



Our reference
F19/13/03-D21/26182

7 December 2023

Ordinary Meeting of Council

Notice is hereby given that the Ordinary Meeting of Council will be held in Committee Meetings of Council will be held in the **Council Chambers, Stratford District Council, 63 Miranda Street, Stratford on Tuesday 12 December 2023** beginning at **3.30pm**.

Timetable for 12 December 2023 as follows:

9.00am	Workshop for Councillors <ul style="list-style-type: none">• Wai o Rua – Stratford Aquatic Centre - Café business case only• Fees and Charges – first review• Rates Remission Policy – introduction• Financial Strategy – introduction• LTP Updates<ul style="list-style-type: none">- Forestry Targeted Rate- Section 17a reviews- Financial Model- Earthquake Strengthening- LTP Capital Projects- Stratford Park and the LTP- Percy Thomson Trust/CCO- Revenue and Financing Policy
3.00pm	Public Forum <ul style="list-style-type: none">• Taranaki Enviroschools
3.30pm	Ordinary Meeting of Council

Yours faithfully

Sven Hanne
Chief Executive

2023 - Agenda - Ordinary

12 December 2023 03:30 PM



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10. Public Forum Response

11. Questions

12. [Closing Karakia](#)

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AGENDA

Ordinary Meeting of Council



F22/55/05 – D23/48285

Date: 12 December 2023 at 3.30 PM
Venue: Council Chambers, 63 Miranda Street, Stratford

1. Welcome

- 1.1 **Opening Karakia**
D21/40748 Page 8
- 1.2 **Health and Safety Message**
D21/26210 Page 9

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**
Page 10

Attendance schedule for Ordinary and Extraordinary Council meetings.

6. Confirmation of Minutes

- 6.1 **Ordinary Meeting of Council – 14 November 2023**
D23/46475 Page 11

Recommendation

THAT the minutes of the Ordinary Meeting of Council held on Tuesday 14 November 2023 be confirmed as a true and accurate record.

/
Moved/Seconded

- 6.1.1 **Updated Meeting Schedule**
D23/43918 Page 16

The updated meeting schedule is attached with two further amendments required:

Recommendation

THAT the amendments to the Meeting Schedule (Item 8) be approved as follows:

- Workshop – 12.30pm, Tuesday 23 January 2024
- Audit and Risk Committee Meeting – 12 March 2024 - be amended to correct date of 2.00pm, Tuesday 19 March 2024.

/
Moved/Seconded

6.1.2 Public Forum Notes
D23/46542 Page 20

The notes from the Public Forum held on Tuesday 14 November 2023 are attached for Council's information.

6.2 **Audit and Risk Committee – 21 November 2023**
D23/47249 Page 22

Recommendations

1. THAT the unconfirmed minutes of the Audit and Risk Committee meeting held on Tuesday 21 November 2023 be received.
2. THAT the recommendations in the minutes of the Audit and Risk Committee meeting held on Tuesday 21 November 2023 be adopted.

/
Moved/Seconded

6.3 **Policy and Services Committee – 28 November 2023 (Hearing)**
D23/48292 Page 30

Recommendations

1. THAT the unconfirmed minutes of the Policy and Services Committee, to hear and consider submissions to the draft Beauty Therapy, Tattooing and Skin Piercing Bylaw and Code of Practice, meeting held on Tuesday 28 November 2023 be received.
2. THAT the recommendations in the minutes of the Policy and Services Committee, to hear and consider submissions to the draft Beauty Therapy, Tattooing and Skin Piercing Bylaw and Code of Practice, meeting held on Tuesday 28 November 2023 be adopted.

/
Moved/Seconded

6.4 **Policy and Services Committee – 28 November 2023**
D23/48069 Page 33

Recommendations

1. THAT the unconfirmed minutes of the Policy and Services Committee meeting held on Tuesday 28 November 2023 be received.
2. THAT the recommendations in the minutes of the Policy and Services Committee meeting held on Tuesday 28 November 2023 be adopted.

/
Moved/Seconded

6.5 **Extraordinary Meeting of Council – 5 December 2023**
D23/48551 Page 46

Recommendation

THAT the minutes of the Extraordinary Meeting of Council held on Tuesday 5 December 2023 be confirmed as a true and accurate record.

/
Moved/Seconded

6.6 Farm and Aerodrome Committee – 5 December 2023
D23/48502 Page 52

Recommendations

1. THAT the unconfirmed minutes of the Farm and Aerodrome Committee meeting held on Tuesday 5 December 2023 be received.
2. THAT the recommendations in the minutes of the Farm and Aerodrome Committee meeting held on Tuesday 5 December 2023 be adopted.

/
Moved/Seconded

7. Decision Report – Future of the Former TSB Pool Complex
D23/35288 Page 58

Recommendations

1. THAT the report be received.
2. THAT Council determines to demolish the TSB Pool Complex and return the underlying land to the park, as per option 2.

Recommended Reason

There is considerable interest from the community as to the future of the former TSB Pool Complex. Option 2 will provide the community an opportunity to decide on the future of this asset.

/
Moved/Seconded

8. Decision Report – Future of Prospero Place
D23/47509 Page 70

Recommendations

1. THAT the report be received.
2. THAT Council approves to progress the proposed Prospero Place concept plan Northeast Plaza only (as shown in Appendix 1) as per Option 3.

Recommended Reason

Providing a decision on the preferred option will guide Officers to progress this project, once negotiations for the purchase of the green space in Prospero Place.

/
Moved/Seconded

9. Decision Report – Americarna 2024 – Proposed Temporary Road Closures
D23/48342 Page 77

Recommendations

1. THAT the report be received.
2. THAT pursuant to Section 342(1) (b) in accordance with Schedule 10 clause 11(e) of the Local Government Act 1974, approval is given that the Stratford District Council closes the following roads on Friday 23 February 2024, between the hours of 7.00am and 3.00pm for the purpose of the 2024 Americarna event.
 - SH3 Broadway between Seyton Street and Fenton Street.
 - Regan Street between Miranda Street and Juliet Street between the hours of 9am to 3:00pm
 - Miranda Street between the Seyton Street and Fenton Street.
3. THAT the Council approves the alternative routes detailed below:
 - **Southbound traffic** – Left into Seyton Street, right into Juliet St, left onto Fenton Street to return to SH3 at the southern roundabout.
 - **Northbound traffic** – Left onto Fenton St, right into Portia St to Seyton St, right onto Seyton St to rejoin SH3 at Seyton St/SH3 intersection.

Recommended Reason

For the Stratford Business Association to host Americarna, it is necessary to close the roads listed above for safety reasons and for the participants to exhibit their vehicles via a static display. The proposed road closures require formal endorsement by a Council resolution.

/
Moved/Seconded

10. Public Forum Response

Speaker: Lauree Jones
Topic: Enviro Schools

11. Questions

12. Closing Karakia
D21/40748 Page 90



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 2023 Ordinary and Extraordinary Council meetings.

Date	14/2/23	14/3/23	11/4/23	9/5/23	13/6/23	11/7/23	8/8/23	12/9/23	10/10/23	14/11/23	05/12/23	12/12/23
Meeting	O	O	O	O	O	O	O	O	O	O	E	O
Neil Volzke	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Steve Beck	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Grant Boyde	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Annette Dudley	✓	✓	✓	✓	✓	✓	✓	✓	✓	S	✓	
Jono Erwood	✓	✓	✓	✓	✓	✓	✓	✓	✓	A	✓	
Ellen Hall	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Amanda Harris	AV	✓	✓	✓	✓	✓	✓	✓	✓	✓	AV	
Vaughan Jones	✓	✓	✓	✓	A	✓	✓	✓	✓	✓	✓	
Min McKay	✓	✓	S	✓	✓	✓	A	✓	✓	✓	✓	
John Sandford	S	S	S	✓	✓	✓	✓	✓	✓	✓	✓	
Clive Tongaawhikau	✓	A	✓	✓	A	✓	✓	✓	✓	✓	A	
Mathew Watt	✓	✓	✓	A	✓	✓	✓	✓	✓	✓	A	

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



F22/55/05 – D23/46475

Date: Tuesday 14 November 2023 at 3.30 PM

Venue: Council Chambers, Stratford District Council, 63 Miranda Street, Stratford

Present

The District Mayor N C Volzke (the Chairman), the Deputy Mayor – M McKay, Councillors: S J Beck, G W Boyde, A K Harris, E E Hall, V R Jones, W J Sandford, C M Tongaawhikau and M J Watt.

In attendance

The Chief Executive – Mr S Hanne, the Director – Assets Mrs V Araba and the Director – Corporate Services – Mrs T Radich, the Director – Environmental Services – Mr B Sutherland, the Director – Community Services – Ms K Whareaitu, the Committee Advisor and Executive Assistant – Mrs E Bishop, the Finance Officer – Mrs M Smit, two members of the public and one member of the media (Stratford Press)

1. Welcome

The District Mayor welcomed Elected Members, members of the public, staff and the media to the meeting.

1.1 Opening Karakia D21/40748 Page 5

The opening karakia was read.

1.2 Health and Safety Message D21/26210 Page 6

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

2. Apologies

A leave of absence was approved for Councillor J M S Erwood and apology received from Councillor A M C Dudley.

Recommendation

THAT the apologies be received.

HARRIS/JONES
Carried
CL/23/122

3. Announcements

The District Mayor reminded Elected Members that the Trade Graduation Ceremony will be held on 23 November 2023 and RSVPs are to be sent to the Workforce Coordinator.

4. Declarations of Members Interest

Elected members to declare any real or perceived conflicts of interest relating to items on this agenda. There were no conflicts of interest declared.

5. Attendance Schedule

The attendance schedule for Ordinary and Extraordinary Council meetings was attached.

6. Confirmation of Minutes

6.1 Ordinary Meeting of Council – 10 October 2023 D23/45529 (Open) D23/43408 (PE) Page 8

Recommendation

THAT the minutes of the Ordinary Meeting of Council held on Tuesday 10 October 2023, including those in the public excluded section, be confirmed as a true and accurate record.

SANDFORD/HALL
Carried
CL/23/123

The Committee Advisor and Executive Assistant undertook to make the following amendments:

- Page 14, questions/points of clarification amend *hours* to *houses*

6.2 Policy and Services Committee – 24 October 2023 (Hearing) D23/40080 Page 30

Recommendations

1. THAT the unconfirmed minutes of the Policy and Services Committee, to hear and consider submissions to the draft Waste Management and Minimisation Plan and change of Level of Service, meeting held on Tuesday 24 October 2023 be received.

HARRIS/WATT
Carried
CL/23/124

2. THAT the recommendations in the minutes of the Policy and Services Committee, to hear and consider submissions to the draft Waste Management and Minimisation Plan and change of Level of Service, meeting held on Tuesday 24 October 2023 be adopted.

VOLZKE/HALL
Carried
CL/23/125

The District Mayor noted this includes the recommendation to adopt and implement the Waste Management and Minimisation plan from 1 December 2023. A report will be brought back for consideration on the kerbside collection/level of service change.

