



Our reference
F19/13/03-D21/26182

4 August 2022

Ordinary Meeting of Council

Notice is hereby given that the Ordinary Meeting will be held in the **Council Chambers, Stratford District Council, 63 Miranda Street, Stratford** on **Tuesday 9 August 2022** beginning at **3.30pm**.

At this stage the meetings will be held in the Council Chambers, however should it be required due to the Covid Protection Framework, the meeting may be moved to an alternative venue or held virtually.

Timetable for 9 August 2022 as follows:

2.45pm	Afternoon Tea for Councillors
3.00pm	Workshop for Councillors - Education Officer - Waste and Water Update
3.30pm	Ordinary Meeting of Council

Yours faithfully

Sven Hanne
Chief Executive

2022 - Agenda - Ordinary - August Open

09 August 2022 03:30 PM - 04:30 PM



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AGENDA

Ordinary Meeting of Council



F19/13/05 – D22/28662

Date: Tuesday 9 August 2022 at 3.30 PM

Venue: Council Chambers, 63 Miranda Street, Stratford

The meeting location may change, or will be held via Audio Visual Link, if required due to current Covid Protection Framework or Government Guidelines.

1. Welcome

1.1 Opening Karakia
D21/40748 Page 6

1.2 Health and Safety Message
D21/26210 Page 7

2. Apologies

3. Announcements

4. Declarations of Members Interest

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

5. Attendance Schedule

Attendance schedule for Ordinary and Extraordinary Council meetings.

6. Confirmation of Minutes

6.1 Ordinary Meeting of Council – 12 July 2022
D22/24835 Page 9

Recommendation

THAT the minutes of the Ordinary Meeting of Council held on Tuesday 12 July 2022 be confirmed as a true and accurate record.

/
Moved/Seconded

6.2 Audit and Risk Committee – 19 July 2022
D22/26022 Page 14

Recommendations

1. THAT the unconfirmed minutes of the Farm and Aerodrome Committee meeting held on Tuesday 19 July 2022 be received.
2. THAT the recommendations in the minutes of the Farm and Aerodrome Committee meeting held on Tuesday 19 July 2022 be adopted.

/
Moved/Seconded

6.3 Policy & Services Committee – 26 July 2022
D22/28320 (PE) D22/28691 (Open) Page 23

Recommendations

1. THAT the unconfirmed minutes of the Policy & Services Committee meeting, including the public excluded section, held on Tuesday 26 July 2022 be received.
2. THAT the recommendations in the minutes of the Policy & Services Committee meeting, including those in the public excluded section, held on Tuesday 26 July 2022 be adopted.

/
Moved/Seconded

7. District Mayor's Report
D22/29207 Page 35

Recommendations

1. THAT the report be received.
2. THAT in accordance with Standing Order 8.3, an Extraordinary Meeting of Council be scheduled for Tuesday 4 October 2022.

/
Moved/Seconded

8. Decision Report – Carry Forward Capital Projects from 2021/22 to 2022/23
D22/28515 Page 41

Recommendations

1. THAT the report and attached schedule be received.
2. THAT the schedule of uncompleted projects, budgeted for in 2021/22, and the amounts proposed, be approved for addition to the capital expenditure budget for 2022/23 in the reforecasted capital budget.

Recommended Reason

To provide the platform for capital projects to be completed that were budgeted for in a previous financial year.

/
Moved/Seconded

9. Decision Report – Better Off Funding Projects
D22/27902 Page 51

Recommendations

1. THAT the report be received.
2. THAT the Council approve for submission to the Central Government Better Off Fund, an application for \$2.57M covering three projects including the *Brecon Road Extension*; *the Town Centre Development - Prospero Place and Broadway Beautification - Skate Park Redevelopment*, *the Victoria Park Drainage Project and Enabling Infrastructure – Wastewater Project*

Recommended Reason

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

/
Moved/Seconded

10. Questions

11. Closing Karakia
D21/40748 Page 58



Our reference
F19/13/03-D21/40748

Karakia

Kia uruuru mai
Ā hauora
Ā haukaha
Ā haumāia
Ki runga, Ki raro
Ki roto, Ki waho
Rire rire hau Paimārire

I draw in (to my being)
The reviving essence
The strengthening essence
The essence of courage
Above, Below
Within, Around
Let there be peace.



Our reference
F19/13/03-D22/17082

Health and Safety Message

In the event of an emergency, unless guided to an alternative route by staff, please exit through the main entrance. Once outside the building please move towards the War Memorial Centre congregating on the lawn area outside the front of the council building.

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

Under the current Pandemic setting visitor access beyond the customer service centre is restricted. Mask wearing is mandatory in all public areas as well as any areas where social distancing cannot be consistently achieved, such as corridors, staff rooms and bathrooms.

We recommend mask wearing for the duration of meetings unless social distancing of a minimum of 1 metre can be consistently achieved.

5. Attendance schedule for 2022 Ordinary and Extraordinary Council meetings.

Date	08/02/22	08/03/22	12/04/22	10/05/22	14/06/22	28/06/22	12/07/22	09/08/22	13/09/22
Meeting	O	O	O	O	O	E	O	O	O
Neil Volzke	✓	✓	✓	✓	✓	✓	✓		
Grant Boyde	✓	✓	✓	✓	✓	✓	✓		
Rick Coplestone	✓	AV	✓	✓	✓	✓	✓		
Peter Dalziel	✓	AV	✓	AV	✓	AV	✓		
Jono Erwood	✓	AV	✓	✓	AV	✓	✓		
Amanda Harris	✓	✓	✓	✓	✓	✓	✓		
Alan Jamieson	✓	✓	✓	✓	✓	✓	✓		
Vaughan Jones	✓	AV	✓	✓	✓	A	✓		
Min McKay	AV	AV	AV	✓	✓	✓	✓		
John Sandford	✓	✓	✓	✓	✓	✓	✓		
Gloria Webby	✓	AV	✓	✓	✓	✓	✓		

Key	
O	Ordinary Meeting
E	Extraordinary Meeting
EM	Emergency Meeting
✓	Attended
A	Apology/Leave of Absence
AB	Absent
S	Sick
(AV)	Meeting held, or attended by, by Audio Visual Link

MINUTES

Ordinary Meeting of Council



F19/13/06 – D22/24835

Date: Tuesday 12 July 2022 at 3:30 PM
Venue: Council Chambers, 63 Miranda Street, Stratford

Present

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

In attendance

The Chief Executive – Mr S Hanne, the Director Community Services – Ms K Whareaitu, the Director Environmental Services – Mr B Sutherland, the Committee Advisor and Executive Assistant – Mrs E Bishop, and one member of the media (Stratford Press) and one member of the public.

Via audio visual link: the Director Assets – Mrs V Araba

1. Welcome

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

1.1 Opening Karakia D21/40748 Page 6

The opening karakia was read.

1.2 Health and Safety Message D21/26210 Page 7

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

2. Apologies

An apology was noted from the Director – Corporate Services – Mrs T Radich.

Recommendation

THAT the apology be received.

ERWOOD/McKAY
Carried
CL/22/66

3. Announcements

There were no announcements.

4. Declarations of Members' Interest

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

The declaration of members' interest will be circulated for updating. It was reiterated that as this formed part of council's audit process it was important to ensure this was accurate.

The Deputy Mayor and Councillor Erwood noted a conflict of interest for item 6.4 (Policy and Services Committee) relating to item 12 within those minutes.

5. Attendance Schedule

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

6. Confirmation of minutes

6.1 Ordinary Meeting of Council – 14 June 2022
D22/20517 Page 9

Recommendation

THAT the minutes of the Ordinary Meeting of Council held on Tuesday 14 June 2022 be confirmed as a true and accurate record.

JONES/SANDFORD
Carried
CL/22/67

6.1.1 Public Forum Notes – 14 June 2022
D22/20916 Page 14

The notes from the Public Forum on Tuesday 14 June 2022 are attached for Council's information.

Points noted in discussion:

- The District Mayor requested that the Chief Executive ensure staff were following up on the collaboration suggestions and notification requirements as raised during the public forum.

6.2 Farm and Aerodrome Committee – 21 June 2022
D22/21720 Page 17

Recommendations

1. THAT the unconfirmed minutes of the Farm and Aerodrome Committee meeting held on Tuesday 21 June 2022 be received.

DALZIEL/BOYDE
Carried
CL/22/68

2. THAT the recommendations in the minutes of the Farm and Aerodrome Committee meeting held on Tuesday 21 June 2022 be adopted.

BOYDE/DALZIEL
Carried
CL/22/69

Councillor Boyde noted the following points:

- A record production of 154,394 kg ms was an outstanding achievement.
- The renewal of the sharemilking contract for a further five year term indicated the amount of confidence the sharemilkers have in council.
- The projected profit is just under \$300,000 at the moment, use of these funds will be discussed by the farm and aerodrome committee.
- The additional type of fuel will encourage more use of the aerodrome facility.

6.3 Extraordinary Meeting of Council – 28 June 2022
D22/22204 Page 23

Recommendation

THAT the minutes of the Extraordinary Meeting of Council held on Tuesday 28 June 2022 be confirmed as a true and accurate record.

DALZIEL/HARRIS
Carried
CL/22/70

The Deputy Mayor and Councillor Erwood did not participate in voting or discussion for item 6.4.

6.4 Policy & Services Committee – 28 June 2022
D22/22313 Page 31

Recommendations

1. THAT the unconfirmed minutes of the Policy & Services Committee meeting held on Tuesday 24 May 2022 be received.
2. THAT the recommendations in the minutes of the Policy & Services Committee meeting, held on Tuesday 24 May 2022 be adopted.

McKAY/BOYDE
Carried
CL/22/71

McKAY/BOYDE
Carried
CL/22/72

6.5 Taranaki Emergency Management Group Joint Committee – 19 May 2022
Page 40

Recommendation

THAT the minutes of the Taranaki Emergency Management Group Joint Committee held on Thursday 19 May 2022 be received.

VOLZKE/ERWOOD
Carried
CL/22/73

6.6 Taranaki Solid Waste Committee – 26 May 2022
Page 46

Recommendation

THAT the minutes of the Taranaki Solid Waste Committee held on Thursday 26 May 2022 be received.

JAMIESON/HARRIS
Carried
CL/22/74

The Deputy Mayor noted the following points:

- Following discussion on Taranaki's contamination rates being so high, representatives from Hawkes Bay have been invited to speak to the committee with regards to how they have achieved a community contamination rate of 2%.
- The feasibility study for the diversion of organic waste away from landfill has been completed.

6.7 Taranaki Regional Transport Committee – 1 June 2022
Page 50

Recommendation

THAT the minutes of the Taranaki Regional Transport Committee held on Wednesday 1 June 2022 be received.

VOLZKE/WEBBY
Carried
CL/22/75

The District Mayor noted the following points:

- It was clarified that Stratford does have a resource consent for the effluent site, however this consent does not permit materials from outside of the district.
- The Mayoral Forum letter to Waka Kotahi suggesting better and more localised consultation was received and they have since held community consultation in South Taranaki which they were very impressed with and will try this model elsewhere.

Questions/Points of Clarification:

- It was clarified that the Taranaki Regional Council expressed their concern in coordinating the regional speed management plan while not being a roading authority, however they are required to be the agency responsible for this. Waka Kotahi did note their concerns.

