contract.
Roading - Financially assisted NZTA	Structure Components Replacement	80,000	0	80,000	6,377	80,000	0	By 30 June 2021	
Roading - Financially assisted NZTA	Traffic Servcies Renewals	50,000	(518)	49,482	24,613	49,500	(18)	By 30 June 2021	Revised NZTA approved budget to allow for contractual lump sum items claimed in the maintenance contract.

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Council Activity	Project Description	2020/21 Annual Plan Budget (a)	Funds Carried Forward (b)	Total Funds Available (a + b)	2020/21 Actual Expenditure YTD	Projected year end forecast	2020/21 Projected under/(over) spend	Expected Project Completion Date	Status of each Project
Roading - Financially assisted NZTA	Sealed Road resurfacing-Special purpose	151,000	(50)	150,950	4,676	150,950	0	By 31 December 2020	This is to undertake a substantial length of sealing on Pembroke Rd following the installation of the underground power cables to the Mountain House.
Roading non-subsidised	Underverandah lighting	12,500	0	12,500	0	12,500	0	By 30 June 2021	Upgrades still to be identified
Solid Waste	Transfer Station - Building renewals	20,800	40,800	61,600	9,399	61,600	0	By 30 June 2021	Asbestos has been partly removed from transfer station
Stormwater	Weather events emergency fund	2,600	0	2,600	0	2,600	0	By 30 June 2021	Ongoing
Stormwater	Reticulation Renewals	55,600	0	55,600	12,000	55,600	0	By 30 June 2021	Physical works ongoing
Wastewater	Step / aerate treatment renewals	31,500	0	31,500	0	31,500	0	By 30 June 2021	Ponds are completed. As part of the consent conditions, there is a one year trial which ends shortly, to ensure the bacteria survives.
Wastewater	Treatment pond renewals	160,400	0	160,400	0	160,400	0	By 30 June 2021	Ponds are completed. As part of the consent conditions, there is a one year trial which ends shortly, to ensure the bacteria survives.
Wastewater	Bulk discharge	10,500	0	10,500	0	10,500	0	By 31 December 2020	Replacement pump has been selected, job scheduled to be completed by December 2020
Wastewater	Reticulation renewals	0	266,920	266,920	23,724	266,920	0	By 31 December 2020	Physical works being undertaken via maintenance contracts. Works scheduled to be completed by December 2020.
Water Supply	Laterals	32,100	0	32,100	4,055	32,100	0	By 30 June 2021	Ongoing
Water Supply	Stratford street work rider mains	267,400	202,087	469,487	0	469,487	0	By 31 December 2020	Physical works being undertaken via maintenance contracts. Works scheduled to be completed by December 2020
Water Supply	Midhirst street work rider mains	15,700	0	15,700	5,131	15,700	0	By 30 June 2021	The scope of works is still to be confirmed
Water Supply	Infrastructure general Stratford	26,200	0	26,200	11,210	26,200	0	By 30 June 2021	Ongoing
Water Supply	Infrastructure general Midhirst	3,200	0	3,200	0	3,200	0	By 30 June 2021	Ongoing
Water Supply	Infrastructure general Toko	1,600	0	1,600	0	1,600	0	By 30 June 2021	Ongoing
Water Supply	Grit tank replacement	0	248,495	248,495	19,527	248,495	0	By 30 June 2021	Design is nearly complete, then the physical works contract will be prepared.
Water Supply	Meter replacements	52,400	93,614	146,014	0	146,014	0	By 30 June 2021	Physical works being undertaken via maintenance contractors. Works scheduled to be completed by June 2021.
Water Supply	Patea delivery line	0	259,400	259,400	4,111	259,400	0	By 30 June 2021	Design is completed. Physical Works contract being prepared.
Water Supply	Hydrants	15,500	0	15,500	4,740	15,500	0	By 30 June 2021	On-going
Civic Amenities	WMC - replace furniture	3,100	0	3,100	0	3,100	0	By 30 June 2021	On-going
Civic Amenities	Community hall renewals	0	0	326,761	73,162	326,761	0	By 28 February 2021	Funding of \$326,761 from Provincial Growth Fund approved, and physical works has commenced.
Civic Amenities	CRR - appliance replacements	8,700	0	8,700	0	8,700	0	By 30 June 2021	Once the PGF works have been completed, appliances will be purchased.
Farm	Yard repairs	30,000	0	30,000	0	30,000	0	By 30 June 2021	Obtaining quotes for physical works in May 2021, once the dairy season is over.

