



Our reference
F19/13/03-D21/26182

18 August 2021

Policy and Services Committee

Notice is hereby given that the **Policy and Services Committee Meeting** will be held in the **Council Chambers, Stratford District Council, Miranda Street, Stratford** on **Tuesday 24 August 2021** at **3.00pm**.

A virtual meeting will be held if required under COVID-19 alert levels.

Timetable for 24 August 2021 as follows:

12noon	Lunch for Councillors
12.30pm	Workshop for Councillors - 3 waters reform
2.15pm	Afternoon tea for Councillors
2.30pm	Policy & Services Committee Meeting – Hearing - Mobile or Travelling Shops Bylaw 2021
3.00pm	Policy & Services Committee Meeting

Yours faithfully

Sven Hanne
Chief Executive

2021 - Policy & Services Committee - 24 August

24 August 2021 03:00 PM - 04:30 PM



TE KAUNIHERA Ā ROHE O
WHAKAAHURANGI
STRATFORD
DISTRICT COUNCIL

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AGENDA

Policy and Services Committee



F19/13/05 – D21/29613

Date: Tuesday 24 August 2021 at 3.00 PM
Venue: Council Chambers, 63 Miranda Street, Stratford

1. Welcome
Health and Safety Message
2. Apologies
3. Announcements
4. Declarations of members 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 & Services Committee – 27 July 2021
D21/27700 Page 8

Recommendation

THAT the minutes of the Ordinary Meeting of Council held on Tuesday 27 July 2021 be confirmed as a true and accurate record.

/
Moved/Seconded

7. Matters Outstanding
D16/47 Page 17

Recommendation

THAT the Matters Outstanding be received.

/
Moved/Seconded

8. Information Report – Dog Control Policy & Practices Report – Year Ended 30 June 2021
D21/29614 Page 18

Recommendation

THAT the Annual Report on Dog Control Policy and Practices for the year ending 30 June 2021 be received and contents noted.

Recommended Reason

The report is required under section 10A of the Dog Control Act 1996.

/
Moved/Seconded

9. Decision Report – Proposed School Zone Variable Speed Limits
D21/29614 Page 22

Recommendations

1. THAT the report be received.
2. THAT the Committee give approval for council officers to consult with the community for a proposal to install 30 km/h speed limits on Avon Street (Avon Kindergarten) and Erin Street (Midhirst School).
3. THAT the Committee give approval for council officers to consult with the community for a proposal to install permanent 30 km/h speed limits at Best Start Stratford, Gr8Kidz Childcare and Learning Centre and Stratford Community Childcare Centre.
4. THAT the Committee give approval for council officers to consult with the community for a proposal to install 30 km/h variable speed limits at Avon School, Central Kindergarten, St Joseph's Catholic School and Stratford High School / Koru Kindergarten.
5. THAT the Committee give approval for council officers to consult with the community for a proposal to install 60 km/h variable speed limits at Makahu School and Pembroke School.
6. THAT once the consultation period has been undertaken, a further decision report will be presented to this committee summarising the comments received and making a recommendation on the speed limits around the schools mentioned.

Recommended Reason

Waka Kotahi is in the process of proposing a new rule enabling an improved approach to speed management planning on New Zealand roads, called the Land Transport Rule: Setting of Speed Limits 2021. If the proposal is successful, the rule will require all road controlling authorities to reduce speed limits around urban schools to 30 km/h (permanent or variable) and rural schools to 60 km/h (permanent or variable).

/
Moved/Seconded

10. Monthly Reports

10.1 Assets Report
D21/28968 Page 39

Recommendation

THAT the report be received.

/
Moved/Seconded

10.2 Community Services Report
D21/29171 Page 66

Recommendation

THAT the report be received.

/
Moved/Seconded

10.3 Environmental Services Report
D21/27931 Page 73

Recommendation

THAT the report be received.

/
Moved/Seconded

10.2 Corporate Services Report
D21/29586 Page 80

Recommendations

1. THAT the report be received.
2. THAT the Committee acknowledges that the Treasury Management Policy breach has been authorised appropriately by the Chair of the Audit and Risk Committee and the Mayor.

/
Moved/Seconded

11. Questions



Our reference
F19/13/03-D21/26210

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 2021 Policy and Services Committee meetings.

Date	26/01/21	23/02/21	23/02/21	23/03/21	27/04/21	27/04/21	18/05/21	25/05/21	22/06/21	27/07/21	24/08/21	24/08/21	28/09/21	26/10/21	23/11/21
Meeting	PS	H	PS	PS	H	H	H	PS	PS	PS	H	PS	PS	PS	PS
Neil Volzke	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓					
Grant Boyde	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓					
Rick Coplestone	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓					
Peter Dalziel	✓	✓	✓	✓	✓	✓	A	✓	A	✓					
Jono Erwood	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓					
Amanda Harris	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓					
Alan Jamieson	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓					
Vaughan Jones	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓					
Min McKay	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓					
John Sandford	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓					
Gloria Webby	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓					

Key	
PS	Policy & Services Committee Meeting
H	Hearing (heard by Policy & Services Committee)
EM	Emergency Meeting
✓	Attended
A	Apology/Leave of Absence
AB	Absent
S	Sick
(AV)	Meeting held, or attended by, by Audio Visual Link

MINUTES

Policy and Services Committee



F19/03/05 – D21/27700

Date: Tuesday 27 July 2021 at 3.00pm
Venue: Council Chambers, 63 Miranda Street, Stratford

Present

The Deputy Mayor A L Jamieson (the Chairman), the District Mayor N C Volzke, Councillors G W Boyde, P S Dalziel, J M S Erwood, R W Coplestone, A K Harris, V R 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 – Environmental Services – Mr B Sutherland, the Director – Corporate Services – Mrs T Radich, the Director – Assets – Mrs V Araba, the Executive Administration Officer – Mrs E Bishop, the Communications Manager – Ms G Gibson, the Roading Asset Manager – Mr S Bowden, the Community Development Officer – Mrs A Kingston (part meeting), the Community Development Officer – Mrs S Shepherd (part meeting), the Parks and Reserves Officer – Mrs M McBain (part meeting), Ms J Gilliland, Dr A Probert and Mrs J Patterson (Venture Taranaki, part meeting) and one member of the media (Stratford Press)

1. Welcome

The Deputy Mayor welcomed the Chief Executive, Councillors, staff, Venture Taranaki representatives and the media.

The Deputy Mayor reiterated the health and safety message and emergency procedures.

2. Apologies

There were no apologies received.

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.

The Deputy Mayor and Councillor Erwood declared an interest in Item 11 – 2021 External Funding Application. The District Mayor would fill the chair role during this item.

The District Mayor declared an interest in Item 9 – Stratford District Licensing Committee – 2020/2021 Annual Report.

5. Attendance Schedule

The Attendance Schedule for Policy and Services Committee meetings was attached

6. Confirmation of minutes

6.1 **Policy and Services Committee Meeting – 22 June 2021**
D21/21264 (Page 9)

Recommendation

THAT the minutes of the Policy and Services Committee Meeting held on Tuesday 22 June 2021 be confirmed as a true and accurate record.

BOYDE/COPLESTONE
Carried
P&S/21/98

7. **Matters Outstanding**
D16/47 (Page 20)

Recommendation

THAT the matters outstanding be received.

SANDFORD/JONES
Carried
P&S/21/99

8. **Information Report – Economic Development Quarterly Report – Quarter Four**
D21/23062 (Page 21)

Recommendation

THAT the report be received.

McKAY/DALZIEL
Carried
P&S/21/100

Ms Gilliland and Dr Probert presented the report to Council. Points noted in the presentation:

- This report highlights a busy quarter and that significant progress has been made in integrating Tapuae Roa and Taranaki 2050 with the process to integrate with Te Aranga o Taranaki now underway and the key task now being progress in terms of action.
- The Taranaki Catchment Communities was granted \$1.25 million from MPI. It was clarified that Venture Taranaki would remain heavily involved as part members of the lead group but the group will now be able to contract with MPI themselves. Venture Taranaki will remain closely connected and support any further work or business cases required for future funding.
- The We Create Futures was launched which provided the opportunity to look to what the future trends will be, what visitors want, our regional strengths and desired future outcomes. This resulted in identifying items to take forward into the future and utilise funding from the government.
- The Power Up finals night was held with really great ideas being presented on the night.
- There is still high demand for enterprise support and good engagement with the start up clinics. The demand is high for support and advice and work is being undertaken to manage the high numbers to allow staff to reply in a timely manner.
- The launch of the Taranaki Story has been really successful. It has been heavily accessed already by regional enterprises with lots of downloads of the materials. There has been a few approaches by other regions wanting to do a similar thing.

- Venture Taranaki won the supreme award for Business Support Recovery after COVID-19 and Ms Gilliland thanked Council for its support with this.
- Projects coming up include progressing product development, visitor future work, coastal arts trail, looking into the niche sectors in Taranaki and energy solutions for rural communities.
- Dr Probert noted the Branching Out event was being held in Stratford tomorrow with 80 people registered. This will focus on trees and connecting enterprises through the value chain.
- A lot of work is being done with the energy sector for Power to X. This is the development of a local thought piece underpinned by genuine information which looks at the potential of the whole Country and the sort of energy it could produce. We know that Taranaki has incredible capacity with offshore winds and the products that could produce, the hub it could provide and energy that could be exported. This is being done in conjunction with a number of companies and will be put forward to the government.

Points of Clarification/Questions:

- The Deputy Mayor congratulated Venture Taranaki on their win for the Business Support Recovery award and acknowledged the difference it had made to businesses in the region.
- It was clarified that engagement with iwi was still occurring regarding the integration of Tapua Roa, Taranaki 2050 and Te Aranga o Taranaki. Once this is completed it would then be time to consider what the integrated framework will be called which will be a discussion for Ngā Kaiwhakātere o Taranaki. There will be several other documents that will sit within the consolidated framework such as Just Transitions.
- It was clarified the funding received after the Oil and Gas announcement has been used in setting up Ara Ake which is now up and running. The funding for science and research is administered by MBIE and there are projects underway from this. The integrated regional plan will help with putting forward plans for the future for other funding avenues.
- It was clarified there is a lot happening in the hydrogen space. The Kapuni Plant is just working through the consent process for turbines. Meridian and Contact are also talking about hydrogen potential in southland which increases the overall potential for New Zealand. A progress report will be released soon for Taranaki's own H2 journey.

Ms Gilliland, Dr Probert and Mrs Patterson left the meeting at 3.21pm.

The District Mayor departed the table at 3.21pm.

9. [Information Report – Stratford District Licensing Committee – 2020/2021 Annual Report](#)

D21/23652 (Page 54)

Recommendations

1. THAT the Annual Report for Stratford District Licensing Committee for 2020/2021 be received and contents noted.
2. THAT subject to any amendments the Annual Report will be forwarded to the Alcohol Regulatory and Licensing Authority.

COPLESTONE/BOYDE
1 abstained
Carried
P&S/21/101

The Director – Environmental Services noted the following points:

- This is the annual district licensing report that is required each year to be provided to ARLA.
- There was a significant change this year in the appointment of a new commissioner.
- It was a stable year in terms of hospitality which is reflected in license numbers and application numbers which fall within the range over the last five years.

*The Community Development Officers left the meeting at 3.23pm.
The District Mayor re-joined the table at 3.23pm.*

10. Decision Report – Road Closure For A Car Club Event

D21/24543 (Page 61)

Recommendations

1. THAT the report be received.

JONES/HARRIS
Carried
P&S/21/102

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 15 August 2021 between the hours of 7.30am and 5.30pm for the purpose of the Stratford Street Sprint 2021

- 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

BOYDE/COPLESTONE
Carried
P&S/21/103

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 15 August. This is their 31st year of running the event. The proposed road closure requires formal endorsement by a Council resolution.

The Roading Asset Manager noted the following points:

- This is repetition of the report submitted last year for the annual South Taranaki Car Club time trial event.
- It seeks the approval of Council to allow these four roads to be closed.

Points of Clarification/Questions:

- It was clarified that a \$2,000 bond is held from the club which is used to fix any significant damage caused by the event.

The Deputy Mayor and Councillor Erwood vacated the table at 3.26pm.

The District Mayor undertook the role of Chairman.

11. Decision Report – 2021 External Funding Application
D21/25932 (Page 71)

Recommendations

1. THAT the report be received.

WEBBY/SANDFORD
2 abstained
Carried
P&S/21/104

3. THAT Council's funding application to the Taranaki Electricity Trust (TET) for \$832,925 is approved to be submitted.

BOYDE/COPLESTONE
2 abstained
Carried
P&S/21/106

Recommended Reason

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

The Director – Community Services noted the following points:

- This is the annual report seeking a recommendation from Council to apply for funding from the Taranaki Electricity Trust which is to be submitted every August.
- There are eight projects which are detailed in 4.4 of the report.
- All projects listed are part of the work programme, however some are not budgeted for.

Points of Clarification/Questions:

- It was clarified the correct amount of the total application was \$902,925 as detailed in the resolution in the report.
- Councillor Boyde noted that having looked at the exercise equipment in Palmerston North and the damage that happens to it he no longer supported this project and suggested Council look at Option 2 to approve the application with changes. The Chief Executive noted he had observed the equipment in Ohakune being used as play equipment only.
- It was clarified that the Trust had granted \$500,000 towards the pool project in 2020 with an invitation to apply for further funding at the end of the financial year, the amount requested for the pool in this application was in addition this. The additional funding from the end of financial year review had not yet been confirmed in writing.
- It was clarified that the Taranaki Electricity Trust had funded Economic Development in the past with the exception of the 2020 application. It had not been in Council's budget in the past as it had historically been supported by the Trust, however it is included in the budgets now after being unsuccessful with the funding for this activity last year.
- Councillor Sandford supported the removal of exercise equipment from the application and noted he would prefer to see this amount used on play equipment to enhance the playground further as it will have more use than it has ever had before when the bike park opens.

Recommendations

2. THAT Project 8 (Victoria Park – Exercise Equipment \$70,000) be removed from the application.

BOYDE/SANDFORD
2 abstained
Carried
P&S/21/105

- It was clarified the original plan had been to put the exercise equipment around the lake at Victoria Park which would make the area more attractive and provide the equipment for use to the public and sports clubs.
- It was felt that the inclusion of play equipment should not proceed as it was not budgeted for.
- It was clarified that Trustees had visited Council Officers last year to discuss the priority items on the application which may be done again this year. Last year this resulted in the pool obtaining funding but not the other items applied for.
- The District Mayor requested that the application reflects on the thousands and thousands that use the pool currently and that being a Council owned facility, and not for profit, then every ratepayer benefits from any debt reduction.

The Deputy Mayor and Councillor Erwood re-joined the table at 3.42pm. The Deputy Mayor resumed as Chairman.

12. Monthly Reports

12.1 **Assets Report** D21/21383 (Page 78)

Recommendation

THAT the report be received.

ERWOOD/HARRIS
Carried
P&S/21/107

The Director – Assets noted the following points:

- The year has been very busy and Mrs Araba acknowledged the assets staff for the incredible work done throughout.
- There were three performance measures not achieved this year. The first was minor water disruptions which was 6 with a goal of <5, the solid waste recycling measure which is set very high and patronage at the War Memorial Centre which was partly due to the unavailability due to COVID-19 restrictions.

Points of Clarification/Questions:

- It was requested that a regular summary be provided on the aquatic centre project on the project, progress, budget and timeline.
- The Roading Asset Manager clarified that the One Network Framework (ONF), which is replacing the One Network Roading Classification, would recognise the volume of traffic going down the road but will recognise the function and importance of the location as well. There are various levels of classifications for the roads which will be funded accordingly. It was noted there are 100 key performance indicators that are part of this change, 30 of these are mandatory. There will be quite a lot of work involved in capturing the information required for these.
- Councillor Sandford noted his concern regarding the suggestion the service lane be used for teacher parking for the Stratford Primary School. He noted this area needed to be clear for emergency vehicles as well as noting his concern over the amount of heavy vehicles using this at the moment for the pool construction. Mr Bowden noted that this was just one of the suggestions put forward when meeting with the principal. He noted the school is looking to create its own staff carpark behind the school. The issue with kids walking through the hockey turf required a bit of re-education. It was noted that if a crossing was to be installed then the location needed to be considered carefully to ensure the kids are coming out by the crossing to use it.

The Parks and Reserves Officer joined the meeting at 3.48pm.

- It was clarified that Council was able to review the speed limits outside of schools prior to the ONF coming into force. The proposed speed limits are 30km/hr outside a school except for Huiakama, Toko and Marco Schools which would have a 60km/hr limit. Mr Bowden confirmed it is envisioned that kindergartens and day-cares will be included in this review. A report will be brought back to Council to consult on the suggested changes.

- It was clarified that the intention of a suspended recycling collection was to support those offending households in what aspects of recycling is being done wrong.
- Councillor Boyde noted the concrete had been poured for the yards at the Farm and it was now in use with about 20 cows in so far.

*The Parks and Reserves Officer departed the meeting at 3.59pm
The Community Development Officers joined the meeting at 3.59pm.*

12.2 Community Services Report
D21/22487 (Page 103)

Recommendation

THAT the report be received.

WEBBY/VOLZKE
Carried
P&S/21/108

The Director – Community Services noted the following points:

- Funding was approved for two new roles for the Mayors Taskforce for Jobs to continue the great work that has been done so far. Applications for these roles close this week.
- There is really positive work being done through the Community Relationships Framework alongside the Wheelhouse specifically with the Stratford Positive Ageing Group, Stratford Business Association and Taranaki Pioneer Village.
- It was noted that further explanations will be given in the Annual Report on the performance measures for visitor numbers which were not met.

Council Organisations and Council Representatives on Other Organisations

- The District Mayor noted his attendance at the MTFJ AGM last week. There had been 23 rural Councils and 4 Provincial Councils which were eligible for the funding that Stratford received. It has been a really successful scheme right across the country. This has been recognised by the Minister that Local Government can provide a service more efficiently and less bureaucratically than other means. He commended the staff on the work undertaken with this project.
- Councillor McKay noted she was undertaking a review of the MOU agreement between the Stratford Business Association and Council, she noted specially that she was working through the allocation of hours for the secretary to create a work plan, prioritising what was important and what aligns with the strategic plan. This will then be presented for committee approval before being brought to Council for final approval. The next BA5 is tomorrow at Tūtaki Youth inc which is a great opportunity to see the work being done there and she encouraged Councillors to attend. The Romeo awards are going well with nominations and entries coming in which is pleasing given the different format of the awards this year. It was noted the sponsorship slots for the awards all filled up really quickly for the Romeos. The next Women in Business event will go on sale next week.

The Community Development Officers departed the meeting at 4.06pm

12.3 **Environmental Services Report**
D21/21380 (Page 113)

Recommendation

THAT the report be received.

McKAY/DALZIEL
Carried
P&S/21/109

The Director – Environmental Services noted the following points:

- This report contains the final figures for the year:
 - There were 288 building consents issued which is quite a bit above the previous year with over double the amount for new dwellings.
 - There was an increase of 10 resource consents.
 - There were eight more LIMs than the previous years.
- The average processing time for consents has reduced, however another one has gone over the timeframe.
- There is a small number of building consent inspections that have had a longer wait time and is a result of resourcing levels with staff.

Points of Clarification/Questions:

- It was noted there was a meeting schedule for Wednesday evening to discuss the guidelines which have been issued for instruction on how to satisfy the rules under the legislation. The guidelines are about providing clarity but it was noted this introduction could have been done better. It was noted that it has been reported that there is a large number of work that has been stopped, however Mr Sutherland noted this was not on the scale that has been implied.

12.4 **Corporate Services Report**
D21/25865 (Page 121)

Recommendation

THAT the report be received.

SANDFORD/ERWOOD
Carried
P&S/21/110

The Director – Corporate Services noted the following points:

- The final results will not be known until the final audit is completed, for which a date hasn't been confirmed by Audit NZ as yet. These initial end of year results are still changing as further expenditure is identified.
- Revenue is above budget as a result of external grants, higher than expected user charges, increased milk proceeds, project specific funding and financial contributions that were not budgeted for.
- Expenditure is higher than budgeted with personnel costs over budget which were largely offset by grants received for some positions however this is significantly over in the Building Control area.
- Capital Expenditure is significantly under budget but this included the full cost of the pool project so 79% of the underspend is specifically related to this. Some projects did not go ahead or were completed under budget. It was requested that a full explanation be provided to Council on the budgeted projects that were not required.

Points of Clarification/Questions:

- It was requested that the farm income be separated from the user charges in the monthly reports.
- It was requested a full financial summary of the Subdivision project be provided to Council.
- It was clarified that the total expenditure table did not include the grants received which caused a variance in some of the totals.
- It was clarified that the extra revenue above budget in the Community Development activity was due to grants received for the MTFJ project and Community Engagement roles.
- It was noted that the outsourcing for building consents is quite different to the revenue received, however the department was working to get this back in house now.

13. Questions

- It was clarified that the Taranaki Regional Council would receive the data to update their Regional Explorer valuations by the end of the week.
- The District Mayor noted the significant items coming out of the Local Government New Zealand Conference were related to the Local Government reforms and the 3 Waters reform. He noted the Local Government reform was in its early stages but that it was turbo charged in terms of the timeline with the report expected to be released in September. Councillors were already up to date with the 3 Waters reform except to note that the \$2.5 billion funding package to support Councils from the Government would be funded by \$1 billion from the Government and \$1.5 billion from the entities themselves who will get it from their customers. It is expected the governance arrangement for the 3 Waters entities would be a partnership agreement with representatives from Councils (not every Council). A selection committee will appoint the Council directors with the other governance roles coming from Iwi. The Minister had been questioned if the opportunity to opt in or out. She had noted that the case to change is compelling why would you opt out? There have been a lot of emails between the Mayors since conference with a lot of views expressed.

The meeting closed at 4.28pm

A L Jamieson
Chairman

Confirmed this 24th day of August 2021.

