



Our reference
F19/13/03-D21/26182

22 July 2021

Policy and Services Committee Meeting

Notice is hereby given that a **Policy & Services Committee Meeting of Council** will be held in the **Council Chambers, Stratford District Council, Miranda Street, Stratford** on **Tuesday 27 July 2021 at 3.00pm**.

Timetable for 27 July 2021 as follows:

1.00pm	Workshop for Councillors - Return 2 Earth presentation - CouncilMark presentation
2.45pm	Afternoon tea for Councillors
3.00pm	Policy and Services Committee Meeting

Yours faithfully

Sven Hanne
Chief Executive

2021 - Policy & Services - July

27 July 2021 03:00 PM - 05:00 PM



TE KAUNIHERA Ā ROHE O
WHAKAAHURANGI
STRATFORD
DISTRICT COUNCIL

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POLICY AND SERVICES COMMITTEE MEETING
TUESDAY 27 JULY 2021 AT 3.00PM

F19/13/05-D21/25899

A G E N D A

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

2. **APOLOGIES**

3. **ANNOUNCEMENTS**

4. **DECLARATIONS OF INTEREST**

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

5. **ATTENDANCE SCHEDULE**

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

6. **CONFIRMATION OF MINUTES**

- 6.1 **Policy and Services Committee Meeting – 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.

Moved/Seconded

7. **MATTERS OUTSTANDING**
D16/47 Page 20

RECOMMENDATION

THAT the matters outstanding be received.

Moved/Seconded

8. **INFORMATION REPORT – ECONOMIC DEVELOPMENT**
QUARTERLY REPORT – QUARTER FOUR
D21/23062 Page 21

RECOMMENDATION

THAT the report be received.

Moved/Seconded

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.

Recommended Reason

The report is required to be prepared by the Stratford District Licensing Committee as part of its duties under the Sale and Supply of Alcohol Act 2012.

_____/_____
Moved/Seconded

10. **DECISION REPORT – ROAD CLOSURE FOR A CAR CLUB EVENT**

D21/24543 Page 61

RECOMMENDATIONS

1. THAT the report be received.
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 2020
 - Orlando Street from Warwick Road to Celia Street
 - Romeo Street from Orlando Street to Cordelia Street
 - Cordelia Street from Romeo Street to Warwick Road
 - Warwick Road from Cordelia Street to Orlando Street

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.

_____/_____
Moved/Seconded

11. **DECISION REPORT – 2021 EXTERNAL FUNDING APPLICATION**

D21/25932 Page 71

RECOMMENDATIONS

1. THAT the report be received.
2. THAT Council’s funding application to the Taranaki Electricity Trust (TET) for \$923,160 is approved to be submitted.

Recommended Reason

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

Moved/Seconded

12. **MONTHLY REPORTS**

12.1 **ASSETS REPORT**

D21/21383 Page 78

RECOMMENDATION

THAT the reports be received.

Moved/Seconded

12.2 **COMMUNITY SERVICES REPORT**

D21/22487 Page 103

RECOMMENDATION

THAT the reports be received.

Moved/Seconded

12.3 **ENVIRONMENTAL SERVICES REPORT**

D21/21380 Page 113

RECOMMENDATION

THAT the reports be received.

Moved/Seconded

12.4 **CORPORATE SERVICES REPORT**

D21/25865 Page 121

RECOMMENDATION

THAT the reports be received.

Moved/Seconded

13. **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 & Services Committee meetings, including hearings.

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	28/09/21	26/10/21	23/11/21
Meeting	P&S	H	P&S	P&S	H	P&S	H	P&S	P&S	P&S	P&S	P&S	P&S	P&S
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	
P&S	Policy & Services Committee Meeting
H	Hearing (heard by Policy & Services)
✓	Attended
A	Apology/Leave of Absence
AB	Absent
S	Sick
	Non Committee Member
(AV)	Meeting held by Audio Visual Link

**MINUTES OF THE POLICY AND SERVICES COMMITTEE MEETING OF
THE STRATFORD DISTRICT COUNCIL HELD IN THE COUNCIL
CHAMBERS, STRATFORD DISTRICT COUNCIL, MIRANDA STREET,
STRATFORD ON TUESDAY 22 JUNE 2021 AT 3.20PM**

PRESENT

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

IN ATTENDANCE

The Chief Executive – Mr S Hanne, the Director – Community Services – Ms K Whareaitu, the Director – Environmental Services – Mr B Sutherland, the Director – Corporate Services – Mrs T Radich, the Director – Assets – Mrs V Araba, the Executive Administration Officer – Mrs E Bishop, the Communications Manager – Ms G Gibson, the Environmental Health Manager – Ms R Otter (*part meeting*), the Environmental Compliance Officer – Mr K Best (*part meeting*), the Roading Assets Manager – Mr S Bowden (*part meeting*), the Trade Waste Officer – Mr J Cooper (*part meeting*) and two members of the media (Stratford Press and Taranaki Daily News)

1. **WELCOME**

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

2. **APOLOGIES**

An apology was received from Councillor P S Dalziel.

RECOMMENDATION

THAT the apology be received.

BOYDE/COPLESTONE
Carried
P&S/21/79

3. **ANNOUNCEMENTS**

There were no announcements.

4. **DECLARATIONS OF MEMBERS' INTEREST**

The Deputy Mayor requested Councillors to declare any real or perceived conflicts of interest relating to items on this agenda. There were no declarations of interest.

5. **ATTENDANCE SCHEDULE**

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

6. **CONFIRMATION OF MINUTES**

6.1 **Policy and Services Committee Meeting – 18 May 2021 (Hearing)**
D21/17306

RECOMMENDATION

THAT the minutes of the Policy and Services Committee Meeting held on Tuesday 18 May 2021, to hear and consider submissions to the 2021-2031 Long Term Plan, be confirmed as a true and accurate record.

HARRIS/BOYDE
Carried
P&S/21/80

6.2 **Policy and Services Committee Meeting – 25 May 2021**
D21/17965PE and D21/18327 Open

RECOMMENDATION

THAT the minutes of the Policy and Services Committee Meeting held on Tuesday 25 May 2021, including the Public Excluded section, be confirmed as a true and accurate record.

SANDFORD/ERWOOD
Carried
P&S/21/81

7. **MATTERS OUTSTANDING**
D16/47

RECOMMENDATION

THAT the matters outstanding be received.

BOYDE/COPELSTONE
Carried
P&S/21/82

The Chief Executive noted that this list had grown as a result of points raised during the Long Term Plan submissions. Quite a number of these have been completed as part of today's agenda and the District Plan items will be removed and added to a register for District Plan items to be addressed during the review.

The Director – Community Services noted that the budgets for the Library and iSITE were still separate despite being co-located. She noted the increase to the revenue for the Library was as a result of the funding received from the National Library Programme which has funded one and a half full time employees and their activities. The iSITE revenue has decreased which is mostly due to less souvenir and interislander sales.

8. **DECISION REPORT – REVIEW – HOUSING FOR THE ELDERLY
POLICY**
D21/19855

RECOMMENDATIONS

1. THAT the report be received.

JONES/WEBBY
Carried
P&S/21/83

2. THAT Council adopts the *reviewed* Housing for the Elderly Policy

COPELSTONE/BOYDE
Carried
P&S/21/84

Recommended Reason

The current policy lacks the necessary robustness to allow a proper and appropriate allocation of Council-owned housing units to the elderly persons intended in the district. Therefore, changes have been made to the Eligibility Criteria, amongst others, to facilitate the appropriate allocation to take place.

The Director - Assets noted the following points:

- This report is a result of it being raised by Elected Members on how well Council considers special circumstances for the Housing for the Elderly.
- There have been a few changes made to the policy in the area of eligibility and a reduction to the threshold for assets to \$50,000. The purpose was also updated to ensure it captures what the policy is about.

Questions/Points of Clarification:

- It was noted that the approval date would be amended to July 2021 following adoption by Council. Clause 3.2 would be updated to reference the correct numbering.
- The criteria noting applicants must currently reside in the District or have family who have resided in the District for a certain timeframe was questioned as it had been intended to give priority to Stratford residents. This would be amended to read “ *Applicants must have resided in the District for at least five years over the previous 20 years or have family who had resided in the District for at least two years*”.
- It was clarified that this was specifically noted as residents and not rate payers as some applicants may not have owned a house but would have subsequently paid rates through rent.
- It was noted the Elsie Fraser fund was still in operation.
- It was clarified that assessments are undertaken when a vacancy arises.

9. **DECISION REPORT – RENAMING PART OF REGAN STREET**
D21/19855

RECOMMENDATIONS

1. THAT the report be received.

HARRIS/ERWOOD
Carried
P&S/21/85

2. THAT the Council approve the renaming of Regan Street from the intersection with Fairbank Avenue to the intersection with Glanville Road to allow for the correction of street numbering along Regan Street and Glanville Road.

BOYDE/ERWOOD
Carried
P&S/21/86

Recommended Reason

Land Information New Zealand (LINZ) has directed the Council to correct inconsistencies in street numbering within the Stratford District.

The Environmental Health Manager noted the following points:

- LINZ have notified Council to correct historic street numbering inconsistencies that are not compliant with New Zealand Standards.
- Street numbering inconsistencies have been discussed with Councillors at previous workshops and Officers have taken on board feedback from these and provided a preferred option within this report that was developed in conjunction with LINZ.
- Residents that are affected by this change have been personally advised of the changes, with the majority commending Council for this change and noting the current confusion for postal and delivery services.
- The sign at Elizabeth Grove was displayed showing the directional signage that would be used at Fairbank Avenue to clearly show Regan Street/Glanville Road.

Questions/Points of Clarification:

- Councillor Boyde noted his support and noted it was common sense.
- The Environmental Compliance Officer noted that the odd and even numbers were on the opposite sides to the odd and even numbers on Regan Street so that the whole of Glanville Road did not need to be changed to follow the same system and therefore affecting the least amount of people with this change.

10. **DECISION REPORT – DRAFT MOBILE OR TRAVELLING SHOPS
BYLAW 2021 AND STATEMENT OF PROPOSAL**
D20/35986

RECOMMENDATIONS

1. THAT the report be received.

McKAY/JONES
Carried
P&S/21/87

2. THAT the *draft* Mobile or Travelling Shops Bylaw 2021 be adopted and released for public consultation.

VOLZKE/BOYDE
Carried
P&S/21/88

Recommended Reason

The recommendation of the Committee is required to initiate the public consultation process required by Sections 82 and 83 of the Local Government Act 2002 to seek comments from the public on the amendments to the *draft* Mobile or Travelling Shops Bylaw 2021.

The Environmental Health Manager noted the following points:

- Along with the Roading Asset Manager, they had canvassed the District to determine appropriate locations for trading businesses in relation to road safety matters and external agency requirements.
- It has been some time since these changes to the bylaw were socialised with Elected Members at a workshop but the feedback from then has been taken into consideration when drafting the bylaw – in particular the restrictions to the CBD.
- This bylaw addresses trading businesses on public places, roads and any council owned property but did not address businesses trading on private property that may be governed by the District Plan or other legislation.
- The bylaw will allow traders to operate in Stratford outside of the restricted areas and in accordance with a licence that now provides greater measures of control. It will also provide exemptions in certain circumstances.

Questions/Points of Clarification:

- It was clarified that should a food truck operate on private property (for example in the car park of the Empire Hotel) this bylaw would not apply however the signage bylaw would cover this if signage was an issue and also any food outlet is governed by the Food Act so the truck's registering authority can be contacted for any issues with compliance.
- It was clarified that Council could not approach a business trading on private property to ascertain if it had permission to be there. If a complaint was received regarding a business trading on private property then the owner of the property would be contacted.
- It was clarified that a business can be asked to move if they were parked on Council property or parked on the edge of private property causing issues for public safety or causing a nuisance.
- It was clarified that the Local Government Act allows bylaws to be created for certain situations and can be quite prescriptive of what can be regulated. Private property could not be included in this bylaw.

11. **DECISION REPORT – AMENDMENT TO STANDING ORDERS**
D21/18403

RECOMMENDATIONS

1. THAT the report be received.

WEBBY/JONES
Carried
P&S/21/89

2. THAT the 2019 Local Government New Zealand Standing Orders, as adopted in November 2019, be amended to include the provision for meetings by audio visual link.

McKAY/BOYDE
Carried
P&S/21/90

Recommended Reason

The Local Government Act 2002 requires Councils to provide for the use of audio link or audio visual link in its standing orders. A vote of no less than 75% of members present is required to make an amendment to the Standing Orders.

The Executive Administration Officer noted the following points:

- This report was as a result of the Mayor requesting a review be undertaken of the current Standing Orders in relation to attendance of Council meetings by audio visual link.
- When the Standing Orders were adopted in 2019 this specific provision was removed due to Council not currently having the ability to allow members to attend meetings in this manner. Concern was also noted at this time regarding time delays, volume issues and members choosing this option as a preference for attending meetings.
- During the COVID-19 pandemic an exemption was granted under the COVID-19 Epidemic Preparedness Notice which overrides both the Local Government Act and the Council Standing Orders and allows members to attend by audio visual link. The current extension to this notice is to 20 September 2021. Should this notice not be extended members would not be able to attend meetings via audio visual link as it is not permitted in the current Standing Orders.
- Council now has the ability to allow members to join a meeting via audio visual link and has successfully done this on multiple occasions. The issues with volume have been a trial and error but at the recent Emergency Meeting on 21 May 2021 two members attended via audio visual link and even with a large public attendance they were able to be heard clearly and could hear the meeting clearly. Delay issues would be determined by the connection where a member is dialling in from and therefore would need to be taken into consideration by that member when requesting to attend in this manner.
- The suggested amendments are the standard clauses issued by Local Government New Zealand and are compliant with the Local Government Act.
- It was note that under these clauses a member attending by audio visual link does not count towards a quorum which is different to the current situation under the notice.
- If the Chair attends via audio visual link then the chairing duties would need to be undertaken by the Deputy Chair.
- To pass an amendment to the Standing Orders a vote in favour of no less than 75% of the members present is required.

Questions/Points of Clarification:

- It was clarified that if these amendments were passed then the Preparedness Notice would still override until such time it is not renewed. The Preparedness Notice currently allows members attending via audio visual link to contribute towards the quorum but this cannot be mirrored in the Standing Orders as this restriction is stipulated in the Local Government Act.

The Environmental Health Manager and the Environmental Compliance Officer departed the meeting at 3.55pm.

12. **DECISION REPORT – POLICY REVIEWS**

D21/20175

RECOMMENDATIONS

1. THAT the report be received.

McKAY/HARRIS
Carried
P&S/21/91

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

- *Delegations Policy*
- *Privacy Policy.*
- *Wastewater Connections Policy*
- *Health & Safety Policy*

be adopted.

JAMIESON/SANDFORD
Carried
P&S/21/92

Recommended Reason

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

The Chief Executive noted the following points:

- The Delegations Policy is where Elected Members pass their powers under legislation onto the Chief Executive or a specific role within Council. It was identified during the last Building Control audit that there were some specific delegations not covered and further to that some specific delegations to specific roles were also required. It is envisioned that there will be a move from this document towards an electronic database in the near future. Reports to Council would be brought on an annual cycle or for a specific delegation.
 - It was clarified that S67A related to pool fencing.
 - It was clarified that the Parks and Property Officer delegations would be separated out when moving to the new system.

The Administration & Communications Support Officer joined the meeting at 3.58pm.

- The Privacy Policy had been brought as a result of new legislation (Privacy Act 2020). The key difference in this policy is the requirement to inform affected parties if Council has a

privacy breach. Other changes were minor and included more modern elements such as cookies.

- The Wastewater Connection Policy will require new properties in the urban areas to connect to existing infrastructure rather than having a septic tank in town.
 - It was clarified the policy mirrors the District Plan and any enforcement would be done under the District Plan.
 - Councillor McKay noted there had been a theme with the Long Term Plan submissions regarding water meters and the urge for Council to promote residents to collect their own water. Mr Hanne noted that following a process of identifying what Elected Members wanted to encourage with water use/collection then the policy could be reviewed at that time.
- The Health and Safety Policy was due for review and includes no changes. It reflects the current legislative processes and environment but is generic as the working health and safety documents being ever evolving and further descriptive.

13. **DECISION REPORT – ELECTED MEMBERS UPDATE ON LTP AND OTHER KEY PROJECTS**

D21/18403

RECOMMENDATION

THAT The report be received

HARRIS/ERWOOD
Carried
P&S/21/93

Recommended Reason

Coming to the end of the final year of the Long Term Plan, it is important to give Elected Members another progress report on projects set in the Long Term Plan as well as others considered of key importance. This is a recurring update and Elected Members are welcome to identify any additional projects they would like to see covered in future updates. As a result of central government economic stimulus funding following the COVID-19 pandemic, there have been a number of timeframe and funding changes since the last update as well as the inclusion of a project that was not specifically allowed for in the LTP.

The Administration & Communications Support Officer departed the meeting at 4.09pm.

The Chief Executive noted that this report provided a snapshot of the key projects which are all going extremely well.

Questions/Points of Clarification:

- Councillor Boyde noted his appreciation for these reports as they provide an update and it is enlightening to see so many projects happening and being delivered on time.
- Councillor Erwood requested that the Victoria Park drainage be revisited due to the condition of the fields over the past couple of weekends including the number 1 field being unavailable to play on last Saturday. He requested this be added to matters outstanding.

14. **MONTHLY REPORTS**

14.1 **ASSETS REPORT**
D21/17663

RECOMMENDATION

THAT the reports be received.

SANDFORD/WEBBY
Carried
P&S/21/94

Questions/Points of Clarification:

- It was noted that the roading performance measure regarding customer satisfaction could not be broken down to urban, rural and state highway as this was a performance measure as set in the Long Term Plan and therefore controlled by the special consultative procedure. However Mr Bowden noted he would separate out complaints and compliments in this manner. He noted he had forwarded all state highway comments received in the Customer Satisfaction Survey to Waka Kotahi New Zealand Transport Agency.
- Mrs Araba noted the excessive water consumption noted in the report was a complicated issue and would be brought to Council when a solution was established.
- Councillor Sandford noted he was pleased to see a price for the work to Dunns Bridge and requested it be undertaken as soon as possible.
- The Deputy Mayor noted that the AgRecovery event had gone really well. Future events will be advertised.
- Councillor Erwood noted the reduction in red tags on recycling bins when there was more advertising.

The Roding Asset Manager and the Trade Waste Officer departed the meeting at 4.17pm

14.2 **COMMUNITY SERVICES REPORT**
D21/18105

RECOMMENDATION

THAT the reports be received.

ERWOOD/AHRRIS
Carried
P&S/21/95

The Director – Community Services noted the following points:

- The success of the Careers Expo was reiterated.
- The Accessibility Expo was also a highlight.
- There have been a lot of library activities which are going from strength to strength which is a combination of the fantastic team and National Libraries Partnership funding.
- It was noted that some of the door counts will not reach their KPIs this year due to COVID-19 and the Library/iSITE relocation.

Questions/Points of Clarification:

- Councillor Sandford noted he had received really good feedback about the privately run board game meets at the library.
- The Deputy Mayor commended the projects and promotions that were coming out of the library that had not been seen before or expected – such as the internet banking sessions.
- It was clarified that the opening of the Bike Park had been delayed to allow for the pump track and other buildings to be completed to open all as one. There will be a formal opening but it is hoped there will be attendance by the Minister who's availability has not yet been provided.

Council Organisations and Council Representatives on Other Organisations

- Councillor Webby noted the Percy Thomson Gallery had had a very successful year and had reached its annual target of 20,000 visitors by the end of May with Percy's Place recording 6,000 visitors through the year.
- Councillor McKay noted the Women in Business Networking event in June went well with good numbers, although the speaker was unable to attend. BA5s were being held consistently each month and the first draft of the memorandum of understanding between the Council and the Stratford Business Association has been provided for review. This will be brought to Council for approval at some stage. There were also a series of events coming up in July for members only which will focus on taking their business online and how to start.

14.3 **ENVIRONMENTAL SERVICES REPORT**

D21/18443

RECOMMENDATION

THAT the reports be received.

BOYDE/McKAY
Carried
P&S/21/96

The Director – Environmental Services noted the following points:

- This report highlights that it has been 12 months of heightened development activity with full end of year figures to be brought next month.
- There has been a couple of notices to fix issued. Both are under control and both have building consents.
- It was noted that IANZ would be undertaking the July audit remotely.

14.4 **CORPORATE SERVICES REPORT**
D21/19817

RECOMMENDATION

THAT the reports be received.

SANDFORD/HARRIS
Carried
P&S/21/97

The Director – Corporate Services noted the following points:

- Corporate Services will be heading into an internal audit which will be followed by a tax audit and then the Annual report audit.
- Mrs Radich encouraged Councillors to keep an eye out for little tests being undertaken by the IT Department.

15. **QUESTIONS**

The meeting closed at 4.26pm

A L Jamieson
CHAIRMAN

Confirmed this 27th day of July 2021.

N C Volzke
DISTRICT MAYOR

POLICY & SERVICES COMMITTEE MATTERS OUTSTANDING INDEX

ITEM OF MATTER	MEETING RAISED	RESPONSIBILITY	CURRENT PROGRESS	EXPECTED RESPONSE
Street Numbering - Pembroke Road - Ariel Street (raised 26 May 2020)		Blair Sutherland	On-going	Update in Environmental Services Monthly Report item 12.3
Rates Remission Policy – rural non-contiguous properties (UAGC charge)	Policy & Services – 18 May 2021	Tiffany Radich		Workshop scheduled for 24 August 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 (Item 12.1, section 1.8B)
Representation Review	Emergency Meeting - 21 May 2021	Tiffany Radich		Workshop held. Report to be brought to Council 10 August 2021.
Victoria Park Drainage	Policy & Services Committee 22 June 2021	Victoria Araba		See monthly report (Item 12.1, section 4)

INFORMATION REPORT



F19/13/04-D21/23062

TO: Policy and Services Committee
FROM: Community Development Manager
DATE: 27 July 2021
SUBJECT: ECONOMIC DEVELOPMENT QUARTERLY REPORT – QUARTER FOUR

RECOMMENDATION

THAT the report be received.

_____/_____
 Moved/Seconded

1. **EXECUTIVE SUMMARY**

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

2. **VENTURE TARANAKI**

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

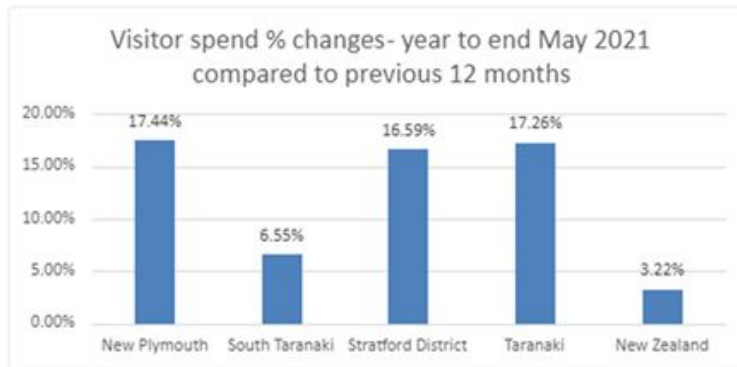
Key Highlights:

7	435	10
Referrals and connections between Stratford District people and enterprises.	Client support engagements with Stratford District people and enterprises.	Startup clients met in Stratford (YTD).

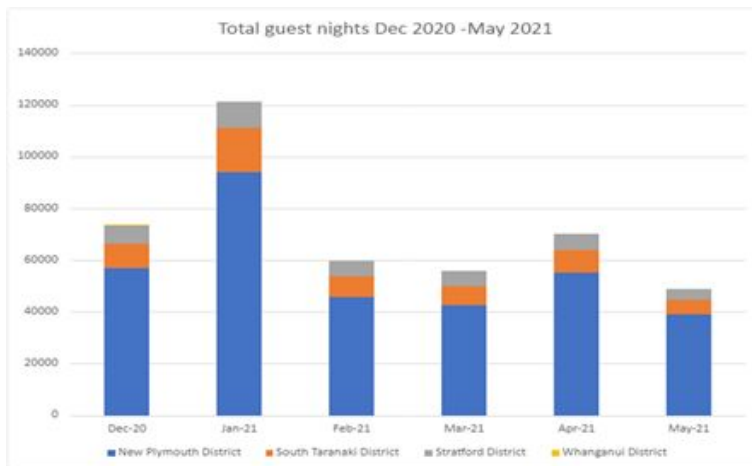
111	\$17,912.50	\$54,875.00
New jobs listed (YTD). This is a 16% decrease on the previous financial year likely due to the decrease in COVID-19 support funding.	Capability Development Vouchers distributed to Stratford enterprises (YTD).	COVID-19 Business Support and Tourism Transition funding distributed in Stratford District (YTD).

Going forward Venture Taranaki will not be including Visitor Stats in their quarterly reports as they are not Venture Taranaki performance measures, however they are building an interactive dashboard to provide this information. In the meantime the below graphs have provided for Council's information.