6.3 Policy and Services Committee – 24 October 2023
D23/44732 (open) D23/44204 (PE) Page 36

Recommendations

1. THAT the unconfirmed minutes of the Policy and Services Committee meeting, including those in the public excluded section, held on Tuesday 24 October 2023 be received.

BOYDE/WATT
Carried
CL/23/126

2. THAT the recommendations in the minutes of the Policy and Services Committee meeting, including those in the public excluded section, held on Tuesday 24 October 2023 be adopted.

HARRIS/BOYDE
Carried
CL/23/127

7. District Mayor's Report
D23/45970 Page 43

Recommendation

THAT the report be received.

VOLZKE/McKAY
Carried
CL/23/122

The District Mayor noted the following points:

- The report from LGNZ on the Future of Local Government will be presented to elected members to help form this council's vote.
- He asked if council would like to respond to Waka Kotahi regarding the special purpose road reduction in funding.
- He noted that all Transport Choices Projects had been paused while the government considers if funding is available within their list of priorities.

Questions/Points of Clarification:

- Councillor Boyde noted council must reply to Waka Kotahi and make council's view very clear. This is totally unacceptable and unfair that 37% of these costs will fall back on ratepayers. This was once again out of council's control.
- The Director – Corporate Services noted this was approximately \$70,000 - \$80,000 worth of maintenance every year if the same level of service was maintained.
- The road could be closed during snow events, however this would impact Ngāti Ruanui with the Stratford Mountain House, Ngāruahine with the Dawson Falls lodge when it is completed and the Stratford Mountain Club for the ski field.
- Councillor Hall noted her disappointment at the change given that council has communicated strongly with Waka Kotahi how hamstrung council is with roading maintenance within the funding available. It is unsustainable and goes against the definition of a special purpose road. Council would have a massive financial impact to maintain this to the current level or a reputational impact if it does not.
- The District Mayor noted council is required to provide a road to the entrance of a property therefore this would only go to the boundary of Te Papakura o Taranaki which is why the road past the boundary is a special purpose road.

- The Deputy Mayor suggested the Mayoral Forum could also write in support of council as the closure of the road would have a regional impact. The District Mayor noted South Taranaki did not have any special purpose roads and New Plymouth had one up to North Egmont.
- The Chief Executive noted it could be suggested that the Department of Conservation be the road controlling authority from the boundary. Councillor Harris noted her concern that council would not be able to stipulate when it needed to be cleared and would be at the peril of their decisions.
- The District Mayor will write a letter and also raise with the new minister of transport.

8. Decision Report – Adoption of 2024 Meeting Schedule

D23/43919 Page 70

Recommendations

1. THAT the report be received.

VOLZKE/JONES
Carried
CL/23/122

2. THAT Council confirm the 2024 Meeting Schedule as ~~presented~~ amended.

McKAY/HALL
Carried
CL/23/122

Recommended Reason

Meetings are required to be held to effectively and efficiently conduct Council business in a clear and open manner.

It is the intention of this resolution to hold two-monthly Audit and Risk Committee Meetings, monthly Ordinary Council meetings, monthly Policy and Services Committee meetings and quarterly Farm and Aerodrome Committee meetings, to ensure efficiency of implementing decisions made by all Committees and to minimise meetings falling on the same day.

The Committee Advisor and Executive Assistant noted the following points:

- The heading dates will be amended to 2024.
- The hearing in February will be amended to begin at 1pm to allow for the Speed Management Plan to be added to this hearing. The hearing in March will now begin at 2pm.

Questions/Points of Clarification:

- It was requested that all workshops be amended to begin at 1pm to allow for Long Term Plan discussions.
- It was requested that the September Farm and Aerodrome Committee meeting be moved to 8 October 2023.

9. Public Forum Response

Speaker: Tracey Blake
Topic: Stratford Park Update

Speaker: Michael Carr
Topic: Sport Taranaki update

Acknowledge and thank both presenters and invite to continue six monthly updates.

10. Questions

- The District Mayor noted that an email from Stratford Primary School regarding Wai o Rua – Stratford Aquatic Centre had been received. He asked if council would like to discuss the fees and charges and data of the aquatic centre as a separate topic during the long term plan discussions? Councillors agreed for this to be organised and it was requested that this be provided as soon as possible.

11. Closing Karakia

D21/40748 Page 79

The closing karakia was read.

The meeting closed at 4.02pm

N C Volzke
Chairman

Confirmed this 12th day of December 2023.

N C Volzke
District Mayor

MEETING SCHEDULE



D23/43918

2024 Meeting Schedule

Council	Held monthly (2 nd Tuesday in that month)
Policy and Services Committee meeting	Held monthly (4 th Tuesday in that month)
Audit & Risk Committee Meetings	Held every second month (3 rd Tuesday in that month)
Farm and Aerodrome Committee Meetings	Held quarterly (3 rd Tuesday in that month with the exception of September and December)
Public Forums	Public forums are scheduled at 3.00 pm prior to each Council meeting. These forums are by request and more information can be located on Council's website.
Workshops	Workshops will be scheduled prior to each Ordinary and Policy and Services Committee Meeting. Change in times, additional workshops or cancellations will be notified by the Chief Executive.

All meetings are held in the Council Chambers unless otherwise stated

Meeting	Meeting Date	Meeting Time
JANUARY 2023		
Workshop for Councillors	Tuesday 23 January	12.30pm
Policy & Services Committee	Tuesday 23 January	3.00 pm
FEBRUARY 2023		
Workshop for Councillors	Tuesday 13 February	1.00 pm
Public Forum (by request)	Tuesday 13 February	3.00 pm
Council Meeting	Tuesday 13 February	3.30 pm
Hearing (Easter Sunday Trading and Speed Management Plan)		
	Tuesday 27 February	1.00 pm
Policy & Services Committee	Tuesday 27 February	3.00 pm
MARCH 2023		
Workshop	Tuesday 12 March	1.00 pm
Public Forum (by request)	Tuesday 12 March	3.00 pm
Council Meeting	Tuesday 12 March	3.30 pm
Farm & Aerodrome Committee	Tuesday 19 March	12 noon
Audit and Risk Committee	Tuesday 19 March	2.00pm
Hearing (King Edward Park Management Plan and Speed Management Plan)		
	Tuesday 26 March	2.00 pm
Policy & Services Committee	Tuesday 26 March	3.00 pm

Meeting	Meeting Date	Meeting Time
APRIL 2023		
Workshop for Councillors	Tuesday 9 April	1.00 pm
Public Forum (by request)	Tuesday 9 April	3.00 pm
Council Meeting	Tuesday 9 April	3.30 pm
<i>The April Ordinary Meeting of Council will be held in Whangamomona and will include community consultation on the Draft Long Term Plan (if required).</i>		
Workshop for Councillors	Tuesday 23 April	1.00 pm
Policy & Services Committee	Tuesday 23 April	3.00 pm
MAY 2023		
Workshop for Councillors	Tuesday 14 May	1.00 pm
Public Forum (by request)	Tuesday 14 May	3.00 pm
Council Meeting	Tuesday 14 May	3.30 pm
Audit and Risk Committee	Tuesday 21 May	2.00 pm
Workshop for Councillors	Tuesday 28 May	1.00 pm
Policy & Services Committee	Tuesday 28 May	3.00 pm
JUNE 2023		
Hearing (2024-34 Long Term Plan)	Tuesday 4 June	10.00am
Workshop for Councillors	Tuesday 11 June	1.00 pm
Public Forum (by request)	Tuesday 11 June	3.00 pm
Council Meeting	Tuesday 11 June	3.30 pm
Farm & Aerodrome Committee	Tuesday 18 June	12 noon
Workshop for Councillors	Tuesday 25 June	1.00 pm
Policy & Services Committee	Tuesday 25 June	3.00 pm
JULY 2023		
Workshop for Councillors	Tuesday 9 July	1.00 pm
Public Forum (by request)	Tuesday 9 July	3.00 pm
Council Meeting	Tuesday 9 July	3.30 pm
Audit and Risk Committee	Tuesday 16 July	2.00 pm
Workshop for Councillors	Tuesday 23 July	1.00 pm
Policy & Services Committee	Tuesday 23 July	3.00 pm
AUGUST 2023		
Workshop for Councillors	Tuesday 13 August	1.00 pm
Public Forum (by request)	Tuesday 13 August	3.00 pm
Council Meeting	Tuesday 13 August	3.30 pm
Workshop for Councillors	Tuesday 27 August	1.00 pm
Policy & Services Committee	Tuesday 27 August	3.00 pm
SEPTEMBER 2023		
Workshop for Councillors	Tuesday 10 September	1.00 pm
Public Forum (by request)	Tuesday 10 September	3.00 pm
Council Meeting	Tuesday 10 September	3.30 pm
Audit and Risk Committee	Tuesday 17 September	2.00 pm
Workshop for Councillors	Tuesday 24 September	2.00 pm
Policy & Services Committee	Tuesday 24 September	3.00 pm

Meeting	Meeting Date	Meeting Time
OCTOBER 2023		
Farm & Aerodrome Committee	Tuesday 8 October	12 noon
Workshop for Councillors	Tuesday 8 October	1.00 pm
Public Forum (by request)	Tuesday 8 October	3.00 pm
Council Meeting	Tuesday 8 October	3.30 pm
Workshop for Councillors	Tuesday 22 October	1.00 pm
Policy & Services Committee	Tuesday 22 October	3.00 pm
NOVEMBER 2023		
Workshop for Councillors	Tuesday 12 November	1.00 pm
Public Forum (by request)	Tuesday 12 November	3.00 pm
Council Meeting	Tuesday 12 November	3.30 pm
Audit and Risk Committee	Tuesday 19 November	2.00 pm
Workshop for Councillors	Tuesday 26 November	1.00 pm
Policy & Services Committee	Tuesday 26 November	3.00 pm
DECEMBER 2023		
Farm & Aerodrome Committee	Tuesday 3 December	12 noon
Workshop for Councillors	Tuesday 10 December	1.00 pm
Public Forum (by request)	Tuesday 10 December	3.00 pm
Council Meeting	Tuesday 10 December	3.30 pm

Meeting	Meeting Date
Sport NZ Rural Travel Fund Committee	
Opening date for applications	Monday 12 February 2024
Closing date for applications	Friday 15 March 2024
Sport NZ Rural Travel Fund Committee Meeting	Tuesday 2 April 2024 at 3.30pm
Opening date for applications	Monday 30 September 2024
Closing date for applications	Friday 25 October 2024
Sport NZ Rural Travel Fund Committee Meeting	Tuesday 5 November 2024 at 3.30pm
Creative Communities NZ	
Opening date for applications	Tuesday 4 March 2024
Closing date for applications	Friday 5 April 2024
Creative Communities NZ Committee Meeting	Wednesday 24 April 2024 at 9.30am
Opening date for applications	Monday 19 August 2024
Closing date for applications	Friday 20 September 2024
Creative Communities NZ Committee Meeting	Wednesday 9 October 2024 at 9.30am
Citizen Awards	
Opening date for nominations	Monday 29 April 2024
Closing date for applications	Friday 31 May 2024
Citizen Awards Committee Meeting	Tuesday 11 June 2023 at 9.30am
Citizen Awards Presentation	Tuesday 6 August 2023 at 5.30pm
Other	
Trade Graduation Ceremony	Thursday 21 November 2024 at 5.30pm
Mayoral Reception	Saturday 7 December 2024 at 5.30pm
LGNZ Conference	21-23 August 2024 in Wellington
Citizenship Ceremonies	
Citizenship Ceremony	Wednesday 13 March 2024 at 2.30pm
Citizenship Ceremony	Wednesday 12 June 2024 at 2.30pm
Citizenship Ceremony	Wednesday 11 September 2024 at 2.30pm
Citizenship Ceremony	Wednesday 27 November 2024 at 2.30pm

PUBLIC FORUM

Notes



F22/55/05 – D23/46542

Date: Tuesday 14 November 2023 at 3.00PM
Venue: Council Chambers, Stratford District Council, 63 Miranda Street, Stratford

Present

The District Mayor N C Volzke (the Chairman), the Deputy Mayor – M McKay, Councillors: S J Beck, G W Boyde, A M C Dudley, A K Harris, E E Hall, V R Jones, W J Sandford, C M Tongaawhikau and M J Watt.