N C Volzke
District Mayor

Policy and Services Committee Matters Outstanding Index

ITEM OF MATTER	MEETING RAISED	RESPONSIBILITY	CURRENT PROGRESS	EXPECTED RESPONSE
Street Numbering - Pembroke Road - Ariel Street (raised 26 May 2020)		Blair Sutherland	On-going	Update in Environmental Services Monthly Report item 10.3
Rates Remission Policy – rural non-contiguous properties (UAGC charge)	Policy & Services – 18 May 2021	Tiffany Radich		Workshop scheduled for 28 September 2021 following investigation of options for non-contiguous properties and options for remission for 50% water and waste water charges.
Forestry damage to road – differential rates	Policy & Services – 18 May 2021	Tiffany Radich		Work is currently being undertaken on areas for potential damage, potential cost, and options for rating forestry block owners – workshop scheduled for October
Parking from Brecon Road – King Edward Park (Stratford Primary School)	Policy & Services – 25 May 2021	Steve Bowden		On-going discussions
Representation Review	Emergency Meeting - 21 May 2021	Tiffany Radich	Complete	Released for public consultation on 10 August.
Victoria Park Drainage	Policy & Services Committee 22 June 2021	Victoria Araba		Contractor will be undertaking a CCTV inspection in August – weather dependent. A report will be sent through with their recommendations. Elected members will be updated via the monthly report unless additional funding required via a decision report.
Project Update – Aquatic Centre	Policy & Services – 27 July 2021	Victoria Araba		Project update in item 10.1. Financial update: Out of a total contract price of approximately \$20M, just under \$6M has certified and claimed to date. Claims are required to be certified by the Council-nominated Engineer to the Contract – Beca Consultants – prior to approval and payment by Council.
Explanation on projects which did not proceed in 2020/21.	Policy & Services – 27 July 2021	Tiffany Radich	Complete	Item 10, section 1.1, final capital expenditure report attached and the capital expenditure report has been updated to include commentary regarding its current status.
Subdivision – full financial summary of project	Policy & Services – 27 July 2021	Tiffany Radich	Complete	Item 10, section 1.2
Broadway pedestrian crossing – damaged stonework	Ordinary – 10 August 2021	Victoria Araba		Stonework to be completed 18 August 2021

INFORMATION REPORT



F19//13/04 – D21/29614

To: Policy & Services Committee
From: Environmental Compliance Officer
Date: 24 August 2021
Subject: Dog Control Policy & Practices Report – Year Ended 30 June 2021.

Recommendation

THAT the Annual Report on Dog Control Policy and Practices for the year ending 30 June 2021 be received and contents noted.

Recommended Reason

The report is required under section 10A of the Dog Control Act 1996.

/ Moved/Seconded

1. Purpose of Report

The purpose of this report is to present to Council the Annual Report on Dog Control Policy and Practices (**Attachment 1**).

2. Executive Summary

The Dog Control Act 1996 requires Council to report annually on its Dog Control Policy and practices, give public notice of that report after adoption by Council and send a copy to the Secretary for Local Government. This report meets those requirements.

3. Local Government Act 2002

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
✓		✓	

4. Background

The Dog Control Act 1996 requires a Territorial Authority to report annually on Dog Control Policy and practices:

10A Territorial authority must report on dog control policy and practices

- (1) A territorial authority must, in respect of each financial year, report on the administration of-
- “(a) its dog control policy adopted under section 10; and
 - “(b) its dog control practices.
- (2) The report must include, in respect of each financial year, information relating to-
- “(a) the number of registered dogs in the territorial authority district;
 - “(b) the number of probationary owners and disqualified owners in the territorial district;
 - “(c) the number of dogs in the territorial authority district classified as dangerous under section 31 and the relevant provision under which the classification is made;
 - “(d) the number of dogs in the territorial authority district classified as menacing under section 33A or section 33C and the relevant provision under which the classification is made;
 - “(e) the number of infringement notices issued by the territorial authority;
 - “(f) the number of dog related complaints received by the territorial authority in the previous year and nature of those complaints;
 - “(g) the number of prosecutions taken by the territorial authority under this act.
- (3) The territorial authority must give public notice of the report-
- “(a) by means of a notice published in-
 - “(i) 1 or more daily newspapers circulating in the territorial authority district; or
 - “(ii) 1 or more other newspapers that have at least an equivalent circulation in that district to the daily newspapers in that district; and
 - “(b) by any means that the territorial authority thinks desirable in the circumstances.
- (4) The territorial authority must also, within 1 month after the adopting the report, send a copy of it to the Secretary for Local Government.”

5. Information Summary

The attached report is produced to meet the requirement of the Dog Control Act 1996.

6. Strategic Alignment

6.1 Direction

The Stratford Community Outcome of having a “*built environment that is attractive, safe and healthy*” is addressed by the collective information in this report.

6.2 Annual Plan and Long Term Plan

The recommendation does not have any implications concerning the proposed Long Term Plan.

6.3 District Plan

The recommendation does not have any implications concerning the Stratford District Plan.

6.4 Legal Implications

There are no legal implications concerning the recommendation.

6.5 **Policy Implications**

There are no policy implications concerning the recommendation.

Attachments

Attachment 1 - Council report to the Department of Internal Affairs required by the Dog Control Act 1996.



Kieran Best
Environmental Compliance Officer



[Endorsed by]
Blair Sutherland
Director – Environmental Services



[Approved by]
Sven Hanne
Chief Executive

Date 17 August 2021

Attachment 1

STRATFORD DISTRICT COUNCIL

DOG CONTROL POLICY & PRACTICES REPORT - YEAR ENDED 30 JUNE 2021

	This Year 2020/21	Last Year 2019/20
DOG REGISTRATIONS		
Total number of registered dogs	1942	2072
PROBATIONARY & DISCRETIONARY OWNERS		
Total number of Probationary Owners	NIL	NIL
Number of Probationary Owner declarations this year	NIL	NIL
Number of lapsed Probationary Owners this year	NIL	NIL
Total number of Disqualified Owners	3	1
Number of Disqualified Owner declarations this year	3	1
Number of lapsed Disqualified Owners this year	NIL	NIL
DANGEROUS DOGS		
Total number of Dangerous Dogs	NIL	1
Number of Dangerous Dog classifications this year	NIL	1
Provision(s) (Number)		
31(1)(a)	NIL	1
31(1)(b)	NIL	NIL
31(1)(c)	NIL	NIL
MENACING DOGS		
Total number of Menacing Dogs	21	20
Number of Menacing Dog classifications this year	1	0
Provision(s) (Number)		
33A(1)(a)	1	0
33A(1)(b)(i)	0	0
33A(1)(b)(ii)	1	0
ENFORCEMENT		
Number of Infringement Notices issued	170	128
Infringements forwarded to Court for collection	55	37
Number of Prosecutions obtained	2	3
Number of dogs impounded	58	51
Number of dogs destroyed	9	11
Number of dogs rehoused	8	5
COMPLAINTS		
Total Number of complaints	324	278
Barking dogs	114	113
Wandering dogs	178	140
Dog attacks on stock or other animals	15	6
Dog attacks on people	1	4
Dogs rushing	8	9
Miscellaneous	8	6

DECISION REPORT



F19/13/04 – D21/29617

To: Policy and Services Committee
From: Project Engineer/Manager
Date: 24 August 2021
Subject: PROPOSED SCHOOL ZONE VARIABLE SPEED LIMITS

Recommendations

1. THAT the report be received.
2. THAT the Committee give approval for council officers to consult with the community for a proposal to install 30 km/h speed limits on Avon Street (Avon Kindergarten) and Erin Street (Midhirst School).
3. THAT the Committee give approval for council officers to consult with the community for a proposal to install permanent 30 km/h speed limits at Best Start Stratford, Gr8Kidz Childcare and Learning Centre and Stratford Community Childcare Centre.
4. THAT the Committee give approval for council officers to consult with the community for a proposal to install 30 km/h variable speed limits at Avon School, Central Kindergarten, St Joseph's Catholic School and Stratford High School / Koru Kindergarten.
5. THAT the Committee give approval for council officers to consult with the community for a proposal to install 60 km/h variable speed limits at Makahu School and Pembroke School.
6. THAT once the consultation period has been undertaken, a further decision report will be presented to this committee summarising the comments received and making a recommendation on the speed limits around the schools mentioned.

Recommended Reason

Waka Kotahi is in the process of proposing a new rule enabling an improved approach to speed management planning on New Zealand roads, called the Land Transport Rule: Setting of Speed Limits 2021. If the proposal is successful, the rule will require all road controlling authorities to reduce speed limits around urban schools to 30 km/h (permanent or variable) and rural schools to 60 km/h (permanent or variable).

/
Moved/Seconded

1. Purpose of Report

- 1.1 The purpose of this report is to seek approval from the Policy and Services Committee to commence public consultation for a proposal to install permanent and variable speed limits outside schools within the district. The schools under consideration for this report are:
- Avon Kindergarten;
 - Avon School;
 - Best Start Stratford;
 - Central Kindergarten;
 - Gr8Kidz Childcare and Learning Centre;
 - Makahu School;
 - Midhirst School;
 - Pembroke School;
 - St Joseph's Catholic School;
 - Stratford Community Childcare Centre; and
 - Stratford High School.

2. Executive Summary

- 2.1 The Stratford District Council: Speed Limit Bylaw 2020, clause 8 provides for the Stratford District Council to set safe and appropriate speed limits across the roading infrastructure by way of a Council resolution.
- 2.2 Waka Kotahi New Zealand Transport Agency is in the process of proposing a new rule enabling an improved approach to speed management planning on New Zealand roads, called the Land Transport Rule: Setting of Speed Limits 2021. Once signed, this proposed Rule will replace the Land Transport Rule: Setting of Speed Limits 2017.
- 2.3 If passed into law, the rule will require all road controlling authorities to reduce speed limits around urban schools to 30 km/h (permanent or variable) and rural schools to 60 km/h (permanent or variable). Road controlling authorities will be required to set 40% of school speed limits by 30 June 2024, with all remaining speed limits to be set by 31 December 2029.
- 2.4 In anticipation of this, Council Officers have identified two schools as potentially having a permanent speed limit of 30 km/h (Appendix 1) due to their location on cul-de-sacs:
- Avon Kindergarten; and
 - Midhirst School
- 2.5 Given the varying times that children are at childcare facilities, three are highlighted as potentially having a permanent speed limit of 30km km/h:
- Best Start Stratford
 - Gr8Kidz Childcare and Learning Centre
 - Stratford Community Childcare Centre
- 2.6 Four schools are identified as potentially having a variable speed limit of 30 km/h (Appendix 2) due to their location in an urban area:
- Avon School;
 - Central Kindergarten;
 - St Joseph's Catholic School; and
 - Stratford High School.
- 2.7 Two schools are highlighted as potentially having a variable speed limit of 60 km/h (Appendix 3) due to their location in a rural area:
- Makahu School; and
 - Pembroke School.
- 2.8 Of the remaining schools in the district, Stratford Primary School already has a 40 km/h variable speed limit and will be reviewed following a separate decision of traffic calming on Regan Street. The Huiakama, Marco, Ngaere, Taranaki Diocesan and Toko Schools have frontages on State Highways, requiring Waka Kotahi's input.

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 - This provides for local democratic decision making for proposed permanent and variable speed limits outside schools	
Social	Economic	Environmental	Cultural
✓		✓	

The proposal is to seek permission from the Policy and Services Committee to consult with the community of Stratford and to seek their feedback for possible permanent and variable speed limits outside schools within the Stratford District. Whilst the Government Policy Statement (GPS) and Land Transport Rules strongly encourages all Territorial Authorities to improve road safety within their territorial area, changing speed limits can be an emotive subject. In order to achieve these changes Councils needs to take the community with them.

4. Background

- 4.1 One of the key action items in the current road safety strategy, *Road to Zero*, is the intent to transition to safer speed limits around all schools by 31 December 2029. In particular, current speed limits outside most urban schools do not make walking, cycling and scooting appealing modes of transport, both for children and their parents
- 4.2 Waka Kotahi has identified that the current process for setting speed limits under the 2017 Rule has been costly and inefficient. It has led to poorly coordinated speed limit changes across the nationwide transport network that often lack infrastructure changes. It has also caused some RCAs to delay or avoid making speed management changes due to uncertainty around when and how to amend, replace or revoke current speed limits, as well as on when to consult on speed limit changes.

The proposed Rule will give effect to a new regulatory framework. This includes requiring RCAs to reduce speed limits around urban schools to 30 km/h (variable or permanent) and rural schools to 60 km/h (permanent or variable).

5. Consultative Process

5.1 Public Consultation - Section 82

For the purposes of this report, no consultation is required as this report seeks permission to consult on possible speed limit reductions.

5.2 Māori Consultation - Section 81

No consultation required with Iwi for the purposes of this report.

6. Risk Analysis

Refer to the Council Risk Register - available on the Council website.
<ul style="list-style-type: none"> • Does this report cover any issues that relate to any risks on the Council Risk Register, and if so which risks and what are the impacts and likelihood of eventuating?

- Does this report cover any issues that may lead to any new risks that are not on the Council Risk Register, and if so, provide some explanation of any new identified risks.
- Is there a legal opinion needed?

6.1 The only risk is the Committee may not endorse this request. This will result in Stratford District Council, as a Road Controlling Authority, not being able to meet its obligations, if the Land Transport Rule: Setting of Speed Limits 2021 is adopted.

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 – Our Long Term Plan states that we will provide a safe environment for our community.
What relationship does it have to the communities current and future needs for infrastructure, regulatory functions, or local public services?	Yes – This provides for good quality infrastructure and regulatory function by way of local Bylaws.

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?

Data is not required for this report. If the Land Transport Rule: Setting of Speed Limits 2021 is adopted, Stratford District Council will be obliged to comply.

7.3 Significance

	Yes/No	Explain
Is the proposal significant according to the Significance Policy in the Long Term Plan?	No	This proposal is considered to be of low to moderate significance
Is it:		
• considered a strategic asset; or	Yes	This effects a number of roads outside schools within the district.
• above the financial thresholds in the Significance Policy; or	No	
• impacting on a CCO stakeholding; or	No	
• a change in level of service; or	Yes	The consultation process could result in the speed being reduced to 30km/h or 60 km/h outside schools within the district.
• creating a high level of controversy; or	Yes	The community and travelling public may not support this change.
• 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

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.

The options for this report are as follows:

Option 1 – Do nothing, the existing posted speed limit remains 50 km/h outside urban schools and 100 km/h outside rural schools. This could possibly have a negative impact on Council's desire to reduce the number of Death or Serious Injuries (DSI) on the roads within the Stratford district.

Option 2 – Support the request to seek the community's view on proposed permanent and variable speed limits outside schools within the district. **This is the recommended option.**

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.

The cost to undertake consultation on the proposed permanent and variable speed limits can be met from current roading 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 trade off as this report seeks permission to consult with the community.

7.7 Legal Issues

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

As part of our legal obligations for setting of speed limits we have to undertake consultation with the community and statutory consultees, who are:

- Waka Kotahi NZ Transport Agency;
- The Automobile Association;
- Police;
- Road Transport Association;
- National road Carriers

7.8 **Policy Issues - Section 80**

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

This is consistent with our policies and Bylaws.

Attachments:

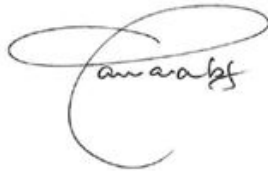
- Appendix 1** – Proposed permanent 30 km/h speed zones outside Avon Kindergarten, Best Start Stratford, Gr8Kidz Childcare and Learning Centre, Midhirst School, and Stratford Community Childcare Centre.
- Appendix 2** – Proposed 30 km/h variable speed zones outside Avon School, Central Kindergarten, St Joseph’s Catholic School, and Stratford High School.
- Appendix 3** – Proposed 60 km/h variable speed zones outside Makahu School and Pembroke School.



Steve Taylor
Projects Engineer/Manager



[Endorsed by]
Stephen Bowden
Roading Assets Manager



[Endorsed by]
Victoria Araba
Director – Assets



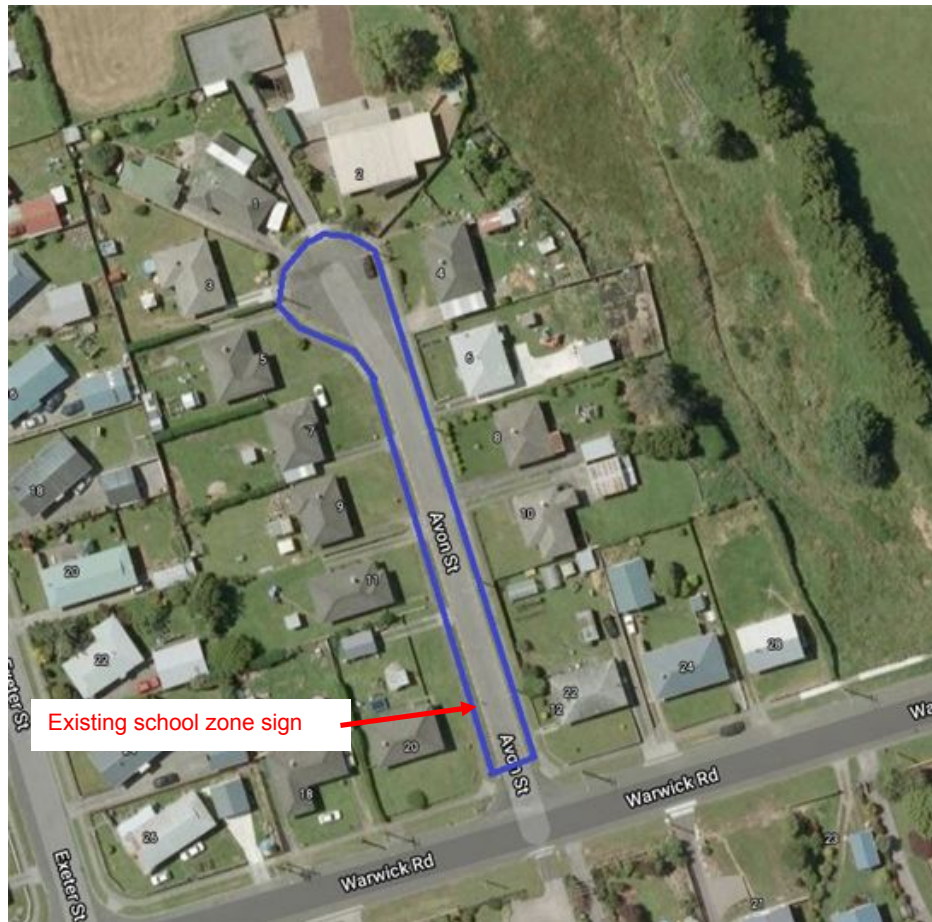
[Approved by]
Sven Hanne
Chief Executive

Date 18 August 2021

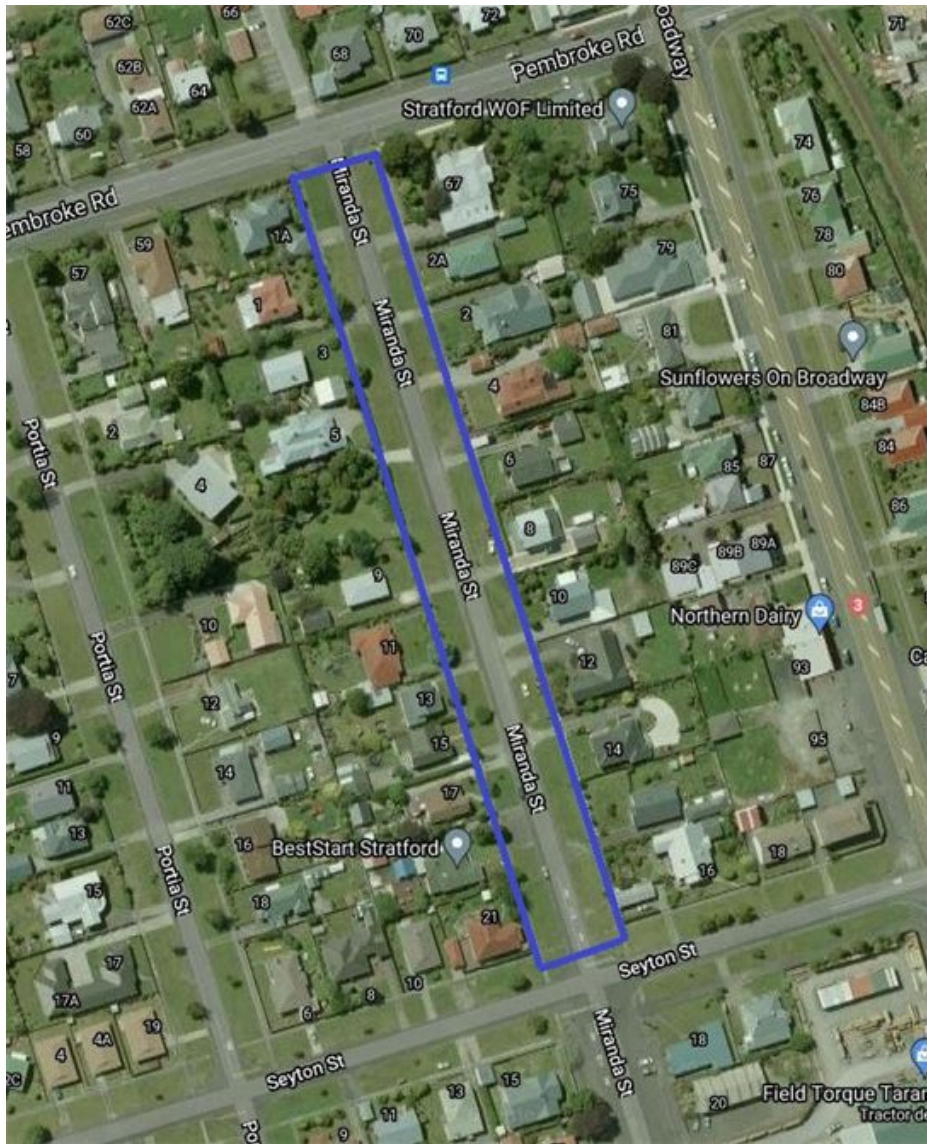
APPENDIX 1

School Zones – Permanent 30 km/h speed limits

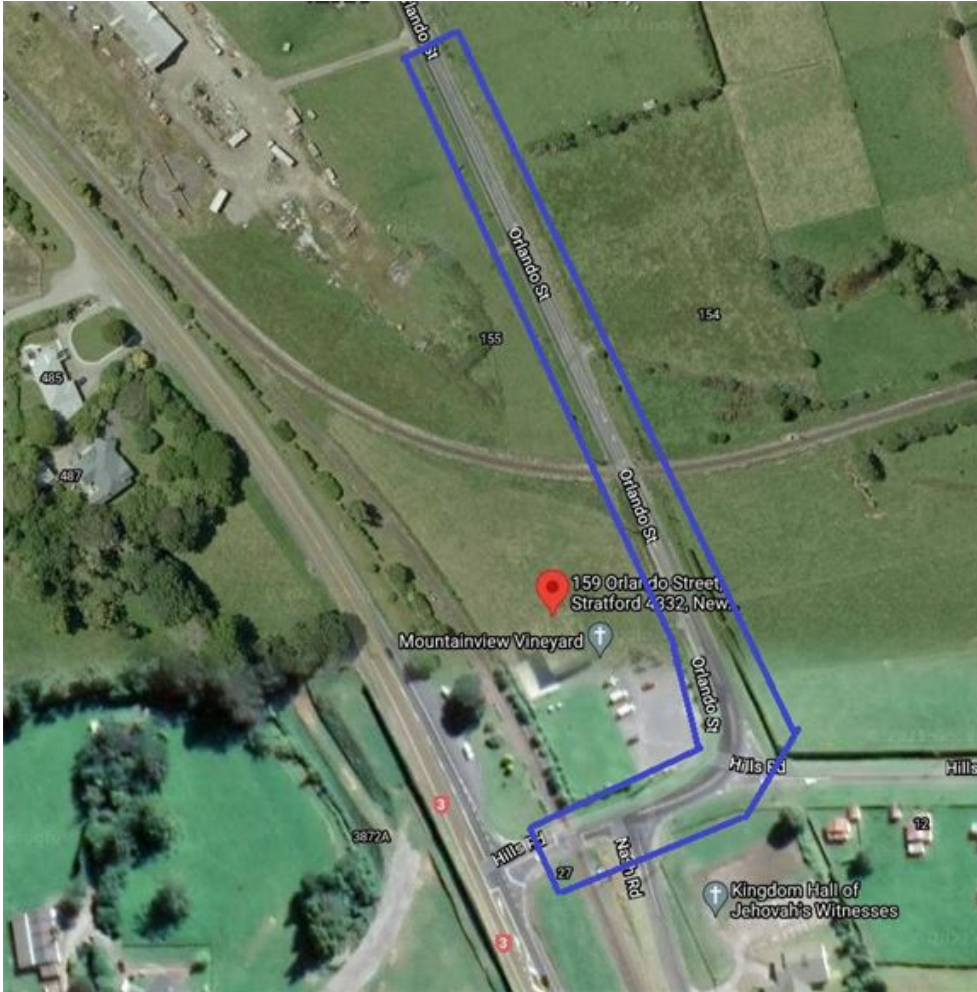
Avon Kindergarten 30 km/h speed zone – all of Avon Street, from Warwick Road to end.



