



23 July 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 28 July 2020 at 3.00pm**

Timetable for 28 July 2020 as follows:

1.00pm	Tikanga Training
2.30pm	Afternoon tea for Councillors
3.00pm	Policy and Services Committee Meeting

Yours faithfully

Sven Hanne
CHIEF EXECUTIVE

2020 - Policy and Services Committee - July (28/07/2020)

Table of Contents:

Notice of Meeting	1
Agenda	2
Welcome	7
Attendance Schedule	8
Confirmation of Minutes	9
Policy & Services Committee Meeting - 23 June 2020	9
Policy & Services Committee - Hearing Control of Dogs Bylaw and Dog Control Policy - 14 July 2020	17
Matters Outstanding	22
Decision Report - Recycling Options for Plastics 3, 4, 6 & 7	23
Decision Report - 2020 External Funding Application	50
Decision Report - Land Acquisition - Kohuratahi Road	57
Monthly Reports	64
Assets Report	64
Community Services Report	88
Environmental Services Report	97
Corporate Services Report	104

POLICY AND SERVICES COMMITTEE MEETING
TUESDAY 28 JULY 2020 AT 3.00PM

F19/13/05-D20/19281

A G E N D A

1. **WELCOME**

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 – 23 June 2020**
D20/12016 Pages 9-16

RECOMMENDATION

THAT the minutes of the Policy and Services Committee Meeting held on Tuesday 23 June 2020, be confirmed as a true and accurate record.

Moved/Seconded

6.1 **Policy and Services Committee Meeting (Hearing – Control of Dogs Bylaw and Dog Control Policy) – 14 July 2020**
D20/118857 Pages 17-21

RECOMMENDATION

THAT the minutes of the Policy and Services Committee Meeting, to hear and consider submissions to the Control of Dogs Bylaw and Dog Control Policy, held on Tuesday 14 July 2020, be confirmed as a true and accurate record.

Moved/Seconded

7. **MATTERS OUTSTANDING**
D16/47 Page 22

RECOMMENDATION

THAT the matters outstanding be received.

Moved/Seconded

8. **DECISION REPORT – RECYCLING OPTIONS FOR PLASTICS 3, 4, 6 & 7**

D20/9844

Pages 23-49

RECOMMENDATIONS

1. THAT the report be received
2. THAT the Council resolve to reduce collection services of grades of plastic to only Plastics 1, 2 & 5 in our kerbside recycling and at the Transfer Station from 1 September 2020.

Recommended Reason

To acknowledge there is no recycling market for mixed plastics grades 3, 4, 6 & 7 for the short to medium term and a need to alternatively manage the collection and/or disposal of these grades of plastics.

Moved/Seconded

9. **DECISION REPORT – 2020 EXTERNAL FUNDING APPLICATION**

D20/12553

Pages 50-56

RECOMMENDATIONS

1. THAT the report be received.
2. THAT Council's funding application to the Taranaki Electricity Trust (TET) for \$2,485,600 is approved to be submitted.

Recommended Reason

The opportunity to have projects externally funded will reduce the rating impact for ratepayers.

Moved/Seconded

10. **DECISION REPORT – LAND ACQUISITION – KOHURATAHI ROAD**

D20/19225

Pages 57-63

RECOMMENDATIONS

1. THAT the report be received.
2. THAT Council consent to the acquisition for road pursuant to Section 17 of the Public Works Act 1981 of the land described as Part Lot 1 DP 19619 containing approximately 185 square metres as shown marked ‘A’ on Plan 155 attached to this report.
3. THAT compensation for the acquisition of this area of land be agreed at \$1.00 plus GST (if demanded).

Recommended Reason

The road formation of Kohuratahi Road ceases at this location, necessitating a widening of the road to beyond the current road boundaries in order to develop a vehicle turning circle.

Moved/Seconded

11. **MONTHLY REPORTS**

11.1 **ASSETS REPORT**

D20/12537

Pages 64-87

RECOMMENDATION

THAT the reports be received.

Moved/Seconded

11.2 **COMMUNITY SERVICES REPORT**

D20/19162

Pages 88-96

RECOMMENDATION

THAT the reports be received.

Moved/Seconded

11.3 **ENVIRONMENTAL SERVICES REPORT**

D20/12472

Pages 97-103

RECOMMENDATION

THAT the reports be received.

Moved/Seconded

11.4 **CORPORATE SERVICES REPORT**

D20/19162

Pages 104-122

RECOMMENDATION

THAT the reports be received.

Moved/Seconded

12. **QUESTIONS**

13. **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: 14 and 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 to protect the privacy of natural persons, including that of deceased natural persons.	That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist, under section 6 and section 7 of the Act - specifically Section 7(2)(a). (Section 48(1)(a) Local Government Official Information and Meetings Act 1987.
Broadway WiFi partnership	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.

Moved/Seconded

14. **PUBLIC EXCLUDED ITEM**

15. **PUBLIC EXCLUDED ITEM**

RECOMMENDATION

THAT the open meeting resumes

Moved/Seconded



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	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	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	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓					

<u>Key</u>	
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 23 JUNE 2020 AT 3:02PM

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, and G M Webby.

IN ATTENDANCE

The Chief Executive – Mr S Hanne, Director Corporate Services – Mrs T Radich, the Director Environmental Services – Mr B Sutherland, the Executive Administration Officer – Mrs E Bishop, the Communications Manager – Ms G Gibson, the Roading Asset Manager – Mr S Bowden (*part meeting*) the Services Asset Manager – Mr M Oien (*part meeting*), the Engineering Officer – Mr P Jacobs (*part meeting*), the Graduate Roading Engineer – Mr V Regmi (*part meeting*), the Corporate Accountant – Mrs C Craig, the Parks and Reserves Officer – Mrs M McBain (*part meeting*), the Revenue Manager – Mrs J Erwood (*part meeting*), Former Mayor – Mr B Jeffares (*part meeting*), Mr M Neild (Taranaki Regional Council, *part meeting*) and one member of the media (Stratford Press).

1. **WELCOME**

The Deputy Mayor welcomed the District Mayor, the Chief Executive, Councillors, staff, former District Mayor Mr Brian Jeffares and the media.

2. **APOLOGIES**

Apologies were noted from the Director – Community Services – Ms K Whareaitu and the Director – Assets – Mrs V Araba.

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 relating to items on the agenda.

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 (Hearing – Trade Waste Bylaw) –
26 May 2020**

D20/10177

Pages 7-9

RECOMMENDATION

THAT the minutes of the Policy and Services Committee Meeting, to hear and consider submissions to the Trade Waste Bylaw, held on Tuesday 26 May 2020, be confirmed as a true and accurate record.

BOYDE/McKAY
Carried
P&S/20/77

6.2 **Policy and Services Committee Meeting – 26 May 2020**

D20/10215

Pages 10-21

RECOMMENDATION

THAT the minutes of the Policy and Services Committee Meeting held on Tuesday 26 May 2020, be confirmed as a true and accurate record.

HARRIS/SANDFORD
Carried
P&S/20/78

The Executive Administration Officer undertook to amend page 14, last paragraph, second bullet 5.27% to 5.72%.

7. **MATTERS OUTSTANDING**

D16/47

Page 22

RECOMMENDATION

THAT the matters outstanding be received.

ERWOOD/JONES
Carried
P&S/20/79

6.1

8. **DECISION REPORT – APPROVE CAPITAL PROJECT CARRY-FORWARDS**

D20/11461

Pages 23-32

RECOMMENDATIONS

1. THAT the report be received.

JONES/VOLZKE
Carried
P&S/20/80

2. THAT the capital projects and dollar amounts as per **Appendix 1** to this report, be approved to carry forward to be completed in the 2020/21 financial year.

BOYDE/COPLESTONE
Carried
P&S/20/81

Recommended Reason

There are legitimate reasons why the projects have not been completed, the projects and associated expenditure have already been approved by Council, and these projects deliver necessary infrastructure to the Stratford District.

6.1

The Chief Executive noted the following points:

- It has been an extraordinary year with regards to delivery on the normal programme given the impact that Covid-19 had on projects followed by the task to create a list of shovel ready projects following the government announcement of funding.
- This report includes historical data for the past years which shows, on average, Council has spent 96% of its annual budget each year. The unspent funds fall into projects that were no longer required or projects were delivered under budget.
- There are a number of projects that have achieved what was needed and therefore staff are not requesting funds to be carried over for these.

Questions/Points of Clarification:

- It was questioned if the carried over funds could be reallocated to projects that may arise if there is more government funding released for projects that will require Council to co-fund. Given that these funds have been budgeted for and consulted on the funds should remain to the specific activity, however upon direction from Council it was agreed that should the need to reallocate the funds arise then Officers will bring a report back to Council requesting that amendment. There were currently no indication that further government funding would be announced.

The meeting was suspended at 3.14pm due to an all of organisation fire drill.

The meeting reconvened at 3.21pm. Mr Jeffares departed the meeting during the fire drill.

- It was clarified that the waste water oxidation pond project had been delivered significantly cheaper than anticipated.
- It was noted that the variation in the Economy Activity for the 2017/18 year was due to the purchase of the land for the subdivision.
- It was clarified that carry overs did not occur in the Long Term Plan year, therefore budgets are only carried over during the three years in-between. Occasionally it can take the full three years for the budget to be spent.
- It was noted that the planned activities would continue to be implemented with shovel ready projects specifying in the tender process that the planned and normal activities

continue as planned. There is a shortage for skilled workers in the industry and funding is available to help find staff and train them.

- It was clarified that the funding withdrawn from the Annual Plan for the conservatories at the pensioner housing had not affected the ones budgeted for in the previous plan. However this specific budget had not been requested to be carried forward.

9. **DECISION REPORT – ROAD CLOSURES FOR A CAR CLUB EVENT**

D20/10974

Pages 33-42

6.1

RECOMMENDATIONS

1. THAT the report be received.

DALZIEL/HARRIS
Carried
P&S/20/82

2. THAT pursuant to Section 342(1) (b) Schedule 10 clause 11(e) of the Local Government Act 1974, notice is hereby given that the Stratford District Council proposes to close the following roads on Sunday 09 August 2020 between the hours of 7.30am and 5.30pm for the purpose of the Stratford Street Sprint 2020

- Orlando Street from Warwick Road to Celia Street
- Romeo Street from Orlando Street to Cordelia Street
- Cordelia Street from Romeo Street to Warwick Road
- Warwick Road from Cordelia Street to Orlando Street

ERWOOD/SANDFORD
Carried
P&S/20/83

Recommended Reason

The South Taranaki Car Club have approached the Stratford District Council with the view of holding their annual Stratford Street Sprint Event on Sunday 09 August. This is their 30th year of running the event. The proposed road closure requires formal endorsement by a Council resolution.

The Graduate Roading Engineer noted the following points:

- This report is for the South Taranaki Car Club for the 2020 Stratford Sprint.
- This will be the 30th annual circuit for the club and it is anticipated there will 40 cars in attendance as well as 10 classic motorcycles that have been invited for a demonstration.
- The road closure is for Sunday 9 August and detours will be set up.

Questions/Points of Clarification:

- It was clarified that a letter drop has occurred to affected neighbours as well as advertising in Central Link and notices on the Council's facebook page. No objections have been received. Emergency Services have also been consulted with.

The Graduate Roading Engineer left the meeting at 3.47pm.

10. MONTHLY REPORTS

10.1 ASSETS REPORT D20/10639 Pages 43-65

RECOMMENDATION

THAT the reports be received.

WEBBY/McKAY
Carried
P&S/20/84

6.1

The Chief Executive noted the following points:

- It was noted that during the pandemic the contractors continued to work and care for the infrastructure.
- The three waters remained operational.
- The new bylaws for the Trade Waste, Waste Water and Solid Waste come into effect on 1 July.
- 12 sections are now sold in the subdivision with another sales and purchase agreement being presented today. There is good progress happening in the subdivision with building.

Questions/Points of Clarification:

- The District Mayor noted the settlements for all but three of the 45 affected pieces of abandoned land in Midhurst were complete. He acknowledged the work of the Special Projects Manager – Mr N Cooper and noted it had been an outstanding achievement for an issue over 100 years old.

The Revenue Manager joined the meeting at 3.51pm.

- It was clarified that the Assets monthly report would continue to have the aerodrome and farm data included to ensure Councillors were kept up to date, however the reports to the Farm and Aerodrome Committee would contain more detail.
- It was noted the increase in the costs of the Children's Bike park was due to other projects being absorbed into the same task – i.e the request for bbq availability, shelter and the basketball court extension, however the budget for the bike park had only increased by approximately \$50,000 to \$80,000 as more detailed estimates had been received. This was to be fully grant funded but less funding was received. This has been extended to allow time to find another funding source. It was noted this was not approved as a shovel ready project.
- It was noted that there has been an increase in contamination with recycling. Stratford had not publically advertised that recycling was not able to be sorted during the Covid-19 lockdown which resulted in recycling going to landfill. The aim was to not unlearn the level that Stratford residents with recycling and still provide the two bin service with increased demand occurring with more people being at home during the day. There is likely to be further changes to come in the recycling activity due to market for some recyclable materials having all but shut down. Further education for our residents will occur when it is clearer what will be able to be recycled in the future.
- It was noted the waste minimisation campaign will be in New World as well as Countdown.

The Roading Manager, the Services Asset Manager, the Engineering Officer, the Parks and Reserves Officer left the meeting at 4.02pm.

10.2 COMMUNITY SERVICES REPORT

D20/10511

Pages 66-74

RECOMMENDATION**THAT** the reports be received.WEBBY/BOYDE
Carried
P&S/20/85

6.1

The Chief Executive noted the following points:

- The key focus for the past month had been getting the organisation back running during Level 2. It was very positive to note that Council had been able to continue to provide the highest level of service allowed during Level 3 and 4.

Mr Mike Neild (Taranaki Regional Council) joined the meeting at 4.04pm.

- The Swimming Pool was different to the rest of the organisation and was restricted in its ability to operate fully by a further two weeks. This gave staff the opportunity to ensure everything was up to scratch and ready prior to opening.

Questions/Points of Clarification:

- It was clarified that the Community Development Team would be running the next Prospero Farmers Market in July but that this was a temporary arrangement at this stage. The Deputy Mayor acknowledged and thanked Mrs Moana Hancock for her work and achievements in establishing and running the markets.
- Councillor Webby noted that Percy Thomson Trust had two new trustees recently appointed – Mrs Deborah Clough and Mrs Helen Cloke. The meeting held last week discussed the future of the arboretum and how it can feature in the discovery trail. The gallery is currently promoting the TSB Emergence Awards which have been hugely successful over the past two years and celebrate Taranaki artists.
- Positive Ageing will hold its next forum on Thursday 16 July. All welcome.
- Councillor Harris noted her recent appointed as the Council representative on the Te Wera Outdoor Recreation Trust. The AGM was held on Sunday was the group is really focused on moving forward after the impact of Covid-19. The volunteers have done a lot of work out there and are very enthusiastic.

10.3 ENVIRONMENTAL SERVICES REPORT

D20/10408

Pages 75-81

RECOMMENDATION**THAT** the reports be received.ERWOOD/VOLZKE
Carried
P&S/20/86

The Director – Environmental Services noted the following points:

- There were 38 building consents in May compared to 80 in April. The fire season was a large contributor to these numbers. Application numbers are holding strong.
- First monthly post lockdown, consequently tells a different tale.

Questions/Points of Clarification:

- It was clarified the team is in the 'stocktake' phase for the earthquake prone buildings. This means they are drafting up letters to go to owners and completing desktop assessments which will identify which buildings meet certain criteria.
- The District Mayor noted the positivity in the increase in the number of new dwelling consents (and overall for building consents). He noted that some are associated with the subdivision and reflected that this proves the success of the subdivision as well as stimulating work for the trades.

10.4 **CORPORATE SERVICES REPORT**

D20/11158

Pages 82-99

RECOMMENDATION

THAT the reports be received.

WEBBY/SANDFORD
Carried
P&S/20/87

The Director – Corporate Services noted the following points:

- There is one more month to go before year end.
- Auditors working off site seemed to work well.
- General revenue is up on the budget for year to date. This is despite a full shut down of the library, iSITE and pool during level 4. The farm revenue, resource consents and solid waste fees are up.
- Total expenditure is on track for the budget and Council's treasury covenants are being met.
- It was noted the impact of Covid-19 may not be seen until the wage subsidies run out.
- The District revaluation will now be 15 August 2020 with public notice to be sent out by 7 October. This was delayed nationally to allow the property market to settle to get a more credible value.

Questions/Points of Clarification:

- The District Mayor requested a detailed breakdown of the reserves. The Director – Corporate Services noted this wouldn't be possible until the Annual Report audit has been completed. To be added to the matters outstanding.
- Councillor Dalziel thanked Mrs Radich for the additional information of the Statement of Comprehensive Revenue and Expense which clearly showed the make up of the revenue/expenditure.

11. **QUESTIONS**

The meeting closed at 4.19pm.

A L Jamieson
CHAIRMAN

Confirmed this 28th day of July 2020.

N C Volzke
DISTRICT MAYOR

6.1

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 14 JULY 2020 AT 3.02PM TO HEAR AND CONSIDER SUBMISSIONS TO THE CONTROL OF DOGS BYLAW AND DOG CONTROL POLICY

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, G W Boyde, W J Sandford, A K Harris, J M S Erwood, and G M Webby.

IN ATTENDANCE

The Acting Chief Executive and Director Community Services – Ms K Whareaitu, the Director Assets – Mrs V Araba, the Director Environmental Services – Mr B Sutherland, the Corporate Accountant – Mrs C Craig, the Executive Administration Officer – Mrs E Bishop, the Environmental Health Manager – Ms R Otter, the Environmental Compliance Officer – Mr K Best, the Special Projects Manager – Mr N Cooper, two members of the media (Stratford Press and the Taranaki Daily News) and two members of the public

1. WELCOME

The Deputy Mayor welcomed the District Mayor, the Acting Chief Executive, Councillors, staff, the media and members of the public. He reminded Councillors to familiarise themselves with the Health and Safety message at the start of the agenda.

2. APOLOGIES

Apologies were noted from the Chief Executive – Mr S Hanne, the Director – Corporate Services – Mrs T Radich and the Communications Manager – Ms G Gibson.

3. ANNOUNCEMENTS

The Chairman welcomed everyone to the Policy and Services Committee meeting. It was reinforced to Councillors that the purpose of this meeting is to consider submissions on the Control of Dogs Bylaw and Dog Control Policy.

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. ACKNOWLEDGEMENT OF SUBMISSIONS

Submissions pages 5-54

Attached are the twenty five (25) submissions received.

RECOMMENDATIONS

1. THAT each of the twenty five (25) submissions to the Control of Dogs Bylaw and Dog Control Policy be received.

BOYDE/DALZIEL
Carried
P&S/20/88

2. THAT it is acknowledged that, due to the public consultation of the Control of Dogs Bylaw and Dog Control Policy occurring simultaneously, each submission is to be considered for both documents.

HARRIS/McKAY
Carried
P&S/20/89

3. THAT each submitter be individually thanked for their submission, and a copy of the minutes of this Policy & Services Committee Meeting and subsequent meetings be provided to each submitter.

BOYDE/JONES
Carried
P&S/20/90

Recommended Reason

Each submission is formally received and the submitter provided with information on decisions made.

The Environmental Health Manager noted the following points:

- Both the policy and bylaw have now completed the public consultation process which was extended due to the COVID-19 and subsequent lockdown.
- 25 submissions were received with the majority objecting to dogs being permitted on Broadway and in Prospero Place.
- It is a requirement under legislation that Council has a policy but the bylaw is optional. However, the bylaw gives the ability to enforce the policy.
- A new map has been included in both documents as a result of the submission noting the former maps were not clear.
- It was noted that there was an error on page 76 of the Control of Dogs Bylaw 2020. Within clause 14 of the bylaw, clauses from the current bylaw are noted. These will be amended to clause 1003 to the number 7 and clause 1006 to 10.

6. DECISION REPORT - ADOPTION OF THE CONTROL OF DOGS BYLAW 2020

D20/8981 (Pages 55-80)

Discussion

Council needs to consider submissions to the Control of Dogs Bylaw as part of the consultation process.

6.2

RECOMMENDATIONS

1. THAT the report be received.

HARRIS/ERWOOD
Carried
P&S/20/91

2. THAT The Committee considers submissions received as part of the public consultation process of the bylaw and the subsequent adoption of the Control of Dogs Bylaw 2020 (attached).

3. THAT the commencement date of the Control of Dogs Bylaw be Monday 17 August 2020.

COPLESTONE/HARRIS
Carried
1 against
P&S/20/92

Recommended Reason

The *draft* Control of Dogs Bylaw 2020 has gone through the public consultation process, required by Sections 82 and 83 of the Local Government Act 2002. 25 submissions were received during the public consultation and submissions period.

The Special Project Manager joined the meeting at 3.12pm.

Points noted in discussion:

- Councillor McKay noted the consistent views across the submissions specifically in regards to dogs being permitted along Broadway and in Prospero Place. She noted urination, faeces, and concern around hygiene was important as was the genuine fear of dogs by some people. She also noted that there was also a huge love for dogs and that allowing dogs in Broadway would add to the vibrancy of the town and encourage those driving through to stop if they see a vibrant CBD. She noted she had been many places over seas where dogs were allowed in most places. It was also noted that she felt any improvements should not be at the cost of ratepayers and should be funded through the dog registrations. If Council votes to not permit dogs on Broadway then better education is required as dogs are seen along Broadway on a daily basis.
- Councillor Dalziel noted his initial support of allowing dogs along Broadway but had changed his mind after reading the submissions. He noted this was due to hygiene, dogs being tied up outside shops and the fear factor. He questioned if the bylaw gave enough authority to enforce the rules for those who do not comply.
- Councillor Boyde noted he had surveyed business owners along Broadway with 6 against, 2 were unsure and rest supported dogs being permitted along Broadway. Common issues raised were concern around faeces but most concerns raised were around mobility scooters and speeding vehicles. He noted his disappointment that the Stratford Business Association had not submitted. However, he was not supporting permitting dogs along Broadway and Prospero Place due to the mature demographics of Stratford the genuine fear of dogs.

- It was clarified that the definition of a leash and the length could be included but would require further research to what was usually documented at other councils.
- Councillor Erwood noted his opposition to allowing dogs along Broadway or Prospero Place due to the number of submissions outlining concerns from our residents with hygiene, perception of dogs and nuisance of dogs highlighted. He noted there were several other areas in Stratford that dogs were permitted.
- Councillor Sandford noted his opposition to allowing dogs in Broadway and Prospero Place due to the number of residents who had approached him against the suggestion. He noted that a fear of dogs is a genuine concern.
- Councillor Webby noted she had spoken to many senior residents who were all opposed to dogs being permitted along Broadway and in Prospero Place, and also noted her concern with dogs being around the food outlets.
- The District Mayor noted the balance of the bylaw was good for the community at large and that Stratford had good access to almost the entire District to walk their dogs, the bit in question is a very small area. He noted there were limited places to tie dogs up if visiting a shop, the points raised regarding urination and faeces were valid concerns. He requested that disability assist dogs be exempted and this be noted in the bylaw as it is specifically noted in other council's bylaws as well as a clause to exempt dogs in, or secured to, vehicles. The Compliance Officer noted that disability service dogs and police dogs were automatically exempt.

One member of the public joined the meeting at 3.24pm.

Amendments to be made to the bylaw following debate and consideration of submissions:

- Page 78 (of the agenda), schedule 8 be amended to “*Te Papakura O Taranaki*”
- An addition to the maps be included showing blown up areas clearly showcasing the areas dogs can run with, and without, a leash.
- An amendment to the legend of the map showing the boundary demarcation line for urban and rural dogs be clearly explained.
- Page 78 (of the agenda) – “*Broadway, including the footpaths, between the northern roundabout, at the intersection of Broadway and Regan Street, and the Southern roundabout, at the intersection of Broadway and Fenton Street*” and “*Prospero Place*” be moved into prohibited public places.
- A clause to be added to exempt disability service dogs from the prohibited places this would include a definition for a disability service dog.
- A clause to be added to allow dogs along Broadway if they are secured within a vehicle or tethered to the back of a vehicle.

The Director – Environmental Services clarified that any changes made to the Control of Dogs bylaw would be reciprocated in the Dog Control Policy.

7. DECISION REPORT - ADOPTION OF DOG CONTROL POLICY

D20/6995 (Pages 81-104)

Discussion

Council needs to consider submissions to the Dog Control Policy as part of the consultation process.

6.2

RECOMMENDATIONS

1. THAT the report be received.

BOYDE/ERWOOD
Carried
P&S/20/93

2. THAT The Committee considers submissions received as part of the public consultation process of the policy and the subsequent adoption of the Dog Control Policy 2020 (attached).