In attendance

The Chief Executive – Mr S Hanne, the Director – Assets Mrs V Araba and the Director – Corporate Services – Mrs T Radich, the Director – Environmental Services – Mr B Sutherland, the Director – Community Services – Ms K Whareaitu, the HR and Governance Administrator – Mrs Carissa Reynolds, and one member of the media (Stratford Press)

1. Welcome

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

2. Speakers

Speaker: Tracey Blake and Phillip Macey
Topic: Stratford Park Update

Points noted in the presentation:

- Mr Macey noted they had worked hard over the last year to work on their mission and vision and really define them. The aim is to provide a thriving hub for Stratford, this is outlined in the vision and the mission is centred around this too.
- The project is a long term project which will take place over the next 20-35 years.
- Mr Macey noted one part of the project over the last 12 months he is particularly proud of is the realisation that this project could also include other people, and the fact that Stratford Park Project now has charitable status.
- The team has worked hard to appoint a governance board, with a mixture of commercial experience, education, mana whenua, motorsport and equestrian.
- None of the board members were involved with the project from the onset so have a independent view. Members are from Australia, Wellington, and Stratford.
- All up the project consists of 45-50 people, with Tracey Blake being the only person who is paid as part of the project.
- The site plan hasn't changed from the vision presented 12 months ago.
- Tenders have now been put out for development of the equestrian arena. Riparian planting, clearing up of scrub and other waste has also taken place.
- A lot of time has been spent on resource consents, zoning and roading issues and the project is quite a way down the path.
- Ms Blake noted new logos have been created and rolled out.
- There has been a lot of promotion recently around the project. A gravel run was held recently, attended a national hot rod show and Kaponga event. People were spoken to at the events about what they wanted to see and the response was really positive.
- There are future events planned with stalls for promotion of the project.

Questions/Points of Clarification:

- Councillor Boyde questioned if there was a chance Councillors could get a copy of the presentation. This was confirmed.
- Councillor Hall enquired what the take homes have been for the project over the last six months. Mr Macey noted all the work around the infrastructure and roading has been a big job. It has been good to see the equestrian movement and growth over the last six months, they are really well lead and are starting to stand on their own away from A & P.

- The District Mayor enquired what provisions the project has in their site plan for community space or potential for a walk/cycleway. It was noted they envision having a loop around the outside of the park and would like to link Stratford to the park so people can ride their bikes or walk from town right around the park. The team is currently exploring the ideas of some sort of park where people could fly model aeroplanes or a park for kids. This will come after the space needed for the current project is finalised, and what the best use for the remaining land is.
- The District Mayor acknowledge the hard work the volunteers have completed so far.

Speaker: Michael Carr

Topic: Sport Taranaki update

Points noted in the presentation:

- Sport Taranaki wants to ensure allowing pathways for excellence is not lost.
- Recently High Performance NZ completed a survey with high performance athletes and the results showed on average these athletes played on average 5.5 different sports at primary school and 3.1 sports at secondary school. This supports the view of promoting balance is better.
- Janet Fleming currently feeds into the Stratford area for Sport Taranaki. The staff came to Stratford and looked at the pool and drove past the bike track (due to the rain).
- Janet has been working with Tū Manawa applicants along with MPI for on farm collaboration. Janet has also been working on supporting rural halls and children with play equipment for isolated communities.
- There are three healthy active learning schools in the Stratford District, Pembroke school, Avon School and Stratford Primary. Avon School has implemented a yoga programme for some students who have experienced trauma.
- Sport Taranaki would like to thank the Council for adopting the Active Spaces and Places Strategy. Most other Councils have already adopted or are considering adopting the strategy along with other community groups. Taranaki Electricity Trust have indicated they do not intend to adopt the strategy.
- The Taranaki Sports awards is scheduled for Friday night, there are 95 nominees over 13 categories. Other regional sports trusts have decided to cease sports awards however Sport Taranaki believe it is about recognising all 95 nominees.

Questions/Points of Clarification:

- Councillor Hall questioned the impact of TET not adopting the strategy. It was confirmed other partners in the steering group have indicated they would like TET in the group, so the only impact would be others in the steering group not wanting them to be part of the conversation.
- Councillor Boyde enquired what Sport Taranaki are going to do to recognise and get behind master's sports. It was confirmed that Sport Taranaki have made a bid with TET to take over the 2024 masters games, they are currently trying to secure some venues with over 17 sports. This is Sport Taranaki putting their money where their mouth is.
- The District Mayor thanked the Sport Taranaki team for their work.

The meeting closed at 3.28pm.

N C Volzke
Chairman

Confirmed this 12th day of December 2023.

N C Volzke
District Mayor

MINUTES

Audit and Risk Committee



F22/55/06 – D23/47249

Date: Tuesday 21 November 2023 at 2.00pm
Venue: Council Chambers, 63 Miranda Street, Stratford

Present

Mr P Jones (the Chair), the District Mayor N C Volzke, the Deputy Mayor M McKay, Councillors: G W Boyde, J M S Erwood and V R Jones

In attendance

Councillors: S J Beck, E E Hall, AM C Dudley, A K Harris and M J Watt

The Chief Executive – Mr S Hanne, the Director – Corporate Services – Mrs T Radich, the Director – Assets – Mrs V Araba, the Director – Environmental Services – Mr B Sutherland, the Director – Community Services – Ms K Whareaitu, the Committee Advisor and Executive Assistant – Mrs E Bishop, the Projects Manager – Mr S Taylor (*part meeting*), the Corporate Accountant – Mrs C Craig (*part meeting*), the Health and Safety/Emergency Management Advisor – Mr O Konkin (*part meeting*) and the Sustainability Advisor – Ms V Dombroski (*part meeting*)

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 noted from Councillor W J Sandford and C M Tongaawhikau.

Recommendation

THAT the apologies be noted.

BOYDE/McKAY
Carried
A&R/23/48

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 conflicts of interest declared.

5. Attendance Schedule

Page 10

The attendance schedule for Audit and Risk Committee meetings was attached.

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 2025 be received.

ERWOOD/BOYDE
Carried
A&R/23/49

- It was noted that the Treasury Policy would be discussed in a continuation of the workshop at the conclusion of this meeting.
- The Director – Corporate Services noted that the risks relating to the three waters reforms are included in the environmental scan and significant forecasting assumptions, updates would be provided to elected members when received as it was acknowledged it could be some time until some certainty is provided.
- The chair noted the request to discuss insurance earlier than the renewal date of 1 July. Mrs Radich would bring that discussion forward to the May meeting, or earlier if able.

7. Confirmation of Minutes

7.1 Audit and Risk Committee – 19 September 2023

D23/41247 (Open) and D23/41247 (PE)

Page 12

Recommendation

THAT the minutes of the Audit and Risk Meeting of Council held on Tuesday 19 September 2023, including the public excluded section, be confirmed as a true and accurate record.

V JONES/BOYDE
Carried
A&R/23/50

8. Matters Outstanding

D18/27474

Page 21

Recommendation

THAT the matters outstanding be received.

P JONES/McKAY
Carried
A&R/23/51

9. Information Report – Health and Safety
D23/46185 Page 22

Recommendation

THAT the report be received.

McKAY/BOYDE
Carried
A&R/23/52

Questions/Points of Clarification:

- Councillor Boyde asked if the Health and Safety/Emergency Management Advisor was comfortable with the mechanisms in place for protecting staff against threatening and abusive behaviour. Mr Konkin noted over the past few weeks he was looking into more procedural guidance for staff when working with people who are escalated, aggressive or agitated, processes for trespass orders and additional de-escalation training as well. The Chief Executive noted de-escalation training for elected members would be part of the upcoming work programme as per the earlier request. Councillor Boyde also noted the impact this behaviour can have on staff and their mental wellbeing and hoped there was support in place for these people who are dealing with this.
- The District Mayor noted that he had made a formal complaint regarding the threat to a staff member. Within 24 hours of the complaint he received a letter saying no further action would be taken. Subsequently there have been several conversations with the police and additional evidence provided and they are now actively investigating this.
- Mr Konkin noted he was reviewing the nature of the health monitoring as it is currently not specific for the chemicals used by the pool staff.
- It was clarified that audits of contractor worksites to ensure they are actively abiding by their own health and safety plans will be undertaken and reported back to this committee.

10. Information Report – Internal Audit 2023
D23/46010 Page 26

Recommendation

THAT the report be received.

BOYDE/McKAY
Carried
A&R/23/53

Recommended Reason

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

Questions/Points of Clarification:

- Councillor Boyde supported the audit being done in house but asked if there was a risk of taking a staff member away from their day to day operations to complete the task. Mrs Radich noted that the audit does take a bit of time but they are allowed to complete the work over a three month time period and it also offers a learning opportunity about another area of council.
- Councillor Boyde noted that some of the policies are noted in a later report not to have been reviewed on time, so he asked if the internal audit means staff are getting behind in other areas? It was clarified that the responsibility of the policies does not fall on the staff who were completing the audit. Mr Hanne noted that over the last five years staff had faced significant additional funding, government reforms and other challenges, and were now facing those reforms being undone. All of this had significantly added to workload especially as most of it had been inefficient in the way it had come to council. This has had an impact on staff and mental wellbeing. But he noted additional resources were not the answer due to financial constraints as this would add to the rates increase.
- The District Mayor noted that on two occasions it was written that there was one lifeguard short due to staff illnesses. He noted the team leader had advised that this did not compromise the safety of

pool users and that in the case of a spinal injury there were other team members in the facility that could assist. He noted this was contrary to what elected members had been told previously. The Director – Community Services noted the pool operates on the 1-60 ratio and in these instances there had been three lifeguards rostered on with one unable to work due to illness.