Best Start Stratford 30 km/h speed zone – Miranda Street (Pembroke Road to Seyton Street).



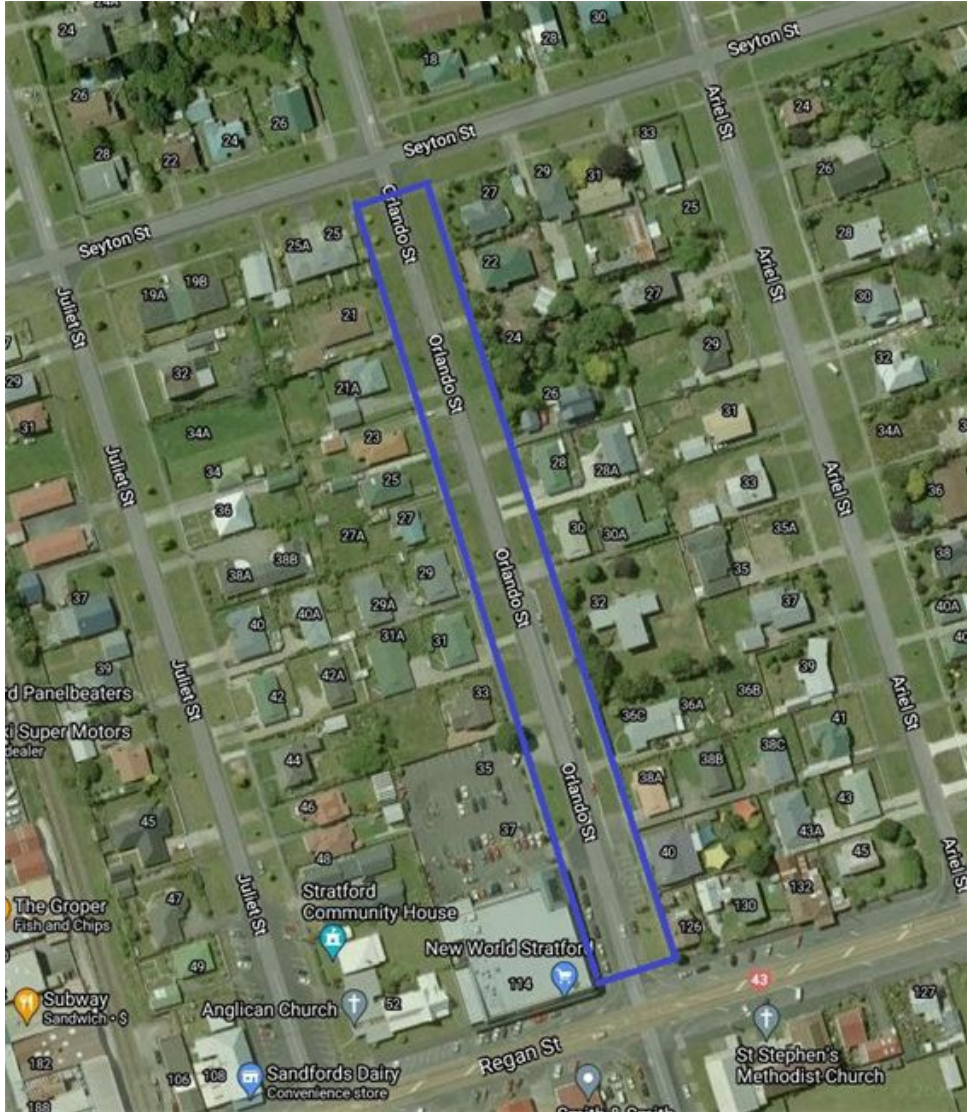
Gr8Kidz Childcare and Learning Centre 30 km/h speed zone – Orlando Street (approx. 240 m north to Hills Road) and Hills Road (SH.3 to Orlando Street).



Midhirst School 30 km/h speed zone – all of Erin Street, from SH.3 to end.



Stratford Community Childcare Centre 30 km/h speed zone – Orlando Street (Regan Street to Seyton Street).



APPENDIX 2

School Zones – Variable 30 km/h speed limits (urban)

Avon School 30 km/h speed zone – Hamlet Street (from Romeo Street to Warwick Road), and Warwick Road (approx. 135 m west of Hamlet Street to Portia Street).



Central Kindergarten 30 km/h speed zone – Cordelia Street (Falstaff Street to Rosalind Street); Falstaff Street (Cordelia Street to 50 m); Rosalind Street (Cordelia Street to 50 m).



St Joseph's Catholic School 30 km/h speed zone – Miranda Street and Portia Street (both Celia Street to Page Street), Celia Street and Page Street (both 50 m west of Portia Street and 50 m east of Miranda Street).



Stratford High School 30 km/h speed zone (incorporating Koru Kindergarten) – Swansea Road (approx. 100 m north of Fenton Street – existing school zone sign) to approx. 20 m south of driveway at #97), Fenton Street (50 m west of Swansea Road), and Cloten Street (east of Elsinore Street intersection).



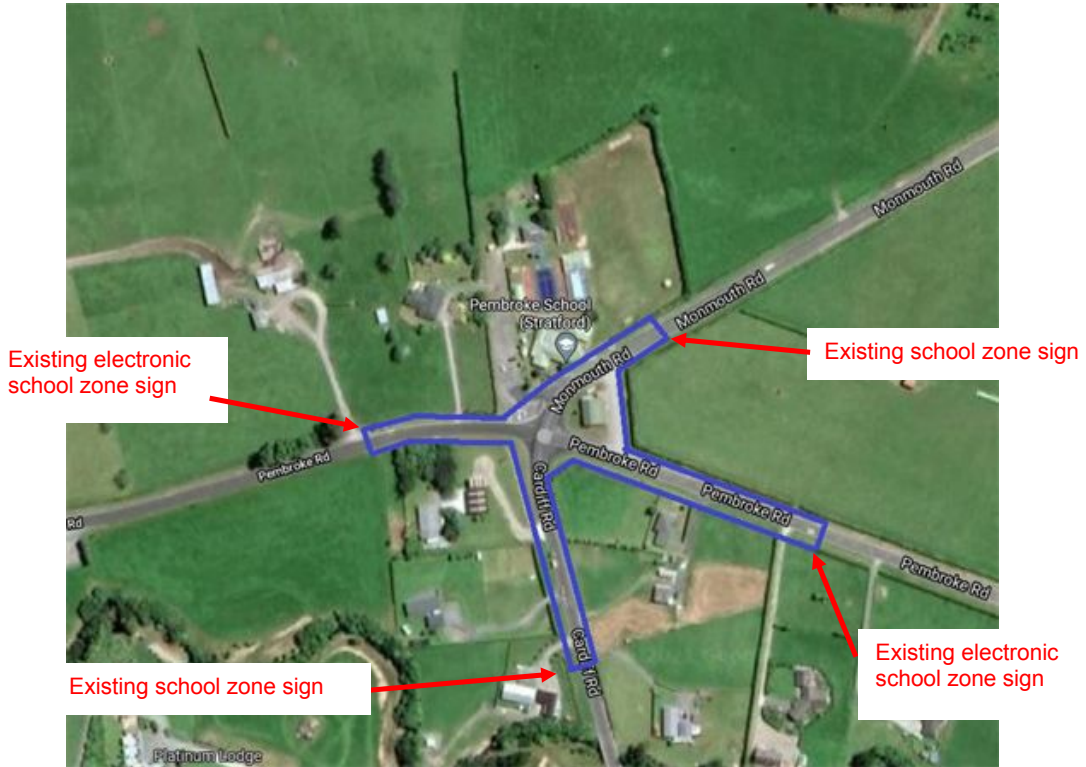
APPENDIX 3

School Zones – Variable 60 km/h speed limits (rural)

Makahu School 60 km/h speed zone – Mangaehu Road (between intersection of Brewer Road / Upper Mangaehu Road and the bridge to approximately 180 m south).



Pembroke School 60 km/h speed zone – Pembroke Road (from east of driveway at #469R to milk shed entrance at #492R, Monmouth Road (approx. 120 m east of Pembroke Road intersection), and Cardiff Road (approx. 140 m south of Pembroke Road intersection).



MONTHLY REPORT

Assets Department



F19/13/04 – D21/28968

To: Policy & Services Committee
From: Director – Assets
Date: 24 August 2021
Subject: Assets Monthly Report – July 2021

Recommendation

THAT the report be received.

/
Moved/Seconded

1. Highlights:

Roading

- Key Activities completed
 - Replacement of the footpaths on Margaret Street around the turning head;
 - Attending to flooding, fallen trees and the closure of Palmer Road during the storm events on the 17, 20, 21 and 22 July;
 - Repairs to Puniwhakau Road as a result of forestry activities during a wet July.

Water Supply

- Stage 1 design and tender documentation is completed and project is currently out to tender. Stage 2 discussions with landowners is continuing;
- Final design for the replacement of the Patea raw water delivery line and the associated grit removal tank are near completion; and
- Maintenance activities ongoing at the 3 Water Treatment Plants.

Wastewater

- Wastewater oxidation pond monitoring and sampling ongoing; influent and effluent sampling ongoing and remains compliant with resource consent conditions;
- Response times were exceeded on two occasions due to a significant weather event on 17 July 2021;
- Council is investigating the next phase in the wastewater oxidation pond upgrade as a condition of Resource Consent 0196-5. This installation is not due until June 2022.

Stormwater

- There were no stormwater reticulation issues in the month of July.
- There were no health and safety incidents for the month of July.

Trade Waste

- Trade Waste Consents – Draft consent for Sale yards on Esk Road is with the operator for comment before finalising; and
- Trade Waste Consent Holders – Ongoing non-compliance with consent condition to provide monthly *Wastetrack* records for septage disposal, Council has initiated the 20 day consultation process with the company;
- One non-complaint discharge at the Esk Road disposal facility which caused a blockage and localised overflow, Council contractors remediated the area and costs will be recovered from the company responsible.

GIS

- LiDar capture of 85% of the area of interest has been completed, processing of the captured are has commenced.
- Capitalisation of 3-waters assets for 2020-2021 is completed.
- Current LAPP figures have been provided to finance

Solid Waste

- Recycling Bin Audit results for the end of July shows 67% Green tags, 28% amber and 5% red tags;
- Auditing of contamination levels at the Materials Resources Facility (MRF) ongoing. Current level is at 22.5%; acceptable level is 8%.
- One community recycling presentation completed.

Property

- Planning and programming of the Year 1 Long Term Plan projects has commenced; and
- Farm projects - yard upgrade and in-shed feed system installation – are nearing completion

Parks and Reserves

- Planning has now started on the Year 1 Long Term Plan projects;
- Demolition of Adrian Street playground fort will occur in October/November

Special Projects

- Aquatic Centre – concrete pour of all lower slabs and foundations completed. Dryside foundations and plumbing and drainage underway. Steel fabrication continues in workshop and paint shop about to receive first consignment of portal frame.
- Bike Park – only entrance concrete and track linemarking required to complete the cycle track and basketball court. Pump track construction well underway with shaping completed and just waiting for asphaltting. Toilet block installed.

2. Roading

1.1 Level of Service and Performance Measures

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

Roading Level of Service (LoS) and Performance Measures

Level of Service	Performance Measure	Target	2020/2021 YTD
Safe Roading Network	Road safety - The change from the previous financial year in the number of deaths and serious injury crashes (DSI) on the local road network, expressed as a number. (2020/2021 DSI was 1, new target is 0)	-1	Achieved to date - DSI = 0 There were no DSI crashes in July.
Road Condition	Urban Road condition – The average quality of ride on sealed urban road network, measured by smooth travel exposure.	≥ 83%	Achieved (as at March 2020) - 88%. Another condition survey will be undertaken in March 2022.
	Rural Road condition- The average quality of ride on sealed rural road network, measured by smooth travel exposure.	≥ 91%	Not Achieved (as at March 2020) - 78%. Another condition survey will be undertaken in March 2022.
Road Maintenance	Sealed Road maintenance – The percentage of the sealed road network that is resurfaced:	≥5%	Target length = 30km. This is to catch up on the length of reseals that are more than 2 years beyond the due date for a reseal, i.e. 15 years or older
	Unsealed Road maintenance - The percentage of the unsealed road network that has been metal dressed.	≥7%	Our target is to use 10,000m3 of metal or the equivalent of 25km of unsealed roads, assuming a 100mm overlay on a 4m wide road.
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.	>72%	Exceeded target - 89% See note below ¹ .
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.	>88%	Achieved to date - 100%.
Customer Satisfaction	<ul style="list-style-type: none"> Roading Network 	>80%	The 2020 customer satisfaction survey, with a total of 488 responses, showed Good, Very Good and Excellent having a total of 75.4% , Fair having 18.24% and Poor having 6.35% . <i>See note below²</i>
	<ul style="list-style-type: none"> Footpaths 	>80%	The 2020 customer satisfaction survey, with a total of 492 responses, showed Good, Very Good and Excellent having a total of 73.58% , Fair having 21.75% and Poor having 4.67% . <i>See note below²</i>

¹ There are 85 sections of footpath that do not meet the required target of 1 defect per 10m length of footpath. Further analysis of the survey results will be carried out to identify where these footpaths are located and the nature of the defect. These sites could potentially form the basis of a forward work programme.

1.2 Outstanding Matters

- **Customer Requests**

There are no outstanding CRM's for the month of July. The majority of the CRM's received were in relation the storm events on 17 and 20 – 22 July.

Please see the attachment showing the locations of the call-outs received (**Appendix 1**).



Figure 1: Flooding on Opunake Road.



Figure 2: Gabion rock strewn across Palmer Rd that was washed out of roadside drain



Figure 3: Rock blocking drain which lead to the road being scoured out



Figure 4: Flood water running across Opunake Road

1.3 Routine Maintenance

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

- Clearing the water tables on Bayly Road and Hartnet Road;
- Sign cleaning and repairs;
- Cleaning bridge decks;
- CBD cleaning;
- Grading to Junction and Matau North Roads;
- Potholes filling;
- Sight rails repairs and painting;
- Watertabling on Soldiers Road;

1.4 Ready Response Works

Please see the comments above in section 1.2 and the spreadsheet shown in **Appendix 1** for the details and locations of the call-outs.

1.5 Capital Works

The footpath replacement programme continued in July with work being completed on Margaret Street.

The majority of the month has been spent repairing Puniwhakau Road following the continuation of forestry activity throughout winter (Figures 5 & 6). His Worship the Mayor and the Roding Manager visited a resident on 21 July to witness at first hand the carnage caused.

No other significant capital works were undertaken during July.



Figure 5: One of the large areas of road damaged. This hole is 50m long x 2.5m wide



Figure 6: This hole is the full width of the road and 600mm deep

1.6 Building Consents, Resource Consents and LIMS

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

- Twenty Six (26) Building Consent applications;
- No (0) Resource consent applications assessed by Roding in July; and
- Two (2) LIM reports.

1.7 Health and Safety

There were no incidents during the month of July.

1.8 Roding Activities

A snapshot of the programmed and reactive works completed in June by Fulton Hogan is shown in *Figure 7*.

1.9 Opunake Speed Limit Review

Consultation letters have been sent to the residents along Opunake Rd, including the side roads that join Opunake Road. The closing date for consultation is 13 September. Similarly, council officers have contacted the statutory consultees (Police, AA, Waka Kotahi, and freight associations), seeking their views also. So far officers have received a positive response to our proposal from Waka Kotahi NZ Transport Agency.

A media release has been posted on council's website, seeking the view of the community on the proposal.

2.0 Strategies, Policies, Plans and Bylaws under review or development

	Strategies	Policies	Plans	Bylaw
1	Walking and Cycling	Traffic Count	School Safety Project	Whangamomona Road Bylaw
2	Footpaths	Asset Data Reliability Improvements	Road Maintenance Intervention Plan	
3	Structural Assets Replacement (including Bridge and Retaining Walls);	License to Occupy/ Occupation of Unused Road Reserve/ Fences on Road Reserve / Stock Underpasses/ Stock Crossing and Races.	Asset Management Plan (AMP) Improvement Actions (monthly review);	
4	Unsealed Roads			
5	Roding Procurement			
6	District Road Hierarchy (ONF and associated Level of Service);			



Figure 7: Monthly Programme Achievement Chart – July 2021

3. Services

3.1 Water Supply

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

Water Supply Level of Service (LoS) and Performance Measures

Level of Service	Performance Measure	Target	2020/2021 YTD
Safe Drinking Water: <ul style="list-style-type: none"> • Drinking Water Standards; • Maintenance of Reticulation 	DWSNZ Bacterial compliance - Compliance with Part 4 of the Drinking-water standards (bacteria compliance)	100%	Not yet measured
	DWSNZ Protozoal compliance - Compliance with Part 5 of the Drinking-water standards (protozoal compliance)	100%	Not yet measured
	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	36 mins
	• Resolution for urgent call-out	8 hrs	3 hr 53 mins
	Non-urgent Response Times – The performance measure targets for the median response time for non-urgent attendance and resolution		
	• Attendance non urgent call-out	2 working days	9 hrs 24 mins
	• Resolution non urgent call-out	5 working days	19 hrs 06 mins
	Unplanned Disruptions - The performance measure target for disruptions.		
	• Minor disruptions (between 5 and 50 connections affected)	< 6	0
• Major disruptions (more than 50 connections affected)	< 3	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 complaints received	Not yet measured
	• Drinking Water Clarity;		0
	• Drinking Water Taste;		0
	• Drinking Water Odour;		0
	• Drinking Water Pressure or Flow;		0
	• Continuity of Supply		0
	• Council’s response to any of these issues.		0

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

3.1.1 Operations

Water Treatment:

There were no major issues relating to the operations at the 3 water treatment plants during July.

Water Reticulation:

There were no significant water pipe failure issues during the month of July, however the on-duty treatment plant operator notices an un-usually high flow at Midhirst on the weekend of the 10th July which was traced to the old Dairy factory.

3.1.2 Capital Works

Planning and programming of capital projects for the 2021/2022 financial year has commenced.

Ongoing capital projects include:

New Water Trunk Main:

Stage 1 design and tender documentation is completed and project is currently out to tender. Stage 2 discussions with land owners is continuing.

Water Treatment Plant Upgrade

Final design for the replacement of the Patea raw water delivery line and the associated grit removal tank are new completion.

3.2 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	2021/2022 YTD
System Adequacy	Dry weather sewerage overflows - The number of dry weather sewerage overflows from the territorial authority's sewerage system, expressed per 1000 sewerage connections to that sewerage system.	<5 per 1,000	0
Discharge Compliance	Resource Consent Compliance – Compliance with the territorial authority's resource consents for discharge from its sewerage system measured by the number, received by the territorial authority in relation to those resource consents, of:	0	Achieved
	• Abatement notices;		0
	• Infringement notices;		0
	• Enforcement orders; and		0
	• Convictions.		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	1 Hr 48 mins
	• Resolution time from the time that the territorial authority receives notification to the time that service personnel confirm resolution of the blockage or other fault.	8 hr	14 hr 34 mins
Customer satisfaction	Complaints - The total number of complaints, expressed per 1000 connections to the territorial authority's sewerage system, received by the territorial authority about any of the following:	<5	Achieved to date
	• Sewage odour		0
	• Sewerage system faults		0
	• Sewerage system blockages, and		0.2 per 1000 4 received; 2 justified
	• The territorial authority's response to issues with its sewerage system		0
Trade Waste Complaints Response times	• Attendance time: from the time the Council receives notification to the time that a Trade Waste Officer arrives on site.	2 working days	Achieved to date
Trade Waste Consent Processing	• Percentage of trade waste consent applications processed within 15 working days	100%	Achieved to date

2.2.1 Operations:

- **Wastewater Treatment** – During a significant rainfall event on 17 July (118 mm over 24 hours) the oxidation ponds had an inflow rate of 1000 m³ per hour. Council contractors opened the pond 1 bypass gate valve as the flume shed and step screen were flooding. Unbeknown to them the bypass line had been previously plugged which caused untreated but heavily diluted sewage to discharge onto land from a manhole along the line. An explanation for the discharge has been given to Taranaki Regional Council who are considering enforcement action.
- **Wastewater Reticulation** – During the significant rainfall event outlined above the conveyance capacity of the wastewater reticulation network was exceeded causing heavily diluted sewage to discharge through a manhole onto land at a property on Hamlet Street. A catchment based gully trap inspection programme has been resourced to reduce storm water infiltration to the wastewater reticulation network.
- **The Esk Road septage disposal station** - had a localised overflow due to a blockage caused by inorganic material within a discharge from a consented septic tank cleaning company; Council contractors undertook to clean the area and dispose of the recovered inorganic material. Cost will be recovered from the consent holder.
- **Health and Safety** - There were no health and safety incidents for the month during the July period.
- **Oxidation Pond Influent and Effluent Sampling** – Monthly influent and effluent sampling of the wastewater treatment ponds is ongoing in accordance with our Resource Consent conditions. Compliance is being maintained and TRC have been informed.
- **Oxidation Pond Oxygen Probes** - Maintenance of the dissolved oxygen probes is ongoing, the automatic cleaning schedule is functioning very well, algal growth on the probe faces has been minimal which has resulted in consistent and accurate readings; the compressed airline which controls the cleaning function has been repaired.