Visitor Spend



Total guest nights



3. LOCAL TOURISM AND PROMOTION

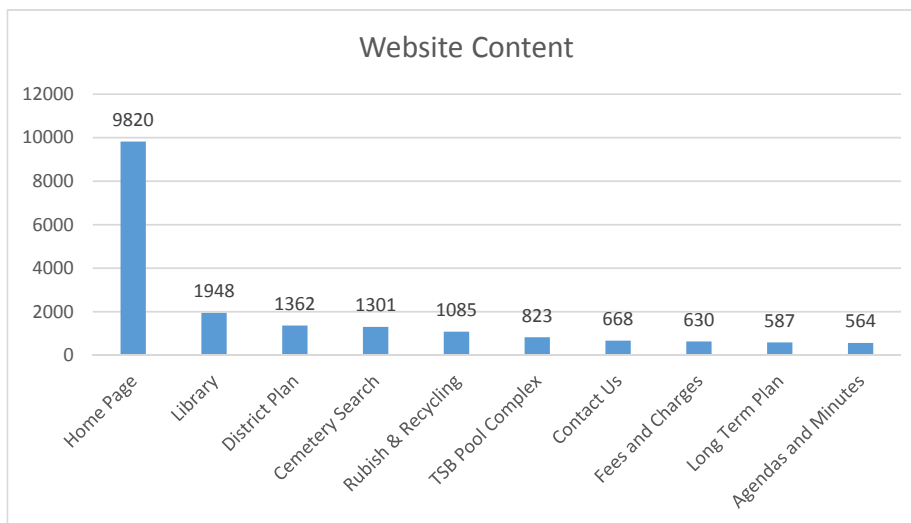
3.1 Website Engagement

The new Stratford District Council website was launched on 31 May.

Website visits	Q4	YTD 2020/2021
New visitor	12,290	52,270
Returning visitor	3,044	10,936

For this quarter there were 20 news items published on the website covering a range of topics. These included; Making payments in a cheque-free future, Celebrate Shakespeare during April, April School Holidays, Anzac Day, Long Term Plan consultation, AgRecovery workshop, Stratford Careers Expo, Stratford Accessibility Expo, Long Term Plan hearings and adoption, Council votes to establish a Māori Ward, Local sports team benefit from Sport New Zealand Rural Travel Fun, Local arts and cultural projects receive Creative Communities Scheme funding, Celebrate Puanga in Whakaahurangi, Further improvements underway on the Forgotten World Highway.

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



3.2 Stratford Visitor Information Centre i-SITE

Performance Measures

	Target	Q3 2020/2021	Q4 2020/2021	YTD 2020/2021	Total 2019/2020
Number of people to the Information Centre is measured	>40,000	18,658	18,645	63,767	33,008
Number of users of AA Agency Services is measured	>10,000	2,133	1345	7,712	8,842
Percentage customers are satisfied	>80%	N/A	N/A	N/A	97.55%

*i-SITE and AA Agency co-located into the library 15 December 2020 so door count now includes library users.

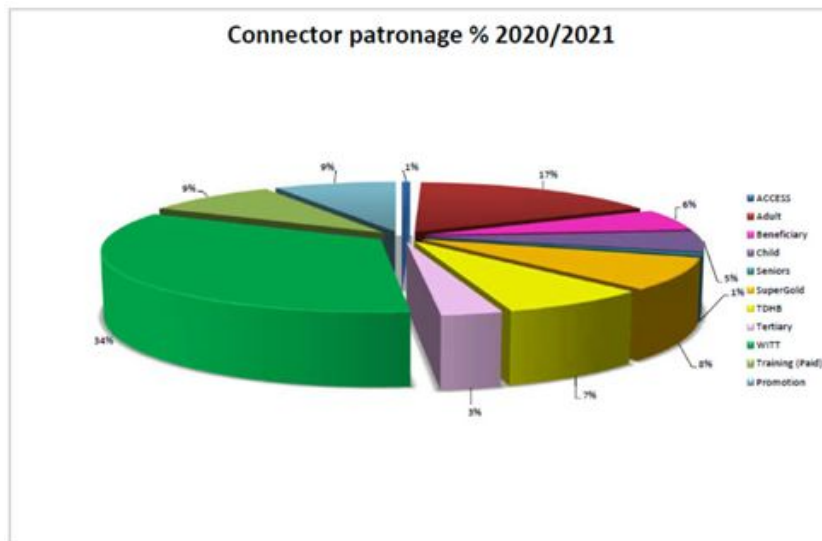
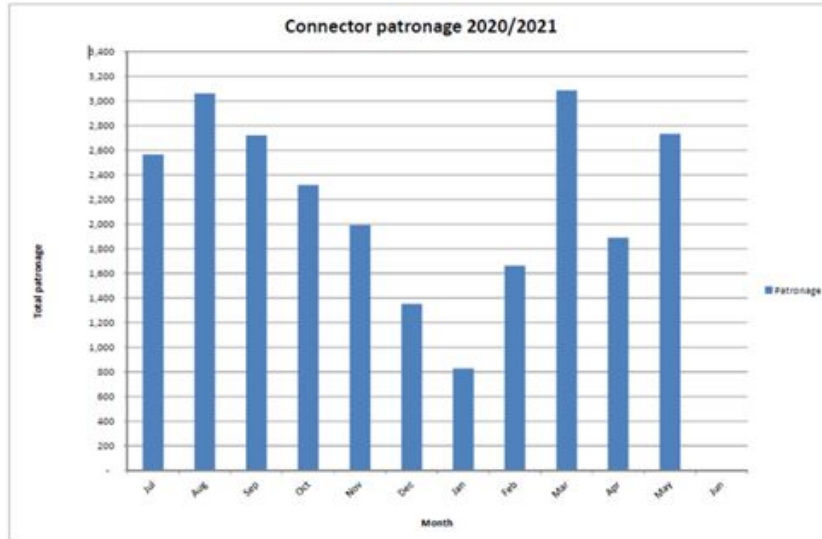
3.3 Events

Quarter four events completed:

- Prospero Market:
 - 24 April (alongside the Stratford Shakespeare Trust)
 - 29 May (cancelled due weather)
 - June (Pushed out one week to tie in with Puanga celebrations)
- MTFJ Essential Skills Week
- Anzac Day Commemorations
- MTFJ Careers Expo
- SDYC 'Get on the Bus' Naki Nitro
- Stratford Positive Ageing Group – Accessibility Expo
- SBA Wellness Workshop series: 4, 11, 18 May
- Business After 5 events:
 - 21 April: Remedy Health and Wellness Centre
 - 19 May: Stratford Community House
 - 15 June: The Wheelhouse
- SBA Women in Business: 2 June

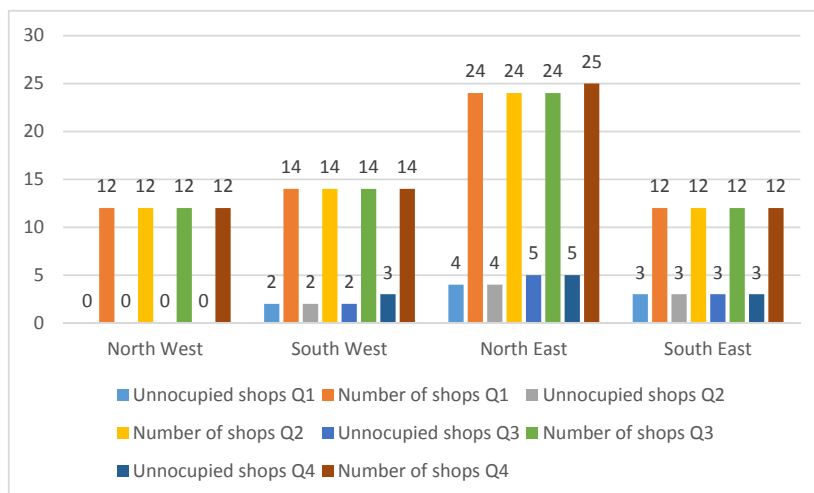
4. **DEVELOPMENT**

4.1 **The Connector Bus**



Due to a change in reporting systems, updated data by destination is currently unavailable.

4.2 Unoccupied Shops



The above table provides data on unoccupied buildings along Broadway (between the round-a-bouts) up until 30 June 2021. The changes during the last quarter included the closing of BNZ and the addition of SBA (small business accounting).

4.3 2035 Projects as at 30 June 2021

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

Project	Status	Comments
Replacement Aquatic Indoor Facility	In progress	Physical work on at the new Aquatic Centre project has commenced with full on-site establishment and the excavation of the main pool. Concrete pour of footings to commence in June.
Children's Cycling Education Park and Basketball Court	In progress	The Bike Park Project continues with expected completion date in August.
Midhirst abandoned land	In progress	Settlement of all but three of the 45 areas of land has been completed. Negotiations have been initiated with the remaining adjoining occupying owners and formal responses are awaited.
Whangamomona walkways	In progress	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.

Stratford Discovery Trail	In progress	Completed to date: first print run of the trail maps, Stratford Icon Hunt, metal birds erected in King Edward Park, Tri-Notice Board, 3 x wall murals: Piwakawaka (Centennial Rest Rooms), Shakespeare (King Edward Park netball shelter), Native birds (TSB Pool complex).
Prospero Place	In progress	A strategic plan for Prospero Place and Broadway will be commenced in the 2021/2022 financial year.

4.4 Stratford Business Association

Membership numbers for at the end of the quarter was 143, an increase of seven from the previous quarter

Events completed for the quarter were:

- Wellness Series: May 4, 11 & 18

The Wellness Series was a 3-part event focusing on how to achieve balance and overall wellbeing in life. There was a range of guest speakers which focused on 5 key areas – mental, professional, financial, physical and nutritional wellbeing. Each event had 15 – 20 attendees.

- Business After 5 events:
 - 21 April: Remedy Health and Wellness Centre
 - 19 May: Stratford Community House
 - 15 June: The Wheelhouse
- Women in Business: 2 June, TET Sports Stadium Bar & Bistro

Events for the next quarter include:

- Stratford Press Romeo Awards: 25 September
- BA5 events: July, August, September
- Online Retail and Marketing workshops: 4,11,18 Aug

4.5 Consents Granted

Type	Q2	Q3	Q4	2020/2021 YE
New Dwellings	15	14	27	64
Relocated dwellings	6	2	7	19
Relocated buildings other than dwellings	0	0	1	1
Fires	4	26	36	86
Pole sheds/accessory buildings	17	9	11	48
Additions and alterations – residential	10	8	4	40
New Commercial buildings	1	1	3	7
Additions and alterations – commercial	4	4	7	19
Other/miscellaneous	3	9	7	29

4.6 Ultra-Fast Broadband

Stratford

	Q1 2020/2021	Q2 2020/2021	Q3 2020/2021	Q4 2020/2021
Total end users	3,249	3,255	3,287	3,309
Connected	1,677	1,705	1,780	1,815
Fibre Uptake	51.62%	52.38%	54.15%	54.85%

Results have slowed down due to two things: Connections in Stratford have slowed and Ultrafast Fibre have added some new premises to the area offsetting the gains (approx. 24 new premises). The team are currently trailing some new marketing campaigns that they hope to bring to Taranaki at a later stage.

Midhirst

	Q3 2020/2021	Q4 2020/2021
Unconnected		61%
Intact		1%
Low Confidence addresses unconnected		16%
Fibre Uptake	37.63%	22%

4.7 Property Sales

Location	Median Price		Volume Sold	
	19/20 Q4	20/21 Q4	Q4	20/21 YE
New Plymouth District	April		222*	1,104*
	\$428,000	\$620,000		
	May			
	\$475,000	\$600,000		
South Taranaki	June		93*	438*
	N/A	N/A		
	April			
	\$300,000	\$366,000		
Stratford District	May		20*	164*
	\$282,000	\$405,000		
	June			
	N/A	N/A		

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

*at the time of writing this report real estate information for June was not available and has not been included in the Q4 or YE totals.

4.8 Employment

Opportunities created for young people (MTFJ)

Registrations

	Q4	YE
Young People Registered	4	180
Businesses Registered	1	34

Employment

	Q4	YE
Young people placed into employment	11	48
Young people who are employed but require assistance with upskilling		5
Young people registered onto programme and straight in study		
Young people received support and found work themselves		14
TOTAL	11	67

The programme has exceeded its funding target of 50 young people placed into employment and continues to generate new opportunities for partnership.

Council has applied to MTFJ for year two investment and has been successful in obtaining the full funding request of \$500,000. The programme will seek to employ two Workforce Coordinators who will have an individual focus of generating and attracting new employment opportunities with businesses, whilst the other will focus on driving youth engagement and the delivery of training and development programmes.

Attachments:

Appendix 1 - Venture Taranaki - Quarter Four Report



Chade Julie
COMMUNITY DEVELOPMENT MANAGER



Endorsed By
Kate Whareaitu
DIRECTOR – COMMUNITY SERVICES



Approved by
Sven Hanne
CHIEF EXECUTIVE

DATE: 20 July 2021

Quarterly Report

STRATFORD DISTRICT COUNCIL

Quarter Four 2020-2021



venture
TARANAKI
Te Puna Umanga

Message from the Chief Executive



We will continue to build the momentum we now have in our region, leveraging our many strengths and driving our advantages home – Justine Gilliland

As we pull together our final report for the 2020/21 year, it is an opportunity for us to reflect on a (financial) year that has been full of variety. The outlook for Taranaki in June 2020 was grey, as we worked to recover the losses from COVID-19 lockdowns and level changes, and faced up to predictions of recession and unemployment potentially topping 10%.

By March of 2021, the economists had revised their predictions, and things have been looking a lot more positive. The construction sector in particular is booming, and we are now seeing skills shortages across many industries, from construction to agriculture to IT.

At Venture Taranaki we've worked hard to maintain our focus on regional strategy throughout this period of change. Taranaki 2050 and Tapuae Roa have now been consolidated into a unified plan and we are making good progress across the vast majority of actions.

Our food and fibre sector, always a cornerstone of Taranaki, has shown again why it is such a crucial part of our regional economy. Food and fibre sector exports from NZ are triple the pre-Covid value of tourism sector export earnings, and Taranaki is well-placed to leverage its many comparative advantages as a food bowl of New Zealand.

The cost of living remains an issue for many, with house prices at record highs, and the price of energy in near-record highs. New Zealand's reliance on gas remains critical and exploring low-emissions options for the gas

network are therefore key, with some excellent work underway on these. Further ahead, opportunities like offshore wind will take time to fully materialise in our region, but when coupled with a focus on what advanced sectors can achieve with abundant, low-emissions energy, the exponential change we need looks much more achievable. We'll have more on this when we release our Power to X work next quarter. In an energy context, focussing on low-emissions focus remains critical; focussing on whether an energy solution is renewable or not is limiting our options to address the critical emissions challenge.

Within this environment, Venture Taranaki continues its work, delivering PowerUp for new enterprise, shaping our Visitor Futures, and supporting our community and enterprises across the board. We were delighted to win the supreme award from Economic Development New Zealand (EDNZ) this year for the design and delivery of the COVID-19 Enterprise Support Fund, confirming our place as a leader and best practice organisation in the regional development space.

We will continue to build the momentum we now have in our region, leveraging our many strengths and driving our advantages home. At the heart of our work is improving the wellbeing of our people and environment, by growing resilient enterprises, economies and communities. With the collaboration of others, we will continue in our mahi in the year to come.

- *Justine Gilliland*



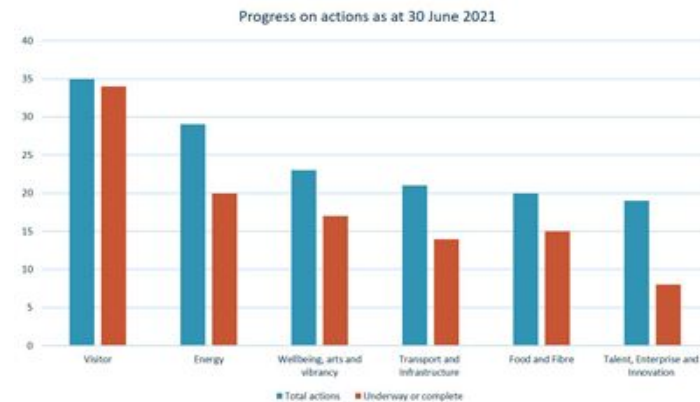
FACILITATING AND CONNECTING REGIONAL STRATEGIES

Tapuae Roa and Taranaki 2050

A strategic focus of Taranaki 2050, Tapuae Roa and recovery work has been on creating one integrated regional framework and combined action plan. This also includes considering metrics to set a baseline. A workshop was held with Ngā Kaiwhakātere o Taranaki on 22 April, and a draft document has been shared with the Iwi Chairs Forum.

PROGRESS TO DATE

- The team has also worked on securing funding for FY2021/22 and developing a project plan for the next 12 months, to be agreed by Ngā Kaiwhakātere o Taranaki.
- Venture Taranaki secured \$120k of funding from MBIE for business case development across five different projects. The team has also supported Sustainable Taranaki to develop cases for progressing environmental behavioural change.
- Venture Taranaki is working with Kānoa (the new name of the Provincial Development Unit within MBIE) on potential areas of focus for the region to apply to the new Regional Strategic Partnership Fund.
- A graph showing progress in implementing Taranaki 2050 and Tapuae Roa actions is below (as at 30 June 2021).



FOSTERING SUSTAINABILITY AND RESILIENCE

Sector Diversification

FOOD TOURISM STUDY

Stafford Strategy recently completed a report of food tourism possibilities in Taranaki. This report had a focus on Eltham and cheese tourism, as well as possibilities for the wider region.

The report identified nearly 30 different food tourism opportunities for the region. The opportunities were ranked based on criteria that considered cost, time and strategic value.

Venture Taranaki will continue to work with key stakeholders, such as South Taranaki District Council and Fonterra, as well as members of the food and fibre and visitor sectors, to consider next steps for this work.

FOOD AND FIBRE NETWORK

Venture Taranaki hosted another Food and Fibre network event in May 2021. This event was part of our ongoing work to develop and grow the regional food and fibre network.

Approximately 40 members of the network heard from Pic Picot (of Pic's Peanut Butter) and Paul Newbold (Ozone Coffee Roasters) about their food journeys, including highlighting some of the challenges that their businesses faced as they grew.

The intention this FY is to run semi-regular events similar to this, inviting expert speakers to come and talk about specific aspects of the food and fibre value chain.



NICHE SECTORS

During Q4 Venture Taranaki commenced an investigation into new niche sectors which could help to further leverage our regional strengths, support entrepreneurialism and foster high value specialisms which capitalise on our talents, resources, infrastructure and networks.

The above endeavours seek to enhance economic resilience in the region and ensure we are well placed to capitalise on future opportunities.

Consultancy Martin Jenkins has been commissioned to assist Venture Taranaki with this workstream – the outcomes of which will contribute to 21/22 business plan activities.



1. Food & Fibre network, including Food Tourism study
2. Engineering industry plan - see ETC update
3. Taranaki Land and Climate Assessment – reported in Q2
4. Agritech Roadshow – reported in Q3
5. Strategic Tourism Assets Protection Programme (STAPP) - see project update
6. Niche Sectors work - see update

Activity	Measure	Annual target	Total YTD
Fostering sector diversification and growth	Number of initiatives targeting sector diversification and growth	4	6

FOSTERING SUSTAINABILITY AND RESILIENCE

Sector Diversification

STRATEGIC TOURISM ASSETS PROTECTION PROGRAMME (STAPP)

Design and Refine: Workshop on 7 May 2021

As part of our STAPP funding (which focuses on supporting our visitor industry) an interactive workshop was held in Q4 as part of an extensive design thinking research report. Other elements included visitor interviews and trends analysis, applying a consumer centric future-focused lens to our visitor industry. The final report will be shared in Q1 2021/22.

This workshop was developed to provide an opportunity for a range of relevant organisations to shape thinking and ideas in the visitor sector.

We Create Futures gave an overview of their work to date, providing insights on future trends and plausible product development opportunities to take forward.

In groups we discussed some of the key trends and how this might help build a 5-year plan to prototype these initiatives.

The key concepts focus on; food, accessibility and inclusivity, aging population, and solo travellers.

The workshop was received well, and we have identified key stakeholders to engage in the next phase of this project to move into product development.

BRANCHING OUT UPDATE

Economic Assessment on a Range of Land Uses: a report by The Agribusiness Group was submitted. Further opportunities have been identified and briefed.

Sheep Diary Value Chain Report was submitted – further work needed, and the consultant has a clear direction on this.

Gin Botanicals Analysis conducted by Massey University (Alton Gondipon) was submitted. This is likely to be extended to include an assessment on juniper.



Design and Refine: Delegates attend the We Create Futures workshop on 7 May 2021



FOSTERING SECTOR DIVERSIFICATION AND GROWTH

Championing Innovation

ENERGY ACTION GROUP AND ENERGY PROJECTS

We have been working with action-focussed organisations from the regional energy sector to prioritise outstanding energy actions from Taranaki 2050 and Tapuae Roa.

The key priority for this group was to develop a discussion document and roadmap outlining Taranaki's energy transition and Power to X opportunities.

Sapere Research Group, with support from Absolute Certainty, have been contracted to deliver this work. We expect to have a final report completed by early Q1 2021/22.

Upon formation, the Energy Action Group agreed to work together on energy actions until 30 June 2021. Work is now underway to determine the future need, makeup and focus of this group.

In partnership with Federated Farmers and the TRC, VT has also commenced a project focusing on rural energy. Data relating to energy use on Taranaki farms has been collected, presented and discussed at a workshop held during Q4 which entailed a cross-section of local farmers, agencies and energy companies. The outcomes are presently being reviewed and next stage actions defined.

The Taranaki H2 Roadmap has also been updated during Q4 to showcase progress which has occurred since the launch of the original roadmap.



The Taranaki Catchment Communities (TCC) project report is now available on the Venture Taranaki website. [Click here to view and download.](#)

Taranaki Catchment Communities

have been granted \$1.25 million from MPI to support individual catchment groups progress actions within their workplans over the next two years. This is half of what had been budgeted, but TCC is hopeful of securing further funding from other avenues.

VT will remain connected with this group and will provide advice and support where necessary. However, as TCC is now a formal entity, VT will no longer be responsible for managing the funding relationship with MPI.



1. Taranaki Catchment Communities - see update (left)
2. Regenerative Agriculture Workshops – reported in Q3
3. Auckland Food Show – reported in Q2
4. Sustainable Transport workshops – see Taranaki 2050 updates on page 2
5. Energy Action Group and Power to X, including rural energy - see update (left)

Activity	Measure	Annual target	Total YTD
Championing innovation and sustainability	Number of initiatives targeting or supporting innovation and sustainability	4	5



The PSP funded Project Reef Life project from 2015-16 was showcased in a special exhibition at Puke Ariki in Q4.

FOSTERING SUSTAINABILITY AND RESILIENCE

Curious Minds Participatory Science Platform

Two new projects were funded at the end of Q4:

1. Soil Your Undies Taranaki led by Enviroschools is a fun take on investigation into the health of our local soils by burying cotton undies to measure the effect of macro and micro inhabitants.
2. Call of Litter Duty led by Litter Action NZ is empowering schools to investigate where litter in their community comes from and what actions they can take to influence a reduction in litter ending up in the environment. Both projects are getting underway with schools in term three.

PROJECT UPDATES

- A number of projects have made significant progress through Q4. Of recent note, Dr Linda Jones and Alzheimer's Taranaki have had great success exploring a place for virtual reality in dementia. Despite a few post-COVID hurdles, their research is proving how the value of utilising increasingly available technology can help improve cognitive function and quality of life for those with access needs. Participants have thoroughly enjoyed the exposure to virtual reality technology, highlighting that age is no barrier to participating in scientific research.
- A 2015 – 2016 PSP Curious Minds Taranaki project that successfully grew beyond the programme, Project Reef Life, has reached another milestone in opening their own interactive 'Reef Alive' exhibition at Puke Ariki Museum.
- The larger national level Unlocking Curious Minds is back for 2022 with applications opening in mid-July. Support will be provided to suitable Taranaki based initiatives seeking to apply.

FOSTERING SECTOR DIVERSIFICATION AND GROWTH

Massey University partnership

FARMING TO FLOURISH

The Farming to Flourish project, funded by the Massey University/Bashford-Nicholls Trust funded Pivot: Enabling Innovation in Agriculture Award progressed, with a 'long lunch' held at Ōakura Saturday 01 May. This event brought together niche and smaller scale food producers who are involved in the project, for an information sharing and workshop day.

Massey, Beca and Ministry of Education partnered in bringing an event to Techweek2021 to highlight exciting and rewarding career opportunities for students in the Taranaki food & fibre sector, including engineering and sciences needed for future innovation in these sectors.

The event was attended by around 150 students, from 7 Taranaki high schools, with students and teachers noting the robotics and technology presentation by Massey's Prof Johan Potgieter as being especially inspiring.

[Click here to see the Stuff media coverage from the event.](#)



Massey University Business Development Manager Eve Kawana-Brown speaking at the Farming to Flourish long lunch in Ōakura on 1 May 2021.

During Q4 the Massey-Venture Taranaki partnership worked across a range of initiatives, with a strong focus on:

- Our Food & Fibre sector, including Regenerative Agriculture-related projects (attending MPI Regenerative Agriculture hui in Wellington 6-7 April and supporting events and collaboration within the region during the quarter).
- Advancing juniper-related project work for 2021-2022, having been awarded Pivot funding 2020 in March. Identifying trees with berries throughout NZ and micropropagation work has been a focus for Q3.
- Contributing to the work of the Branching Out project, including undertaking research into other botanicals with market potential for the NZ gin industry plus other high value applications.
- Supporting connectivity of regional interests to National Science Challenges (NPDC, TRC and Massey researchers' application for Deep South National Science Challenge's 'Living With Uncertainty' funding for a climate change response-related project has progressed to a co-development phase, with other projects in region starting to connect to Our Land and Water and Biological Heritage Science Challenges).
- Having secured funding (\$250k) from MBIE's Vision Mātauranga Capability Fund in early April, work is now progressing with a harakeke spinning project. Massey and AgResearch are working with Te Kuiti-based Rangi Te Kanawa to develop spinning technology, which has potential to offer value in future to Taranaki interests.