11. Information Report – Policy Status – Annual Review

D23/45937

Page 41

Recommendation

THAT the report be received.

McKAY/V JONES
Carried
A&R/23/54

Recommended Reason

This report provides an update to the Committee in relation to a recommendation from auditors in the final Audit Management Report 2023.

The Corporate Accountant left the meeting at 2.31pm.

The Director – Corporate Services noted the following points:

- This is the first of an annual review that will be presented to the Audit and Risk Committee.
- Audit had raised the concern that a few policies had not been reviewed within the self-imposed three year timeframe. During that three year period management are always reviewing to ensure the policy is still fit for purpose so there are some instances when they are brought back for approval earlier or their review could be delayed.
- There are some policies that are outside of the three year time period due to legislation.
- The policies that are overdue by more than three years will be the priority for reviewing.

Questions/Points of Clarification:

- Councillor Boyde asked if this highlighted an opportunity for a policy person?
- The District mayor noted that the Local Alcohol Policy was a combined policy with New Plymouth District Council and due to a number of objections they have received it could be another 12 months before this review is completed. The Director – Environmental Services noted there was a requirement to review this every five years, however the policy did not lapse if it was not reviewed within these timeframes.
- Councillor Erwood asked if it would help with staff pressure and wellbeing if the self-imposed review period was extended to four years? Mrs Radich noted that the three years aligned with a council term. Mr Hanne noted the three years was used as a default but a shorter or longer time period could always be recommended.
- The Deputy Mayor asked if there was a plan to have a register to clearly identify these policies that are due? Mrs Radich noted that the senior leadership team did review the list on a weekly basis. This report will also be brought to council annually.
- Mrs Radich noted there was an element of risk with training on the policies and ensuring staff are updated/reminded on a regular basis as well.
- It was agreed that where policies are closely related then an effort would be made to combine policies to bring the total number down.

12. Information Report – Capital Works Programme – Key Projects Update – November 2023

D23/45252 Page 49

Recommendation

THAT the report be received.

P JONES/ERWOOD

Carried

A&R/23/55

Recommended Reason

To present an update on the progress of our key capital projects in the 2023/24 financial year.

The Projects Manager noted the following points:

- It is anticipated that council will spend about 70% of the budget with the shortfall being three major projects that are unlikely to be spent.
- The spreadsheet highlights which projects are unlikely to proceed this financial year, the ones with a warning for completion and the ones that are ok at this stage.

Questions/Points of Clarification:

- It was noted that the issues with the Whangamomona Septic Tank project were that the estimates did not reflect the prices that were received back.
- It was requested that colour coding be added to show how council could mitigate the risks associated with these projects.

13. Information Report – Sustainability (Climate Change Resilience and Risk)

D23/32399 Page 64

Recommendation

THAT the Sustainability information report be received.

P JONES/BOYDE

Carried

A&R/23/56

Recommended reason: To ensure that council is aware of and meets legislative requirements to **have regard to** (*Emissions Reduction Plan*) Climate Change and apply a response framework across all its activities including risk and risk mitigation policy and strategies. Also, the Local Government Act purpose **(d)** provides for local authorities to play a broad role in promoting the social, economic, environmental, and cultural well-being of their communities, **taking a sustainable development approach**.

The Sustainability Advisor noted the following points:

- A news story released today on Inside Government New Zealand about the climate change action audit announced for councils. The results for this will be out in 2024 and will provide some more guidance to councils about what is expected of them.
- Five risks have been suggested to be added to the risk register, however it is likely two of these will be merged creating just three new risks for the register.

Questions/Points of Clarification:

- It was noted that the e-bikes had last been used to undertake a mail drop.
- Councillor Erwood asked what the risk in relation to fire was with the extent of forestry east of Stratford. These forests are getting older and drier and was there a risk to council if the roads are not good enough to get fire trucks out there? Mr Hanne clarified that council was not the primary organisation to control this activity and mitigation would be a difficult conversation. Ms Dombroski noted that the bigger risk was potentially heat waves for people. She noted there were people

working with TEMO who were mapping out scenarios that could happen with climate change and this would provide more information.

- The Deputy Mayor noted the wording “*have regard to*” the national adaption plan asked for definition on this wording? Ms Dombroski noted that council need to make sure they are doing this, they are expected to look at what they have to do and to communicate it with the community as well. The Deputy Mayor noted it was important that a Stratford lens is put on this as it was easy to get caught up with worldwide information but that council needs to take care of its own patch which makes it easier for the community to buy into when they can see it tangibly for themselves.
- Councillor Boyde noted the council farm was making a start in these areas through the Tiaki Environmental Plan. Ms Dombroski noted that by March officers will know what direction this is heading in as it will come as an incurred cost for ratepayers.
- The chair noted that the OAG are expecting all local authorities to describe in their Long Term Plans climate change and how this is being mitigated so auditors will be looking for that information.
- The chair noted that two-thirds of the population live in areas prone to flooding and rising sea levels and he felt this would be useful to know what this statement means for the people of Stratford.
- The chair noted it was important that the community understands the need for this work as there are already pressures on rates from other costs. This could be added as a risk going forward.
- The Deputy Mayor noted her concern with the recommended reason as it was not clear what council was giving regard to.
- The next engagement on this topic will be the sustainability policy which will be discussed in detail next year.

The Projects Manager and Sustainability Advisor left the meeting at 3.06pm.

14. Information Report – Risk Management (update)

D23/46426

Page 83

Recommendation

THAT the report be received.

ERWOOD/P JONES
Carrie
A&R/23/57

Recommended Reason

To provide an update to the Audit and Risk Committee of any significant risks events or threats in relation to significant risks on Council’s risk register, as part of Council’s risk management processes.

Questions/Points of Clarification:

- The chair asked if community affordability needed to be considered and identified as a risk? Mrs Radich noted that councillors are still working through the capital projects and following that will be presented with some of the impact on the community particularly with loan funding and how it will impact them moving forward, three waters possibly being repealed and council retaining the \$11 million worth of debt associated with this activity and also the operational budget for new infrastructure.

15. Decision Report – Approve draft Environmental Scan and Significant Forecasting Assumptions

D23/46160 Page 92

Recommendations

1. THAT the report be received.
- ~~2. THAT the draft Environmental Scan and Significant Forecasting Assumptions be approved, with the understanding that future updates and amendments will be advised to the Committee in a follow up information report.~~
2. THAT the draft Environmental Scan and Significant Forecasting Assumptions be approved, noting that these are draft and subject to future refinement.

McKAY/BOYDE
Carried
A&R/23/58

Recommended Reason

Approval of the draft forecasting assumptions will provide officers with a clear directive and mandate to proceed with developing the Long Term Plan 2024-34 (“LTP”).

The Director – Corporate Services noted the following points:

- This report is asking the committee to approve the document which will form the basis which the Long Term Plan relies on. There are still some missing items but a final document will be brought back to council.
- It highlights that these are the assumptions council is making and these can be approved or amended.
- The revaluation section has been updated to include the final numbers received.

Questions/Points of Clarification:

- The District Mayor noted the new proposal for the forestry differential had not been updated to 10 hectares as discussed previously. He also noted that the Percy Thomson Trust assumption notes that no decision had been made and questioned how a document could be adopted when the committee did not know what it was adopting. Mrs Radich clarified that the decision was to approve the *draft* environmental scan and significant forecasting. A final document will be audited once council has adopted the final version.
- Councillor Hall asked if this document would be publicly available in its draft format as the Percy Thomson Trust had not made any decisions yet and felt that this was not a good start for a trust relationship. The chair noted that the assumptions noted the trusts preferred position and that it is not the final decision. Mrs Radich noted this document stated that discussions were being held on the options.
- Councillor Boyde noted his concern that 100% budgeted capital expenditure will be delivered. He felt to be transparent then it should note that only 80% may be delivered in a good year. The chair noted other councils had budgeted to spent 70% and understood the perception that capital works have not been delivered but have been rated for. It was important to note that 99% of capital works not completed wouldn't actually affect the rates. Mr Hanne noted that if only 80% was budgeted for then the remaining 20% of funding for completion in a subsequent year would have to be found where this way it would carry over. The chair felt transparency could be given with better communication on this topic.
- It was clarified that officers were creating an appendix to have the Year 2 -10 budgets for the three waters activities to ensure transparency to the community. Council only has to include Year 1 in the Long Term Plan due to the original entity transfer date, however it was felt it is important the community see the budgets should there be any changes to this.

16. Correspondence

16.1 Deloitte Management Report *page 128*

Points noted in discussion:

- The chair noted that the audit had auditors form opinions on things that were outside of their scope.
- Mr Hanne noted that the discussions regarding the fees had resulted in a \$25,000 concession from the original pricing. However the fees have continued to be increased for next year as per the proposal. Officers have accepted the discount but requested that, prior to the engagement on the Long Term Plan, Deloitte consider the efficiencies raised so that these can be considered and discussed further.
- Councillor Hall noted her concern that they have not engaged in good conversations around finding the efficiencies because council cannot fire their auditors.

17. General Business

18. Questions

19. Closing karakia

D21/40748 Page 153

The closing karakia was read.

The meeting closed at 3.33pm.

P Jones
Chairman

Confirmed this 19th day of March 2024

N C Volzke
District Mayor

MINUTES

Policy and Services Committee



F22/55/05 – D23/48292

Date: Tuesday 28 November 2023 at 2.00PM
Venue: Council Chambers, 63 Miranda Street, Stratford

To hear and consider submissions to the Draft Beauty Therapy, Tattooing and Skin Piercing Bylaw and Code of Practice

Present

The Deputy Mayor M McKay (the Chairperson), the District Mayor N C Volzke, Councillors: S J Beck, G W Boyde, A M C Dudley, J M S Erwood, A K Harris, E E Hall, V R Jones, W J Sandford, C M Tongaawhikau and M J Watt

In attendance

The Chief Executive – Mr S Hanne, the Director – Corporate Services – Mrs T Radich, the Director – Assets – Mrs V Araba, the Director – Community Services – Ms K Whareaitu, the Director – Environmental Services – Mr B Sutherland, the Environmental Health Officer – Ms Sian Horton and the HR and Governance Administrator – Mrs C Reynolds.

Via audio/visual link: The Environmental Health Manager – Ms R Otter and one submitter T Morrison.

1. Welcome

The Deputy Mayor welcomed Elected Members, members of the public, and staff to the meeting.

The opening karakia was read.

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

2. Apologies

An apology was received from Councillor C M Tongaawhikau.

Recommendation

THAT the apology be received.