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Council Activity	Project Description	2020/21 Annual Plan Budget (a)	Funds Carried Forward (b)	Total Funds Available (a + b)	2020/21 Actual Expenditure YTD	Projected year end forecast	2020/21 Projected under/(over) spend	Expected Project Completion Date	Status of each Project
Farm	House - fireplace and floor coverings	12,000	0	12,000	6,546	12,000	0	By 30 June 2021	Fireplace has been installed. Floor covering is scheduled to be completed before the end of the year.
Miranda Street Office	Furniture Replacement	3,100	0	3,100	648	3,100	0	By 30 June 2021	On-going
Miranda Street Office	Floor coverings	42,700	0	42,700	0	42,700	0	By 30 June 2021	Obtaining quote in the new year
Miranda Street Office	Dishwasher	2,100	0	2,100	0	0	2,100	Not required	This has been purchased at a much lower cost so the renewal budget is not required.
Corporate	Computers/Peripherals/ Software	80,000	0	80,000	24,715	80,000	0	By 30 June 2021	On-going
Corporate	AssetFinda and GIS software replacement	0	15,000	15,000	6,835	15,000	0	By 28 February 2021	In progress, scheduled to be completed by February 2021
Corporate	Civil defence equipment	10,000	0	10,000	0	10,000	0	By 30 June 2021	On-going
Corporate	Telephone System	0	25,000	25,000	20,207	20,207	4,793	Completed	Completed
Corporate	Website redevelopment	0	0	0	4,117	40,000	(40,000)	By 30 June 2021	Planning for this commenced in previous years, however work has only just commenced, as it was pending a decision on the branding design for Council.
Corporate	Vehicle Replacement (after trade in)	31,000	0	31,000	0	31,000	0	By 31 December 2020	Replacement of 1 vehicle is required now, will be completed before December 2020.
Corporate	Miscellaneous	20,000	0	20,000	0	20,000	0	By 30 June 2021	
Total Replacement Expenditure		4,044,915	832,533	5,204,209	750,145	5,237,334	-33,125		
TOTAL EXPENDITURE		\$21,909,515	\$3,097,882	\$26,086,092	\$1,783,044	\$31,897,785	-\$4,344,691		