Click the images to read the reports.



REGIONAL INTELLIGENCE

Undertaking environmental scans and regional economic monitoring

As part of the newly-launched Venture Taranaki website, there is a regional intelligence section, which is currently under development. This will showcase the latest research and statistics, including both Venture Taranaki reports and curated content from Infometrics, Marketview, Stats NZ, MBIE and more.



PUBLISHED REPORTS FOR JUNE 2020-JULY 2021

1. Taranaki Trends Summer 2020
2. Taranaki Trends Winter 2021
3. Taranaki Business Survey November 2020
4. Taranaki Business Survey June 2021
5. Building & Construction Sector Survey May 2021

Activity	Measure	Annual target	Total
Undertaking environmental scans and regional economic monitoring	Number of regional monitoring updates released	4	5

ENTERPRISE SUPPORT AND ENABLEMENT

Referrals and Engagements

ENTERPRISE ADVISORY AND SUPPORT

Advisors working with Stratford-based enterprises have seen increased demand for digital marketing capability; financial management awareness and planning, and human resources coaching for growth. Many are busy working to resolve human resource management capability that has been highlighted through COVID-19. Demand for succession planning, coaching and support has also increased as enterprise owners look to formalise arrangements for succession with family or employees, or they consider how to package their enterprise for eventual sale.

Supporting digital enablement, Venture Taranaki partnered with the national DigitalBoost programme to bring a workshop about digital enablement for small-to-medium sized enterprises during the quarter.

The majority of enterprises are positive about their respective sectors, while also reiterating that they are operating in often challenging circumstances.

Venture Taranaki has seen a considerable number of enterprises planning for growth, but also growing concern in relation to export markets and raw materials supply – freight, timing and pricing. There is a marked increase in awareness of the need to be well prepared for adverse events as the impacts of COVID-19 continue and for a far greater length of time than most imagined.



NUMBER OF CLIENT INTERACTIONS:

1,657

(55% INCREASE ON PREVIOUS YEAR)



REFERRALS AND CONNECTIONS:

18

(12.5% INCREASE ON PREVIOUS YEAR)

Activity	Measure	Annual target	Q1	Q2	Q3	Q4	Total
Enterprise connection and signposting.	Number of referrals and connections made by Venture Taranaki staff.	≥ 200	72	30	89	50	241
Stratford and Taranaki wide			4	2	5	7	18
Enterprise support	Number of support engagements	≥ 4000	4317	5804	2587	5062	17,770
Stratford and Taranaki wide			472	524	226	435	1,657

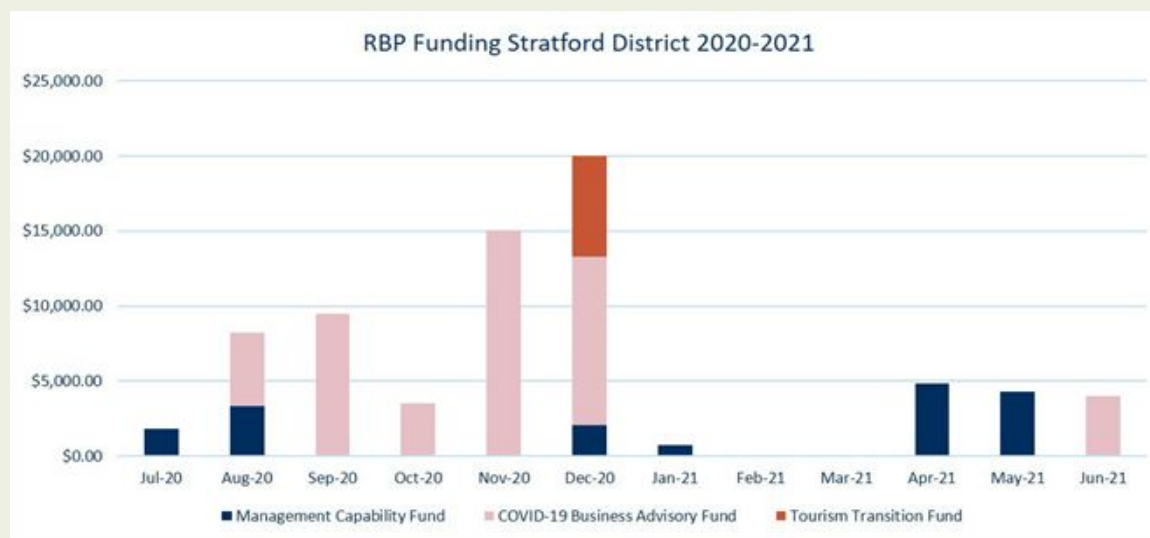
ENTERPRISE SUPPORT AND ENABLEMENT

Regional Business Partners capability funding



**RBP CAPABILITY
DEVELOPMENT AND
COVID-19 SUPPORT
FUNDING ISSUED:
\$72,787.50**

Compared to \$54,828.75 issued in 2019/20, an increase of 33%



Activity	Measure	Annual target	Q1	Q2	Q3	Q4	Total
Enterprise support	The level of annual investment in the management capability of Taranaki's small and medium sized businesses	≥ \$240,000 (all of Taranaki)	\$87,845.00	\$91,027.50	\$79,706.50	\$99,621.25	\$358,200.25
			Taranaki	Taranaki	Taranaki	Taranaki	Taranaki
			\$5,200.00	\$2,800	\$750.00	\$9,162.50	\$17,912.50
Enterprise support	RBP COVID-19 Business Support and Tourism Transition funding distributed in Stratford District	n/a	\$388,839.00	\$582,999.50	\$43,510.00	\$32,295.00	\$1,047,643.50
			Taranaki	Taranaki	Taranaki	Taranaki	Taranaki
			\$14,365.00	\$36,510.00	\$0	\$4,000	\$54,875.00
			Stratford	Stratford	Stratford	Stratford	Stratford

ENTERPRISE SUPPORT AND ENABLEMENT

Startups, jobs and mentor matches

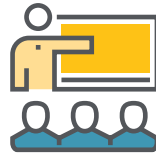
Startup clinic attendance is increasing across the region.

Job listings are up significantly in New Plymouth district, and steady in Stratford and South Taranaki districts.

Startup clinic attendance in Taranaki has increased by 68% for the year ending 30 June 2021, compared to the previous year. Startup clinic attendance in Stratford has increased from 9 attendees to 10 attendees in the same period.

Venture Taranaki made 41 matches in Taranaki with the Business Mentors New Zealand programme during the year, of which one match was made in Stratford District. This is down from 51 total and five mentor matches for Stratford in the previous financial year.

The likely cause for this decrease is the availability of COVID-19 support funding, which has superseded some other programmes.



NUMBER OF
STARTUP CLIENTS:
10



NEW JOBS LISTED:
111
(16% DECREASE ON
PREVIOUS YEAR)

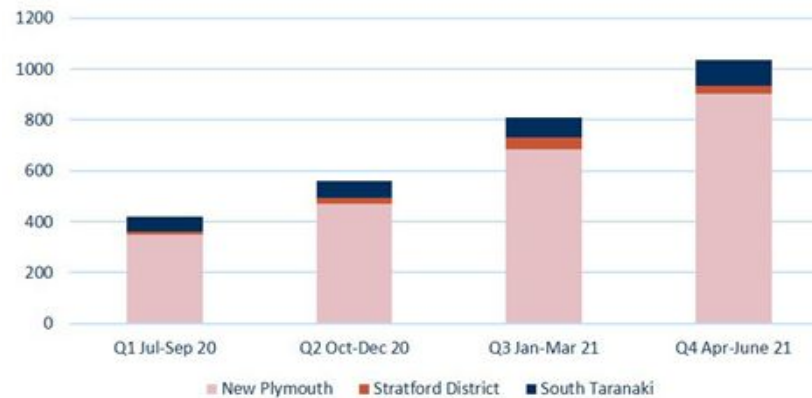


MENTOR MATCHES:
1

Startup clinic attendees in Taranaki July 2020-June 2021



New jobs listed in Taranaki July 2020-June 2021



ENTERPRISE SUPPORT AND ENABLEMENT

PowerUp

PowerUp is all about growing, connecting, and supporting ideas and capability, and harnessing the expertise and passion required to develop Taranaki's entrepreneurship ecosystem.

The PowerUp Ideas Competition journey started with the first phase, the Co.Starters series, with over 70 registrations. Unfortunately we only had capacity for 50 participants – who attended eight capability building workshops. From here we made another call to the wider Taranaki public for submissions to the second phase of the Competition. Five finalists were chosen to progress through to receive crucial mentorship, seed funding, co-working space from Manifold and Johnson Corner spaces, and advisory support from our Venture Taranaki team and NZTE.

Glen Stephens and his startup Sol+Sea took out the top spot in the region's 2021 PowerUp Ideas Competition, winning \$10,000 to help take his idea to the next level.

PowerUp is not only the PowerUp Ideas Competition, but well beyond that. It focuses on 3 pillars:

- Grow (Capability and Enterprise Growth / Start-up e.g. Ideas Competition, Masterclasses)
- Connect (Collaborative effort throughout the region, supporting StartUp weekend and other activities within the ecosystem)
- Tell (telling the stories of our movers and shakers – entrepreneurs and innovators) An example is the successful PowerUp Podcast series presented by David Downs.



Above: Enterprise Advisor Shaan Davis (left) with winners Zoe and Glen Stephens from Sol + Sea, and VT's GM Enterprise Michelle Jodan. Below: People's Choice winners Nanobubble (left), David Downs and Cathy Clennett present the final award (right).



ENTERPRISE SUPPORT AND ENABLEMENT

Callaghan Innovation grants and funding

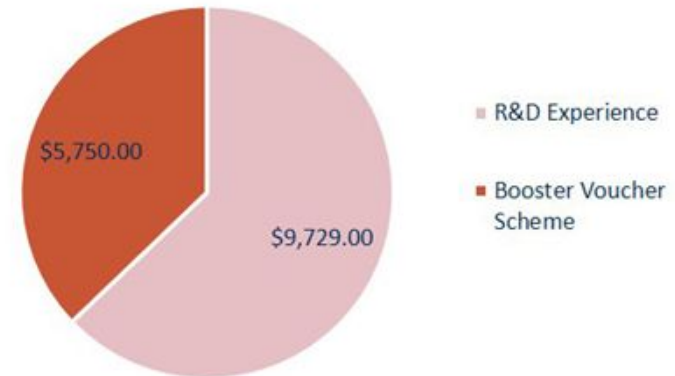
Enterprise Support Activities

R&D activity across the region has been well utilised this year, with many enterprises taking advantage of the Booster Voucher Scheme, one of the COVID-19 support offerings from Callaghan Innovation.

Enterprise support activities include, but are not restricted to;

1. Enterprise advisory
2. Startup guidance
3. Mentoring programme
4. Investment ready programme
5. Innovation support
6. Connections and signposting
7. RBP Capability Development funding facilitation
8. Research and development support and funding facilitation
9. COVID-19 enterprise support fund advisory and facilitation
10. Export Taranaki event
11. PowerUp Entrepreneurship programme (see project update)
12. Techweek (see project update)

Callaghan Innovation grants for Stratford District
July 2020-June 2021



Activity	Measure	Annual target	Total
Enterprise Support	The level of annual investment in regional businesses (subject to central government policy)	\$1m	\$5.6m
	Stratford District funding allocated		\$15,479
	Breadth of enterprise support activity undertaken (number of different support initiatives)	5	12



VALUE OF R&D GRANTS
ISSUED TO STRATFORD
DISTRICT ENTERPRISES:

\$15,479

ENTERPRISE SUPPORT AND ENABLEMENT

Events & Awards

EDNZ AWARD

Venture Taranaki was acknowledged for excellence in Economic Development, taking out the Supreme Award, as well as the category award for Business Support Recovery Initiative Award, at the May 2021 Economic Development New Zealand (EDNZ) Gala Awards, for its Taranaki COVID-19 Professional Services Grant Programme.

The VT-initiative was funded by the three Taranaki district councils, allowing VT to make small grants of up to \$400 available to Taranaki small-to-medium enterprises, giving immediate access to much-needed professional advice to help to navigate the impact of COVID-19. The grant amount was then matched by Taranaki professional service providers who offered an additional \$400 worth of support in kind.

While the amounts were only small, they had a huge impact for many enterprises. In a time of severe uncertainty and vulnerability, before central government support was available, the grant enabled enterprises to prioritise and make decisions providing them with the support needed to start resolving the challenges so many of them were facing.

TECHWEEK 2021

Techweek 2021 was back in Taranaki in May, showcasing innovation and technology happening in our region. Venture Taranaki was proud to be the curator for the fourth year running and support a wide range of free events – from environmental tech and business digitisation, to the future of energy, tech for seniors, cool hands-on displays of clean energy robots and much more, there was something for everyone. This year we also had a Tech Hub space in central New Plymouth where you could chat with the Venture Taranaki team, watch Techweek TV sessions or find out more about tech and education for example.

Techweek is a fantastic platform to amplify New Zealand's unique and inspiring innovation stories, and Taranaki proudly showcased once again our innovative spirit and long tradition of game-changing ideas.



Above: (from left) Venture Taranaki's Nadia Phillips, Natacha Dunn, Justine Gilliland and Michelle Jordan accept the Business Support Recovery category award on behalf of Venture Taranak. Below: TechWeek Taranaki events.



PROMOTING TARANAKI AS A GREAT PLACE TO LEARN, LIVE, WORK, INVEST, PLAY, VISIT AND CREATE

Taranaki Story

The Taranaki Story was launched to the public on 28 May. Prior to this, a partners and stakeholders pre-screening was run on 25 May, and attended by over 250 people.

The launch strategy centered on engaging those who had been a part of the development of the story, and empowering them to become story champions and advocates. With over 400 people contributing in some way, through workshops, as talent, case studies, or advisers and partners, this gave us a diverse group of stakeholders.

By undertaking a pre-screening, we were not only able to thank those who had been involved, but also share with them the assets, and launch to a test audience; spreading excitement and organic word of mouth for the public launch.

By the time we launched on 28 May, we had received an overwhelming amount of positive feedback, and people were counting down to having access to the tools.

To promote the story within Taranaki as well as across NZ we ran a launch campaign that included media, our own channels, partner channels, Stuff digital, and NZ Story channels. We were also able to utilise existing media partnerships across a local magazine 'Whenua' as well as nationally through NZ Entrepreneur.

We continue to promote the story and the supporting assets across our social channels.

The launch was hugely successful. At launch, we had over 3,000 visits to the website, and seven days after launch, we had already received 41 user registrations (to download assets you need to sign up, although everything is freely available – this is for copyright and use agreement purposes only), and over 164 asset downloads.



Above: The Forgotten World Highway image is one of the downloadable assets launched as part of the Taranaki Story.

Below: The pre-screening launch on 28 May 2021.



PROMOTING TARANAKI AS A GREAT PLACE TO LEARN, LIVE, WORK, INVEST, PLAY, VISIT AND CREATE

Identifying & facilitating investment opportunities

IDENTIFYING OPPORTUNITIES

1. Initial Due Diligence with private company seeking investment
2. Launch of the Investment prospectus
3. Investment Pipeline
4. Offshore Wind forum
5. Avocados: The Taranaki Opportunity
6. STAPP Design Thinking workshop (see project update)

FACILITATING OPPORTUNITIES

1. Information sessions with TDHB and Project Maunga
2. Infrastructure webinar
3. Social procurement webinar
4. Investment education session: What investors want to know.
5. Co-hosted NZTE Raising Capital for International Growth Game Plan workshop.



The NZTE Raising Capital for International Growth Game Plan workshop was a co-hosted event held at Venture Taranaki in New Plymouth on 20 May 2021. This involved 16 participants, along with three local panellists, three NZTE facilitators and three facilitators from New Zealand Growth Capital partnership.

Topics included: Growth Plan, Capital Strategy, Preparation, Connections, Deal and Post.

Activity	Measure	Annual target	Total
Identifying opportunities to attract investment into Taranaki	Number of engagements related to attracting investment to Taranaki	5	6
Facilitating opportunities for investment into Taranaki	Number of engagements related to facilitating opportunities for investment in Taranaki	5	5

"Thanks for having me. It was great hearing from all sides of business. I loved catching up with others who were starting and looking for r&d budgets to those who had the funds to develop. Great networking and valuable insight. You were a fantastic host. Thanks for making it happen. It was the best event I've been involved in with Jobhop to date." – Job Hop, Stratford attendee



PROMOTING TARANAKI AS A GREAT PLACE TO LEARN, LIVE, WORK, INVEST, PLAY, VISIT AND CREATE

Visitor promotion initiatives

Two visitor promotion campaigns were undertaken in Q4, bringing the total for the year to twelve.

1. The Café
2. Wellington Regional News
3. "Always On" Google adwordscampaign
4. Stuff "Back Your Backyard"
5. Visiting Friends and Family (VFR) campaign
6. Just Around the Corner digital campaign
7. Out of Region summer events promotion
8. Taranaki Like No Other Consumer newsletter
9. Mike Yardley familiarisation visit
10. Summer events out-of -region promotion

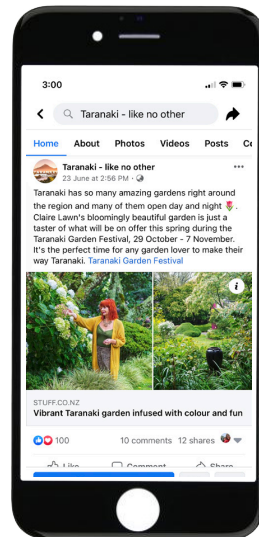
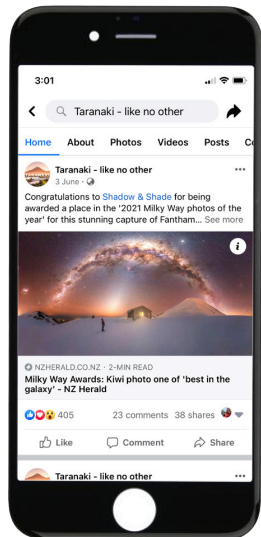
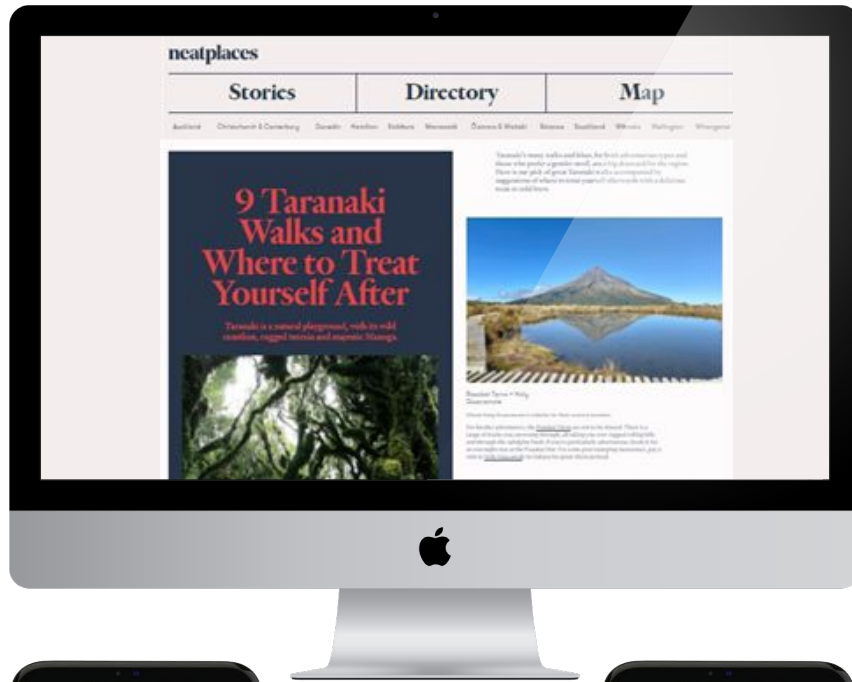
New for Q4

11. Neat Places partnership (see update next page)
12. STAPP out-of-region media activity launched



Half page ad placed in the winter edition of NZ Motor Caravanner magazine as part of the STAPP out-of-region campaign.

Activity	Measure	Annual target	Total
Lead regional events strategy	Number of engagements related to the regional events strategy (now complete)	25	98
Destination promotion	Number of engagements with Visitor Industry Operators	100	3294
	Number of destination promotion and attraction initiatives	2	12



PROMOTING TARANAKI AS A GREAT PLACE TO LEARN, LIVE, WORK, INVEST, PLAY, VISIT AND CREATE

Visitor strategic partnerships

NEAT PLACES

On 21 June a series of five features written by Neat Places went live. This piece of work was commissioned by Venture Taranaki and will roll out over the next three months (June, July and August) across the Neat Places website and social channels.

Neat Places is an online exploration guide to New Zealand. Their platforms showcases and connects people to places around NZ by taking them off the beaten track to uncover unique things to do, see and eat. Through their curated and easy to follow itineraries and directories, they show other keen travellers how to do the same.

A Neat Places writer and photographer visited Taranaki earlier in the year and has written five different features.

- Taranaki Bakers, Makers, Brewers and Roasters
- Taranaki Art & Eating Guide
- Taranaki Walks & Food Guide
- Where to eat and drink in New Plymouth
- Taranaki 48 Hour Guide

Note: There will also be a bonus guide to summer events published later in the year. Along with the articles, a minimum of 25 social posts will be shared across the Neat Places channels over the three-month period. This initiative is made possible through the STAPP funding and is one of the activities Venture Taranaki is facilitating to attract visitation and further promote our wonderful

PROMOTING TARANAKI AS A GREAT PLACE TO LEARN, LIVE, WORK, INVEST, PLAY, VISIT AND CREATE

Media coverage

PRINT ADVERTISING AND MEDIA FAMILS

- Stuff – Winter insert: Just around the corner winters warmer – two-page spread advertisement showcasing the Taranaki region.
- Capital Magazine (Wellington): Capital Magazine Banner advertisement (May/June pub)
- Scout Magazine: ¼ page advertisement (June pub)
- TAFT Right Royal Cabaret Programme: two-page advertisement
- New Zealand Motor Caravanner: ½ page advertisement June/July edition
- Destination NZ Magazine: Banner advertisement and media famil – 2 page feature on Taranaki

DIGITAL

1. Christchurch:

- First of burst of STAPP-funded social media activity targeted to the new Christchurch audience during May/June
- Second burst social media activity retargeting Christchurch audience - June/July

2. Drive and flight journey audiences

- Burst 1 Social media advertising targeting drive and flight target 50+ audiences in BoP, Manawatu, Waikato, Auckland X4 weeks early May - June
- Burst 2 Social media advertising and retargeting of drive and flight target 50+ audiences in BoP, Manawatu, Waikato, Auckland X4 weeks during June



MCCAWS ON TOUR

Gemma and Ritchie McCaw had a weekend in Taranaki in June, where they enjoyed a range of activities including bushwalking and surfing.

The visit was facilitated as part of VT's Tourism New Zealand partnership.

Coverage of the Taranaki trip can be found [here](#).



CUISINE MAGAZINE

Taranaki eateries and food producers received extensive coverage in the winter edition of Cuisine magazine.

PROMOTING TARANAKI AS A GREAT PLACE TO LEARN, LIVE, WORK, INVEST, PLAY, VISIT AND CREATE

Major Events Fund

Seven events were contracted during Q4, bringing the total contracted during the financial year to 16.

Events funded in the 2020-2021 financial year		
1.	Feast Festival Taranaki plus event development	Oct 30-Nov 16 2020
2.	Super Smash T20 Cricket (Central Stags)	30-31 Dec 2020
3.	TSB Festival of Lights	Dec 2020-Jan2021
4.	Jennian Homes Charles Tour Taranki Open	Oct 15-18 2020
5.	Steelformers Around the Mountain Relay	Nov 6-7 2020
6.	Synphony	Jan 23 2021
7.	Tastes and Tales	15-16 May 2021
8.	NZ Tattoo and Art Festival	27-28 Nov 2021
9.	Tri NZ North Island Sprint Distance Championships	March 28 2021
10.	Taranaki Garden Festival	Oct 29-Nov 7 2021
11.	AmeriCARna 2022	Feb 22-26 2022
12.	Fringe Garden Festival	Oct 29-Nov 7 2021
13.	Right Royal Cabaret festival	Jul 29-Aug 1 2021
14.	Steelformers Around the Mountain Relay 2021	Nov 5-6 2021
15.	RESET	Nov 4-14 2021
16.	Coastal Five	Nov 21-22 2021

Activity	Measure	Annual target	Total
Administer the Major Events Fund	Number of events funded in accordance with the criteria of the NPDC's Major Events Fund	4	16



MAJOR EVENTS IN TARANAKI HELD IN 2020/21:

9

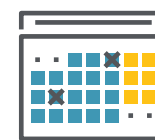


DIVERSE PORTFOLIO OF EVENTS



EVENTS IN TARANAKI SUPPORTED BY VENTURE TARANAKI:

31



MICE* IN TARANAKI SINCE MARCH 2021:

51

*MEETINGS, INCENTIVES, CONFERENCES AND EXHIBITIONS

PROMOTING TARANAKI AS A GREAT PLACE TO LEARN, LIVE, WORK, INVEST, PLAY, VISIT AND CREATE

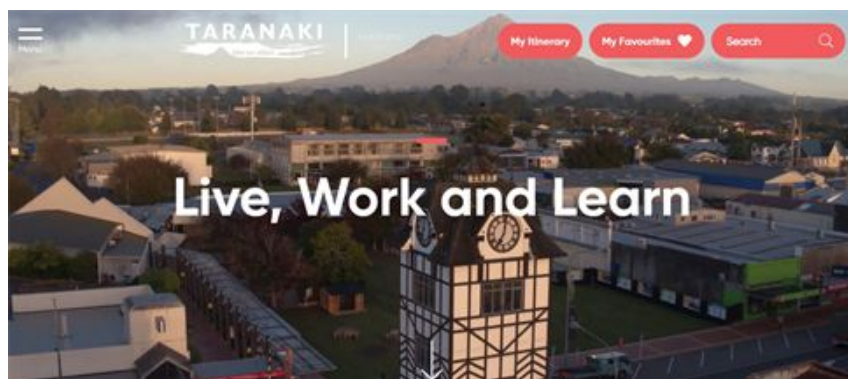
Talent attraction

Five talent initiatives were undertaken during Q4, bringing the total for the financial year to 12.