7. District Mayor's Report
D22/19936 Page 55

Recommendation

THAT the report be received.

VOLZKE/SANDFORD
Carried
CL/22/76

8. Questions

There were no questions.

9. Closing Karakia
D21/40748 Page 58

The closing karakia was read.

The meeting closed at 3.46pm.

N C Volzke
Chairman

Confirmed this 9th day of August 2022.

N C Volzke
District Mayor

MINUTES

Audit and Risk Committee



F19/13/05 – D22/26022

Date: Tuesday 19 July 2022 at 2pm
Venue: Council Chambers, 63 Miranda Street, Stratford

Present

Mr P Jones (the Chair) and Councillor M McKay

Via audio visual link: The District Mayor N C Volzke, the Deputy Mayor A L Jamieson and Councillor P S Dalziel.

In attendance

Councillors G W Boyde

The Chief Executive – Mr Sven Hanne, the Director Assets – Mrs V Araba, the Director Environmental Services – Mr B Sutherland, the Committee Advisor and Executive Assistant – Mrs E Bishop, the Health & Safety/Civil Defence Advisor – Mr M Bestall (*part meeting*), the Projects Engineer/Manager – Mr S Taylor (*part meeting*) the Corporate Accountant – Mrs C Craig, and one member of the media (Stratford Press).

Via audio visual link: the Director Community Services – Ms K Whareaitu,

1. Welcome

The opening karakia was read.

The Chair welcomed the District Mayor, Councillors, staff and the media to the meeting.

The Chair reiterated the health and safety message and emergency procedures.

2. Apologies

Apologies were received from Councillor W J Sandford, and G M Webby. A leave of absence was approved for Councillor J M S Erwood.

Recommendation

THAT the apologies be received.

McKAY/DALZIEL
Carried
A&R/22/23

3. Announcements

There were no announcements.

4. Declarations of Members Interest

The Chair requested councillors to declare any real or perceived conflicts of interest relating to items on this agenda.

There were no declarations of interest relating to items on this agenda.

5. Attendance Schedule

The attendance schedule for Audit and Risk Committee meetings was attached. It was noted to amend Councillor Dalziel's attendance for the May meeting to "apology".

6. Programme of Works

D21/42807 Page 11

Recommendation

THAT the Audit and Risk Committee's rolling programme of works up to the end of 2023 be received.

McKAY/JONES
Carried
A&R/22/24

- It was requested that a workshop be held prior to the next meeting to give the committee an opportunity to conduct an informal review of the Audit and Risk Committee and make a recommendation to the next Council.

7. Confirmation of Minutes

7.1 Audit and Risk Committee – 17 May 2022

D22/17590 (open) D22/17589 (PE) Page 12

Recommendation

THAT the minutes of the Audit and Risk Meeting of Council, including the public excluded section, held on Tuesday 17 May 2022 be confirmed as a true and accurate record.

McKAY/JAMIESON
Carried
A&R/22/25

8. Matters Outstanding

D18/27474 Page 19

Recommendation

THAT the matters outstanding be received.

JONES/DALZIEL
Carried
A&R/22/26

9. Information Report – Health and Safety
D22/23693 Page 20

Recommendation

THAT the report be received.

DALZIEL/McKAY
Carried
A&R/22/26

The Health and Safety/Civil Defence Advisor noted the following points:

- There have been a lot more events than in previous reports which has resulted in a busier period, however there were no significant events.
- The fluoride leak at the water treatment plant was a concern but was fixed quickly and testing is being undertaken on staff.
- There is a concern that numbers are down for trained civil defence staff (down from 47 to 39) which could cause some issues if there was a civil defence event.
- There were a few issues that required rectifying at the pool site visit, this was largely to do with the number of contractors onsite which has increased as the project is nearing completion.
- Direct Safety will be onsite next week for training on the lone worker solution.

Questions/Points of Clarification:

- It was clarified that the child in the mens changing room was a female child which can cause a number of unintended problems. The family rooms should be used in this instance.
- Councillor Boyde noted it was great to see well-being training and training for front line staff who are dealing with different situations than a couple of years ago and how they react is really important.
- Mr Bestall noted he felt quite confident with the number of vault entries due to the transparent process with the contractors which ensured everything was captured. He noted that the previous contractors had notified council of everything, he could only judge the contractors by their health and safety manuals and what they say they will do.
- The Chief Executive noted that staff had been surveyed in relation to mask wearing within the building and the results had been discussed with the senior leadership team who decided to remain with the current requirements and to review this weekly. He noted that numbers had increased over the past three week but there had not been any critical staff shortages due to covid-19. He acknowledged there was a general tiredness of the topic and that it was a difficult balancing act the moment between acknowledging this while mitigating the infection risk. This approach was consistent with many other councils at the moment.

10. Information Report – Capital Works Programme – Key Projects Update
D22/23985 Page 23

Recommendation

THAT the report be received.

McKAY/DALZIEL
Carried
A&R/22/27

Recommended Reason

To present an update on the progress of our key capital projects in the 2021/22 financial year, as requested in the September 2021 Audit and Risk Committee meeting.

The Projects Engineer/Manager noted the following points:

- The Bike Park is almost completed and is just waiting on the installation of a CCTV camera.
- The pool is 92% and is progressing nicely and remaining on target to meet timeframes.
- The second trunk main has been delayed due to bad weather and staffing issues as a result of covid-19. Stage one is almost complete, stage two is about 25% complete and stage three is about 80% complete.
- Investigations are ongoing into the best option for the Whangamomona Camping Ground septic tank. The initial feeling is that a holding tank may be sufficient instead of an effluent pad and treatment system.
- The Economic Development and Town Centre Plans are currently being reviewed by the Community Development team.
- The School speed zones and Connecting our Communities Strategy are both out for consultation. The speed zone consultation was extended due to the Pembroke Road entrance of Taranaki Diocesan School having been added and has received 12 responses so far with 11 in favour and one in favour but questioning the ability to manage and police this. There have been about 10-12 responses received for the Connecting our Communities Strategy and all have been positive.

Questions/Points of Clarification:

- It was clarified the cost increases for the second trunk main may seem high compared to the 2017/18 estimates. They are however within reasonable range when compared to the actual tender received.
- Councillor Boyde noted his frustration that Waka Kotahi was not currently considering the speed zones outside the schools on state highway. Mr Taylor noted that officers had contacted those schools on state highway prior to consultation and they were aware that Waka Kotahi are working with council on this, however changes were not expected prior to 2026.
- It was clarified that a dumping site was being considered for the Whangamomona public toilets site at the edge of town. This was largely to provide a site for those staying in Whangamomona, but not at the campgrounds. The District Mayor noted that camper vans generally emptied their tanks at the beginning or end of their journeys and felt that this location would not be used by those passing through. Mr Taylor noted that the chemicals from these tanks were also not suitable to be put in the septic tank as they react with the chemicals in the septic tank.
- Councillor Dalziel commended the team involved on the Aquatic Centre. This was a big project for Stratford and it was rare to see projects coming in before the due date and under budget, or on budget.
- It was noted that the emerging risk from the capital projects perspective would be cost estimates in the Long Term Plan, especially with inflation increases. Mr Taylor noted that supply issues had largely settled down at the moment but that weather was also playing a part in delaying the second trunk main and some external issues at the pool where debris had ended up on the hockey turf.
- It was noted that the Surrey Street water main renewal was a week or so ahead of schedule, with the second stage to be completed in February/March when it is drier.

11. Information Report – Risk Management

D22/24256 Page 30

Recommendation

THAT the report be received.

McKAY/JONES
Carried
A&R/22/28

Recommended Reason

To provide an update to the Audit and Risk Committee of any significant risks and any incidents or threats in relation to significant risks on Council's risk register from the previous quarter.

The Chief Executive noted the following points:

- This report presents the top 10 of the total 90 risks on council's risk register.
- There have been no changes to the top 10 risks since the last Audit and Risk Committee meeting except for the addition of Attracting and Retaining Staff which has been moved into the top 10 list.
- There has been a mix of normal flu and covid-19 in regards to risk 64.
- It is currently annual performance review time. As part of this the senior leadership team had engaged Strategic Pay to ensure our roles are compensated appropriately for the market. Council has been working with Strategic Pay for the past ten years as they only do local and central government. This has resulted with some roles being correct, others under and some over. These discrepancies will be adjusted during this review period and will help reduce the risk of staff leaving due to remuneration.
- Work is continuing to be undertaken in the well- being space.
- The Elected Member Decision Making risk was listed as council has just gone through its Annual Plan process which included the addition of the Forestry targeted roading rate. Staff tried to minimise risk with this decision through consultation and seeking legal opinions.
- The Government policy impacting on local government risk is ongoing. This week council will be completing its submission on the 3 waters reform which it was noted is also impacting staff in terms of travel for meetings which impacts both work and home.

Questions/Points of Clarification:

- Councillor Boyde noted risk 47 (attracting and retaining staff) and questioned if there was sufficient resource to undertake tasks such as internal audits which takes staff away from doing their day to day role and regulatory changes that are ongoing? Mr Hanne acknowledged that he did not feel there was sufficient resourcing but noted that some of the changes are in the 5-10 year bracket. He noted the annual plan process had just been completed and it was acknowledged that people are hurting and have financial pressures at the moment and in order to keep the rates increase lower there had been a reduction to the staffing budget. He noted he could justify additional resources but could not afford it.
- Mr Hanne noted that staff advice to elected members to aid in their decision making had not suffered as a result of resource availability.
- The Chairman noted he was only aware of one council in the country that was fully resourced. The government reforms are only going to escalate over the next 12 months and he noted his concern for all local authorities as they see more secondments and an inability for staff to backfill due to capacity in the workforce and could impact on council's service delivery.

12. Information Report – Civil Defence Progress and Readiness Report

D22/24213 Page 36

Recommendation

THAT the report be received.

JONES/JAMIESON
Carried
A&R/22/29

Recommended Reason

It is a function of this committee to stay abreast of Council's readiness and ability to meet its requirements and obligations as laid out in the Taranaki Civil Defence Group's constituting agreement.

The Chief Executive noted the following points:

- It had been mentioned earlier that there has been a reduction in properly trained staff. This is a combination of staff migration and lack of training opportunities. Attempts to bring the training opportunities to local facilities had not eventuated due to low numbers and it may mean it is more practical to continue holding trainings in New Plymouth at TEMO.
- Seismic assessments have been undertaken on the War Memorial Centre and the TET Multisports Centre. The information has not yet been received on the War Memorial Centre but it is unlikely that it will meet the 120% requirements. The TET Multisports Centre has resulted in some flaws being discovered. The discussion on these buildings will continue as part of the next Annual Plan process

when a better understanding of the requirements is known. It was noted that it was required to bring a building up to standard once it has been designated as an emergency centre, however it can still be used as one.

Questions/Points of Clarification:

- It was clarified that the buildings are council's responsibility. Training is funded through the National Emergency Management Agency but the physical facilities are the territorial authorities.

13. [Decision Report – Internal Audit Plan – 2021/2022](#)

D22/22475 Page 69

Recommendations

1. THAT the report be received.
2. THAT Internal Audit Plan 2021/22 be approved.

DALZIEL/McKAY
Carried
A&R/22/30

Recommended Reason

The Audit and Risk Committee is tasked with reviewing and monitoring the internal audit activities of Council on behalf of elected members.

