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## MINUTES OF THE ORDINARY MEETING OF THE STRATFORD DISTRICT COUNCIL HELD BY AUDIO VISUAL LINK ON TUESDAY 12 MAY 2020 AT 4 PM

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### PRESENT

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

### IN ATTENDANCE

The Chief Executive – Mr S Hanne, the Director Community Services – Ms K Whareaitu, the Director Corporate Services – Mrs T Radich, the Director Assets – Mrs V Araba, the Director Environmental Services – Mr B Sutherland, the Executive Administration Officer – Ms R Vanstone, and two members of the media (Stratford Press and the Taranaki Daily News).

#### 1. WELCOME

The District Mayor welcomed the Chief Executive, Councillors, staff and the media.

#### 2. APOLOGIES

There were no apologies.

#### 3. ANNOUNCEMENTS

Mayor Volzke noted that a late agenda item had been received. There were no announcements from the Chief Executive.

### RECOMMENDATION

THAT the report *Decision Report – Procurement* be added as item 8 of this agenda in accordance with Standing Order 9.12 as an urgent matter that cannot be delayed. Delegating authority to act outside of Council's Procurement Policy is urgently required for crucial economic stimulus funding and economic recovery from the COVID-19 pandemic.

ERWOOD/BOYDE  
Carried  
CL/20/33

#### 4. DECLARATIONS OF MEMBERS INTEREST

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

Councillors were reminded that the monthly update for the declaration of member's interest had been circulated by email for them to update and acknowledge by return email.

In relation to today's agenda, elected members had no real or perceived conflicts of interest.

5. **ATTENDANCE SCHEDULE**

The Attendance Schedule for Ordinary and Extraordinary Council meetings was attached.

6. **CONFIRMATION OF MINUTES**

6.1 **Ordinary Meeting – 14 April 2020**  
D20/6330 (Pages 7-14)

**RECOMMENDATION**

THAT the minutes of the Ordinary Meeting of Council held on Tuesday 14 April 2020 be confirmed as a true and accurate record.

WEBBY/COPLESTONE  
Carried  
CL/20/34

The Executive Administration Officer undertook to correct the reference - Councillor *Harrison* (page 9 refers) to Councillor Harris.

6.2 **Audit and Risk Meeting – 17 March 2020**  
D20/7601 (Pages 15-23)

**RECOMMENDATIONS**

1. THAT the unconfirmed minutes of the Audit and Risk Meeting of Council held on Tuesday 17 March 2020 be received.

McKAY/JAMIESON  
Carried  
CL/20/35

2. THAT the recommendations in the minutes of the Audit and Risk Meeting of Council held on Tuesday 17 March 2020 be adopted.

McKAY/ERWOOD  
Carried  
CL/20/36

Councillor Erwood noted that Mayor Volzke was referred to as *Major* Volzke (page 20 refers) and would require amendment.

6.3 **Policy and Services Committee Meeting (Rates Remission Policy) – 28 April 2020**  
D20/7484 (Pages 24-27)

**RECOMMENDATIONS**

1. THAT the unconfirmed minutes of the Policy and Services Committee Meeting to hear and consider submissions to the Rates Remission Policy held on Tuesday 28 April 2020 be received.

JONES/HARRIS  
Carried  
CL/20/37

2. THAT the recommendations in the minutes of the Policy and Services Committee meeting to hear and consider submissions to the Rates Remission Policy on Tuesday 28 April 2020 be adopted.

WEBBY/McKAY  
Carried  
CL/20/38

The Deputy Mayor noted the reference to the *Deputy* (page 26 refers) requiring amendment to the *Deputy Mayor*.

6.4 **Policy and Services Committee Meeting – 28 April 2020**  
D20/7485 (Pages 28-36)

**RECOMMENDATIONS**

1. THAT the unconfirmed minutes of the Policy and Services Committee meeting held on Tuesday 28 April 2020 be received.

COPLESTONE/HARRIS  
Carried  
CL/20/39

2. THAT the recommendations in the minutes of the Policy and Services Committee meeting held on Tuesday 28 April 2020 be adopted.

SANDFORD/WEBBY  
Carried  
CL/20/40

The Deputy Mayor noted the reference to the *Safer Communities Trust* (page 33 refers) requiring amendment to the *Central Taranaki Safe Community Trust*.

6.5 **Taranaki Civil Defence Emergency Management Group – 3 March 2020**  
(Pages 37-42)

**RECOMMENDATION**

THAT the unconfirmed joint committee minutes of the Taranaki Civil Defence Emergency Management Group held on Tuesday 3 March 2020 be received.

VOLZKE/ERWOOD  
Carried  
CL/20/41

The District Mayor noted that this meeting of the Taranaki Civil Defence Emergency Management Group adopted the civil defence budget for the next 12 months and noted the appointment of Mr Todd Velvin as the Alternate Group Controller.

The Chief Executive added that the budget setting exercise meant more visibility of costs for this council's Annual Plan. Mr Hanne noted that this meeting occurred just before the COVID-19 pandemic announcement. The additional pandemic related costs were not significant for Stratford and any welfare costs would be funded nationally.

6.6 **Taranaki Solid Waste Committee Minutes – 20 February 2020**  
(Pages 43-46)

**RECOMMENDATION**

THAT the unconfirmed minutes of the Taranaki Solid Waste Committee held on Tuesday 20 February 2020 be received.

JAMIESON/BOYDE  
Carried  
CL/20/42

The Deputy Mayor highlighted the presentation by Mrs Trish Rankin from the Kellogg Rural Leadership Programme on waste minimisation and the circular economy. He considered elected members would find the presentation useful.