Employers are reporting skill shortages across the board, with enquiries coming in food and fibre, hospitality, construction, professional services, IT and Surveying sectors.

The Live/Work campaign went live in June. The campaign is focused on Auckland and Wellington, and people actively seeking to return to New Zealand. The focus is on skilled people in their mid-career. We have ad enquiries filter through to staff asking more specific questions and wanting to connect with local firms. These have been in areas where there are skill shortages.

The intention is to expand on the campaign in 2021/2022 to include sector specific case studies and profiles.



The Live, Work and Learn section was the top performing page on the Venture Taranaki website in Q4. Views went from **536** in May to **4,859** in June, once the Live/Work campaign went live.

Online visitors are from: USA, Australia, Auckland, Hamilton, Dannevirke and Christchurch.

1. Internship webinar to encourage enterprises to take on interns.
2. International education seminar online mini fairs (2) student and Chinese agents.
3. An in-depth sector workshop with the construction sector in November to determine barriers, opportunities and future forecasting given the Government's shovel ready initiatives and major construction projects already in the pipeline.
4. Event with WITT covering workforce employability for international students.
5. Participated in a mini trade fair for Auckland education agents.
6. Educators and Enterprises – two days of taking teachers to industry in North and South Taranaki. (Collaboration with Ministry of Education and Taranaki Futures). Attended by 31 teachers and visited nine enterprises.
7. R&D Student Intern event; celebration of working in Taranaki over the summer.
8. Construction sector survey.
9. BCITO on workforce planning: workshop
10. Federated Farmers, INZ and MSD "Rural Talent" - VTT worked with these agencies to bring farmers in the room to discuss pending visa changes and support for finding farm staff.
11. Live Work Campaign
12. Tech week event - in collaboration with Summer of Tech to discuss options for student interns.
13. Co-chairing Interim Regional Skills Leadership Group meetings throughout the financial year.

Activity	Measure	Annual target	Total
Facilitate talent attraction and retention	Number of talent initiatives	2	13

Feedback



"Just a quick email to congratulate you and your team on an amazing evening, it blew my socks off. Fabulous just fantastic the synergy that was promoted by your hosts was a whole other level, I've never ever experienced a business class like it.

Please pass onto your team a heart felt massive thank you for the course and all the support and encouragement, while I wasn't surprised I didn't make the final cut I still gained so much." - PowerUp attendee

"I have found <my mentor's> expertise in the digital space really good. She has helped me to improve my SEO on my website and has given me some areas of improvement and helped me to do it myself which is great.

I am looking forward to continuing to build on this and make further improvements. I am hoping through doing as much as we can for free myself I will be able to better capitalize on a marketing spend down the track." - Business Mentoring client, Stratford

"Your brochures (Parks and Gardens, Museums and Galleries, Walkers Guide, Surf Highway 45, Forgotten World Highway and Insiders Guides) are extremely popular with our visitors and much appreciated by us and them. So useful to ensure visitors find out what the region has to offer." - Visitor Operator, Stratford

"I really appreciated the communication and support at every step and for a beginning business owner, this support was so valuable and needed to guide me through some very new processes.

The financial support my business received enabled me to reposition my business and keep it going and even to grow after the Covid lockdown period. It was a very uncertain time having just ventured into business and this support really did help me to keep going with it, employing three contractors and an admin support person, which was established with the support of the Mayors Taskforce for Jobs.

We are proudly Māori owned and operated and 3/4 of our workforce are also Māori. We are able to offer this service to everyone but be true to our own values and worldview being tangata whenua." – Enterprise advisory client, Stratford

"The Callaghan Grant system works very well and is well managed. Support from local Venture Taranaki is a fantastic resource. The end of season social evening organised by Venture Taranaki and sponsored by Massey University was an excellent event to showcase the grant and the benefits that both industry and the students get from the experience grant. - Callaghan Student Grant client.

Coming up next quarter

- Auckland Food Show
- Niche Sectors report and action planning
- Power to X report and action planning
- Branching Out Trees event and other value chain opportunities progressed
- Jan Rotmans, international transitions expert: Taranaki session
- STAPP product development and drive journeys
- Regional Skills Leadership Group - handover co-chair and progressing Taranaki workforce development plan



venture
T A R A N A K I
Te Puna Umanga

INFORMATION REPORT



STRATFORD
DISTRICT COUNCIL
F19/13/04 D21/23652

TO: Policy & Services Committee
FROM: Stratford District Licensing Committee Secretary
DATE: 27 July 2021
SUBJECT: STRATFORD DISTRICT LICENSING COMMITTEE – 2020/2021 ANNUAL REPORT

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.

Recommended Reason

The report is required to be prepared by the Stratford District Licensing Committee as part of its duties under the Sale and Supply of Alcohol Act 2012.

/_____
Moved/Seconded

1. **PURPOSE OF REPORT**

The report is prepared for the Alcohol and Regulatory Licensing Authority (ARLA). The report gives ARLA an overview of the District Licensing Committee workload and activities for the past financial year.

2. **EXECUTIVE SUMMARY**

The report covers statistical information, agency initiatives, the Local Alcohol Policy, enforcement and liaison with other agencies for the 2020/2021 year.

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

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

The details in the report relate to one of the key regulatory functions that Council performs in accordance with the purpose of the Local Government Act.

4. **BACKGROUND**

The Stratford District Licensing Committee is required by statute to prepare an Annual Report for ARLA. This report covers all of the activities that the District Licensing Committee was involved with during the financial year. It is required by s.199 of the Act, and is required to include:

- An overview of the District Licensing Committee
- District Licensing Committee initiatives provided
- Local Alcohol Policy
- Legislation trends
- Licence statistics

5. **INFORMATION SUMMARY**

The report notes no significant change to the overall number of licensed premises. Statistical data notes an increase in licence applications and in particular special licenced events. This is thought to be a result of the reduction in restriction levels of COVID-19, and businesses getting back to normal.

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 for the 2021-2031 Long Term Plan.

6.3 **District Plan**

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

6.4 **Legal Implications**

This content of this report is provided annually to Alcohol Regulatory and Licensing Authority in a survey format. Failure to produce this report would see the District Licensing Committee not fulfilling its duties as required by the Sale and Supply of Alcohol Act 2012.

6.5 **Policy Implications**

There are no policy implications concerning the recommendation.

Attachments:

Appendix 1 Annual Report – Stratford District Licensing Committee 2020/2021 period.



Rachael Otter
ENVIRONMENTAL HEALTH MANAGER



[Endorsed by]
Blair Sutherland
DIRECTOR – ENVIRONMENTAL SERVICES



Approved by
Sven Hanne
CHIEF EXECUTIVE

DATE: 20 July 2021

Appendix 1

ANNUAL REPORT

**STRATFORD DISTRICT
LICENSING COMMITTEE**

1 JULY 2020 - 30 JUNE 2021

ANNUAL REPORT FOR
STRATFORD DISTRICT LICENSING COMMITTEE

1 JULY 2019 - 30 JUNE 2020

INTRODUCTION

This Annual Report has been prepared pursuant to s.199 of the Sale and Supply of Alcohol Act 2012.

The report covers a 12 month period from 1 July 2020 to 30 June 2021.

OVERVIEW OF THE DISTRICT LICENSING COMMITTEE WORKLOAD

Stratford District Council's Chief Executive Sven Hanne has delegated the position of the Stratford District Licensing Committee Secretary to the Environmental Services Director Blair Sutherland, who has delegated powers of authority, duties and discretion under the Act.

Alex Matheson resigned from the position of Commissioner in 2021 and Neil Volzke was appointed as the new Commissioner in January 2021. A Chairperson will be appointed by the Council in due course. The remaining committee members are selected from a list shared between the New Plymouth District Council and the Stratford District Council. Rachael Otter and Sian Horton are the Licensing Inspectors.

A total of 87 licence applications were received and granted by the Stratford District Licensing Committee. Three of these applications were for Temporary Authorities and required a hearing of the committee. Licence applications increased slightly over the 2019/2020 period and in particular Special Licence applications. It is considered the increase of applications is due to the reduction of restriction levels of Covid 19, and businesses getting back to normal.

DISTRICT LICENSING COMMITTEE INITIATIVES PROVIDED

The Taranaki region's three Territorial Authorities, along with NZ Police, Taranaki District Health Board and NZ Fire Service have a Combined Agency Agreement. This combined approach confirms relationships between parties and provides a clear understanding of the collaboration between parties. It will ensure the delivery of appropriate responses, minimise duplication, streamline practices and provide for effective and efficient use of resources.

LOCAL ALCOHOL POLICY (LAP)

The combined New Plymouth District Council and Stratford District Council Local Alcohol Policy became operative on 28 February 2017.

The purpose of the LAP is to provide local direction on alcohol licensing matters and gives clear guidance to applicants and the community so they are certain about the provisions for alcohol licensing in the Stratford District.

CURRENT LEGISLATION AND TRENDS

100 percent of premises were inspected for compliance during the 2020/2021 period.

No Enforcement action was taken during the 2020/2021 period. General compliance with legislation by licensees and managers operating in the Stratford District has been good.

No new trends have been noted over the 2020/2021 period.

LICENCE STATISTICS

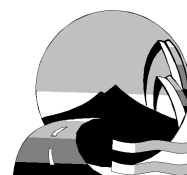
	2016/2017	2017/2018	2018/2019	2019/2020	2020/2021
On Licence	11	12	13	14	13
Off Licence	9	9	9	10	10
Club Licence	7	7	8	9	9
Total Licences	27	28	30	33	32
Applications					
New On/Off/Club/BYO Licence	5	3	4	2	3
Renewal/Variation of Licences	9	10	9	12	12
Temporary Authorities	4	2	0	3	4
Manager's Certificates	4	20	15	15	13
Renewal of Manager's Certificates	33	29	32	33	32
Specials	19	34	29	16	23
Certificates of Compliance	0	0	0	0	0
Extract from records	0	0	0	0	0
Total issued	74	98	89	81	87

Rachael Otter
LICENSING INSPECTOR

Stratford District Licensing Committee
 LICENSED PREMISES (ACTIVE) REGISTER FOR YEAR ENDING 30 JUNE 2021

Premises Name	Type	Nature of Business	Address	Licensee	License No.	Date of Issue	Expiry Date
Club X	Club	Sports Club	127 Cordelia St	STRATFORD	34/CL/1/2019	17/03/2003	17-Mar-22
Colonel Malone's	On	Restaurant	319 Broadway	STRATFORD	34/ON/8/2020	10/12/2020	10-Dec-21
Dawson Falls Mountain Lodge	On	Restaurant	Mania Rd	KAPONGA	34/ON/2/2018	9/03/2017	09-Mar-24
Empire Hotel	On	Hotel	Fenton St	STRATFORD	34/ON/2/2019	31/10/2018	31-Oct-22
Fine Wines of the World	Off	Cellar Door	Verona Place	STRATFORD	34/OFF/5/2020	19/10/2007	19-Oct-23
Five Star Liquor	Off	Bottle Store	Fenton St	STRATFORD	34/OFF/3/2020	20/04/2004	20-Apr-23
Massala Bay	On	Restaurant	262 Broadway	STRATFORD	34/ON/3/2019	8/11/2019	08-Nov-23
Midhurst Tavern	On	Tavern	3159 Mountain Rd	MIDHIRST	34/ON/4/2021	6/05/2005	06-May-24
New Commercial Hotel	On	Hotel	Broadway	STRATFORD	34/ON/2/2021	16/04/2021	16-Apr-22
Stratford Avon Bowling Club	Club	Sports Club	Regan St	STRATFORD	34/CL/5/2019	20/10/2006	20-Oct-22
Stratford Cricket Club	Club	Sports Club	Cordelia St	STRATFORD	34/CL/1/2018	28/08/2000	28-Aug-21
Stratford Golf Club	Club	Sports Club	Pembroke Rd	STRATFORD	34/CL/2/2018	9/08/1990	09-Aug-21
Stratford Mountain House	On	Restaurant	Pembroke Rd	STRATFORD	34/ON/5/2018	15/07/2011	15-Jul-21
Stratford New World Supermarket	Off	Supermarket	114 Regan St	STRATFORD	34/OFF/3/2020	7/06/2016	07-Jun-23
Stratford Rugby & Sports Club	Club	Sports Club	Oriando St	STRATFORD	34/CL/2/2020	21/03/2007	21-Mar-23
Strathmore Golf Club	Club	Sports Club	Makuri Rd	STRATFORD	34/CL/6/2019	6/12/1994	06-Dec-22
Taranaki Stock Car Club	Club	Sports Club	9 Flint Rd	STRATFORD	34/ON/1/2021	24/01/2017	24-Jan-24
TET Multi Sports Complex	On	Restaurant	Portia St	STRATFORD	34/ON/4/2020	13/05/2016	13-May-23
Toko Junction	On	Restaurant/Tavern	838 East Rd	TOKO	34/OFF/2/2018	27/06/2017	27-Jun-21
Stratford Black Bull Liquor	Off	Bottle Store	297 Broadway	STRATFORD	34/ON/9/2020	13/12/2013	13-Dec-23
Whangamomona Hotel	On	Hotel	6018 Ohura Rd	STRATFORD	34/ON/9/2020	13/12/2013	13-Dec-23
Whangamomona Hotel	Off	Hotel	6018 Ohura Rd	STRATFORD	34/OFF/6/2020	13/12/2013	13-Dec-23
Shakee Pear @ the Village	On	Restaurant	3912 Mountain Rd	STRATFORD	34/ON/5/2020	8/11/2010	08-Nov-23
Stratford 4 Square	Off	Grocery Store	406 Broadway	STRATFORD	34/OFF/1/2018	8/09/2020	08-Sep-21
Countdown Stratford	Off	Supermarket	21A-27 Broadway	STRATFORD	34/OFF/2/2019	12/06/2015	12-Jun-22
Big Barrel	Off	Bottle Store	36 Miranda St	STRATFORD	34/OFF/3/2019	30/06/2015	30-Jun-22
Forgotten 43 Brewing	Off	Cellar Door	279 Broadway	STRATFORD	34/OFF/3/2018	19/09/2017	06-Oct-21
Arts Collective	Off	Cellar Door	11 Fenton St	STRATFORD	34/OFF/1/2020	3/04/2019	03-Apr-23
Arts Collective	On	Cafe/Restaurant	11 Fenton St	STRATFORD	34/ON/4/2019	13/12/2018	13-Dec-22
Forgotten 43 Brewing	On	Tavern	279 Broadway	STRATFORD	34/ON/3/2020	2/04/2019	02-Apr-23
Stratford District Citizens & Services Club	Club	Chartered Club	60 Juliet Street	STRATFORD	34/CL/1/2020	25/02/2019	25-Feb-23
Egmont Rod & Custom Club	Club	Sports Club	119 Cordelia St	STRATFORD	34/CL/3/2020	28/11/2019	28-Nov-23

DECISION REPORT



STRATFORD
DISTRICT COUNCIL

F16/1280/03 – D21/24543

TO: Policy & Services Committee

FROM: Roading Engineer

DATE: 27 July 2021

SUBJECT: ROAD CLOSURES FOR A CAR CLUB EVENT

RECOMMENDATIONS

1. THAT the report be received.
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 2020
 - Orlando Street from Warwick Road to Celia Street
 - Romeo Street from Orlando Street to Cordelia Street
 - Cordelia Street from Romeo Street to Warwick Road
 - Warwick Road from Cordelia Street to Orlando Street

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.

Moved/Seconded

1. PURPOSE OF REPORT

For any street event that requires a road closure, Schedule 10 clause 11(e) of the Local Government Act 1974 requires a Council resolution to endorse the proposed road closure. This report seeks this endorsement for the purposes of allowing the Stratford District Council to close:

- 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

between the hours of 7.30am and 5.30pm.

2. **EXECUTIVE SUMMARY**

2.1 In order for the event to be safely undertaken, it is proposed to close:

- 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

between the hours of 7.30am and 5.30pm on Sunday 15 August.

2.2 The alternative route for traffic will be Celia Street, Swansea Road and Warwick Road.

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

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

This event attracts entrants to the Street Sprint as well as spectators.

The report is for the purposes of providing good regulatory function, as events such as this which require a road to be closed. A Council resolution is necessary to endorse the proposed road closure.

4. **BACKGROUND**

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 event attracts up to 40 cars to participate as well as 10 classic motorcycles from Club X which are invited as a demonstration.

5. **CONSULTATIVE PROCESS**

5.1 **Public Consultation - Section 82**

An advertisement was placed in Central Link in the Stratford Press on 30 June 2021, and was loaded to Council's website on 22 June 2021. Notice for objections closed on Friday 9 July 2021. No objections were received by the Stratford District Council.

Stratford District Council has contacted the Police, Fire Service, St John's Ambulance seeking their approval for the proposed road closure. At the time of writing this report, no objections had been received

5.2 **Maori Consultation - Section 81**

There are no known effects that this event is likely to have on local iwi issues, therefore no separate consultation is required.

6. **RISK ANALYSIS**

Refer to the Council Risk Register - available on the Council website.

- 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 A full Health and Safety Management Plan and Traffic Management Plan have been prepared for this event. Further, Stratford District Council have been indemnified against any claims whatsoever arising from the event.

6.2 A Street Event Refundable Bond for damages will be applied to this event, ensuring any accidental street damage is rectified by the event holder.

To date there have been no known instances of Health and Safety incidents or street damage resulting from the Stratford Street Sprint.

6.3 There is a risk that SDC assets could be damaged during the event, however, the car club have paid a street damage bond to cover these costs. Furthermore, there is a risk that an injury could occur to the spectators should one of the entrants lose control of their vehicle. This risk is managed through the Safety Management Plan for the event.

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. This event brings visitors to Stratford for an event for the community to enjoy as spectators.
What relationship does it have to the communities current and future needs for infrastructure, regulatory functions, or local public services?	This report supports the performance of Council by providing a regulatory function in accordance with the Local Government Act 2002.

7.2 **Data**

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

The times of the proposed road closure is outlined in the recommendation above. The South Taranaki Car Club have indicated to the Stratford District Council that they expect up to 40 cars to participate in the event as well as 10 classic motorcycles from Club X as a demonstration.

7.3 **Significance**

	Yes/No	Explain
Is the proposal significant according to the Significance Policy in the Long Term Plan?	No	
Is it:	No	
• considered a strategic asset; or	No	
• above the financial thresholds in the Significance Policy; or	No	
• impacting on a CCO stakeholding; or	No	
• a change in level of service; or	No	
• creating a high level of controversy; or	No	
• possible that it could have a high impact on the community?	No	

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

7.4 **Options**

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 to be considered for this report are:

- Option 1.** Do not approve the closing of the aforementioned roads. If this is the option chosen, then the South Taranaki Car Club will not be able to host the Stratford Street Sprint.
- Option 2.** Endorse the proposed road closure as outlined in recommendation two above, to indicate our support for this event.

7.5 **Financial**

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

There are no financial contributions required by Stratford District Council. Stratford District Council's officer time for approving the traffic management plan is 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?

The Stratford District Council is confident that Downer who have been engaged to provide the Traffic Management Plan are competent to monitor this event.

Due to the timing and location of the event, the Stratford District Transfer Station will be closed for the day, being Sunday 15 August.

7.7 **Legal Issues**

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

Pursuant to Section 342(1) (b) Schedule 10 clause 11(e) of the Local Government Act 1974, provides powers to Council to formally endorse a recommendation to close a road for the purposes of a street event.

7.8 **Policy Issues - Section 80**

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

There are no policy issues that arise due to the approval of the road closure for the Stratford Street Sprint.

Attachments:

- Appendix 1** Map of Road Closure
Appendix 2 Street Map of Sprint Plan
Appendix 3 Certificate of Insurance



Courtney Devlin
ROADING ENGINEER



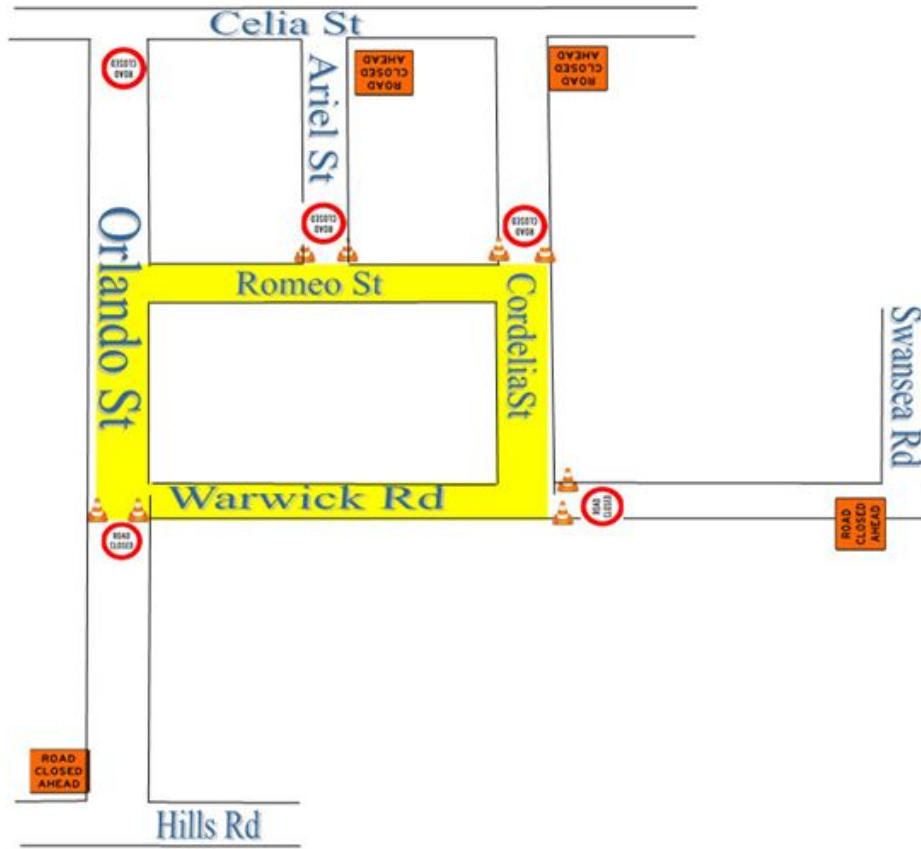
[Endorsed by]
Steve Bowden
ROADING ASSET MANAGER



[Approved by]
Sven Hanne
CHIEF EXECUTIVE

DATE 20 July 2021

APPENDIX 1



APPENDIX 2

Stratford Street Sprint Site Plan



APPENDIX 3



Level 32, ANZ Centre
 22-29 Albert Street
 Private Bag 92055
 Auckland 1142, New Zealand
 Telephone +64 9 306 0350
 www.veroliability.co.nz

Insurance Certificate		
	Client ID	Agent No
Public & Products Liability	43826	8000014

We, the Insurers, Vero Liability Insurance Limited confirm that Public & Products Liability insurance has been effected on the following basis:

POLICY NUMBER	HO-LPL-6169522	
THE INSURED	Motorsport New Zealand Inc and Member Clubs in respect of Permitted Events Only	
BUSINESS DESCRIPTION	Administration, Governance and Regulation of Motor Sport in New Zealand	
POLICY PERIOD	From 4.00pm	1 February 2021
	To 4.00pm	1 February 2022
LIMIT OF INDEMNITY	\$ 10,000,000	any one Occurrence and for any one Period of Insurance in respect of Products Hazard
EXCESS	\$ 3,500	per Occurrence
POLICY WORDING	VL POL PL-082017	

This certificate is issued as a matter of information only and is subject to the terms and conditions of the issued policy.

Signed for and on behalf of Vero Liability Insurance Limited

Authorised Officer
 JCS



29 January 2021

DECISION REPORT



F19/13/04 – D21/25932

TO: Policy & Services Committee

FROM: Director – Community Services

DATE: 27 July 2021

SUBJECT: 2021 EXTERNAL FUNDING APPLICATION

RECOMMENDATIONS

1. THAT the report be received.
2. THAT Council's funding application to the Taranaki Electricity Trust (TET) for \$902,925 is approved to be submitted.