The Corporate Accountant noted the following points:

- This is the annual internal audit plan with the list of risks selected.
- Risks will be allocated to staff members who will work with the right people to review.
- The results will be brought back to the committee in November.

Questions/Points of Clarification:

- It was clarified that the unplanned road closures would look to see if any of these could have been avoidable with routine inspections such as the culvert by Hollard Gardens. It was also look at how these are recorded, the mitigation and response after the event.
- It was agreed that council may not have the necessary expertise in-house to undertake the review on its cyber security, however the staff member assigned this risk would work with the IT Manager and an external party to review this risk.
- The concern over resourcing and this task adding pressure to staff was noted, it was acknowledged that staff continue to do the best they can with their day to day tasks and any issues that arise as a result of undertaking internal audit tasks will be dealt with as they arise. If it needs to be completed externally then this will be considered.
- It was noted that the review of contractor management and the swimming pool stock take would be undertaken in addition to these identified risks.
- It was clarified that there is approximately \$20,000 retail value of stock at the swimming pool through items such as swimwear, swim equipment, food and drinks. This will be done to ensure the stock all lines up prior to the move to the new facility.
- Councillor Dalziel noted the importance of these reviews being undertaken, particularly when there is extra pressure to ensure no activities are overlooked or not completed.

14. Decision Report – Amend Treasury Management Policy
D22/23658 Page 80

Recommendations

1. THAT the report be received.
2. THAT the Treasury Management Policy be amended to remove the wording “*The maximum investment with any one counterparty will be \$4,000,000. However, this limit may be breached if approval is given by the Chair of the Audit and Risk Committee and one of the Chief Executive or the Mayor (approval may be given retrospectively but notification to the Chair must be given on the same day). The Audit and Risk Committee must be notified of any breaches at their next meeting.*” from the policy.

DALZIEL/McKAY
Carried
A&R/22/31

Recommended Reason

Council has found that over the past few years of regularly breaching this limit, that the risk of doing so has been negligible.

The Corporate Accountant noted that this report recommending the removal of the limit of \$4 million investment with any one counterparty for a term investment. This was requested by Elected Members.

Questions/Points of Clarification:

- The District Mayor noted that this had not served much purpose in a practical sense. He noted that when council has looked to invest money it has almost invariably been with Westpac as the most generous place to invest which results in a request to approve the breach of policy. He noted the approval only gave acknowledgement that it was going to happen rather than any security to the decision and felt it was a pointless requirement.
- Councillor Dalziel noted that the policy states that council will only invest with financial institutions with a credit rating of A- or better. He questioned why Westpac was always the best option with the market usually evening out.

15. Decision Report – Financial Budget Modelling Options
D22/23659 Page 93

Recommendations

1. THAT the report be received.
2. THAT the Committee endorses the approach taken by staff to continue to prepare annual and ten-year budgets with a spreadsheet model.

VOLZKE/DALZIEL
Carried
A&R/22/32

Recommended Reason

There are a number of substantial changes occurring in the Local Government Sector from 1 July 2024, and it is suggested that the outcome of these legislative changes be well understood by staff before investigating and investing in a new budget model.

The Corporate Accountant noted the following points:

- The committee had requested a report be brought regarding the spreadsheets for the Long Term Plan and Annual Plan budgets and the potential risks and options moving forward.

- Everything that has been looked into has some sort of spreadsheet input required so it is recommended to retain the status quo and revisit in a year or two as a different modelling system may be required following the various reforms.

Questions/Points of Clarification:

- The Chairman suggested that this be brought back to the new committee identifying the risks and developments as part of the next Long Term Plan process identifying the risks raised by audit and if they have been adequately addressed. This would ensure officers also have a better idea of what will be required for the budgets.
- Councillor Dalziel supported the recommendation but felt a software package would provide better efficiencies in future years compared to the current manual spreadsheet system and would reduce risks and potential errors. The Chief Executive noted that hours had been spent looking into products for this purpose and none would do what is needed from start to finish, everything has ended up that the programme would just be part of the solution and would introduce more risk with using more than one programme.
- The Chairman noted that when the in-home model had been developed at Western Bays spreadsheets were still used. There had been no savings in the first year as it cost with time and resources to develop and learn the model, savings are generally seen when it is used for five plus years and council does not currently know what the long term plan requirements will be post 2024.
- The District Mayor noted the auditor's comments regarding fraud, data entry, cell ranges etc are all problematic no matter what system is used. He noted these risks can be mitigated by restricting who has access and ongoing checking. This system has served council reasonably well in the past.

16. Decision Report – Asset Valuation Process for Annual Report 2021/22

D22/22330 Page 100

Recommendations

1. THAT the report be received.
2. ~~THAT the Committee approves the recommendation from the independent valuers that full revaluations are not required for roading, waters, and the land and building assets as at 30 June 2022.~~
2. THAT the Committee supports and agrees with the recommendation from the independent valuers that full revaluations are not required for roading, waters, and the land and building assets as at 30 June 2022 as this complies with PBE IPSAS17 and guidance provided by NAMS on valuation and depreciation and valuation standards.

JONES/DALZIEL
Carried
A&R/22/33

Recommended Reason

Independent valuers have indicated that a full revaluation is not required.

The Chairman noted he supported the approach undertaken by staff, this approach is robust and complies with NAMS guidelines, accounting standards and valuation standards.

Questions/Points of Clarification:

- It was clarified that when discussing the potential effects of not completing the revaluation with the audit manager they have confirmed it will form part of the management letter but not lead to a modified audit opinion.
- It was clarified that the projected movements on page 102, would not form part of the financial planning as it is too late for the Annual Plan and new figures will be provided to assist with the next Annual Plan budget.

17. Correspondence

- Deloitte – Planning Report to Audit and Risk Committee for year 30 June 2022
Page 116

Questions/Points of Clarification

- It was noted that the annual fee from Audit NZ last year was \$110,000 plus disbursements such as accommodation, travel and food. The fee this year was as set by Audit NZ.

18. General Business

There was no general business.

19. Questions

There was no questions.

20. Closing karakia

D21/40748 Page 144

The closing karakia was read.

The meeting closed at 3.16pm.

P Jones
Chairman

Confirmed this 20th day of September 2022.

N C Volzke
District Mayor

MINUTES

Policy and Services Committee



F19/03/05 – D22/28691

Date: Tuesday 26 July 2022 at 3PM
Venue: Council Chambers, 63 Miranda Street, Stratford

Present

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

Via audio visual link: Councillor M McKay

In attendance

The Chief Executive – Mr S Hanne, the Director Assets – Mrs V Araba, the Director – Corporate Services – Mrs T Radich, the Director – Environmental Services – Mr B Sutherland, the Committee Advisor and Executive Assistant – Mrs E Bishop, the Communications Manager – Ms G Gibson, the Environmental Health Manager – Ms R Otter (*part meeting*), the Roading Asset Manager – Mr S Bowden (*part meeting*), the Services Asset Manager – Mr J Cooper (*part meeting*), the Asset Management Coordinator – Mrs L Campbell (*part meeting*), the Projects Engineer/Manager – Mr S Taylor (*part meeting*), the Property Officer – Mrs S Flight (*part meeting*), the Parks and Reserves Officer – Mrs M McBain (*part meeting*), and one member of the media (Taranaki Daily News).

Via audio visual link: the Director Community Services – Ms K Whareaitu, Ms E Goryacheva and Mr J McGregor (Key Research) (*part meeting*)

1. Welcome

The opening karakia was read.

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

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

2. Apologies

There were no apologies.

3. Announcements

The District Mayor reminded Elected Members that the 2022 Citizen Awards presentation is being held on Tuesday 2 August at 5.30pm.

4. Declarations of members interest

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

The District Mayor declared an interest in Item 9 – Information Report – Stratford District Licensing Committee – 2021/22 Annual Report.

5. Attendance Schedule

The Attendance schedule for Policy and Services Committee meetings, including Hearings, was attached.

6. Confirmation of Minutes

6.1 Policy & Services Committee – 28 June 2022 D22/22313 Page 13

Recommendation

THAT the minutes of the Policy and Services Committee Meeting held on Tuesday 28 June 2022 be confirmed as a true and accurate record.

BOYDE/DALZIEL
Carried
P&S/22/98

The Executive Administration Officer undertook to make the following amendment:

- Page 22, resolution for item 13.4 – Corporate Services Report, it was confirmed that the resolution had been moved by the Deputy Mayor and seconded by the District Mayor.

7. Matters Outstanding

D16/47 Page 22

Recommendation

THAT the Matters Outstanding be received.

HARRIS/JONES
Carried
P&S/22/99

8. Information Report – 2022 Customer Satisfaction Survey

D22/25524 Page 23

Recommendation

THAT the report be received.

DALZIEL/COPLESTONE
Carried
P&S/22/100

Recommended Reason

This is an information report only. It gives provides the 2021/22 Customer Satisfaction Survey results.

The Communications Manager noted the following points:

- Budget had been approved as part of the Long Term Plan process to improve the annual residents survey and to be carried out by an external provider.
- This will provide a step forward in council's commitment to how it discuss the data and looks to improves service delivery.
- She introduced Elena Goryacheva and James McGregor from Key Research to present the key findings to the committee.

Ms Goryacheva and Mr McGregor noted the following points in their presentation:

- Using Key Research's rational and methodology that is proven to work well and is efficient Key Research had looked to see how previous surveys conducted by the council could be improved.
- Residents were asked to rate certain services and areas within the council using sets of questions that are used with the other councils that surveys are conducted for.
- Base questions centre around reputation in terms of leadership, direction, sense of trust, financial management, value for money and the overall facilities and services provided by council.
- 3,000 residents were selected from the electoral roll at random selection but it was ensured that it aligned with the nature of population distribution in the Stratford District.
- It was noted council had previously used social media to encourage participation but often this platform is used by people who have complaints or want to vent.
- There was a very good response at 14% - 413 in total. There was an improvement to the spread of respondents as well – for example there were 29 who identified as māori compared to 18 in 2021, and a more even distribution across all age groups.
- The five best performing areas for 2022 were the level of service at the Stratford District Library, the level of service at the Visitor Information Centre, overall satisfaction with the parks and walkways, overall satisfaction with council staff handling requests or enquiries and overall satisfaction with the recycling service.
- The five worst performing areas for 2022 were the service from council for building consents, annual property rates being fair and reasonable, service from council for noise, service from council for parking and the Morgan's Grave public toilets.
- Roads and highways received the most verbatim comments with State Highway 43 getting a lot of mentions as well damage caused by logging trucks and the reduction in speed on Opunake Road.
- The concerns raised regarding how rates are spent is residents not being aware of how they are spent, or rural residents who don't understand what their rates go to. This could be easily managed and mediated by further education for the residents.
- This survey will create very good baselines for future reporting. Preliminary data has Stratford District Council sitting as one of the highest performing councils out of the 17 that the results have been collated for. The reputation result is the highest that has been seen for this reporting period.