3. THAT the commencement date of the Dog Control Policy 2020 be Monday 17 August 2020.

COPESTONE/SANDFORD
Carried
P&S/20/94

Recommended Reason

This policy is a requirement of section 10 of the Dog Control Act 1996 which requires every territorial authority to adopt a policy on dogs.

The draft Dog Control Policy 2020 has gone through the public consultation process, required by Sections 82 and 83 of the Local Government Act 2002. 25 submissions were received during the public consultation and submissions period.

The meeting closed at 3.42pm.

A L Jamieson
CHAIRMAN

Confirmed this 28th day of July 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	Workshop 11/02/20	P&S August 2020
Percy Thomson Trust investments – position statement	Policy & Services – 24 April 2020	Tiffany Radich	Chair to update in meeting at Annual Report.	P&S September 2020
An update on the Bike Park project	Policy & Services – 24 April 2020	Sven Hanne		
Other options of support be investigated by Council Officers for heritage structures.	Rates Remission Policy Hearing – 28 April 2020	Kate Whareaitu		
Detail of Reserve Balance	Policy & Services – 23 June 2020	Tiffany Radich		To be brought to Council when annual report audit is complete

DECISION REPORT



F16/13/04 - D20/9844

TO: Policy and Services Committee
FROM: Asset Management Coordinator
DATE: 28 July 2020
SUBJECT: RECYCLING OPTIONS FOR PLASTICS 3, 4, 6 & 7

RECOMMENDATIONS

1. THAT the report be received
2. THAT the Council resolve to reduce collection services of grades of plastic to only Plastics 1, 2 & 5 in our kerbside recycling and at the Transfer Station from 1 September 2020.

Recommended Reason

To acknowledge there is no recycling market for mixed plastics grades 3, 4, 6 & 7 for the short to medium term and a need to alternatively manage the collection and/or disposal of these grades of plastics.

/_____
Moved/Seconded

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to advise the Council on options for recycling plastics collected at the kerbside and from the Transfer Station as a result of recycling markets becoming unavailable.
- 1.2 This report also provides information on the current waste diversion from landfill in the Stratford District and the future waste diversion potential to ensure the delivery of Targets in Stratford's Waste Management and Minimisation Plan (WMMP).

2. EXECUTIVE SUMMARY

- 2.1 China stopped accepting plastic grades 3, 4, 6 & 7 in January 2018. The Material Resource Facility (MRF) in New Plymouth, where all plastics in Taranaki are received and processed, currently has 420 (300 Tonnes) mixed plastics bales stockpiled and waiting for an appropriate market.
- 2.2 The New Plymouth District Council (NPDC) which owns and manages the MRF is proposing to stop accepting grades 3, 4, 6 & 7 at the MRF, given no market

for distribution. The implication of this is that the Council will need to stop accepting these plastics at our kerbsides and Transfer Station. This is a change to the recycling acceptance criteria/guidelines communicated to the users of this service in times past. The MRF will continue to accept plastic container types 1, 2 & 5 only.

2.3 As this change is likely to generate wide public interest, NPDC is preparing a comprehensive *Regional Communication Plan* to communicate to affected service users in Taranaki by September 2020.

2.4 No amendment is needed to the *Solid Waste Management and Minimisation Bylaw 2020* as a result of this change in level of service.

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:			Yes
Social	Economic	Environmental	Cultural
	✓	✓	

This report fulfils Section 10 of the Local Government Act 2002 (purpose of local government) by enabling democratic local decision-making by, and on behalf of communities. It supports the performance of a good quality local public service.

4. **BACKGROUND**

4.1 Currently, the Stratford District Council provides the following kerbside collection services:

- General Waste; and
- Recycling comprising 1-7 plastics, cardboard, paper tin and aluminium cans and Glass.

4.2 Current waste composition is approximately 77% General Waste and 23% recycling.

4.3 Prior to 2018, 50% of the world’s plastics went to China for recycling. In August 2017 the Chinese Government announced their intention to restrict the importation of 24 categories of solid waste products from around the world including all plastics, because of the environmental impacts and risks to public health. This came into force on 1 January 2018, with further restrictions in early 2019, which means China is no longer accepting imports of these solid wastes.

- 4.4 While there are markets and processing options both overseas and within New Zealand for plastic types 1, 2 & 5, international recycling options for mixed recycling is not available and there are no processing facilities in New Zealand.
- 4.5 As a result of China not accepting 3, 4, 6 & 7 plastics since the beginning of 2018, the MRF currently has 420 (300 Tonnes) stockpiled mixed plastics bales. As there is currently no market, the only option is to send these plastics to the landfill at a total cost of \$30,000.
- 4.6 The plastics 3, 4, 6 & 7 make up approximately 3% of all the co-mingled recycling processed at the MRF. Again, as there will be no market for these plastics, the recycling diversion is set to reduce by approximately 3%.
- 4.7 New waste minimisation initiatives need to be considered to move towards a more sustainable district as per the WMMP targets of:
- Reducing the total waste volume in the district going to landfill; and
 - Reducing the amount of organic waste going to landfill.
- 4.8 The Waste Assessment completed in 2018 in support of the WMMP provides potential for further diversion of materials in the waste streams. The comparison of current (at kerbside) and potential waste diversion composition is provided in the table below.

	Current (at kerbside and Transfer Station)	Potential
General Waste	77%	39%
Recycling	23%	20%*
Green Waste	0%	11%
Food Waste	0%	30%

**Taking into account reduced recycling and potential landfilling of plastics 3, 4,6 & 7*

- 4.9 The Stratford District Council does not currently provide *Green Waste* and *Food Waste* kerbside collection service to residents.
- 4.10 Council Officers will bring an ‘*Early Conversation*’ Options Report on waste minimisation initiatives to the Council in the near future, to consider the available options for waste diversion. The goal is to provide Elected Members with appropriate information to make informed decision on the future of waste minimisation in the Stratford District – in line with the targets in the WMMP.
- 4.11 The *Solid Waste Management and Minimisation Bylaw 2020* in Section 10.1, states ‘*the Council may from time to time, by resolution publicly notified, make and amend rules governing the collection of refuse and recyclable refuse by or for the Council*’. Therefore, no amendment is needed to this Bylaw.

5. **CONSULTATIVE PROCESS**

5.1 **Public Consultation - Section 82**

Public consultation is not required due to no amendments being made to the bylaw. Should changes to the document be required at a later stage then it will be brought back to Council for release for consultation.

5.2 **Maori Consultation - Section 81**

No Iwi consultation is required.

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 The main risk is reputational risk as the Council is changing its level of service with little notice to its users. Public consultation on this matter would not be suitable as Council is not in a position to provide any alternative collection service, other than landfilling via the general waste bin.
- 6.2 Another risk is environmental degradation as these plastic types 3, 4, 6 and 7 that can no longer be diverted for the time being, must now be landfilled. Other plastics not properly disposed of may end up in our streams, oceans and beaches.
- 6.3 Also, the inability to divert this waste stream will mean that Council is unable to achieve the targets set in the WMMP and the volume of waste to landfill will increase over time.

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?	Yes. The solid waste collection service is a key community service defined and documented in the Long Term Plan and Solid Asset Management Plan. There is need for community education around acceptable plastic types moving forward and consideration on implementing further waste diversion streams in the LTP.
What relationship does it have with the community's current and future needs for infrastructure, regulatory functions, or local public services?	This relates to the continued delivery of the local public waste collection service for the communities' current and future needs. A Regional Education Campaign will be held to ensure the community is aware of the changes proposed.

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?
--

Yes, the data used is based on MRF statistics.

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	While the change to the acceptable plastics will impact on communities in New Plymouth, Stratford and South Taranaki districts, the recycling service will continue to be provided in accordance with the Long Term Plan, and continue to enable the Council to meet its strategic outcomes.
In terms of the Council's Significance Policy, is this proposal of high, medium, or low significance?		
HIGH	MEDIUM	LOW
		✓

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: <ul style="list-style-type: none"> • 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: <ul style="list-style-type: none"> • how this option is the most cost effective option for households and businesses; • if there are any trade-offs; and • what interdependencies exist.

The three options available for Council's consideration to manage the recyclable plastics in the Taranaki region are:

Option 1: Status quo - continue to collect all plastic containers numbered 1-7 and stockpile mixed plastic types 3-7, until such time as an alternative recycling option becomes available.

Option 2: Continue to collect all plastic containers numbered 1-7; recycle types 1, 2 and 5, and landfill remaining types 3, 4, 6, 7.

Option 3: Limit collection of plastic containers to types 1, 2, and 5 only.

Option 3 is the preferred option.

The below table summarises the total annual cost of processing plastics under the three proposed options. Costs include disposal costs, revenue from recycling and cost of communicating any changes to the community. For Stratford District Council all costs can be provided within existing budgets.

	Option 1	Option 2	Option 3
Net recycling processing cost	\$ 632,600	\$ 633,800	\$ 622,500
Additional cost (red = saving)	\$ 30,000	- \$ 27,600 (SDC share \$1,380)	- \$ 39,000 (SDC share \$1,950)

The highlighted lines in the below table are the potential costs that can be covered from our existing budget. SDC's total estimated cost for Option 3 is \$2,403.00.

	NPDC	SDC	STDC
Cost of disposing of stock pile	\$ 30,000	\$0	\$0
Communication plan option 2	\$15,100	\$961	\$3,939
Communication plan option 3	\$ 37,750	\$ 2,403	\$ 9,848

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.

All costs can be provided within existing budgets.

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?

All changes can be delivered within existing budgets.

7.7 **Legal Issues**

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

No legal issues

7.8 **Policy Issues - Section 80**

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

No issues

There is no need to review the *Solid Waste Management and Minimisation Bylaw 2020*

Attachment:

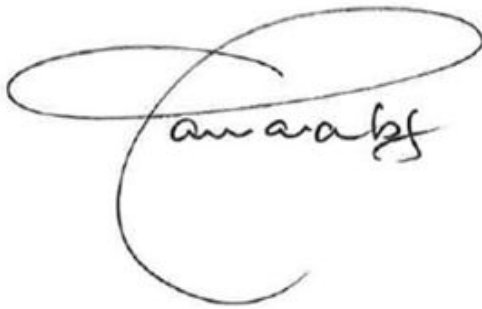
Appendix 1 NPDC Report on Recyclable Plastics

Appendix 2 Supplementary Report – Options for Recycling



Louise Campbell
ASSET MANAGER COORDINATOR

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[Endorsed by]
Victoria Araba
DIRECTOR - ASSETS



[Approved by]
Sven Hanne
CHIEF EXECUTIVE

DATE 21 July 2020

APPENDIX 1

Council Agenda (21 July 2020) - Supplementary report - Options for Plastic Recycling

OPTIONS FOR RECYCLING PLASTIC

MATTER

1. The matter for consideration by the Council is the options for accepting plastic collected for recycling at the kerbside and transfer stations and processed at the New Plymouth Material Recovery Facility in light of some recycling markets becoming unavailable.

RECOMMENDATION FOR CONSIDERATION

That having considered all matters raised in the report the Council:

- a) **Acknowledge there is no recycling market for mixed plastics for the short to medium term.**
- b) **Approve the disposal of the existing stockpile of mixed plastic bales at an approved landfill at a cost of \$30,000.**
- c) **Approve the acceptance of plastic container types 1, 2, and 5 only for Council kerbside and transfer station services and at the New Plymouth Material Recovery Facility, effective 1 August 2020.**
- d) **Amend the rules made under the Waste Management and Minimisation Bylaw by amending clause 4.1 d) to reflect the change to plastic container types 1, 2 and 5 only.**

STRATEGY & OPERATIONS COMMITTEE RECOMMENDATION

2. The Strategy & Operations Committee endorsed the officer's recommendation.

COMMUNITY BOARD RECOMMENDATIONS

3. The Clifton, Waitara, Kaitake and Inglewood Community Boards endorsed the officer's recommendation

Council Agenda (21 July 2020) - Supplementary report - Options for Plastic Recycling

COMPLIANCE	
Significance	This matter is assessed as being of some importance.
Options	<p>This report identifies and assesses the following reasonably practicable options for addressing the matter:</p> <ol style="list-style-type: none"> 1. Status quo - continue to accept all plastic containers types 1-7, recycle 1 and 2, and stockpile mixed plastic types 3-7. 2. Continue to accept all plastic container types 1-7, recycle types 1, 2 and 5, and landfill remaining types 3, 4, 6, 7. 3. Accept and recycle plastic containers numbered 1, 2, and 5 only in Council kerbside and transfer station services and at the New Plymouth Material Recovery Facility.
Affected persons	The persons who are affected by or interested in this matter are the whole Taranaki region, particularly residents using the Council kerbside collection, users of transfer stations and commercial companies bringing recycling to the New Plymouth Materials Recovery Facility.
Recommendation	This report recommends option 3 for addressing the matter.
Long-Term Plan / Annual Plan Implications	No
Significant Policy and Plan Inconsistencies	No

EXECUTIVE SUMMARY

4. NPDC is looking to refine its plastics recycling to adapt to tougher international rules around recycling. This is a result of global market forces as China has stopped taking hard-to-recycle plastics.
5. This is a nationwide problem and other New Zealand councils are cutting back on the range of plastic types they take for recycling in their kerbside collections. Work is underway to standardise kerbside collections nationally and the central Government is drawing up policies to promote a more circular economy

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6. Only plastic types 1, 2 and 5 can now be properly recycled in New Zealand and abroad. These make up about 85 per cent of the plastics currently collected in the yellow-lid mixed recycling wheelie bins. They are used in packaging of a wide range of food and drink, bathroom and cleaning products.
 7. The hard-to-recycle plastics are types 3, 4, 6 and 7, which must now go to landfill as there is no longer a market to recycle them. These plastics make up about 3 per cent of the plastics currently collected in the yellow-lid wheelie bins.
 8. Type 3 plastics are mostly biscuit and cracker packet trays; type 4 is used for some ketchup, mustard and barbecue sauce bottles; type 6 are commonly found in some yoghurt and soft cheese packaging as well as sushi and meat trays; type 7 is found across a range of packaging including fresh pasta and sliced meat trays.
 9. Plastic types 3 to 7 are now being stockpiled at the New Plymouth Material Recovery Facility, but with no markets to take the problem plastics, they are a growing liability. Officers are asking Council approve the recommendation to accept only types 1, 2 and 5 in the kerbside recycling bins and at transfer stations.
 10. The Taranaki-wide Zero Waste drive will be adjusted to screen the small amount of problem plastics out of recycling collections by educating the public to avoid buying them where possible as this would be better for the environment and cheaper for ratepayers in the long run. However, if they can't avoid them, they should put them in landfill bins along with soft plastics like bags and wrappings.
 11. This approach will ensure an effective and efficient recycling service continues and is consistent with other New Zealand councils and the Government focus on a circular economy.
 12. In the 2019-2020 year NPDC budgeted \$5.05 million for the kerbside collection service. The Zero Waste drive has proved popular with households conscientiously sorting their waste and sending 5,600 tonnes of mixed recycling and glass for recycling over the last 12 months, compared with 6,000 tonnes to landfill, as well as 1,000 tonnes of food scraps for composting over the last six months.
 13. This decision will likely generate wide public interest. A transparent approach, the small proportion of problem plastics (types 3, 4, 6, 7) and effective communication should keep the public engaged in the Zero Waste journey.
 14. Recycling has always been just a stepping stone towards our vision of Zero Waste. Achieving that goal will mean changing with way we all shop and what we all consume
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BACKGROUND

Plastic Types

15. Plastic is primarily made from seven different types that are numbered 1 to 7 (including non-recyclable plastics) as detailed in Appendix 1. The type of plastic is usually stamped on the base of the packaging item in a triangle symbol. Demand, financial value and accessibility to recycling markets for the different types of plastic varies considerably. Plastic bottles, especially un-coloured bottles, achieve the best prices as they are easily recyclable (types 1 & 2). Coloured plastic is less desirable due to the inclusion of colour, which cannot be removed.
16. At the moment, the Council accepts all plastic containers numbered 1 to 7 (excluding soft plastics, plastic bags, non-labelled plastics and expanded polystyrene).
17. The New Plymouth Material Recovery Facility (MRF) accepts recycling from the three district councils in Taranaki and commercial companies.
18. At the MRF, plastic containers are sorted into higher value types (1 and 2), with the remaining lower value plastics (some coloured type 2, and types 3-7) placed into mixed plastic bales, all of which are then sent on to their final recycling destination.
19. In Taranaki plastic types 1 and 2 make up 11% of the total recycling stream (paper, cardboard, plastics, tin and aluminium) at the MRF, and mixed plastics (types 3-7) 3%.
20. In New Zealand 70% of all single-use plastic containers used are type 1 and 2, and 15% are type 5¹. The remaining types of plastics make up 15%.

The Plastic Problem

21. Prior to 2018, 50% of the world's waste plastic was exported to China for recycling. Much of this material, particularly the mixed plastic bales, was highly contaminated with general waste or contained plastic that was unsuitable for recycling. This resulted in a rubbish disposal problem along with the associated environmental impact for China.

¹ Sunshine Yates Consulting, 2020. Rethinking Rubbish and Recycling – Plastic Report. Prepared for WasteMINZ TAO Forum, January 2020

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22. In August 2017, the Chinese Government announced their intention to restrict the importation of 24 categories of solid waste products from around the world including all plastics, because of environmental impacts and risks to public health. This *National Sword* policy came into effect 1 January 2018, with further restrictions in early 2019, which means China is no longer accepting imports of these solid wastes. The change has impacted the plastic and fibre (paper and cardboard) recycling industry worldwide and gained large amounts of media attention around the world turning the public's focus towards the often overlooked question of what happens to recyclables after they are accepted for processing.
23. Once the materials leave New Zealand shores there is no guarantee that these products will be recycled, let alone in an appropriate and sustainable manner. Harmful and inappropriate disposal practices have been uncovered by investigative journalists and environmentalists including burning, dumping in poorly managed landfills or littering into the environment where they can then enter the ocean and pose a risk to marine life and water quality.
24. In addition, new international requirements (under the Basel Convention) for the trade in plastic waste will come into effect on 1 January 2021. The Government is proposing amendments to the Imports and Exports Order to meet this international requirement. Under these amendments, imports and exports of most mixed plastic waste will require a permit making it more difficult to export mixed plastic for recycling internationally. Imports and exports of separated plastic waste suitable for recycling will not require a permit.
25. While there are markets and processing options both overseas and within New Zealand for plastic types 1, 2, and 5, international recycling options for mixed plastic are now non-existent and there are no processing facilities in New Zealand for these mixed plastic bales. As a result, the New Plymouth MRF has been stockpiling mixed plastic bales for 12 months, amounting to approximately 420 bales (about 300 tonnes).
26. The future of national and international recycling markets for mixed plastic is uncertain with no improvements likely in the foreseeable future.
27. Other options for plastic recycling are being investigated. Last year, a plastic asphalt mix road trial was undertaken in New Plymouth in collaboration with Downer and EnviroWaste Services Ltd. Based on that trial, further work has been done to improve the performance of the asphalt plastic mix and a second trial is planned for June 2020. While this option looks technically promising, it may not be economically viable, and it will not provide an immediate solution for the Taranaki region. Furthermore, the existing stockpiled material is no longer suitable for this option given the reduction in the quality of the plastic, mainly from the exposure to varying weather conditions
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28. The issues with recycling mixed plastic is not unique to Taranaki. A number of councils have made the decision to reduce the range of plastic types accepted as part of kerbside services. Of the 67 councils in New Zealand, about 55% do not accept plastic types 3, 4, 6, or 7². About 70% of councils accept type 5 plastics and all councils accept type 1 and 2 plastics.
 29. Recycling our waste has always only been an interim solution. In order to make progress towards our vision of Zero Waste we need to engage with our community and support them so that they do not produce these types of waste in the first place. This will necessitate behaviour change including changes to purchasing and consumer habits, as well as focusing on minimising waste at the point of manufacture.
 30. Work is currently underway nationally to standardise kerbside collection methods and what recyclable items are accepted to help address these issues. Central Government also have a significant work plan in place to develop policies that drive a more circular economy utilising tools such as product stewardship, increase and expansion of the waste levy, container deposit schemes, and investment in regional resource recovery processing infrastructure. This is also likely to influence what will be recycled in the medium term.

NEXT STEPS

31. A regional communication plan will be developed and implemented, with relevant council information updated and the change will occur on 1 August 2020.
32. Appendix 1, clause 4.1 d) of the Waste Management and Minimisation Bylaw will be amended to "Plastics containers numbered 1, 2 or 5 (excluding soft plastics, plastic bags, plastics labelled 3, 4, 6, 7 or non-labelled plastics and expanded polystyrene)".
33. The existing stockpile of 420 bales of mixed plastics will be landfilled at an approved facility.

SIGNIFICANCE AND ENGAGEMENT

34. In accordance with the Council's Significance and Engagement Policy, this matter has been assessed as being of some importance.
35. While the change to which plastics are accepted for council recycling services will impact on communities in New Plymouth, Stratford and South Taranaki districts, a recycling service will continue to be provided in accordance with the Long-Term Plan, and continue to enable the Council to meet its strategic outcomes.

² Source: WasteMINZ as at April 2020

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36. Furthermore, the portion of plastics that are difficult-to-recycle (types 3, 4, 6 and 7) is small (less than 3% of the total mixed recycling stream), ensuring that performance targets in the LTP and Waste Management and Minimisation Plan will continue to be achieved as planned. If recycling markets do improve in the longer term, the plastics accepted could be expanded.
 37. The financial impact of all three options is small.
 38. The community is highly engaged in the recycling service provided and this decision will likely generate wide public interest. However, community views and preferences are relatively well known through the consultation on the Waste Management and Minimisation Plan (2017) and LTP (2018). The feedback from the community indicated they were concerned about the environmental pollution caused by the inappropriate disposal of plastics, which this decision looks to address. The ability to improve the efficiency of the recycling service, and ensure a transparent approach will ensure ongoing community engagement in waste minimisation services.
 39. The recommended option will require a change to the rules in Appendix 1 of the Waste Management and Minimisation Bylaw. This appendix does not form part of the Bylaw, and can be amended in accordance with clause 5.1 and 5.2 of the Waste Management and Minimisation Bylaw and the LGA Part 6, Subpart 1. Given the significance assessment outlined in this report and known community views, it is considered that further consultation on this change is not required, complying with LGA Part 6, Subpart 1. The proposed change to the plastic types accepted for recycling will still ensure that the purpose of the Bylaw is met, in particular by ensuring that effective and efficient waste management and minimisation continues to be promoted, the Waste Management and Minimisation Plan can be implemented, and the environment is protected from harm. Based on the above, this amendment can be made by Council resolution.

OPTIONS

40. The options affect recycling services in all three districts (NPDC, SDC and STDC) and SDC and STDC have been engaged around the proposed options. Therefore, the financial analysis is presented for the Taranaki region. A breakdown of likely costs for each council is provided in Appendix 2.
41. For all three options, the existing stockpile of 420 mixed plastic bales is not able to be recycled. The cost of landfilling the stockpile is approximately \$30,000

42. Table 1 summarises the cost of processing plastics under the three proposed options. Costs include disposal costs, revenue from the sale of recycling product and cost of communicating any changes to the community. For New Plymouth all costs can be provided within existing budgets.

Table 1 Cost of options for recycling of plastics

	Option 1 - status quo	Option 2 - continue to collect, but landfill 3, 4, 6, 7	Option 3 - collect only 1, 2, 5
Net recycling processing cost	\$ 632,600	\$ 633,800	\$ 622,500
Additional cost (red = saving)	\$ 30,000	- \$ 27,600	- \$ 39,000

Option 1

Status quo - continue to collect all plastic containers types 1-7, recycle types 1 and 2, and stockpile mixed plastic types 3-7, until such time as an alternative recycling option becomes available.

Financial and Resourcing Implications

43. The portion of mixed plastics (types 3-7) in the recycling stream is small, therefore the overall financial impact of continuing to accept all plastic types and stockpiling mixed plastics bales is minimal. Despite this, option 1 is not the most cost effective option.
44. As there are currently no recycling options for mixed plastics, the stockpile would continue to grow and become an increasing liability to the Council over time. If no recycling markets become available there may be no option but to landfill mixed plastic bales at a cost of \$30,000 per year.
45. The recyclable plastics within the mixed plastic bales (type 5) will not be able to be retrieved, resulting in a missed revenue opportunity.

Risk Analysis

46. Fire is the most significant risk for this option when storing large volumes of mixed plastic. The bales need to be stored outside, which is less secure and plastics will gradually deteriorate due to exposure to sunlight and weather.
47. It is probable that no recycling markets will become available, resulting in the stockpile eventually having to be landfilled

-
48. If the material was landfilled after being stored for a period, it could be perceived as undermining the integrity of Council recycling services. The community expect that all plastics collected are being recycled. If further stockpiles are landfilled, confidence in the recycling system may drop. There will likely be a resulting drop in recycling volumes and / or an increase in contamination (non-recyclable items) in collected recycling, decreasing processing efficiency and increasing processing costs. This trend has already been observed in kerbside collection data and could be attributed to the wide spread media attention on this issue nationally and internationally.