Recommended Reason

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

Moved/Seconded

1. **PURPOSE OF REPORT**

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

2. **EXECUTIVE SUMMARY**

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

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

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

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

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

4. **BACKGROUND**

- 4.1 Funding applications to the TET from territorial authorities, and of \$100,000 and over, close annually on 15 August.
- 4.2 Applications to the TET require a resolution of the governing body to apply for funding.
- 4.3 Officers now seek approval from Council for an application of \$902,925 to be submitted to TET.
- 4.4 The projects funding is being sought for are:

No.	Project	Cost of Project	Amount Sought	Budgeted For
1	Pool	\$22,000,000	\$500,000	Partially
2	Economic Development and Business Support Services	\$90,000	\$90,000	Yes
3	Event Delivery	\$79,000	\$64,300	Partially
4	LED Screen	\$90,000	\$90,000	No
5	Stratford Discovery Trail	\$57,000	\$57,000	No
6	Youth Projects	\$17,800	\$14,000	Partially
7	Prospero Place Broadway Activation	\$17,625	\$17,625	Partially
8	Victoria Park – exercise equipment	\$70,000	\$70,000	No

Project 1 – Pool

The budget for this development is \$22,000,000 (\$8,000,000 funded from the Provincial Growth Fund, \$2,000,000 sought from external funders, and \$12,000,000 budgeted by Council) towards the new build of an aquatic facility. To date we have a total of \$1,000,000 pledged by philanthropic funders (TSB/TOI & TET) with a number of funding applications yet to be decided. A further grant of \$500,000 is sought as part of this application. TET has to date pledged \$500,000 to this project and invited a follow-up application for end-of-year funds of up to another \$500,000, which has been submitted.

Project 2 - Economic Development and Business Support Services

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

Project 3 – Event Delivery and Resources

Delivery of events that include; annual Summer Nights Concert and Movies, Scarecrow Festival and a proposal to develop a new light display that will be Stratford's offering alongside the Festival of Lights in New Plymouth and South Taranaki's Elektra. The total amount sought is \$64,300.

Project 4 – LED Screen

The installation of the LED sign at the northern entrance to Stratford has been welcomed by both visitors and residents. The installation of this screen was the first of two to be installed as part of the Stratford 2035 – Making it real project. The screens are and will be used for promoting both community and regional events. They are also to be used for emergency public service messages and it has been invaluable especially during COVID-19. Following the success of the screen at the northern entrance this project seeks funding to install a screen near the southern entrance to Stratford. The amount sought for this project is \$90,000.

Project 5 – Stratford Discovery Trail

This project looks to develop an easy-access walking trail that takes in iconic points throughout the Stratford township. Strong community involvement is to be sought in bringing key identified experiences to life and professional services of accomplished local and regional artists will ensure a lasting impression. The amount sought for this project is \$57,000 for the second stage of the trail development.

Project 6 – Youth Projects

Funding is sought to undertake up to four youth led projects by the Stratford District Youth Council. These will include up to three 'On the Bus', one 'signature' event and any training and development opportunities. The amount sought is \$14,000.

Project 7 – Prospero Place and Broadway Activation

Funding is sought to activate Prospero Place and Broadway in Stratford. This includes supporting the Stratford Farmers Market through purchasing gazebos and a sound system, to run events and activities to promote Stratford's town centre, and enable Christmas celebrations including putting the Christmas tree, flags and lights up and down. The amount sought is \$17,625.

Project 8 – Victoria Park Exercise Equipment

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

5. **CONSULTATIVE PROCESS**

5.1 **Public Consultation - Section 82**

No public consultation is required. The projects within the application are consistent with those identified in Council’s Long Term Plan 2021 – 2031.

5.2 **Māori Consultation - Section 81**

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

6. **RISK ANALYSIS**

<p>Refer to the Council Risk Register - available on the Council website.</p> <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?
--

There are no risks associated with these applications being submitted.

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

7.1 **Direction**

	Explain
Is there a strong link to Council’s strategic direction, Long Term Plan/District Plan?	The application is consistent with the Long Term Plan 2021 – 2031.
What relationship does it have to the communities’ current and future needs for infrastructure, regulatory functions, or local public services?	The application is consistent with the Long Term Plan 2021 – 2031 and benefits the community by future proofing infrastructure, and providing good local public services.

7.2 **Data**

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

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

7.3 **Significance**

	Yes/No	Explain
Is the proposal significant according to the Significance Policy in the Long Term Plan?	No	
Is it:	No	
• considered a strategic asset; or	No	
• above the financial thresholds in the Significance Policy; or	No	
• impacting on a CCO stakeholding; or	No	
• a change in level of service; or	No	
• creating a high level of controversy; or	No	
• possible that it could have a high impact on the community?	Yes	Opportunity to reduce the rating impact for ratepayers.

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

7.4 **Options**

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

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

In considering this matter Council has the following options:

Option 1 Approve the application to the Taranaki Electricity Trust.

Option 2 Approve the application to the Taranaki Electricity Trust, with any changes.

Option 3 Not approve the application to the Taranaki Electricity Trust.

Option 1 is the preferred option.

7.5 **Financial**

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

Some projects within this application have been provided for within the Long Term Plan 2021 – 2031, however in seeking external funding there is an opportunity to reduce the rating impact for ratepayers.

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

7.6 **Prioritisation & Trade-off**

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

There are no issues.

7.7 **Legal Issues**

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

There are no legal issues.

7.8 **Policy Issues - Section 80**

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

There are no policy issues.



Kate Whareaitu
DIRECTOR COMMUNITY SERVICES



Approved by
Sven Hanne
CHIEF EXECUTIVE

DATE 20 July 2021

E. Trade Waste

- Trade Waste Site Inspections are ongoing - grease waste discharges along Broadway have been inspected.
- Trade Waste Consents – Discussions are ongoing with key stakeholders on the appropriate conditions for the Stratford livestock sale-yards resource consent; and
- Trade Waste Consent Holders – Long-standing debts have been successfully collected from two consent holders.

F. GIS

- Aerial photography – A supplier has been selected and references are being checked.
- LiDar – LiDar capture of 75% of the area of interest has been completed. Capture is expected to be complete by the end of July, processing will continue after that.
- Revaluation – Quotes are being sought for the re-valuation of 3 –water assets.
- Capitalisation – Capitalising of 3-waters assets for 2020-2021 is nearly completed, this will allow depreciation to be run, LAPP figures to be extracted and revaluation to begin.

G. Solid Waste

- Recycling Bin Audit results for the end of June shows 44% Green tags, 51% amber and 5% red tags;
- Auditing of contamination levels at the Materials Resources Facility (MRF) ongoing. Current level is at 23%; acceptable level is 8%.
- Two community recycling presentations completed.

H. Property

- Planning and programming of the Year 1 Long Term Plan projects has commenced; and
- Commencement of the yard upgrade and in-shed feed system installation projects, with the demolition of the current yard.

I. Parks and Reserves

- Projects underway include:
 - Maintenance of the *Eastern Loop Walkway* (next to Oxidation Ponds) is now complete;
 - Pruning and biannual maintenance of the Broadway trees (south) is complete; and
 - Planting at Centennial Rest Rooms is now complete.
- Planning will now start in regards to Year 1 Long Term Plan projects

J. Special Projects

- Aquatic Centre – multiple concrete slab, foundation and blockwork pours have been completed this month, drainage and plumbing to the exterior is underway. Project well underway and on schedule.
- Bike Park – cycle track and basketball court 95% complete, pump track construction well underway with initial shaping and toilet block due for installation mid-July. Expected completion late August.

1. ROADING

1.1 Level of Service and Performance Measures

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

Roading Level of Service (LoS) and Performance Measures

Level of Service	Performance Measure	Target	2020/2021 YTD
Safe Roading Network	Road safety - The change from the previous financial year in the number of deaths and serious injury crashes (DSI) on the local road network, expressed as a number. (2019/2020 DSI was 5, new target is 4)	-1	Achieved to date - DSI = 1 There were no DSI crashes in June. We have achieved our target for the 2020/21 year.
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%	Not Achieved – 4.95% or 19.8km to date. (Target length = 20km) Reseals have been completed.
	Unsealed Road maintenance - The percentage of the unsealed road network that has been metal dressed.	≥7%	Ongoing - 1% or 2km to date. Target length = 14.5km Not achieved. This is a direct result of forestry and the impact it has had on Puniwhakau Road in particular.
Footpaths	Footpaths that fall within LoS Standard - The percentage of footpaths within a territorial authority district that fall within the level of service or service standard for the condition of footpaths that is set out in the territorial authority's relevant document.	>82%	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.	>86%	Achieved to date - 100%.
Customer Satisfaction	<ul style="list-style-type: none"> Roading Network 	>76%	The 2020 customer satisfaction survey, with a total of 488 responses, showed Good, Very Good and Excellent having a total of 75.4% , Fair having 18.24% and Poor having 6.35% .
	<ul style="list-style-type: none"> Footpaths 	>77%	The 2020 customer satisfaction survey, with a total of 492 responses, showed Good, Very Good and Excellent having a total of 73.58% , Fair having 21.75% and Poor having 4.67% .

¹ 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 June.

1.3 **Routine Maintenance**

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

- Clearing the water tables on Bayly Road;
- Sign cleaning and repairs;
- CBD cleaning;
- Clearing autumn leaf fall on Fenton Street, Miranda Street, Broadway;
- Grading to Mangaehu Road;
- Potholes filling;
- Installing a sight rail on the corner of Stanley and Beaconsfield Roads;
- Sight rails repairs and painting;

1.4 **Ready Response Works**

For the month of June there were no callouts. However, Stratford did experience a heavy snowfall event on the 29 June. This resulted in both Pembroke Road and Manaia Road being closed to the public for most of the day.

1.5 **Capital Works**

The footpath replacement programme continued in June with work being completed on Orsino Street.

No other significant capital works were undertaken during June.

1.6 **Building Consents, Resource Consents and LIMS**

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

- Twenty Six (26) Building Consent applications;
- Nine (9) Resource consent applications; and
- Two (2) LIM reports.

1.7 **Health and Safety**

There were no incidents during the month of June.

1.8 **Roding Activities**

A. Contractor's Activities and Performance.

A snapshot of the programmed and reactive works completed in June by Fulton Hogan is shown in *Figure 1*.

B. Stratford Primary School Parking Issue.

Discussions are ongoing with the Principal of the Stratford Primary School on road safety issues, in addition to parking in the block bounded by Portia Street, Regain Street, Oswald Place and Brecon Road. Some suggestions to address these issues, which are currently being evaluated, include:

- Traffic Islands at the Portia Regan Street intersection;
- To stop U-turns, central islands in Oswald Place and at Brecon/Regan intersection;
- Relocation of pedestrian crossing away from Hamlet Street intersection;
- Removal of bus stop parking bay on Regan Street;
- Replacement of bus stop park with angled parking;
- Provision of staff parking on service lane servicing the Dental clinic;
- Provision of drop off/pick up parking along Regan Street;
- Crossing point(s) on Portia Street;
- Closing the gates by the hockey turf to prevent access from the school;
- Parking prohibition along Regan street (from the caretakers entrance to Brecon Road); and
- Parking prohibition on the corners of Oswald Place and Regan Street.

C. One Network Framework.

Officers have completed the review of the district's roading classification in accordance with the One Network Framework, with majority of the roads falling under 2 categories: Local Streets (Urban) or Rural Roads (Rural).

D. Setting of Speed Limits 2021.

Officers are considering the changes to the legislation on the setting of speed limits which will take effect from early 2022. Does this Council wish to be proactive in regard to the speed limits outside urban and rural schools? There are two options before Council:

- **Option 1** - Use the existing Speed Limit Bylaw provisions to consult on and potentially change the speed limits before the end of 2021? OR
- **Option 2** - Wait until the new land transport Rule passes through Parliament in 2022, in which case the reduced speed limits become a mandatory requirement of the new Rule?

Option 1 will require a decision from Council to reduce the speed limit, which will require public consultation.

1.9 **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	Roading Procurement			
6	District Road Hierarchy (ONF and associated Level of Service);			



Figure 1: Monthly Programme Achievement Chart – June 2021

2. SERVICES

2.1 Water Supply

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

Water Supply Level of Service (LoS) and Performance Measures

Level of Service	Performance Measure	Target	2020/2021 YTD
Safe Drinking Water: <ul style="list-style-type: none"> • Drinking Water Standards; • Maintenance of Reticulation 	DWSNZ Bacterial compliance - Compliance with Part 4 of the Drinking-water standards (bacteria compliance)	100%	Expected to achieve
	DWSNZ Protozoal compliance - Compliance with Part 5 of the Drinking-water standards (protozoal compliance)	100%	Expected to achieve
	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%	Expected to achieve
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	31 mins
	• Resolution for urgent call-out	8 hrs	5 hr 07 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	8 hrs 50 mins
	• Resolution non urgent call-out	5 working days	17 hrs 26 mins
	Unplanned Disruptions - The performance measure target for disruptions.		
	• Minor disruptions (between 5 and 50 connections affected)	< 5	6
	• Major disruptions (more than 50 connections affected)	< 2	0
Demand Management	Water Consumption - The average consumption of drinking water per day per resident within the district	<275L / resident / day	Not yet measured
Customer Satisfaction	Number of complaints – The performance measure target for customer satisfaction is <32 per 1,000 complaints received for:		Not yet measured
	• Drinking Water Clarity;		5
	• Drinking Water Taste;	<32 / 1000 complaints received	1
	• Drinking Water Odour;		0
	• Drinking Water Pressure or Flow;		0
	• Continuity of Supply		0

Level of Service	Performance Measure	Target	2020/2021 YTD
	<ul style="list-style-type: none"> Council's response to any of these issues. 		0
Water Pressure	Water Pressure – The average water pressure at 50 properties within the water supply zone, including any that have complained about pressure and or flow meets council specifications (flow>10l/min & pressure>350kpa)	100%	Not yet measured
NZFS Conditions	Fire Hydrants – The performance measure targets the percentage of hydrants meeting the NZFS Code of Practice conditions regarding supply	100%	Not yet measured

2.1.1 **Operations**

Water Treatment:

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

Some of this month's maintenance activities include:

- Replacement of infill material to new Stratford reservoir for bird-proofing;
- Replacement of Stratford reservoir water transfer valves; and
- Chemical washing of Midhirst water filters to restore their performance levels.

Water Reticulation:

There were no significant water pipe failure issues during the month of June. Council's maintenance contractor's focus was the completion of the end of year testing and monitoring requirements.

2.1.2 **Planning - Long Term Projects**

New Water Trunk Main

Stage 1 design and tender documentation are near finalisation and are due to go out to tender early August. A Stage 2 on-site consultation meeting with Iwi has been held and discussions with land owners are underway.

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.

2.2 **Wastewater**

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

Wastewater Level of Service (LoS) and Performance Measures

Level of Service	Performance Measure	Target	2020/2021 YTD
System Adequacy	Dry weather sewerage overflows - The number of dry weather sewerage overflows from the territorial authority's sewerage system, expressed per 1000 sewerage connections to that sewerage system.	<5 per 1,000	0
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
Response and Resolution Times	• Convictions.		0
	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	54 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	4 hr 40 mins
Customer satisfaction	Complaints - The total number of complaints, expressed per 1000 connections to the territorial authority's sewerage system, received by the territorial authority about any of the following:	<5	Achieved to date
	• Sewage odour		
	• Sewerage system faults		
	• Sewerage system blockages, and		0.87 per 1000 12 received; 2 justified
	• The territorial authority's response to issues with its sewerage system		

2.2.1 **Operations:**

- **Wastewater Treatment** - There were no disruptions to the operation of the oxidation ponds.
- **Wastewater Reticulation** – The delivery line to the Esk Rd pump-station overflowed due to a blockage in the line. All required responses were carried out within the required timeframes and in accordance with the specified standards.

- **Health and Safety** - There were no health and safety incidents for the month during the 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.
- **Oxidation Ponds Avian Invasion Control** – The equipment needed for the bird scaring devices has been delivered or purchased, fabrication of the stands and electrical infrastructure has commenced. The bird scaring laser lights have been engineered and installation has commenced, arrangements are being made with local gun owners to drive the birds off the ponds prior to switching on the lights; other methods of bird control are being investigated also.

2.2.2 **Planning - Long Term Projects**

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 May 2022.

2.3 **Stormwater**

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

Stormwater Level of Service (LoS) and Performance Measures

Level of Service	Performance Measure	Target	2020/2021 YTD
Stormwater system protects property from impacts of flooding.	System adequacy		
	<ul style="list-style-type: none"> • The number of flooding events that occur in a territorial authority district. “Flooding” in this context means Stormwater entering a habitable floor 	0	0
	<ul style="list-style-type: none"> • For each flooding event, the number of habitable floors affected. (Expressed per 1000 properties connected to the territorial authority’s Stormwater system.) 	0	0
	<ul style="list-style-type: none"> • For each flooding event, the number of buildings in the central business zone affected by flooding. 	0	0
Discharge Compliance	Resource Consent Compliance – Compliance with the territorial authority’s resource consents for discharge from its Stormwater system measured by the number of:	N/A	N/A Council does not hold consent for Stormwater discharge
	<ul style="list-style-type: none"> • Abatement notices; 		
	<ul style="list-style-type: none"> • Infringement notices; 		

Level of Service	Performance Measure	Target	2020/2021 YTD
	<ul style="list-style-type: none"> Enforcement orders; and Convictions. 		
Response Time	The median response time to attend a flooding event, measured from the time that the territorial authority receives notification to the time that service personnel reach the site.	1 hr	0 hrs
Customer satisfaction	Complaints - The number of complaints received by a territorial authority about the performance of its Stormwater system, expressed per 1000 properties connected to the territorial authority's Stormwater system.	< 8	0

2.3.1 **Operations**

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

2.4 **Trade Waste**

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

- **Trade Waste Consents** - Discussions are ongoing with key stakeholders on the appropriate conditions for the Stratford livestock sale-yards resource consent.
- **Screenings Waste Management** - The screening waste bins are being actively managed and a routine of waste removal has been established in a cost-effective manner on collaboration with NPDC.
- **Trade Waste Consent Holders** – Long-standing debts have been successfully collected from 2 consent holders.

2.5 **Geographical Information System (GIS)**

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

- **Aerial photography** – A supplier has been selected and references are being checked.
- **LiDar** – LiDar capture of 75% of the area of interest has been completed. Capture is expected to be complete by the end of July, processing will continue after that.
- **AssetFinda** – A patch has been released and will be run within the next week. This should include project development that will allow the maintenance schedules to be completed.
- **Revaluation** – Quotes are being sought for the re-valuation of the 3 water assets.
- **Capitalisation** – Capitalising of 3-waters assets for 2020-2021 is nearly completed, this will allow depreciation to be run, LAPP figures to be extracted and revaluation to begin.
- **LAPP** – LAPP insurance is under review and updated data will need to be provided once the asset revaluation is complete.

2.6 **Solid Waste**

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

Solid Waste Level of Service (LoS) and Performance Measures

Level of Service	Performance Measure	Target	2020/2021 YTD
The levels of waste generated are reducing	Quantity of Waste to landfill per household (municipal kerbside collection only) (kgs per annum)	<700kg	Achieved to date – 509kg (June - 445kgs phh)
	Percentage (by weight) of council controlled waste stream that is recycled (municipal kerbside collection only).	>25%	Not Achieved to date – 24% (June - 22%)
Customer Satisfaction	Percentage of customers satisfied with the service provided.	>90%	Achieved - 96% - as per the 2019/2020 Annual Report

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

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

2.6.2 **Contamination Levels Coming in at the MRF**

Figure 2 provides contamination levels at the MRF for the previous 12 months. MRF Contamination is reported at 23% for June 2021.

As well as the monthly contract meetings with EnviroWaste, regular quarterly regional Kerbside Contract meetings are now being held. This facilitates a consistent regional approach to identifying and addressing issues.

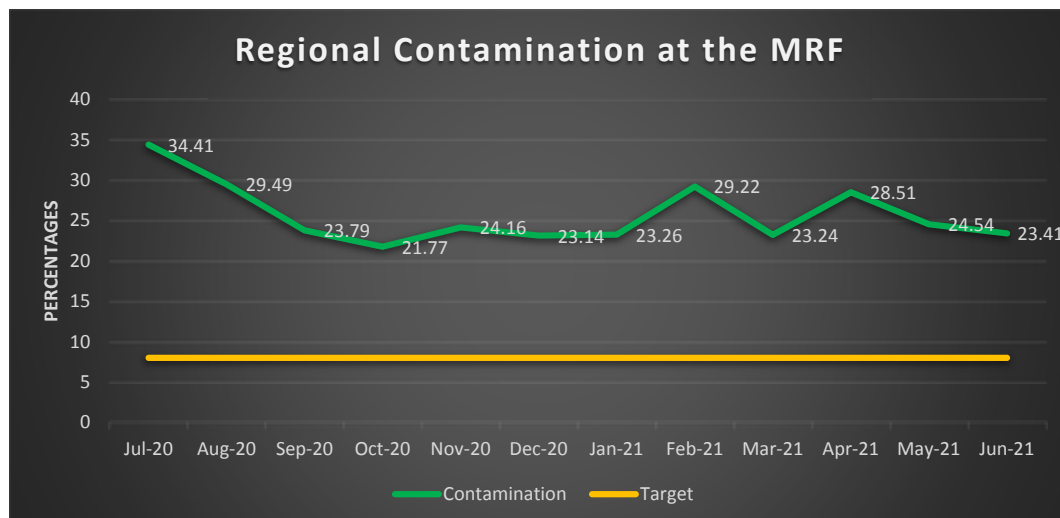


Figure 2 - Regional Contamination at the MRF

2.6.3 Lids off Campaign

2-14 June 2021 - Council pushed out a local campaign to educate the communities about taking the lids off bottles and containers before putting them in the recycling bin. The big regional campaign started with an advertisement on the local news website - Stuff Taranaki.

2.6.4 St Johns Cadet Presentation

8 June 2021 - Council staff provided some education on correct recycling and information to cadets of St. Johns Ambulance. The cadets were very engaged and hopefully well informed.

2.6.5 Upcoming Waste Minimisation Initiatives

Recycling and Waste Minimisation Display

The library has started holding a “coffee and chat” event once a month. The July event will focus on correct recycling and single use versus reusable items.

July 2021 - Plastic Free July

Workshop to be held at the Stratford Library. Information to be provided through Facebook and CentralLink.

Sept 2020 – Clean-Up Week

Council is considering a clean-up event in Stratford in September.

2.6.6 Weekly Recycling Bin Audits

The weekly recycling audit summary from 1 July 2020 to 30 June 2021 is provided in Figure 3. For the month of June, the *Amber* and *Red* tags are at 51% and 5% respectively; the Green tags are at 44%. In the month of June, the percentage of lids alone in the recycling bins reported by the Bin Auditor was 51%. The Council’s Lids-Off campaign is expected to address this issue over the next few months.

2.6.7 Recycling Bin Service Suspensions

Currently seven 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.