The Parks and Reserves Officer joined the meeting at 3.27pm

Questions/Points of Clarification:

- Councillor Dalziel noted he had also felt sceptical about previous satisfaction surveys and commended the team for engaging an external provider to conduct this. He noted there was really strong material which will be easy to work with moving forward.
- Councillor McKay noted the multiple mentions of Collette from the Transfer Station. She noted her concern that the majority of respondents stated they get most of their information from the Stratford Press yet more and more people are not receiving their copy each week.

The District Mayor left the table at 3.35pm.

9. [Information Report – Stratford District Licensing Committee – 2021/22 Annual Report](#)
D22/18971 Page 98

Recommendations

1. THAT the Annual Report for Stratford District Licensing Committee for 2021/2022 be received and contents noted.
2. THAT subject to any amendments the Annual Report will be forwarded to the Alcohol Regulatory and Licensing Authority.

ERWOOD/DALZIEL
Carried
P&S/22/101

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.

The Environmental Health Manager noted the following points:

- This report provides an overview of the licensing committee's statistics and workload for the year.
- In addition to this report an online survey is provided to the Alcohol Regulatory and Licensing Authority.
- Application numbers are consistent with previous years and have either increased or decreased slightly.
- Two new premises opened this year.
- There was a significant drop in special license applications.
- Overall compliance for alcohol licensing in Stratford is good.

The District Mayor returned to the table at 3.37pm.

10. Information Report – Dog Control Policy and Practices Report – Year Ended 30 June 2022
D22/24950 Page 105

Recommendation

THAT the Annual Report on Dog Control Policy and Practices for the year ending 30 June 2022 be received and contents noted.

JONES/HARRISs
Carried
P&S/22/102

Recommended Reason

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

The Environmental Health Manager noted the following points:

- The dog control policy and practices report is required annually by legislation and is sent to the Department of Internal Affairs as part of a nationwide analysis on dog populations, attacks, enforcement and prosecutions. This assists in informing policies, trends and changes to legislation.
- There has been a drop in the numbers of infringements (offences/complaints) for this period and it is believed that this is a result of lockdowns and dog owners being at home.
- In some instances dog owners have moved out of the district, dogs have been sold, transferred to another or are now deceased.
- The council has successfully prosecuted two dog attacks during this period, with other offences resulting in infringements or dog classifications to reinforce dog owner responsibilities.

Questions/Points of Clarification:

- It was clarified that it was unknown why the number of registered dogs had increased.
- It was felt that greater compliance was a result of lockdowns and owners being at homes with their dogs.

11. Information Report – Roading Emergency Works
D22/25204 Page 109

Recommendations

1. THAT the report be received.

BOYDE/COPLESTONE
Carried
P&S/22/103

2. THAT the information contained herein is noted.

BOYDE/ERWOOD
Carried
P&S/22/104

Recommended Reason

This report has been written to bring to the committee's attention the ongoing damaging impacts of the frequent short sharp heavy rainfall events on the roading network, the treatments required to repair the damage and the estimated repair costs.

The Roading Asset Manager noted the following points:

- The purpose of this report is to highlight the significant damage on the roading network being caused by short, sharp rainfall events.
- He noted he was currently working with a financial advisor from Waka Kotahi to discuss what is needed to satisfy the request for emergency works funding to Waka Kotahi.
- It is anticipated that the damages highlighted in the report will be put in a single application for \$370,000.

Questions/Points of Clarification:

- It was noted that the list was being updated as officers are made aware of problems due to the weather events over the past two weeks.
- The District Mayor noted his concern that the pictures show areas on roads that there has been significant road failure with significant restoration costs, however he noted that some of the damages were on the smaller scale and fell below the threshold of \$100,000. He noted there was an increasing frequency for these weather events and without funding will cause a future problem with budgets. He questioned if Waka Kotahi were going to review the criteria for this fund, particularly the 1 in 10 year event or monitor around? Mr Bowden noted he would raise this concern at the Regional Transport Committee.
- Councillor Boyde questioned when the result from the funding application will be known as some of this is really dangerous and needs to be done immediately. Mr Bowden clarified that he had been advised by Waka Kotahi to get the work done now while the funding application is being collated.
- Councillor Boyde noted that overall the Stratford rural roads are not bad, but that the state highways were pathetic.
- It was clarified that none of the damage noted in this report was as a result of forestry movements and was all due to natural occurrences.
- Mr Bowden clarified that to project this sort of damage occurring there would need to be extensive geo-tech and surveying work undertaken which would be a huge expense.
- The District Mayor noted that at the recent Regional Transport Committee meeting a list of emergency work currently being undertaken on State Highway 43 was presented, this was being funded by the emergency work fund and the event this damage was caused in was the June 2015 storm.

12. Decision Report – Road Closure for a Car Club Event
D22/25509 Page 122

<p>Recommendations</p> <p>1. <u>THAT</u> the report be received.</p> <p style="text-align: right;">SANDFORD/WEBBY <u>Carried</u> <u>P&S/22/104</u></p> <p>2. <u>THAT</u> 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 14 August 2022 between the hours of 7.30am and 5.30pm for the purpose of the Stratford Street Sprint 2022</p> <ul style="list-style-type: none">• 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 <p style="text-align: right;">ERWOOD/JAMIESON <u>Carried</u> <u>P&S/22/105</u></p> <p>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 14 August. This is their 32nd year of running the event. The proposed road closure requires formal endorsement by a Council resolution</p>
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The Roading Asset Manager noted that this was the 32nd year this street sprint was being hosted in Stratford. He noted that due to the number of entrants there would not be a motorbike demonstration.

The Services Asset Manager joined the meeting at 3.56pm

Questions/Points of Clarification:

- Councillor Erwood noted his support for this event.

13. Decision Report – Better Off Funding Projects
D22/24931 Page 130

<p>Recommendations</p> <p>1. <u>THAT</u> the report be received.</p> <p style="text-align: right;">WEBBY/VOLZKE <u>Carried</u> <u>P&S/22/106</u></p> <p>2. <u>THAT</u> the committee approve for submission to the Central Government Better Off Fund, an application for \$2.57M covering three projects including the <i>Brecon Road Extension; the Town Centre Development - Prospero Place and Broadway Beautification and The Stratford Park</i></p> <p>Recommended Reason The opportunity to have projects externally funded will reduce the rating impact for ratepayers.</p>
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The Director - Assets noted the following points:

- This report seeks formal approval from elected members of the projects to be presented within the Better Off Funding application.
- Elected Members were presented with projects during a workshop that had been put in a matrix against criteria from central government. Three projects were then identified from this list to be included in the funding application.

Questions/Points of Clarification:

- The Deputy Mayor noted his concern that infrastructure for a private business, such as driving training, should not be included in this application. He supported funding for water and sewerage infrastructure but not to fund a driver training facility.
- Councillor Jones noted his concern that council had already funded \$7.2million in terms of a loan to the Stratford Park project who have not shown any intent of repaying this. He understood that this funding was to complete water work but unless there is potential for residential development of the town he did not think council should continue with investment towards this project until it is clear what their plans are. He noted his support for more funding to be allocated towards Broadway beautification project and the skate park.
- The District Mayor requested that in light of the workshop help regarding the skate park today that this report be left on the table to allow officers to do an assessment of what the skate park improvement may look like and what it may cost. This could then be brought back to the next council meeting which would still provide enough time to meet the application deadlines. He felt that if funding could not be achieved for the skate park through this avenue then it was highly likely this project would be deferred until the next Long Term Plan.
- The District Mayor noted that elected members have always been very conscious of not spending ratepayers money on private properties along Broadway, however this funding source would not have any rating impact and if elected members want to improve the look of the buildings along Broadway then should that be included in this application as well? The Chief Executive noted that public and private property work had been separated due to elected members not being supportive of work being undertaken on privately owned buildings, however option 2 allowed for consideration of work on private buildings. He noted both the skate park and building improvements could be included in the broader scope of the town centre project. It was confirmed the skate park would be eligible for this funding.
- Councillor Jones noted his support in removing the entire Stratford Park project. This was supported by Councillor Dalziel. It was clarified that the 50/50 split for the infrastructure project was to be co-funded by this funding source and council's network extension budget. It was noted that if this project is successful then planning needs to begin now which is why it cannot be held till the second tranche.
- It was clarified that the infrastructure for the Stratford Park would be going to the boundary and that the current use of the grounds would justify a connection point for environmental benefits.
- It was clarified that filling in of the current skate bowl would be undertaken out of a current maintenance budget, this source would be used for an addition to the existing facility.
- It was noted that the original quote for painting of 54/64 buildings along Broadway had been \$1 million which included scaffolding and allowed for 100% funding of the paint work. It was suggested that \$200,000 be included in the application for building beautification and if this was successful then further funds could be sought in the second tranche.
- It was requested that the Stratford Park project be renamed within the funding application to make it clear that it is a council project for infrastructure to the boundary of the park and not funding to the Stratford Park.
- It was agreed that the report would be brought back to the Ordinary Meeting of Council on 9 August, with the addition of approximately \$100,000 for the Skate Park and \$200,000 for building beautification to the Town Centre Project and an amendment to the title of the infrastructure project to the Stratford Park boundary.

The Environmental Health Manager left the meeting at 4.22pm.

14. Decision Report – Approval for Option 5, Pathway in the Organic Materials Recovery Facility Report
D22/22353 Page 137

Recommendations

1. THAT the report be received.

BOYDE/DALZIEL
Carried
P&S/22/108
2. THAT the Committee receives the reports attached to this report and prepared by:
 - Tonkin + Taylor, being “*Taranaki Region Organic Materials Recovery Feasibility Study: Options Assessment Report*”; and
 - Aatea Solutions, being “*He Ara Whai Hua / Taranaki Organic Material Recovery (OMR) Facility Feasibility Study: Iwi and Hapū Engagement Process*”.
3. THAT the committee approves Option 5, Pathway 1 in the Tonkin and Taylor Organic Materials Recovery Facility Feasibility Study Report, which was presented to Elected Members in the Council workshop on 14 June 2022, being:
 - Option 5 - *Commercial and community network of multiple facilities*.
4. THAT the Committee approves further work with our Iwi, hapū and industry partners to explore what co-investment and/or co-governance might look like in the eventual establishment of 2 regional organic materials processing facilities. Further Iwi and hapū partnership development will incorporate the Tiriti-Driven process recommendations outlined in the Aatea Solutions report.
5. THAT the Committee approves the lodging of an application to the Ministry for the Environment’s (MFE) National Waste Minimisation Fund when it opens in October 2022, to seek Government co-funding to progress Option 5.

VOLZKE/JAMIESON
Carried
P&S/22/109

Recommended Reason

Out of the 5 options recommended in the Tonkin and Taylor report, the most suitable option for Taranaki is Option 5 having 2 possible pathways. ‘*Pathway 1 - Seeking market solutions for combined organic waste management*’ will be initially progressed and if not successful, ‘*Pathway 2 - Developing a full concept plan for the network of facilities*’ - will be implemented. This is expected to capture the district’s smaller content of organic material and help reduce transportation costs and emissions.

The Asset Management Coordinator noted the following points:

- This report sought approval from the committee to allow progress for the next stage of a regional organic waste facility.
- It was noted the most suitable option was Option 5 which has two possible pathways. ‘*Pathway 1 - Seeking market solutions for combined organic waste management*’ will be initially progressed and if not successful, ‘*Pathway 2 - Developing a full concept plan for the network of facilities*’.
- The report also sought approval for lodging an application the National Waste Minimisation Fund to seek co-funding for option 5.