LIABILITIES AND INVESTMENTS STATEMENT AS AT 31 OCTOBER 2020					
Public Debt Statement					
Lender	Amount	Interest Rate	Term (Years)	Date Drawn	Maturity Date
LGFA (floating)	\$ 2,000,000	1.12%	1	April 2020	April 2021
LGFA	\$ 1,500,000	2.62%	3	August 2018	May 2021
LGFA	\$ 2,000,000	2.81%	4	August 2018	April 2022
LGFA	\$ 1,000,000	1.55%	3	April 2020	April 2023
LGFA	\$ 1,500,000	3.47%	5	May 2018	May 2023
LGFA	\$ 2,000,000	2.53%	5	May 2019	May 2024
LGFA	\$ 2,000,000	3.38%	7	August 2018	April 2025
LGFA	\$ 1,000,000	2.02%	6	April 2020	April 2026
LGFA	\$ 1,000,000	1.38%	7	May 2020	April 2027
LGFA	\$ 1,500,000	3.65%	9	August 2018	April 2027
	\$ 15,500,000	2.53%			
Internal Debt Register					
Activity	Amount	Start Date	Term	Interest Rate	Details
Water	\$ 1,430,000	2013	N/a	2.53%	Water treatment plant
	\$ 1,430,000				
Committed Cash Facilities					
Lender	Facility Value	Outstanding	Rate		
TSB Bank	\$ 1,000,000	\$ -	BKBM* + 3%		
	\$ 1,000,000				
Investment Statement					
Bank / LGFA	Amount	Interest Rate	Term (Days)	Start	End
Westpac	\$ 1,000,000	1.76%	120	9/07/2020	6/11/2020
Westpac	\$ 1,000,000	1.75%	122	10/08/2020	10/12/2020
Westpac	\$ 1,000,000	1.50%	120	10/09/2020	8/01/2021
Westpac	\$ 2,000,000	1.25%	120	24/09/2020	22/01/2021
Westpac	\$ 2,000,000	1.22%	123	9/10/2020	9/02/2021
	\$ 7,000,000	1.42%			
LGFA	\$ 32,000	2.13%	1827	10/05/2019	10/05/2024
LGFA	\$ 32,000	0.91%	378	7/04/2020	20/04/2021
LGFA	\$ 24,000	2.22%	992	27/08/2018	15/05/2021
LGFA	\$ 32,000	2.41%	1326	27/08/2018	14/04/2022
LGFA	\$ 16,000	1.15%	1103	7/04/2020	15/04/2023
LGFA	\$ 24,000	3.06%	1826	24/05/2018	24/05/2023
LGFA	\$ 32,000	2.98%	2423	27/08/2018	15/04/2025
LGFA	\$ 16,000	1.62%	2199	7/04/2020	15/04/2026
LGFA	\$ 16,000	0.98%	2530	11/05/2020	15/04/2027
LGFA	\$ 24,000	3.25%	3153	27/08/2018	15/04/2027
	\$ 248,000	2.16%			
Shareholdings Statement					
	No. of Shares	Share Price	Value of Shares		
Fonterra	158,716	\$ 4.60	\$ 730,094		
Ravensdown	17,920	\$ 1.00	\$ 17,920		
Civic Financial Services Ltd	65,608	\$ 0.93	\$ 61,015		
			\$ 809,029		

*BKBM - The Bank Bill Market Rate is a short term interest rate used widely in NZ as a benchmark for pricing debt.

CASHFLOW FORECAST FOR THE YEAR ENDED OCTOBER 2021

	Forecast	Actual											
	Oct-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21
OPENING BALANCE	2,861,906	2,861,906	1,428,858	4,337,549	3,795,849	4,106,599	4,843,899	2,116,199	4,509,830	4,870,201	2,507,501	373,939	2,216,239
Rates	350,000	409,430	2,800,000	400,000	370,000	2,900,000	400,000	400,000	2,900,000	430,000	400,000	3,500,000	600,000
NZTA Refunds	365,564	365,564	305,148	650,000	250,000	450,000	750,000	750,000	420,000	180,000	300,000	250,000	250,000
Fees and Charges	200,000	306,853	300,000	350,000	240,000	350,000	350,000	350,000	320,000	320,000	350,000	270,000	400,000
Sale of Assets	1 186,800	503,315	1,025,564	136,000	-	-	-	-	-	-	116,521	-	-
Interest Revenue	7,300	5,738	7,300	7,300	7,300	7,300	7,300	7,300	7,300	7,300	7,300	7,300	7,300
Other Income	2 -	195,034	1,995,250	-	1,800,000	250,000	-	4,250,000	-	435,000	-	-	-
Total Cash In	1,109,664	1,785,934	6,433,262	1,543,300	2,667,300	3,957,300	1,507,300	5,757,300	3,647,300	1,372,300	1,173,821	4,027,300	1,257,300
Salaries and Wages / Elected Members	350,000	383,591	350,000	435,000	350,000	350,000	435,000	350,000	350,000	435,000	350,000	435,000	435,000
Payments to Suppliers - Operating	550,000	639,311	700,000	800,000	400,000	370,000	900,000	400,000	500,000	800,000	550,000	550,000	550,000
Major contract payments	1,200,000	1,076,621	1,300,000	850,000	1,200,000	2,500,000	2,500,000	2,500,000	2,500,000	2,500,000	2,000,000	1,200,000	1,200,000
Interest Expense	113,669	119,461	70,975	-	6,550	-	-	113,669	106,929	-	7,383	-	-
GST Paid	-	-	103,596	-	400,000	-	400,000	-	170,000	-	400,000	-	550,000
Total Cash Out	2,213,669	2,218,983	2,524,571	2,085,000	2,356,550	3,220,000	4,235,000	3,363,669	3,286,929	3,735,000	3,307,383	2,185,000	2,735,000
(Increase)/Reduce Term Deposits	- 1,000,000	- 1,000,000	- 1,000,000	-	-	-	-	-	-	-	-	-	-
Borrowing /(Repaying) Loans	-	-	-	-	-	-	-	-	-	-	-	-	-
CLOSING BALANCE	757,901	1,428,858	4,337,549	3,795,849	4,106,599	4,843,899	2,116,199	4,509,830	4,870,201	2,507,501	373,939	2,216,239	738,539
Net Debt	7,284,000	7,284,000	6,284,000	6,284,000	6,284,000	6,284,000	6,284,000	6,284,000	6,284,000	6,284,000	6,284,000	6,284,000	6,284,000