2.6.8 Waste Minimisation Activities Completed, Underway or Planned

Table 1 Waste Minimisation Activities

Waste Minimisation Activities Completed, Underway or Planned				
Month 2021	Activity	Description	WMMP Reference	Status
APRIL	Bin Auditor Audit	12/04/21 - An audit was completed on our contractors bin auditor to ensure Health and Safety compliance and adherence to the tag criteria.	L1	Completed
MAY	AgRecovery Event	Support for an AgRecovery event at A&P Showgrounds for Farmers to bring their old farm chemicals and plastics for recycling and safe disposal.	L3	Completed
JUNE	Get Rid of the Lid Campaign	Central Link and Facebook posts released prior to the regional campaign	BC1	Underway
	St Johns Cadets Presentation	Presentation to St John Cadets on Tuesday night regarding recycling	BC1,CP3	Completed
	Regional Zero Waste Taranaki Behaviour Change Strategy - Education Plan review	A new regional strategy is being developed to outline how the 3 district councils will approach behaviour change to work towards Zero Waste in Taranaki. This fits in well with our Waste Management and Minimisation Plan and the behaviour change actions. The Education Plan will be included in the strategy as an action.	BC1-BC6	Underway
	Regional Lids Off Campaign	Campaign to reduce the number of bottles that have lids on at kerbside recycling.	BC1	Underway
JULY	Plastic Free July	A number of workshops and promotion 2/7/2021 - Rubbish and Recycling display and chat at the Library	BC1	Planned
	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
SEPT	Clean up Week	Clean Up week promotion.	BC1	Planned

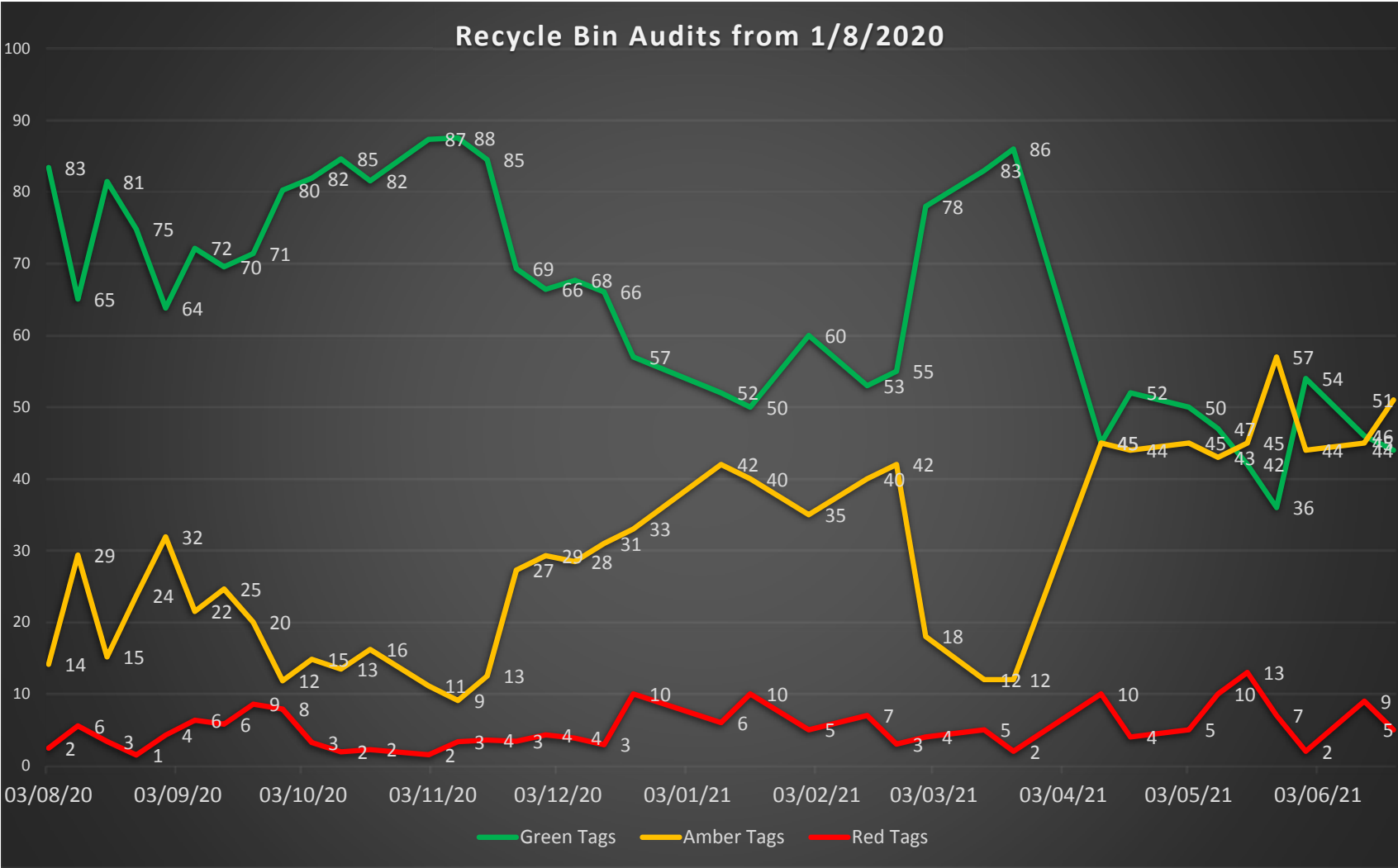
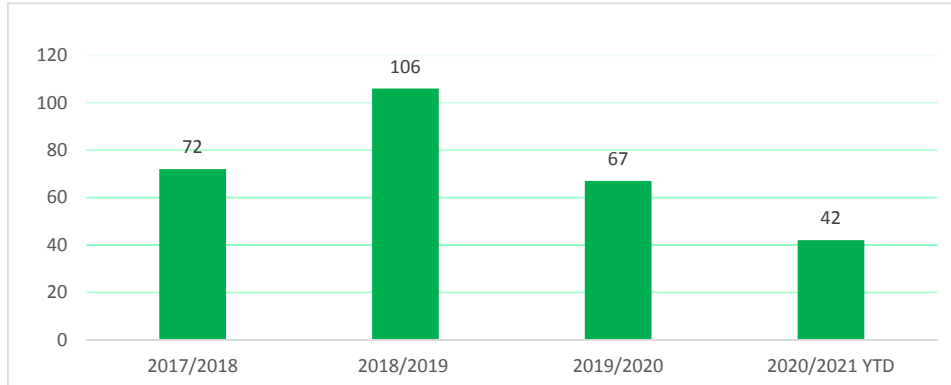


Figure 3 - Recycle Bin Audits from 1 August 2020

3. PROPERTY

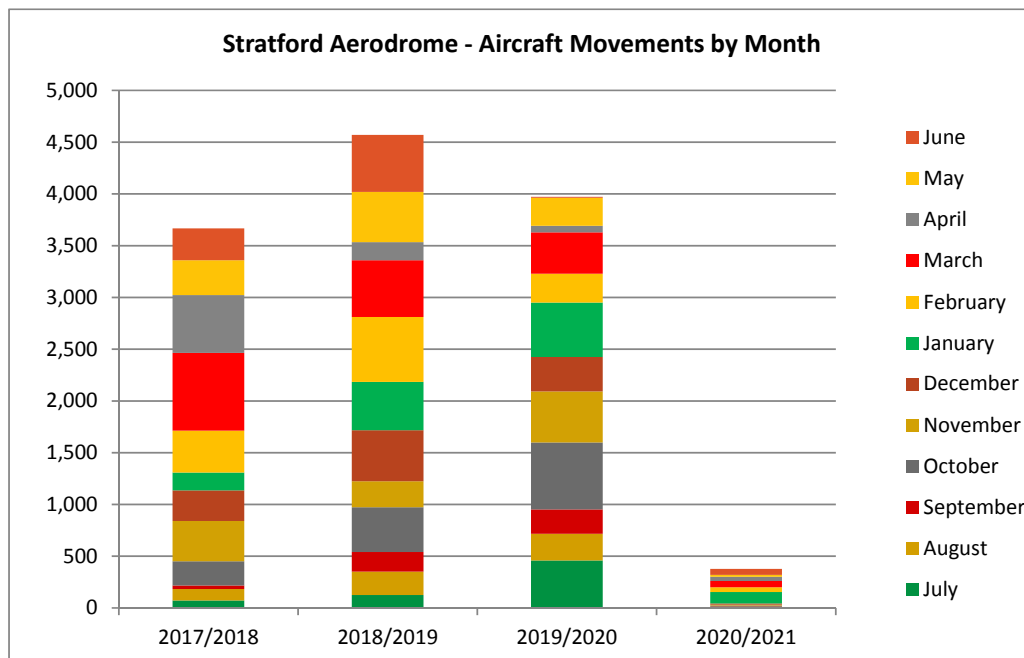
The customer service request history for the Property Activity is shown below.

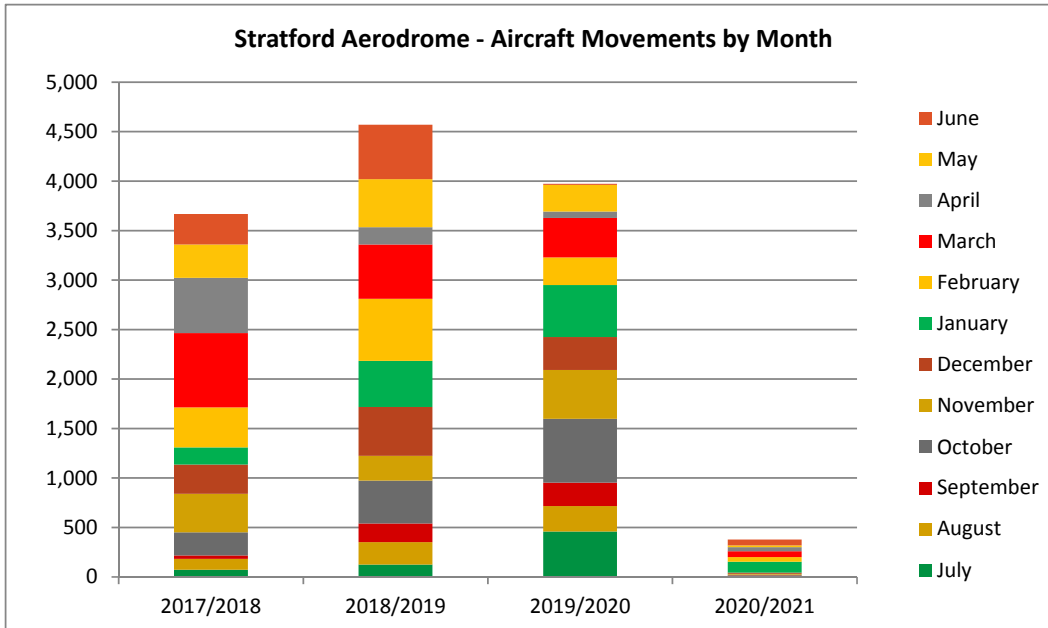
Total Customer Service Requests



3.1 Aerodrome

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





3.2 Civic Amenities

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

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

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

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

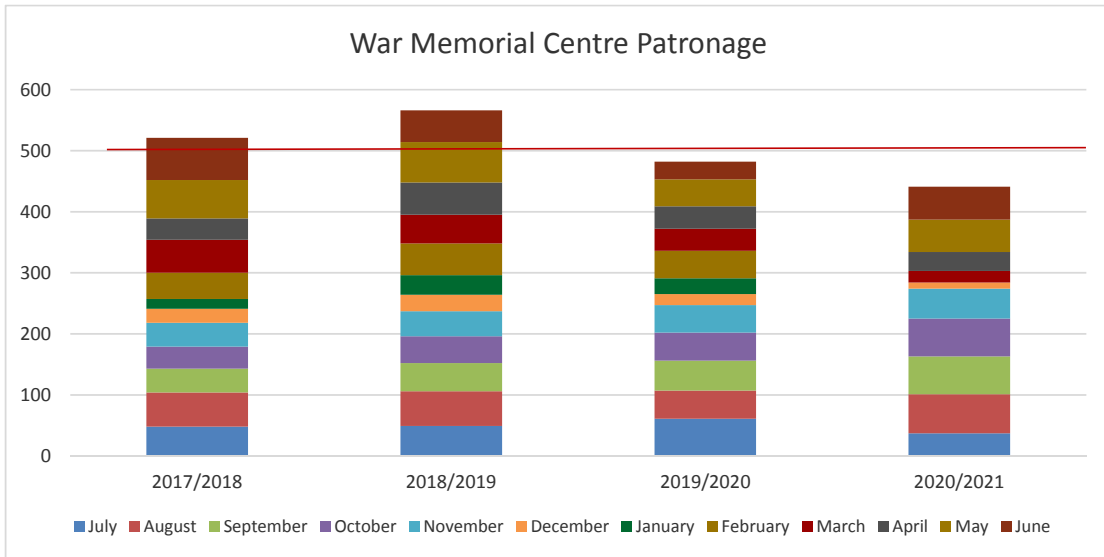
The Civic amenities occupancy rates / patronage are shown in the table and charts below.

3.2.1 **Housing for the Elderly Occupancy Rates**

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

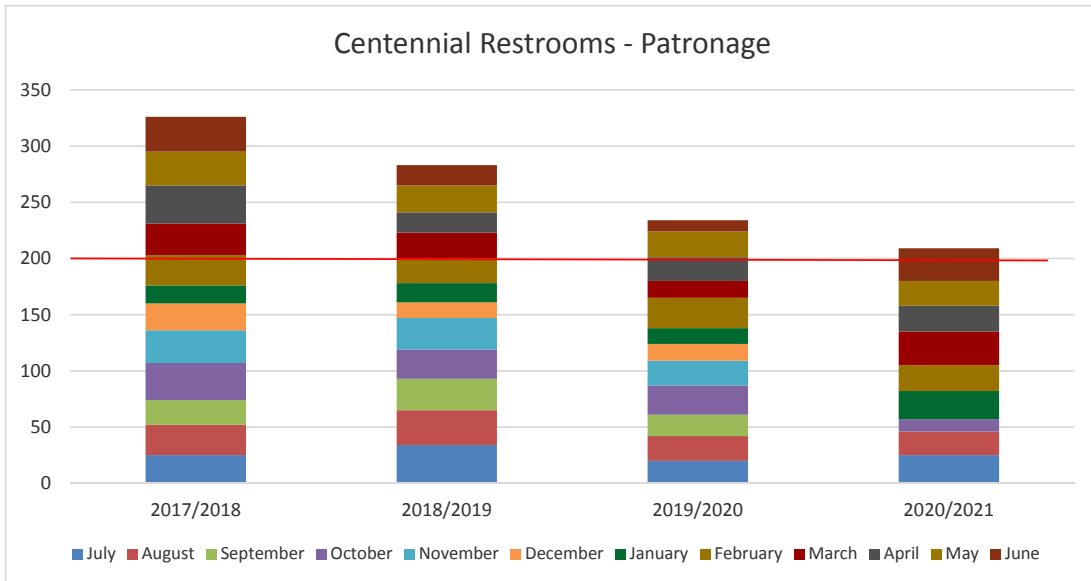
3.2.2 **War Memorial Centre**

The bookings are now increasing and this month 54 booking were confirmed



3.2.3 **Centennial Restrooms**

- An additional heater was installed in June
- Window drapes have been installed



3.3 Rental and Investment Properties

The Council's Rental and Investment Properties are:

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

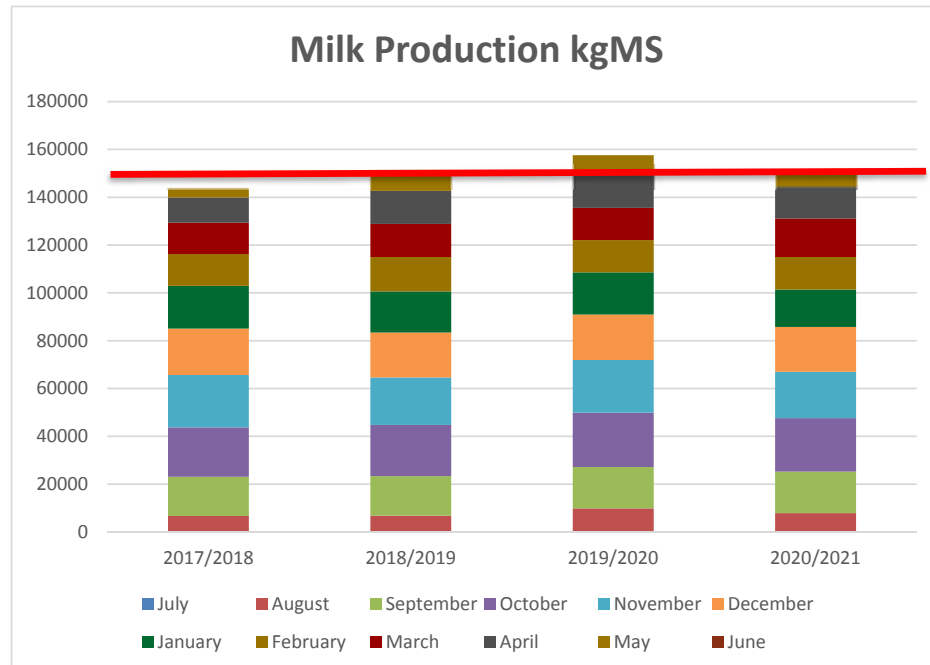
The Levels of Service are measured using the performance indicators shown in the table below. These are measured and reported at the end of the financial year - in the July 2020 report.

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

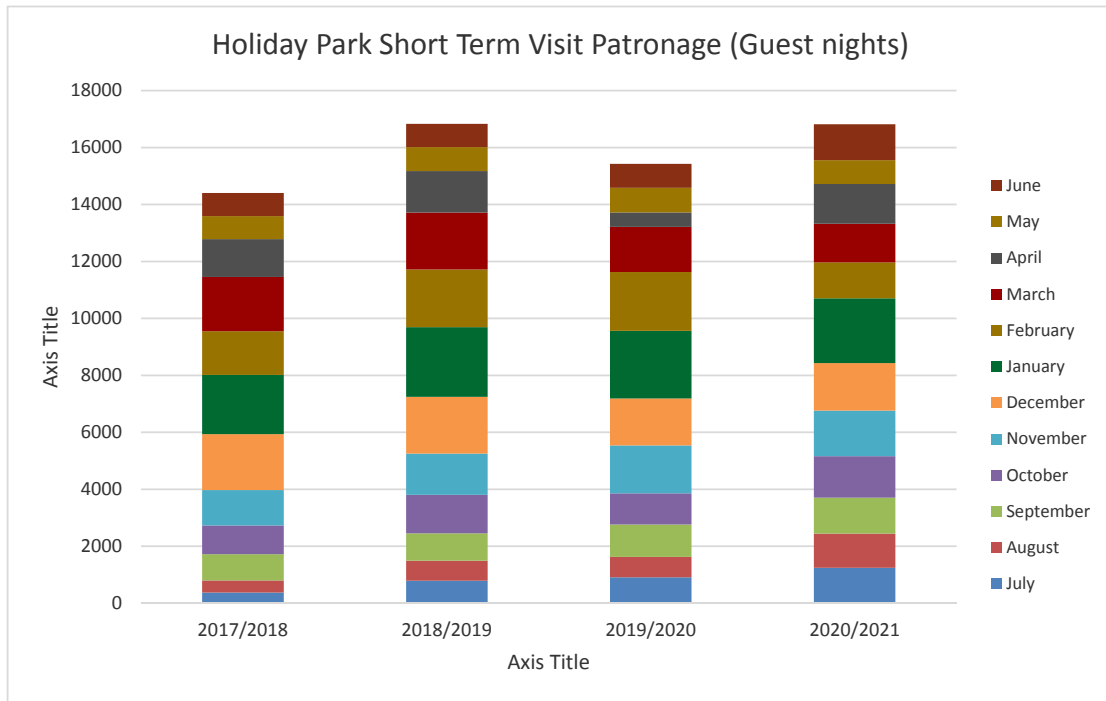
The history of the Farm milk production and the Holiday Park patronage and occupancy rates are shown in the two charts below.

3.3.1 The Farm

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



3.3.2 **The Holiday Park**



3.3.3 **Whangamomona Domain**

Below is the Whangamomona Domain user statistics from April 2020 to March 2021.

Whangamomona Domain Board Inc					
Campground Register for the year ending 31 March 2021					
Month	Power	Non power	Total registered users	Community events	
Apr-20	0	0	0		
May-20	34	30	64		
Jun-20	18	14	32		
Jun-20	12	13	25		
Jul-20	31	12	33		
Aug-20	4	8	12		
Sep-20	27	25	52		
Oct-20	57	67	124		
Nov-20	44	51	95		150 Vintage car club
Dec-20	41	69	110		
Jan-21	41	100	141		100 Republic day
Feb-21	53	95	148		
Mar-21	48	78	126		40 WC Club Mystery Safari
Total	410	562	962	290	
	42%	58%			

4. PARKS AND RESERVES

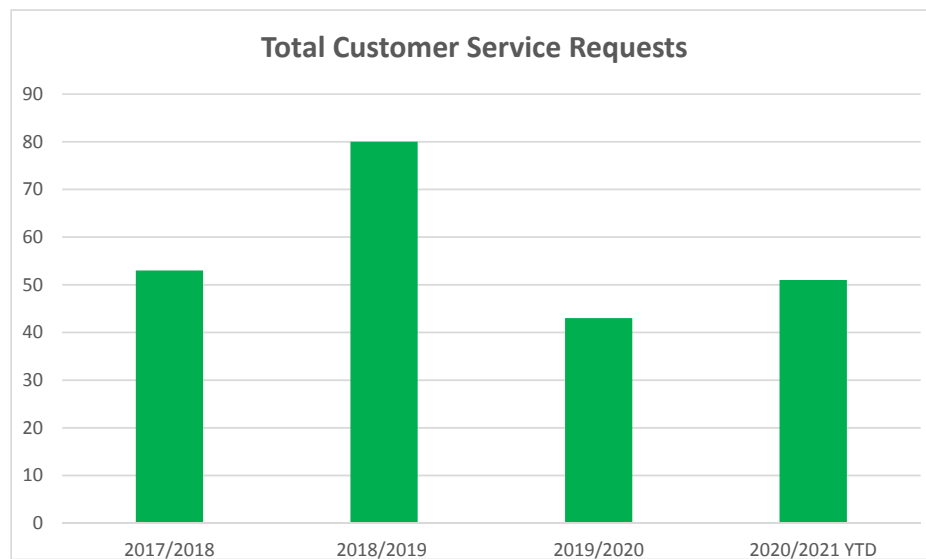
The performance of Council’s parks and reserves activities are measured using the targets shown in the table below. These are measured annually and will be reported on in July 2021, at the end of the financial year. Council will continue to meet the New Zealand Safety Standards for playgrounds and footbridges.

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

- Eastern Loop Walkway upgrade (next to Oxidation Ponds) completed;
- Centennial Restroom plantings/upgrade complete;
- Cardiff Walkway stair upgrade (down to bridge) – To be completed next financial year;
- Arboretum Project (in conjunction with the Percy Thomson Trust) – to be rolled over to next financial year – as per Percy Thomson Trust’s request.

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

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



	2017/2018	2018/2019	2019/2020	2020/2021
Parks	5	7	3	10
Structures	1	8	9	2
Sports grounds	2	0	3	5
Playgrounds	1	4	1	1
Cemeteries	2	5	5	5
Street Trees	32	41	11	15
Walkways	10	15	11	13
Total	53	80	43	51

Table 2: Customer Service Request History

Matter Outstanding

At the June Policy and Services Committee Meeting Councillor Erwood queried why the Victoria Park grounds had flooded which had prevented the Stratford Eltham Rugby Sports Club (SERSC) from using the field the previous Saturday. He suggested that the drainage was ineffective.

Staff consider that because it had been raining non-stop from the previous night and was still raining when the SERSC turned up for their game, the ground was unsuitable for use.

Notwithstanding this, Council contractors have been directed to investigate the drainage system and report to Officers for action.

5. SPECIAL PROJECTS

Below is an update on the progress of the key projects that the Council is currently undertaking as at **30 June 2021**:

The Replacement Aquatic Facility

- Multiple concrete slab, foundation and blockwork pours completed this month which is a good sign the project is well and truly in the right gear;
- Drainage and plumbing to the exterior is underway;
- Kingspan panels have been ordered from Australia;
- HVAC plant expected October;
- Pool filters expected to depart USA in July and the remaining pool components in September;
- Structural steel fabrication is underway in New Plymouth;

Programme is currently on track although contractor experiencing some material shortages that could slow progress.



Figure 4: Slab construction at the pool site

The Children's Bike Park



Figure 5: The Progress so far

Construction of the half basketball court is complete and ready for use while the cycling education track and ancillary facilities are complete apart from road markings. Work on the pump track with the shaping ready for hotmix while the public toilets are currently under construction off-site for installation on 13 July.

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.

Midhirst abandoned land

Settlement of all but three of the 45 areas of land has been completed. Negotiations are well in hand with the remaining adjoining occupying owners and formal agreements are awaited.



Victoria Araba
DIRECTOR – ASSETS



[Approved]
Sven Hanne
CHIEF EXECUTIVE

DATE: 20 July 2021

MONTHLY REPORT



F19/13/04 – D21/18105

TO: Policy and Services Committee
FROM: Director – Community Services
DATE: 27 July 2021
SUBJECT: **REPORT FOR THE MONTH OF JUNE 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**

- SDYC On the Bus – Naki Nitro – 10 June
- Civil Defence – Recovery Foundation Workshop
- Community Relationships Framework and Policy discussions

2. **COMMUNITY AND ECONOMIC DEVELOPMENT**

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

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

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

	Target	2020/21 YTD
Number of community events organised	Minimum 2	<ul style="list-style-type: none"> • Puanga • Chunuk Bair Commemoration • MTFJ Workforce Programme Presentation • Scarecrow Trail • Trade Graduation Ceremony • Mayoral Gifts • MTFJ Work Ready Week • Summer Nights Concert (Summer Nights movie cancelled due to COVID-19) • MTFJ Essential Skills Week • MTFJ Careers Expo • Anzac Day Commemorations • Stratford Positive Ageing Group – Accessibility Expo
Percentage of residents feeling a sense of community	>72%	
Number of projects successfully developed and implemented by youth with support from community development	4	<ul style="list-style-type: none"> • SDYC ‘Get Off the Bus’ Big Hero 6 and Robotics Workshop • Meet the Candidates Evening • SDYC Thank You Evening • SDYC Easter Hunt • SDYC ‘Get on the Bus’ Naki Nitro
Events Council has provided or supported are measured	2	<ul style="list-style-type: none"> • Prospero Market • Keep NZ Beautiful Clean Up • Dirty Detours • Stratford A&P Show • Christmas Parade • Whangamomona Republic Day • AmeriCARna • Prospero Market – Shakespeare Festival
Business mentoring and economic development support is available	Venture Taranaki Quarterly Report received	3
Provide administration support to the Stratford Business Association meetings	11	11

2.3 **Youth Council**

On Tuesday 8 June, four Youth councillors (Alena Hojdelewicz (Co-Chair), Connor Giblin, Achim Hanne and Ciara Staines-Hurley) attended the Council meeting to present their Strategic Direction for 2021/22. All Youth councillors that attended thought this was a very beneficial meeting for both parties and had some main points they came away with to consider, i.e. early access to youth council agendas and establishing or working on relationships with Tūtaki Youth and the Central Taranaki Safe Community Trust.

Youth Council hosted an On The Bus event on Friday 11 May where they took 30 youth between the ages of 12 - 24 to Naki Nitro for go-karts 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. The On the Bus event, of which tickets quickly sold out, had a demographic heavily slanted towards youth in high schools from all year levels. Positive feedback was received from the participants who enjoyed the food and activities provided.