Questions/Points of Clarification:

- It was clarified that two sites would be financially viable with huge organic waste producers in both South Taranaki and New Plymouth districts, especially in terms of transportation costs.
- Councillor Boyde questioned why the rail network could not be utilised and one facility established in South Taranaki. He noted his support of the report but struggled with the concept of two smaller facilities.
- The Director – Assets noted that this option is based on extensive review and assessment by the consultants and the resulting recommendation has to be the most environmentally friendly solution, however she noted she would raise the rail network suggestion with them.
- Mrs Araba noted that council has committed to this project through the Long Term Plan process. Funding is not a lot at the moment and it will take some time to get to the point where it is known how much this facility will cost, at that point it will be brought to council for approval. It was noted there was a large amount of national funding available for waste.
- The District Mayor noted that there were strong commercial components to this proposal with large commercial investors interested. What is being presented today is a plan for the future about coordinating what is already happening and filling the gaps to get the best economical return. He felt council's role might not be much more than making sure there is an outlook for organic waste. Option 5 was the best option as it covers multiple sources and he noted he supported the recommendations as presented.

15. Monthly Reports

The Chief Executive noted that there was no monthly report for the Corporate Services Department as a result of staff absences, auditors being on site and the organisation still being in the process of closing out the year-end figures.

15.1 Assets Report
D22/22580 Page 264

Recommendation

THAT the report be received.

ERWOOD/BOYDE
Carried
P&S/22/110

Questions/Points of Clarification:

- It was clarified that the Diatomix sampling regime was to measure the quantity of the diatoms in the pond and encourage the continued growth of them. This is in order to improve the quality of the ponds and provide a food source for the fish.
- Councillor Boyde noted the response to the points raised by Mr Cam Eyre at the public forum regarding better liaison between forestry operators and council. Mr Bowden noted he had been working with Mr Eyre as he is currently managing a 1,000 acre block but that they have just pulled out of it. He noted he had contacted another forestry company who have confirmed they will be carrying on through winter and had brought up crews from Canterbury to continue this work which will see three truckloads a day being brought out. He noted that they did not have to tell council that they were undertaking this work but felt they should as they know what their work programmes will be. He noted the meeting held at the Taranaki Regional Council had only two attendees. Councillor Boyde noted his concern that this showed a total lack of respect for council and causes a health and safety issue, he noted this would only cause more damage and subsequent costs to ratepayers.
- It was requested for further clarification on the mix rate for glyphosate be confirmed and that this information, including costs, be forwarded to federated farmers and included in the next monthly report. It was noted that if this was undertaken it would be the whole network during the treatment round, it couldn't be completed as spot treatment.

- Councillor Boyde thanked Mr Bowden for the fly-tipping expense chart but noted he knew a lot of people who regularly cleaned up the mess themselves so felt this was a low figure compared to the amount this happened.

The Services Asset Manager, Property Officer, Asset Management Coordinator, Project Engineer/Manager and the Roading Asset Manager left the meeting at 4.43pm.

15.2 Community Services Report
D22/21737 Page 304

Recommendation

THAT the report be received.

JONES/COPLESTONE
Carried
P&S/22/111

The Director – Community Services noted the following points:

- The main highlight for June were the Puanga celebrations that were held successfully. The Library had over 250 children attend their activities over the two days.
- The visitor numbers through the pool and AA were below target at year end, some of which will be representative of covid-19 lockdown and also due to more transactions being undertaken online.
- There were 47 positive outcomes from the MTFJ project, this is a real credit to the Community Development Manager and his team.
- It was noted that the results for the ALGIM customer experience mystery shopping had been received and the customer service team scored very well which saw Stratford District Council come ninth out of all councils which is amazing.

Council Organisations and Council Representatives on Other Organisations

- Councillor Webby noted that the Emergence Award for Young Taranaki Exhibition opens with a powhiri at 5pm on Friday 29 July. This has attracted a record number of young artist entrants (58).
- Councillor Boyde noted he and Councillor Harris had attended the bus trip to the MRF and TEMO with the Youth Councillors. He reported that this was a fantastic day and encouraged others to visit both locations. He commended the youth councillors and noted they were very driven.

15.3 Environmental Services Report
D22/21737 Page 314

Recommendation

THAT the report be received.

ERWOOD/BOYDE
Carried
P&S/22/112

The Director – Environmental Services noted that this was the second consecutive month with a drop in building and resource consents but that these were still stabilised at a strong level.

16. Questions

There were no questions.

17. Resolution to Exclude the Public

RECOMMENDATION

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

Agenda Item No: 18

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

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

DALZIEL/COPLESTONE
Carried
P&S/22/113

The media departed the meeting at 4.49pm.

18. Public Excluded Item

Recommendation

THAT the open meeting resume.

JONES/HARRIS
Carried
P&S/22/116

The Property Officer left the meeting at 4.52pm.

19. Closing Karakia

D21/40748 Page 328

The closing karakia was read.

The meeting closed at 4.53pm.

A L Jamieson

Chairman

Confirmed this 27th day of September 2022.

N C Volzke

District Mayor

MONTHLY REPORT

District Mayor



F19/13/04 – D22/29207

To: Council
From: District Mayor
Date: 9 August 2022
Subject: District Mayor Monthly Report – July 2022

Recommendations

1. THAT the report be received.
2. THAT in accordance with Standing Order 8.3, an Extraordinary Meeting of Council be scheduled for Tuesday 4 October 2022.

/
Moved/Seconded

1. Local Government New Zealand Conference

This year's Conference was held in Palmerston North. The Chief Executive attended in person; unfortunately, I was not able to do the same but managed to take part via an on-line link provided by the organisers. The conference featured a number of panel discussions on current topical issues and had a focus on the future direction of Local Government. Key note speakers included: Ministers Nanaia Mahuta, Stuart Nash, David Parker, National's Local Government spokesman Simon Watts and Prime Minister Jacinda Ardern.

During the Prime Minister's address she spoke of the work of the Mayors Task Force for Jobs and the employment support scheme that was being offered via councils. It was a pleasant surprise when she singled out and named the Stratford District Council as an example of a council that was making a difference and went on to commend us for that work. We are lucky to have a great team working towards our goal of assisting 50 young people each year.

Conferences of this type are a great learning opportunity and provide motivation that encourages councils to challenge themselves and try new ideas. The networking opportunities add further value to the conference and I encourage all councillors to attend a conference at some time during the next term.

Next year's conference is in Christchurch.

2. Local Government New Zealand Annual General Meeting

The 2022 Annual General Meeting of Local Government New Zealand was held recently and for the first time, this was a fully virtual event. Quiet surprisingly, with over one hundred logged in, the on-line technology for participating in the meeting plus the on-line voting worked without a glitch. There were six remits presented and all were carried with a majority vote. This included two that were seconded by the Stratford District Council. Minutes from the meeting will be available to elected members in due course.

3. Te Kāhui Maru and Tupu ā nuku (Ngāti Maru) Forestry Training Course

The team at Te Kāhui Maru and Tupu ā nuku have just completed another of the forestry training courses they offer. It was my pleasure to attend the whakanui to celebrate the end of the course and present certificates to the eight young people who have completed the course. Council has sponsored this course to the tune of around \$30K through its Mayors Task Force for Jobs funding initiative.

The course differs from many others in that it provides a high level of cultural awareness, pastoral care, a broad range of practical skills and in almost every case, this has resulted in the student having

employment offered to them. The training course is enhanced with a follow up component with each student enjoying further wrap around support over a two-year period. The course is an outstanding success and the personnel delivering the training are a very committed group of people who really do make a difference. The course offers the type of broad intervention and personalised training that is needed to provide an opportunity for these young people to get ahead in life.

4. Citizens Awards

The 2022 Citizens Awards recipients were announced in July. This is an outstanding group of people who have contributed an amazing number of volunteer hours over many, many years of service. The importance of their commitment is best demonstrated when you talk to others about the contribution, they have each made to various organisations around the district. Often, they have ensured the survival and functioning of organisations and as a small community we rely heavily on good hearted people like them. Youth Citizens Award recipients were: Keisya Gunawan and Abbey Sextus; adult recipients were Bruce Cleland, Patsy Comerford and Tony Gordon (jointly), Walter Pease and Colin Jones (posthumously); and an Outstanding Citizen Ward was presented to Ian Benefield. Congratulations, all round.

5. Yarrow Stadium July Update

As the owners of Yarrow Stadium, the Taranaki Regional Council (TRC) provided an update on the progress on the re-development work at this facility. Work on the Eastern Stand, the new lighting system and the new playing surface has gone well and it is the intention to play NPC Rugby games at the venue this season. For rugby, that will be a welcome return to their traditional home ground.

The news on the financial front was not so good. For a variety of reasons, the original budget of \$50 million for this project has been revised and the new budget is now \$70 million, some 40% above the original amount. Fortunately, the TRC have managed to secure some external funding to offset the funding shortfall but there will still be an impact on ratepayers across the region, including Stratford District, who will foot the bill for a portion of the cost increase.

In brief, the TRC does not intend to increase the annual contribution that each rate payer makes towards this project. Instead, and in order to gather the additional funding needed, they will keep the annual payment the same but extend the overall length of time we will be paying this rate. This option has been designed to have minimum impact on our ratepayers. Stadium updates are available on the TRC website.

6. Candidate Announcement

As the Local Government elections near, I confirm I have announced that I will be seeking re-election as District Mayor.

7. Illness

Ironically, after spending a good deal of my time over the last two years encouraging other people to get vaccinated and keep safe, recently I managed to test positive to Covid-19 myself. It wasn't a pleasant experience. Although I was away from the office maintaining isolation protocols, through zoom and other means, thankfully I was still able to continue with most of my administrative work. It was also a timely reminder that the pandemic is still very much ongoing and as individuals, we should still be exercising all the safety measures we can to protect ourselves. For many of us, catching the virus has had a degree of inevitability about it, but we should still be acting responsibly and trying to slow the spread at least. Overall, the situation is being compounded with the winter flu season and another wave of Covid related illness affecting many in the community.

8. Extraordinary Meeting of Council

In accordance with Standing Order 8.3 an Extraordinary Meeting of Council is being called for Tuesday 4 October 2022. This meeting will be held to confirm and receive committee minutes from meetings held in September before the commencement of the 2022-2025 triennium in October.