BOYDE/DUDLEY
Carried
P&S/23/162

3. Announcements

Speakers to Submissions

It was reinforced to Councillors that the purpose of this meeting was to hear submissions on the Draft Beauty Therapy, Tattooing and Skin Piercing Bylaw and Code of Practice. Councillors were asked to hear all submissions with an open mind, to restrict their question time to the submitters to points of clarification or issues pertaining to subject matter. Councillors were requested not to get into direct dialogue with submitters.

4. Declarations of members interest

Elected members were asked to declare any real or perceived conflicts of interest relating to items on this agenda. There were no conflicts of interest declared.

5. Attendance Schedule

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

6. Acknowledgement of Submissions

Submissions – Pages 81-100

Attached are the three submissions received.

Recommendations

1. THAT the submissions to the draft Beauty Therapy, Tattooing and Skin Piercing Bylaw and Code of Practice be received.
2. THAT the submitters be advised of the outcome of their submission and notified that the minutes of the Policy and Services Committee Meeting, and subsequent meetings, will be available on Council's website.

HALL/BOYDE
Carried
P&S/23/163

7. Submitters To Be Heard

There was one submitter wishing to speak.

The submitter was allocated five (5) minutes to present their submission and allowed five (5) minutes for questions.

Submission #	Name	Organisation	Page Number	Time
1	Tanya Morrison	New Zealand Institute of Environmental Health	81	2.05
Points noted in presentation: <ul style="list-style-type: none"> • Ms Morrison overall supports the bylaw and commends Council for seeking that the bylaw is fit for purpose. • It is important to have the bylaw due to absence of national legislation for the industry. • Ms Morrison urged Council to consider how far the bylaw goes to educate the reader, as the point of a bylaw is not a go to guide. The amount of educational aspects included adds a lot of unnecessary length to the bylaw. • The bylaw includes promotion of guidelines to other commercial organisation, some of which come with a fee. This could be seen as promoting some organisations over others. • Some definitions need to be considered how they are worded so they are general enough to cover future trends. • Ms Morrison recommended Council to look at how the code of practise is consolidated, these recommendations are outlined in her submission. Following this recommendation would consolidate and tidy the current code of practise, making it workable by staff and users of the bylaw. • Ms Morrison highlighted her offer for staff training which was included in her submission. Questions/Points of Clarification: <ul style="list-style-type: none"> • Ms Morrison noted her recommendation to consolidate the code of practise from section by section which includes a lot of repetition, to all in one which would remove a lot of its weight. 				

8. Decision Report – Draft Beauty Therapy, Tattooing and Skin Piercing Bylaw and Code of Practice

D23/46235

Page 8

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

Recommendations

1. THAT the report be received.

HARRIS/DUDLEY
Carried
P&S/23/164

2. THAT the committee considers submissions received as part of the public consultation process of the *draft* Beauty Therapy, Tattooing and Skin Piercing Bylaw 2023 and Code of Practice.

3. THAT the committee adopt the *draft* Beauty Therapy, Tattooing and Skin Piercing Bylaw 2023 and Code of Practice with recommended changes.

4. THAT the commencement date of the Bylaw be Wednesday 13 December 2023.

DUDLEY/HALL
Carried
P&S/23/165

The Environmental Health Manager noted the following points:

- Ms Morrisons submission does have some merit and can be considered.
- Legal opinion needs to be sought on any removal of sections while consolidating.
- The Environmental Health Officer noted the bylaw was constructed alongside New Plymouth District Council, who are reviewing their bylaw in 3 years' time. There is the option for Council to leave the bylaw as is and review it at the same time as them.

Questions/Points of Clarification:

- It was clarified that the definitions have been looked at, and no emerging trends or procedures could be thought of which were not covered under the current definitions.
- It was clarified the updating of the words has been taken into account, just not the repetition removal recommendation.
- It was noted the bylaw relies on the code of practise, so this should be removed from the bylaw.

Points noted in discussion:

- The District Mayor noted that in section 6 the bylaw states Council can pull and change the bylaw at any time, so his recommendation would be to adopt the bylaw and code of practise as is and look at the recommendations of the submissions and update going forward.

9. Closing Karakia

The closing karakia was read.

The meeting closed at 2.30pm

M McKay
Chairman

Confirmed this 23rd day of January 2024.

N C Volzke
District Mayor

MINUTES

Policy and Services Committee



F22/55/05 – D23/48069

Date: Tuesday 28 November 2023 at 3.00PM
Venue: Council Chambers, 63 Miranda Street, Stratford

Present

The Deputy Mayor M McKay (the Chairperson), the District Mayor N C Volzke, Councillors: S J Beck, G W Boyde, A M C Dudley, J M S Erwood, A K Harris, E E Hall, V R Jones, W J Sandford and M J Watt

In attendance

The Chief Executive – Mr S Hanne, the Director – Corporate Services – Mrs T Radich, the Director – Assets – Mrs V Araba, the Director – Community Services – Ms K Whareaitu, the Director – Environmental Services – Mr B Sutherland, the Committee Advisor and Executive Assistant – Mrs E Bishop, the Communications Manager – Ms G Gibson (*part meeting*), the Parks and Reserves Officer – Mrs M McBain (*part meeting*), the Property Officer – Mrs S Flight (*part meeting*), the Graduate Asset Engineer – Ms K van Hout (*part meeting*), the Communications Advisor – Mrs S Clarkson (*part meeting*), the Roading Asset Manager – Mr S Bowden (*part meeting*), the Projects Engineer – Mr S Taylor (*part meeting*), the Services Asset Manager – Mr J Cooper (*part meeting*).

Via audio/visual link: The Environmental Health Manager – Ms R Otter (part meeting)

1. Welcome

The Deputy Mayor welcomed Elected Members, members of the public, staff and the media to the meeting.

The opening karakia was read.

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

2. Apologies

An apology was received from Councillor C M Tongaawhikau

Recommendation

THAT the apology be received.

BOYDE/DUDLEY
Carried
P&S/23/166

3. Announcements

The District Mayor noted that LGNZ have called a special general meeting for councils to vote on the Future by Local Government Consensus Paper on Monday 11 December 2023. Therefore he has requested, and had approved, an extraordinary meeting on 5 December 2023 for council to discuss the paper.

4. Declarations of members interest

Elected members were asked to declare any real or perceived conflicts of interest relating to items on this agenda. There were no conflicts of interest.

5. Attendance Schedule

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

6. Confirmation of Minutes

6.1 Policy and Services Committee –24 October 2023 (Hearing)
D23/44400 Page 11

Recommendation

THAT the minutes of the Policy and Services Committee Meeting, to hear and consider submissions to the Draft Waste Management and Minimisation Plan and Level of Service Change, held on Tuesday 24 October 2023 be confirmed as a true and accurate record.

HALL/ERWOOD
Carried
P&S/23/167

6.2 Policy and Services Committee –24 October 2023
D23/44400 (PE) D23/44732 (Open) Page 17

Recommendation

THAT the minutes of the Policy and Services Committee Meeting, including the public excluded section, held on Tuesday 24 October 2023 be confirmed as a true and accurate record.

HARRIS/BOYDE
Carried
P&S/23/168

7. Matters Outstanding

D16/47 Page 24

Recommendation

THAT the Matters Outstanding be received.

BECK/WATT
Carried
P&S/23/169

8. Decision Report – Draft Easter Sunday Trading Policy 2023

D23/41550

Page 25

Recommendations

1. THAT the report be received.

DUDLEY/BODYE
Carried
P&S/23/170

2. THAT the committee approve the amendments to the *draft* Easter Sunday Trading Policy 2023.

3. THAT the *draft* Easter Sunday Trading Policy 2023 and statement of proposal be released for public consultation on 15 January 2024 to allow for the Christmas holiday period.

McKAY/HALL
Carried
P&S/23/171

Recommended Reason

The recommendation of the Council is required to initiate the public consultation process required by sections 82 and 83 of the Local Government Act 2002 on the *draft* Easter Sunday Trading Policy 2023.

The Environmental Health Manager noted the following points:

- This legislation was brought in to give councils a choice to either allow Easter Sunday trading or not.
- The current policy allows businesses to open if they choose to open, there is no enforcement related to this policy.
- Council can choose not to allow trading on Easter Sunday or can specify an area that trading is allowed.

Questions/Points of Clarification:

- It was clarified that South Taranaki District Council had recently gone out to consultation on their policy and were allowing businesses to trade on Easter Sunday in the proposed policy.

Points noted in discussion:

- It was requested that the submission form heading be amended to Easter Sunday Trading Policy.
- The Deputy Mayor noted it was good to give people the option if they open their business and did not think it was council's role to dictate that. Staff have to be given the option to work.

The Environmental Health Manager left the meeting at 3.09pm.

9. Decision Report – Approve Activities, Activity Groups and draft Service Levels, Performance Measures, and Targets, for the Long Term Plan 2024-34
D23/46857 Page 38

Recommendations	
1. <u>THAT</u> the report be received.	ERWOOD/SANDFORD Carried <u>P&S/23/172</u>
2. <u>THAT</u> the Council Activities/Activity Groups for the Long Term Plan 2024-34 (“LTP”), be approved as presented in 7.4 of this report.	
3. <u>THAT</u> the draft Service Levels, Performance Measures and Targets for each Council activity be approved for the LTP, subject to any changes that may affect the Economic Development activity.	HARRIS/McKAY Carried <u>P&S/23/173</u>
Recommended Reason	
To confirm council activities and set the performance measurement framework for all activities for the next ten years, and enable council to continue with the preparation of the LTP and ensure timeframes are met.	

The Director – Corporate Services noted the following points:

- This report is to approve the draft activities that council will have in the Long Term Plan for the service levels, performance measures and targets.
- These will form part of the consultation document that will go out in February/March.
- Some of the changes include:
 - Merging the Library and iSite into one activity for better financial and performance monitoring.
 - Renaming the Library and iSite activity.
 - Renaming the pool activity from TSB Pool Complex to Wai o Rua – Stratford Aquatic Centre.
- Council still has not worked through the Economic Development performance measures and targets so the option is either accept what is there or leave them for a separate discussion.
- This will also be adopted as part of the full Long Term Plan document following consultation.

Questions/Points of Clarification:

- The District Mayor suggested two wording changes:
 - Library Hub – change level of service to: *To provide a multiuse community hub facility that is well utilised, accessible and engaging*
 - Democracy – change performance measure to *“Agendas and associated reports are available in accordance with statutory timeframes”*
- It was clarified events had been removed from Community Services Level of Service as the activity provides opportunities with enabling community groups but events are a part of this outcome.
- It was clarified that metal dressing and grading of metal roads are two distinctly different activities. Metalling is reported on as a key performance measure and grading is operational. Mr Bowden clarified the target for metal dressing was based on the amount of cubic meters spread on the unsealed road network. The internal target for grading was typically two and a half rounds a year.
- The Deputy Mayor asked if the smooth travel exposure being reduced to 60% was a realistic target given the continued budget restraints council is under. Mr Bowden noted a request for more funding for sealed road maintenance has been submitted, however it would be more difficult to achieve the previous target.
- It was requested to add *cemeteries* to the level of service under Cemeteries, Parks and Reserves.
- It was clarified the target had been reduced for satisfaction of cemeteries to 70% due to complaints and ongoing vandalism. Councillor Harris noted she wanted to ensure this was not being reduced to just achieve the targets as it is important that the facility meets the community requirements so would like to see it remain at 80% satisfaction. Mr Hanne noted that this would need to met with funding allowances. The District Mayor agreed that lowering the expectation seems to be lowering

to meet the levels achieved rather than improving it. The Deputy Mayor felt if the complaints were because of vandalism then it would shine through as an issue. Agreed to increase back to 80%.