Promotion or Achievement of Community Outcomes

49. By collecting these difficult-to-recycle plastics (3, 4, 6, 7) via the recycling stream and stockpiling for future potential markets, we may need to utilise international markets where the end recycling destination is uncertain. This may increase the potential for harm from the inappropriate disposal of waste through the international recycling market and will not promote our Place / Tiakina.

Statutory Responsibilities

50. This option is inconsistent with the Local Government Act 2002, as it is not the most cost effective option and does not ensure the most effective use of Council services.
51. This option is not consistent with the Waste Minimisation Act 2008 as it does not protect the environment from harm through the potential use of unregulated international recycling markets.

Consistency with Policies and Plans

52. This option is consistent with the LTP as the Council will continue to provide a recycling service.
53. This option continues to allow the Zero Waste vision of the Waste Management and Minimisation Plan to be achieved, however it does not reduce the harmful effects of waste if unregulated international recycling markets are used to recycle mixed plastics.

Participation by Māori

54. There has been no specific engagement with Māori

Community Views and Preferences

55. The whole Taranaki region is affected by this matter as all recycling from council services is processed at the New Plymouth MRF. In particular residents using council kerbside collections, users of transfer stations and commercial companies bringing recycling directly to the MRF will be affected.
56. There is a community expectation that what is collected at the kerbside is actually recycled and there have been a number of enquiries and requests for information over the past 18 months about what is happening to our recycling, as concern grows in light of media reports on the status of plastic recycling nationally and internationally. As such, continuing to collect plastics that are not currently recyclable is unlikely to be supported.
57. The environmental effects of inappropriately disposed waste is a significant concern for the community³, particularly the environmental pollution created from plastic.

Advantages and Disadvantages

58. The community could continue to use the kerbside recycling service as they normally would and there would be no need for communication on changes to the types of plastic accepted, unless stockpiles were required to be landfilled.
59. Due to the lack of recycling markets for mixed plastic and the uncertain future for markets, any stockpiled material may need to be landfilled in the future. Community confidence in the recycling service could then be undermined if recycling collected was landfilled.

Option 2

Continue to collect all plastic containers numbered 1-7; recycle types 1, 2 and 5, and landfill remaining types 3, 4, 6, 7.

Financial and Resourcing Implications

60. Despite the minimal saving (Table 1), option 2 is not the most cost effective option.
61. By being able to recover type 5 plastics from the mixed plastic stream, there is a small revenue stream (\$12,000 per year) which off-sets the cost of landfilling remaining plastic types 3, 4, 6 and 7.

³ Colmar Brunton Better Futures Reports 2019 and 2020

Risk Analysis

62. If the material continues to be collected and then landfilled it could be perceived as undermining the integrity of the Council recycling service. A communication plan would need to be implemented to inform the public that these mixed plastics were being landfilled until a viable and sustainable market becomes available. However, even with effective communication, there is still a risk that the community would lose confidence in the recycling system resulting in poor engagement in the service, reduced recycling volumes and / or increased contamination (non-recyclable items) in collected recycling, decreasing processing efficiency and increasing processing costs.

Promotion or Achievement of Community Outcomes

63. By collecting but landfilling these difficult-to-recycle plastics via the recycling stream, we are caring for our Place by reducing the potential for harm from the inappropriate disposal of waste through the international recycling market where the end destination is uncertain.

Statutory Responsibilities

64. This option is inconsistent with the Local Government Act 2002, as it is not the most cost effective option and does not ensure the most effective use of council services.
65. This option is consistent with the Waste Minimisation Act 2008.

Consistency with Policies and Plans

66. This option is consistent with the LTP as a recycling service will continue to be provided.
67. This option continues to allow the Zero Waste vision of the Waste Management and Minimisation Plan to be achieved, and by ensuring non-recyclable plastic types are landfilled ensures appropriate disposal of these plastics, reducing the harmful effects of waste through unregulated international recycling markets.

Participation by Māori

68. There has been no specific engagement with Māori.

Community Views and Preferences

69. As with option 1, continuing to collect plastics that are not currently recyclable is unlikely to be supported

Advantages and Disadvantages

- 70. Plastics 1, 2 and 5 can be sorted at the MRF with no additional investment to modify the sorting line or change staff requirements.
- 71. A communication plan would need to be implemented across the region to inform the community of the landfilling of mixed plastics until a viable market becomes available.
- 72. By continuing to accept mixed plastics, the ability to recycle in the future can be quickly acted on, given that changes can be implemented during the processing phase without impacting the collection services, should the market for these become viable.

Option 3
Limit collection and recycling of plastic containers to types 1, 2, and 5 only.

Financial and Resourcing Implications

- 73. Limiting the types of plastics collected prior to processing provides the biggest saving (Table 1) and is the most cost effective option.
- 74. As with option 2, by being able to recover type 5 plastics, there is a small revenue stream (\$12,000 per year), and landfill costs are likely to be lower, increasing the efficiency of the MRF.
- 75. A comprehensive communication plan estimated to cost \$50,000 would be required to ensure changes are effectively implemented. Even with this additional cost, this is still the most cost effective option.

Risk Analysis

- 76. Even with this option the community could perceive the recycling system as not working undermining the integrity and engagement in the service. A communication plan would need to be implemented to inform the public why these mixed plastics are no longer collected to minimise this risk.
- 77. There may be some confusion over what plastics are accepted, given this is currently an issue for some residents. Non-recyclable plastics are already a common contaminant in kerbside recycle bins. However, an effective communication plan could improve the general understanding of the community.
- 78. If a recycling market were to become available, more work would be required to reinstate the expanded range of plastics accepted. However the likelihood of viable markets becoming available in the short to medium term is low

Promotion or Achievement of Community Outcomes

79. By not collecting these difficult-to-recycle plastics via the recycling stream, we are caring for our Place by reducing the potential for harm from the inappropriate disposal of waste through the international recycling market where the end destination is uncertain.

Statutory Responsibilities

80. This option is consistent with the LGA by providing the most cost effective waste disposal for the community. This option is consistent with the Waste Minimisation Act.
81. Appendix 1 of the Waste Management and Minimisation Bylaw clause 4.1 d) lists the plastics accepted for recycling. This appendix would need to be amended to reflect the plastics recycled under this option. As this appendix does not form part of the Bylaw, it can be amended in accordance with clause 5.1 and 5.2 of the Waste Management and Minimisation Bylaw and the LGA Part 6, sub part 1 (this is covered in the Significance and Engagement section of this report).

Consistency with Policies and Plans

82. This option is consistent with the LTP as a recycling service will continue to be provided. While specified mixed plastics would not be accepted, the overall impact on LTP performance measures will be negligible due to the small volume of these in the recycling stream.
83. This option continues to allow the Zero Waste vision of the Waste Management and Minimisation Plan to be achieved by reducing the harmful effects of inappropriate disposal of waste through international recycling destinations that may not have appropriate environmental regulation in place. By not collecting these plastics, the waste reduction targets in the plan are unlikely to change and it also presents an opportunity to engage people more on how to avoid and reduce waste, moving higher up the Waste Hierarchy and improving the efficient use of resources.

Participation by Māori

84. There has been no specific engagement with Māori.

Community Views and Preferences

85. While the community are likely to be disappointed that some plastics are no longer able to be recycled, being transparent and clear in communications as to why this change needs to be made will be important in continuing to keep communities engaged in waste minimisation

Advantages and Disadvantages

- 86. Plastics 1, 2 and 5 can be sorted at the MRF with no additional investment to modify the sorting line or change staff requirements.
- 87. A comprehensive communication plan would need to be implemented across the region to inform the community of the change to what plastics are accepted at the kerbside and transfer stations. This may also provide an opportunity to remind the community that recycling is not the answer to achieving Zero Waste and help the community to shift their focus to avoiding and reducing waste in the first instance. Additional information on how to recycle well could also be communicated, reducing the level of contamination in kerbside mixed recycling bins, improving the efficiency of processing at the MRF.
- 88. This option is consistent with the national work programme which is focused on a more circular economy and developing policy that drives the use of recyclable plastics only. A number of councils to across NZ are moving towards services that accept easily recyclable plastics as these are more economically and environmentally sustainable. This option is likely to be a positive step towards consistency in waste and recycling services, should this become a standard at the national level.

Recommended Option

This report recommends option 3, limit collection and recycling of plastic containers to types 1, 2, and 5 only, for addressing the matter.

APPENDICES

Appendix 1 Types of Plastic

Appendix 2 Estimated costs of each option









Report Details

Prepared By: Kimberley Hope (Manager Resource Recovery)
 Team: Resource Recovery
 Approved By: David Langford (Infrastructure Manager)
 Ward/Community: New Plymouth District
 Date: 19 May 2020
 File Reference: ECM 8285452

-----End of Report -----

APPENDICES

Appendix 1 Types of plastic¹

SYMBOL	TYPE OF PLASTIC	PROPERTIES	COMMON USES
 PET	PET Polyethylene Terephthalate	Clear, tough, solvent resistant, barrier to gas and moisture, softens at 70°C	Soft drink and water bottles, salad domes, biscuit trays, salad dressing and peanut butter containers, fleece clothing and geo-textiles
 HDPE	HDPE High Density Polyethylene	Hard to semi-flexible, resistant to chemicals and moisture, waxy surface, opaque, softens at 135°C, easily coloured, processed and formed	Crinkly shopping bags, freezer bags, milk bottles , ice cream containers, juice bottles, shampoo, chemical and detergent bottles, buckets, rigid agricultural pipe, milk crates
 PVC	PVC Unplasticized Polyvinyl Chloride PVC-U Plasticized Polyvinyl Chloride PVC-P	Strong, tough, can be clear, can be solvent welded, softens at 75°C Flexible, clear, elastic, can be solvent welded	Cosmetic containers, electrical conduit, plumbing pipes and fittings, blister packs, wall cladding, roof sheathing, bottles Garden hose, shoe soles, cable sheathing, blood bags and tubing, watch straps, commercial cling wrap
 LDPE	LDPE Low density Polyethylene LLDPE Linear low density Polyethylene	Soft, flexible, waxy surface, translucent, softens at 80°C, scratches easily	Cling wrap , rubbish bags, squeeze bottles, black irrigation tube, black mulch film, rubbish bins, shrink wrap
 PP	PP Polypropylene	Hard but still flexible, waxy surface, softens at 145°C, translucent, withstands solvents, versatile	Dip pottles and ice cream tubs, potato chip bags, straws, microwave dishes, kettles, garden furniture, lunch boxes, blue packing tape, automotive parts
 PS	PS Polystyrene	Clear, glassy, rigid, brittle, opaque, semi-tough, softens at 95°C. Affected by fats and solvents	CD cases, plastic cutlery, imitation 'crystal glassware', low cost brittle toys, video cases, water station cup , safety helmets
 EPS	EPS Expanded Polystyrene	Foamed, light weight, energy absorbing, heat insulating	Foamed polystyrene hot drink cups, hamburger take-away clamshells, foamed meat trays , protective packaging for fragile items, insulation, insulation panels
 OTHER	OTHER Letters below indicate ISO code for plastic type including SAN (styrene, acrylonitrile), ABS (Acrylonitrile butadiene styrene), PC (polycarbonate), Nylon, degradable plastic e.g. PLA	Includes all other resins, multi materials (e.g. laminates) and degradable plastics. Properties dependant on plastic or combination of plastics	Packaging , car parts, appliance parts, computers , electronics, water cooler bottles, medical devices,

¹ Downloaded from <https://www.plastics.org.nz/images/documents/PDFs/pnz-id-code-web-2009-1.pdf>

Council Agenda (21 July 2020) - Supplementary report - Options for Plastic Recycling

Appendix 2 Estimated costs of each option for each council in accordance with regional agreement

	NPDC	SDC	STDC
Cost of disposing of stock pile	\$ 21,744	\$ 1,384	\$ 5,672
Communication plan option 3	\$ 37,750	\$ 2,403	\$ 9,848
Communication plan option 2	\$ 15,100	\$ 961	\$ 3,939
Revenue from recycling sales (options 2 and 3)	-\$ 8,879	-\$ 565	-\$ 2,316

APPENDIX 2

SUPPLEMENTARY REPORT – OPTIONS FOR RECYCLING PLASTIC

MATTER

1. The matter for consideration by the Council is the options for accepting plastic collected for recycling at the kerbside and transfer stations and processed at the New Plymouth Material Recovery Facility in light of some recycling markets becoming unavailable.

RECOMMENDATION FOR CONSIDERATION

That having considered all matters raised in the report the Council:

- a) **Acknowledge there is no recycling market for mixed plastics for the short to medium term.**
- b) **Approve the disposal of the existing stockpile of mixed plastic bales at an approved landfill at a cost of \$30,000.**
- c) **Approve the acceptance of plastic container types 1, 2, and 5 only for Council kerbside and transfer station services and at the New Plymouth Material Recovery Facility, effective early September 2020.**
- d) **Amend the rules made under the Waste Management and Minimisation Bylaw by amending clause 4.1 d) to reflect the change to plastic container types 1, 2 and 5 only.**

COMPLIANCE	
Significance	This matter is assessed as being of some importance.
Options	<p>This report identifies and assesses the following reasonably practicable options for addressing the matter:</p> <ol style="list-style-type: none"> 1. Status quo - continue to accept all plastic containers types 1-7, recycle 1 and 2, and stockpile mixed plastic types 3-7. 2. Continue to accept all plastic container types 1-7, recycle types 1, 2 and 5, and landfill remaining types 3, 4, 6, 7. 3. Accept and recycle plastic containers numbered 1, 2, and 5 only in Council kerbside and transfer station services and at the New Plymouth Material Recovery Facility.

COMPLIANCE	
Affected persons	The persons who are affected by or interested in this matter are the whole Taranaki region, particularly residents using the Council kerbside collection, users of transfer stations and commercial companies bringing recycling to the New Plymouth Materials Recovery Facility.
Recommendation	This report recommends option 3 for addressing the matter.
Long-Term Plan / Annual Plan Implications	No
Significant Policy and Plan Inconsistencies	No

TIMING OF RECOMMENDED CHANGE

2. The change to plastics accepted for recycling affects the services in New Plymouth, Stratford and South Taranaki district councils as the recycling from all three councils is collected under a regional contract, and all recycling is processed at the New Plymouth Materials Recovery Facility.
3. The decision relating to what plastic types are to be accepted via council services requires the alignment of decisions from each council.
4. Following the publication of the original plastic options report, further discussion on the timing of the recommended change has been undertaken with Stratford and South Taranaki District Councils.
5. Due to the variation in the timing of council meetings between councils, to allow the recommended change to be considered formally by all three councils in July and August 2020, it is recommended that the change, if adopted, be implemented in early September 2020. The above recommendation has been amended to reflect this change.

FINANCIAL IMPLICATIONS

6. The decision around the landfilling of the mixed plastic stockpile can be made by NPDC only, as NPDC assumes ownership of all recycling once it has been delivered to the recycling processing facility. New Plymouth District Council is therefore responsible for any costs to dispose of the stockpile (approximately \$30,000). This cost can be funded within existing budgets. The updated cost split for the three options is provided in Table 1.

Table 1 Summary of cost split per council for each option

	NPDC	SDC	STDC
Cost of disposing of stock pile	\$30,000		
Communication plan option 3	\$37,750	\$2,403	\$9,848

Communication plan option 2	\$15,100	\$ 961	\$ 3,939
-----------------------------	----------	--------	----------

7. There has been no change to the significance assessment in the original report as a result of this additional information.

Recommended Option

This report recommends option 3, limit collection and recycling of plastic containers to types 1, 2, and 5 only, for addressing the matter.

Report Details

Prepared By: Kimberley Hope (Manager Resource Recovery)
Team: Resource Recovery
Approved By: David Langford (Infrastructure Manager)
Ward/Community: New Plymouth District
Date: 6 July 2020
File Reference: ECM8318636

-----*End of Report*-----

DECISION REPORT



TO: Policy & Services Committee

F19/13/04 – D20/12553

FROM: Director – Community Services

DATE: 28 July 2020

SUBJECT: 2020 EXTERNAL FUNDING APPLICATION

9

RECOMMENDATIONS

1. THAT the report be received.
2. THAT Council's funding application to the Taranaki Electricity Trust (TET) for \$2,485,600 is approved to be submitted.

Recommended Reason

The opportunity to have projects externally funded will reduce the rating impact for ratepayers.

Moved/Seconded

1. **PURPOSE OF REPORT**

The purpose of this report is to seek Council's approval to apply to external funding providers, the Taranaki Electricity Trust (TET).

2. **EXECUTIVE SUMMARY**

Applications for funding from territorial authorities and over \$100,000 are invited to be applied for annually from the TET. The closing date for applications is 15 August.

There are a number of projects identified in Council's Long Term Plan for which external funding from external funders should be considered. These are outlined under 4.4.

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:			Yes
Social	Economic	Environmental	Cultural
✓	✓	✓	✓

This application offers the opportunity for growth in the community covering all four well-beings throughout the projects listed below. An application for external funding reduces the rating impact for residents.

4. **BACKGROUND**

- 4.1 Funding applications to the TET from territorial authorities, and of \$100,000 and over, close annually on 15 August.
- 4.2 Applications to the TET require a resolution of the governing body to apply for funding.
- 4.3 Officers now seek approval from Council for an application of \$2,485,600 to be submitted to TET.
- 4.4 The projects funding is being sought for are:

No.	Project	Cost of Project	Amount Sought	Budgeted For
1	Pool	\$15,000,000	\$1,500,000	Partially
2	Economic Development and Business Support Services	\$90,000	\$90,000	Yes
3	Event Delivery and Resources	\$75,000	\$60,000	Partially
4	Bike Park	\$601,000	\$601,000	No
5	Promotional Flags	\$40,000	\$37,500	Partially
6	Youth Projects	\$20,000	\$15,000	Partially
7	Stratford Discovery Trail	\$102,100	\$102,100	No
8	Victoria Park – exercise equipment	\$70,000	\$70,000	No
9	Fenton Street Lighting	\$10,000	\$10,000	No

Project 1 – Pool

The swimming pool complex is in need of some major repairs, with the oldest part of the pool being 81 years old. Parts of the facility are reaching the end of their life and on-going maintenance costs have been increasing over the last few years. While users are very complimentary about the operation of the pool, on-going issues include condensation, dripping from the roof, and the air temperature being too cold in winter and too hot in summer. The budget for this development is \$15,000,000 (\$12,000,000 funded from Council, \$3,000,000 from external funders) towards the redevelopment or new build of an aquatic facility. A total of \$1,500,000 is sought.

Project 2 - Economic Development and Business Support Services

This project seeks funding to deliver economic development and business support services provided to Council through Venture Taranaki, and to cover administration services to the Stratford Business Association. The amount sought is \$90,000.

Project 3 – Event Delivery and Resources

Delivery of events that include; annual Summer Nights Concert and Movies, Scarecrow Festival and a proposal to develop a new light display that will be Stratford’s offering alongside the Festival of Lights in New Plymouth and South Taranaki’s Elektra. This also includes the purchase of event resources to replace broken and aged equipment utilized by Council and the community. This includes; branded ezi-ups and signage. The total amount sought is \$60,000.

Project 4 – Bike Park

The development of a children’s bike park for the district was a topic of the 2018 – 2028 LTP. Concept designs have been completed and external funding is now sought to implement the design. The amount sought is \$601,000.

Project 5 – Promotional Flags

This projects look to extend the Flagtrax system and flags to further promote the district. Additional Flagtrax are proposed to be installed along Regan Street, Flint Road and along State Highway 43. \$37,500 is sought to install up to 10 new Flagtrax systems and LED lighting strips, and for the design and printing of the new flags.

Project 6 – Youth Projects

Funding is sought to undertake up to four youth led projects by the Stratford District Youth Council. These will include up to two ‘On the Bus’ and up to two ‘signature’ events. The amount sought is \$15,000.

Project 7 – Stratford Discovery Trail

This project looks to develop a walkway that takes in iconic points throughout the Stratford township. The first stage including the route, identifying the theme and some developments on footpaths along the walk have been completed. Stage two looks to implement the walkway with signage, sculpture, and marketing materials. The amount sought for this project is \$102,100 for the second stage of the trail development.

Project 8 – Victoria Park Exercise Equipment

As per the Victoria Park Reserve Management Plan this project looks to create an exercise area that will further develop Victoria Park as a recreational hub. This would see the placement of outdoor exercise equipment located within Victoria Park. The amount sought is \$70,000.

Project 9 – Fenton Street Lighting

This project includes undertaking a lighting audit and followed by installing lighting to highlight the trees along Fenton Street leading towards the Malone Gates. The amount sought is \$10,000.

5. **CONSULTATIVE PROCESS**

5.1 **Public Consultation - Section 82**

No public consultation is required. The projects within the application are consistent with those identified in Council’s Long Term Plan 2018 – 2028.

5.2 **Maori Consultation - Section 81**

There is no separate consultation required for Maori as it is consistent with the public consultation in 5.1 above.

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?

There are no risks associated with these applications being submitted.

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 application is consistent with the Annual Plan and the Long Term Plan 2018 – 2028.
What relationship does it have to the communities’ current and future needs for infrastructure, regulatory functions, or local public services?	The application is consistent with the Annual Plan and the Long Term Plan 2018 – 2028 and benefits the community by future proofing infrastructure, and providing good local public services.

7.2 **Data**

- 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?

The recommendations are based on quotes received for the identified projects, projects noted in the Long Term Plan and previous feedback received from the public.

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?	Yes	Opportunity to reduce the rating impact for ratepayers.

In terms of the Council’s Significance Policy, is this proposal of high, medium, or low significance?		
HIGH	MEDIUM	LOW
		✓

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.

In considering this matter Council has the following options:

- Option 1** Approve the application to the Taranaki Electricity Trust.
- Option 2** Approve the application to the Taranaki Electricity Trust, with any changes.
- Option 3** Not approve the application to the Taranaki Electricity Trust.

Option 1 is the preferred option.

7.5 **Financial**

- | |
|--|
| <ul style="list-style-type: none">• 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? eg. rates, reserves, grants etc. |
|--|

Some projects within this application have been provided for within the Long Term Plan 2018 – 2028, however in seeking external funding there is an opportunity to reduce the rating impact for ratepayers.

Other projects have either not been including in existing budgets, have historically had funding from other funders, or are totally dependent on external funding being obtained.

7.6 **Prioritisation & Trade-off**

- | |
|--|
| Have you taken into consideration the: <ul style="list-style-type: none">• Council’s capacity to deliver;• contractor’s capacity to deliver; and• consequence of deferral? |
|--|

There are no issues.

7.7 **Legal Issues**

- | |
|--|
| <ul style="list-style-type: none">• Is there a legal opinion needed?• Are there legal issues? |
|--|

There are no legal issues.

7.8 **Policy Issues - Section 80**

- | |
|---|
| <ul style="list-style-type: none">• Are there any policy issues?• Does your recommendation conflict with Council Policies? |
|---|

There are no policy issues.



Kate Whareaitu
DIRECTOR COMMUNITY SERVICES



Approved by
Sven Hanne
CHIEF EXECUTIVE

DATE 21 July 2020

DECISION REPORT



F19/13/06 – D20/19225

TO: Policy & Services Committee

FROM: Special Projects Manager

DATE: 28 July 2020

SUBJECT: LAND ACQUISITION – KOHURATAHI ROAD

RECOMMENDATIONS

1. THAT the report be received.
2. THAT Council consent to the acquisition for road pursuant to Section 17 of the Public Works Act 1981 of the land described as Part Lot 1 DP 19619 containing approximately 185 square metres as shown marked 'A' on Plan 155 attached to this report.
3. THAT compensation for the acquisition of this area of land be agreed at \$1.00 plus GST (if demanded).

Recommended Reason

The road formation of Kohuratahi Road ceases at this location, necessitating a widening of the road to beyond the current road boundaries in order to develop a vehicle turning circle.

Moved/Seconded

1. **PURPOSE OF REPORT**

The purpose of this report is to seek Council's formal approval to the acquisition of land for road to facilitate the construction of a vehicle turning circle at the end of the Kohuratahi Road formation and to ensure it is entirely within the surveyed road boundaries.

2. **EXECUTIVE SUMMARY**

The Kohuratahi Road formation maintained by Council ends at the Tangarakau River bridge that is a single lane suspension bridge with a posted weight limit. As a consequence road maintenance vehicles are unable to cross the bridge to turn around and are presented with the challenge of reversing some distance to the nearest farm gate for this purpose, as are others such as those driven by unsuspecting tourists uncomfortable with attempting to cross the bridge. Accordingly, in order to alleviate this issue, it is intended to construct a turning circle at the entrance to the bridge that will encroach beyond the current road boundaries, thus necessitating this land acquisition.

Negotiations have duly been conducted resulting in the recommendations herein.