3.2.2 Capital Works

Planning and programming of capital projects for the 2021/2022 financial year has commenced.

Ongoing capital projects include:

Wastewater Treatment Upgrade

Council is investigating the next phase in the wastewater oxidation pond upgrade, a condition of our Resource Consent. This installation is not due until end of June 2022.

3.3 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	2021/2022 YTD
Stormwater system protects property from impacts of flooding.	System adequacy		
	• The number of flooding events that occur in a territorial authority district. "Flooding" in this context means Stormwater entering a habitable floor	0	0
	• For each flooding event, the number of habitable floors affected. (Expressed per 1000 properties connected to the territorial authority's Stormwater system.)	0	0
	• For each flooding event, the number of buildings in the central business zone affected by flooding.	0	0

Discharge Compliance	Resource Consent Compliance – Compliance with the territorial authority’s resource consents for discharge from its Stormwater system measured by the number of:	N/A	
	• Abatement notices;		
	• Infringement notices;		
	• Enforcement orders; and		
	• Convictions.		
Response and Resolution Times	The median response time to attend a flooding event, measured from the time that the territorial authority receives notification to the time that service personnel reach the site.	1 hr	0 hrs
Customer satisfaction	Complaints - The number of complaints received by a territorial authority about the performance of its Stormwater system, expressed per 1000 properties connected to the territorial authority’s Stormwater system.	< 8	0

3.3.1 **Operations**

- There were no stormwater reticulation issues in the July period.
- There were no health and safety incidents during the July period.

3.4 **Trade Waste**

The following provides a summary of Trade Waste Activities for the month of July:

- Trade Waste Consents – Draft consent for the livestock sale yards on Esk Road has been reviewed by the applicant and their comments are being considered before the report is finalised and the consent is granted;
- Trade Waste Consent Holders – Ongoing non-compliance with a consent condition to provide monthly *Wastetrack* records for septage disposal. One company has been informed in writing that Council has initiated the 20 day consultation period as required by clause 19.1.1 of the Trade Waste Bylaw. Following the 20 day consultation period, the consent will be cancelled and the company will be trespassed from the Esk Road disposal facility - if they continue to be in breach of their consent condition.
- One Septage disposal company had an unauthorised discharge at the Esk Road disposal facility whereby they discharged inorganic materials into the disposal facility causing a blockage and overflow, Council contractors responded and cleared the area. An explanation has been requested from the company and they have been informed the costs associated with the clean-up and waste disposal will be recovered from them. Council is awaiting an explanation and their discharge manifest.
- One application has been received for a trade waste consent regarding brewery trade waste as sampling has shown their discharges are non-compliant with Schedule 1 of Council’s Trade Waste Bylaw.

3.5 **Geographical Information System (GIS)**

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

- **Aerial photography** – Aerial Surveys has been appointed to collect aerial imagery for the four councils.
- **LiDar** – LiDar capture of 85% of the area of interest has been completed. 100% of 8ppsm areas covered, Field Survey – 100% of the test sites have been surveyed and processed. Data processing of the captured area is progressing, AAM need approximately 8 hours to complete the capture due to the present weather conditions data capture is on hold.
- **AssetFinda** – The patch has been applied to the test site and is currently being tested.
- **Revaluation** – Request for proposal has been emailed to interested parties
- **Capitalisation** – Capitalising of assets for 2020-2021 has been completed, depreciation has been run, and disposals identified.
- **LAPP** – Current LAPP figures have been submitted to finance.

3.6 **Solid Waste**

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

Solid Waste Level of Service (LoS) and Performance Measures

Level of Service	Performance Measure	Target	2020/2021 YTD
The levels of waste generated are reducing	Quantity of Waste to landfill per household (municipal kerbside collection only) (kgs per annum)	<600kg	Achieved to date – 406 kgs (July - 406 kgs phh)
	Percentage (by weight) of council controlled waste stream that is recycled (municipal kerbside collection only).	>20%	Achieved to date – 22% (July - 22%)
Customer Satisfaction	Percentage of customers satisfied with the service provided.	>80%	Achieved - 96% - as per the 2019/2020 Annual Report

3.6.1 **Planning – Strategies, Policies, Plans and Bylaws**

The *Regional Behaviour Change Strategy* is under development and in the final stages. This will provide a framework for education and community engagement initiatives to support waste minimisation.

3.6.2 **Contamination Levels Coming at the MRF**

Figure 7 provides contamination levels at the MRF for the previous 12 months. MRF Contamination is reported at 22.5% for July 2021.

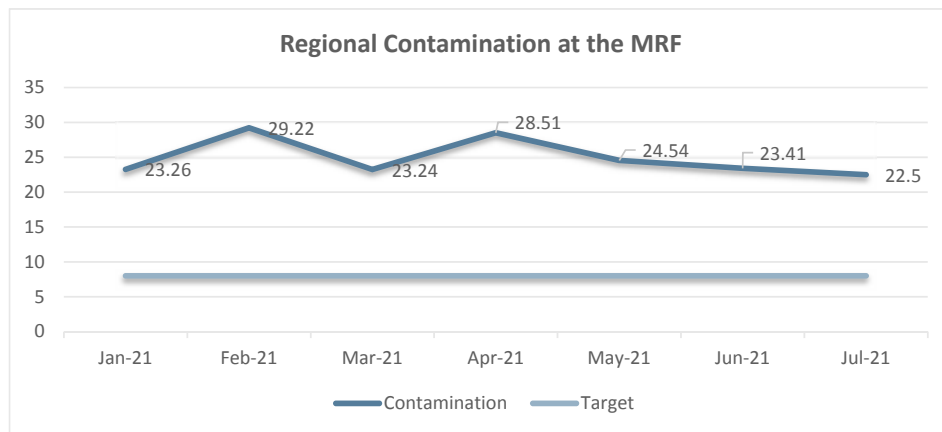


Figure 7 - Regional Contamination at the MRF

MRF staff are completing truck audits as recycling is received at the facility. A digger is used to scoop the items and visually audited. For the month of July, Stratford’s recoverable² and non-recoverable³ percentage is provided below.

- Total Recoverable Products Weight – 73.3% (16.2 kg); and
- Total Non-Recoverable Products Weight – 26.7 % (5.9 kg)

Compared with STDC;s of 34.6% and 65.4% respectively, this is a good outcome.

² recyclable waste

³ recycling that is contaminated or non-recyclable.

3.6.3 Waste Minimisation Initiatives completed in July
Recycling and Waste Minimisation Display - Plastic Free July

The library has started holding a “coffee and chat” event once a month. The July event focussed on correct recycling and single use versus reusable items (Figure 8). There was interest from a number of residents, who also engaged with the display and discussed waste minimisation and recycling initiative with Council staff.



Figure 8: Reusable Items display at the library

3.6.4 Upcoming Waste Minimisation Initiatives
Sept 2020 – Clean-Up Week

Council will promote the Clean-Up Week in Stratford in September and offer free drop off to the transfer station for all waste collected during this week from registered groups.

3.6.5 Weekly Recycling Bin Audits

The weekly recycling audit summary from 1 January 2021 to 31 July 2021 is provided in Figure 9. For the month of July, the *Amber* and *Red* tags are at 28% and 5% respectively; the *Green* tags are at 67%. This is a good start to the reduction in the contamination noted in our weekly kerbside audits. This could be attributed to the lids off campaign that ran in June 2021.

3.6.6 Recycling Bin Service Suspensions

Currently four properties have had their recycling service suspended for three months due to three strikes of contamination. This in accordance with Section 12.6 of the Solid Waste Management and Minimisation Bylaw.

The bin services will be restored at the expiry of the 3-month suspension period.

3.6.7 Waste Minimisation Activities Completed, Underway or Planned

Table 1 provides a summary of some of the waste minimisation initiatives planned for this financial year.

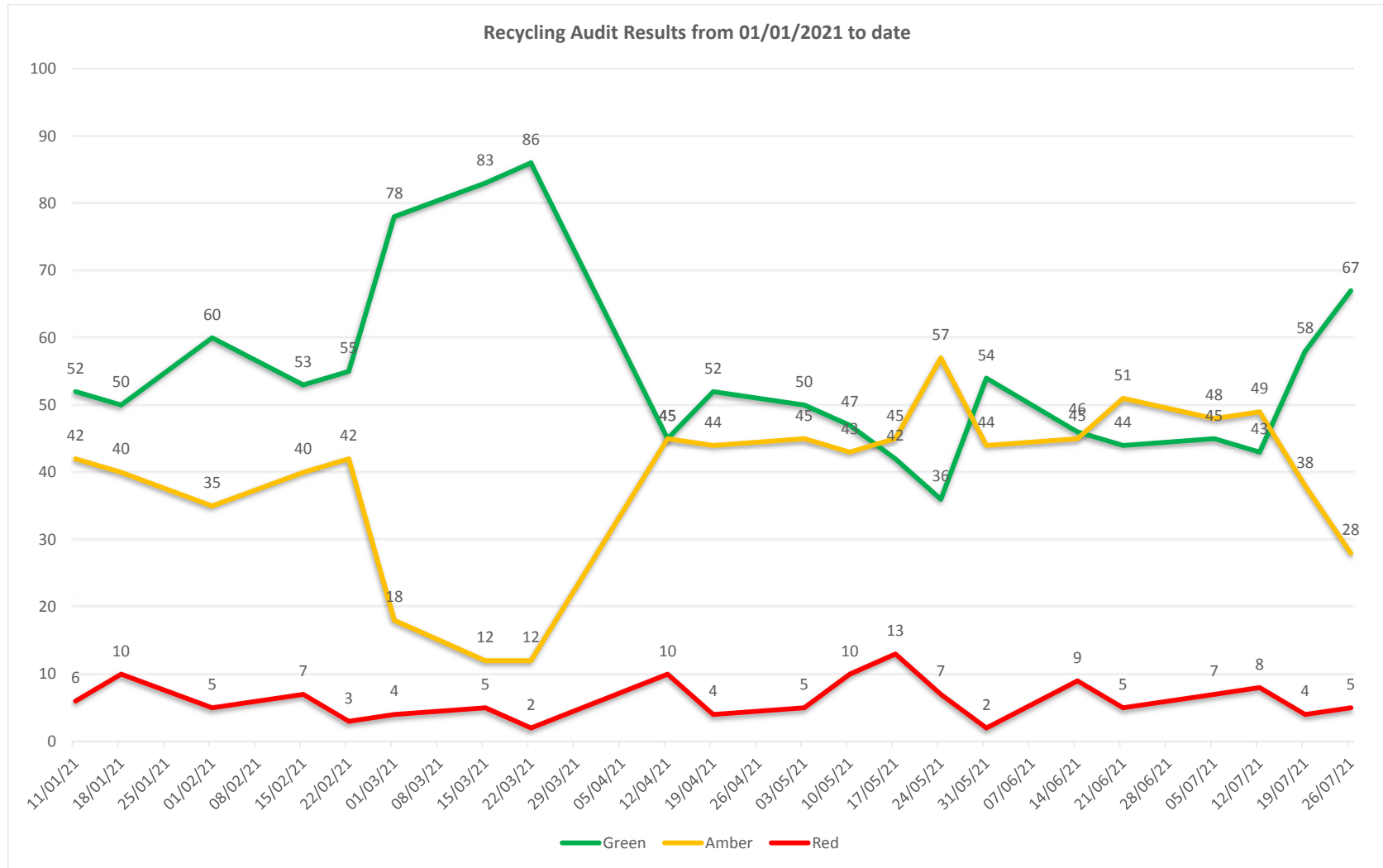


Figure 9 - Recycle Bin Audits from 1 January 2021 to date

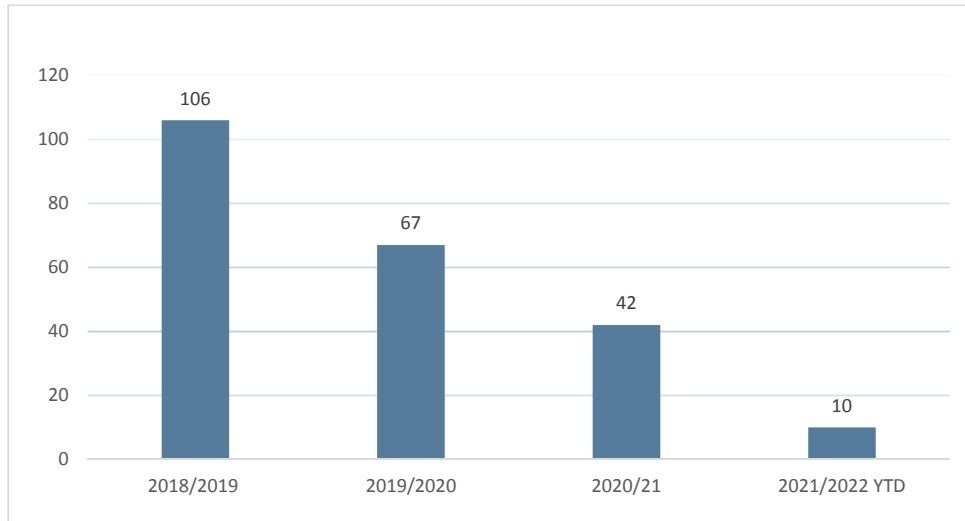
Table 1 Waste Minimisation Activities for 2021/2021

Waste Minimisation Activities Completed, Underway or Planned				
Month 2021	Activity	Description	WMMP Reference	Status
JULY	Plastic Free July	Promotion 2/7/2021 - Rubbish and Recycling display and chat at the Library	BC1	Completed
AUG	Regional Zero Waste Taranaki Behaviour Change Strategy - Education Plan review	A new regional strategy has been 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. The Education Plan will be included in the strategy as an action. This is in the final stages	BC1-BC6	Underway
	Taranaki Solid Waste Committee Meeting 12 Aug	Quarterly meeting		Planned
	Regional Waste Officers Meeting 19 Aug 21	Quarterly meeting to discuss outcomes and actions from the TSWC Meeting and collaborate on regional waste minimisation initiatives.	CP5	Planned
SEPT	Clean up Week	Clean Up week promotion and supply free disposal of litter at the Stratford Transfer Station for registered groups	L9	Planned
	Composting/worm farm promotion	Promotion on Facebook	BC6	Planned
OCT	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
DEC	Sustainable Christmas gift wrapping	Promotion through Facebook, example table in Christmas Parade market	BC4	Planned
JAN	Back to School zero waste lunches	Promotion/competition for zero waste lunches	BC1	Planned
MAR	Waste Free Period Session at Stratford High School	Presentation to students and teachers on reducing menstrual product waste and provide product for the girls	CP3, L3	Planned
	AgRecovery Research	Scan for demand for another AgRecovery event	BC4	Planned

4. Property

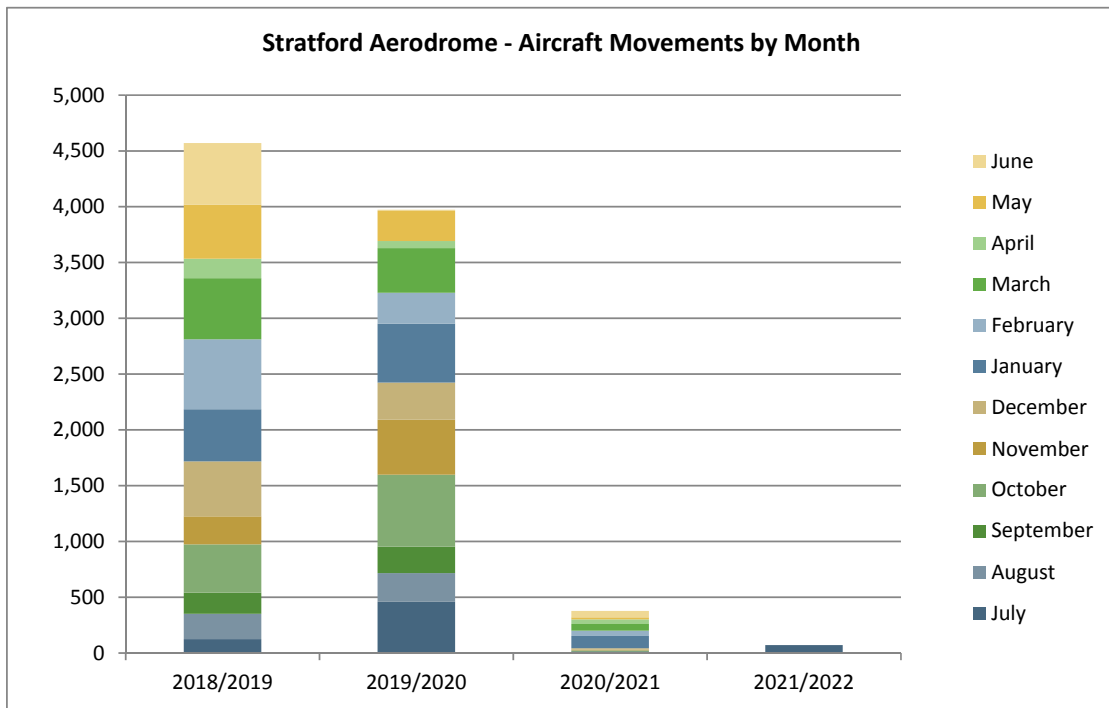
The customer service request history for the Property Activity is shown below.

Total Customer Service Requests



4.1 Aerodrome

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



4.2 Civic Amenities

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

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

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

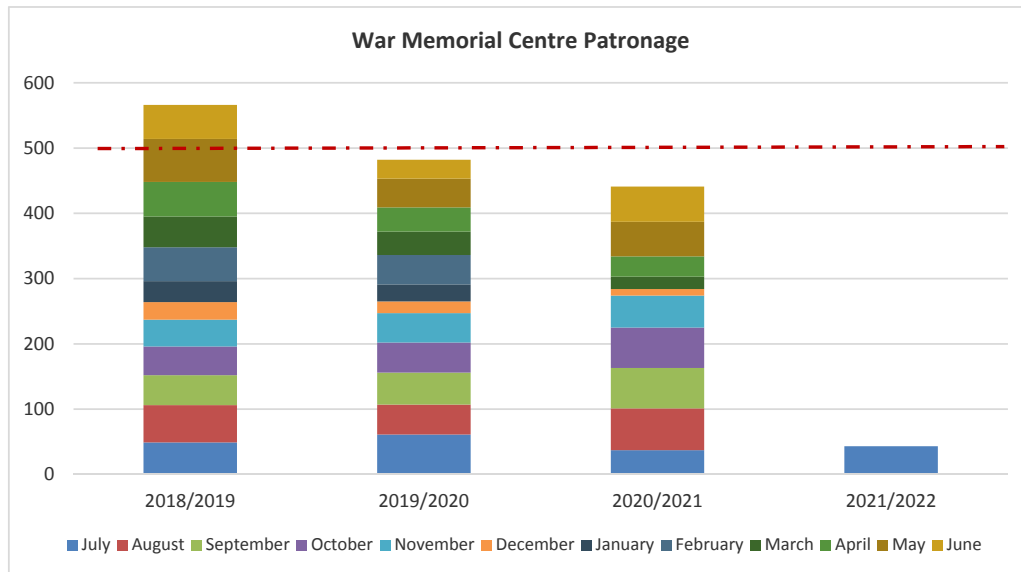
Level of Service	Performance Measure	Target
To provide facilities that are well maintained and utilised.	Buildings legally requiring a Building Warrant of Fitness (WoF) have a current Building WoF at all times.	100%
	Annual booking of War Memorial Centre.	>500
	Annual booking of Centennial Restrooms.	>200
To provide suitable housing for the elderly.	Percentage of Customer satisfaction.	>89%
	Annual Occupancy rate.	>95%
To provide clean, well maintained toilet facilities.	Percentage of Stratford District residents satisfied with overall level of service of toilets.	>80%

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

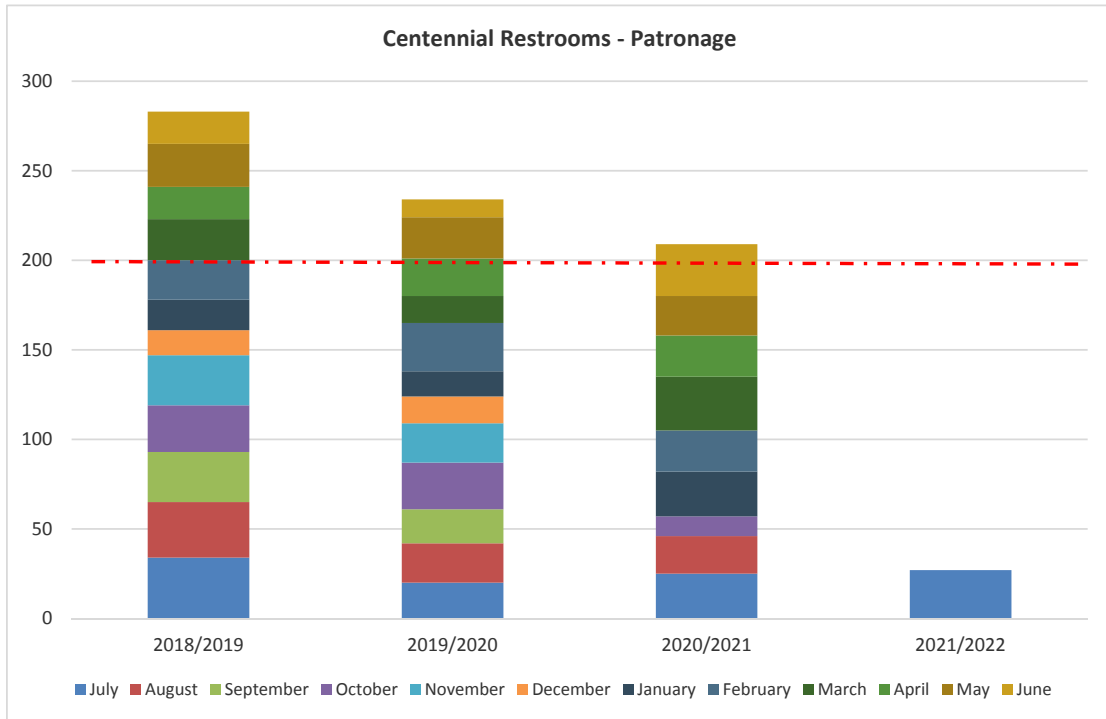
4.2.1 Housing for the Elderly

The current occupancy rate for the months of June and July are 100% and therefore, achieve the performance measure of >95 %.