9. Correspondence

- Stratford Volunteer Fire Brigade Call Outs – July 2022
- Letter – Hon Dr Megan Woods – July 2022

10. Some Events Attended

- Attended – Funeral for Colin James
- Attended – Stratford District Youth Council meeting
- Met with representative of Stratford A & P Association
- Interviewed Citizens Awards recipients – (x7)
- Attended – LGNZ Webinar for Mayors – Reforms Update (x1)
- Attended – Stratford Rotary Club Annual General Meeting – guest
- Attended – Taranaki Regional Council Yarrow Stadium announcement webinar
- Attended meeting with representatives of the Stratford Park Steering Group
- Attended – Positive Aging Forum as guest speaker
- Attended - webinar on the Future of Local Government
- Attended - LGNZ Annual Conference by zoom (three days)
- Attended – Te Kāhui Maru and Tupu ā nuku Forestry Course Whakanui
- Attended - Local Government New Zealand Annual General Meeting by zoom
- Newspaper - Stratford Press Interviews and Articles (multiple)
- Newspaper - Daily News - Interviews (multiple)
- Attended – Regional Mayors and Chairs weekly meeting (x1)
- Attended – Council Pre-Agenda meetings (x2)
- Attended – Council Workshops (x2)
- Attended – Council Meetings (x3)



N C Volzke JP
District Mayor

Date: 4 August 2022

Stratford Volunteer Fire Brigade Call Outs

July 2022

Calls this month

15

Calls this year

118



Fire related calls

- | | |
|---|--|
| <p>04-07-22 Alarm activation St Joseph's School – Miranda Street</p> <p>05-07-22 Investigate smell of electrical burning, assist Toko fire brigade stood down before arrival – Waiwiri Road</p> <p>05-07-22 Chimney fire – Percy Avenue</p> <p>07-07-22 Alarm activation Stratford Primary School – Regan Street</p> <p>21-07-22 Alarm activation Vector Compressor, assisted by the Toko fire brigade – Derby Road Midhirst</p> <p>22-07-22 Alarm activation Vector Compressor, assisted by the Toko fire brigade – Derby Road Midhirst</p> <p>11-07-22 Alarm activation Countdown – Broadway</p> | <p>26-07-22 Alarm activation Stratford Ambulance Station, assisted by the Toko fire brigade – Romeo Street</p> <p>14-07-22 Alarm activation Stratford District Council – Miranda Street</p> <p>15-07-22 Investigate smoke logged house – Ariel Street</p> |
|---|--|



Motor vehicle accidents

- 03-07-22** False alarm good intent reported motor vehicle accident, brigade stood down before appliances left the station – Midhirst
- 11-07-22** Truck vs. ute, assisted by the Toko fire brigade, 1 fatality – SH 3 South of Midhirst
- 11-07-22** Car vs. fence, attended by the Toko fire brigade – Beconsfield Road



Other emergencies

- 05-07-22** Special service assist member of public with car outside Subway – Broadway
- 23-07-22** Stand by at Eltham Fire Station

Hon Dr Megan Woods

MP for Wigram

Minister of Housing

Minister of Energy and Resources

Minister for Building and Construction

Associate Minister of Finance



27 JUL 2022

Dear Mayor,

Officials from the Ministry of Business, Innovation and Employment (MBIE) recently wrote to the Chief Executives of all Councils, and I would like to further acknowledge and reiterate the critical role that you are playing to ensure that buildings are safe and healthy.

The building sector is currently under significant pressure, particularly in relation to the availability of key materials, and I value your support in helping to manage and mitigate these pressures. The Government recognises that you have a significant role to play as part of the solution.

There are a range of factors contributing to supply chain disruption, including the ongoing impacts of the COVID-19 pandemic, global shipping constraints and high commodity prices. The Omicron outbreak along with the war in Ukraine have exacerbated supply chain disruptions, affecting economies across the globe.

I am aware that many of you have these issues top of mind and that Councils are already actively looking for ways to do things differently to address the pressures. I am grateful for your work to date. However, it is critical that we work to make the product substitution as easy as possible for the sector.

This letter summarises the supply chain challenges, the current plasterboard shortages and seeks your on-going support in managing these challenges.

Building material supply chain disruptions

As Minister for Building and Construction, I am committed to supporting the construction sector to continue to build the houses, buildings, and infrastructure that New Zealanders need. Supply chain disruptions are a global phenomenon impacting economies worldwide.

While there is no immediate fix to these issues, there are several cross-government initiatives underway to address supply chain disruptions that focus on better information and planning, use of accessible alternative building products and other medium to longer term work. Addressing the current plasterboard shortage is one of the Government's current top priorities.

Government taskforce on plasterboard

Plasterboard is one product for which supply is unable to meet demand for the level of construction we are currently experiencing. I have set up a Ministerial taskforce with key construction and supply chain experts to look at the current plasterboard shortages facing New Zealand as a matter of urgency.

The taskforce aims to remove any unnecessary barriers, including around certification and product substitution, to facilitate the use of different types of plasterboard. The taskforce is advising me on the cross sectoral and government response required to ease current plasterboard supply constraints.

Managing existing pressures

Building consent authorities have a central role in ensuring there is a nationally consistent approach to managing product substitution after a building consent is issued. My officials have released more detailed guidance and will have worked with many building consent authorities directly about managing product substitution and the minor variation process and the role that each party plays. This guidance also acknowledges the prevalence of product substitution currently taking place in New Zealand and seeks to promote well informed, risk-based processes for dealing with changes to consent documentation. If you haven't already used it, I encourage you to read and utilise plasterboard guidance at

<https://www.building.govt.nz/assets/Uploads/building-code-compliance/certifications-programmes/product-assurance/product-substitution-plasterboard-guidance.pdf>

I have encouraged your Chief Executive to share and promote this guidance so that minor variations are managed effectively, efficiently and in a manner that ensures that the final work continues to meet the performance requirements of the Building Code. Please provide me with urgent feedback if the guidance that has been issued to date has not fulfilled your needs to support the processing of changes to consent documentation.

It would also be useful for all of us to understand how many minor variations are being made for plasterboard product substitution. Although not mandatory, I would encourage you to track the minor variations being made within your building consent authority.

Working with other parts of the sector

In order to ensure the entire sector is working together, my officials have also:

- written to the two professional bodies that represent Architects and Designers, being the New Zealand Institute of Architects and Architectural Designers New Zealand (ADNZ) to encourage them to be familiar with other plasterboard brands and make use of the plasterboard guidance
- engaged with International Accreditation New Zealand so that they are aware of the MBIE guidance in their dealings with BCAs through the BCA accreditation scheme

The Government is committed to working with Councils and the sector to better understand how we can support more flexibility, where appropriate, to help manage these challenges.

Warm regards,



Hon Dr Megan Woods
Minister for Building and Construction

DECISION REPORT



F19/13 – D22/28515

To: Council
From: Director – Corporate Services
Date: 9 August 2022
Subject: Carry Forward Capital Projects from 2021/22 to 2022/23

Recommendations

1. THAT the report and attached schedule be received.
2. THAT the schedule of uncompleted projects, budgeted for in 2021/22, and the amounts proposed, be approved for addition to the capital expenditure budget for 2022/23 in the reforecasted capital budget.

Recommended Reason

To provide the platform for capital projects to be completed that were budgeted for in a previous financial year.

/
Moved/Seconded

1. Purpose of Report

- 1.1 To make a decision on carrying forward capital projects, that were budgeted for in the 2021/22 financial year but remain uncompleted, to the 2022/23 financial year for completion.

2. Executive Summary

- 2.1 The 2021/22 financial year was the most significant year of capital programme delivery in Council history, with a total of \$24,477,426 (86% of the capital budget) spent. Budget managers are requesting a total of \$3,969,880 of remaining capital budget unspent in the 2021/22 financial year be carried forward to the 2022/23 financial year in order to complete the outstanding projects. Each project making up this total has been listed in the attached schedule to this report.
- 2.2 The projects put to Council by the respective budget managers for carrying forward to 2022/23 can be categorised by Council activity as follows, and are discussed in more detail under Section 4 of this report:
 - Economic Development \$1,641,717
 - Roading \$657,373
 - Stormwater \$235,025
 - Wastewater \$760,665
 - Water Supply \$469,182
 - Parks and Reserves \$110,699
 - Civic Amenities \$44,344
 - Corporate Services \$50,875
- 2.3 The financial consequences of delivering these projects have already been budgeted for in the Long Term Plan, although a full year of depreciation and interest is budgeted for in 2022/23 when this is unlikely to be incurred, resulting in a slight over-rating for the financial year. However, as the projects were not completed, or in some cases not started, in the year originally budgeted for, this report gives elected members the opportunity to review whether or not to proceed with these uncompleted capital projects. If any of the loan funded projects are abandoned, less borrowings will be required, and abandoning any reserve funded projects will result in less funds being drawn from

Council reserves and higher reserve balances. Note – there is a strong likelihood that from 1 July 2024, all three waters assets, along with the associated debt and reserve balances, will be removed from Council ownership, however the infrastructure investment will continue to serve the Stratford community and its ratepayers.

- 2.4 Elected members are being asked to consider the purpose and continuation of each project, line by line, and approve the full schedule for completion in the 2022/23 financial year, removing any capital projects that are no longer considered desirable or warranted.

3. Local Government Act 2002 – Section 10

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

This report meets the purpose of all four well-beings, ensuring the delivery of planned capital projects. In the Long Term Plan, the Council committed to a particular level of service and to the delivery of services as specified in the plan. The completion of the planned capital projects enables Council to fulfil that commitment to the Stratford district.

4. Background

- 4.1 The 2021/22 financial year was the first year of the Long Term Plan 2021-31. The capital expenditure budget for the year totalled \$28,534,970. Of this, Council spent \$24,477,426, which is the highest capital spend in Stratford District Council history. A number of significant projects were delivered, despite disruptions as a result of Covid-19, staff shortages, regulatory changes, and raw material supply and contractor availability issues.

- 4.2 Several projects were not completed due to varying factors, and have been summarised by Council Activity below:

- Economic Development – Council subdivision: A total of \$1.2m was set aside to purchase land to develop for a residential subdivision, similar to Council’s 2020 subdivision. Negotiations are still taking place with one landowner on purchase price and land area to be purchased. At this stage elected members have not expressed a desire to discontinue with the proposed subdivision, therefore Council officers are continuing negotiations. Stratford 2035: The projects to be implemented are still being worked on by Council officers, who have requested the budget be added to the 2022/23 financial year budget of \$520,000.
- Roading Projects – the majority of these will be 39% funded from the roading reserve, 61% funded from Waka Kotahi, with the exception of the Walking and Cycling Strategy footpath improvements which will be 100% funded from the roading reserve, and is Council’s share of the expenditure budgeted for in the Long Term Plan (Waka Kotahi subsidy declined).
- Stormwater – the delays in the three uncompleted projects are due to staff resourcing, Covid delays, reprioritisation of other key projects, and resource consent variations increasing the scope of works. The safety improvement project is to assess the risk associated with stormwater pipes

and tunnels through the Stratford urban area with a view to prohibiting entry to these structures.

- Wastewater – these projects have all commenced and have had some expenditure incurred in 2021/22. Some are three year projects where the budget has been estimated for each of the three years, and therefore it is expected that the remaining budget in 2021/22 is available for use to continue these long term projects.
- Water Supply – The major project here is the water meter installation. The meters have been purchased and scheduled for installation in 2022/23. The remaining projects have experienced delays due to contractor availability, and other considerations required taking longer than expected e.g. technical design work.
- Parks and Reserves – The Broadway roundabout upgrades are on hold waiting for the town centre plans to be completed. The other two projects are still waiting on design work to be completed, but planning has commenced.
- Corporate – This relates to Information Technology and a delay in the finalisation of a significant managed services contract due to technical negotiations. Implementation of the contract is scheduled to take place later in 2022.

Refer to the attached schedule for further details.