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:			Yes
Social	Economic	Environmental	Cultural
	✓	✓	

The action proposed is relative to the provision of good quality local infrastructure. It is appropriate in the interests of road safety to effect this improvement.

4. **BACKGROUND**

4.1 The physical formation of Kohuratahi Road as maintained by Council ends at the Tangarakau River bridge approximately 11 kilometres east of the intersection with State Highway 43. This bridge is a single lane suspension bridge posted to handle vehicles only up to 1.5 tonne per axle.

4.2 This weight restriction precludes Council’s road maintenance contractor from crossing the bridge in order to turn around, thus presenting quite a challenge for the driver to back up to the nearest farm gate for that purpose. Further, the historic bridge is quite an attraction and tourists either have to drive across the bridge to turn around on some open land beyond or, if not comfortable with doing that, either similarly reverse up the road or endeavor to carry out that exercise in the narrow confines of the formed road. The local farmer has from time to time had to extricate vehicles from the water table as a result of this endeavor.

For these reasons it is intended to construct a turning circle as indicated on the attached plan (**Appendix 1**). This will enable the road maintenance trucks to turn with ease and tourists to park in that area and walk to the bridge to take their photographs.

4.3 Construction of the turning circle will necessitate acquiring a small area of land (185 square metres approximately) to widen the legal road at this point. An agreement in this regard has been negotiated with the adjoining land owner that results in acquisition of the land subject to compensation of \$1.00 and carrying out some further earthworks in conjunction with the widening to extend the levelled area beyond that required for the turning circle to enable the landowner to construct a stock loading ramp.

5. **CONSULTATIVE PROCESS**

5.1 **Public Consultation - Section 82**

Public consultation is not considered necessary in this instance, nor is it required in terms of the Public Works Act 1981.

5.2 **Maori Consultation - Section 81**

As Maori are not directly or separately affected by this policy, consultation is not considered necessary in this instance.

6. **RISK ANALYSIS**

<p>Please refer to the Consequence and Impact Guidelines at the front of the reports in this agenda.</p> <ul style="list-style-type: none"> • Is there a: <ul style="list-style-type: none"> - 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?
--

There is no financial or other risk to Council inherent in this action and no legal opinion is required.

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 recommendation is not inconsistent with the Annual Plan and the Long Term Plan 2018 – 2028. This is merely an operational matter.
What relationship does it have to the community's current and future needs for infrastructure, regulatory functions, or local public services?	The recommendations herein relate to an improvement in the quality of roading infrastructure.

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?
--

The recommendations herein are based on a review of all available data and no assumptions have been built in.

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
		✓

7.4 **Options**

<p>An assessment of costs and benefits for each option must be completed. Use the criteria below in your assessment.</p> <ol style="list-style-type: none"> 1. What options are available? 2. For each option: <ul style="list-style-type: none"> • 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: <ul style="list-style-type: none"> • 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 Adopt the proposed land acquisition and construction of turning circle as outlined in 4.3 above.

This is the preferred option.

Option 2 Retain status quo.

Option 2 is not recommended as it is regarded as best practise to complete these works in mitigation.

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? eg. rates, reserves, grants etc.

There will be no impact whatsoever on funding and debt levels as the actions required to give effect to the recommendations will be carried out within current operational budgets.

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 issue with delivery capacity and deferral is neither recommended for traffic safety reasons nor necessary.

7.7 **Legal Issues**

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

There are no legal issues inherent herein.

7.8 **Policy Issues - Section 80**

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

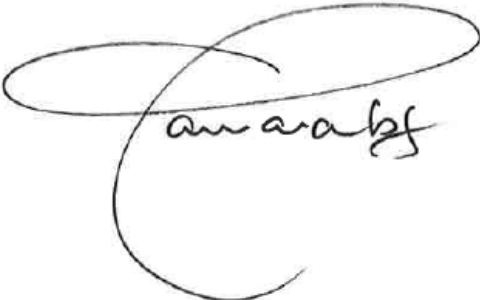
There are no policy issues inherent in this proposal.

Attachments:

Appendix 1 Plan for Kohuratahi turning circle



N Cooper
SPECIAL PROJECTS MANAGER



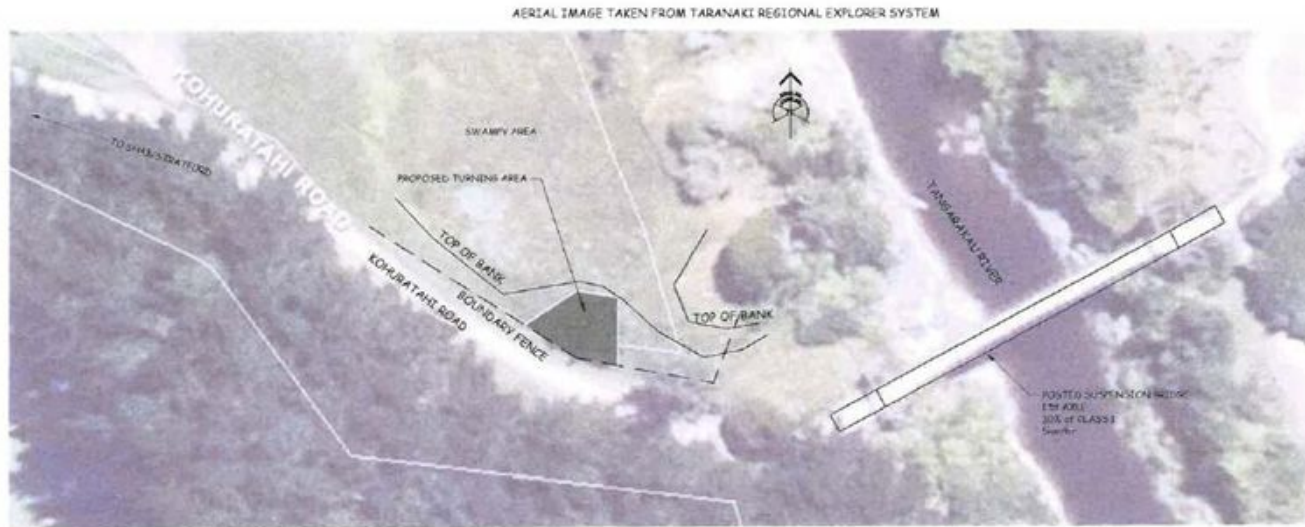
[Endorsed by]
V Araba
DIRECTOR - ASSETS



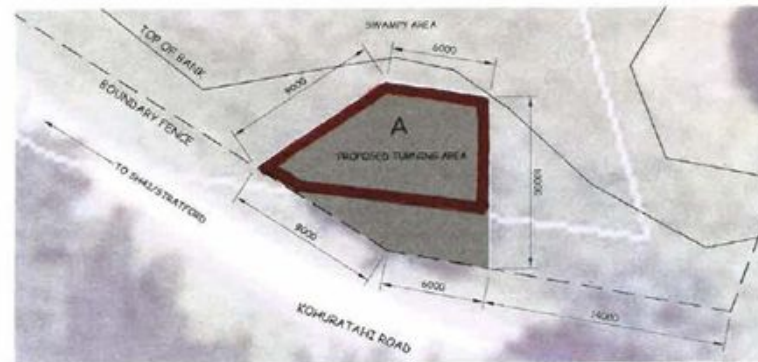
[Approved by]
S Hanne
CHIEF EXECUTIVE

DATE 21 July 2020

APPENDIX 1



SITE PLAN



TURNING AREA PLAN

A 108 (2) DIVISION		1/10/2018
Doc. No.	108/15/15004	Date
Author	CVB	Drawn
Designed	WJC	Approved
Checked	WJF	
STRATFORD DISTRICT COUNCIL		
KOHURATAHI ROAD LARGE VEHICLE TURNING AREA		
Project Title SITE PLAN TURNING AREA PLAN		
Doc. No.	Doc. No.	Page No.
#155	L01	A

MONTHLY REPORT



F19/13/04-D20/12537

TO: Policy and Services Committee
FROM: Director - Assets
DATE: 28 July 2020
SUBJECT: REPORT FOR THE MONTH OF JUNE 2020

RECOMMENDATION

THAT the report be received.

Moved/Seconded

11.1

HIGHLIGHTS:

A. Roading

- The replacement of the kerb, channel and footpath in Montjoy Street, Ferdinand Street and Margaret Street continued. Repairs to the road pavement will follow on from the concrete works.
- Trimming the banks along Opunake Road, and the roadside vegetation on Manaia Road and Pembroke Road has been completed.
- A meeting with Stratford District Council, South Taranaki District Council and New Zealand Transport Agency (NZTA) relating to the safety risk of Opunake Road was held. The recommendation from NZTA's Safe Network Programme suggested the speed limit should be reduced to 60km/h. This is unlikely to be well received by the community, therefore an alternative suggestion of 80km/h was put forward. Alternatively, Council could spend around \$5.3million on safety improvements for the road to remain 100km/h. It should be noted, the average traveling speed along Opunake Road is in the order of 80 – 85km/h.

B. Water Supply

- No issues at the 3 water treatment plants.

C. Wastewater

- No disruptions to operations.
- The Wastewater and Trade Waste Bylaws come into effect from 1 July 2020.

D. Stormwater

- No Health and Safety incidents.

E. Solid Waste

- Bin audits restarted 8 June 2020.
- 25% of waste is currently being diverted for recycling.
- New Solid Waste Bylaw came into effect 1 July 2020.

F. Property

- All performance measures on target.

G. Parks and Reserves

- Playgrounds now open under normal practice
- All walkways open to the public (after two areas closed for renovation)
- Pest Control is underway at Kopuatama Cemetery for the month of July

H. Special Projects

- To date 12 sale and purchase agreements of the Pembroke Road land development have been completed.
- The proposed location of the new aquatic facility adjacent the TET Multi Sports Centre has been approved by Council and is currently out for public feedback as required by the King Edward Park Reserve Management Plan.
- Settlement of all but 3 of the 45 Midhirst abandoned land sites has been completed and settlement of the remaining three are still under negotiation.

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	2019/2020 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 = 5 There were no DSI crashes in June. This is an increase in the total number of crashes as compared to 2018/19 when we had four DSI's.
Road Condition	Urban Road condition – The average quality of ride on sealed urban road network, measured by smooth travel exposure.	≥ 83%	Achieved to date - 88%. This is a 1% decrease from 2018/19 year's survey.
	Rural Road condition- The average quality of ride on sealed rural road network, measured by smooth travel exposure.	≥ 91%	Not Achieved to date - 78%. This is a marked decrease from 2018/19 year's results of 96%.
Road Maintenance	Sealed Road maintenance – The percentage of the sealed road network that is resurfaced:	≥5%	Achieved 5.4% (21.6km) This has complete the programme for the year.
	Unsealed Road maintenance - The percentage of the unsealed road network that has been metal dressed.	≥7%	Achieved to date 14.4% (29.5km). This completes the programme for the year.
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%.

Level of Service	Performance Measure	Target	2019/2020 YTD
Customer Satisfaction	• Roothing Network	>76%	Not yet measured The 2019/20 customer satisfaction survey will provide the results at the end of the financial year.
	• Footpaths	>77%	Not yet measured The 2019/20 customer satisfaction survey will provide the results at the end of the financial year.

1.2 Outstanding Customer Requests (CRMs)

- There were no outstanding CRM's for the month of June.

1.3 Routine Maintenance

- Day-to-day maintenance activities have re-commenced following the reduction in the alert level for Covid-19. Generally the tasks undertaken are primarily around winter maintenance activities such as clearing drain, sweeping, clearing roadside sumps, fixing potholes, cleaning bridge markers and putting up bridge number signs.

1.4 Ready Response Works

- Minimal calls were received during June. The calls we did attend were relating to fallen trees on Manaia Road.

1.5 Capital Works

- The only capital works that were undertaken is the replacement of the kerb, channel and footpaths on Ferdinand Street, Montjoy Street and Margaret Street.

1.6 Health and Safety

- No health and safety incidents occurred during June.

1.7 Long Term Projects

All the 2021-31 LTP Early Conversation papers below have been presented to Councillors.

Reports focused on the following projects being considered for the 2021/2031 LTP:

- Brecon Road Extension;
- Walking and cycling Strategy;
- Seismic Assessment of Critical bridges;
- Future of Whangamomona Roa;
- Uneconomical Bridges;
- Replacement of Retaining Walls;
- Raining of Flood-prone bridges;
- Low Cost, Low Risk Improvement Projects; and
- Vulnerable Key bridges

1.8 Roothing Activities

- The Roothing Activities completed Reactive and Programmed Works, as shown in *Figure 1* below.

1.9 **Shovel Ready Infrastructure Projects**

Council made 5 applications to central government in response to their call for shovel ready infrastructure projects impacted by COVID-19 for the following projects:

- Brecon Road Extension;
- Monmouth Road Pavement Strengthening Stage;
- Beaconsfield Road Pavement Strengthening and Safety Improvements;
- Palmer, Manaia and Opunake Roads Safety Improvements; and
- Retaining Wall Replacement.

Out of the list above, Council was successful in receiving funding from the Provincial Growth Fund for:

- Monmouth Road culvert replacement;
- Manaia Road safety improvements;
- Opunake Road safety improvements;
- Palmer Road safety improvements;
- Beaconsfield Road safety improvements.

The total amount received is \$770,000. Tenders closed on four of the five projects (safety improvements) with a total value of \$930,000. This is inherent of the type of work being required to be undertaken during the winter, when the contractor will factor in a high degree of risk in his rates.

We have sought additional funding from MBIE, but to no avail.

The Brecon Road Extension project has been referred to the Provincial Development Unit for further consideration. A paper was presented to the Regional Transport committee on the 17th June, for this project to be included in the Regional Land Transport Plan. The Committee endorsed the inclusion of the project in the RLTP 2015-2021.

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

For the month of June, Roding Assessments were made for a total of nine (9) Building Consent applications and LIMS.

Also, Roding assessments for were made on six (6) Resource Consent applications.

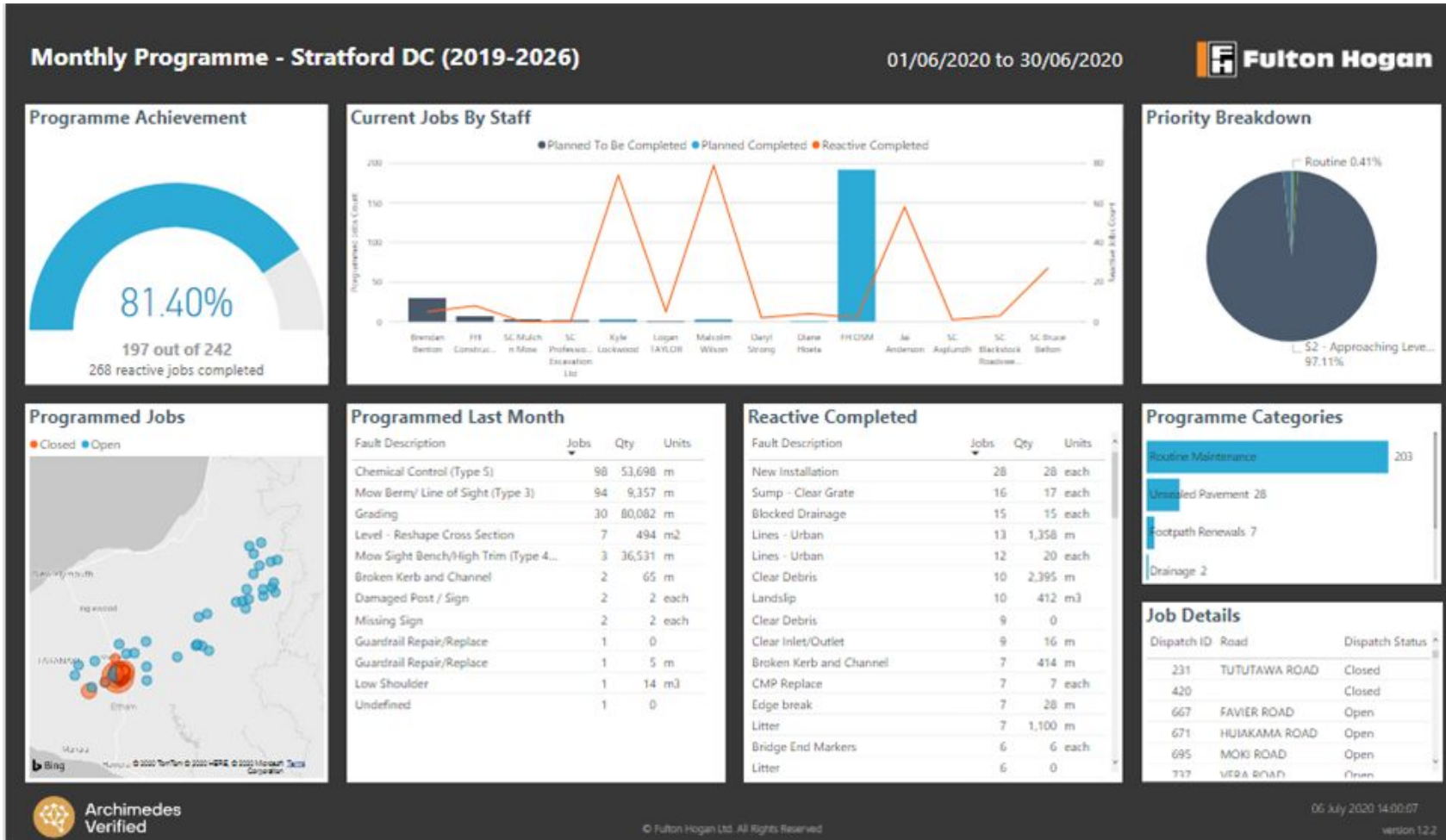


Figure 1: Monthly Programme Achievement Chart – June 2020

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	2019/2020 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	Achieved to date - 0.56 hrs
	• Resolution for urgent call-out	8 hrs	Achieved to date – 2.69 hrs
	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	Achieved to date – 8.01 hrs
	• Resolution non urgent call-out	5 working days	Achieved to date - 11.49 hrs
	Unplanned Disruptions - The performance measure target for disruptions.		
• Minor disruptions (between 5 and 50 connections affected)	< 5	Not Achieved - 6	
• Major disruptions (more than 50 connections affected)	< 2	Achieved to date - 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:	<32 / 1000 complaint s received	Achieved to date 0
	• Drinking Water Clarity;		2

Level of Service	Performance Measure	Target	2019/2020 YTD
	• Drinking Water Taste;		0
	• Drinking Water Odour;		0
	• Drinking Water Pressure or Flow;		4
	• Continuity of Supply		0
	• Council's response to any of these issues.		0
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%	Achieved
NZFS Conditions	Fire Hydrants – The performance measure targets the percentage of hydrants meeting the NZFS Code of Practice conditions regarding supply	100%	Achieved

2.1.1 Operations

Water Treatment

- There were no major issues relating to the operations at the 3 water treatment plants in June.

Water Reticulation

- There were no major reticulation disruptions during June. Routine maintenance including flushing dead end line and the upgrade of five laterals.

Water Supply Health and Safety

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

2.1.2 Long Term Projects

- Early Conversation papers for the 2021-31 Long Term Plan projects will be presented to Elected Members at a Workshop in August 2020.

2.1.3 Building Consent, PIMS and LIMS

For the month of June, Water Assessments were made for a total of eight (8) Building Consent Applications and LIMs.

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	2019/2020 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	Achieved 0
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:		Achieved
	• Abatement notices;	0	0
	• Infringement notices;	0	0
	• Enforcement orders; and	0	0
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	Achieved to date – 0.70 hrs
Customer satisfaction	• 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	Achieved to date – 4.57 hrs
	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:		Achieved to date -
	• Sewage odour	6	0
	• Sewerage system faults	6	0
	• Sewerage system blockages, and	6	0
	• The territorial authority's response to issues with its sewerage system	6	0

2.2.1 **Operations:**

Wastewater Treatment

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

Wastewater Reticulation

- There were zero sewer network disruptions effecting more than 4 properties in June
- Normal operations included clearing the truck wash bay on Esk Rd

Wastewater Health and Safety

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

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

For the month of June, Wastewater Assessments were made for a total of 8 Building Consent Applications and LIMS.

2.2.3 **Long Term Projects**

Early Conversation papers for the 2021-31 Long Term Plan projects will be presented to Elected Members at a Workshop in August 2020.

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	2019/2020 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	Achieved to date - 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	Achieved to date - 0
	<ul style="list-style-type: none"> • For each flooding event, the number of buildings in the central business zone affected by flooding. 	0	Achieved to date - 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:		Achieved to date -
	<ul style="list-style-type: none"> • Abatement notices; 	0	0
	<ul style="list-style-type: none"> • Infringement notices; 	0	0
	<ul style="list-style-type: none"> • Enforcement orders; and 	0	0
	<ul style="list-style-type: none"> • Convictions. 	0	0

Level of Service	Performance Measure	Target	2019/2020 YTD
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	Achieved to date - 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	Achieved to date - 0

2.3.1 Operations

Stormwater Reticulation

- There were no rainfall events that were of sufficient intensity to affect the stormwater network during the month.

Stormwater Health and Safety

- There were no Health and Safety incidents in the month of June.

2.3.2 Long Term Projects

Early Conversation papers for the 2021-31 Long Term Plan projects will be presented to Elected Members at a Workshop in August 2020.

2.4 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	2019/2020 YTD
The levels of waste generated are reducing	Quantity of Waste to landfill per household (municipal kerbside collection only)	<700kg	Achieved – 634
	Percentage (by weight) of council controlled waste stream that is recycled (municipal kerbside collection only).	>25%	Met -25%
Customer Satisfaction	Percentage of customers satisfied with the service provided.	>90%	Survey yet to be collated.

2.4.1 **COVID-19**

- The MRF reopened at level 2 on 14 May 2020 and the kerbside collection services were increased back to full recycling and glass collections.
- The Stratford Transfer Station is still operating with traffic management in place at the gate.
- The Contractor, EnviroWaste, has completed visual recycling truck audits since the MRF opened to obtain an approximate level of contamination coming in with the recycling. The regional figures provided have highlighted a large rise in contamination with some areas of New Plymouth as high as 80% contamination. This is due to people using their recycling bins as rubbish bins during COVID-19 restrictions. This is being closely monitored and a regional campaign to try and bring this level down is being considered.

2.4.2 **Planning – Bylaws, Policies and Meetings**

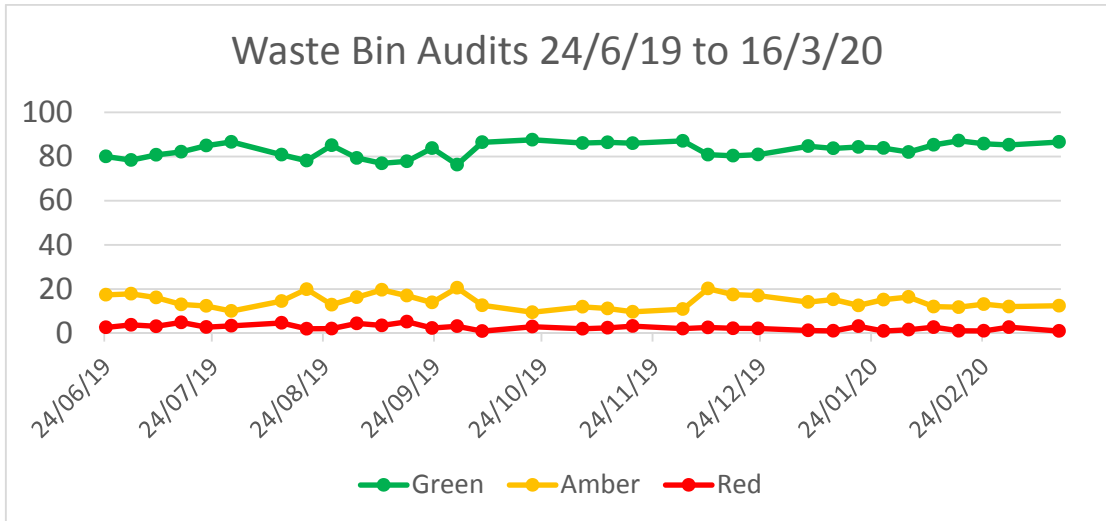
- The *Solid Waste Management and Minimisation Bylaw*, passed by Council, is now in effect from 1 July 2020.
- *Regional Behaviour Change Strategy* is under development to assist in better recycling habits and reducing waste to landfill. This strategy is expected to be brought to the Elected Members in July 2020.
- *Solid Waste Activity Management Plan* is currently being reviewed.

2.4.3 **Long Term Projects**

Early Conversation papers for the 2021-31 Long Term Plan projects will be presented to Elected Members at a Workshop in July 2020.

2.4.4 **Weekly Recycling Bin Audits**

- The audits were not completed during Levels 3 and 2. They restarted on Monday 8th June 2020.
- The weekly recycling audit summary up to 29 June 2020 is provided in the chart below.
- The amber tags are at 13% and the red tags are at 4%.
- While the “no contamination” percentage sits at 83%, the goal is to have the green line consistently at 100 per cent.