Upcoming meetings and events:

- Ordinary Meeting – 6 July
- On the Bus (Laser Tag) – 3 September (TBC)

2.4 Civic and Community Events

Completed:

- SDYC On the Bus – Naki Nitro – 10 June
- Civil Defence – Recovery Foundation Workshop

Coming Up:

- Puanga Celebrations – 27 June to 10 July
- Stratford Positive Ageing Group – July Forum – 15 July
- School Holiday Programme – 12 to 23 July
- Chunuk Bair – 8 August
- Bike Park Opening – TBC

2.5 Community Projects and Activity

2.5.1 Mayors' Taskforce for Jobs (MTFJ)

Registrations

	June	YTD
Young People Registered	4	180
Businesses Registered	1	34

Employment

	June	YTD
Young people placed into employment	2	51
Young people who are employed but require assistance with upskilling		5
Young people registered onto programme and straight in study		
Young people received support and found work themselves		11
TOTAL	2	67

The programme has exceeded its funding target of 50 young people placed into employment and continues to generate new opportunities for partnership.

Council has applied to MTFJ for year two investment and has been successful in obtaining the full funding request of \$500,000. The programme will seek to employ two Workforce Coordinators who will have an individual focus of generating and attracting new employment opportunities with businesses, whilst the other will focus on driving youth engagement and the delivery of training and development programmes.

2.5.2 Community Relationships Framework

Following the adoption of the framework and policy, early conversations have started with key organisations. These include:

- Stratford Positive Ageing Group
 - NZ Navigator Tool completed and three key areas for development have been identified. This includes:
 - Direction – revisiting the group’s strategic plan to ensure it still aligns with intended outcomes and set goals to achieve for each financial year.
 - Communication – identifying ways to adopt more digital friendly practices. Some of this has been forced already by external agencies i.e. cheques no longer being accepted by banks.
 - Evaluation – after each event or delivered activity discuss as a committee how it went, what could be improved and how it aligned with strategic outcomes.
- Taranaki Pioneer Village
 - Initial meeting held with the board on 16 June to discuss governance structure and to identify current and future challenges. Next steps include: working towards constitutional changes, recruitment of new board members and setting strategic direction.
- Stratford Business Association
 - First draft of a partnership agreement has been presented to the committee who will review and provide feedback prior to it coming back to Council for consideration. The agreement includes a request for the committee to draft an annual work programme that is to be presented to Council for approval prior to the beginning of each new financial year.
- The Wheelhouse
 - Working alongside The Wheelhouse, a series of training and development workshops will be delivered over the next 12 months targeting key groups. These include:
 - Introduction to Governance – this will assist in identifying new board/committee members for groups needing to recruit.
 - Introduction to Finance
 - Introduction to Planning
 - Chairperson Training

There has also been a commitment to provide targeted 1-to-1 support for key groups within the district who require it.

2.6 **Funding**

2.6.1 The next application rounds for Creative Communities and the Sport New Zealand Rural Travel Fund open on 2 August and 4 October respectively.

2.6.2 Council successfully applied to Creative New Zealand’s Local Government Arts Fund 2021 and received \$11,745.00 to celebrate the Percy Thomson Gallery’s 20th anniversary in December when the works of senior Taranaki artists will be exhibited. The Local Government Arts Fund was established to assist councils to support the resilience and recovery of local arts organisation affected by Covid-19.

2.7 **Positive Ageing**

The July Forum is coming up on Thursday 15 July with a theme of “Winter Wellness”. It will be hosted at the War Memorial Centre in the function facility. Speakers are to include Kate Whareaitu with a Council update, Jill Nicholls (NZ Registered Dietitian) with a nutrition focused presentation, Dane Carr (Lion’s Den Gym) with an exercise focused presentation and Lauren Darrah (Ministry of Social Development) talking about work and income benefits and entitlements. The Ukazoos will also be performing, followed by lunch.

Upcoming meetings and events:

- July Forum – 15 July
- AGM & Ordinary Meeting – 11 August

2.8 **Stratford Business Association**

Memberships

May total	141
New	2
June total	143

Business After Five events:

Wheelhouse – 15 June

This was a great opportunity for the Wheelhouse to share what they do from one of the facilities that they hold their Stratford events in: Centennial Rest Rooms. Feedback received was that the event was a great networking opportunity for the host and other members.

Coming up:

- 28 July – Tūtaki Youth
- 17 August – Establishment 60

3. COMMUNICATIONS

Performance Measures (*Performance Measures in bold*)

	Target	2020/21 YTD
The number of visitors accessing Council information and services via the internet is measured	Not less than previous year 2019/20 – 50,411	53,782
The community is satisfied with how Council keeps them informed	>85% 2019/20 – 79%	TBC

3.1 Highlights

Five Central Link updates were produced in June. 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 June:

- Get rid of the lid campaign
- New Council website
- Customer Satisfaction Survey reminder
- Puanga Flag Comp winners
- Be a responsible dog owner campaign
- Library Book Club
- Plastic Free July
- Puanga celebrations
- LTP adopted
- Public notices (Urban Spray Round, Meeting Schedule, Eastern Loop walkway closure, Dog registration fees)

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

- School Holiday Programme - July 2021
- 2021-2031 Long Term Plan adopted
- Celebrate Puanga in Whakaahurangi, Stratford!
- Further improvements underway on the Forgotten World Highway

Website Page Views for 1 – 30 June 2021

Total number of users for the month	4,093 ↓
Total number of page views for the month	20,163 ↓
Top 10 pages visited for month	Page views
Home Page	3,299
District Plan	579
Stratford Library and Visitor Information Centre	424
Cemetery Search	386
Facilities>Library (old link)	333
Contact Us	312
Rubbish and Recycling	311
Rates and Property	307
Rates Search	298
Our services	292

3.3 **Official Information Requests**

For the 2021 calendar year, Council has received 33 Local Government Official Information and Meetings Act (LGOIMA) requests.

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

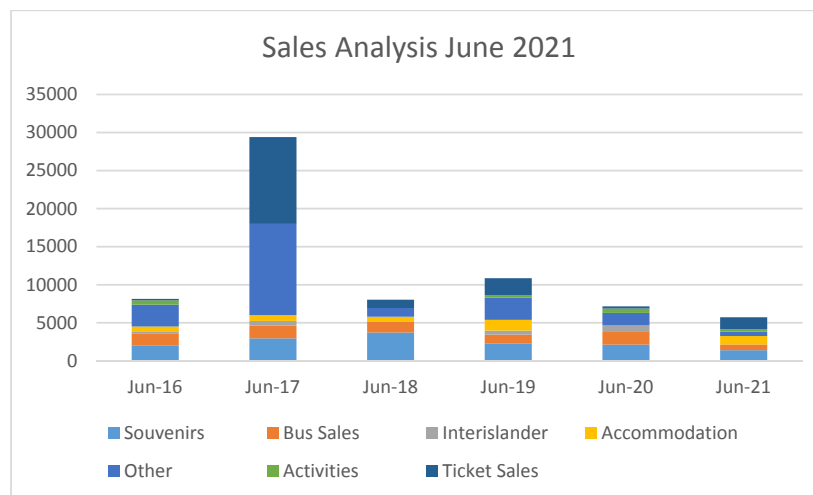
Date Received	Query	Due Date	Date Responded	Days to Respond
3/06/2021	A&R agenda/minutes 2019 & 20	1/07/2021	14/06/2021	7
9/06/2021	Elected members emails discussing Māori wards	7/07/2021	5/07/2021	18
14/06/2021	Roading	12/07/2021	24/06/2021	8
22/06/2021	Recycling	20/07/2021	19/07/2021	19
24/06/2021	Building consents for owner builders and LBPs	22/07/2021	12/07/2021	12

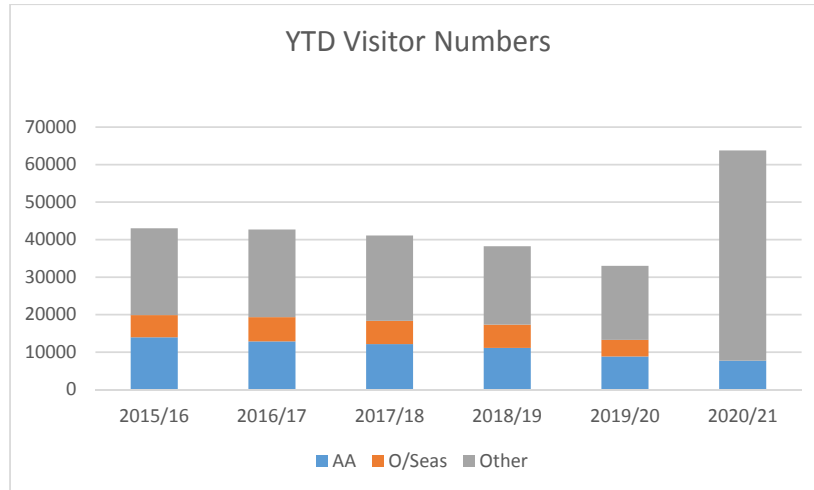
4. **INFORMATION CENTRE**

Performance Measures (*Performance Measures in bold*)

	Target	2020/21 YTD
Number of people into the Information Centre is measured	>40,000	63,767*
Number of users of AA Agency Services is measured	>10,000	7,712
Percentage customers are satisfied	>75%	

* Figure now includes library door count data.





The Senior Officer (Library & Visitor Information) attended the Western Region i-SITE cluster meeting hosted by the New Plymouth i-SITE. The group participants were briefed on the nationwide *Trees That Count* campaign that had just been launched nationwide and is being supported by i-SITE New Zealand. The goal of the campaign is to plant 5000 native trees by the end of the year. All i-SITES have been issued with a variety of display material and t-shirts including unique QR code that allows visitors to the i-SITE to scan with their phone and be able to donate a native tree to a region of their choice for \$10. Stratford i-SITE staff are wearing the promotional t-shirts on Saturdays as a weekend alternative uniform.

Raylene Innes, Training Coordinator for i-SITE New Zealand met with the Library & Visitor Information Team Leader and the Senior Officer (Library & Visitor Information) to discuss the training options available that must be completed by all staff working in an i-SITE environment to maintain compliance.

The Senior Officer (Library & Visitor Information) attended the workshop “Designing Visitor Futures of Taranaki” hosted by Venture Taranaki. There were representatives from a wide range of Taranaki businesses, institutions, district councils etc. and participants were tasked with discussing and developing ideas from a range of possible future visitor experiences. The results of this are to be collated into a report and presented back to participants at a later date.

5. **LIBRARY**

Performance Measures (*Performance Measures in bold*)

	Target	2020/2021
Number of people visiting the library is measured	>90,000	65,560*
Users satisfied with library services	>80%	
Number of people accessing the Wi-Fi service is measured	>15,000	22,087 <small>June figure available 10/7</small>
Number of people accessing the People’s Network is measured.	>10,000	6,048

*figure now includes i-SITE and AA visitors

- Community engagement activity this month has included an event for Worldwide Knit in Public Day, a get together for local Circuit users (craft get-together), STEAM electives for St Joseph’s pupils, a digital class and pop up library at

Whangamomona and visits from Best Start and Little Steps. The Community Engagement Librarian has visited the Reading Together groups at Toko School and Stratford Primary School.

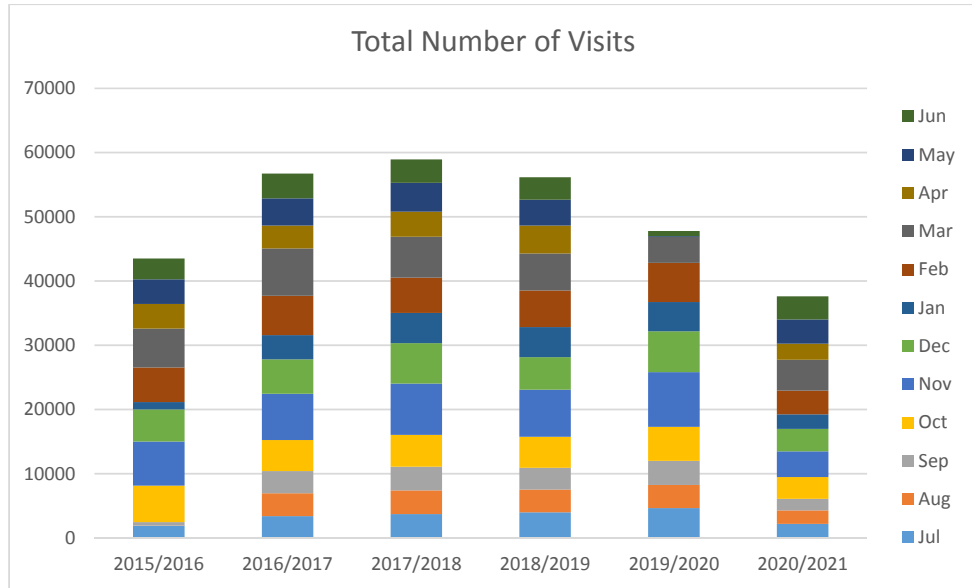
- Two junior classes from St Joseph’s School Stratford visited for stories about fire engines, tying in with their visit to the Fire Brigade.
- The National Library has funded an upgrade to fibre for our public Wi-Fi.
- After a number of requests from the public, a book club has been launched through the Book Discussion Scheme. This has been funded for the community through the National Library.
- Demand for digital inclusion classes remains strong, and these continue to run twice a week.
- 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 and Stratford Board Game Group.

6. **POOL COMPLEX**

Level of Service Category	Performance Measure	Target	2020/21 YTD
The pool complex will be a safe place to swim	Number of reported accidents, possible accidents and similar incidents per annum (pa).	<80	44
	Compliance with NZS5826:2010 NZ Pool Water Quality Standards	100%	100%
The pool facilities meet demand	Percentage of pool users are satisfied with the pool	>80%	
	Number of pool admissions per annum	>55,000	37,598

6.1 **Highlights for May**

- 3,597 patrons came through the pool facility in June - an increase on the two previous years.
- Stratford Swimming Club hosted their Winter carnival swim competition.
- Students travelled from Waitara High School for booked fun swims.
- Due to bad weather teams from Stratford Eltham Rugby Club booked sessions at the pool for their trainings.
- Staff provided a water safety session for the SPACE community group.
- The new in-water group fitness class Aqua Tabata began this month.
- Regular group fitness classes, wai play sessions and birthday parties continued.
- Advertising and interviewing for lifeguards, birthday party instructors, and group fitness instructors continued during the month.
- Three of the trainee lifeguards completed their training and became fully qualified lifeguards.



Kate Whareaitu
DIRECTOR – COMMUNITY SERVICES

Sven Hanne
CHIEF EXECUTIVE

DATE: 20 July 2021

MONTHLY REPORT



TO: Policy and Services Committee

FROM: Director – Environmental Services

DATE: 27 July 2021

SUBJECT: **REPORT FOR THE MONTH OF JUNE 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 2018-2028 sets the performance measures and this report presents progress to date against the target for each performance measure.

1. OVERVIEW

Thirty seven applications for building consent were received in June. These included:

- Nine new dwellings, fifteen log fires, two pole sheds, two accessory buildings (a sleep out and a double garage), three relocations, two consent for alterations/additions and six amendments (not included in consents for the month).
- Four commercial applications, one new building, one log fire and two alterations/additions.
- Plus one exemption, one Project Information Memorandum (PIM) and an amusement device notification.

June has been another busy month in terms of development and completes a busy 2020/2021 financial year. For the year Council has processed 288 applications for building consent, 70 applications for resource consent and 59 LIMs. These are all strong figures and indicate an active development environment. Another trend which is less apparent is the composition of the applications which is becoming more complex. The number of applications for building consent for new dwellings in 2002/2021 was more than twice the number received in 2019/2020 and the scale of subdivisions has noticeably increased.

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 been drafted and will proceed to a hearing later this year.

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. The first stage is some consultation with affected property owners and residents.

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 JUNE
Building Control Authority	
Building Consent Applications	36
Building Consents Issued	59
Inspections completed	120
Code Compliance Certificate Applications	12
Code Compliance Certificates Issued	11
Code Compliance Certificates Refused	0
Number of Building Consents Received in Hard Copy	0
Number of Buildings Consents Received Digitally	37
Building Act Complaints received and responded to	1
Planning	
Land Use Consents Received	3
Land Use Consents Granted	1
Subdivision Consents Received	7
Subdivision Consents Granted	5
223/224 Applications Received	3
223/224 Applications Granted	3
Resource Consent Applications Received in Hard Copy	1
Resource Consent Applications Received in Digital Form	8
Resource Consent Placed on Hold or Returned	7
LIM's Received	6
LIM's Granted	5
Environmental Health	
Registered Premises Inspected for Compliance under the Food or Health Act	3
Health or Food Act Complaints Received and responded to	0
Licensed Premises Inspected for Compliance under the Sale & Supply of Alcohol Act.	7
Certificates and Licence Applications received under the Sale and Supply of Alcohol Act	8
Bylaw Complaints Received and responded to	19
Dog Complaints Received and responded to	32

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%	98% 56 out of 57 applications were processed within 20 days. We have the average processing time down to 6.7 days but there are some applications on high days still in the system from our previous consultant.
	Percentage of inspection requests completed within 1 working day of request.	100%	94% Eight building inspections out of 102 have had a longer wait time. This is because of a health related staffing issue.
	Percentage of code compliance certificate applications determined within 20 working days	100%	100%
To process LIMs within statutory timeframes	% of LIMs processed within statutory timeframes	100%	100%
To retain registration as a Building Consent Authority.	Current registration	Confirmed	Current
Service meets customer expectations.	Percentage of customers using building consent processes are satisfied with the service provided	>80%	78%

4.2 Planning and Bylaws

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

4.3 Community Health and Safety

Level of Service	Performance Measure	Target	Status
To fulfil obligations to improve, promote and protect public health	Percentage of registered premises registered under the Food Act, Health Act, Beauty and Tattoo Bylaw, to be inspected for compliance.	100%	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	97%	96.7%
	Percentage of dog attack/wandering dog complaints responded to within an hour	97%	98.77%

5. DETAILED REPORTING BUILDING SERVICES

5.1 Building Control Authority (“BCA”)

5.1.1 Compliance/Notices to Fix issued as a BCA

No Notices to Fix were issued in June.

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 June

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:	Building Control Manager Jared Scrivens started with the Council on 28 June. The Building Control Manager is also the responsible manager in terms of the Council’s Building Consent Authority. IANZ and MBIE have been notified of the change as required.
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 June training on undertaking building inspections was provided to staff involved with building inspections.

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 June 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 June 2021.

5.2.4 Non Standard Site Register Maintenance

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

5.2.5 Notices to Fix/Other Compliance as a Territorial Authority

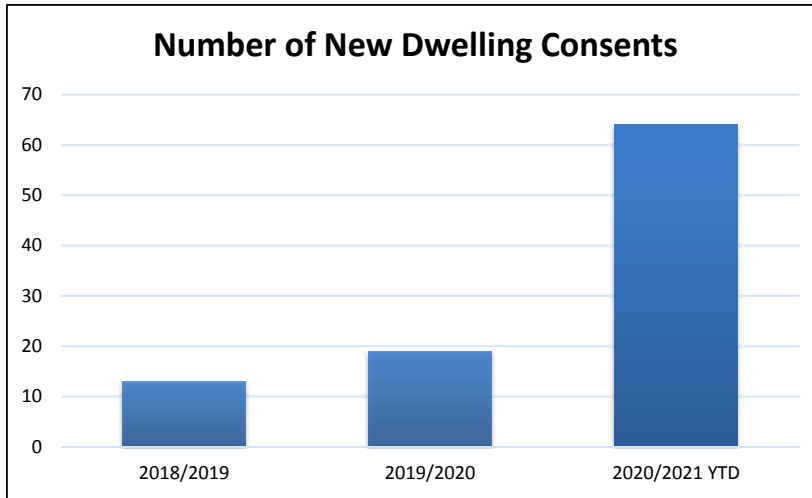
No Notices to Fix were issued by the Territorial Authority in June. A building consent has been issued in relation to the Notice to Fix issued in May.

5.3 **Trends Analysis**

5.3.1 Consents applied for by type:

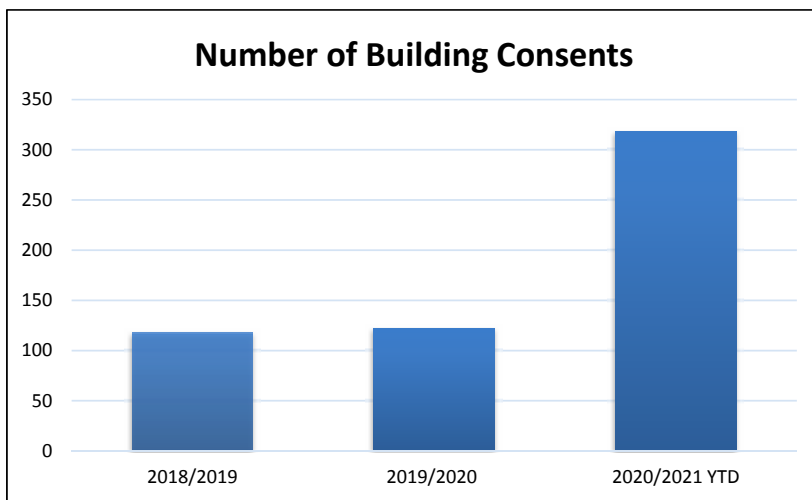
Type	This Month	June 2020	2020/2021 Year to Date	2019/2020 Whole Year
New Dwellings	9	5	64	29
Relocated dwellings	2	1	19	9
Relocated buildings other than dwellings	1		1	0
Fires	15	13	86	49
Pole sheds/accessory buildings	4	2	48	39
Additions and alterations – residential	2	2	40	45
New Commercial buildings	1		7	2
Additions and alterations – commercial	3	1	19	14
Other/miscellaneous	0	7	29	17
Certificate of Acceptance	0		5	0
Total/s	37	31	318	204

New House indicator by year



Year to date	New Dwellings
2018/2019	13
2019/2020	19
2020/2021 YTD	64

Consent numbers by year



Year to date	Building Consents
2018/2019	118
2019/2020	122
2020/2021 YTD	318



Blair Sutherland
DIRECTOR - ENVIRONMENTAL SERVICES



[Approved]
Sven Hanne
CHIEF EXECUTIVE

DATE: 20 July 2021

Revenue

User charges are over budget by \$542,486 – this is due to farm milk proceeds being much higher as a result of the higher milk price, and greater than expected building control and resource consents activity resulting in higher income.

Grants for operational and capital projects were also significant, and mostly unbudgeted for. Total external grant funding for capital projects received for the year was \$8,626,144, in addition to NZTA subsidies. Note: some of this may be treated as income in advance in the 2020/21 financial year for the final annual report, and carried forward to the 2021/22 financial year.

Finance revenue – this is \$30,935 higher than budget as Council has had higher than expected surplus cash to invest on term deposits, resulting in higher interest revenue, despite lower interest rates.

Financial contributions received for the year of \$127,467 were not budgeted for.

Expenditure

Operating Expenditure is over budget by \$646,403. Personnel costs are over budget for the YTD by \$201,350 – this is partially offset by grant funding for the Community Engagement Librarians and Mayors Taskforce for Jobs Coordinator.

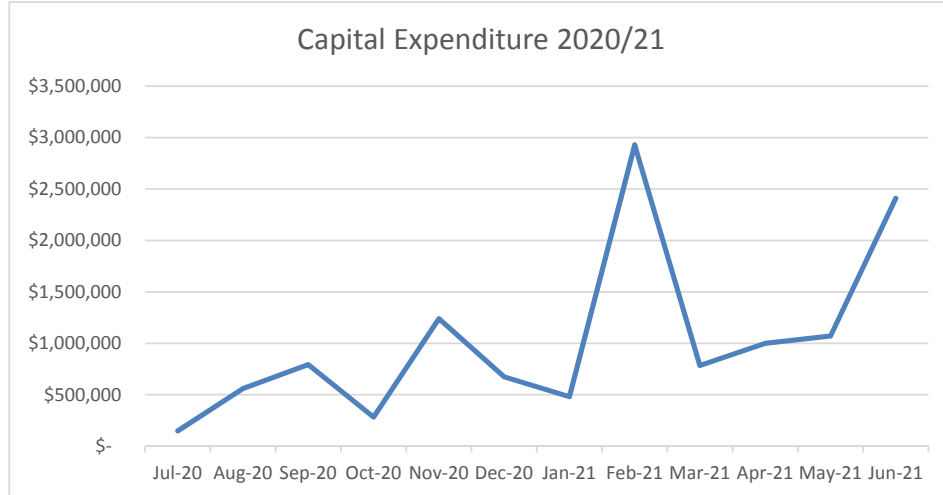
In terms of direct operating costs by Activity, Community Development expenditure is over budget by \$221,274 and includes Mayors Taskforce for Jobs expenditure that is grant-funded, also the Building Control activity expenditure is over budget by \$339,034 as consultants have been relied upon to ensure the building control function is being delivered effectively and in compliance with legislation. The roading activity is also over budget by \$98,176 due to unforeseen maintenance requirements.

Other expenditure is also over budget, but this is due to the accounting adjustment for subdivision costs that were required to be added back to work in progress in the previous financial year (credited to 2019/20 expenditure), and are now able to be expensed with all the sections being sold. Finance costs (interest) are under budget by \$217,981 due to lower interest rates than budgeted for.

Capital Expenditure Report

Initial year end results show a total capital spend for the 2020/21 year of \$12,369,802, against an annual capital budget of \$26,086,092, the shortfall being \$13,716,290. Of this shortfall \$10,789,453, or 79%, is due to the new pool project not being completed in the year. The remaining shortfall is a result of projects not going ahead, either due to the lack of availability of contractors, or due to a change in Council requirements. Some projects have also come in under budget.