4.2.2 War Memorial Centre



4.2.3 Centennial Restrooms



4.3 Rental and Investment Properties

The Council's Rental and Investment Properties are:

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

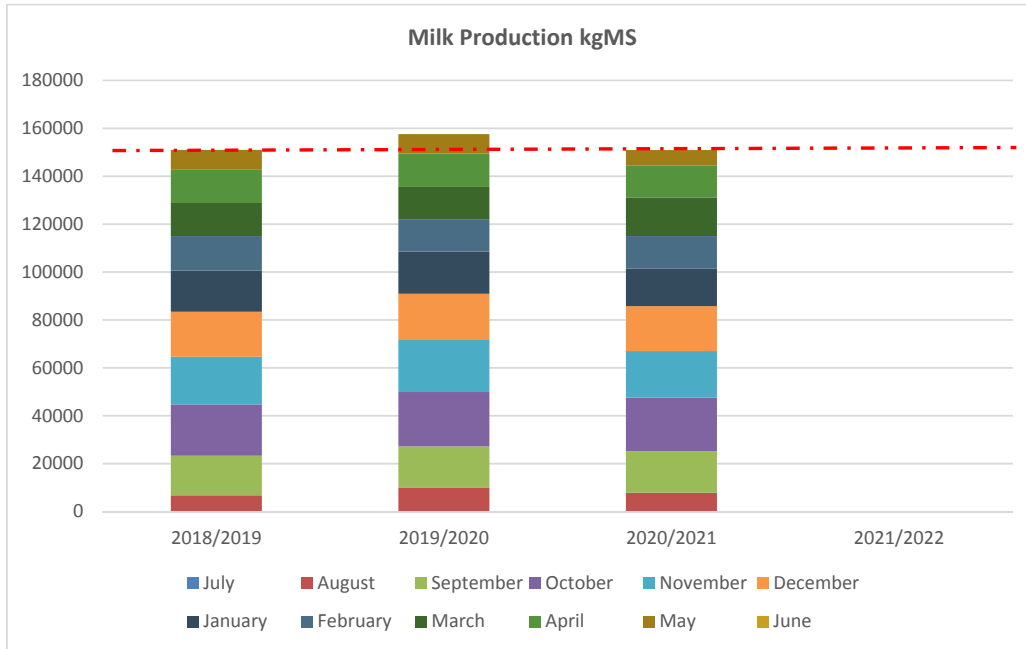
The Levels of Service are measured using the performance indicators shown in the table below. These are measured and reported at the end of the financial year - in the July 2020 report.

Level of Service	Performance Measure	Target
Maximum profits from the farm are returned to Council.	Milk production is maximised	>150,000 kg
The Council is meeting national Environmental standards.	The Council farm's Environmental Plan is reviewed annually	Achieved
Leased property is safe and fit for purpose.	Number of complaints from tenants.	<5

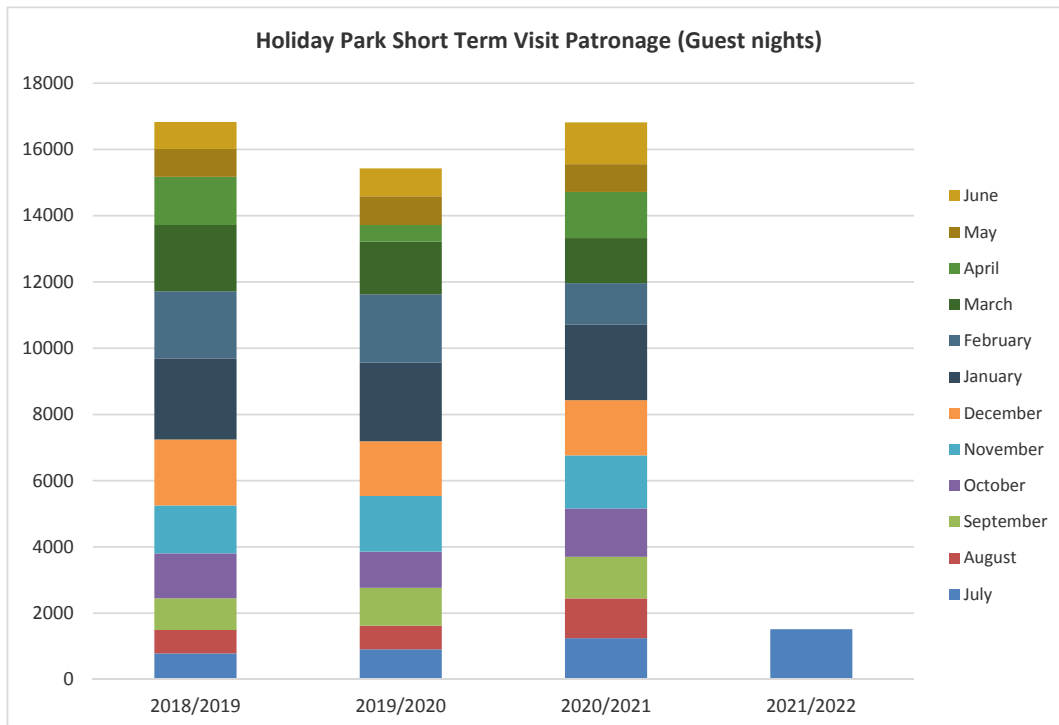
The history of the Farm milk production and the Holiday Park patronage and occupancy rates are shown in the two charts below.

4.3.1 The Farm

The yard upgrade and in-shed feed system projects have commenced.



4.3.2 The Holiday Park



4.3.3 Whangamomona Campground Register for year ending 31 March 2022

	Power	Non Power	Total Registered users	Community Events
April 2021	84	61		
May 2021	12	27		
June 2021	8	6		
July 2021				
August 2021				
September 2021				
October 2021				
November 2021				
December 2021				
January 2022				
February 2022				
March 2022				
Total:	104	94	0	0

5 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 2022, at the end of the financial year. Council will continue to meet the New Zealand Safety Standards for playgrounds and footbridges.

Updates on key activities programmed for the year is provided below.

- Arboretum Project (in conjunction with the Percy Thomson Trust) – will be programmed in this financial year and aligning with the Windsor park Reserve Management Plan.

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.	No result - Biennial Review
Foot Bridges are safe.	All foot bridges meet NZ Safety standards.	No result - Biennial Review

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

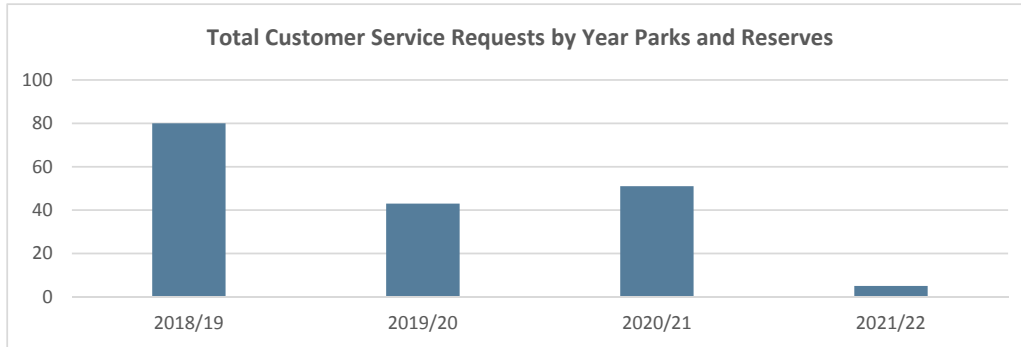


Table 2: Customer Services Request History

Level of Service	2018/2019	2019/2020	2020/2021	2021/2022
Parks	7	3	10	
Structures	8	9	2	
Sports grounds	0	3	5	
Playgrounds	4	1	1	
Cemeteries	5	5	5	
Street Trees	41	11	15	4
Walkways	15	11	13	1
Total	80	43	51	5

6 Special Projects

Below is an update on the progress of the key projects that the Council is currently undertaking as at **31 July 2021**:

The Replacement Aquatic Facility

Please refer attached July Project Control Group report for detail of construction progress (**Appendix 2**). Programme is currently on track although contractor experiencing some material shortages that, along with adverse weather conditions of late could slow progress

The Children's Bike Park

Construction of the half basketball court is complete and ready for use. Final details of cycle track and installation of toilets (primarily track linemarking and sealing the entrance to the park) being completed ahead of a scheduled opening. Work on the shaping of the pump track has been completed ready for hotmix. Unfortunately the weather continues to delay this and the pump track won't be part of the opening ceremony.

The Whangamomona walkways

The completion of this project is still delayed due to the inability of the Walking Access Commission to formalise their existence and Council's appointment as controlling authority. Apparently a change in the management of the Kingheim forest is part of the reason for this delay but communication between the parties has recently been re-established and we await finalising.

Midhirst abandoned land

Settlement of the sale of one of the remaining areas of land took place last month, leaving just two to go. Negotiations are well in hand with the remaining adjoining occupying owner and a formal agreement is awaited.



Figure 10: Slab completion and blockwork underway



Figure 11: The Children's Bike Park - the Progress so far

Attachments:

- **Appendix 1** - Storm Event 17 July 2021 – Network Status
- **Appendix 2** – Latest Update Report on the Replacement Aquatic Facility project

A handwritten signature in black ink, appearing to read 'Victoria Araba', with a large, stylized initial 'V'.

Victoria Araba
Director, Assets

A handwritten signature in blue ink, appearing to read 'Sven Hanne', with a large, stylized initial 'S'.

[Approved]
Sven Hanne
Chief Executive

Date: 18 August 2021

NETWORK INFORMATION - STRATFORD DISTRICT

DATE	19.07.2021
-------------	------------

TIME	11:00
-------------	-------



ROAD	CRM	LOCATION	DISPATCH	DETAILS	Date	STATUS	Notes
Cardiff Road	19390/2021	395 Cardiff Road	12148	Fallen Tree blocking both lanes of road	17.07.2021	Open	Road closed by on call team. Asplundh dispatched to site at daybreak. Tree cleared and road reopened by 09:30
Opunake Road	19392/2021 19393/2021	Opunake Rd (full length)	12149	Major Flooding at various locations on Opunake Rd	17.07.2021	Open	Crew installed Emergency Temporary warning signage at multiple locations along Opunake Rd to advise motorist of flooding. Signage still in place
Brewer Road	19394/2021	198 Brewer Road	12150	Fallen tree blocking Brewer Road	17.07.2021	Open	Asplundh dispatched to site to clear fallen tree.
Pembroke Road	19395/2021	130 Pembroke Road	12151	Creek behind property flooded. Concerned creek would overflow and onto property	17.07.2021	Open	Assessed by crew. Culvert running at Capacity at outlet end. Will need inspection when water levels drop.
Pembroke Road	19396/2021	834 Pembroke Road	12152	Fallen tree covering half road	17.07.2021	Open	Tree cleared from road by crew
Pembroke Road	19397/2021	492 Pembroke Road	12153	Fallen tree blocking full width of road.	17.07.2021	Open	Crew attended site and installed road closed signage. Whilst waiting for Asplundh locals cleared tree from road and removed debris.
Manaia Road SPR	19400/2021 19402/2021	Manaia Road SPR	12155	Fallen tree blocking road	17.07.2021	Open	FH crew with Asplundh Arbourists attended site to clear fallen tree.
Palmer Road	19401/2021	RP 3000 Palmer Road	12156	Rock and debris washed out from water table over road.	17.07.2021	Open	Asplundh crew attended on Saturday and cleared road of rocks and debris. On Sunday FH Crew went and cleared more debris from road. Site will need further assessment and potential repair.
Soldiers Road	19409/2021	Soldiers Road	12157	Slips blocking Soldiers and Tauwharenikau Roads	18.07.2021	Open	FH contacted on Saturday night and then again on Sunday in regards to multiple slips down on Soldiers road. Moratti earthmoving attended site on Sunday and cleared slips from the road.
Regan Street	19406/2021	Regan Street	12158	Caller advised fences at new Swimming pool project had fallen down	18.07.2021	Open	FH Contacted Larry Osborne from Apollo Projects to get them to fix their fences.
Whitianga Road	19399/2021	RP 6000 Whitianga Road	12159	Slip blocking full width of Whitianga Road	18.07.2021	Closed	FH Contacted on Sunday night 18.07.2021 by Trevor Hutchison to advise of a slip blocking Whitianga Road. FH Crew dispatched to site on Monday Morning to clear slip and reopen road.
Raupuha Road	19388/2021	696 Raupuha Road	12160	Fallen tree blocking road	19.07.2021	Open	Asplundh dispatched to site to clear fallen tree. Road reopened at 11:00.

MONTHLY REPORT

Community Services Department



F19/13/04 – D21/29171

To: Policy & Services Committee
From: Director – Community Services
Date: 24 August 2021
Subject: Community Services Monthly Report – July 2021

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

- Puanga Celebrations: 27 June – 10 July
- Stratford Positive Ageing Group: July Forum – 15 July
- School Holiday Programme: 12 – 23 July
- Community Relationships Framework and Policy discussions

2. Community and Economic Development

Performance Measures (*Performance Measures in bold*)

	Target	2021/22 YTD
Deliver or facilitate community events	2	• SPAG July Forum
Percentage of residents feeling a sense of community	80%	
Number of client interactions with Venture Taranaki's Business Advisory Services	100%	
Mentor matches made as requested	100%	
Review the Economic Development Strategy	Achieved	

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 Youth Council
 Youth Council are hosting an On The Bus event on Friday 3 September where they will take 30 youth between the ages of 12 - 24 to Bowlarama for Laser Tag and pizza. The focus of the event was to provide a low cost experience for youth that many would not be able to afford and to provide a safe space to have fun. Tickets will be going on sale Friday 13 August.

Upcoming meetings and events:

- On the Bus (Laser Tag) – 3 September
- Ordinary Meeting – 7 September

2.3 Civic and Community Events

Completed:

- Puanga Celebrations: 27 June – 10 July
- Stratford Positive Ageing Group: July Forum – 15 July
- School Holiday Programme: 12 – 23 July

Coming Up:

- Chunuk Bair: 8 August
- Bike Park Opening: August
- Stratford Business Association online retailing and marketing workshops: August 4, 11, 18
- SDYC On the Bus: 3 September
- Romeo Awards: 25 September
- Stratford Scarecrow Trail: 29 October – 14 November

2.4 Community Projects and Activity

2.4.1 Mayors' Taskforce for Jobs (MTFJ)

Registrations

	July	YTD
Young People Registered	0	0
Businesses Registered	0	0

Employment

	July	YTD
Young people placed into employment	0	
Young people who are employed but require assistance with upskilling	0	
Young people registered onto programme and straight in study	0	
Young people received support and found work themselves	0	
Total	0	0

Funding for the continuation of the programme into year 2 has been confirmed and recruitment for the two workforce coordinators is currently underway.

Although the programme has not been able to hit the ground running as hoped, conversations and opportunities are continuing until the full team are on board.

2.4.2 Community Relationships Framework

Work continues with the Stratford Business Association and the Taranaki Pioneer Village.

A series of training and development opportunities have been booked to support the groups and communities we are supporting through the framework;

- Introduction to Governance workshop – 2 September
- Introduction to Planning workshop – 7 October
- Introduction to Finance workshop – early November

2.5 Funding

2.5.1 Creative Communities

The next application round for Creative Communities open on 2 August, with the assessment committee meeting on 22 September.

2.5.2 Sport New Zealand Rural Travel Fund

The next application round for the rural travel fund opens on 4 October, with the assessment committee meeting on 16 November.

2.6 Positive Ageing

The July Forum was held on Thursday 15 July with a theme of “Winter Wellness”. It was hosted at the War Memorial Centre in the function facility. Speakers included Kate Whareaitu with a Council update, Jill Nicholls (NZ Registered Dietitian) with a nutrition focused presentation, Holly Coplestone (TSB Pool Complex) with an exercise focused presentation, and Lauren Darrah (Ministry of Social Development) talking about work and income benefits and entitlements. The Ukazoos also performed, followed by lunch. At this event, gift bags were given out to all those in attendance with all things wellness in mind; these included a hot water bottle, soup, tissues, tea, vitamin c samples, joint supplement samples, moisturiser samples and also a pool concession and a lion’s den refit + concession. These goodie bags also went to the residents of the pensioner flats.

Upcoming meetings and events:

- AGM & Ordinary Meeting – 11 August
- November Forum – 18 November

2.7 Stratford Business Association

Memberships	
June total	143
New	3
July total	146

Business After Five events:

The July BA5 was hosted by Tūtaki at their premises on Juliet Street. It was a fantastic turn out with approximately 25 - 30 attendees. This was an opportunity for Tūtaki to share what they do within the community and the wider region. Many learnt something they did not know, and left the evening feeling very inspired. A true appreciation was felt for the team at Tūtaki and their passion was evident.

Coming up:

- 17 August – *Establishment 60*
- 15 September – *Steph Lewis, MP*

Retailing and marketing workshops commence this month:

- Presentation 1: Overview of online retailing and marketing – 4 August
- Presentation 2: Getting your content together for your online store – 11 August
- Presentation 3: Designing your marketing for online success - 18 August

Romeo Awards:

Date: Saturday 25 September

The Awards are a little different this year, while still keeping the customer service focus from previous years with the Customer Service Champion Award there are 8 other awards being introduced that businesses/organisation can enter. Awards include:

- Covid-19 Response
- Outstanding Start Up Business
- Excellence in marketing
- Environmental Impact Award
- Excellence in Customer Service
- Excellence in Not for Profit
- Outstanding Employer
- Outstanding Employee
- Customer Service Champion (nominated)

Tickets will be released in August.

3. Communications

3.1 Communications and Engagement Strategy

It's been a full financial year since the Communications and Engagement Strategy was adopted. In this time officers have achieved a number of the short term objectives detailed within the strategy, with more nearing completion in the next few months.

Key highlights include:

- Brand audit completion
- Updated Council logo and brand guidelines
- New website functionality
- Updated significance and engagement policy
- Updated community directory process
- Media policy implemented

Many of the objectives identified in the strategy are ongoing and don't have a completion date. Further updates will be provided on the strategy's initiatives and objectives as key progress or change is made and outcomes are reached.

3.2 News Media

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

Central Link focus for July:

- Puanga
- Plastic Free July
- School Holiday Programme
- PAG July Forum
- TSB Pool Complex free aqua pump class
- Say goodbye to overdue library fines
- Aquatic Centre development taking shape
- Citizen Award winners
- Dog registration reminder
- Read around the mountain
- Draft Bylaw open for feedback
- Mohakau Road closed
- Prospero Markets new winter time
- Public notices (Meeting Schedule, temporary road closure, bylaw under consultation)

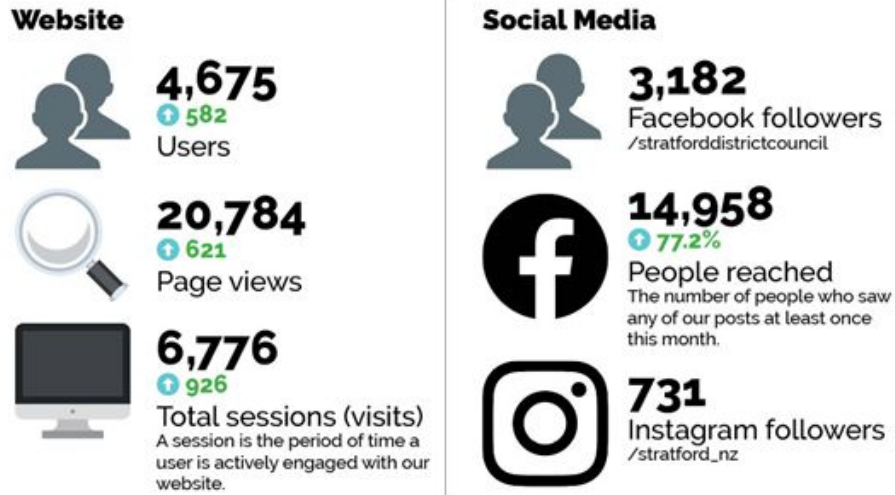
News/Media Releases posted to stratford.govt.nz for the month of July:

- Say goodbye to overdue library fines
- Aquatic Centre development taking shape
- Dedicated community members to be awarded with Citizens Award
- Free stepping up computer classes

- Mohakau Road closed until further notice due to slip
- Council clarifies building foundation requirements
- Community COVID-19 Vaccination clinics coming to Stratford
- Read around the mountain challenge is back.

3.3 Digital channels

July snapshot:



In July 74.5% of those who visited Council’s website were new visitors to the site.

Top 10 Council pages visited in July 2021

1. /home
2. /our-district/stratford-district-library-and-visitor-information-centre
3. /our-council/council-documents/district-plan
4. /our-district/cemeteries/cemetery-records-search
5. /our-council/contact-us
6. /our-services/rates-and-property/rates-search
7. /our-services/rates-and-property
8. /our-services/rubbish-and-recycling
9. /our-council/fees-and-charges
10. /our-council/news/ *Council clarifies building foundation requirements*

3.4 Official Information Requests

For the 2021 calendar year, Council has received 38 Local Government Official Information and Meetings Act (LGOIMA) requests.