11.1

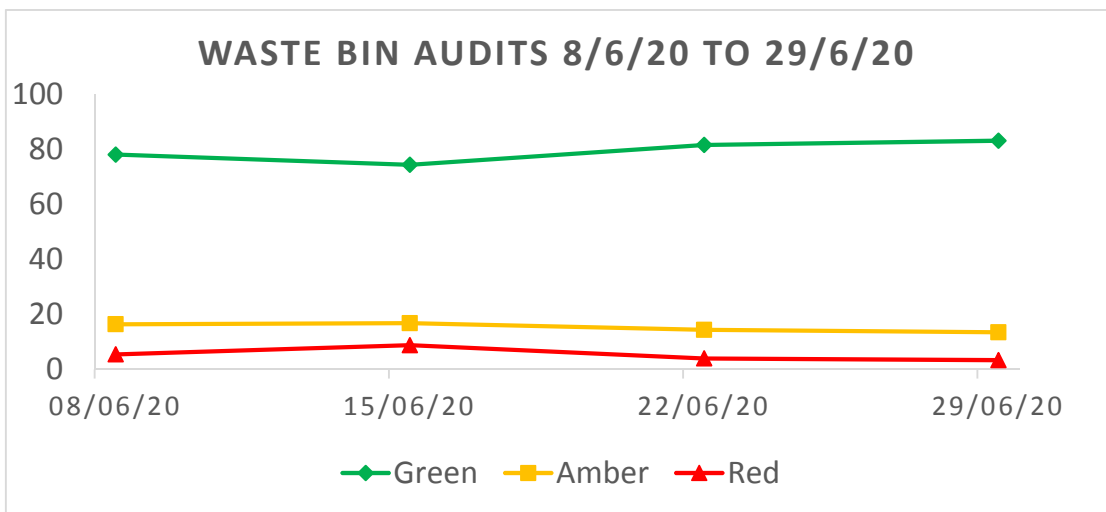


Figure 2: Weekly Recycling Audit Summary up to 29 June 2020

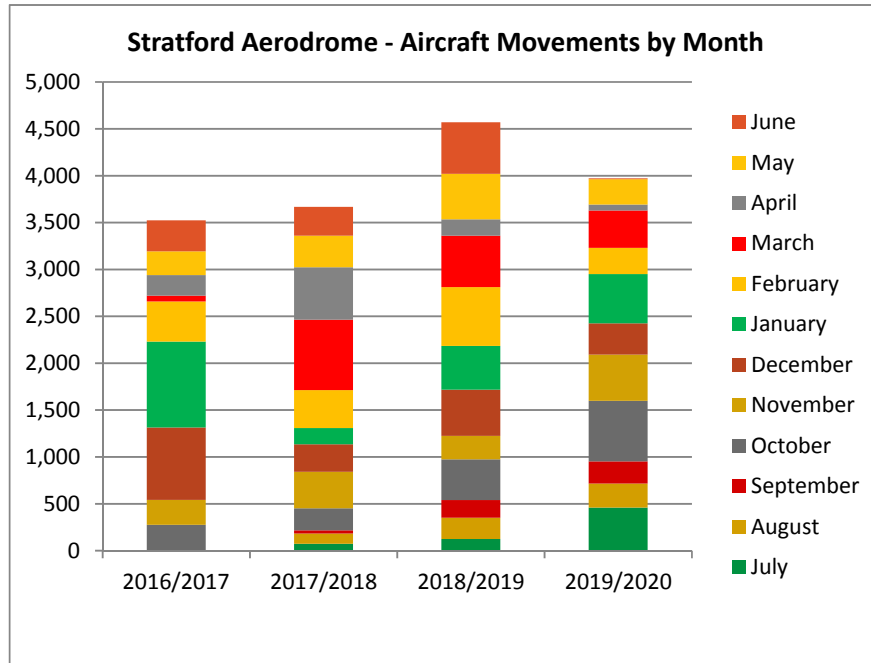
2.4.5 Waste Minimisation activities Completed, Planned and Under consideration

DATE	ACTIVITY	DESCRIPTION	WMMP Reference	Status
Jan	Summer Nights	Bin station provided and waste audit completed on waste produced.	CP2	Completed
Feb	Again Again coffee cup fleet rentals for cafes	The initiative has been created out of the desire to reduce the number of disposable coffee cups that go to landfill. Again Again have created a service for cafes to rent a fleet of reusable cups. The cups are made of stainless steel and the lids are silicone and can be used up to 50 times before being disposed of. The customer pays an initial \$5 for the cup rental and returns the cup dirty and gets another one at no charge. If the cup is returned with no swap, the customer gets their \$5 back. NPDC would like this pushed out through the whole region. Awaiting further information.	CP3/L3	On hold due to COVID-19. It is expected small businesses will not have the resources to engage in initiatives for some time.
March	Pembroke School support	Pembroke School has created a group of children (Kaitiaki Group) that are learning to be leaders in reusing, recycling and reducing waste for the school. A waste audit was completed at school with Kaitiaki Group with oversight from Council WMO, then to follow up on the results and for the children to see where the waste goes, we visited the Stratford transfer station and the MRF on 13 March 20.	CP3	Completed
March	In-house waste strategy	Draft completed, being reviewed again by WMO, to be completed by August 2020	L6	Underway
March	Zero Waste Lunchbox Challenge	This was targeted at children to send in photos of their sustainable lunchboxes. The 3 winners have their prizes (a cool Zero Waste Taranaki aluminium drink bottle and sandwich saver each).	CP3	Completed
March	Solid Waste Bylaw	Adopted on 14/4/2020. Enforceable from 1/7/2020.	CP4	Completed
Mar/ Apr	Advertising for Keeping it Clean	Zero Waste Taranaki advertising in apps and websites for 3 months – Newshub, The Breeze, The Edge, More FM and Three Now for keeping recycling clean.	BC1	Completed
July/Sept	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
July/Aug	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 July 2020. The Education Plan will be included in the strategy as an action.	BC1-BC6	Underway
July	Plastic Free July	“Simple Swaps” Push this out within our district through Facebook, Central Link and have a stall at the Prospero Markets focussed on being plastic free.	BC1	Underway
July	Supermarket Campaign	Pull up banners have been put up in New World educating the community on cleaning recycling – 3 weeks display	BC1	Underway
Sept	Waste-Free Period Sessions in schools	Taranaki Diocesan has opted out from the sessions. Stratford High School will have their session in September 2020. Sample packs will be provided to each girl.	CP3	Planned
Sept	Keep NZ Beautiful Clean Up Week	SDC will register 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.	L9	Planned
Nov	A&P Show	A waste station will be provided for the A&P Show. It will be manned by volunteers from a local community group with SDC donation to that organisation.	L3	Planned
May 21	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. – May 2021.	L3	Planned

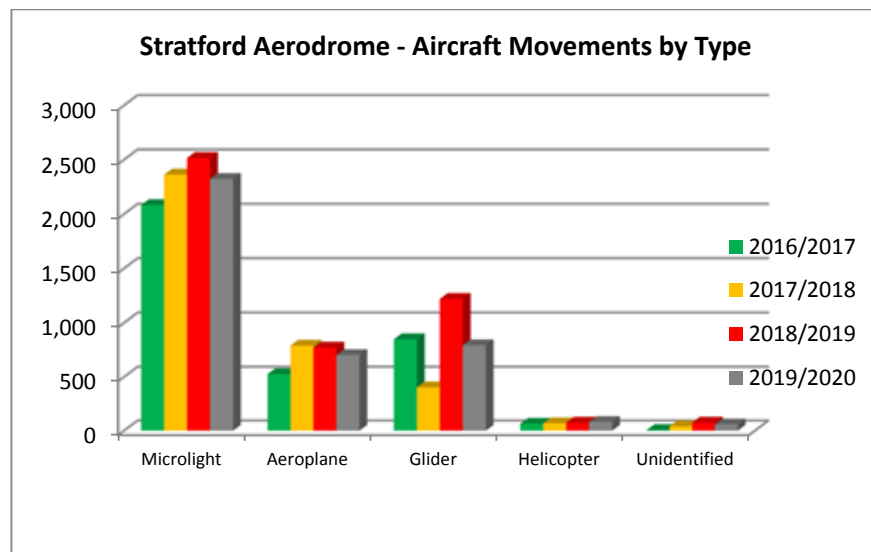
3. **PROPERTY**

3.1 **Aerodrome**

The performance measure for the aerodrome is based on >70 per cent customer satisfaction with the condition and maintenance of the facility. This is measured annually and reported on in July 2020 – at the end of the financial year. Aircraft movements at the Aerodrome by *Month* and *Type* are provided below.



11.1



3.1.1 Farm and Aerodrome Committee Meeting

The Inaugural meeting of the Farm and Aerodrome Committee was held on Tuesday 16 June 200 nd is scheduled to meet quarterly This will be a quarterly meeting specially set up to provide oversight of the combined activities of the Council’s dairy farm and Aerodrome. Specifically, this committee is charged with ensuring Aerodrome Activity is contributing the Council’s Community Outcomes in a cost-effective manner. It will also monitor the implementation of the farm business strategy at a governance level.

The next meeting is scheduled for Tuesday 15 September at 11.00am.

3.1.2 Re-metalling and path levelling at Aerodrome

This is now complete.

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 in July 2020 – 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.

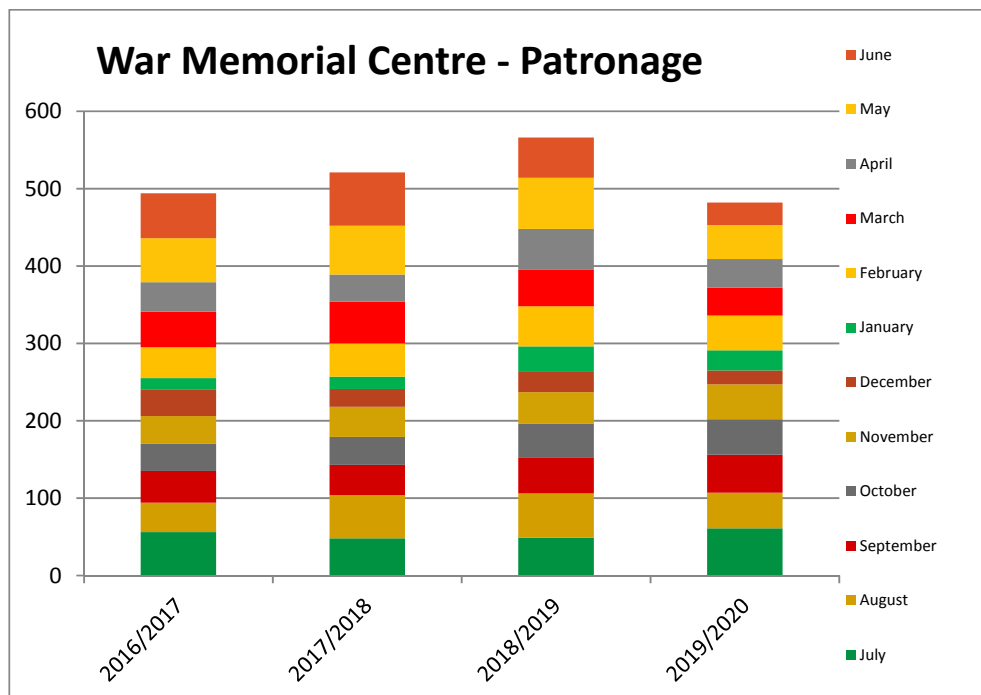
3.2.1 **Housing for the Elderly Occupancy Rates**

OCCUPANCY RATES						
Unit	2014/15	2015/16	2016/17	2017/2018	2018/2019	2019/2020 YTD
1	100%	100%	100%	97%	100%	100%
2	87%	100%	100%	100%	100%	100%
3	100%	100%	100%	100%	100%	100%
4	88%	100%	100%	100%	100%	100%
5	99%	100%	100%	100%	100%	100%
6	100%	100%	100%	100%	100%	100%
	100%	96%	100%	100%	100%	100%
8	99%	100%	100%	100%	100%	100%
9	98%	95%	100%	100%	100%	100%
10	100%	92%	95%	100%	100%	100%
Total	97%	98%	99%	100%	100%	100%

11.1

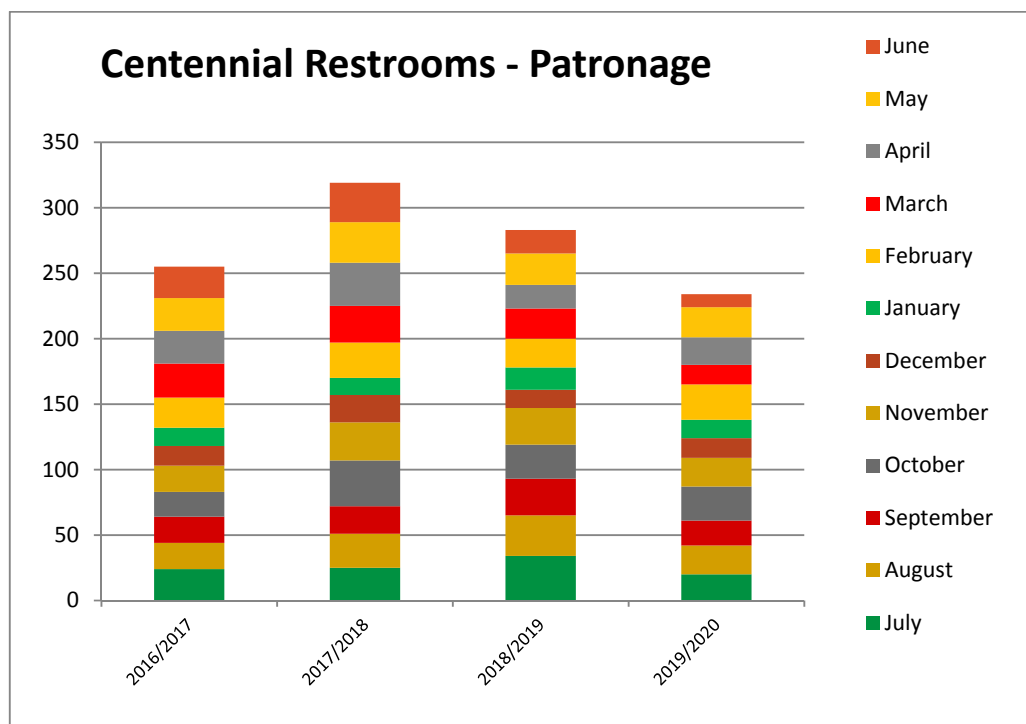
3.2.2 **War Memorial Centre**

A total of 29 bookings for the month of June, with the hall being greatly affected by Covid19. Bookings are slowly coming back in.



3.2.3 Centennial Restrooms

A total of 10 bookings for the month of June, with bookings slowly coming back in after Covid19 with regular users rebooking again.



11.1

3.3 Rental and Investment Properties

The Council’s Rental and Investment Properties are:

- The farm;
- Holiday Park (operated by a formal lease for 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.

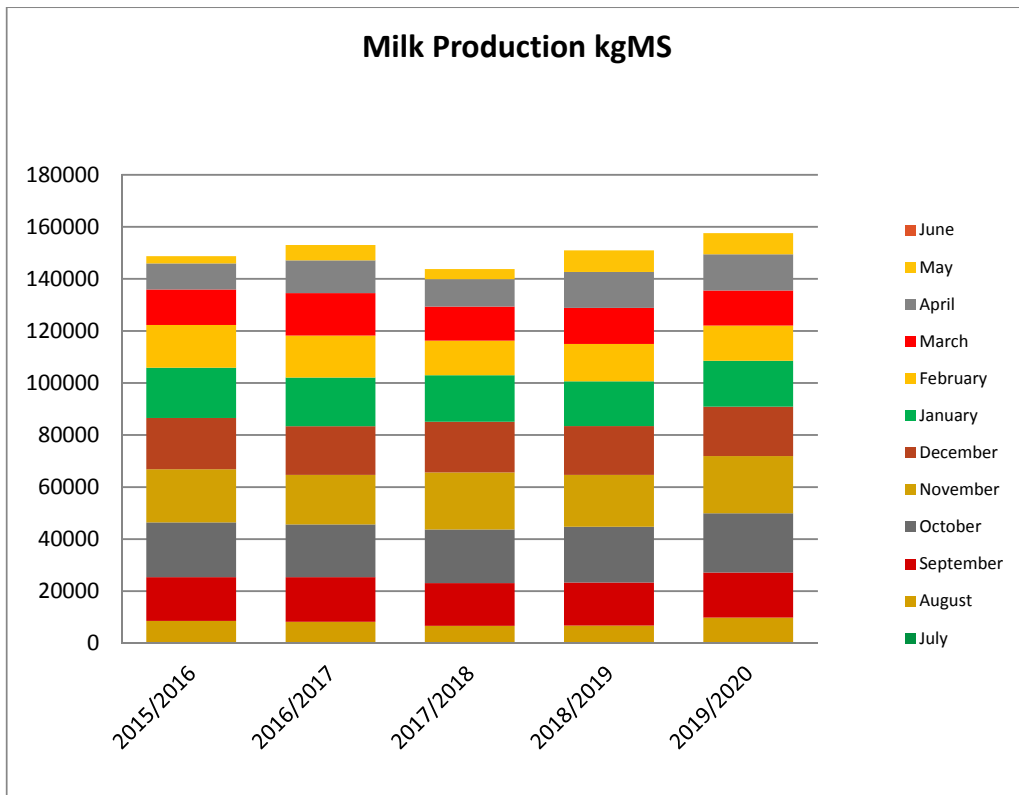
Level of Service	Performance Measure	Target
Maximum profits from the farm are returned to Council.	Milk production is maximised	>150,000 kg
Leased property is safe and fit for purpose.	Number of complaints from tenants.	<5

The history of the Farm milk production and the Holiday Park patronage and occupancy rates is shown in the 2 charts below.

3.3.1 The Farm

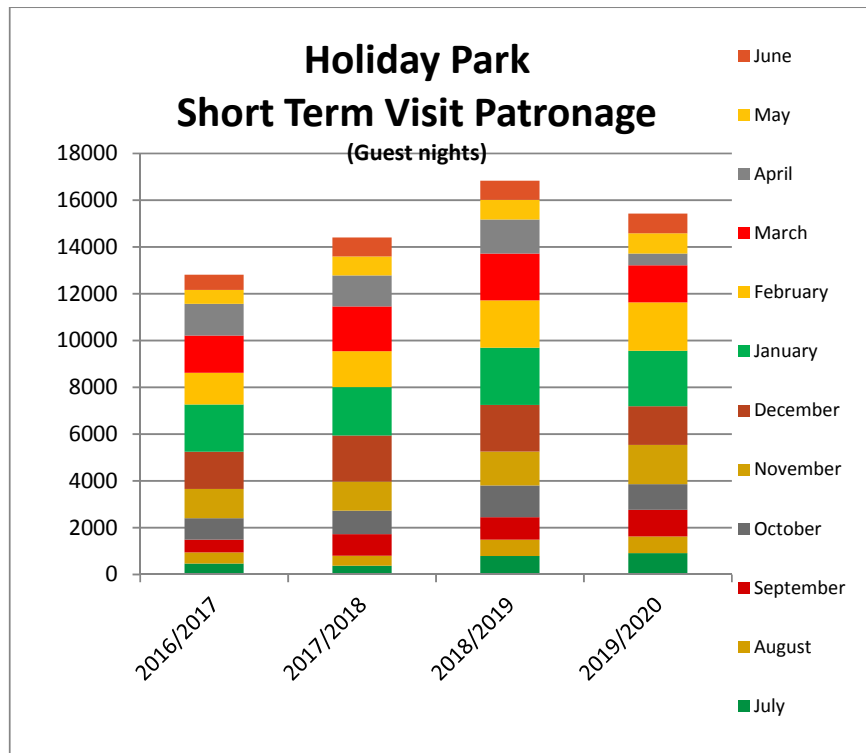
- The Sharemilkers are now preparing for calving to start.
- General Maintenance has been happening around the farm
- All Cows are dried off, there is no milk production happening on farm at the moment.

Milk Production History



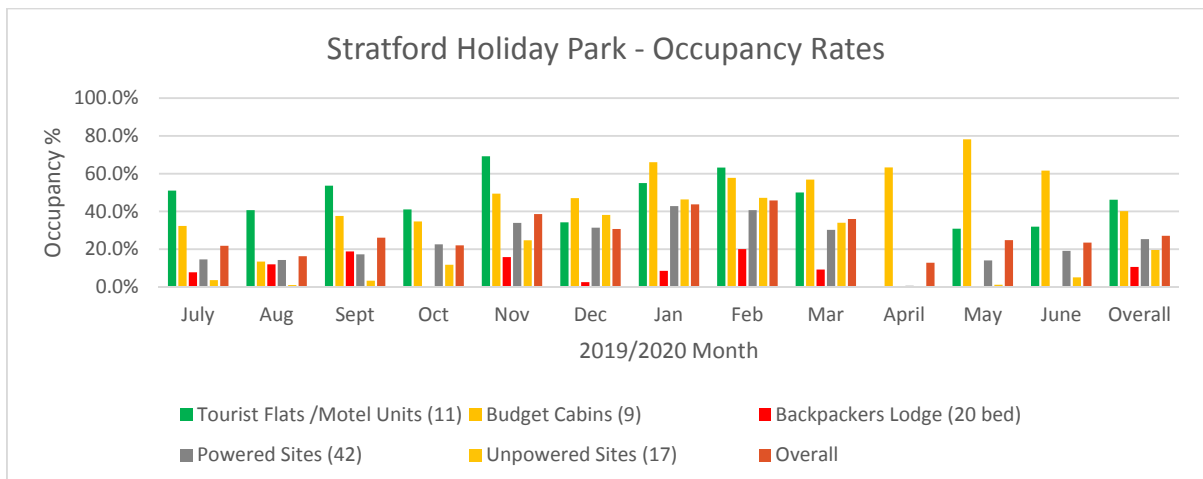
3.3.2 The Holiday Park

- Monthly numbers are picking up again and looking good. Cabins are the main utility that is used overall.
- For the year it is down from last year's total, however Covid19 has had a large effect on the numbers.
- The Patronage and Occupancy rates are shown below.



11.1

The Holiday Park Occupancy Rates



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:

- Installation of bollards at Windsor Park complete;
- Additional planting at Kopuatama Cemetery complete and
- Reports on Foot Bridges and Playgrounds complete.