Notes re Cashflow Forecast:

1. As at 30 September 2020 there were 19 sections for which we had not received cash, with this total being split across the next 12 months.
2. Includes funding from Mayors Taskforce for Jobs received in September, and anticipated Government Grant for the new Swimming Pool.

Outstanding Debtors as at 31 October 2020

Category	Total Outstanding	Overdue > 3 months	Notes relating to outstanding balances
Rates	\$165,863	\$65,332	The overdue balance for rates debtors is what is owed for previous financial years. The amount includes some rates where legal proceedings have commenced. All outstanding rates are charged a 10% penalty on what is outstanding at the end of each quarter. Advice has been sent to bank for collection of some overdue accounts.
Transfer Station	\$356	\$0	
Cemeteries	\$22,513	\$9,153	Overdues relate to 8 debtors, of which 6 have payment arrangements with council or are with a debt collector for recovery. One debtor is now outside the timeline for legal debt collection (6 years) and will need to be written off. One is being pursued.
Rental Properties	\$13,528	\$9,610	Overdue relates to 4 debtors, expected to be settled shortly. One is paid off monthly, One properties lease is due to expire and will be cleared. One was on hold while proposal put to council. One with debt collectors.
Pensioner Housing	-\$4,547	-\$374	Credit as tenants pay two weeks in advance.
Planning and Regulatory	\$5,182	\$5,312	Overdue debtors are actively being pursued by debt collectors, or the Regulatory team are making contact (initial phase).
Subdivision Sections	\$1,639,788	\$0	This figure relates to amounts outstanding for the subdivision section sales.
Facility Hire	\$3,821	\$0	
Sundry Debtors	\$2,137,237	\$6,911	Overdue debtors are actively being pursued by debt collectors. One account is in a payment arrangement. Sundry debtors includes income accrued and PGF funding invoiced.
NZTA	\$305,149	\$0	
Swimming Pool	-\$10	\$0	
Resource Consents	\$23,090	\$0	
Infringements	\$52,905	\$52,905	All debtors are overdue and with the Ministry of Justice for collection.
Wastewater Discharge	\$32,321	\$18,717	The overdue amount relates to two debtors who use the Esk Rd discharge facility. Both have been sent to DMC.
Water Billing	\$107,721	\$22,420	Six debtors are overdue, one debtor has entered into an approved Council payment arrangements. A 10% penalty is applied each quarter on all amounts overdue. One owner has been sent to the first mortgagee. Assets team are in discussions regarding one, the other two are being followed up with.
TOTAL	\$4,504,915	\$189,985	

11.4