- 4.3 It is likely that many of the projects that are out for tender or going out for tender in 2022/23, if approved to be carried forward, will cost significantly more than what was budgeted in 2021 when the Long Term Plan was adopted, due to large price increases in all areas including labour, shipping, raw materials, and land prices.

5. Consultative Process

5.1 Public Consultation - Section 82

These projects have already been consulted on as part of the Long Term Plan.

5.2 Māori Consultation - Section 81

As per above.

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 The following risks from the Council's risk register are relevant to this decision:

In deciding not to deliver a particular project -

- Risk 86 – Asset / Infrastructure failure causing Public Health risk
- Risk 71 – Critical Asset Failure
- Risk 17 – Roading annual work programme

In deciding to deliver a project in a later financial year -

- Risk 28 – Interest Costs (interest on debt is increasing rapidly)

In addition, there is a risk of mistrust in the community if Council withdraws from an original commitment to deliver a particular level of service improvement, or implement capital replacements.

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 – direct link to LTP
What relationship does it have to the communities current and future needs for infrastructure, regulatory functions, or local public services?	Delivery of projects committed to in the LTP

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?
--

Refer to attached schedule to this report (**Appendix 1**).

7.3 Significance

	Yes/No	Explain
Is the proposal significant according to the Significance Policy in the Long Term Plan?	No	Does not meet the thresholds in the Significance and Engagement Policy.
Is it:		
• considered a strategic asset; or		
• above the financial thresholds in the Significance Policy; or		
• impacting on a CCO stakeholding; or		
• a change in level of service; or		
• creating a high level of controversy; or		
• possible that it could have a high impact on the community?		

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.

Option One Approve the carrying forward of capital projects, budgeted for in the 2021/22 financial year, as presented on the attached schedule to this report, to be added to the capital works programme for 2022/23.

Option Two As above, but removing any capital projects considered no longer required to be delivered, as agreed and instructed by elected members.

7.5 Financial

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

There will be a positive impact on debt levels and reserve balances if any of the projects were discontinued. If three of the roading projects are abandoned then Council will forfeit the Waka Kotahi subsidy portion also.

As mentioned previously in this report, there is a high likelihood that the original budgets for many of these projects will not be sufficient to meet the cost of the original scope of the project due to inflation.

7.6 Prioritisation & Trade-off

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

There is a risk that the capacity to deliver the existing projects in the 2022/23 capital works programme will be compromised if option one is approved. The capital budget for 2022/23 is \$17,415,000.

7.7 Legal Issues

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

No legal issues to consider.

7.8 **Policy Issues - Section 80**

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

No policy issues to consider.

Attachments

Appendix 1 Schedule of Uncompleted Capital Projects



Tiffany Radich
Director – Corporate Services



[Approved by]
Sven Hanne
Chief Executive

Date 3 August 2022

SCHEDULE OF CAPITAL PROJECTS UNCOMPLETED AS AT 30 JUNE 2022 PROPOSED FOR CARRY FORWARD TO 2022/23 FINANCIAL YEAR

Council Activity	Project Description	2021/22 Long Term Plan Budget (a)	Available from other sources (b)	Total Funds Available (a + b)	2021/22 Actual Expenditure YTD	Amount to be Carried Forward	Funding Source	Status of each Project as at 30 June 2022
Economy	Proposed Council subdivision	\$ 1,200,000	\$ -	\$ 1,200,000	\$ 6,025	\$ 1,193,975	Loan	Staff are in active negotiations for one strategically important property that would meet the intent of this funding. It is unlikely that a sale will be completed within the current financial year even if agreement can be reached with the vendor.
Roading	Road to zero	\$ -	\$ 905,000	\$ 905,000	\$ 475,238	\$ 429,762	Roading Reserve / Waka Kotahi Subsidy	Remaining funds carried over to fund the High School safety project (the contract value is \$120,000 over allocation), and Opunake Road barrier installations.
Roading	Walking and Cycling Strategy (footpath improvements)	\$ 350,000	-\$ 213,500	\$ 136,500	\$ -	\$ 136,500	Roading Reserve	Funding request declined by Waka Kotahi (NZTA), so Council will spend it's share of the cost on the Fenton Street Shared Use Footpath / Cycleway. Unfortunately due the weather and workload, contactors are unable to start the project until September/ October 2022.
Roading	Low cost low risk safety projects	\$ 830,000	-\$ 680,000	\$ 150,000	\$ 78,889	\$ 71,111	Roading Reserve / Waka Kotahi Subsidy	This will be utilised in 2022/23 for road safety projects.
Roading	Low cost low risk safety (special purpose roads)	\$ 15,000	\$ 5,000	\$ 20,000	\$ -	\$ 20,000	Roading Reserve / Waka Kotahi Subsidy	To put towards a meaningful project in 2022/23.
Stormwater	Reticulation Capacity Increase	\$ 135,000	\$ -	\$ 135,000	\$ 64,328	\$ 70,672	Loan	Achilles Street upgrade design is complete, easement to be obtained prior to works commencing, tender documentation yet to be drafted. Miranda Street upgrade design finalised, tender documentation yet to be drafted.

2022 - Agenda - Ordinary - August Open - Decision Report - Carry Forward Capital Projects from 2021/22 to 2022/23

Council Activity	Project Description	2021/22 Long Term Plan Budget (a)	Available from other sources (b)	Total Funds Available (a + b)	2021/22 Actual Expenditure YTD	Amount to be Carried Forward	Funding Source	Status of each Project as at 30 June 2022
Stormwater	Safety improvements	\$ 117,370	\$ -	\$ 117,370	\$ -	\$ 117,370	Loan	Work required for rock armouring of a storm water culvert off Pembroke Road, quotes being sought, resource consent requirements have increased the scope of works and therefore cost.
Stormwater	Reticulation Renewals	\$ 53,000	\$ -	\$ 53,000	\$ 6,017	\$ 46,983	General depreciation reserve	Achilles Street design completed, tender documentation yet to be drafted. Miranda Street upgrade design finalised, tender documentation yet to be drafted.
Wastewater	Reticulation capacity increase	\$ 150,000	\$ -	\$ 150,000	\$ 82,619	\$ 67,381	Loan	The re-lining of Broadway is complete, and the balance of funds is currently being programmed for 2022/23.
Wastewater	Inflow and infiltration programme	\$ 150,000	\$ -	\$ 150,000	\$ 7,281	\$ 142,719	Loan	The three year network investigation and pipelining contract is near completion and is to be tendered prior to end of June. Consultants were engaged to design a flow monitoring programme, but the proposed cost outweighed the benefit.
Wastewater	Treatment plant upgrade	\$ 500,000	\$ -	\$ 500,000	\$ 105,021	\$ 394,979	Loan	Sample programme has commenced. Diatomix seeding infrastructure has been procured from Australia, and installed, to ensure consent compliance.
Wastewater	Infiltration renewals	\$ 183,000	\$ -	\$ 183,000	\$ 27,414	\$ 155,586	Wastewater Reserve	The three year network investigation and pipelining contract is near completion and is to be tendered in 2022/23.
Water Supply	Water meter upgrade - change existing to electronic meters	\$ 258,000	\$ -	\$ 258,000	\$ 61,130	\$ 196,870	Loan	200 meters have been procured this year and are to be installed to replace existing meters.
Water Supply	Laterals	\$ 30,600	\$ -	\$ 30,600	\$ -	\$ 30,600	Water Reserve	Ongoing as required

2022 - Agenda - Ordinary - August Open - Decision Report - Carry Forward Capital Projects from 2021/22 to 2022/23

Council Activity	Project Description	2021/22 Long Term Plan Budget (a)	Available from other sources (b)	Total Funds Available (a + b)	2021/22 Actual Expenditure YTD	Amount to be Carried Forward	Funding Source	Status of each Project as at 30 June 2022
Water Supply	Stratford street work rider mains	\$ 255,000	\$ -	\$ 255,000	\$ 146,414	\$ 108,586	Water Reserve	Expenditure to date is for Claudius Street works, and the balance is for Surrey Street and part of Broadway. The contract is due to commence in July 2022.
Water Supply	Infrastructural general - Midhirst	\$ 3,000	\$ -	\$ 3,000	\$ -	\$ 3,000	Water Reserve	Ongoing, as required
Water Supply	Stratford reservoir	\$ 30,000	\$ -	\$ 30,000	\$ 14,464	\$ 15,536	Water Reserve	Reservoir roof seal was replaced and ladders installed; the cleaning requirement and methodology will be determined in 2022/23.
Water Supply	Midhirst reservoir	\$ 15,000	\$ -	\$ 15,000	\$ -	\$ 15,000	Water Reserve	The cleaning requirement and methodology will be determined in 2022/23.
Water Supply	Meter replacements	\$ 50,000	\$ -	\$ 50,000	\$ 43,950	\$ 6,050	Water Reserve	Meters will be installed in 2022/23
Water Supply	Midhirst resource consent	\$ 100,000	\$ -	\$ 100,000	\$ 6,460	\$ 93,540	Loan	Iwi are reviewing the assessment reports to determine the need for a cultural impact assessment.
Parks and Reserves	Broadway Roundabout Gardens upgrade	\$ 60,000	\$ -	\$ 60,000	\$ -	\$ 60,000	Loan	On hold as liaising with Community Services regarding the town centre plan.
Parks and Reserves	Trees of Significance - Walkway	\$ 35,000	\$ -	\$ 35,000	\$ 30,000	\$ 5,000	Loan	Currently liaising with Iwi regarding information to go on the signs, and awaiting their decision.
Parks and Reserves	Replace septic tank - Whangamomona Camp Ground	\$ 47,000	\$ -	\$ 47,000	\$ 1,301	\$ 45,699	General depreciation reserve	The concept design is completed, then the old tank will be removed and the new one installed. However, council is now looking at a new location for the dump station and effluent bed as having these on-site does not comply with new regulations.
Civic Amenities	Stratford 2035	\$ 482,500	\$ -	\$ 482,500	\$ 34,758	\$ 447,742	Loan	This budget consists of a number of projects, which are being planned and prioritised. The balance will be carried over to next year.

2022 - Agenda - Ordinary - August Open - Decision Report - Carry Forward Capital Projects from 2021/22 to 2022/23

Council Activity	Project Description	2021/22 Long Term Plan Budget (a)	Available from other sources (b)	Total Funds Available (a + b)	2021/22 Actual Expenditure YTD	Amount to be Carried Forward	Funding Source	Status of each Project as at 30 June 2022
Civic Amenities	WMC - kitchen and cabinetry upgrade	\$ 20,000	\$ -	\$ 20,000	\$ 7,519	\$ 12,481	Loan	Contract has been awarded, and a deposit paid, however due to delays of materials, and labour shortages, the full project was unable to be completed by 30 June 2022.
Civic Amenities	WMC - appliance upgrade	\$ 9,500	\$ -	\$ 9,500	\$ 4,336	\$ 5,164	Loan	Commercial dishwasher was not able to be delivered prior to 30 June 2022.
Civic Amenities	Storage shed	\$ 70,000	\$ -	\$ 70,000	\$ 43,301	\$ 26,699	General depreciation reserve	The old shed has been demolished and work commenced on the new shed. However there have been delays in getting materials and then the weather.
Corporate	Computers/Peripherals/ Software	\$ 128,000	\$ -	\$ 128,000	\$ 76,352	\$ 50,875	General depreciation reserve	The balance of funds are proposed to be carried over for the purchase of various projects that were held up this year due to Covid and contract negotiations.
						\$ 3,969,880		

DECISION REPORT



F19/13/04 – D22/27902

To: Council
From: Director - Assets
Date: 9 August 2022
Subject: Better Off Funding Projects

Recommendations

1. THAT the report be received.
2. THAT the Council approve for submission to the Central Government Better Off Fund, an application for \$2.57M covering three projects including the *Brecon Road Extension; the Town Centre Development - Prospero Place and Broadway Beautification - Skate Park Redevelopment, the Victoria Park Drainage Project and Enabling Infrastructure – Wastewater Project*

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 Elected Members' approval to present three projects for funding assistance to the Central Government Better Off Funding stream. The deadline for this application is 30 September 2022.