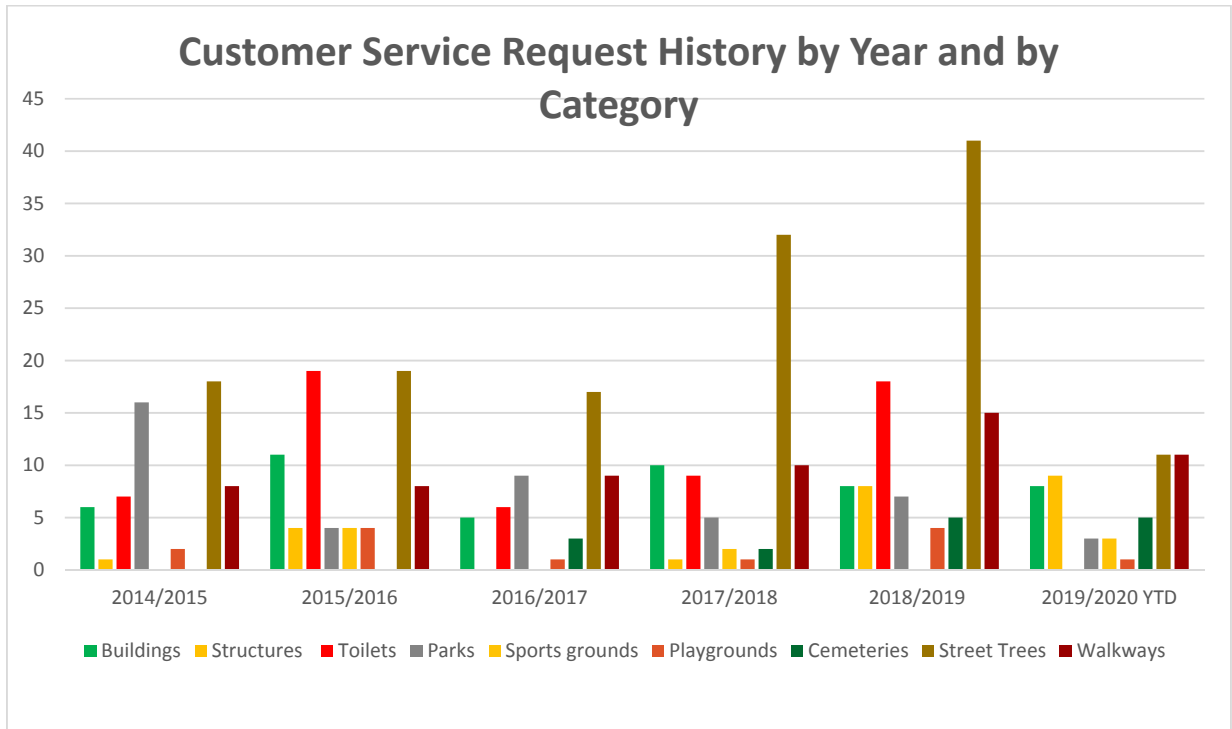
Level of Service	Performance Measure	Target
To provide parks, Sports fields and other open spaces that meet community demand	Number of complaints and requests for service.	<40
	Percentage of Stratford residents satisfied with:	
	• Parks;	>80%
	• Sports fields;	>80%
	• Cemeteries.	>80%
Safe playgrounds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

11.1

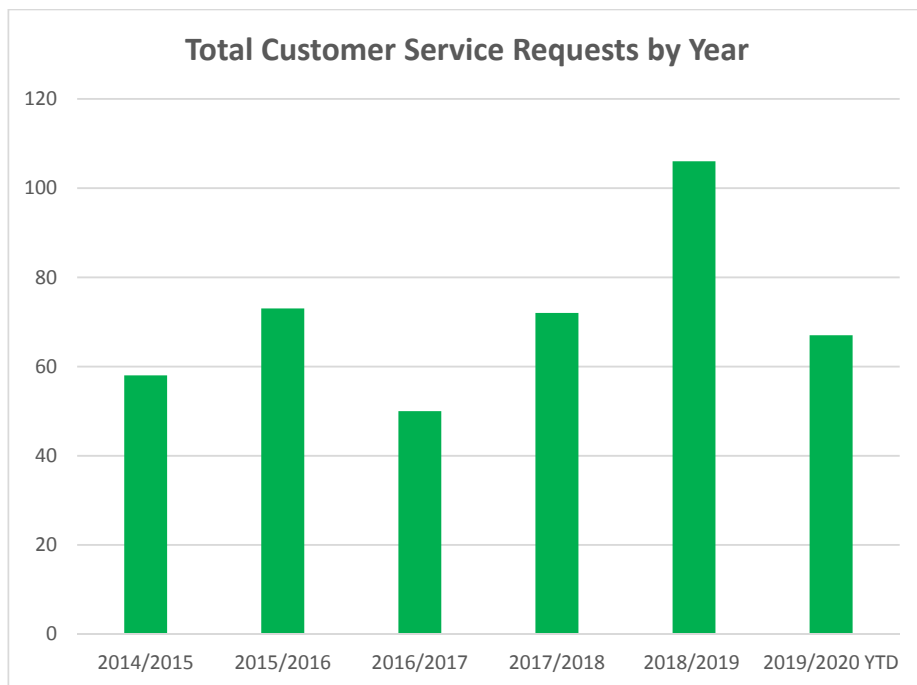
The customer service request history for the Property, Parks and Reserves Activity is shown below.

Customer Service Request History

	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019	2019/2020 YTD
Buildings	6	11	5	10	8	8
Structures	1	4	0	1	8	9
Toilets	7	19	6	9	18	16*
Parks	16	4	9	5	7	3
Sports grounds	0	4	0	2	0	3
Playgrounds	2	4	1	1	4	1
Cemeteries	0	0	3	2	5	3
Street Trees	18	19	17	32	41	11
Walkways	8	8	9	10	15	11
Total	58	73	50	72	106	67
*Blocked (2); Cleaning (0); Replace Parts (0); Vandalism (0); Graffiti (0); Accidental Damage (0) Parks (0) Walkways (2)						



11.1



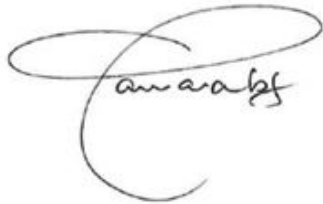
5. **SPECIAL PROJECTS**

Below is an update on the progress of the key projects that the Council is currently undertaking:

- **Pembroke Road land development**
To date 12 sale and purchase agreements have been completed, 11 of which have settled and one further in under contract since COVID 19 with agents advising enquiry is slowly returning. Completion of Stage 2 has recommenced with the major earthworks completed and only some concrete work, road sealing and the finishing touches to finish the project.
- **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.
- **Children's Bike Park**
Detailed design has been completed for the combined bike park/pump track/half basketball court/BBQ area development and the half basketball court component was put out for tender just prior to lockdown. This resulted in tender prices substantially in excess of the current grant funding, resulting in a review of the project priorities, timelines and funding strategy.
- **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.
- **iSITE relocation**
A floorplan has been adopted for the accommodation of the iSITE within the library and detailed design work is underway. The intent was to endeavour to complete the relocation by 1 July but this is likely to be delayed due to the COVID-19 lockdown and September is now a more likely date.
- **Replacement Aquatic Facility**
The proposed location of this new facility adjacent the TET Multi Sports Centre has been approved by Council and is currently seeking public feedback in accordance with the King Edward Park Reserve Management Plan and to meet the requirements of the Reserves Act 1977, contemporaneous with consultation with the relevant bodies in regard to replacement netball and cricket facilities.
- **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*.

Attachment:

Appendix A – CAS (Crash Analysis System) Report

A handwritten signature in black ink, appearing to read 'Araba', with a large, stylized flourish above the name.

Victoria Araba
DIRECTOR – ASSETS


A handwritten signature in blue ink, appearing to read 'S Hanne', with a long horizontal flourish extending to the right.

[Approved]
S Hanne
CHIEF EXECUTIVE

DATE: 21 July 2020

Appendix A

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 – 31/10/2019

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	201971951	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	201965314	02/09/2019	Mon	00:30	Ute1 SDB on CARDIFF ROAD, CARDIFF, STRATFORD missed inters or end of road, Ute1 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 DRN 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



TO: Policy and Services Committee
FROM: Director – Community Services
DATE: 28 July 2020
SUBJECT: REPORT FOR THE MONTH OF JUNE 2020

11.2

RECOMMENDATION

THAT the report be received.

/_____
Moved/Seconded

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**

- June saw the restart of services post-COVID-19 lockdown.

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	2019/20 YTD
Number of community events organised	Minimum 2	<ul style="list-style-type: none"> • Chunuk Bair Commemorations • Trade Graduation Celebration • Scarecrow Trail • Mayoral Gifts • Summer Nights Concert • Summer Nights Movies • Children's Day
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"> • On the Bus – Ice Skating and Curling • A Scary Night: Carnival • On the Bus – Bowlarama • Colour in the Park
Events Council has provided or supported are measured	2	<ul style="list-style-type: none"> • International Day of the Older Person • Nigel Latta • NZ Hockey – Japan and Korea Series • Targa Rally • Dirty Detours • Stratford A&P Show • Stratford Christmas Parade & Carols • Take a Kid Fishing • School Holiday Programmes – July, Dec
Business mentoring and economic development support is available	Venture Taranaki Quarterly Report received	Quarter Three 2019/20
Provide administration support to the Stratford Business Association meetings	11	11

11.2

2.3 **Youth Council**

Youth Councillors reconnected on 9 June for the first time since lockdown for some team building activities.

The projects meeting held on 23 June focused on Youth Councillors experience of our local urban parks to start preparing a submission to the review of Reserve Management Plan. There was also discussion about bullying in schools and concern about the severity of the problem in senior years at some local primary schools. Youth Councillors noted that a significant contributor is that those doing the bullying are often bullied themselves or have other issues at home and other environments. This highlighted a potential need for more facilitated means of emotional support instead of anti-bullying talks.

Ordinary meetings of Youth Council resumed on 7 July.

2.4 **Civic and Community Events**

Coming Up:

- Go Local Campaign – ongoing
- Puanga Celebrations: 13 – 20 July
- Prospero Famers Market – 25 July
- Chunuk Bair Commemorations: 8 August

2.5 **Community Projects**

COVID-19 Recovery

The Community Impact Survey received 163 responses from groups across the region. Twenty three were specifically from groups in Stratford covering a cross section of the community. Survey results will now be collated to include other national and regional data before being released. Next steps will be to establish working groups.

Go Local

The Go Local message has been extremely well received with positive feedback from business owners and community members really getting behind supporting local. A few businesses have taken it on board to further back this up for example Stratford Pharmacy have printed shirts for their staff with the Go Local, Go Stratford logo.

Discovery Trail

The Steering Group met on 25 June to discuss look and feel, proposed projects, community engagement opportunities and to confirm participation going forward. The discussion was positive and confirmed the direction to be undertaken by the Community Development Team. The next steps will be to initiate a series of quick win projects that will include elements of community engagement. Community Development will also be meeting with the Whakaahurangi Marae Committee and Stratford Business Association to discuss opportunities for engagement.

2.6 **Funding**

2.6.1 Creative Communities

The next round of the funding opens for one month on 3 August.

2.6.2 Sport New Zealand Rural Travel Fund

The Sport New Zealand Rural Travel Fund will open on 5 October.

2.7 **Positive Ageing**

The Positive Ageing Group held its first post COVID-19 meeting on 10 June where the committee reflected on the experiences of their respective organisations throughout the lockdown. This included mention of the need to rethink some of their usual activity due to changes of funding streams and pressure of supporting businesses. Points of interest at the meeting included looking at how to better circulate digital newsletters locally, the approach of TSB Community Trust funding groups in Stratford, and the high volumes of reported elder abuse pre and post lockdown.

The forum on 16 July will be held at the Salvation Army Church and includes guest speakers Di Gleeson of Central Taranaki Safe Community Trust and Brian Jeffares, a Stratford Justice of the Peace.

2.8 **Stratford Business Association**

Social Media

There has been great engagement, with 6,352 followers. The most popular post over the last 28 days was the Stratford Mountain House giveaway with 36,900 of organic reach.

Go Local Campaign

SBA are in their 8th week of a 10 week Go Local campaign giving away \$150 worth of SBA vouchers each week to support local businesses, promoting members on social media, and the running of a Go Local window competition. The three winners: Verdigris (1st), Flo-Jo (2nd) and Stratford TSB (3rd) each received \$1,000 worth of advertising vouchers (1 x \$500 NZME + 1 x \$500 MediaWorks) that had accumulated whilst BA5's were put on hold.

Business After Five events

These are back up and running with the first one being held on Wednesday 22 July in the Council Chambers – jointly hosted by Venture Taranaki and the Stratford District Council.

Workshops

SBA is running two Social Media workshops, one on 29 July, and the other on 5 August. This is a four hour workshop with a social media expert focusing on how to make social media work for business owners.

Special Meeting

The Stratford Business Association held a special meeting on Wednesday 24 June. Discussion was focused on the output for SBA over the next 12-18 months. An events calendar has since been curated and new ideas incorporated.

3. **COMMUNICATIONS**

Performance Measures (*Performance Measures in bold*)

	Target	2019/20 YTD
The number of visitors accessing Council information and services via the internet is measured	Not less than previous year 2018/19 – 40,978	50,411
The community is satisfied with how Council keeps them informed	>85%	

3.1 **Highlights**

Four Central Link updates were produced in June. 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 June:

- COVID-19 updates and support
- Puanga Flag Competition
- Sport NZ Community Resilience Fund
- Go Local, Go Stratford campaign
- Covid-19 Recovery Survey
- Dog registrations
- Upcoming meetings
- Report dumped rubbish
- Stratford District road safety projects
- Creative Communities
- Customer Satisfaction Survey
- Read around the mountain Library programme
- Public notices including dog control fees, dog registration select owner status, proposed review of reserve management plan, urban spray round, temporary road closures, adoption of bylaws, and vehicle crossing and culvert maintenance.

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

- Mayoral Columns – COVID-19 conversations with Citizen Award recipients.
- Annual Plan 2020/21 adopted
- Funding and jobs announced for Stratford District road safety projects
- Customer Satisfaction Survey 2019/20 now open.

3.2 Website Page Views for month 1 – 30 June 2020

Total number of users for the month	4,281 ↑
Total number of page views for the month	14,569 ↓
Top 10 pages visited for month	Page views
Home Page	2,196
Cemetery Search	698
Library	609
Rubbish and Recycling	481
Contact Us	314
TSB Pool Complex	266
Fees and Charges	264
Rates and Property Information	239
District Plan	235
News page: Funding and jobs announced for Stratford District road safety projects	225

3.3 Official Information Requests

For the 2020 calendar year, Council has received 22 Local Government Official Information and Meetings Act (LGOIMA) requests.

The below table includes the LGOIMA's received for the month of June 2020.

Date Received	Query	Due Date	Date Responded	Days to Respond
11/06/2020	Average rate of all values of property in Stratford district	9/07/2020	23/06/2020	8
17/06/2020	Waste and Recycling	16/07/2020	25/06/2020	6
17/06/2020	Roading Maintenance Contract	16/07/2020	17/06/2020	1
25/06/2020	Transport Information	23/07/2020	1/07/2020	4

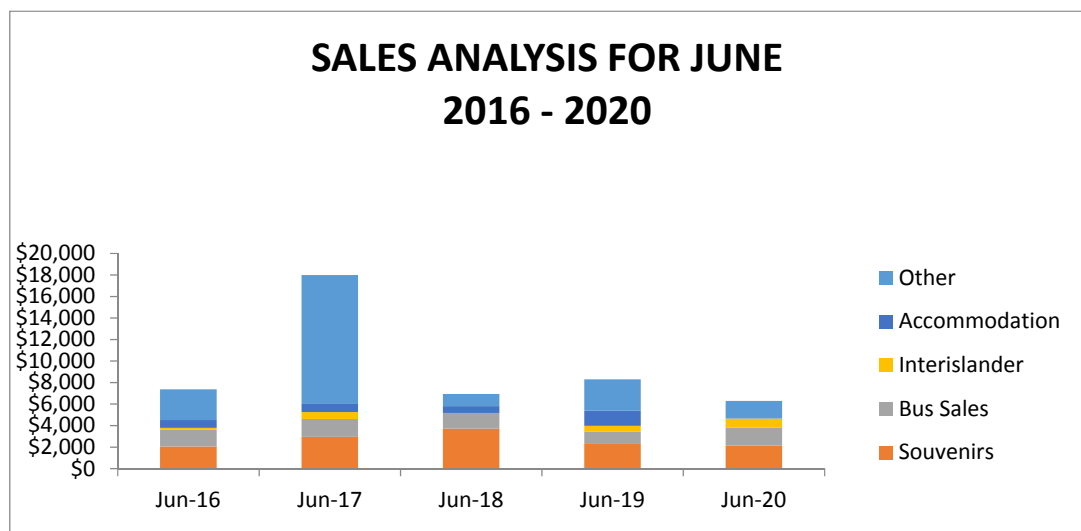
11.2

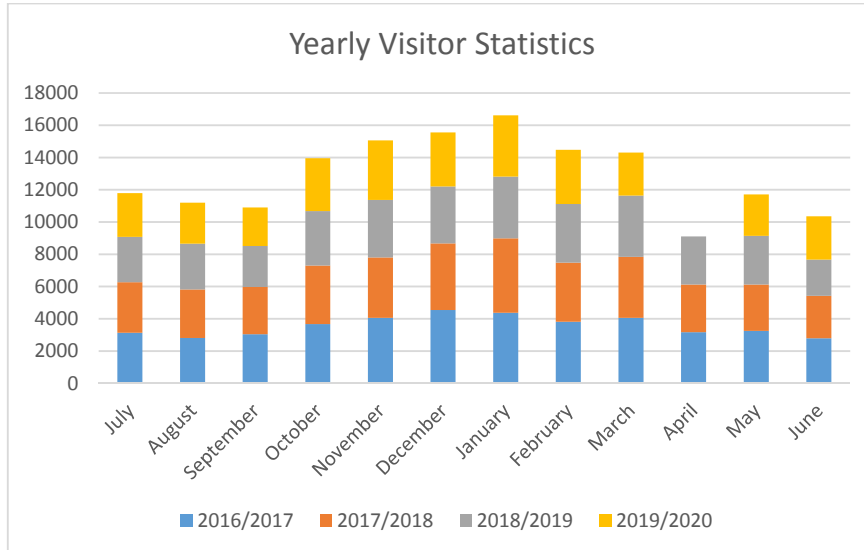
4. INFORMATION CENTRE

Performance Measures (*Performance Measures in bold*)

	Target	2019/20 YTD
Number of people into the Information Centre is measured	>40,000	33,008
Number of users of AA Agency Services is measured	>10,000	8,842
Percentage customers are satisfied	>75%	

The i-SITE had a better than average month for June with numbers into the Centre up from previous years.





5. **LIBRARY**

Performance Measures (*Performance Measures in bold*)

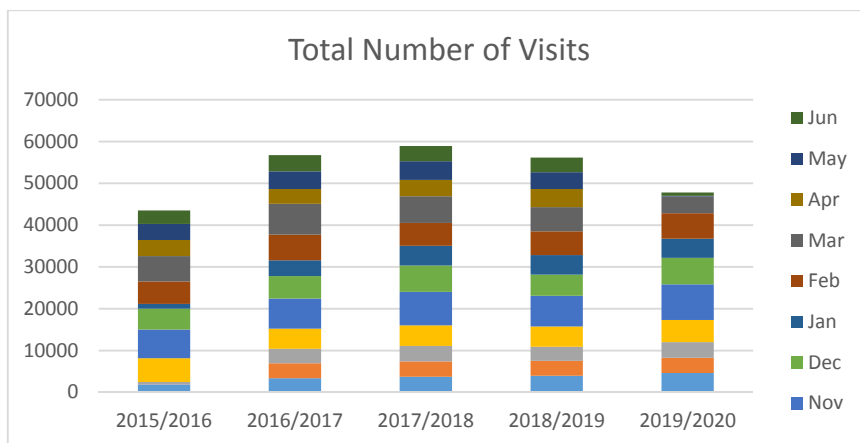
	Target	2019/20
Number of people visiting the library is measured	>90,000	52,554
Users satisfied with library services	>80%	
Number of people accessing the Wi-Fi service is measured	>15,000	25,955
Number of people accessing the People’s Network is measured.	>10,000	6,441

- Normal library programmes for adults such as book and craft groups have resumed.
- Children’s programmes will resume in term 3 and planning is well underway for this. A limited school holiday programme will be offered in the July school holidays.
- The library is offering a digital platform for our winter reading programme for children for the first time.
- Library staff have been kept busy with requests for help with CVs, forms, printing and scanning.

6. **POOL COMPLEX**

Level of Service Category	Performance Measure	Target	2019/20 YTD
The pool complex will be a safe place to swim	Number of reported accidents, possible accidents and similar incidents per annum (pa).	<80	63
	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	47,779

6.1 **Highlights for June**



11.2

- With the COVID-19 restrictions easing, the facility saw a significant increase in pool users compared to May. There was a total of 796 patrons through the facility. While it has been fantastic to see the increase in usage, compared to the June 2019 report of 3,491 it is clear that COVID-19 and not having the Flyers Learn to Swim operate has considerably impacted on pool numbers.
- Our regular bookings external to squad swimming has reduced since the start of March (when COVID-19 occurred) and are yet to return. These users are the likes of Waitara Rest Home, Stratford High Special Needs Unit - users with compromised immunity.
- As the term came to end we saw an increase in birthday party requests for the school holidays; all of which transitioned into either Wet Café Party Bookings, or Booked Birthday Parties.



Kate Whareaitu
DIRECTOR – COMMUNITY SERVICES



Sven Hanne
CHIEF EXECUTIVE

DATE: 21 July 2020



F19/13/04 – D20/12472

MONTHLY REPORT

TO: Policy and Services Committee
FROM: Director – Environmental Services
DATE: 28 July 2020
SUBJECT: **REPORT FOR THE MONTH OF JUNE 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

Thirty one building consents were received in June:

- Twenty nine of those received were for residential activity – with five new dwellings, one relocated dwelling, three alterations/additions, one new car port, five exterior/internal insulation, one sewage connection and thirteen fire installations.
- Two commercial applications were received – with one pole shed, and one alteration/addition.

Staff are still working through a series of applications that were likely to have been in the early stages of planning before the Level 4 lockdown. The number of applications for building consent lodged during June was fewer than July but that is likely to be a result of fewer fires being installed rather than showing a slowing of activity in the industry. There is still strong interest in subdivision, both in terms of applications for consent to subdivide and customer inquiry which is an encouraging sign at this stage.

2. STRATEGIC/LONG TERM PLAN PROJECTS

Boffa Miskell consultants have drafted a framework for a new District Plan following the workshops that were held last year. Further discussions with councillors through the Long Term Plan process will be required to confirm the direction and scope for the remainder of this project.

Work is continuing on reviewing bylaws with the Control of Dogs Bylaw and Dog Control Policy hearing complete and recommendation made to Council for adoption on 11 August 2020. The Signs, Keeping of Animals and Public Places Bylaws are currently being finalised and will be progressively brought to the Council for approval to release for consultation. Drafting work has begun on the Scaffolding and Deposit of Building Materials Bylaw.

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	31
Building Consents Issued	43
Building Consents Placed on Hold	0
Inspections completed	89
Code Compliance Certificate Application	33
Code Compliance Certificate Issued	33
Code Compliance Certificate Refused	0
Number of Building Consents Received in Hard Copy	4
Number of Buildings Consents Received Digitally	27
Building Act Complaints received and responded to	0
Planning	
Land Use Consents Received	1
Land Use Consents Granted	3
Subdivision Consents Received	7
Subdivision Consents Granted	5
223/224 Applications Received	1
223/224 Applications Granted	1
Resource Consent Applications Received in Hard Copy	8
Resource Consent Applications Received in Digital Form	0
Resource Consent Placed on Hold or Returned	2
LIM's Received	2
LIM's Granted	2
Health and Liquor Licences and Bylaws	
Registered Premises Inspected for Compliance under the Food or Health Act	7
Health or Food Act Complaints Received and responded to	2
Licensed Premises Inspected for Compliance under the Sale & Supply of Alcohol Act.	23
Certificates and Licence Applications received under the Sale and Supply of Alcohol Act	5
Bylaw Complaints Received and responded to ¹	24
Dog Complaints Received and responded to ²	27

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 the review of the District Plan has begun and a draft framework for a proposed District Plan has been prepared.
	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%	91%
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

One Notice to Fix was issued in June. The Notice to Fix relates to a kitset building that has been erected without a building consent. The building appears to be unable to comply with the New Zealand Building Code and Council Officers are working with a designer engaged by the owner of the property to determine options for bringing the building to a compliant standard.

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.

No building consents have lapsed, following warning letters sent over the last reporting period. No warning letters have been issued for June, as no review of consents reaching their 10 month anniversary was completed.

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.	With Go Live complete for Simpli and GoGet the focus will now be on switching to the IANZ approved Simpli online QMS. This will be an action for the new Quality Assurance Manager. Once implemented this will be notified to the required entities.

11.3

5.1.4 Training needs analysis

No training was attended during June 2020.

5.1.5 Internal audit/external audit timetable

No internal or external audits took place during June. The next external audit is scheduled for 27-30 July 2020. Notification has been received for the audit from International Accreditation New Zealand, who have confirmed that they will be competing the audit onsite rather than remotely by Zoom. In preparation for the audit we are working to assemble a suite of information that the Auditors have requested be available when they arrive onsite.

5.2 Territorial Authority

5.2.1 Compliance Schedules/Building Warrants of Fitness

No Compliance Schedules were issued in June 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 June due to COVID-19 related restrictions. 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 and expires on 27 July.