The below table includes the LGOIMA’s received for the month of July 2021:

Date Received	Query	Due Date	Date Responded	Days to Respond
21/07/2021	Distribution of council’s general and targeted rates and the use of uniform annual charges	18/08/2021	4/08/2021	10
23/07/2021	Bridges in the Stratford district	20/08/2021	9/08/2021	11
27/07/2021	Vegetation Clearance	24/08/2021	9/08/2021	9
22/07/2021	Waste Management	19/08/2021	28/07/2021	4
20/07/2021	District Plan spatial information	17/08/2021	4/08/2021	11

4. **Visitor Information and Library Services**

Performance Measures (*Performance Measures in bold*)

	Target	2021/22 YTD
Number of users of AA Agency Service is measured	>10,000	796
Percentage customers are satisfied with the Information Centre	>80%	
Number of items (including digital) issued annually	>40,000	4824
% of library users satisfied with library services	>80%	
Number of people participating in library events and programmes	>1,200	167

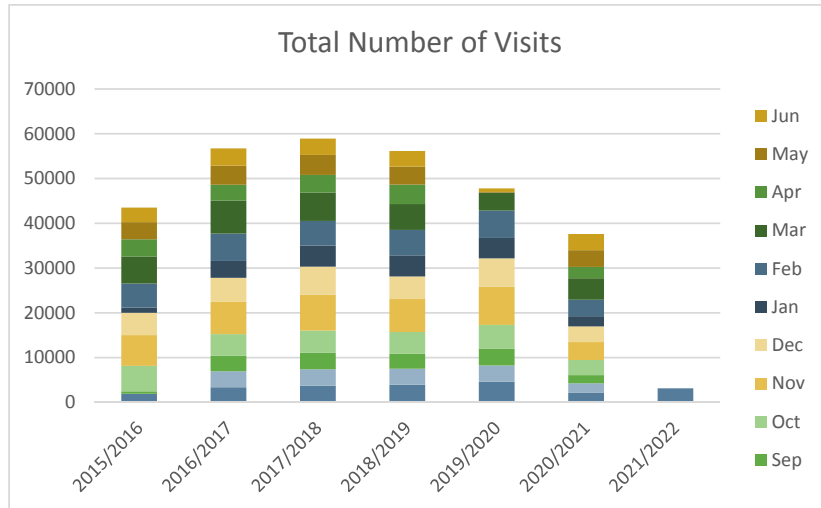
- Community engagement activity this month was heavily focused on the School Holiday Programme. Activities offered included making a jar aquarium with 3D printed fish, a junk workshop, two story time sessions with crafts and two sessions held at the TSB Pool Complex making boats and rafts from recycled materials. A monthly cuppa and chat session was also launched and speakers have been invited to come along. The first session was with Louise Campbell, Waste Minimisation Officer to talk about Plastic Free July.
- The winter 'Read Around the Mountain' programme has started. The programme has been broadened this year to include adults and teenagers as well as school aged children.
- The weekly craft group organised a Craft Swap held in the Library and Visitor Information Centre on Saturday 31 July. This opportunity to try something new was well received.
- A volunteer from Lions has been in the Library and Visitor Information Centre to offer support for people booking for Covid-19 vaccinations online using the APNK chromebooks. Customer Service Officers have also been offering assistance on request.
- Regular library hosted craft, book, and children's groups continue to meet in the library as well as a number of community groups such as the Stratford Writer's Group, Stratford Board Game Group, Hāwera Budget Advisory and the Taranaki Ostomy Society.
- The Customer & Leisure Services Manager and Senior Library & Visitor Information Officer attended a hui, by zoom, where the i-SITE business case and VIN INC Future proposals were presented. More information will be provided in due course.

5. **Pool Complex**

Level of Service Category	Performance Measure	Target	2020/21 YTD
The pool complex will be a safe place to swim	Number of reported accidents, possible accidents and similar incidents per annum (pa).	<80	5
	Compliance with NZS5826:2010 NZ Pool Water Quality Standards	100%	100%
	PoolSafe accreditation is met	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	3,148

5.1 **Highlights for July**

- 3,148 patrons came through the pool facility in July, an increase on July 2020.
- The new Lifeguard Coordinator began in their role on in July.
- Activities over the school holidays included boat safety, lifeguard classes, children's aqua pump classes, and inflatables.
- Two staff members attended an Austswim teacher of Aquatics Infant and Pre-schoolers course.
- Over the month of July the complex experienced several power cuts due to severe weather. This resulted in loss of water, low chlorine levels, and extended pool closure periods. The cold weather and heavy rain also caused a number of maintenance issues to deal with including boiler repairs and more leaks in the roof getting into light fittings.



Kate Whareaitu
Director - Community Services

Sven Hanne
Chief Executive

Date: 17 August 2021

MONTHLY REPORT

Environmental Services Department



F19/13/04 – D21/27931

To: Policy & Services Committee
From: Director – Environmental Services
Date: 24 August 2021
Subject: Environmental Services Monthly Report – July 2021

Recommendation

THAT the report be received.

/
Moved/Seconded

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 2021-2031 sets the performance measures and this report presents progress to date against the target for each performance measure.

1. Overview

Twenty six applications for building consent were received in July. These included:

- Two new dwellings, eight log fires, two pole sheds, four accessory buildings (two garages, one garage with sleepout and one pole shed with office and toilet), four applications for alterations/additions and two for plumbing work.
- Four commercial applications, one new building, one alterations/additions and two pole sheds.
- Plus one exemption, five amendments and two building consent modifications.

Officers have seen the 2021/2022 financial year start in similar fashion to the end of the 2020/2021 financial year with similar numbers of applications being lodged with the Council. The level of activity in the construction sector has attracted quite a lot of interest but officers are also seeing more subdivision activity than they have historically. The number of applications that are being received for subdivision is at a high level but the scale of subdivisions has increased. Officers have recently issued consent for the subdivision of a Hills Road property into 20 new lots and have another application for the subdivision of an Opunake Road property into 12 new lots. These two subdivisions combined would create 32 new allotments which is a similar level of increase to the Council's own recent subdivision which has been a contributor to the level of construction activity over the last financial year. This is an indicator that construction activity could remain at its current high level for some time yet.

2. Strategic/Long Term Plan Projects

Work is continuing on reviewing the bylaw review programme. Drafting work is underway on the Scaffolding and Deposit of Building Materials Bylaw and a new Alcohol Control Bylaw is ready for some pre-consultation with key stakeholders. The Mobile Shops and Traders bylaw has recently been notified for public submissions and one submission has been received to date.

Work is also continuing on the various street numbering and naming projects in the district. The next area that to be focussed on is Page Street extension where officers have undertaken some consultation with affected property owners and residents. A report recommending Page Street extension's renaming will be brought to a subsequent meeting.

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 July
Building Consent Authority	
Building Consent Applications	26
Building Consents Issued	33
Inspections completed	124
Code Compliance Certificate Applications	15
Code Compliance Certificates Issued	13
Code Compliance Certificates Refused	0
Number of Building Consents Received in Hard Copy	2
Number of Buildings Consents Received Digitally	27
Building Act Complaints received and responded to	0
Planning	
Land Use Consents Received	3
Land Use Consents Granted	3
Subdivision Consents Received	6
Subdivision Consents Granted	4
223/224 Applications Received	5
223/224 Applications Granted	3
Resource Consent Applications Received in Hard Copy	0
Resource Consent Applications Received in Digital Form	9
Resource Consent Placed on Hold or Returned	15
LIM's Received	10
LIM's Granted	9
Environmental Health	
Registered Premises Inspected for Compliance under the Food or Health Act	6
Health or Food Act Complaints Received and responded to	1
Licensed Premises Inspected for Compliance under the Sale & Supply of Alcohol Act.	0
Certificates and Licence Applications received under the Sale and Supply of Alcohol Act	14
Bylaw Complaints Received and responded to	20
Dog Complaints Received and responded to	34

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%	92% 24 out of 26 applications were processed within 20 days. The two consents that went overtime were the last two consents with a previous contractor. The average processing time for July was 7.2 days.
	Percentage of inspection requests completed within 24 hours of request.	100%	96% Five building inspections out of 112 have had a longer wait time. This was due to several being commercial and only one inspector. We have altered the schedule to allow for more inspections per day.
	Percentage of code compliance certificate applications determined within 20 working days	100%	93% 14 code compliance certificates were issued. One was over 20 day timeframe due to staffing issues at the time.
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%	The results of the customer satisfaction survey are not yet available.

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 within statutory timeframes.	N/A in Year 1	Not required at this time.
	To undertake a systematic review of bylaws and related policies as they reach their statutory review dates.	100% review within timeframes	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%	71% 5 out of 7 applications were processed within the statutory timeframes. The two consents that went overtime were the result of workload.
	% 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%	The results of the customer satisfaction survey are not yet available.

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%	99%
	Health nuisance and premise complaints are responded to within 1 working day.	100%	100%
To fulfil obligations as a District Licensing Committee	Percentage of licensed premises inspected.	100%	100%
	Percentage of applications processed within 25 working days (excluding hearings).	100%	100%
To monitor and enforce bylaws	Percentage of complaints responded to within 2 hours.	100%	99.35%
To ensure dogs are controlled	Percentage of known dogs registered	95%	96.7%
	Percentage of dog attack/wandering dog complaints responded to within an hour	100%	98.77%

5. Detailed Reporting Building Services

5.1 Building Control Authority (“BCA”)

5.1.1 Compliance/Notices to Fix issued as a BCA
Two Notices to Fix were issued in July, for works not as per the Building Consent

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 and no warning letters were issued in July.

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.	Nil

5.1.4 Training needs analysis
During July training on undertaking building inspections was provided to staff involved with building inspections, in relation to raft floor slabs and checking of engineering conditions. Solid fuel fire training has been identified due to Stratford District Council reinstating onsite inspections. Building Control Officer booked in for NZHHA course in New Plymouth on the 13 October.

5.1.5 Internal audit/external audit timetable
International Accreditation New Zealand (IANZ) will return for a full audit in November. Internal audits have been being undertaken in accordance with the audit timetable.

5.2 Territorial Authority

5.2.1 Compliance Schedules/Building Warrants of Fitness
No Compliance Schedules were issued in July 2021. 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 July 2021.

5.2.4 Non Standard Site Register Maintenance

No new sites were added to the non-standard site register in July 2021.

5.2.5 Notices to Fix/Other Compliance as a Territorial Authority

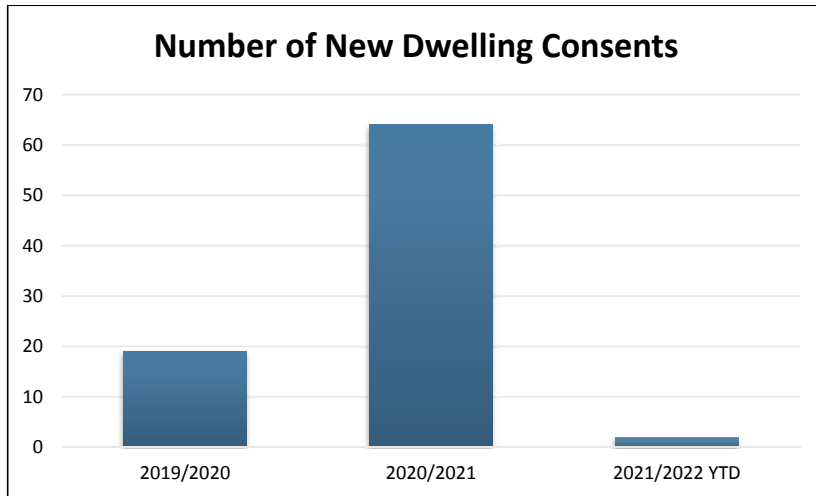
Two Notices to Fix were issued by the Territorial Authority in July.

5.3 Trends Analysis

5.3.1 Consents applied for by type:

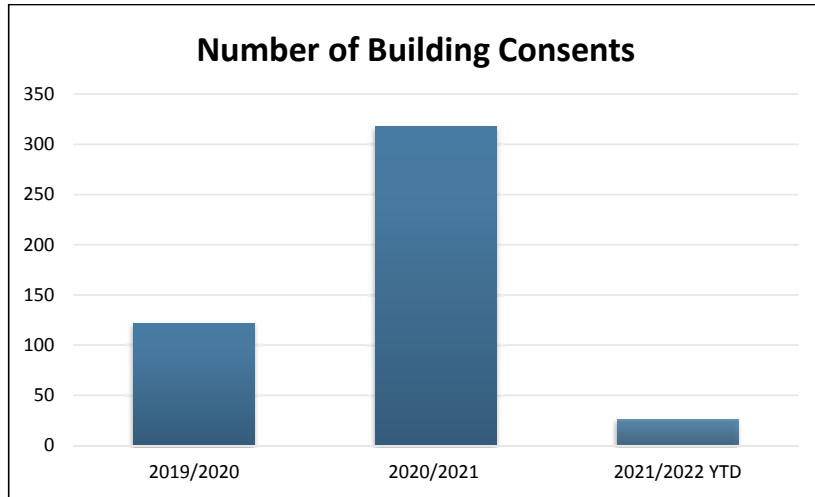
Type	This Month	July 2020	2021/2022 Year to Date	2020/2021 Whole Year
New Dwellings	2	4	2	64
Relocated dwellings	0	3	0	19
Relocated buildings other than dwellings	0		0	1
Fires	8	8	8	86
Pole sheds/accessory buildings	8	4	8	48
Additions and alterations – residential	4	3	4	40
New Commercial buildings	1	1	1	7
Additions and alterations – commercial	1	1	1	19
Other/miscellaneous	2	4	2	29
Certificate of Acceptance	0		0	5
Total/s	26	28	26	318

New House indicator by year



Year to date	New Dwellings
2019/2020	19
2020/2021	64
2021/2022 YTD	2

Consent numbers by year



Year to date	Building Consents
2019/2020	122
2020/2021	318
2021/2022 YTD	26

Blair Sutherland
Director, Environmental Services

[Approved]
Sven Hanne
Chief Executive

Date: 17 August 2021

MONTHLY REPORT

Corporate Services Department



F19/13/04 – D21/29586

To: Policy & Services Committee
From: Director – Corporate Services
Date: 24 August 2021
Subject: Corporate Services Monthly Report

Recommendations

1. THAT the report be received.
2. THAT the Committee acknowledges that the Treasury Management Policy breach has been authorised appropriately by the Chair of the Audit and Risk Committee and the Mayor.

Moved/Seconded

1. Financial Management

Reports attached, as at 31 July 2021, are:

- 1) Statement of Comprehensive Revenue and Expenses
- 2) Expenditure and Revenue by Activity
- 3) Capital Expenditure Report 2020/21
- 4) Capital Expenditure Report 2021/22
- 5) Treasury Report
- 6) Cashflow Forecast
- 7) Debtors Report

1.1 Summary of Financial Results and Progress

Operational Results – July 2021

There is limited commentary to be able to add to the Statement of Comprehensive Revenue and Expense, and Expenditure and Revenue by Activity reports as Council is only one month into the financial year.

Two points to note regarding revenue:

- NZTA funding can not be applied for until the three year funding round is approved by NZTA – therefore it is likely that no roading subsidy will be received until around September 2021.
- The PGF funding received in July of \$2,643,889 relates to the new swimming pool project.

Year End Results – 30 June 2021

The results are still being worked through, and it is expected that draft financial statements will be presented to the next Policy and Services Committee showing Revenue (net of rates and capital revenue), less Expenditure (excluding capital expenditure), compared to Rates Revenue. If there is a net surplus, options will be provided as to potential application of these funds.

The above will only be a draft however, as Audit New Zealand have advised tentatively that they will not commence the audit of Council's Annual Report 2021 until 25 October 2021. This is significantly (two months) later than usual and is a result of their workload and available resources.

Capital Expenditure Report

A final capital expenditure report has been provided for the year ended 30 June 2021 – this was requested at the July 2021 Policy and Services Committee meeting as many of the projects were not clearly marked as to why they were no longer required. This has now been done.

The capital expenditure report for 2021/22 has been updated to reflect the new and continued projects that are to be carried out this financial year. Each project has commentary around the status of where it's at currently.

Total capital expenditure funds available for the year is **\$29,019,038**. Of this, \$6,721,100 is for replacing existing assets, \$21,098,038 is for new assets or improving existing assets, and \$1,200,000 is to cater for district growth.

Total expenditure in July 2021, and for the year to date, is \$429,969.

In terms of the three waters in particular, the below table shows that for this financial year, total investment in replacing three waters assets is overall slightly higher than the amount being set aside to replace them this year to replace the assets (depreciation). This has been the case in the past as well, where renewal expenditure and depreciation are closely aligned, signifying a sustainable infrastructure maintenance and replacement program is in place.

	Renewals	Depreciation	Variance
Water Supply	695,000	429,000	266,000
Wastewater	213,000	311,000	(98,000)
Stormwater	53,000	146,000	(93,000)
			75,000

1.2 Summary of Council Subdivision 2017 – 2021

The following is a summary of the revenue and expenditure in relation to the recent Council subdivision project which commenced in November 2017 with the purchase of the land at Cressida Ave, Stratford.

Section Sales x33	\$	3,868,985
Sale of Cressida Ave property	\$	623,000
Sale of Pembroke Rd house to farm	\$	35,000
Sale of spite strip	\$	200,000
Total Revenue	\$	4,726,985
Cost of Sales	\$	1,661,684
Capex on new Council owned assets	\$	2,782,369
Estimated Project Manager cost (staff time)	\$	120,900
Estimated Interest Cost 2018 to 2021	\$	202,766
Total Capital Expenditure	\$	4,767,719
Net Proceeds	-\$	40,734

Note: Net Proceeds excludes further potential spite strip sales. Of the revenue above \$618,956 is still outstanding. The interest cost has been calculated using the weighted average cost for the relevant year and the average balance of net expenditure for the year.

1.3 Treasury Management

Gross Council debt as at 31 July 2021 was \$22,200,000. Net debt is \$9,020,000 after taking into account \$6,000,000 on term deposits with registered NZ banks, and the \$7,180,000 loan to the A&P Association.

The weighted average interest rate for debt is 2.18% (average 6 year term¹), and the weighted average interest rate for financial investments is 1.31% (average 3.6 year term).

All Council debt, made up of LGFA loans, is 100% fixed.

Refer to the attached Treasury Report for the updated loans and investments schedule as at 31 July 2021.

1.4 Financial Investments

Council currently has a total of \$6,000,000 on term deposits with registered banks, all with Westpac bank.

It is expected that Council will carry a minimum of \$6,000,000 of term deposits to cover reserves², however surplus cash on hand will be invested for an appropriate term if available and doesn't put Council in short term liquidity risk.

The investments with Stratford Agricultural and Pastoral Association total \$7,180,000. Interest is charged quarterly and the first two quarterly invoices have been paid on time.

1.5 Covenant Compliance

All internal, and Local Government Funding Agency ("LGFA"), covenants were met as at 31 July 2021, except for the Maximum Investment with Counterparty limit. This limit has been breached as Council officers assessed the risk of doing so, against the benefit of the higher interest rates received and found that the risk was minimal – the term deposits are with Westpac bank and are all maturing within the next 120 days. The Chair of the Audit and Risk Committee and the District Mayor approves any breach on the day of the investment being made, in line with Council's Treasury Management Policy.

Also note that the investments with the Stratford Agricultural and Pastoral Association of \$7,180,000 also breaches the Treasury Policy. Audit and Risk Committee endorsement was received in October 2020, and Council approval given in November 2020 specifically for this loan.

	Actual	Policy
Actual Fixed Debt	100%	>60%
Actual Floating Debt	0%	<60%
Fixed 1-3 years	11%	10-60%
Fixed 3-5 years	39%	10-60%
Fixed >5 years	41%	5-60%
Debt Matures 1-3 years	11%	10-60%
Debt Matures 3-5 years	39%	10-60%
Debt Matures > 5 years	41%	10-60%
Debt Servicing to Revenue Ratio	1%	<10%
Net Debt to Revenue Ratio	33%	<130%
Liquidity Ratio	178%	>110%

¹ The term is based on draw down date to maturity date.

² As at 30 June 2020, reserves balances include the Financial Contributions Reserve \$583,000, General Asset Renewals Reserve \$3,256,000, Contingency Reserve \$505,000, Asset Sale Proceeds Reserve \$1,024,000, Targeted Rate Reserves \$779,000, Staff Gratuities Reserve \$147,000.

Net Debt per Capita	\$ 913	<\$3,000
Net Debt per Ratepayer	\$ 1,904	N/A
Maximum Investment with Counterparty	\$ 6,000,000	\$ 4,000,000

Cashflow Forecast

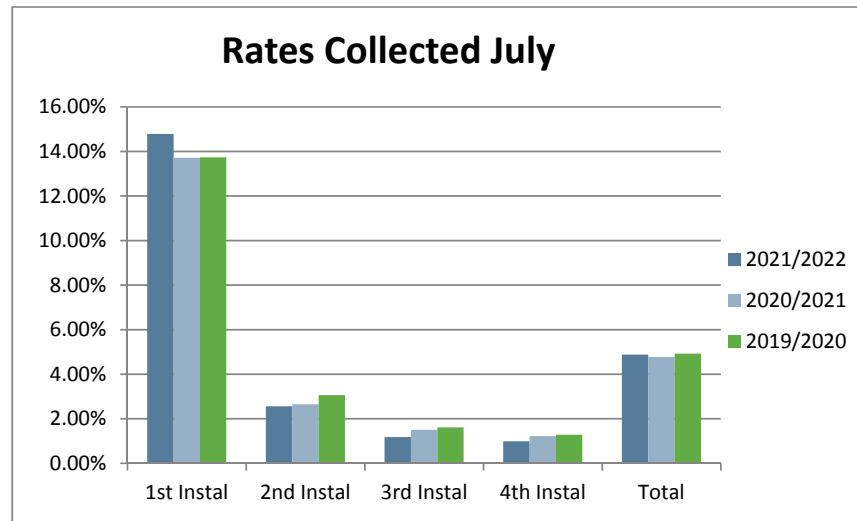
There are no concerns about a shortfall in cash over the next 12 months. Council officers will invest any surplus cash on term deposits to ensure a safe return can be generated in the meantime, and borrow when necessary, ensuring Council reserves are funded adequately.

2.0 Rates

The rates invoices and assessment notices for the year were issued in early August 2021. The increase in revaluations for many urban residents resulted in an increase in phone calls and emails regarding rates increases. The process is to respond to each one individually with a thorough breakdown of their rates increase, or if the request relates to issues covered by the consultation document officers are referring the ratepayer to Council minutes of the Long Term Plan deliberations.

Rates Arrears (owing from 2019/20 year and earlier) \$11,855 – As at 31 July 2021, 30% of rates in arrears have been collected since 1 July 2021 (2020: 27%).

Current Year Rates – As at 31 July 2021, 5% of rates had been collected (2020, 5%).



3.0 Information Technology and Records

- The Internet circuit has been successfully upgraded from VDSL to Business Fibre along with a reconfiguration of the firewall to accommodate this. Speed and reliability have been improved x 4 and council has retained the VDSL circuit in the interim as a failover.
- The Building Department have completed 99% of testing for the reconfiguration of GoGet and Authority to meet IANZ requirements. A tentative Go Live date to roll out the system changes by the end of August once officers complete the testing of the templates.
- Wireless connectivity in the Assets Department areas has been upgraded to improve speed, coverage and reliability.
- There were twenty nine property files requested during July, all were sent via OneDrive link and six required scanning (all rural or commercial).

A handwritten signature in black ink that reads "Radich". The signature is fluid and cursive.

Tiffany Radich
Director, Corporate Services

A handwritten signature in blue ink that reads "S Hanne". The signature is fluid and cursive.