2. Executive Summary

Projects for the Better Off Funding stream by central government were identified to be developed further in a workshop with Elected Members followed by a Decision Report presented to the Policy and Services Committee on 26 July 2022. At this meeting Officers were requested to amend the application. This report is the result of this request.

These projects were considered based on a combination of the central government funding criteria and Council's strategic goals and key priorities. A prioritisation exercise was undertaken using an assessment matrix to arrive at a relative priority assessment for the identified projects, followed by robust discussions to determine the top three projects and the \$2.57M funding split.

The top three projects and funding split are:

- Brecon Road Extension \$0.75 M;
- Town Centre Development - Prospero Place, Broadway Beautification, Skate Park development and Victoria Park Drainage Project \$1.67M (to be confirmed); and
- Enabling Infrastructure – wastewater, \$0.15 M.

Following the approval and adoption of this report, an application will be completed and made to the Central Government Better Off Fund. If made before 31 August 2022, a response is expected by the end of September 2022.

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 will support the promotion of these 4 well beings for the Stratford Community, both now and in the future. An application for external funding reduces the rating impact for residents.

4. Background

4.1 The Better Off Funding is a \$2.5billion support package for local authorities under the Three Waters Reform programme. There are two broad components to this support package:

- \$2 billion of funding to invest in the future of local government and community wellbeing, while also meeting priorities for government investment (the “better off” component); and
- \$500 million to ensure that no local authority is financially worse off as a direct result of the reform (the “no worse off” component).

4.2 SDC has been allocated a total of \$10.27 million from this fund, with \$2.57million available this year (Tranche 1) and the balance of \$7.7million available in 2024 (Tranche 2). The funding has three criteria that each project must meet:

- Supporting communities to transition to a sustainable and low-emissions economy, by building resilience to climate change and natural hazards;
- Delivery of infrastructure and services that enable housing development and growth; and
- Delivery of infrastructure and services that support local place-making and improvements in community well-being.

4.3 As a requirement of the funding application, Council Officers developed a prioritisation matrix (**Appendix 1**) to rank all identified projects into the decreasing order of importance, as determined by the funding criteria and Council’s priorities. The ranking produced the top 3 projects and funding sought in this first tranche, allocated to each following robust discussions by Elected Members, as per below.

Project		Funding Sought		
		Tranche 1	Tranche 2	Total
1	The Brecon Road Extension	\$0.75 M	\$7.7M	\$8.45 M
2	Town Centre Development - Prospero Place, Broadway Beautification, Skate Park development and Victoria Park Drainage Project	\$1.67 M*	-	\$1.67 M
3	Enabling Infrastructure - wastewater	\$0.15 M	-	\$0.15 M
Total		\$2.57M	\$7.7M	\$10.2 M

*To be confirmed

4.4 Elected Members also agreed in principle that in order to give the Brecon Road Extension project a fighting chance of implementation, the entire tranche 2 funding of \$7.7 M should be allocated to it. This will be reviewed prior to submitting an application for the next funding tranche.

4.5 A description of the projects is provided in **Appendix 2**.

5. Consultative Process

5.1 Public Consultation - Section 82

No public consultation is required. These projects have already been indicated in the Long-Term Plan 2021 – 31 and hence, also been through the public consultation process.

5.2 Māori Consultation - Section 81

Māori consultation is a requirement of this application and Council is currently undertaking appropriate consultation to that effect.

6. Risk Analysis

Refer to the Council Risk Register - available on the Council website.
<ul style="list-style-type: none"> Does this report cover any issues that relate to any risks on the Council Risk Register, and if so which risks and what are the impacts and likelihood of eventuating? Does this report cover any issues that may lead to any new risks that are not on the Council Risk Register, and if so, provide some explanation of any new identified risks. Is there a legal opinion needed?

6.1 This report supports the financial mitigation risks in the Council Risk register by providing rates relief to the community through external funding.

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, these projects have been indicated in the LTP 2021-31 and where not so, will provide a solid base to enable growth in the Trafford District.
What relationship does it have to the communities current and future needs for infrastructure, regulatory functions, or local public services?	Providing support to the community through externally funded projects.

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?
--

As per Appendices 1 & 2. Business Cases have also been prepared for all 3 projects to inform the funding application.

7.3 **Significance**

	Yes/No	Explain
Is the proposal significant according to the Significance Policy in the Long-Term Plan?	No	
Is it: <ul style="list-style-type: none"> considered a strategic asset; or 	Yes	Once completed, the Brecon Road (and bridge) Extension will be a significant asset to the Stratford District
<ul style="list-style-type: none"> above the financial thresholds in the Significance Policy; or 	No	
<ul style="list-style-type: none"> impacting on a CCO stake holding; or 	No	
<ul style="list-style-type: none"> a change in level of service; or 	No	
<ul style="list-style-type: none"> creating a high level of controversy; or 	No	
<ul style="list-style-type: none"> possible that it could have a high impact on the community? 	No	

In terms of the Council's Significance Policy, is this proposal of high, medium, or low significance?		
High	Medium	Low
		✓

7.4 **Options**

<p>An assessment of costs and benefits for each option must be completed. Use the criteria below in your assessment.</p> <ol style="list-style-type: none"> What options are available? For each option: <ul style="list-style-type: none"> explain what the costs and benefits of each option are in terms of the present and future needs of the district; outline if there are any sustainability issues; and explain if the outcomes meet the current and future needs of communities for good-quality local infrastructure, local public services, and performance of regulatory functions? After completing these, consider which option you wish to recommend to Council, and explain: <ul style="list-style-type: none"> how this option is the most cost-effective option for households and businesses; if there are any trade-offs; and what interdependencies exist.

The Council has the following options for consideration:

- Option 1:** Approve the Projects for inclusion in the Better Off Funding Application. This is the preferred Option as the projects represent Council Priorities and are well-aligned with the central government funding criteria.
- Option 2:** For Elected Members to provide direction regarding the identified, or any other projects, and either set funding within this report or request further work to be done if scope needs further development.
- Option 3:** Decline to Approve these projects – Council will lose the acceleration that this opportunity affords to implement these projects well ahead of scheduled projection. This is not a desirable outcome.

7.5 **Financial**

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

There is no adverse impact on funding and debt levels as a result of these projects.

The majority of funding for these projects is already approved as part of the Long-Term Plan from years 4 to 10. The DIA funding will allow Council to divert these funds into other areas in Years 4 – 10 of the LTP, potentially supporting the improvement to service levels in other areas for the community.

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 prioritisation or trade-off 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.

Attachments:

Appendix 1 Relative Priority Assessment and Ranking

Appendix 2 Project Description Summary



Victoria Araba
Director - Assets



Approved by:
Sven Hanne
Chief Executive

DATE: 3 August 2022

APPENDIX 1

Relative Priority Assessment and Ranking

	Relative Priorities Assessment Criteria	Brecon Road Extension	Town Centre Development - Prospero Place, Broadway Beautification, Skate Park development and Victoria Park Drainage Project	Enabling Infrastructure - wastewater
1	Resilience to Climate Change and Natural Hazards	5	2	4
2	Enabling housing development and Growth	5	4	5
3	Support Local Place-making and Improvements to Community Wellbeing	5	5	4
4	Iwi Support	3	3	3
5	Risk Analysis	5	4	4
6	Value for Money	5	4	4
7	Community Support	5	5	3
8	Strategic Fit	5	5	4
	Total Rating	38	32	31
	Ranking	1	2	3

Ranking	Better Off Funding Projects
1	Brecon Road Extension
2	Town Centre Development - Prospero Place, Broadway Beautification, Skate Park development and Victoria Park Drainage Project
3	Enabling infrastructure - Wastewater

APPENDIX 2

Project Description Summary

Item	Better Off Funding Projects	Project Description	Project Value	Project Duration
1	Brecon Road Extension	<ul style="list-style-type: none"> To connect Brecon Road North and Brecon Road South via a new link road and two bridges, one over the Patea River and the other over the Paetahi Stream, using the existing "paper road" reserve; To provide another crossing to the west of the State Highway 3 within the Stratford township, should bridge over the Patea River on SH3 be closed for any reason (resilience); To provide improvement to our walking cycling network on the western side of town. To increase the infrastructure resilience. 	\$16M	Up to 5 years
2	Town Centre Development - Prospero Place	<ul style="list-style-type: none"> To acquire land currently being leased by council; To implement the town centre plan for Prospero Place; and To work alongside/partner with Waka Kotahi to create a safer pedestrian corridor when trying to cross over Broadway. 	\$1.25M	Up to 5 years
	Broadway Beautification	<ul style="list-style-type: none"> To work alongside landowners/business owners to repair and paint facades (aesthetic rather than structural upgrades) to make the town centre between the roundabouts more attractive for the community and also to visitors and investors. 	Up to \$200k**	Up to 2 years
	Skate Park development	<ul style="list-style-type: none"> To develop a new Skate Park in the vicinity or close proximity of the existing skate park. 	Up to \$150k**	12 – 18 months
	Victoria Park Drainage Project	<ul style="list-style-type: none"> To undertake drainage improvement to the Victoria Park grounds used by the Rugby and Cricket Clubs (Total Project Cost - \$130k, with \$60k already in the budget, amount sought is \$70k). 	Approx. \$70k	12 months
3	Enabling infrastructure - Wastewater	<ul style="list-style-type: none"> The purpose of this project is to identify and fund elements of the Stratford Park project that either contribute to the delivery of the overall project, or deliver one or more specific components that contribute to the overall project moving forward, particular with respect to activities directly beneficial to the Stratford community, such as installation of enabling core infrastructure to service the facility. Water supply is reasonably well established along two boundaries of the site. Wastewater however is not existent within the vicinity of the site and current service is via septic tanks. Septic tanks are already proving problematic at the current site and are not considered feasible for the overall scope of the project. A significant investment will be required to connect this site to the wastewater network. A co-funding approach from other council infrastructure budgets would be appropriate as depending on design it would help to mitigate existing downstream capacity issues. 	Approx. \$220k**	3 – 5 years
**To be confirmed				



Our reference
F19/13/03-D21/40748

Karakia

Kia uruuru mai
Ā hauora
Ā haukaha
Ā haumāia
Ki runga, Ki raro
Ki roto, Ki waho
Rire rire hau Paimārire

I draw in (to my being)
The reviving essence
The strengthening essence
The essence of courage
Above, Below
Within, Around
Let there be peace.