- It was agreed to leave Economic Development in there until that discussion has been held.

10. Decision Report – Review of Draft King Edward Park Reserve Management Plan

D23/45922

Page 50

Recommendations

1. THAT the report be received

JONES/BOYDE
Carried
P&S/23/174

2. THAT the *draft* Reserve Management Plan for the King Edward Park be approved, with amendments as noted, and formally released for public consultation, pursuant to Section 41 of the Reserves Act 1977

BOYDE/DUDLEY
Carried
P&S/23/175

Recommended Reasons

The approval and release of the *draft* Reserve Management Plan for the King Edward Park for public consultation is to seek public submissions on the feedback collated in the first round of public consultation in August 2023, as required by the Reserves Act 1977.

Questions/Points of Clarification:

- The Projects Manager clarified the difference between grade 1 and 2 for walking paths were down to accessibility for mobility scooters and wheelchairs. This would include removing tree roots where possible, smoothing out pathways and improving accessibility generally.
- The incorrect sign for cycling permitted in the appendix was noted.

The Communications Manager left the meeting at 3.25pm.

Points noted in discussion:

- The District Mayor noted there were a number of actions in the plan that have been discussed as part of the Long Term Plan considerations and removed from the budget. The Deputy Mayor agreed that if council does not intend to commit to these in the Long Term Plan process then it shouldn't ask for feedback. Councillor Hall felt this would be misleading if there was no intention to complete them. Mr Hanne noted that elected members had the decision to include these in the plan or not, he noted not everything in the action plan of the current management plan was completed. It was agreed to go through the summary of actions one by one.

The Graduate Asset Engineer left the meeting at 3.30pm.

Centennial Bridge

- Councillor Boyde noted this was still fit for purpose, within its lifespan expectancy and had no structural issues. He felt removing the poles would make it fit for purpose for bikes and mobility scooters.
- The Deputy Mayor noted that this had been pushed out to align with the next safety check of the bridge. She asked what was the consequence of taking it out of the plan now if council then wanted to do work on it later. Mr Taylor noted if it is removed from the plan and it becomes unsafe then a request would be brought back to council for approval. There was currently no budget for a new bridge.
- Remove.

Replace Lime Chip to Concrete on path from netball courts to Rhododendron Dell

- Leave in.

Replace staircase on Regain Street/Brecon Road walkway

- This is now at the end of its life.
- Agreed to leave in.

Provide alternative mobility access where required for all users

- This is for a couple of places where there is an alternative route that goes along the track. The Charlie Clemow walk will be prioritised.
- Agreed to leave in.

Weed Control – Phase out the current use of chemicals with a natural weed control option

- The Deputy Mayor asked if this was accepted how will council see the options of maintaining weeds? Mr Hanne noted there were two options, the first being providing options on how officers could reach this outcome and the costs as a separate investigation. The second is to leave this on the list and officers will still do the same investigation and include the budget in an annual plan.
- The Deputy Mayor felt it should stay in as a P1 because it was included in the plan due to community feedback. Councillor Beck supported this.
- Councillor Boyde asked for clarification of the P2 process as he thought this should be P2 as there were three submissions. P2 means it is a project council wants to do but won't start until 2027. There would be cost implications on the maintenance contract. It was clarified that this element of the contract is an operational discussion.
- It was noted that the review of the management plan is usually five yearly, but it is being reviewed now due to so many changes in the park.
- The District Mayor supported the idea of phasing out the use of chemicals but his concern was regarding not knowing the cost implications of the natural weed control options. He would like to see more information to give guidance on the implications so council could decide if it was willing to pay those costs. He also noted that the weed control plan was written under each activity and asked that it be changed to just one place as a goal. Mrs Araba noted that costings could be brought back at deliberations.
- It was clarified there is an opportunity for further discussion on the plan and amendments can be made at the hearing. Councillor Boyde agreed there would be cost implications with this and did not feel council could make a decision when they haven't been provided with all the information for this.
- Councillor Hall noted if it was P1 then investigative work would begin this term and if it was P2 it would be next term. She acknowledged council was not committing to anything more than looking into this so was happy to keep it as P1 knowing a decision will need to be made at a later date.
- Councillor Beck asked if investigation could include what other councils are doing for alternative weed control.
- It was agreed to leave this in the plan as a P1 to allow for investigation to begin.

Bridge replacement x 2

- Mrs McBain noted officers were working with a consultant to get further reports on these bridges.

Lighting through three bridges trail and trees of significance

- It was noted this had been carried forward from the previous reserve management plan.
- Take out.

Upgrade trail where necessary to remove tripping hazards

- Agreed to remain.

Alternative route for accessibility users at Page Street

- Agreed to remain.

Compacted lime chip in Charlie Clemow walk

- Agreed to remain.
- It was clarified that the Charlie Clemow Walk goes from the retention pond through to Brecon Road. There is no lime chip path there at the moment.

Compacted lime chip path on northern side of lake in McCullough Rhododendron Dell

- Agreed to remain.

Obtain power connection – from three bridges lighting trail and add power box to space

- This is to run power from Brecon Road to add power to that space.
- This will be grant funding.
- Remain in plan but remove reference to lighting.

Add stairs to section of walkway from Rhododendron Dell to the river

- This is on the pathway that connects the dell to the western bridge. The pathway is quite steep and narrow and gets very boggy in winter.
- Agreed to remain.

Re-route of walkway to include trees of significance

- This is to complete the last section of lime chip.
- Agreed to remain.

Compacted lime chip path – Trees of Significance

- This is before the re-route bit where more lime chip needs to be added to complete the space and then compact.

Retaining Walls along Western Loop

- There has been a bit of feedback received about making this a shared cycle trail as well, however the management plan is to keep it at status quo. Either way retaining walls are required as it is exposed to the elements and bits are falling down.
- The last retaining wall at the start of the western loop was \$6,000.
- This will be part of the improvements of walkways budget in the Long Term Plan.
- Agreed to leave in.

Regrade approach of path in Centennial Park from Fenton Street

- This is the access down to the bridge via the Centennial Restrooms to make it part of the accessibility plans.
- Agreed to leave in.

Outdoor Pool Additions to the space north of Wai o Rua

- Councillor Sandford noted that they had been advised the outdoor doors could not be opened for controlling the climate in the pool. He said this was a nice to have but unaffordable for ratepayers. Council did not have the finances to do this or the ongoing maintenance.
- Councillor Dudley noted her opposition to an outdoor water park.
- Councillor Harris asked if it could still be an option for the future if it was removed from this plan? Mr Hanne clarified that the plan can be brought back for updating if required but separate consultation would be required for a change. Councillor Harris asked if simple additions like picnic tables would require to be brought back? It was confirmed that it wouldn't for tables.
- Councillor Boyde did not support this project.
- Mrs McBain noted that this was one of the comments that came through from the community. Councillor Boyde asked how many comments do they receive before a project is added in.
- Remove.

Relocation of Croquet to the green space next to Wai o Rua

- Councillor Beck asked what the cost to do this would be. Mr Hanne noted that council did not anticipate paying for a potential relocation, however he warned that this would remove the option for hydrosleds in the future.
- Councillor Erwood supported removing project 18 (outdoor water addition), 19 (Croquet relocation) and 20 (Dog Park) from the plan. Councillor Hall supported that due to it keeping future options open. The District Mayor agreed that there were no future plans for this space at the moment but future projects were still an option.
- Remove.

Dog Park Facility next to Wai o Rua

- Remove

Install up-lighting to enhance the Malone Gates

- The current lights have been vandalised and the proposal is to use the lights that highlighted the old bell tower. It is hoped because of the structure and size of these lights it might prevent people damaging them.
- Councillor Erwood did not support this project.

- Councillor Sandford noted the costs of up-lighting the trees out of town were horrendous. This is a nice to have but has a huge on-going cost associated with it.
- Councillor Hall noted this was the largest memorial to a single soldier in the country which was paid for by his soldiers. It is significant and a way to honour him. She supported being able to upcycle the lights as well.
- Agreed to leave in – 7 for, 4 against

Replace older playground equipment

- Agreed to leave in.

Extending playground into the TSB Pool Complex as an undercover playground centre.

- This was to put an idea in there for elected members to consider before consultation.
- Councillor Hall noted that without the information on the building it would be misleading to put an option that the community might not actually have.
- The District Mayor noted he was totally opposed to an undercover playground centre.
- Remove.

Upgrade Page Street Sportsground Facilities

- Agreed to leave in.

Upgrade of Lighting (Netball Taranaki)

- It was noted that Netball Taranaki will fund this upgrade, however it needs to be in the management plan for them to apply for funding.

General

- Remove – providing toilets at the end of Brecon Road.
- Western Loop into Mountain Bike track – looking to keep the status quo.
- Officers to ensure the action table aligns throughout the document.
- Change 'unleashed' to 'uncontrolled' in terms of dogs as there is a lot of commentary in the plan that talks about control.

11. Decision Report – Deliberation and Adoption – Proposed Solid Waste Level of Service Change

D23/44239

Page 113

Recommendations

1. THAT the report be received.

ERWOOD/WATT
Carried
P&S/23/176

2. THAT the committee considers submissions received as part of the public consultation process and decide on Option 4 for the Level of Service for the new solid waste services contract.

McKAY/HALL
Division
For 4
Against 7
Lost
P&S/23/177

Recommended Reason

The potential changes to Level of Service have both gone through the public consultation process required by Sections 82 and 83 of the Local Government Act 2002. The committee is now required to consider the submissions, the cost of the service options, and make recommendations to the full Council meeting scheduled for 28 November 2023.