7. **DISTRICT MAYOR'S REPORT**  
D20/8008 (Pages 47-51)

**RECOMMENDATION**

THAT the District Mayor's report be received.

VOLZKE/McKAY  
Carried  
CL/20/43

The District Mayor made the following points:

- It was unusual not to officially commemorate ANZAC Day this year although he did lay wreaths on behalf of the community at the Cross of Sacrifice and the Malone Gates. The sound of the lone piper reverberating around the town added to the early morning atmosphere as did those standing at their front gates with illuminated cell phones.
- The drop off in fire brigade callouts over the month is notable and has been a welcome break for volunteers. A typical month sees 25 callouts – this halved during Alert Level 4 and has risen to normal levels again in Alert Level 3.
- Mayor Volzke drew attention to the New Zealand Motor Caravan Association correspondence adding that he had responded and looked forward to the continuing relationship and support from the Association.

Questions/Points of clarification:

- Councillor Boyde acknowledged the work of council staff including Mr Chade Julie, Ms Gemma Gibson, Mr Sven Hanne and Mr Mario Bestall at the Emergency Operations Centre in New Plymouth over the pandemic response period, as well as to those who had picked up additional work back at council during this time.

- Mayor Volzke acknowledged the genuine team effort by all council staff and asked that this be conveyed.
- Councillor Dalziel noted that his community at the east end of Warwick Road were also joined by a lone piper at 6am on ANZAC Day.

8. **TABLED ITEM:**  
**DECISION REPORT – PROCUREMENT**  
D20/8360

**RECOMMENDATION**

1. THAT the report be received.

VOLZKE/DALZIEL  
Carried  
CL/20/44

- ~~2. THAT Council adopt **Option 1** contained within this report, authorising the Chief Executive to suspend any elements of the procurement policy for projects as required to meet the eligibility criteria of COVID-19 related external stimulus funding requiring less than 30 per cent of local co-funding.~~

The Chief Executive made the following points:

- This Council responded to central government’s call for ‘shovel ready’ projects to stimulate the economy following COVID-19, submitting 10 projects totalling \$39 million.
- Mr Hanne has had conversations with various government agencies working through the projects to date and it has become clear that when the money is available, there will be conditions attached.
- Conditions such as speedy completion and contractual outcomes related to creating employment do not necessarily match this Council’s Procurement Policy. Council would be unable to access funding if the policy were applied as it stands. The report therefore attempted to provide some flexibility and to override the conditions of the policy, not the entire policy itself.

Questions/Points of clarification:

- Councillor Boyde noted that he would like to see an amendment to the resolution indicating an additional sign-off by the District Mayor, for transparency’s sake.
- Councillor Coplestone supported option 1 and asked how long the Procurement Policy would be suspended for. Mr Hanne responded that no fixed timeline was put around this since there is no visibility on the response required for COVID-19. The recommendation was worded specifically to apply to COVID-19 project funding requirements. Any timelines would be determined by the funder.
- Councillors Jones and Dalziel supported Councillor Boyde’s comments. Councillor Dalziel added the additional sign-off provided protection for the Chief Executive as much as transparency.
- Mr Hanne prepared two options for further discussion:

2. THAT Council adopt **Option 1** contained within this report, authorising the Chief Executive *subject to approval by District Mayor* to suspend any elements of the procurement policy for projects as required to meet the eligibility criteria of COVID-19 related external stimulus funding requiring less than 30 per cent of local co-funding.

OR:

2. THAT Council adopt **Option 1** contained within this report, authorising the Chief Executive *and District Mayor jointly* to suspend any elements of the procurement policy for projects as required to meet the eligibility criteria of COVID-19 related external stimulus funding requiring less than 30 per cent of local co-funding.
- Furthermore, Councillor Webby suggested:
    2. THAT Council adopt **Option 1** contained within this report, authorising the Chief Executive *endorsed by the Mayor* to suspend any elements of the procurement policy for projects as required to meet the eligibility criteria of COVID-19 related external stimulus funding requiring less than 30 per cent of local co-funding.
  - The Deputy Mayor agreed with the first suggestion adding that the authority lay with the Chief Executive, with the endorsement of the District Mayor. He considered the application of policy to be a management decision.

### RECOMMENDATION

2. THAT Council adopt **Option 1** contained within this report, authorising the Chief Executive subject to approval by District Mayor to suspend any elements of the procurement policy for projects as required to meet the eligibility criteria of COVID-19 related external stimulus funding requiring less than 30 per cent of local co-funding.

JAMIESON/BOYDE  
Carried  
CL/20/45

- Mr Hanne noted he had also agreed to report, for transparency, to the Audit and Risk Committee following discussion with the Chair.
- Mayor Volzke added that this decision or process was similar to what a number of other councils around the country were going through. Some were putting aside their entire Procurement Policy. In this council's case, it only related to COVID-19 external funding.

### 9. QUESTIONS

- Councillor Sandford sought an update on Stratford's recycling service. Mr Hanne advised that recycling was being collected during COVID-19 however the plant would only reopen at Alert Level 2 so all recycling was going to landfill in the meantime. Glass collections were suspended during levels 3 and 4, returning to normal in level 2. Communications around the refuse and recycling services had been quite clear during COVID-19.
- In closing, Mayor Volzke said that he looked forward to face-to-face council meetings resuming in the near future.

*The meeting closed at 4.37pm.*

N C Volzke  
**CHAIRMAN**

Confirmed this 9th day of June 2020.

N C Volzke  
**DISTRICT MAYOR**