Approved By:
Sven Hanne
Chief Executive

Date: 17 August 2021

Statement of Comprehensive Revenue and Expense

For the Year to Date - July 2021

	July '21 Actual YTD	July 21 Budget YTD	Variance YTD	Total Budget 2021/22
Operating Revenue				
Finance Revenue	\$11,582	\$17,167	(\$5,585)	\$206,000
NZTA Rooding Subsidy	\$0	\$453,833	(\$453,833)	\$5,446,000
Grants, Donations and other income	\$0	\$598,250	(\$598,250)	\$7,179,000
Rates Revenue other than Water Supply Rate	\$0	\$0	\$0	\$13,574,000
Water Supply Targeted Rate	\$0	\$0	\$0	\$376,000
Sundry Revenue	\$697	\$1,917	(\$1,220)	\$46,000
Farm Milk Proceeds	\$26,618	\$39,091.67	(\$12,474)	\$469,100
User Charges for Services	\$667,538	\$676,927	(\$9,389)	\$2,074,100
Total Operating Revenue	\$706,435	\$1,787,185	(\$1,080,750)	\$29,370,200
Extraordinary Revenue				
Provincial Growth Funding - Other	\$2,643,889	\$0	\$2,643,889	\$0
Financial Contributions	\$7,826	\$0	\$7,826	\$0
Dividends	\$0	\$0	\$0	\$19,800
Total Extraordinary Revenue	\$2,651,715	\$0	\$2,651,715	\$19,800
Total Revenue	\$3,358,150	\$1,787,185	\$1,570,965	\$29,390,000
Operating Expenditure				
Personnel Costs	\$306,495	\$370,692	\$64,197	\$4,819,000
Other Direct Operating Costs	\$1,201,325	\$1,055,467	(\$145,858)	\$10,029,200
Total Operating Expenditure	\$1,507,820	\$1,426,160	(\$81,660)	\$14,848,200
Other Operating Expenditure				
Depreciation	\$388,333	\$388,333	\$0	\$4,660,000
Finance Costs	\$39,775	\$39,750	(\$25)	\$477,000
Total Other Expenditure	\$428,108	\$428,083	(\$25)	\$5,137,000
Total Expenditure	\$1,935,928	\$1,854,243	(\$81,685)	\$19,985,200
Net Surplus (Deficit)	\$1,422,222	(\$67,058)	\$1,489,280	\$9,404,800

Expenditure and Revenue by Activity

For the Year to Date - July 2021

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

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

	July '21 Actual YTD	July 21 Budget YTD	Variance YTD	Total Budget 2021/22
<u>Community Services</u>				
Aerodrome				
Expenditure	\$9,123	\$8,580	(\$544)	\$92,669
Revenue	\$6,239	\$2,250	\$3,989	\$27,000
Net cost of activity	\$2,884	\$6,330	\$3,446	\$65,669
Civic Amenities				
Expenditure	\$75,372	\$67,568	(\$7,804)	\$435,805
Revenue	\$4,260	\$3,043	\$1,217	\$51,000
Net cost of activity	\$71,112	\$64,525	(\$6,587)	\$384,805
Pensioner Housing				
Expenditure	\$11,967	\$11,384	(\$583)	\$80,684
Revenue	\$5,698	\$6,000	(\$302)	\$72,000
Net cost of activity	\$6,269	\$5,384	(\$885)	\$8,684
Community Development				
Expenditure	\$31,528	\$33,304	\$1,776	\$471,650
Revenue	\$22,259	\$2,833	\$19,426	\$34,000
Net cost of activity	\$9,269	\$30,471	\$21,202	\$437,650
Library				
Expenditure	\$58,461	\$61,202	\$2,741	\$638,502
Revenue	\$8,598	\$1,167	\$7,431	\$14,000
Net cost of activity	\$49,863	\$60,035	\$10,172	\$624,502
Parks and Reserves				
Expenditure	\$66,863	\$54,592	(\$12,271)	\$599,545
Revenue	\$2,214	\$750	\$1,464	\$9,000
Net cost of activity	\$64,649	\$53,842	(\$10,807)	\$590,545
Cemeteries				
Expenditure	\$15,882	\$14,900	(\$982)	\$175,964
Revenue	\$4,087	\$7,675	(\$3,588)	\$92,100
Net cost of activity	\$11,795	\$7,225	(\$4,570)	\$83,864
TSB Pool Complex				
Expenditure	\$83,032	\$103,661	\$20,629	\$964,453
Revenue	\$17,931	\$19,250	(\$1,319)	\$231,000
Net cost of activity	\$65,101	\$84,411	\$19,310	\$733,453
<u>Democracy and Corporate Support</u>				
Expenditure	\$107,885	\$102,553	(\$5,332)	\$1,178,479
Revenue	\$18,596	\$13,583	\$5,013	\$116,000
Net cost of activity	\$89,289	\$88,970	(\$319)	\$1,062,479
<u>Economy</u>				
Economic Development				
Expenditure	\$28,387	\$52,209	\$23,822	\$617,717
Revenue	\$0	\$0	\$0	\$0
Net cost of activity	\$28,387	\$52,209	\$23,822	\$617,717
Information Centre				
Expenditure	\$25,681	\$24,355	(\$1,327)	\$261,630
Revenue	\$3,897	\$5,142	(\$1,245)	\$61,700

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

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

	July '21 Actual YTD	July 21 Budget YTD	Variance YTD	Total Budget 2021/22
Net cost of activity	\$21,784	\$19,213	(\$2,571)	\$199,930
Rental Properties				
Expenditure	\$6,204	\$7,264	\$1,060	\$48,492
Revenue	\$2,924	\$2,917	\$7	\$35,000
Net cost of activity	\$3,280	\$4,347	\$1,067	\$13,492
Farm				
Expenditure	\$15,684	\$30,831	\$15,147	\$299,257
Revenue	\$26,618	\$39,092	(\$12,474)	\$469,100
Net cost of activity	-\$10,934	-\$8,260	\$2,674	-\$169,843
Holiday Park				
Expenditure	\$97	\$153	\$56	\$1,840
Revenue	\$0	\$0	\$0	\$3,000
Net cost of activity	\$97	\$153	\$56	-\$1,160
<u>Environmental Services</u>				
Building Control				
Expenditure	\$78,075	\$64,932	(\$13,143)	\$760,594
Revenue	\$30,033	\$23,308	\$6,725	\$279,700
Net cost of activity	\$48,042	\$41,624	(\$6,418)	\$480,894
District Plan				
Expenditure	\$11,703	\$15,614	\$3,911	\$187,366
Net cost of activity	\$11,703	\$15,614	\$3,911	\$187,366
Resource Consents				
Expenditure	\$14,597	\$17,164	\$2,567	\$201,564
Revenue	\$6,139	\$6,333	(\$194)	\$76,000
Net cost of activity	\$8,458	\$10,830	\$2,372	\$125,564
Food and Health				
Expenditure	\$15,542	\$13,992	(\$1,550)	\$165,699
Revenue	\$7,221	\$15,000	(\$7,779)	\$30,000
Net cost of activity	\$8,321	-\$1,008	(\$9,329)	\$135,699
Alcohol Licensing				
Expenditure	\$10,062	\$9,291	(\$771)	\$109,287
Revenue	\$4,469	\$2,725	\$1,744	\$32,700
Net cost of activity	\$5,593	\$6,566	\$973	\$76,587
Parking and Other Bylaws				
Expenditure	\$10,062	\$10,676	\$614	\$128,111
Revenue	-\$97	\$83	(\$180)	\$1,000
Net cost of activity	\$10,159	\$10,593	\$434	\$127,111
Animal Control				
Expenditure	\$18,547	\$17,896	(\$651)	\$214,751
Revenue	\$94,528	\$141,500	(\$46,972)	\$141,500
Net cost of activity	-\$75,981	-\$123,604	(\$47,623)	\$73,251
<u>Civil Defence</u>				
Expenditure	\$97,409	\$82,728	(\$14,681)	\$332,741
Net cost of activity	\$97,409	\$82,728	(\$14,681)	\$332,741
<u>Assets</u>				
Roading				
Expenditure	\$482,869	\$354,693	(\$128,176)	\$3,904,319
Revenue	\$403,248	\$410,250	(\$7,002)	\$6,079,000

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

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

	July '21 Actual YTD	July 21 Budget YTD	Variance YTD	Total Budget 2021/22
Net cost of activity	\$79,621	-\$55,557	(\$135,178)	-\$2,174,681
Stormwater				
Expenditure	\$13,459	\$16,213	\$2,754	\$194,556
Revenue	\$0	\$0	\$0	\$0
Net cost of activity	\$13,459	\$16,213	\$2,754	\$194,556
Wastewater (Sewerage)				
Expenditure	\$49,788	\$57,397	\$7,609	\$705,535
Revenue	\$9,389	\$6,075	\$3,314	\$72,900
Net cost of activity	\$40,399	\$51,322	\$10,923	\$632,635
Solid Waste				
Expenditure	\$71,501	\$72,984	\$1,483	\$840,418
Revenue	\$16,602	\$8,958	\$7,644	\$107,500
Net cost of activity	\$54,899	\$64,025	\$9,126	\$732,918
Water Supply				
Expenditure	\$98,040	\$120,024	\$21,984	\$1,236,572
Revenue	\$0	\$0	\$0	\$376,000
Net cost of activity	\$98,040	\$120,024	\$21,984	\$860,572
Total Activity Expenditure	\$1,507,820	\$1,426,160	(\$81,660)	\$14,848,200
Total Activity Revenue	\$694,853	\$717,935	(\$23,082)	\$8,411,200
Net Cost of Activities	\$812,967	\$708,225	(\$104,742)	\$6,437,000

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CAPITAL EXPENDITURE SUMMARY BY ACTIVITY AS AT 30 JUNE 2021

Council Activity	Project Description	2020/21 Annual Plan Budget (a)	Funds Carried Forward (b)	Total Funds Available (a + b)	2020/21 Actual Expenditure YTD	Projected year end forecast	2020/21 Projected under/(over) spend	Expected Project Completion Date	Status of each Project
Pure Carry-forwards	Government grant funded								
GROWTH - to meet additional demand									
Economy	Proposed Council subdivision	0	300,000	300,000	93,880	93,880	206,120	Completed	Practical Completion Certificate has now been completed. The total project cost was \$4.4m - fully funded from section sales.
Total Growth Expenditure		0	300,000	300,000	93,880	93,880	206,120		
LEVEL OF SERVICE - to improve the level of service on an existing asset or provide an additional asset to increase a service level									
Roading - Provincial Growth Fund shovel ready projects	Various safety improvements	0	0	751,934	979,672	979,672	(227,738)	Completed	\$751,934 is funded from the Provincial Growth Fund. All projects have been completed, and the remaining funds not covered by PGF are to be drawn from the Rooding Reserve (overspend is not NZTA funded).
Roading	Low cost / low risk safety improvements	0	1,047,924	1,047,924	1,077,568	1,077,568	(29,644)	Completed	We have a retreat on Upper Mangaehu Rd to come to charge in June. This should expend the remaining budget.
Stormwater	Reticulation Capacity Increase	110,700	0	110,700	0	0	110,700	N/A	This project was not completed by the end of the financial year due to an inability to find a contractor and unable to source materials to complete the works required.
Stormwater	Manhole Lid Safety Screens	123,100	0	123,100	0	0	123,100	N/A	This project was not completed by the end of the financial year due to an inability to find a contractor and unable to source materials to complete the works required.
Wastewater	Reticulation capacity increase	104,900	145,911	250,811	79,836	79,836	170,975	Stage 1 completed	This budget was mainly for the Broadway upgrade. There is still renewal work outstanding.
Wastewater	Safety screens	33,900	0	33,900	0	0	33,900	Not required	Project was completed in the previous financial year.
Wastewater	Pump station telemetry	83,900	82,000	165,900	0	0	165,900	Not completed	This project was not completed by the end of the financial year due to an inability to find a contractor and unable to source materials to complete the works required.
Wastewater	Bulk discharge	0	51,300	51,300	1,050	1,050	50,250	Completed	This expenditure was for a CCTV camera to monitor who discharges to the pump station.
Wastewater	Stage 2 treatment - Oxidation Pond	262,100	0	262,100	1,452	1,452	260,648	Not completed	Stage 1 of the oxidation ponds monitoring equipment is completed. As part of the discharge consent conditions there is a one year diatomix trial which is due to start next financial year.
Water Supply	Water Meter Installation	346,000	0	346,000	161,396	161,396	184,604	Not completed	Ongoing, in conjunction with the zoning project.
Water Supply	Zoning	209,800	475,657	685,457	378,553	378,553	306,904	Not completed	Ongoing, in conjunction with the water meter installation project.
Water Supply	Second trunkmain	0	0	0	380,043	380,043	(380,043)	By 30 June 2022	This is for consultancy fees towards the design and route selection of the pipeline contract. Ground will be broken in November 2021, as part of stage 1.
Water Supply	Stratford street work rider mains	31,400	30,750	62,150	0	0	62,150	Not completed	No works undertaken due to design finalisation delays.
Parks and Reserves	Park Development	15,600	0	15,600	20,034	20,034	(4,434)	Completed	Planting and lime chip path extension.
Parks and Reserves	Walkway development	15,600	0	15,600	16,850	16,850	(1,250)	Completed	This was for the eastern loop.
Parks and Reserves	Walkway signs	10,500	17,018	27,518	5,203	5,203	22,315	By 30 June 2021	The design phase for the signs is now in progress, in conjunction with the new branding.

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Council Activity	Project Description	2020/21 Annual Plan Budget (a)	Funds Carried Forward (b)	Total Funds Available (a + b)	2020/21 Actual Expenditure YTD	Projected year end forecast	2020/21 Projected under/(over) spend	Expected Project Completion Date	Status of each Project
Pure Carry-forwards	Government grant funded								
Parks and Reserves	Plantings and signs	12,500	22,462	34,962	6,673	6,673	28,289	By 30 June 2021	The design phase for the signs is now in progress, in conjunction with the new branding.
Parks and Reserves	Victoria Park improvements (including bike park and half basketball court)	521,300	11,698	532,998	1,385,832	1,385,832	(852,834)	By 30 June 2021	Funding of \$1,870,000 from Provincial Growth Fund approved. Stage 1 (bike park and half basketball court) has commenced; stage 2 (the pump track) has commenced, and a contract has been let for the construction of stage 3 (public toilets).
Parks and Reserves	Discovery Trail	104,200	0	104,200	31,222	31,222	72,978	Completed	The remainder of this project was dependent on external funding, however the application was declined.
Swimming Pool	Various Pool improvements	37,200	0	37,200	0	0	37,200	By 30 June 2021	On hold, until new pool development completed.
Swimming Pool	Pool development	15,636,500	0	15,636,500	4,856,111	4,856,111	10,780,389	By February 2023	Funding of \$8m from Provincial Growth Fund approved, then with \$12m from loans, making a total project cost of \$20m, with further grant funding likely. Of this total, \$5.3m will be spent by 30 June 2021, and the balance over the following 20 months.
Civic Amenities	Stratford 2035	100,000	0	100,000	19,353	19,353	80,647	By 30 June 2021	\$50,000 was to be grant funded, however the application was not successful so expenditure has been updated to reflect this. Currently waiting on updated quotes from suppliers / contractors for flag trax and a lighting audit, which will then form the basis for the design and implementation of the lights.
Civic Amenities	Broadway / Prospero Place upgrade	0	80,629	80,629	46,155	46,155	34,474	By 30 June 2021	The major project to date is the Village Green development. The balance of funds will be spent on any further development work required for the village green space.
Civic Amenities	WMC - civil defence upgrade	50,000	0	50,000	0	0	50,000	Not required	Project was put on hold (external extension) while other more cost effective options are looked into for storage.
Farm	Calf bay	15,000	0	15,000	7,871	7,871	7,129	By 30 June 2021	Calf bay completed. Refurbishment to other calf bays will also be required.
Farm	Yard upgrade	30,000	0	30,000	20,000	20,000	10,000	By 30 September 2021	Council approved an increased budget, and work will be completed by 31 July 2021.
Farm	Relocate concrete feed pad and lime chip turning area	0	0	0	52,986	52,986	(52,986)	Completed	This was going to be done in the LTP however due to the issue around the temporary concrete pad, it was brought forward.
Farm	Race relocation	0	0	0	35,062	35,062	(35,062)	Completed	This was required due to the high number of stock injuries.
Farm	Landscaping / riparian planting	10,400	0	10,400	9,862	9,862	538	By 30 June 2021	Farm is mostly complete with riparian planting.
Library	Information centre relocation	0	0	0	70,056	70,056	(70,056)	Completed	
Total Level of Service Expenditure		17,864,600	1,965,349	20,581,883	9,642,840	9,642,840	10,939,043		
REPLACEMENTS - replaces an existing asset with the same level of service provided									
Roading - Financially assisted NZTA	Unsealed Road metalling	795,000	(85,000)	710,000	250,027	250,027	459,973	By 30 June 2021	The underspend is to cover the cost of the works undertaken on Puniwhakau Rd.

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Council Activity	Project Description	2020/21 Annual Plan Budget (a)	Funds Carried Forward (b)	Total Funds Available (a + b)	2020/21 Actual Expenditure YTD	Projected year end forecast	2020/21 Projected under/(over) spend	Expected Project Completion Date	Status of each Project
Pure Carry-forwards	Government grant funded								
Roading - Financially assisted NZTA	Sealed Road resurfacing	750,000	(70,000)	680,000	636,879	636,879	43,121	Completed	Revised NZTA approved budget to allow for contractual lump sum items claimed in the maintenance contract. Reseals are 50% completed for this year.
Roading - Financially assisted NZTA	Drainage Renewals	525,415	(100,415)	425,000	394,860	394,860	30,140	By 30 June 2021	Revised NZTA approved budget to allow for contractual lump sum items claimed in the maintenance contract.
Roading - Financially assisted NZTA	Pavement Rehabilitation	742,800	(62,800)	680,000	553,356	553,356	126,644	Completed	Beaconsfield Road rehabilitation has been completed.
Roading - Financially assisted NZTA	Structure Components Replacement	80,000	0	80,000	8,402	8,402	71,598	By 30 June 2021	This is for repairs to the retaining wall on Mohakau Road, and repairs to McBride's Bridge.
Roading - Financially assisted NZTA	Traffic Servcies Renewals	50,000	(518)	49,482	72,605	72,605	(23,123)	By 30 June 2021	Revised NZTA approved budget to allow for contractual lump sum items claimed in the maintenance contract.
Roading - Financially assisted NZTA	Sealed Road resurfacing-Special purpose	151,000	(50)	150,950	172,418	172,418	(21,468)	Completed	This was to undertake a substantial length of sealing on Pembroke Rd following the installation of the underground power cables to the Mountain House.
Roading non-subsidised	Underverandah lighting	12,500	0	12,500	12,750	12,750	(250)	Completed	This funding was used for the bus shelter extension on Miranda Street. As the Connector bus is becoming more popular, TRC approached Council to request the extension, and have contributed \$10,000 to the cost.
Solid Waste	Transfer Station - Building renewals	20,800	40,800	61,600	0	0	61,600	Not completed	Project not commenced due to a temporary personnel resourcing issue.
Stormwater	Weather events emergency fund	2,600	0	2,600	0	0	2,600	Ongoing	Ongoing
Stormwater	Reticulation Renewals	55,600	0	55,600	22,452	22,452	33,148	Not completed	Physical works ongoing
Wastewater	Step / aerate treatment renewals	31,500	0	31,500	0	0	31,500	Not completed	Work unrequired at this stage as alternative options being considered.
Wastewater	Treatment pond renewals	160,400	0	160,400	0	0	160,400	Not completed	Microbial desludge project not yet commenced.
Wastewater	Bulk discharge	10,500	0	10,500	0	0	10,500	Not required	Completed - refer to level of service bulk discharge above.
Wastewater	Reticulation renewals	0	266,920	266,920	340,922	340,922	(74,002)	Completed	Physical works were undertaken via maintenance contracts. The majority of the project was for Central Broadway.
Water Supply	Laterals	32,100	0	32,100	14,363	14,363	17,737	Ongoing	Ongoing
Water Supply	Stratford street work rider mains	267,400	202,087	469,487	2,116	2,116	467,371	Not completed	Design stage 20% complete.
Water Supply	Midhirst street work rider mains	15,700	0	15,700	50,861	50,861	(35,161)	Not completed	Further capital needed for required upgrades identified during this project.
Water Supply	Infrastructure general Stratford	26,200	0	26,200	48,332	48,332	(22,132)	Completed	
Water Supply	Infrastructure general Midhirst	3,200	0	3,200	0	0	3,200	Not completed	Ongoing
Water Supply	Infrastructure general Toko	1,600	0	1,600	32,313	32,313	(30,713)	Completed	
Water Supply	Grit tank replacement	0	248,495	248,495	95,154	95,154	153,341	Not completed	Ongoing - operational planning delays
Water Supply	Meter replacements	52,400	93,614	146,014	0	0	146,014	Not completed	Work in progress
Water Supply	Patea delivery line	0	259,400	259,400	82,909	82,909	176,491	Not completed	Ongoing - operational planning delays

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Council Activity	Project Description	2020/21 Annual Plan Budget (a)	Funds Carried Forward (b)	Total Funds Available (a + b)	2020/21 Actual Expenditure YTD	Projected year end forecast	2020/21 Projected under/(over) spend	Expected Project Completion Date	Status of each Project
Pure Carry-forwards	Government grant funded								
Water Supply	Hydrants	15,500	0	15,500	27,680	27,680	(12,180)	Ongoing	More hydrants needed replacing than planned.
Civic Amenities	WMC - replace furniture	3,100	0	3,100	2,415	2,415	685	By 30 June 2021	Due to the tables being damaged and worn over time, 15 tables have now been replaced with new trestle tables.
Civic Amenities	Community hall renewals	0	0	326,761	329,678	329,678	(2,917)	Completed	Funding of \$326,761 from Provincial Growth Fund approved, however this went over budget due to previously unknown structural and electrical issues. The additional costs will be funded from reserves.
Civic Amenities	CRR - various replacements	8,700	0	8,700	20,736	20,736	(12,036)	Completed	Once the PGF works were completed, wi-fi and a heat pump was installed. In addition, 2 air condition units were in a very poor state and needed to be replaced.
Library	Equipment	0	0	0	6,133	6,133	(6,133)	By 30 June 2021	Funding of \$10,000 from the National Partnership Programme has been approved
Farm	Yard repairs	30,000	0	30,000	0	0	30,000	N/A	Council approved an increased budget, and work will be completed by 31 July 2021.
Farm	Effluent pump replacement	0	0	0	15,710	15,710	(15,710)	Completed	The existing pump failed so a replacement was required immediately. The cost of this has partly been covered by insurance, less the excess.
Farm	House - fireplace and floor coverings	12,000	0	12,000	12,344	12,344	(344)	Completed	One fireplace has been installed in the sharemilkers house, and a fireplace was installed in the workers cottage.
Miranda Street Office	Furniture Replacement	3,100	0	3,100	2,496	2,496	604	By 30 June 2021	On-going
Miranda Street Office	Floor coverings	42,700	0	42,700	14,698	14,698	28,002	By 30 June 2021	Only selected floor coverings will be done now as many carpeted areas were assessed as being fine. The remainder of the budget will be used to replace heat pumps in the council chambers, and to replace the concertina door between the chambers and committee room. Quotes are being obtained for the heat pumps and door, and a carpet quote has been accepted. All work will be completed by 30 June 2021.
Miranda Street Office	Office renovations	0	0	0	1,150	1,150	(1,150)	By 30 June 2021	Alterations to extend office space are in progress.
Miranda Street Office	Dishwasher	2,100	0	2,100	0	0	2,100	Not required	This has been purchased at a much lower cost so the renewal budget is not required.
Corporate	Computers/Peripherals/ Software	80,000	0	80,000	74,030	74,030	5,970	By 30 June 2021	On-going
Corporate	AssetFinda and GIS software replacement	0	15,000	15,000	14,446	14,446	554	Completed	
Corporate	Civil defence equipment	10,000	0	10,000	0	0	10,000	By 30 June 2021	This will be determined when the potential upgrade to the War Memorial Centre is completed.
Corporate	Telephone System	0	25,000	25,000	17,571	17,571	7,429	Completed	Completed
Corporate	Website redevelopment	0	0	0	27,935	27,935	(27,935)	By 30 June 2021	Planning for this commenced in previous years, however finalisation of the new council website was pending the branding design for Council.
Corporate	Vehicle Replacement (after trade in)	31,000	0	31,000	23,404	23,404	7,596	Completed	A Toyota Corolla hybrid was purchased in December 2020 to replace a Mazda pool vehicle which was sold at the same time.
Corporate	Miscellaneous	20,000	0	20,000	3,200	3,200	16,800	By 30 June 2021	This was used to an upgrade to the size of the air conditioner in the Centennial Restrooms.