Questions/Points of Clarification:

- It was clarified that the 40% of identified organic waste in the assessments was by weight and not volume.
- It was clarified that it would be essentially the same cost to have a 120litre or 140litre bin with the only difference being the capital of getting new bins and disposal of the old bins.
- It was noted that the current 120 litre bins require replacements every week – this is on-going.
- It was clarified that available grant funding was only for the purchase of food waste bins.
- It was noted that South Taranaki District Council had just adopted to move to fortnightly collections of 140 litre bins and a weekly food waste collection.
- It was clarified that council staff costs associated with solid waste were additional to the per household prices as presented.
- The Deputy Mayor asked what the operational impact would be if food waste was introduced now and fortnightly collection phased in to give people time to make changes. It was noted it could be done but it would come with extra costs from another truck and more staff.
- Councillor Boyde stated that through the feedback it was evident that people do not want to change the weekly collection. The Services Asset Manager noted that New Plymouth District Council received the same feedback when they made the change but in reality there had been no issues with the change.
- Councillor Boyde noted there were three private collectors for green waste so there is great choice and service for this already. He thought food waste could wait until 2027 or review it very year to see what is happening. People like to have a choice with green waste collection and to do what they like with food waste. Mr Cooper noted that with the waste levy going up if food waste collection is not mandated then it will be encouraged through the high waste levy.
- It was confirmed the foodwaste would be shipped out of Taranaki until the organic facility is complete. Councillor Dudley felt this should be held off for a couple of years and then review annually. Mr Hanne noted that Year 1 was the only year for the potential subsidy on food waste containers.
- The District Mayor noted that an extra \$12,000 of waste levies would only work out to \$4.86 per year per resident.
- It was noted that last Monday 30 bins were damaged due to the age of the bins. Council owns the bins and replaces them unless they are damaged by contractors.

Points noted in discussion:

- The Deputy Mayor noted this will need to happen at some point. There is the opportunity for subsidies for the bins at this stage. She was very mindful of people's behaviour around rubbish, recycling and waste but that reducing the collection frequency and introducing a food waste collection aligned with the strategic vision in the WMMP. She noted her support for Option 4.
- Councillor Hall agreed that food waste collection should start soon. Council will have to do and should be doing it especially with the opportunity for funding. She noted there was always pushback for change but also that this could provide motivation for change. She was supportive of Option 4. There will also be other opportunities for education and waste recycling to help with this and noted that soft plastics were a big part of waste collected.
- Councillor Boyde felt that after reading the submissions this did not fit with what the community is telling us. Green waste – people want a choice and they have this now. He agreed people need to be more sustainable and promote recycling. He noted the submissions also did not want organic waste so why should council impose a cost on them when they might want to do it themselves in their back yard. Mr Cooper noted an opt in food waste collection would be logistically impossible. Councillor Boyde did not support Option 4, the submissions clearly show the majority do not want this and as a councillor he felt it would be negligent to not listen to the ones paying for the service.
- It was clarified the options are just for food waste, although green waste was a major problems in the bins. There are no tools to allow council to manage green waste unless each bin was policed and this would require a change to the bylaw. Currently the truck won't lift a bin over a certain weight. Councillor Sandford felt there should some tools to enforce this as council has been told that it is a major problem.
- Councillor Dudley did not support bringing in food waste at the moment. She noted she had seen the bins blown around in New Plymouth recently and food was everywhere. She also noted she didn't support it due to the food waste being shipped out. If option 4 was adopted then the recycling bins should be collected the same week as the waste bins otherwise the recycling bins will be used for general waste.
- Councillor Harris supported option 4. She noted that 75% of the feedback had supported option 1 but an equal amount supported reducing the frequency with a larger bin. She felt learnings could be taken from other councils to provide the opportunity to change behaviour.
- Councillor Watt felt to fully utilise the food bins then everyone would still have to reduce their weekly waste by 30% which he thought would just lead to more contamination in the recycling bin, more

dumping and more burning. He noted option 1 had a proposed saving of \$150,000 but this was not a true reflection of the savings as council was not going to be spending less per year as it will be paying for the new service.

- The District Mayor noted it was difficult to make a decision when only 65 out of 2,600 people responded to the survey. This did not give a good sample to give a good steer. The submissions were reasonably repetitive and mostly about their own circumstances. They were personally orientated and not future driven. He felt option 2 could be ruled out. Option 3 – there were a lot of people who asked for an increase in size if reducing the frequency and the costings were the same for Option 1 and 4 and both made sense but in terms of the big goal to reduce waste to landfill then Option 4 did that best.
- Councillor Jones asked if Option 4 could have an amendment to the start date as he felt it was taking away capacity but not giving them anywhere to put it. The District Mayor noted that this would only be about 70litres less capacity and the educational element would be needed for this.

A division was called.

Those voting for the motion: Councillors Harris, Hall, the Deputy Mayor and the District Mayor

Those voting against the motion: Councillors Sandford, Watt, Boyde, Beck, Dudley, Erwood and Jones.

The motion was lost.

Recommendations

2. THAT the committee considers submissions received as part of the public consultation process and decide on Option 1 for the Level of Service for the new solid waste services contract.

VOLZKE/BOYDE
Division
For 8
Against 3
Carried
P&S/23/177

Points noted in discussion:

- The District Mayor noted there was not much difference between Option 1 and 4. Option 3 cut the volume of bins in half by collecting fortnightly which is contrary to the feedback. This moves that it remains at status quo until 2027.
- Councillor Boyde noted that the feedback was very clear. He asked with a timeframe of 2027 could this be revisited and added back in? Mr Hanne noted that any change would require significant lead in to advise the contractors. Councillor Boyde supported option 1.
- The Deputy Mayor noted that council sits here and gets frustrated when the government forces us to make a change. She noted in the last Long Term Plan the community said they wanted to see this but it didn't get across. This is now being pushed to 2027 and Stratford will be the only District Council in the region not doing food waste collection. She felt it meant Stratford was dragging behind the times.
- Councillor Hall agreed and noted it was disappointing to set a strategy about how council will reduce waste and now it feels like councillors are playing with words and not actions.
- It was clarified only the food waste bins are subsidised not the change in general waste bins. An application could be made for funding to purchase the food waste bins early but it may not be successful as council wasn't implementing the service at this time.

12. Monthly Reports

12.1 Assets Report D23/44836 Page 300

Recommendation

THAT the report be received.

VOLZKE/BOYDE
Carried
P&S/23/178

Questions/Points of Clarification:

- It was clarified there has been no feedback on the transport choices designs as the whole thing has been put on hold. Councillor Hall noted this was disappointing given the amount of effort put into this project over the past 18 months by staff. Mr Bowden noted it was also members of the community who were waiting on decisions as they had put off contracts in anticipation of being part of the transport choices work.
- It was noted that the waste water was no longer being tested for covid due to the amount of staff resourcing this took up.
- Councillor Hall requested the speed management submissions be circulated earlier than the hearing in March to allow councillors time to read this.
- Councillor Hall noted the lack of use at the trade waste facility. Mr Hanne noted this was likely to be as a result of the heightened fees and charges and the limitation to only servicing this district.
- It was clarified that the \$58,000 cost from City Care for work at Victoria Park was the final invoice expected from them. There are further discussions to be had around this. It was noted that the field is being prepared now for cricket. Councillor Boyde noted this whole job had been terrible and has been hearing this from ratepayers and user groups. Mr Taylor noted there was still the investigation on the hydrology side to receive which the original design had not adequately addressed. It was clarified that the total budget was \$130,000 with \$60,000 through the Annual Plan budget and \$70,000 from the Better Off Funding.
- It was requested that online advertisements/listings be looked into for the Whangamomona Walkways as it this is completely undiscoverable at the moment.
- The District Mayor noted the trade waste facility was well used by campervans, however commercial operators will go to the cheapest location to dispose of their waste.

The Property Officer, Parks and Reserves Officer and the Services Asset Manager left the meeting at 4.59pm.

12.2 Community Services Report D23/45314 Page 320

Recommendation

THAT the report be received.

HARRIS/DUDLETTY
Carried
P&S/23/179

The Director – Community Services noted the Stratford Youth Event with Zeal had not happened due to the weather. This will rescheduled to join in with Childrens Day.

Questions/Points of Clarification:

- Councillor Boyde noted the amount of patrons at the swimming pool was really cool, as was having seven schools undertaking swimming lessons. He noted a letter of concern had been sent to councillors from one of the schools and asked if this had been addressed? Ms Whareaitu noted a response had been sent. Councillor Boyde requested the response be circulated to all councillors.

2.1 Council Organisations and Council Representatives on other Organisations

- Councillor Harris noted there had been a real focus from the Central Taranaki Safe Community Trust on AED availability in the Stratford District. This is to look at these being open to the public with options for lock boxes outside of buildings. They have also been promoting CPR lessons and have recently secured a new patrol car. An interesting study was done on pedestrian crossings and she noted she had circulated this to councillors.
- Councillor Harris noted that the Te Wera Campgrounds had just installed a new waste water treatment facility and are waiting on compliance for that. They are hosting the BA5 on 13 December and she extended an invitation to councillors to attend.
- Councillor Hall acknowledged the scarecrow trail as such a positive community event creating connectedness and a great initiative.
- Councillor Hall noted the Percy Thomson Gallery sign on Broadway is due for a paint, but the trust has been told this has to wait to be part of the Stratford 2035 work. As the Stratford 2035 work has been held up due to the delay in purchasing the land. Mr Hanne instructed the Assets team to work directly with the trust to find a solution.

The Director – Assets, the Projects Manager and the Roading Assets Manager left the meeting at 5.05pm.

- Councillor Erwood noted he had attended the Sport Taranaki Sports Awards and Stratford had been well represented with Jack Jordan winning Sportsman of the year and Zoe Hobbs winning Sportswoman of the year and Sports Person of the Year.

12.3 Environmental Services Report

D23/43873 Page 328

Recommendation

THAT the report be received.

BOYDE/DUDLEY
Carried
P&S/23/180

The Director – Environmental Services noted that since this report was written the Building Control team have received the draft report from the IANZ audit which has categorised Stratford as low risk. There were seven general non compliance issues, three were addressed while they were on site and the remaining four are on-going work.

Questions/Points of Clarification:

- It was clarified that it should be eight resource consents were received in digital form.
- Councillor Dudley noted the Pembroke Road numbering was getting very confusing and asked if there was a way to get those who have not changed their numbers to do so? The District Mayor noted the Environmental Health Manager does have a plan to approach those houses. He acknowledged there had been a bigger issue where online organisations do not recognise the new addresses yet.

12.4 Corporate Services Report

D23/46937 Page 335

Recommendation

THAT the report be received.

HARRIS/ERWOOD
Carried
P&S/23/181

The Director – Corporate Services noted the property rating revaluations have now all been approved by the auditors. The letter is expected to be in mailboxes tomorrow. Any objections must go back to QV by 19 January 2024.

Questions/Points of Clarification:

- Councillor Harris noted the oxidation pond fencing was still listed separately on the capital expenditure summary and that it had been agreed to merge that into the treatment plant upgrade to reflect the remaining balance for the plant upgrade more accurately.
- The District Mayor noted the comment regarding the aquatic centre and that there was a report forthcoming. He reminded councillors to let Ms Whareaitu know if there were any issues they specifically wanted covered in the report.
- It was clarified that the Waka Kotahi subsidy was over budget due to the budget being spread equally across the year, however the claim is based on total roading expenditure.
- The Deputy Mayor noted the expenditure on 3 waters was over budget due to resource consent compliance and asked if this was due to an infringement? Mr Hanne noted this was the oxidation pond operation and sometimes the timing doesn't align with the spread of the budget, he confirmed there were no infringements.
- The Deputy Mayor noted the pool was already \$172,500 over budget and asked about the anticipation for the future with this. Mrs Radich noted it was a conversation to have when the whole financial outlook was presented for the activity, she noted it was important to remember the swim school had come in after the staffing budget had been set.
- The Deputy Mayor asked when it was anticipated that council would reach the net debt limit and if it was possible to get a forecast out further to 20 years? The Director – Corporate Services noted this was the objective to get the capital works projects sorted to forecast what the debt will look like over the next 10 years. The Infrastructure Strategy is over 30 years. She noted a 20 year forecast for debt would require assumptions which would most like be wrong and could be misleading.