The capital expenditure report attached, outlines the status and financial outcomes of each project.



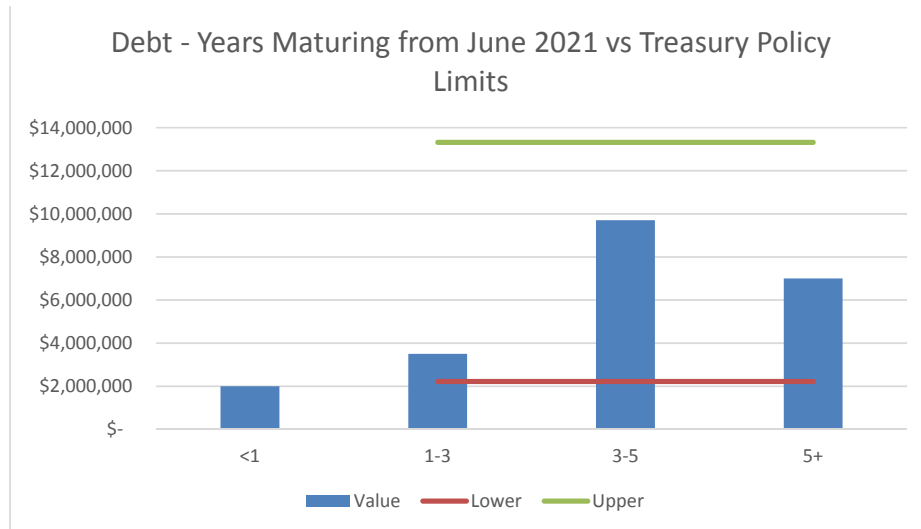
1.2 TREASURY MANAGEMENT

Gross Council debt as at 30 June 2021 was \$22,200,000. Net debt is \$8,020,000 after taking into account \$7,000,000 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 1.27% (average 2.7 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 30 June 2021.



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

2.2 Financial Investments

Council currently has a total of \$7,000,000 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.

2.3 Covenant Compliance

All internal, and Local Government Funding Agency ("LGFA"), covenants were met as at 30 June 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.

	<i>Actual</i>	<i>Policy</i>
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	2%	<10%
Net Debt to Revenue Ratio	30%	<130%
Liquidity Ratio	178%	>110%
Net Debt per Capita	\$ 812	<\$3,000
Net Debt per Ratepayer	\$ 1,693	N/A
Maximum Investment with Counterparty	\$ 7,000,000	\$ 4,000,000

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.

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.

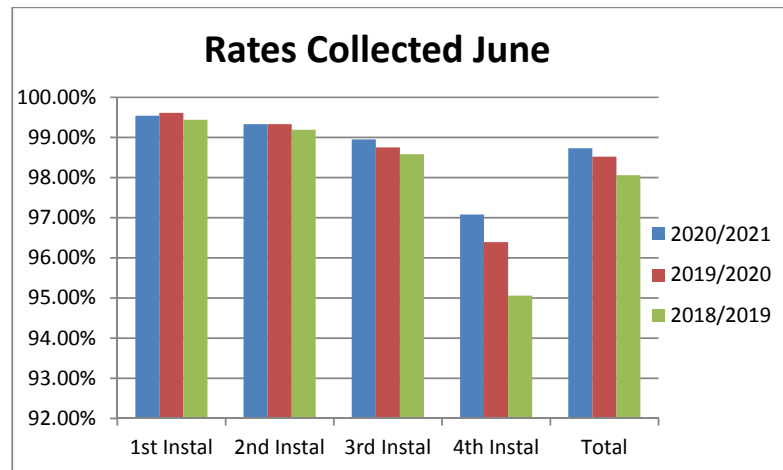
2.0 RATES

The actual rates revenue is \$134,775 over the budget of \$12,876,000 for the year (excluding water meter rates). This is as a result of additional properties (new subdivisions) being added to the rating system after the rates model (budget) being presented to Council for adoption as part of the 2020/21 Annual plan.

Increased property valuations, as requested by some property owners, and additional Taranaki Regional Council rates being collected due to the new properties and increased valuations also increased to this final amount.

Rates Arrears (owing from 2019/20 year and earlier) \$11,855 – As at 30 June 2021, 95% of rates in arrears have been collected since 1 July 2020 (2020: 96%).

Current Year Rates – As at 30 June 2021, 99% of rates had been collected (2020, 99%).



3.0 INFORMATION TECHNOLOGY AND RECORDS

- IT have successfully replaced the onsite server hardware that was due for replacement. This work was completed after-hours to ensure there was no impact on staff.
- IT have replaced the onsite power backup supply. This was subsequently required to be used during a power outage and it worked well and kept the onsite network infrastructure and phone systems going while alternate operational processes were established in case the outage was for lengthy duration.

- There were twenty three property files requested during June, all but three were sent via OneDrive link. Two of these were not digitised and required scanning on demand.
- Scanning of the building permits held in archives is 85% complete.



Tiffany Radich
DIRECTOR – CORPORATE SERVICES



Approved By:
Sven Hanne
CHIEF EXECUTIVE

DATE: 20 July 2021

Statement of Comprehensive Revenue and Expense

For the year ended 30 June 2021 (interim results only)

	June '21 Actual YTD	June 21 Budget YTD	Variance YTD	June '20 Actual YTD
Operating Revenue				
Finance Revenue	\$169,635	\$138,700	\$30,935	\$97,455
NZTA Rooding Subsidy	\$3,807,868	\$3,665,800	\$142,068	\$3,464,730
Grants and other income (operational)	\$336,483	\$0	\$336,483	\$214,831
Rates Revenue other than Water Supply Rate	\$13,010,775	\$12,876,000	\$134,775	\$12,385,075
Water Supply Targeted Rate	\$452,569	\$444,600	\$7,969	\$349,790
Sundry Revenue	\$47,742	\$43,600	\$4,142	\$47,166
User Charges for Services	\$2,887,486	\$2,345,000	\$542,486	\$2,326,329
Total Operating Revenue	\$20,712,558	\$19,513,700	\$1,198,858	\$18,885,376
Extraordinary Revenue				
External Grant Funding for Capital - Rooding	\$751,954	\$0	\$751,954	\$18,046
External Grant Funding for Capital - Other	\$7,874,190	\$3,675,500	\$4,198,690	\$0
Financial Contributions	\$127,467	\$0	\$127,467	\$47,147
Dividends	\$9,369	\$0	\$0	\$54,930
Vested assets	\$0	\$0	\$0	\$6,786,080
Sale of land	\$2,588,528	\$3,816,000	(\$1,227,472)	\$1,550,404
Total Extraordinary Revenue	\$11,351,508	\$7,491,500	\$3,850,639	\$8,456,607
Total Revenue	\$32,064,066	\$27,005,200	\$5,049,497	\$27,341,983
Operating Expenditure				
Personnel Costs	\$4,358,350	\$4,157,000	(\$201,350)	\$4,030,555
Other Direct Operating Costs	\$10,226,053	\$9,781,000	(\$445,053)	\$9,519,900
Total Operating Expenditure	\$14,584,403	\$13,938,000	(\$646,403)	\$13,550,455
Other Operating Expenditure				
Loss (gain) on disposal of assets	\$7,730	\$0	(\$7,730)	\$295,318
Depreciation	\$4,550,937	\$4,507,000	(\$43,937)	\$4,498,150
Finance Costs	\$447,019	\$665,000	\$217,981	\$397,904
Cost of sales - residential subdivision	\$709,296	\$0	(\$709,296)	\$0
Impairment landfill costs	\$0	\$0	\$0	\$23,346
Sundry Expenditure	\$5,027	\$0	(\$5,027)	\$1,290
Total Other Expenditure	\$5,720,009	\$5,172,000	(\$548,009)	\$5,216,008
Total Expenditure	\$20,304,412	\$19,110,000	(\$1,194,412)	\$18,766,463
Net Surplus (Deficit)	\$11,759,654	\$7,895,200	\$3,855,085	\$8,575,520
<i>Capital Revenue/Expenditure is made up of:</i>				
NZTA Funding for Rooding capital projects	\$1,326,071	\$1,200,000		
Other Capital grant funding	\$8,626,144	\$3,675,500		
Sale of Land	\$2,588,528	\$3,816,000	More revenue came in, in previous :	
Cost of sales - residential subdivision	(\$709,296)	\$0		
	\$11,831,447	\$8,691,500		
Net Surplus/(Deficit) after removing capital Revenue/Expenditure	(\$71,793)	(\$796,300)	\$724,507	

Expenditure and Revenue by Activity

For the year ended 30 June 2021 (interim results only)

**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

	June '21 Actual YTD	June 21 Budget YTD	Variance YTD	June '20 Actual YTD
<u>Community Services</u>				
Aerodrome				
Expenditure	\$98,032	\$99,400	\$1,368	\$89,894
Revenue	\$24,001	\$21,500	\$2,501	\$22,873
Net cost of activity	\$74,031	\$77,900	\$3,869	\$67,021
Civic Amenities				
Expenditure	\$455,958	\$405,400	(\$50,558)	\$474,316
Revenue	\$61,707	\$65,500	(\$3,793)	\$43,738
Net cost of activity	\$394,251	\$339,900	(\$54,351)	\$430,578
Pensioner Housing				
Expenditure	\$69,334	\$77,500	\$8,166	\$72,769
Revenue	\$68,119	\$64,900	\$3,219	\$67,003
Net cost of activity	\$1,215	\$12,600	\$11,385	\$5,766
Community Development				
Expenditure	\$650,174	\$428,900	(\$221,274)	\$466,985
Revenue	\$305,731	\$20,500	\$285,231	\$243,949
Net cost of activity	\$344,443	\$408,400	\$63,957	\$223,036
Library				
Expenditure	\$611,123	\$545,500	(\$65,623)	\$545,076
Revenue	\$93,972	\$17,000	\$76,972	\$14,607
Net cost of activity	\$517,151	\$528,500	\$11,349	\$530,469
Parks and Reserves				
Expenditure	\$584,535	\$628,300	\$43,765	\$548,994
Revenue	\$8,229	\$8,900	(\$671)	\$8,971
Net cost of activity	\$576,306	\$619,400	\$43,094	\$540,023
Cemeteries				
Expenditure	\$180,110	\$170,700	(\$9,410)	\$206,531
Revenue	\$116,180	\$85,000	\$31,180	\$88,712
Net cost of activity	\$63,930	\$85,700	\$21,770	\$117,819
TSB Pool Complex				
Expenditure	\$925,312	\$896,200	(\$29,112)	\$827,563
Revenue	\$210,513	\$222,800	(\$12,287)	\$187,887
Net cost of activity	\$714,799	\$673,400	(\$41,399)	\$639,676
<u>Democracy and Corporate Support</u>				
Expenditure	\$1,131,848	\$1,095,400	(\$36,448)	\$1,153,771
Revenue	\$143,956	\$113,600	\$30,356	\$133,662
Net cost of activity	\$987,892	\$981,800	(\$6,092)	\$1,020,109
<u>Economy</u>				
Economic Development				
Expenditure	\$436,933	\$439,800	\$2,867	\$367,893
Revenue	\$42,760	\$0	\$42,760	\$0
Net cost of activity	\$394,173	\$439,800	\$45,627	\$367,893
Information Centre				
Expenditure	\$279,738	\$310,900	\$31,162	\$333,245
Revenue	\$65,172	\$92,300	(\$27,128)	\$74,118

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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

	June '21 Actual YTD	June 21 Budget YTD	Variance YTD	June '20 Actual YTD
Net cost of activity	\$214,566	\$218,600	\$4,034	\$259,127
Rental Properties				
Expenditure	\$49,557	\$46,600	(\$2,957)	\$49,098
Revenue	\$31,553	\$32,000	(\$447)	\$30,905
Net cost of activity	\$18,004	\$14,600	(\$3,404)	\$18,193
Farm				
Expenditure	\$261,786	\$268,900	\$7,114	\$219,975
Revenue	\$605,988	\$507,300	\$98,688	\$518,174
Net cost of activity	-\$344,202	-\$238,400	\$105,802	-\$298,199
Holiday Park				
Expenditure	\$1,649	\$3,200	\$1,551	\$16,535
Revenue	\$3,270	\$3,000	\$270	\$3,000
Net cost of activity	-\$1,621	\$200	\$1,821	\$13,535
<u>Environmental Services</u>				
Building Control				
Expenditure	\$899,034	\$560,000	(\$339,034)	\$468,110
Revenue	\$361,344	\$256,000	\$105,344	\$283,940
Net cost of activity	\$537,690	\$304,000	(\$233,690)	\$184,170
District Plan				
Expenditure	\$143,112	\$168,900	\$25,788	\$116,234
Net cost of activity	\$143,112	\$168,900	\$25,788	\$116,234
Resource Consents				
Expenditure	\$224,777	\$179,400	(\$45,377)	\$195,434
Revenue	\$96,448	\$35,000	\$61,448	\$59,080
Net cost of activity	\$128,329	\$144,400	\$16,071	\$136,354
Food and Health				
Expenditure	\$161,826	\$154,500	(\$7,326)	\$124,741
Revenue	\$31,585	\$15,000	\$16,585	\$31,156
Net cost of activity	\$130,241	\$139,500	\$9,259	\$93,585
Alcohol Licensing				
Expenditure	\$108,952	\$115,100	\$6,148	\$148,681
Revenue	\$37,205	\$35,300	\$1,905	\$33,592
Net cost of activity	\$71,747	\$79,800	\$8,053	\$115,089
Parking and Other Bylaws				
Expenditure	\$136,434	\$140,800	\$4,366	\$164,449
Revenue	-\$448	\$1,000	(\$1,448)	-\$498
Net cost of activity	\$136,882	\$139,800	\$2,918	\$164,947
Animal Control				
Expenditure	\$196,352	\$192,700	(\$3,652)	\$185,996
Revenue	\$141,027	\$141,500	(\$473)	\$141,052
Net cost of activity	\$55,325	\$51,200	(\$4,125)	\$44,944
<u>Civil Defence</u>				
Expenditure	\$254,211	\$229,600	(\$24,611)	\$124,193
Net cost of activity	\$254,211	\$229,600	(\$24,611)	\$124,193
<u>Assets</u>				
Roading				
Expenditure	\$3,918,076	\$3,819,900	(\$98,176)	\$4,046,581
Revenue	\$538,953	\$495,000	\$43,953	\$3,857,689

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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

	June '21 Actual YTD	June 21 Budget YTD	Variance YTD	June '20 Actual YTD
Net cost of activity	\$3,379,123	\$3,324,900	(\$54,223)	\$188,892
Stormwater				
Expenditure	\$168,978	\$168,800	(\$178)	\$180,806
Revenue	\$0	\$0	\$0	\$178
Net cost of activity	\$168,978	\$168,800	(\$178)	\$180,628
Wastewater (Sewerage)				
Expenditure	\$603,622	\$634,000	\$30,378	\$597,862
Revenue	\$71,400	\$73,000	(\$1,600)	\$88,790
Net cost of activity	\$532,222	\$561,000	\$28,778	\$509,072
Solid Waste				
Expenditure	\$845,490	\$814,400	(\$31,090)	\$822,237
Revenue	\$126,563	\$82,500	\$44,063	\$120,508
Net cost of activity	\$718,927	\$731,900	\$12,973	\$701,729
Water Supply				
Expenditure	\$1,080,929	\$1,283,200	\$202,271	\$1,002,516
Revenue	\$452,569	\$444,600	\$7,969	\$349,790
Net cost of activity	\$628,360	\$838,600	\$210,240	\$652,726
Total Activity Expenditure	\$14,477,882	\$13,878,000	(\$599,882)	\$13,550,485
Total Activity Revenue	\$3,637,797	\$2,833,200	\$804,597	\$6,402,876
Net Cost of Activities	\$10,840,085	\$11,044,800	\$204,715	\$7,147,609

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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 Roothing Reserve (overspend is not NZTA funded).
Roading	Low cost / low risk safety improvements	0	1,047,924	1,047,924	1,024,883	1,024,883	23,041	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 is unlikely to be completed by the end of the financial year due to an inability to find a contractor to complete the works required.
Stormwater	Manhole Lid Safety Screens	123,100	0	123,100	0	0	123,100	N/A	This project is unlikely to be completed by the end of the financial year due to an inability to find a contractor to complete the works required.
Wastewater	Reticulation capacity increase	104,900	145,911	250,811	79,836	79,836	170,975	Completed	This budget was mainly for the Broadway upgrade.
Wastewater	Safety screens	33,900	0	33,900	0	0	33,900	Not required	
Wastewater	Pump station telemetry	83,900	82,000	165,900	0	0	165,900	Not required	
Wastewater	Bulk discharge	0	51,300	51,300	1,050	1,050	50,250	By 30 June 2021	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	By 30 June 2021	Ponds are completed. As part of the consent conditions, there is a one year trial which ends shortly. Depending on the outcome of the trial, the funds may or may not be required.
Water Supply	Water Meter Installation	346,000	0	346,000	161,396	161,396	184,604	By 30 June 2021	Ongoing, in conjunction with the zoning project.
Water Supply	Zoning	209,800	475,657	685,457	378,553	378,553	306,904	By 30 June 2021	Ongoing, in conjunction with the water meter installation project.
Water Supply	Second trunkmain	0	0	0	101,540	101,540	(101,540)	By 30 June 2021	This is for consultancy fees towards the design and route selection of the pipeline contract. Ground will be broken in July 2021, as part of stage 1.
Water Supply	Stratford street work rider mains	31,400	30,750	62,150	0	0	62,150	Not required	
Parks and Reserves	Park Development	15,600	0	15,600	12,683	12,683	2,917	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	0	0	27,518	By 30 June 2021	The design phase for the signs is now in progress, in conjunction with the new branding.
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.

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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	Victoria Park improvements (including bike park and half basketball court)	521,300	11,698	532,998	1,043,423	1,043,423	(510,425)	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	4,847,047	4,847,047	10,789,453	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	7,777	7,777	92,223	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		
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	0	0	30,000	N/A	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	8,916,049	8,916,049	11,665,834			
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.	
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.	

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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	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 required	
Stormwater	Weather events emergency fund	2,600	0	2,600	0	0	2,600	By 30 June 2021	Ongoing
Stormwater	Reticulation Renewals	55,600	0	55,600	22,452	22,452	33,148	By 30 June 2021	Physical works ongoing
Wastewater	Step / aerate treatment renewals	31,500	0	31,500	0	0	31,500	By 30 June 2021	Work has now commenced on this project.
Wastewater	Treatment pond renewals	160,400	0	160,400	0	0	160,400	Completed	Ponds are completed. As part of the consent conditions, there is a one year trial which ends shortly, to ensure the bacteria survives. These funds may or may not be needed.
Wastewater	Bulk discharge	10,500	0	10,500	0	0	10,500	By 30 June 2021	This is part of the bulk discharge project above, in Level of Service.
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	By 30 June 2021	Ongoing
Water Supply	Stratford street work rider mains	267,400	202,087	469,487	2,116	2,116	467,371	Not required	
Water Supply	Midhurst street work rider mains	15,700	0	15,700	50,861	50,861	(35,161)	Not required	
Water Supply	Infrastructure general Stratford	26,200	0	26,200	48,332	48,332	(22,132)	Completed	
Water Supply	Infrastructure general Midhurst	3,200	0	3,200	0	0	3,200	By 30 June 2021	Ongoing
Water Supply	Infrastructure general Toko	1,600	0	1,600	32,313	32,313	(30,713)	By 30 June 2021	Ongoing
Water Supply	Grit tank replacement	0	248,495	248,495	80,774	80,774	167,721	By 30 June 2021	
Water Supply	Meter replacements	52,400	93,614	146,014	0	0	146,014	By 30 June 2021	This work will not be completed in the current year.
Water Supply	Patea delivery line	0	259,400	259,400	73,322	73,322	186,078	By 30 June 2021	
Water Supply	Hydrants	15,500	0	15,500	27,680	27,680	(12,180)	By 30 June 2021	On-going

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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								
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	13,379	13,379	29,321	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	74,844	74,844	5,156	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	3,359,873	3,359,873	1,844,336		
TOTAL EXPENDITURE		\$21,909,515	\$3,097,882	\$26,086,092	\$12,369,802	\$12,369,802	\$13,716,290		

LIABILITIES AND INVESTMENTS STATEMENT AS AT 30 JUNE 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	\$ 1,430,000	2013	N/a	2.18%	Water treatment plant
Farm	\$ 2,190,521	2016	N/a	2.18%	Opening plus capex
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	0.77%	125	5/03/2021	8/07/2021
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
	\$ 14,180,000	1.27%			
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	\$ 3.76	\$ 596,772		
Ravensdown	17,920	\$ 1.00	\$ 17,920		
Civic Financial Services Ltd	65,608	\$ 0.93	\$ 61,015		
			\$ 675,708		

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

CASHFLOW FORECAST FOR THE YEAR ENDED JUNE 2022

	Jun-21	Actuals Jun-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
OPENING BALANCE	5,079,530	5,079,530	2,244,772	95,852	823,852	830,852	20,772	2,401,847	566,882	692,882	2,880,882	1,817,882	532,802	1,963,877
Rates	440,000	458,620	450,000	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
NZTA Refunds	180,000	213,859	156,559	250,000	250,000	370,000	320,000	550,000	550,000	450,000	620,000	460,000	300,000	200,000
Fees and Charges	1 350,000	562,981	370,000	330,000	400,000	320,000	320,000	320,000	320,000	360,000	450,000	320,000	320,000	400,000
Sale of Assets	2 111,202	231,283	116,521	-	-	-	240,000	-	118,000	-	-	-	-	-
Interest Revenue	37,000	40,440	8,000	8,000	37,000	8,000	8,000	37,000	8,000	8,000	37,000	8,000	8,000	40,000
PGF Funding - pool				4,600,000			1,265,000			-	-	-		
Total Cash In	1,118,202	1,507,183	1,101,080	8,688,000	1,287,000	1,138,000	5,653,000	1,397,000	1,436,000	4,318,000	1,627,000	1,228,000	4,128,000	1,090,000
Salaries and Wages / Elected Members	440,000	448,622	380,000	440,000	380,000	380,000	440,000	380,000	380,000	380,000	440,000	385,000	385,000	450,000
Payments to Suppliers - Operating	500,000	550,111	520,000	520,000	550,000	640,000	620,000	800,000	500,000	450,000	500,000	500,000	550,000	550,000
Major contract payments	2,500,000	2,291,529	2,000,000	2,000,000	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
Interest Expense	-	51,679	-	-	-	128,080	61,925	51,965	-	-	-	128,080	61,925	51,679
GST Paid	-	-	350,000	-	550,000	-	150,000	-	430,000	-	250,000	-	300,000	-
Total Cash Out	3,440,000	3,341,941	3,250,000	2,960,000	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
(Increase)/Reduce Financial Investments	3 -	- 1,000,000	-	- 5,000,000	2,000,000	1,000,000	-	-	2,000,000	-	-	-	-	-
Borrowing /(Repaying) Loans	-	-	-	-	-	-	-	-	-	-	-	-	-	-
CLOSING BALANCE	2,757,732	2,244,772	95,852	823,852	830,852	20,772	2,401,847	566,882	692,882	2,880,882	1,817,882	532,802	1,963,877	2,198
Net Debt	9,020,000	8,020,000	9,020,000	4,020,000	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	9,020,000

Notes re Cashflow Forecast:

1. Increased payments received to settle debtor accounts prior to year end, also dog registration receipts coming in.
2. This includes sale of two sections, four are still to settle later this year.
3. Increase in term deposits in June by \$1,000,000, and investment of surplus cash as available.

Outstanding Debtors as at 30 June 2021

Category	Total Outstanding	Overdue > 3 months	Notes relating to outstanding balances
Rates	\$217,128	\$11,855	The overdue balance for rates debtors is what is owed for previous financial years. The amount includes some rates where legal proceedings have commenced. All outstanding rates are charged a 10% penalty on what is outstanding at the end of each quarter. Advice has been sent to bank for collection of some overdue accounts.
Transfer Station	\$416	\$0	
Cemeteries	\$17,845	\$7,935	Overdues relate to 7 debtors, of which all have payment arrangements with council and are compliant.
Rental Properties	\$7,928	\$1,208	Overdue relates to one debtor. 6 Monthly charge, paid in monthly instalments.
Pensioner Housing	-\$3,117	\$0	Credit as tenants pay two weeks in advance.
Planning and Regulatory	\$6,970	\$4,686	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	\$6,375	\$0	
Sundry Debtors	\$4,934,722	\$3,075	Sundry debtors includes: MBIE invoices relating to pool grant funding, legal fees on-charged, targeted rates during the year, debtor accruals. Overdue debtors are actively being pursued by debt collectors. One account is in a payment arrangement.
Legal Fees	\$2,604	\$2,604	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	\$1,165	\$944	Services added after 1 July 2020 via debtor invoice. Due 30 June 2021.
Private Works	\$0	\$0	
Debtors Accruals	\$153,454	\$0	
NZTA	\$156,599	\$0	
Swimming Pool	\$3,742	\$0	
Resource Consents	\$92,088	\$0	
Infringements	\$54,742	\$54,742	All debtors are overdue and with the Ministry of Justice for collection.
Wastewater Discharge	\$33,271	\$2,800	The overdue amount relates to 2 debtors who use the Esk Rd discharge facility. One has now fully paid and the other is due to be trespassed in next few weeks.
Water Billing	\$132,065	\$26,534	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
TOTAL	\$6,246,953	\$116,383	