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Council Activity	Project Description	2020/21 Annual Plan Budget (a)	Funds Carried Forward (b)	Total Funds Available (a + b)	2020/21 Actual Expenditure YTD	Projected year end forecast	2020/21 Projected under/(over) spend	Expected Project Completion Date	Status of each Project
Pure Carry-forwards	Government grant funded								
Total Replacement Expenditure		4,044,915	832,533	5,204,209	3,384,345	3,384,345	1,819,864		
TOTAL EXPENDITURE		\$21,909,515	\$3,097,882	\$26,086,092	\$13,121,065	\$13,121,065	\$12,965,027		

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CAPITAL EXPENDITURE SUMMARY BY ACTIVITY AS AT 31 JULY 2021

Council Activity	Project Description	2021/22 Long Term Plan Budget (a)	Funds Carried Forward (b)	Total Funds Available (a + b)	2021/22 Actual Expenditure YTD	Projected year end forecast	2021/22 Projected under/(over) spend	Expected Project Completion Date	Status of each Project
Grant funded									
GROWTH - to meet additional demand									
Economy	Proposed Council subdivision	1,200,000	0	1,200,000	0	1,200,000	0	By 30 June 2022	Currently scoping location options.
Total Growth Expenditure		1,200,000	0	1,200,000	0	1,200,000	0		
LEVEL OF SERVICE - to improve the level of service on an existing asset or provide an additional asset to increase a service level									
Roading	Walking and Cycling Strategy - footpath improvements	350,000	0	350,000	0	350,000	0	By 30 June 2022	Strategy documentation is being prepared and will be presented at a workshop in October 2021.
Stormwater	Reticulation Capacity Increase	135,000	0	135,000	0	135,000	0	By 30 June 2022	Planning and programming of works is on-going
Stormwater	Safety improvements	117,370	0	117,370	0	117,370	0	By 30 June 2022	Planning and programming of works is on-going
Wastewater	Reticulation capacity increase	150,000	0	150,000	0	150,000	0	By 30 June 2022	Planning and programming of works is on-going
Wastewater	Inflow and infiltration programme	150,000	0	150,000	0	150,000	0	By 30 June 2022	The programme of works is yet to be completed
Wastewater	Diatomix to enhance the growth of good algae	500,000	0	500,000	0	500,000	0	By 30 June 2022	Currently in discussion with consultants regarding the final programme of works
Water Supply	Water meter upgrade - change existing to electronic meters	258,000	0	258,000	0	258,000	0	By 30 June 2022	Ongoing
Water Supply	Electronic water reading	91,500	0	91,500	0	91,500	0	By 30 June 2022	Currently in discussion with NPDC for a procurement strategy
Water Supply	Zoning	30,000	0	30,000	0	30,000	0	By 30 June 2022	Ongoing
Water Supply	Second trunkmain	1,400,000	0	1,400,000	2,855	1,400,000	0	By 30 June 2022	Stage 1 (construction of pipework from Brecon Road to Hunt Road Extension) is currently out for tender
Parks and Reserves	Broadway Roundabout Gardens upgrade	60,000	0	60,000	0	60,000	0	By 30 June 2022	On hold as liaising with Community Services regarding the town centre plan.
Parks and Reserves	Adrian Street Fort demolition	2,000	0	2,000	0	2,000	0	By 30 June 2022	Work will commence in October 2021.
Parks and Reserves	Trees of Significance - Walkway	35,000	0	35,000	0	35,000	0	By 30 June 2022	Currently liaising with stakeholders, including Iwi, DOC and the Youth Council.
Parks and Reserves	Victoria Park improvements (including bike park and half basketball court)	0	484,168	484,168	24,466	484,168	0	By 30 June 2021	Funding of \$1,870,000 from Provincial Growth Fund approved, of which \$484,168 is available for this year. Stage 1 (bike park and half basketball court) is 95% complete; stage 2 (the pump track) is 70% complete, and stage 3 (public toilets) is 95% complete.
Swimming Pool	Pool development	16,700,000	0	16,700,000	0	13,890,002	2,809,998	By December 2022	Funding of \$8m from Provincial Growth Fund approved, then with \$12m from loans, making a total project cost of \$20m, with further grant funding likely. Of this total, \$5.3m will be spent by 30 June 2021, and the balance over the following 18 months.
Civic Amenities	Stratford 2035	482,500	0	482,500	0	482,500	0	By 30 June 2022	Initial discussions have started on the project.
Civic Amenities	WMC - kitchen and cabinetry	20,000	0	20,000	0	20,000	0	By 30 June 2022	This will commence before 31 December 2021
Civic Amenities	WMC - appliance upgrade	9,500	0	9,500	0	9,500	0	By 30 June 2022	This will commence before 31 December 2021
Civic Amenities	TET Stadium improvements	50,000	0	50,000	0	50,000	0	By 30 June 2022	The scoping of the project has commenced

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Grant funded									
Farm	New storage facility	8,000	0	8,000	0	8,000	0	By 30 June 2022	Waiting on sharemilkers to approve which chemicals they require on site
Farm	Install new freestanding fireplace	8,500	0	8,500	0	0	8,500	Not required	This work was done in 2021/21
Farm	Install in-shed feed system	53,000	0	53,000	225	59,950	(6,950)	By 31 August 2021	
Farm	Landscaping / riparian planting	3,500	0	3,500	0	3,500	0	By 30 June 2022	This will commence in March / April 2022
Total Level of Service Expenditure		20,613,870	484,168	21,098,038	27,546	18,286,490	2,811,548		
REPLACEMENTS - replaces an existing asset with the same level of service provided									
Roading - Financially assisted NZTA	Unsealed Road metalling (includes forestry roads)	840,000	0	840,000	65,559	640,000	200,000	By 30 June 2022	Final budget allocation will be signed off by NZTA Waka Kotahi on 31 August 2021
Roading - Financially assisted NZTA	Sealed Road resurfacing	1,100,000	0	1,100,000	50,700	1,100,000	0	By 30 June 2022	Final budget allocation will be signed off by NZTA Waka Kotahi on 31 August 2021
Roading - Financially assisted NZTA	Drainage Renewals	700,000	0	700,000	112,877	700,000	0	By 30 June 2022	Final budget allocation will be signed off by NZTA Waka Kotahi on 31 August 2021
Roading - Financially assisted NZTA	Pavement Rehabilitation	750,000	0	750,000	37,877	750,000	0	By 30 June 2022	Final budget allocation will be signed off by NZTA Waka Kotahi on 31 August 2021
Roading - Financially assisted NZTA	Structure Components Replacement	835,000	0	835,000	94,980	835,000	0	By 30 June 2022	Final budget allocation will be signed off by NZTA Waka Kotahi on 31 August 2021
Roading - Financially assisted NZTA	Traffic Servcies Renewals	113,000	0	113,000	10,718	113,000	0	By 30 June 2022	Final budget allocation will be signed off by NZTA Waka Kotahi on 31 August 2021
Roading - Financially assisted NZTA	Footpath renewals	170,000	0	170,000	0	170,000	0	By 30 June 2022	Final budget allocation will be signed off by NZTA Waka Kotahi on 31 August 2021
Roading - Financially assisted NZTA	Low cost low risk safety	830,000	0	830,000	6,557	830,000	0	By 30 June 2022	Final budget allocation will be signed off by NZTA Waka Kotahi on 31 August 2021
Roading - Financially assisted NZTA	Sealed Road resurfacing-Special purpose	60,000	0	60,000	3,900	60,000	0	By 30 June 2022	Final budget allocation will be signed off by NZTA Waka Kotahi on 31 August 2021
Roading - Financially assisted NZTA	Drainage Renewals-Special purpose	0	0	0	10,626	0	0	By 30 June 2022	Final budget allocation will be signed off by NZTA Waka Kotahi on 31 August 2021
Roading - Financially assisted NZTA	Low cost low risk safety - Special purpose roads	15,000	0	15,000	0	15,000	0	By 30 June 2022	Final budget allocation will be signed off by NZTA Waka Kotahi on 31 August 2021
Stormwater	Reticulation Renewals	53,000	0	53,000	0	53,000	0	By 30 June 2022	Ongoing
Wastewater	Step / aerate treatment renewals	30,000	0	30,000	0	30,000	0	By 30 June 2022	Ongoing
Wastewater	Infiltration renewals	183,000	0	183,000	0	183,000	0	By 30 June 2022	This project is about to go out for tender
Water Supply	Laterals	30,600	0	30,600	0	30,600	0	By 30 June 2022	Ongoing
Water Supply	Stratford street work rider mains	255,000	0	255,000	0	255,000	0	By 30 June 2022	Plans are curently being drawn for replacement pipes on Surrey Street and part of Broadway
Water Supply	Toko street work rider mains	15,000	0	15,000	0	15,000	0	By 30 June 2022	Once water loss investigation is complete a programme of works will be done
Water Supply	Infrastructural general - Stratford	25,000	0	25,000	2,450	25,000	0	By 30 June 2022	Ongoing

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Grant funded									
Water Supply	Infrastructural general - Midhirst	3,000	0	3,000	0	3,000	0	By 30 June 2022	Ongoing
Water Supply	Infrastructural general - Toko	1,500	0	1,500	0	1,500	0	By 30 June 2022	Ongoing
Water Supply	Reservoir clean Stratford	30,000	0	30,000	0	30,000	0	By 30 June 2022	About to prepare the procurement strategy
Water Supply	Reservoir clean Midhirst	15,000	0	15,000	0	15,000	0	By 30 June 2022	About to prepare the procurement strategy
Water Supply	Reservoir clean Toko	5,000	0	5,000	0	5,000	0	By 30 June 2022	About to prepare the procurement strategy
Water Supply	Membranes	150,000	0	150,000	0	150,000	0	By 30 June 2022	The preparation of the procurement plan is ongoing
Water Supply	Meter replacements	50,000	0	50,000	0	50,000	0	By 30 June 2022	Ongoing
Water Supply	Midhirst resource consent	100,000	0	100,000	0	100,000	0	By 30 June 2022	The Hydrological and Ecological Assessment report has been prepared and provided to Iwi, who are currently reviewing it to determine the need for a cultural impact assessment.
Water Supply	Hydrants	14,800	0	14,800	0	14,800	0	By 30 June 2022	Ongoing
Parks and Reserves	Replace septic tank - Whangamomona Camp Ground	47,000	0	47,000	0	47,000	0	By 30 June 2022	Currently liaising with the Whangamomona Domain Secretary as to the most suitable time for installation, to fit in with the weather and lower occupancy rates of the camp ground
Civic Amenities	WMC - replace furniture	3,100	0	3,100	0	3,100	0	By 30 June 2022	Ongoing
Civic Amenities	CRR - various replacements	8,000	0	8,000	0	8,000	0	By 30 June 2022	Ongoing
Civic Amenities	Storage shed	70,000	0	70,000	0	70,000	0	By 30 June 2022	Will be obtaining quotes in September 2021
Civic Amenities	Demolish Bell Tower	30,000	0	30,000	0	30,000	0	By 30 June 2022	Logistics discussions are underway
Miranda Street Office	Furniture Replacement	3,100	0	3,100	3,126	3,126	(26)	Completed	
Miranda Street Office	Office renovations	0	0	0	0	0	0	By 30 June 2022	The building consent has been issued, now currently working through the health and safety processes before work commences
Corporate	Computers/Peripherals/ Software	128,000	0	128,000	3,053	128,000	0	By 30 June 2022	7 projects are budgeted for this year, of which 4 are in the early stages of planning, and the other 3 will commence in 2022.
Corporate	Vehicle Replacement (after trade in)	38,000	0	38,000	0	38,000	0	By 31 December 2021	A vehicle is due to be delivered in December 2021
Corporate	Miscellaneous	20,000	0	20,000	0	20,000	0	By 30 June 2022	Ongoing
Total Replacement Expenditure		6,721,100	0	6,721,100	402,423	6,521,126	199,974		
TOTAL EXPENDITURE		\$28,534,970	\$484,168	\$29,019,138	\$429,969	\$26,007,616	\$3,011,522		

LIABILITIES AND INVESTMENTS STATEMENT AS AT 31 JULY 2021					
Public Debt Statement					
Lender	Amount	Interest Rate	Term (Years)	Date Drawn	Maturity Date
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	\$ 1,000,000	1.14%	3	April 2021	April 2024
LGFA	\$ 2,000,000	2.53%	5	May 2019	May 2024
LGFA	\$ 2,000,000	3.38%	7	August 2018	April 2025
LGFA - A&P	\$ 3,700,000	1.04%	5	December 2020	December 2025
LGFA	\$ 1,000,000	1.67%	5	April 2021	April 2026
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
LGFA	\$ 1,000,000	2.12%	7	April 2021	May 2028
LGFA - A&P	\$ 3,500,000	1.87%	12	December 2020	December 2032
	\$ 22,200,000	2.18%			
Internal Debt Register					
Activity	Amount	Start Date	Term	Interest Rate	Details
Water Supply	\$ 1,350,000	2013	N/a	2.18%	Water treatment plant
Farm	\$ 1,865,286	2016	N/a	2.18%	As at 30 June 2021
Committed Cash Facilities					
Lender	Facility Value	Outstanding	Rate		
TSB Bank	\$ 1,000,000	\$ -	BKBM* + 3%		
	\$ 1,000,000				
Investment Statement					
Investee	Amount	Interest Rate	Term (Days)	Start	End
Westpac	\$ 1,000,000	0.68%	91	11/05/2021	10/08/2021
Westpac	\$ 1,000,000	0.88%	120	11/05/2021	8/09/2021
Westpac	\$ 4,000,000	0.87%	120	16/06/2021	14/10/2021
A&P Association	\$ 3,680,000	1.29%	1826	22/12/2020	22/12/2025
A&P Association	\$ 3,500,000	2.12%	4383	22/12/2020	22/12/2032
	\$ 13,180,000	1.31%			
LGFA	\$ 32,000	2.13%	1827	10/05/2019	10/05/2024
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	\$ 25,000	0.74%	1092	19/04/2021	15/04/2024
LGFA	\$ 32,000	2.98%	2423	27/08/2018	15/04/2025
LGFA	\$ 92,500	0.64%	1826	21/12/2020	21/12/2025
LGFA	\$ 25,000	1.27%	1822	19/04/2021	15/04/2026
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
LGFA	\$ 25,000	1.72%	2583	19/04/2021	15/05/2028
LGFA	\$ 87,500	1.47%	4383	21/12/2020	21/12/2032
	\$ 447,000	1.64%			
Shareholdings Statement					
	No. of Shares	Share Price	Value of Shares		
Fonterra	158,716	\$ 2.85	\$ 452,341		
Ravensdown	21,820	\$ 1.00	\$ 21,820		
Civic Financial Services Ltd	65,608	\$ 0.96	\$ 62,984		
			\$ 537,144		
Other Investments					
	Date Drawn	Amount	Interest Rate	Details	
Vendor loan to EBS Trust	2020	\$ 190,000	Nil	Repayable on maturity July 2023	

*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 JULY 2022

		Actuals												
	Jul-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22
OPENING BALANCE	2,244,772	2,244,772	5,053,237	2,822,958	827,958	14,078	2,391,353	554,388	676,588	2,860,788	1,795,788	506,908	1,934,183	967,504
Rates	450,000	457,332	3,500,000	600,000	440,000	3,500,000	490,000	440,000	3,500,000	520,000	440,000	3,500,000	450,000	450,000
NZTA Refunds	156,559	156,559	-	250,000	370,000	320,000	550,000	550,000	450,000	620,000	460,000	300,000	200,000	200,000
Fees and Charges	370,000	378,736	375,000	400,000	320,000	320,000	320,000	320,000	360,000	450,000	320,000	320,000	400,000	400,000
Sale of Assets	1	-	116,521	-	-	240,000	-	118,000	-	-	-	-	-	-
Interest Revenue	8,000	2,637	4,200	35,000	4,200	4,200	35,000	4,200	4,200	35,000	4,200	4,200	35,000	4,200
PGF Funding - pool	2	-	4,600,000	1,035,000	-	-	1,265,000	-	-	-	-	-	-	1,400,000
Total Cash In	984,559	5,604,394	5,030,721	1,285,000	1,134,200	5,649,200	1,395,000	1,432,200	4,314,200	1,625,000	1,224,200	4,124,200	1,085,000	2,454,200
Salaries and Wages / Elected Members	380,000	412,918	440,000	380,000	380,000	440,000	380,000	380,000	380,000	440,000	385,000	385,000	450,000	413,000
Payments to Suppliers - Operating	520,000	573,061	520,000	550,000	640,000	620,000	800,000	500,000	450,000	500,000	500,000	550,000	550,000	570,000
Major contract payments	2,000,000	2,482,932	2,301,000	1,800,000	1,800,000	2,000,000	2,000,000	2,000,000	1,300,000	1,500,000	1,500,000	2,000,000	2,000,000	2,100,000
Interest Expense	-	-	-	-	128,080	61,925	51,965	-	-	-	128,080	61,925	51,679	-
GST Paid	350,000	327,018	-	550,000	-	150,000	-	430,000	-	250,000	-	300,000	-	330,000
Total Cash Out	3,250,000	3,795,929	3,261,000	3,280,000	2,948,080	3,271,925	3,231,965	3,310,000	2,130,000	2,690,000	2,513,080	2,696,925	3,051,679	3,413,000
(Increase)/Reduce Financial Investments	-	1,000,000	-	4,000,000	-	1,000,000	-	-	2,000,000	-	-	-	-	1,000,000
Borrowing /(Repaying) Loans	-	-	-	-	-	-	-	-	-	-	-	-	-	-
CLOSING BALANCE	(20,669)	5,053,237	2,822,958	827,958	14,078	2,391,353	554,388	676,588	2,860,788	1,795,788	506,908	1,934,183	967,504	8,704
Net Debt	9,020,000	10,020,000	6,020,000	6,020,000	7,020,000	7,020,000	7,020,000	9,020,000	9,020,000	9,020,000	9,020,000	9,020,000	10,020,000	10,020,000

Notes re Cashflow Forecast:

1. Sale of Abandoned land on Standish Street - Midhirst
2. MBIE funding received in July, next portion is due in August. Balance of the Pool Funding of \$1.4 is due August 2022.

Outstanding Debtors as at 31 July 2021

Category	Total Outstanding	Overdue > 3 months	Notes relating to outstanding balances
Rates	\$152,171	\$152,171	The overdue balance for rates debtors is what is owed for previous financial years. The amount includes some rates where legal proceedings have commenced. All outstanding rates are charged a 10% penalty on what is outstanding at the end of each quarter. Advice has been sent to bank for collection of some overdue accounts, one is with the solicitors for a property rating sale.
Transfer Station	\$675	\$0	
Cemeteries	\$16,015	\$7,155	Overdues relate to 7 debtors, of which all have payment arrangements with council and are compliant.
Rental Properties	\$17,524	\$604	Overdue relates to one debtor. 6 Monthly charge, paid in monthly instalments.
Pensioner Housing	-\$2,669	\$0	Credit as tenants pay two weeks in advance.
Planning and Regulatory	\$6,620	\$4,008	This relates to 6 debtors, that are actively being pursued by debt collectors, or the Regulatory team are making contact (initial phase).
Subdivision Sections	\$428,956	\$0	This figure relates to amounts due to Council for the subdivision section sales. However, none is outstanding, with agreed delayed settlement dates.
Facility Hire	\$5,025	\$0	
Sundry Debtors	\$1,413,902	\$4,320	Sundry debtors includes: MBIE invoices relating to pool grant funding. Overdue debtors are actively being pursued by debt collectors. One account is in a payment arrangement.
Legal Fees	\$2,423	\$2,423	Charged for services in connection with outstanding rates. When the rating sale proceeds, fees will be recovered via the solicitor. The fees date back to November 2019.
Targeted Rates after Strike	\$944	\$944	Services added after 1 July 2020 via debtor invoice. Due 30 June 2021.
Private Works	\$68	\$0	
Debtors Accruals	\$132,407	\$0	
NZTA	\$0	\$0	
Swimming Pool	\$2,584	\$0	
Resource Consents	\$92,088	\$2,100	Regulatory team making contact
Infringements	\$52,494	\$52,494	All debtors are overdue and with the Ministry of Justice for collection.
Wastewater Discharge	\$40,181	\$504	The overdue amount relates to 1 debtors who uses the Esk Rd discharge facility. Request for payment made.
Water Billing	\$93,847	\$20,684	An overdue debtor is on a payment arrangement and no longer using Council water. Reminder letters have been sent out. One property is being investigated for a leak. At the end of the financial year, we will send advice to the bank (mortgagee) for one overdue account.
TOTAL	\$2,455,255	\$247,407	