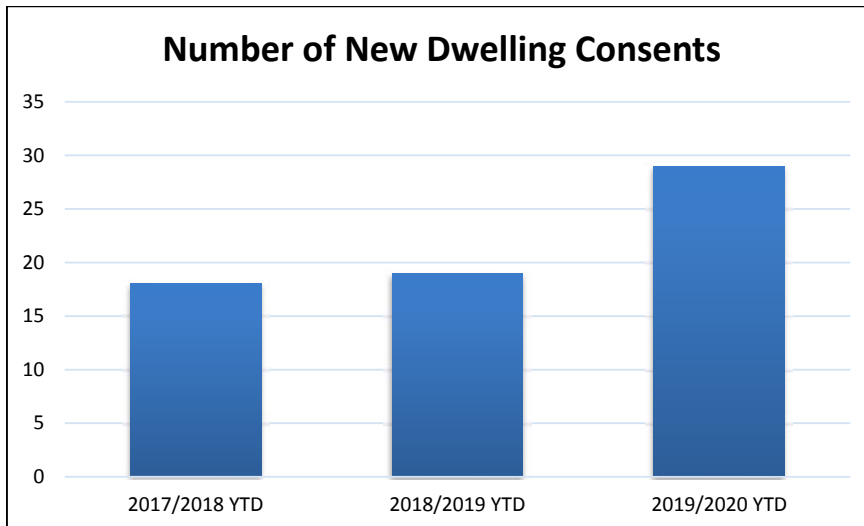
5.3 Trends Analysis

5.3.1 Consents applied for by type:

Type	This month	Last year (corresponding month)	This Year (YTD) 2019/20	Last Year (Total) 2018/19
New Dwellings	5	5	29	19
Relocated dwellings	1	1	9	7
Relocated buildings other than dwellings			0	0
Fires	13	6	49	60
Pole sheds/accessory buildings	2	2	39	42
Additions and alterations – residential	3	6	45	35
New Commercial buildings			2	8
Additions and alterations – commercial	1		14	7
Other/miscellaneous	6		17	12
Total/s	31	20	204	190

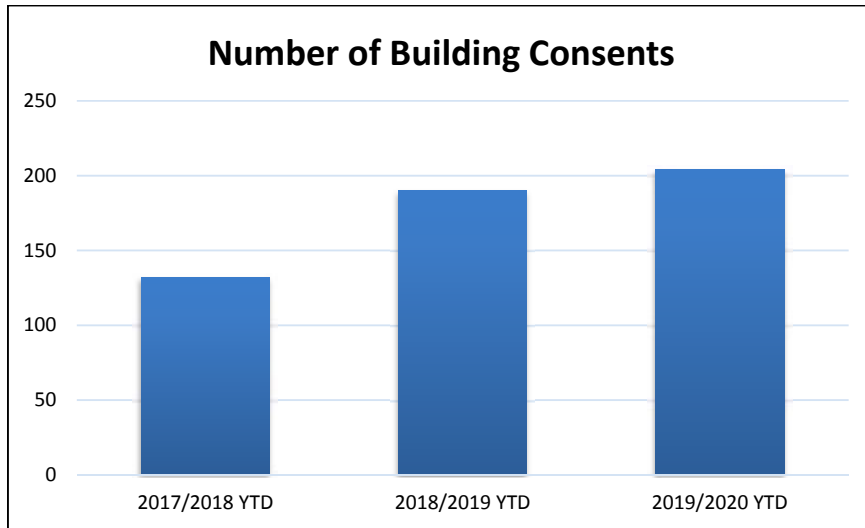
11.3

New House indicator by year



Year to date	New Dwellings
2017/2018 Same period	18
2018/2019 Same period	19
2019/2020 YTD	29

Consent numbers by year



11.3

Year to date	Building Consents
2017/2018 Same period	132
2018/2019 Same period	190
2019/2020 YTD	204

B Sutherland
DIRECTOR - ENVIRONMENTAL SERVICES

[Approved]
 S Hanne
CHIEF EXECUTIVE

DATE: 21 July 2020

MONTHLY REPORT



TO: Policy & Services Committee
FROM: Director – Corporate Services
DATE: 28 July 2020
SUBJECT: CORPORATE SERVICES REPORT

F19/13 – D20/19162

11.4

RECOMMENDATION

THAT the report be received.

Moved/Seconded

1. FINANCIAL MANAGEMENT

Reports attached as at 30 June 2020 are:

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

1.1 SUMMARY OF FINANCIAL RESULTS AND PROGRESS

Operational Results – Preliminary Year End

Revenue

Actual revenue for the year is up on budgeted revenue by \$3,893,983. Of the actual revenue \$6,786,080 relates to bringing the TET Stadium onto Council books as a vested asset and is non-cash revenue.

If that was removed, actual revenue would be down on budget by \$2,892,097. This is due to the Council subdivision section sales not fully materialising by June 2020, as originally budgeted.

Excluding both line items mentioned above, actual revenue reduces to \$82,501 below budget. This is attributable to finance revenue (due to lower interest rates) and water meter income (less water consumed) being lower than budgeted.

Despite Covid-19, user charges revenue is above budget by \$77,329 for the year. Building Consents, Resource Consents, Food and Health Licences, Solid Waste Transfer Station charges, Farm, Penalties on late rate payments revenue have all come in over the annual budget for the year.

Expenditure

Personnel Costs is over budget by \$457,555, but offsetting that is operational expenditure which is under budget by \$584,100 as Council has achieved savings in other areas, including procurement contract savings – particularly in relation to the Water Supply activity.

The Personnel Costs variance was due to a number of factors:

- 55% of the variance was a result of having to meet market salary increases to retain staff in key management roles and key compliance areas including Building Control and Environmental Health including increased resourcing for statutory required functions.
- 40% of the variance relates to Health and Food Licencing, or to take back services in-house i.e. Water Treatment, or in the case of I-Site in anticipation of a physical merger of the library and i-site requiring less staffing resource.
- The remaining 5% of the variance was due to inaccurate budget assumptions on staff turnover and vacancies (less open positions during the year than budgeted for).

Other Expenditure

The loss on disposal of \$295,318 relates to the demolition costs of the ANZ building and the write-off of the carrying value of the building.

Interest rates are lower than anticipated and debt was not as high as budgeted, so finance costs have come in \$242,096 under budget.

Capital Expenditure Report

Total capital expenditure for the year 2019/20 is summarised below.

	Annual Plan Budget	Carry Forwards 2019/20	Total Budget	Actual Spend	Difference	Carry Forwards 2020/21
Growth	793,700	267,139	1,060,839	579,607	481,232	300,000
Service Level	2,239,430	771,652	3,011,082	903,534	2,107,549	916,270
Replacements	4,433,870	925,830	5,359,700	3,448,246	1,911,454	1,259,905
Total	7,467,000	1,964,621	9,431,621	4,931,387	4,500,235	2,476,175

The carry forward projects were approved by Council in June 2020, and included the following uncompleted projects:

- Council Subdivision (some remaining work to complete sections)
- Wastewater reticulation capacity increase
- Water Supply – zoning
- Stratford Discovery Trail
- Broadway / Prospero Place Upgrade
- Water Supply – grit tank replacement

1.2 TREASURY MANAGEMENT

Gross Council debt remains at \$15,500,000 and this is not expected to change until June 2021, when it is anticipated that approximately \$2,000,000 will be required to fund a potential cash shortfall.

All internal, and Local Government Funding Agency (“LGFA”), covenants were met as at 30 June 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 1-2 years	19%	10-60%
Debt Matures 2-4 years	35%	10-60%
Debt Matures > 4 years	23%	10-60%
Debt Servicing to Revenue Ratio	2%	<10%
Debt to Revenue Ratio	56%	<130%
Liquidity Ratio	134%	>110%
Net Debt per Capita	\$1,213	<\$3,000
Net Debt per Ratepayer	\$2,428	No specified limit

Cashflow Forecast

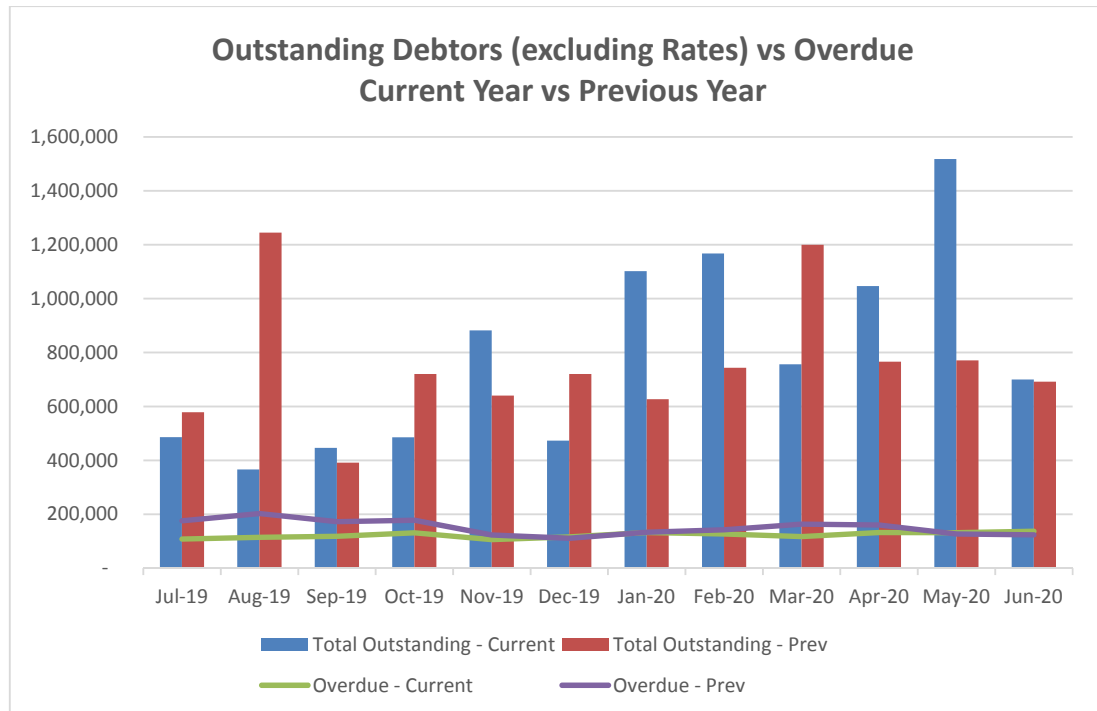
Forecast revenue depends on the ability to settle on property sales in the months specified. There is some doubt around whether deposits and settlements on the subdivision sections will be regularly sold from now on, however titles have been issued for all sections, and as at 30 June, 12 sections have been sold. There have been no new section sales since the Covid-19 lockdown, however there is one conditional offer as at 16 July.

Cashflow Assumptions:

- No decline in future revenue as a result of Covid-19.
- New Swimming Pool construction work will commence from January 2021.
- The weighted average interest rate on debt will remain at 2.6%.
- The rate received on investments will be 1.7%.

1.3 DEBTORS COLLECTION

Overdue debtor balances remain consistent, but slightly up on the previous year. Refer to monthly debtors for a breakdown of the balance categories.



11.4

2.0 RATES

The Stratford District rating valuation will be 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 are expected to occur by 7 October 2020, and owners notices posted by mid-October.

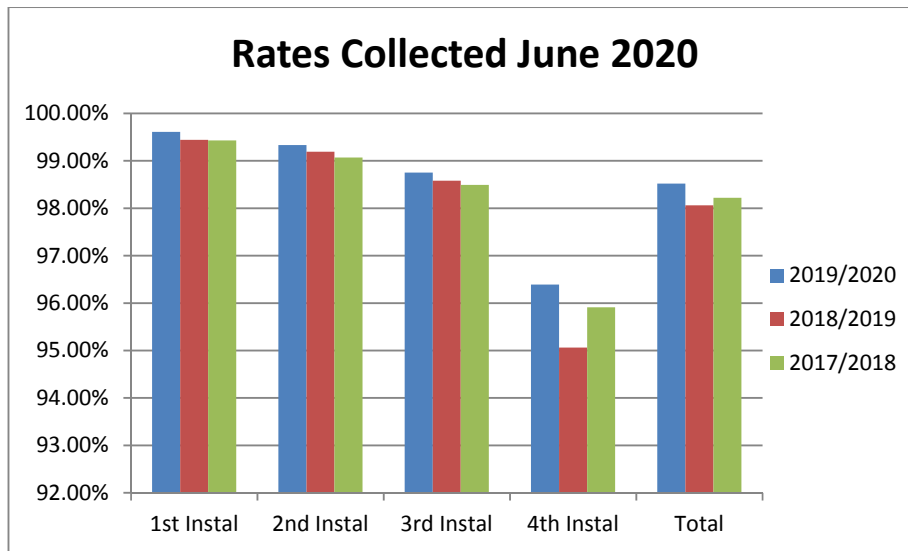
March 2020 QV figures show that the average residential sales price in the Stratford District was \$318,334, which is \$83,962 (36%) up on the last revaluation as at 1 September 2017.

Rates Arrears (owing from 2018/19 year and earlier) \$8,606 – As at 30 June 2020, 96% of rates in arrears have been collected since 1 July 2019 (2019: 94%).

- An overdue ratepayer that was with the courts for rates recovery by way of property rating sale, is consistently making regular payments, and so taking into account their efforts made to date, despite their current financial position, the legal process is on hold for now.
- One property is with the debt collector as the property market value is too low to justify incurring expenditure through the legal process, and the ratepayer doesn't have a mortgage.
- The remaining six ratepayers in arrears are going to the bank for first mortgagee (added on to the ratepayer's mortgage), or are subject to payment arrangements.

Current Year Rates – As at 30 June 2020, 99% of rates had been collected (2019, 98%).

A drop in collection was anticipated but did not eventuate, in fact the collection percentage was up on the two previous years. This may be in part due to the drive to get ratepayers onto direct debits, a third of all district ratepayers are now paying their rates by direct debit.



11.4

3.0 INFORMATION TECHNOLOGY AND RECORDS

- The online building inspection App has been completed and is available in the app store, search “GoBuild by GoGet”. This application allows applicants to view available time slots and book building inspections on their mobile device with Stratford District Council. A public launch date with Master Business Systems is anticipated.
- The Assetfinda /GIS server has been upgraded and the data has been migrated to the new server. The switch over from the old to the new server is currently in the planning phase.
- Upgrade of Fibre to the data centre has been completed, allowing for a faster, more reliable connection.
- All other projects in progress include Phone System Upgrade, new Council Website, Authority Contracts Register, and Project Phoenix.
- Upcoming projects include Upgrade of Intramaps and Automation of Water Meter readings.



Tiffany Radich
DIRECTOR – CORPORATE SERVICES



Approved By:
Sven Hanne
CHIEF EXECUTIVE

DATE: 21 July 2020

Statement of Comprehensive Revenue and Expense

For the Year Ended 30 June 2020

	June '20 Actual	June '20 Budget	Variance YTD	Total Budget 2019/20	June '19 Actual
Revenue					
Finance Revenue	\$97,455	\$126,000	(\$28,545)	\$126,000	\$98,263
NZTA Financial Assistance	\$3,464,730	\$3,741,000	(\$276,270)	\$3,741,000	\$4,767,204
Community Grants and Donations	\$214,831	\$124,000	\$90,831	\$124,000	\$97,670
Provincial Growth Funding	\$18,046	\$0	\$18,046	\$0	\$0
Rates Revenue other than Water Supply Rate	\$12,385,075	\$12,345,000	\$40,075	\$12,345,000	\$11,838,929
Water Supply Targeted Rate	\$349,790	\$462,000	(\$112,210)	\$462,000	\$259,458
Vested Assets (TET Stadium)	\$6,786,080	\$0	\$6,786,080	\$0	\$0
Sundry Revenue	\$47,166	\$41,000	\$6,166	\$41,000	\$38,520
Dividends (Civic Financial Services)	\$54,930	\$0	\$54,930	\$0	\$0
Financial Contributions	\$47,147	\$0	\$47,147	\$0	\$56,673
Sale of land	\$1,550,404	\$4,360,000	(\$2,809,596)	\$4,360,000	\$0
User Charges for Services	\$2,326,329	\$2,249,000	\$77,329	\$2,249,000	\$2,220,000
Total Revenue	\$27,341,983	\$23,449,000	\$3,893,983	\$23,449,000	\$19,376,717
Operating Expenditure					
Personnel Costs	\$4,030,555	\$3,573,000	(\$457,555)	\$3,573,000	\$3,187,712
Other Direct Operating Costs	\$9,519,900	\$10,104,000	\$584,100	\$10,104,000	\$10,622,288
Total Operating Expenditure	\$13,550,455	\$13,677,000	\$126,545	\$13,677,000	\$13,810,000
(See attached Breakdown to Activity Cost)					
Other Operating Expenditure					
Loss on disposal of assets	\$295,318	\$0	(\$295,318)	\$0	\$195
Depreciation	\$4,498,150	\$4,308,300	(\$189,850)	\$4,308,300	\$4,056,286
Finance Costs	\$397,904	\$640,000	\$242,096	\$640,000	\$423,878
Impairment landfill costs	\$23,346	\$0	(\$23,346)	\$0	\$476,847
Sundry Expenditure	\$1,290	\$0	(\$1,290)	\$0	\$9,856
Total Other Expenditure	\$5,216,008	\$4,948,300	(\$267,708)	\$4,948,300	\$4,967,062
Total Expenditure	\$18,766,463	\$18,625,300	(\$141,163)	\$18,625,300	\$18,777,062
Net Surplus (Deficit)	\$8,575,520	\$4,822,700	\$3,752,820	\$4,822,700	\$599,655
Other Comprehensive Revenue and Expense					
Gain/(Loss) on Property Revaluation	\$1,067,662	\$19,588,000	\$18,520,338	\$19,588,000	\$0
Total Other Comprehensive Revenue and Expense	\$1,067,662	\$19,588,000	\$18,520,338	\$19,588,000	\$0
TOTAL COMPREHENSIVE REVENUE AND EXPENSE FOR THE YEAR	\$9,643,182	\$24,410,700	\$22,273,158	\$24,410,700	\$599,655
<i>Capital Revenue/Expenditure is made up of:</i>					
NZTA Funding for Roading capital projects	\$1,595,066	\$1,839,000			
Provincial Growth Funding	\$18,046	\$0			
Vested assets	\$6,786,080	\$0			
Community Grants and Donations	\$213,340	\$124,000			
Sale of Land	\$1,550,404	\$4,360,000			
Expenditure funded from reserves	(\$1,398,000)	(\$1,500,300)			
Loss on disposal of assets	(\$295,318)	\$0			
	<u>\$8,469,618</u>	<u>\$4,822,700</u>			
Net Surplus/(Deficit) after removing capital Revenue/Expenditure	\$105,902	\$0	\$105,902		

Expenditure and Revenue by Activity

For the Year Ended 30 June 2020

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

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

	June '20 Actual YTD	June '20 Budget YTD	Variance YTD	Total Budget 2019/20	June '19 Actual
<u>Community Services</u>					
Aerodrome					
Expenditure	\$89,894	\$88,600	(\$1,294)	\$88,600	\$77,000
Revenue	\$22,873	\$21,500	\$1,373	\$21,500	\$23,000
Net cost of activity	\$67,021	\$67,100	\$79	\$67,100	\$54,000
Civic Amenities					
Expenditure	\$474,316	\$545,600	\$71,284	\$545,600	\$250,000
Revenue	\$43,738	\$67,600	(\$23,862)	\$67,600	\$63,000
Net cost of activity	\$430,578	\$478,000	\$47,422	\$478,000	\$187,000
Pensioner Housing					
Expenditure	\$72,769	\$82,000	\$9,231	\$82,000	\$74,000
Revenue	\$67,003	\$63,600	\$3,403	\$63,600	\$66,000
Net cost of activity	\$5,766	\$18,400	\$12,634	\$18,400	\$8,000
Community Development					
Expenditure	\$466,985	\$378,500	(\$88,485)	\$378,500	\$373,000
Revenue	\$243,949	\$144,500	\$99,449	\$20,500	\$22,000
Net cost of activity	\$223,036	\$234,000	\$10,964	\$358,000	\$351,000
Library					
Expenditure	\$545,076	\$557,000	\$11,924	\$557,000	\$537,000
Revenue	\$14,607	\$18,400	(\$3,793)	\$18,400	\$20,000
Net cost of activity	\$530,469	\$538,600	\$8,131	\$538,600	\$517,000
Parks and Reserves					
Expenditure	\$548,994	\$557,800	\$8,806	\$557,800	\$556,000
Revenue	\$8,971	\$8,800	\$171	\$8,800	\$10,000
Net cost of activity	\$540,023	\$549,000	\$8,977	\$549,000	\$546,000
Cemeteries					
Expenditure	\$206,531	\$222,500	\$15,969	\$222,500	\$184,000
Revenue	\$88,712	\$122,100	(\$33,388)	\$122,100	\$108,000
Net cost of activity	\$117,819	\$100,400	(\$17,419)	\$100,400	\$76,000
TSB Pool Complex					
Expenditure	\$827,563	\$793,900	(\$33,663)	\$793,900	\$766,000
Revenue	\$187,887	\$233,000	(\$45,113)	\$233,000	\$224,000
Net cost of activity	\$639,676	\$560,900	(\$78,776)	\$560,900	\$542,000
<u>Democracy and Corporate Support</u>					
Expenditure	\$1,153,771	\$1,134,000	(\$19,771)	\$1,134,000	\$1,037,000
Revenue	\$133,662	\$101,000	\$32,662	\$101,000	\$92,520
Net cost of activity	\$1,020,109	\$1,033,000	\$12,891	\$1,033,000	\$944,480
<u>Economy</u>					
Economic Development					
Expenditure	\$367,893	\$402,000	\$34,107	\$402,000	\$398,000
Net cost of activity	\$367,893	\$402,000	\$34,107	\$402,000	\$398,000
Information Centre					
Expenditure	\$333,245	\$292,000	(\$41,245)	\$292,000	\$348,000
Revenue	\$74,118	\$111,900	(\$37,782)	\$111,900	\$102,000
Net cost of activity	\$259,127	\$180,100	(\$79,027)	\$180,100	\$246,000

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

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

	June '20 Actual YTD	June '20 Budget YTD	Variance YTD	Total Budget 2019/20	June '19 Actual
Rental Properties					
Expenditure	\$49,098	\$52,000	\$2,902	\$52,000	\$50,000
Revenue	\$30,905	\$34,300	(\$3,395)	\$34,300	\$55,000
Net cost of activity	\$18,193	\$17,700	(\$493)	\$17,700	-\$5,000
Farm					
Expenditure	\$219,975	\$220,000	\$25	\$220,000	\$242,000
Revenue	\$518,174	\$504,500	\$13,674	\$504,500	\$479,000
Net cost of activity	-\$298,199	-\$284,500	\$13,699	-\$284,500	-\$237,000
Holiday Park					
Expenditure	\$16,535	\$16,000	(\$535)	\$16,000	\$18,000
Revenue	\$3,000	\$3,000	\$0	\$3,000	\$3,000
Net cost of activity	\$13,535	\$13,000	(\$535)	\$13,000	\$15,000
Environmental Services					
Building Control					
Expenditure	\$468,110	\$416,200	(\$51,910)	\$416,200	\$443,000
Revenue	\$283,940	\$261,700	\$22,240	\$261,700	\$220,000
Net cost of activity	\$184,170	\$154,500	(\$29,670)	\$154,500	\$223,000
District Plan					
Expenditure	\$116,234	\$146,600	\$30,366	\$146,600	\$106,000
Net cost of activity	\$116,234	\$146,600	\$30,366	\$146,600	\$106,000
Resource Consents					
Expenditure	\$195,434	\$165,300	(\$30,134)	\$165,300	\$149,000
Revenue	\$59,080	\$31,700	\$27,380	\$31,700	\$57,000
Net cost of activity	\$136,354	\$133,600	(\$2,754)	\$133,600	\$92,000
Food and Health					
Expenditure	\$124,741	\$87,400	(\$37,341)	\$87,400	\$93,000
Revenue	\$31,156	\$14,500	\$16,656	\$14,500	\$32,000
Net cost of activity	\$93,585	\$72,900	(\$20,685)	\$72,900	\$61,000
Alcohol Licensing					
Expenditure	\$148,681	\$156,800	\$8,119	\$156,800	\$133,000
Revenue	\$33,592	\$34,600	(\$1,008)	\$34,600	\$34,000
Net cost of activity	\$115,089	\$122,200	\$7,111	\$122,200	\$99,000
Parking and Other Bylaws					
Expenditure	\$164,449	\$186,800	\$22,351	\$186,800	\$168,000
Revenue	-\$498	\$26,500	(\$26,998)	\$26,500	-\$5,000
Net cost of activity	\$164,947	\$160,300	(\$4,647)	\$160,300	\$173,000
Animal Control					
Expenditure	\$185,966	\$180,900	(\$5,066)	\$180,900	\$197,000
Revenue	\$141,052	\$128,200	\$12,852	\$128,200	\$147,000
Net cost of activity	\$44,914	\$52,700	\$7,786	\$52,700	\$50,000
Civil Defence					
Expenditure	\$124,193	\$136,000	\$11,807	\$136,000	\$128,000
Net cost of activity	\$124,193	\$136,000	\$11,807	\$136,000	\$128,000
Assets					
Roading					
Expenditure	\$4,046,581	\$3,955,105	(\$91,476)	\$3,955,105	\$4,654,000
Revenue	\$3,857,689	\$4,070,800	(\$213,111)	\$4,070,800	\$5,105,204
Net cost of activity	\$188,892	-\$115,695	(\$304,587)	-\$115,695	-\$451,204

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

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

	June '20 Actual YTD	June '20 Budget YTD	Variance YTD	Total Budget 2019/20	June '19 Actual
Stormwater					
Expenditure	\$180,806	\$212,631	\$31,825	\$212,631	\$210,000
Revenue	\$178	\$0	\$178	\$0	\$0
Net cost of activity	\$180,628	\$212,631	\$32,003	\$212,631	\$210,000
Wastewater (Sewerage)					
Expenditure	\$597,862	\$620,364	\$22,502	\$620,364	\$525,000
Revenue	\$88,760	\$71,500	\$17,260	\$71,500	\$53,000
Net cost of activity	\$509,102	\$548,864	\$39,762	\$548,864	\$472,000
Solid Waste					
Expenditure	\$822,237	\$814,000	(\$8,237)	\$814,000	\$814,000
Revenue	\$120,508	\$81,300	\$39,208	\$81,300	\$115,000
Net cost of activity	\$701,729	\$732,700	\$30,971	\$732,700	\$699,000
Water Supply					
Expenditure	\$1,002,516	\$1,257,000	\$254,484	\$1,257,000	\$1,280,000
Revenue	\$349,790	\$462,000	(\$112,210)	\$462,000	\$259,458
Net cost of activity	\$652,726	\$795,000	\$142,274	\$795,000	\$1,020,542
Total Activity Expenditure	\$13,550,455	\$13,677,000	\$126,545	\$13,677,000	\$13,810,000
Total Activity Revenue	\$6,402,846	\$6,617,000	-\$214,154	\$6,493,000	\$7,285,182
Net Cost of Activities	\$7,147,609	\$7,060,000	-\$87,609	\$7,184,000	\$6,524,818

CAPITAL EXPENDITURE SUMMARY BY ACTIVITY AS AT 31 MAY 2020

Project	Total Available	Actual YTD Expenditure 2019/20	Projected year end expenditure	Projected under/(over) spend 2019/20	
Roading	<i>Level of service</i>	84,425	87,935	87,935	-3,510
	<i>Replacements</i>	3,061,880	2,814,600	2,814,600	247,280
Stormwater	<i>Level of service</i>	504,607	357,616	357,616	146,991
	<i>Replacements</i>	277,455	140,705	140,705	136,750
Wastewater	<i>Level of service</i>	1,159,380	64,103	64,103	1,095,277
	<i>Replacements</i>	510,978	153,746	153,746	357,232
Water Supply	<i>Level of service</i>	606,093	53,589	53,589	552,504
	<i>Replacements</i>	970,017	97,752	97,752	872,265
Parks and Reserves	<i>Level of service</i>	295,837	96,197	96,197	199,640
	<i>Replacements</i>	0	0	0	0
Solid Waste	<i>Replacements</i>	40,800	0	0	40,800
Animal Control	<i>Level of service</i>	61,300	56,352	56,352	4,948
Swimming Pool	<i>Level of service</i>	43,900	31,257	31,257	12,643
Aerodrome	<i>Level of service</i>	3,021	3,020	3,020	1
Civic Amenities	<i>Level of service</i>	188,900	128,758	128,758	60,142
	<i>Replacements</i>	2,530	2,227	2,227	303
Miranda Street Office	<i>Level of service</i>	0	5,200	5,200	-5,200
	<i>Replacements</i>	3,100	3,813	3,813	-713
Farm	<i>Level of service</i>	51,369	13,537	13,537	37,832
	<i>Replacements</i>	0	3,683	3,683	-3,683
Economy	<i>Growth</i>	1,060,839	579,607	579,607	481,232
Pensioner Housing	<i>Level of service</i>	12,250	5,970	5,970	6,280
	<i>Replacements</i>	22,460	21,732	21,732	728
Communications	<i>Replacements</i>	75,065	450	450	74,615
Corporate	<i>Replacements</i>	395,415	209,538	209,538	185,877
TOTAL		\$ 9,431,621	\$ 4,931,387	\$ 4,931,387	\$ 4,500,235

CAPITAL EXPENDITURE SUMMARY BY ACTIVITY AS AT 30 JUNE 2020

Council Activity	Project Description	2019/20 Annual Plan Budget (a)	Funds Carried Forward (b)	Total Funds Available (a + b)	2019/20 Actual Expenditure YTD	Projected year end forecast	2019/20 Actual under/(over) spend	Expected Project Completion Date	Comments
GROWTH - to meet additional demand									
Economy	Proposed Council subdivision	793,700	267,139	1,060,839	579,607	579,607	481,232	CARRY FORWARD APPROVED	Total cost to date for the entire project is \$3,915,000. It is anticipated that the final cost will be approximately \$4.2m. Projected completion date is 30 September 2020.
Total Growth Expenditure		793,700	267,139	1,060,839	579,607	579,607	481,232		
LEVEL OF SERVICE - to improve the level of service on an existing asset or provide an additional asset to increase a service level									
Roading - Financially assisted NZTA	LED Lighting Upgrade	0	16,112	16,112	44,461	44,461	(28,349)	COMPLETED	The overspend will come from the roading reserve, with the savings from power charges, and the under verandah lighting budget not being required this year.
Roading - Provincial Growth Fund shovel ready projects	Various safety improvements	0	0	0	18,066	18,066	(18,066)	ON-GOING	External funding, and this expenditure is for consultants fees only.
Roading non-subsidised	Kerb & Channel Improvements	0	68,313	68,313	25,408	25,408	42,905	COMPLETED	This was used for Mangaotuku Road improvements, and Ferdinand, Montjoy and Margaret Streets kerb and channel.
Stormwater	Reticulation Capacity Increase	108,150	91,945	200,095	357,616	357,616	(157,521)	COMPLETED	This over spend was from the manhole lid safety screen budget in the line below. All lids on private property have been completed, and are now part of this the reticulation capacity increase programme of works, for the inlets and outlets in the pipe systems.
Stormwater	Manhole Lid Safety Screens	120,320	184,192	304,512	0	0	304,512	COMPLETED	See above
Wastewater	Camper van drainage facility	0	5,000	5,000	0	0	5,000	NOT COMPLETED	
Wastewater	Reticulation capacity increase	102,520	75,980	178,500	32,589	32,589	145,911	CARRY FORWARD APPROVED	This budget will be used at the time of the Broadway upgrade (NZTA led project) which has been deferred to 2020/21.
Wastewater	Safety screens	33,160	32,300	65,460	0	0	65,460	NOT REQUIRED	There are no longer any manholes on private property with no screens
Wastewater	Pump station telemetry	82,000	0	82,000	0	0	82,000	CARRY FORWARD APPROVED	A carry forward is proposed to 2020/21 as other options of communication are being investigated
Wastewater	Bulk discharge	51,300	0	51,300	0	0	51,300	CARRY FORWARD APPROVED	This is part of the project on the line above regarding communication options
Wastewater	Stage 2 treatment - Oxidation Pond	768,920	8,200	777,120	31,514	31,514	745,606	NOT REQUIRED	Council have now received a consent for a trial period of 3 years. The scope of the project will then be determined after this trial period ends.
Water Supply	Water Meter Installation	30,750	1,677	32,427	31,299	31,299	1,128	COMPLETED	

2020 - Policy and Services Committee - July - Monthly Reports

Council Activity	Project Description	2019/20 Annual Plan Budget (a)	Funds Carried Forward (b)	Total Funds Available (a + b)	2019/20 Actual Expenditure YTD	Projected year end forecast	2019/20 Actual under/(over) spend	Expected Project Completion Date	Comments
Water Supply	Zoning	307,500	184,166	491,666	19,508	19,508	472,158	CARRY FORWARD APPROVED	This was carried forward from the previous year, as the tender received was unacceptable. The project has now been reviewed, as a bigger contract with 4 different job sites. Each site is to be done separately, in order to obtain a more favourable price, so will take longer to complete. The project went out for tender in January 2020, has been awarded, and will commence in the next financial year.
Water Supply	Toko reservoir	51,250	0	51,250	2,782	2,782	48,468	NOT COMPLETED	
Water Supply	Stratford street work rider mains	30,750	0	30,750	0	0	30,750	CARRY FORWARD APPROVED	This budget will be used at the time of the Broadway upgrade (NZTA led project) which has been deferred to 2020/21.
Parks and Reserves	Park Development	15,300	0	15,300	15,299	15,299	1	COMPLETED	
Parks and Reserves	Walkway development	15,300	0	15,300	15,454	15,454	(154)	COMPLETED	King Edward Park and Cardiff Walkway
Parks and Reserves	Walkway signs	10,200	10,000	20,200	3,182	3,182	17,018	CARRY FORWARD APPROVED	Waiting on template design and branding refresh.
Parks and Reserves	King Edward Park accessible path	46,000	0	46,000	45,640	45,640	360	COMPLETED	
Parks and Reserves	Plantings and signs	12,250	10,212	22,462	0	0	22,462	CARRY FORWARD APPROVED	This is on hold until a template has been designed, as per the Walkway Signs above.
Parks and Reserves	Victoria Park bike park	0	25,000	25,000	13,302	13,302	11,698	CARRY FORWARD APPROVED	Project detail design is complete, and tender documentation being prepared but delayed, pending a reassessment of the project scope.
Parks and Reserves	Discovery Trail	102,100	49,475	151,575	3,320	3,320	148,255	CARRY FORWARD APPROVED	100% grant funded - waiting on design confirmation.
Swimming Pool	Various Pool improvements	43,900	0	43,900	14,848	14,848	29,052	COMPLETED	50% grant funding
Swimming Pool	Pool development	0	0	0	16,409	16,409	(16,409)	COMPLETED	
Aerodrome	Level operational area	0	3,021	3,021	3,020	3,020	1	COMPLETED	
Civic Amenities	Demolish ANZ building	76,600	0	76,600	61,185	61,185	15,415	COMPLETED	
Civic Amenities	Broadway / Prospero Place upgrade	112,300	0	112,300	31,671	31,671	80,629	CARRY FORWARD APPROVED	Initial designs have been procured, carry forward remaining budget to complete project.
Civic Amenities	LED Entrance way sign	0	0	0	35,902	35,902	(35,902)	COMPLETED	The total cost for this project (over two years) was \$90,876, of which \$70,000 was grant funded, and the overspend of \$20,000 is to be funded from the Broadway / Prospero Place upgrade project above.
Farm	Emergency generator	30,000	0	30,000	0	0	30,000	NOT REQUIRED	A generator will not be purchased and will be hired as required
Farm	Landscaping / riparian planting	15,310	6,059	21,369	10,626	10,626	10,743	COMPLETED	The riparian planting project is coming to an end so not all of the budget is required.
Farm	Water tank	0	0	0	2,911	2,911	(2,911)	COMPLETED	

2020 - Policy and Services Committee - July - Monthly Reports

Council Activity	Project Description	2019/20 Annual Plan Budget (a)	Funds Carried Forward (b)	Total Funds Available (a + b)	2019/20 Actual Expenditure YTD	Projected year end forecast	2019/20 Actual under/(over) spend	Expected Project Completion Date	Comments
Animal Control	New dog pound	61,300	0	61,300	56,352	56,352	4,948	COMPLETED	This will be complete by 30 June, there are just a few things still to be finished off.
Miranda Street Office	Heating in archive room	0	0	0	5,200	5,200	(5,200)	COMPLETED	Required to meet record storage requirements
Pensioner Housing	Conservatories	12,250	0	12,250	5,970	5,970	6,280	COMPLETED	Tender process has commenced. The budget was for 2 conservatories but now only doing 1 as the remaining unit already has a back porch.
Total Level of Service Expenditure		2,239,430	771,652	3,011,082	903,534	903,534	2,107,549		
REPLACEMENTS - replaces an existing asset with the same level of service provided									
Roading - Financially assisted NZTA	Unsealed Road metalling	844,600	(44,600)	800,000	422,732	422,732	377,268	COMPLETED	Revised NZTA approved budget due to overspend in 2018/19
Roading - Financially assisted NZTA	Sealed Road resurfacing	800,000	(50,000)	750,000	773,858	773,858	(23,858)	COMPLETED	Revised NZTA approved budget due to overspend in 2018/19. Reseals commenced at the end of January 2020.
Roading - Financially assisted NZTA	Drainage Renewals	568,300	(43,300)	525,000	429,640	429,640	95,360	COMPLETED	Revised NZTA approved budget due to overspend in 2018/19. Reseals commenced at the end of January 2020.
Roading - Financially assisted NZTA	Pavement Rehabilitation	762,100	(19,320)	742,780	871,484	871,484	(128,704)	COMPLETED	Revised NZTA approved budget due to overspend in 2018/19. Monmouth Road rehabilitation has been completed.
Roading - Financially assisted NZTA	Structure Components Replacement	96,100	(16,100)	80,000	181,315	181,315	(101,315)	COMPLETED	Revised NZTA approved budget due to overspend in 2018/19. Lower Kohurtahi Road bridge repairs commenced in January 2020.
Roading - Financially assisted NZTA	Traffic Servcies Renewals	63,100	(13,100)	50,000	100,740	100,740	(50,740)	COMPLETED	Revised NZTA approved budget due to overspend in 2018/21
Roading - Financially assisted NZTA	Sealed Road resurfacing-Special purpose	52,000	49,800	101,800	8,211	8,211	93,589	CARRY FORWARD APPROVED	It is proposed to carry forward this years budget to be done as one bigger project in 2020/21.
Roading non-subsidised	Underverandah lighting	12,300	0	12,300	161	161	12,139	COMPLETED	The savings will go toward the LED lights.
Roading	Traffic counters	0	0	0	26,459	26,459	(26,459)	COMPLETED	Current traffic counters are no longer compatible with software so replacements are required, to accurately count traffic volumes.
Solid Waste	Building renewals	40,800	0	40,800	0	0	40,800	CARRY FORWARD APPROVED	The building maintenance report has been received, however due to COVID-19, no physical work has been undertaken.
Stormwater	Weather events emergency fund	2,560	0	2,560	2,560	2,560	0	COMPLETED	This will be transferred to the reserve for an emergency fund.
Stormwater	Reticulation Renewals	54,330	220,565	274,895	138,145	138,145	136,750	COMPLETED	
Wastewater	Step / aerate treatment renewals	30,700	18,978	49,678	10,666	10,666	39,012	NOT REQUIRED	This was for part of the stage 2 treatment project for the oxidation ponds, however the design has changed and is no longer needed.
Wastewater	Tretament pond renewals	51,300	0	51,300	0	0	51,300	NOT REQUIRED	This was for part of the stage 2 treatment project for the oxidation ponds, however the design has changed and is no longer needed.

2020 - Policy and Services Committee - July - Monthly Reports

Council Activity	Project Description	2019/20 Annual Plan Budget (a)	Funds Carried Forward (b)	Total Funds Available (a + b)	2019/20 Actual Expenditure YTD	Projected year end forecast	2019/20 Actual under/(over) spend	Expected Project Completion Date	Comments
Wastewater	Reticulation renewals	410,000	0	410,000	143,080	143,080	266,920	CARRY FORWARD APPROVED	This budget will be used at the time of the Broadway upgrade (NZTA led project) which has been deferred to 2020/21.
Water Supply	Laterals	31,370	0	31,370	4,259	4,259	27,111	COMPLETED	
Water Supply	Stratford street work rider mains	210,000	0	210,000	7,913	7,913	202,087	CARRY FORWARD APPROVED	This budget will be used at the time of the Broadway upgrade (NZTA led project) which has been deferred to 2020/21.
Water Supply	Reticulation renewals	0	0	0	17,929	17,929	(17,929)	COMPLETED	
Water Supply	Infrastructure general Stratford	25,620	25,000	50,620	0	0	50,620	NOT COMPLETED	
Water Supply	Infrastructure general Midhirst	3,070	639	3,709	0	0	3,709	NOT COMPLETED	
Water Supply	Infrastructure general Toko	1,600	0	1,600	0	0	1,600	NOT COMPLETED	
Water Supply	Treatment plant replacements	0	37,023	37,023	30,127	30,127	6,896	COMPLETED	
Water Supply	Grit tank replacement	0	250,000	250,000	6,505	6,505	243,495	CARRY FORWARD APPROVED	The project did not commence in 2018/19 and has been carried forward to this year. The tender will now be awarded before 30 June 2020 and the physical works will be carried out in 2020/21 year. As this is specialist work, there are limited contractors that are able to do the work.
Water Supply	Meter replacements	51,260	50,000	101,260	7,646	7,646	93,614	CARRY FORWARD APPROVED	The balance of this project will be done in 2020/21 due to the unavailability of the contractor's resources, as it is a specialised task.
Water Supply	Patea delivery line	0	259,400	259,400	0	0	259,400	CARRY FORWARD APPROVED	See above comments for the grit tank replacement. These two projects have been combined as the Patea delivery line feeds in to the grit tank.
Water Supply	Hydrants	15,170	9,865	25,035	23,373	23,373	1,662	COMPLETED	
Civic Amenities	WMC - replace furniture	2,530	0	2,530	2,227	2,227	303	COMPLETED	
Pensioner Housing	Appliance replacements	22,460	0	22,460	21,732	21,732	728	COMPLETED	
Farm	Heat pump replacement	0	0	0	3,683	3,683	(3,683)	COMPLETED	
Miranda Street Office	Furniture Replacement	3,100	0	3,100	3,813	3,813	(713)	COMPLETED	
Communications	Website redevelopment	0	75,065	75,065	450	450	74,615	NOT COMPLETED	This project was carried forward from the 2018/19 year due to internal resourcing and re-prioritisation.
Corporate	Computers/Peripherals/ Software	140,000	65,915	205,915	148,623	148,623	57,292	CARRY FORWARD APPROVED	Replace PC's with Laptops, carry forward \$20k of unspent money - only replace upon end of life of PC's.
Corporate	AssetFinda and GIS software replacement	15,000	0	15,000	0	0	15,000	CARRY FORWARD APPROVED	The project was delayed due to COVID-19, currently in the process of confirming completion timeframes.
Corporate	Telephone System	50,000	50,000	100,000	0	0	100,000	CARRY FORWARD APPROVED	A decision has been made to upgrade the existing phone version rather than a whole new system being purchased and installed. To carry forward \$25k only.
Corporate	Vehicle Replacement	54,500	0	54,500	55,125	55,125	(625)	COMPLETED	
Corporate	Miscellaneous	20,000	0	20,000	5,790	5,790	14,210	COMPLETED	This includes civil defence equipment for the local ECC.
Total Replacement Expenditure		4,433,870	925,830	5,359,700	3,448,246	3,448,246	1,911,454		

2020 - Policy and Services Committee - July - Monthly Reports

Council Activity	Project Description	2019/20 Annual Plan Budget (a)	Funds Carried Forward (b)	Total Funds Available (a + b)	2019/20 Actual Expenditure YTD	Projected year end forecast	2019/20 Actual under/(over) spend	Expected Project Completion Date	Comments
TOTAL EXPENDITURE		\$7,467,000	\$1,964,621	\$9,431,621	\$4,931,387	\$4,931,387	\$4,500,235		

LIABILITIES AND INVESTMENTS STATEMENT AS AT 30 JUNE 2020					
Public Debt Statement					
Lender	Amount	Interest Rate	Term (Years)	Date Drawn	Maturity Date
LGFA (floating)	\$ 2,000,000	1.30%	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	2.55%			
Internal Debt Register					
Activity	Amount	Start Date	Term	Interest Rate	Details
Water	\$ 1,510,000	2013	N/a	2.55%	Water treatment plant
	\$ 1,510,000				
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	1.52%	66	4/05/2020	9/07/2020
TSB	\$ 1,000,000	2.15%	124	8/04/2020	10/08/2020
Westpac	\$ 1,000,000	1.51%	105	28/05/2020	10/09/2020
Westpac	\$ 1,000,000	1.76%	119	12/06/2020	9/10/2020
	\$ 4,000,000	1.74%			
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	\$ 3.74	\$ 593,598		
Ravensdown	17,920	\$ 1.00	\$ 17,920		
Civic Financial Services Ltd	65,608	\$ 0.93	\$ 61,015		
			\$ 672,533		
Other Investments					
	Date Drawn	Amount	Interest Rate	Details	
Loan to Stratford Health Trust	2010	\$ -	Nil	Repaid in June 2020	

*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 JUNE 2021

	Jun-20	Jun-20 ACTUAL	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
OPENING BALANCE	3,970,426	3,970,426	4,074,299	3,238,532	5,347,315	4,234,098	3,176,212	4,656,020	3,586,803	981,036	1,341,819	422,602	139,716	403,570
Rates	200,000	427,967	400,000	3,280,000	540,000	350,000	2,800,000	400,000	370,000	2,900,000	400,000	400,000	2,900,000	430,000
NZTA Refunds	192,055	184,756	400,000	209,000	126,000	265,000	250,000	650,000	250,000	450,000	750,000	750,000	420,000	180,000
Fees and Charges	250,000	343,566	350,000	319,000	300,000	200,000	250,000	350,000	240,000	350,000	350,000	350,000	320,000	320,000
Sale of Assets	1	140,230	150,230	125,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000
Interest Revenue	8,666	8,811	5,783	5,783	5,783	5,783	5,783	5,783	5,783	5,783	5,783	5,783	5,783	5,783
Other Income	2	-	983,240	-	-	-	-	-	1,000,000	1,000,000	1,000,000	-	-	-
Total Cash In	790,951	2,098,570	1,280,783	3,938,783	1,096,783	945,783	3,430,783	1,530,783	1,990,783	4,830,783	2,630,783	1,630,783	3,770,783	1,060,783
Salaries and Wages / Elected Members	410,000	417,580	410,000	400,000	400,000	440,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000
Payments to Suppliers - Operating	500,000	802,776	800,000	730,000	790,000	550,000	700,000	800,000	400,000	370,000	900,000	400,000	500,000	800,000
Major contract payments	900,000	774,340	800,000	700,000	600,000	900,000	950,000	1,400,000	3,600,000	3,700,000	2,000,000	1,000,000	2,500,000	2,000,000
Interest Expense	-	-	6,550	-	-	113,669	70,975	-	6,550	-	-	113,669	106,929	-
GST Paid	-	-	100,000	-	420,000	-	170,000	-	190,000	-	250,000	-	-	-
Total Cash Out	1,810,000	1,994,697	2,116,550	1,830,000	2,210,000	2,003,669	1,950,975	2,600,000	4,596,550	4,470,000	3,550,000	1,913,669	3,506,929	3,200,000
(Increase)/Reduce Term Deposits	-	-	-	-	-	-	-	-	-	-	-	-	-	2,000,000
Borrowing /(Repaying) Loans	-	-	-	-	-	-	-	-	-	-	-	-	-	-
CLOSING BALANCE	2,951,377	4,074,299	3,238,532	5,347,315	4,234,098	3,176,212	4,656,020	3,586,803	981,036	1,341,819	422,602	139,716	403,570	264,353
Net Debt	10,284,000	10,284,000	10,284,000	10,284,000	10,284,000	10,284,000	10,284,000	10,284,000	10,284,000	10,284,000	10,284,000	10,284,000	10,284,000	12,284,000

Notes re Cashflow Forecast:

1. One section in the subdivision settled in June. After that, there are currently no other sections under contract. \$10,000 was received for the sale of land where Colonel Malone stands.
2. Other income relates to: \$58,240 was received for the TET Grant, \$40,000 was received from the Stratford Health Trust repaying the remainder of their loan, \$855,000 was received for Construction of five Capital Projects - Roading. Grant income expected to fund \$3m of the cost of the pool (total budgeted cost \$15m).

Outstanding Debtors as at 30 June 2020

Category	Total Outstanding	Overdue > 3 months	Notes relating to outstanding balances
Rates	\$227,262	\$8,606	The overdue balance for rates debtors is what is owed for previous financial years i.e. up to 30 June 2020 (9 debtors as at 30 June). 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.
Transfer Station	\$347	\$0	
Cemeteries	\$33,588	\$15,078	Overdues relate to 9 debtors, of which 7 have payment arrangements with council or are with a debt collector for recovery. Have written to the other asking for an arrangement to be made, or the plot will be put back out for public availability.
Rental Properties	\$16,348	\$2,526	Overdue amount is an annual charge paid off in monthly instalments.
Pensioner Housing	-\$3,328	\$0	Credit as tenants pay two weeks in advance.
Planning and Regulatory	\$7,266	\$6,126	Overdue debtors are actively being pursued by debt collectors DMC.
Facility Hire	\$1,545	\$182	Letter Sent to overdue debtor
Sundry Debtors	\$159,434	\$7,846	Overdue debtors are actively being pursued by debt collectors. One account has payment arrangement. Targeted Rates due 30/06/20. Sundry debtors includes income accrued, ie Fonterra milk cheque, and section sales that have gone unconditional in April and funds will be received in May. It also includes an invoice to MBIE for approved PGF funding.
NZTA	\$267,424	\$0	
Swimming Pool	\$407	\$0	
Resource Consents	\$2,630	\$1,200	1 Debtor overdue - reminder sent
Infringements	\$59,375	\$59,375	All debtors are overdue and with the Ministry of Justice for collection.
Wastewater Discharge	\$42,900	\$17,700	The majority of this amount relates to one debtor who uses the Esk Rd discharge facility. The existing payment arrangement has not been adhered to, but deliberate collection action has resulted in a large payment in June.
Water Billing	\$111,732	\$26,614	Seven debtors are overdue, one debtor had entered into approved Council payment arrangements. The property that was in default for sometime has sold and will clear on settlement. A 10% penalty is applied each quarter on all amounts overdue. Enquiries into leaks are being made for others, and reminders sent to those without.
TOTAL	\$926,929	\$145,253	