13. Questions

- Councillor Sandford noted the under verandah lighting from TSB Bank to the Clocktower was not working.

14. Closing Karakia

D21/40748 Page 351

The closing karakia was read.

The meeting closed at 5.21 pm

M McKay
Chairman

Confirmed this 23rd day of January 2024

N C Volzke
District Mayor

MINUTES

Extraordinary



F22/55/05 – D23/48551

Date: Tuesday 5 December 2023 at 10.30 AM

Venue: Council Chambers, Stratford District Council, 63 Miranda Street, Stratford

Present

The District Mayor N C Volzke (the Chairman), the Deputy Mayor – M McKay, Councillors: S J Beck, G W Boyde, A M C Dudley, J M S Erwood, E E Hall, V R Jones, and W J Sandford.

Via audio visual link: Councillor A K Harris

In attendance

The Chief Executive – Mr S Hanne, the Communications Manager – Ms G Gibson, the Committee Advisor and Executive Assistant – Mrs E Bishop, and one member of the media (Stratford Press)

1. Welcome

The District Mayor welcomed Elected Members, staff and the media to the meeting.

1.1 Opening Karakia D21/40748 Page 4

The opening karakia was read.

1.2 Health and Safety Message D21/26210 Page 5

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

2. Apologies

Apologies were received from Councillor C M Tongaawhikau and M J Watt.

Recommendation

THAT the apology be received.

BOYDE/McKAY
Carried
CL/23/123

3. Announcements

The District Mayor noted this Extraordinary Meeting had been called to determine which way Stratford District Council will vote at the upcoming LGNZ special meeting to be held on Monday 11 December 2023.

LGNZ have provided a generic template for this decision report. There has been an update to the motion following pushback from councils to include all five items to be voted on. The recommendation will be updated to reflect this. This change was circulated to all councillors yesterday.

4. Declarations of Members Interest

Elected members to declare any real or perceived conflicts of interest relating to items on this agenda. There were no conflicts of interest declared.

5. Attendance Schedule

The attendance schedule for Ordinary and Extraordinary Council meetings was attached. Councillor Dudley requested her *apology* be amended to *sick* on Tuesday 14 November 2023.

6. Decision Report – Consensus Outcome Paper on the Future By Local Government D23/47938 Page 7

Recommendations

1. THAT the report be received.

DUDLEY/McKAY
Carried
CL/23/124
2. THAT LGNZ adopt the below parts of **The Future by Local Government** (attachment A), and use this as a long-term platform for local government system reform that will be tailored into advocacy material for specific governments:
 1. Section 1 - Build a new system of government that's fit for purpose

VOLZKE/HALL
Carried
CL/23/125
 2. Section 2 - Rebalance the country's tax take between central and local government

BOYDE/ERWOOD
Carried
CL/23/126
 3. Section 3 - Create stronger, more authentic relationships between local government and iwi, hapū and Māori

HALL/McKAY
1 against
Carried
CL/23/127
 4. Section 4 - Align central, regional and local government priorities

DUDLEY/BOYDE
Carried
CL/23/128
 5. Section 5 - Strengthen local democracy and leadership

ERWOOD/SANDFORD
Carried
CL/23/129

Recommended Reason

This is a political decision. Council protocol is that staff generally do not offer an opinion regarding political decisions.

The District Mayor noted the following points:

- The Future for Local Government review commenced back in 2021. Representatives went around the country and did interviews and workshops with councils. The input from these was used to produce the Future for Local Government report.
- Both major political parties have said if there are any changes to be made it needs to be led by local government. As a result of this LGNZ took a direction from councils at the 2023 conference and were asked to produce a consensus report. Any item required 80% of the vote to be included, one example that was omitted due to not getting consensus was lowering the voting age to 16.
- There is no option for amendments to the wording, council either supports or does not support the recommendation as presented.

Points noted in discussion:

Section 1 - Build a new system of government that's fit for purpose

- The Deputy Mayor noted this section was pretty standard and made a lot of sense. She particularly liked the opportunities to test the different ways to deliver things for our communities around the country which would give feedback on ways of looking at different things. She also supported advocating for the Minister of Local Government to be part of cabinet.
- Councillor Harris supported the recommendation. She asked about for examples of the existing institutions referred to on page 17, the District Mayor noted this was likely to be referring to the Department of Internal Affairs but if looking at the role of local government and if it took on more responsibility around housing (as an example) then it would mean Kainga Ora. Councillor Harris noted it was positive to be looking at what is in place rather than forming a whole new body.
- Councillor Hall supported the recommendation and noted she liked the focus on joint work groups with cross party support which will be key for local government to have consistencies moving forward around what our communities will look like and how they are supported.
- The District Mayor noted this recommendation also included moving to a four year term for local government.
- Councillor Boyde noted this recommendation supported more effective working relationships with councils which has been missing for a very long time.
- Councillor Beck noted he did not support the recommendation. He was not happy with a four year term and still supported a three year term. He noted he had not seen anything in this about referendums and asked if they can still be held for certain things? The District Mayor noted this did not discard them but talks about a new system on how councils might do things, however how it will look is yet to be determined. How this looks is not up for discussion, support is just sought for what is in the report.
- Councillor Beck asked if the improving how local government honours and gives effect to Te Tiriti o Waitangi meant co-governance? The District Mayor noted the general desire is to strengthen relationships between iwi and councils and make sure that council honours and gives effect to their Te Tiriti requirements but stops short of co-governance.

Section 2 - Rebalance the country's tax take between central and local government

- The District Mayor noted this recommendation was fundamentally about financing councils into the future. More than 90% of tax goes to the government, and in some countries the split is around 50/50. The suggestion for a good place to start would be giving back GST collected on rates income.
- Councillor Boyde noted his support for this recommendation. He asked if the action for central and local government to work together to develop sustainable infrastructure included roading? And asked if road user charges coming back to the regions was part of it? The District Mayor noted that the conversation around infrastructure had primarily been around roads. This is about how to balance it out and work together.
- Councillor Erwood noted this would give councils some flexibility to get other avenues of rates.
- The Deputy Mayor noted she supported the recommendation. She liked the cabinet reference to consider the funding implications and talk through what this would mean financially for local government. It would provide access to funding but accountability and measures to deliver it well. She noted she was concerned about developing funding arrangements around climate change as she hoped this wouldn't tie council in to having to deliver certain things that are not very Stratford specific.
- Councillor Harris noted she supported the recommendation but that there was no mention of timeframes within this one. What is proposed could be critical especially as councils are talking about their Long Term Plan.

- The District Mayor felt that this was the most important part of these reforms. The current funding model is not sustainable. He noted that asking the government for money will mean councils will have to demonstrate the value they will get out of it, so any application will come with a tag if successful. The Climate Change mitigation and adaptation is growing, especially in flood prone and rising sea level areas, and this would just perpetuate the problem. He felt that this should be asking for more than just the GST on rates to be returned.

Section 3 - Create stronger, more authentic relationships between local government and iwi, hapū and Māori

- The District Mayor noted that this recommendation was the one which wraps up the work around Te Tiriti obligations, strengthening relationships and giving effect to the Treaty.
- Councillor Hall noted it was important to move forward with this. Council has built the relationships with iwi and hapu locally and Stratford is in a good position to maintain and build those relationships going forward. There needs to be more capability for councils and iwi to engage in those relationships nationwide. Councils are legislatively required to engage with iwi and hapu on a number of aspects of council business but there isn't always the resource to do this, particularly within iwi. She noted this engagement had been done at the wrong time in the past as well. This recommendation will strengthen and broaden the relationships and this can only be a positive thing for the community.
- The Deputy Mayor noted that a strong partnership and consistencies across the country between councils and iwi would be a powerful relationship. It would be a nice cohesion that links councils into māori culture and values which would benefit everyone if the focus is on the land, air and environment. She liked that it specifically states te ao Māori values as there are some cool things in the cultural space that could be incorporated into what council does to the benefit of everyone.
- Councillor Boyde noted the actions included introducing statutory requirements for what council is doing anyway so he did not see too much of a change. Prioritising investment and development in certain areas was very broad.
- Councillor Beck noted he struggled with this one and felt it was dividing a community. He would be voting against this recommendation.
- Councillor Jones felt putting this into statutory requirements would hamstring ourselves as if we can't follow it would be a downfall. It is an unknown for him.
- Councillor Boyde asked if it was currently statutory requirements to have the relationship with iwi and consult on anything council does? The Chief Executive noted that various statutes require council to engage with iwi/māori at certain points of the consultation. There is no requirement to have an ongoing relationship but it would be counterproductive to not do this. The fundamental flaw is when council speaks to iwi at the end of a project and he noted projects had much better outcomes when they have been spoken with at the beginning. The intent of this aligns with what council is already trying to achieve.
- Councillor Jones noted that with the last election there was a big drive away from too much legislation. If there were more statutory requirements was it going against what everyone has voted for? If it is put in writing then council has to do it and if it goes wrong then council will be on the back foot. Especially for something council could potentially do itself and do better.
- Councillor Beck noted there was no indication where the funding for māori engagement would be coming from.
- The District Mayor reminded council that this was to form the vision of LGNZ to then be presented to government. Overall this was trying to recognise there is a huge range and variations of relationships between iwi and councils. The intent, and where it has worked in practice in Taranaki, has seen great outcomes. He supported the recommendation.
- The Deputy Mayor reminded council of the work that has been done in this space. She could not think of an example where council has partnered with iwi from the get go and the outcome has not been positive. She felt it would be confusing if council did not support this and that not supporting it would communicate that council was not happy with our relationships in that space. In practice, and in reality, this work has brought this council and the region some very positive outcomes.
- Councillor Harris agreed that there has been some marvellous work out of the partnership with iwi in our region with very positive outcomes.
- Councillor Beck noted that people who want to do good will do good. There is a difference between intent and statutory requirements and when you are made to do something it is different.

Section 4 - Align central, regional and local government priorities

- The District Mayor noted that this recommendation gave effect to regional packages and provided a mechanism to allow central government and local government to work together while having a regional plan to ensure everyone is working in a cohesive way. Different regions will have different regional plans.
- Councillor Boyde noted there were benefits in the synergies of this proposal but noted his concern for some areas for a regional approach but acknowledged overall there could be huge benefits in this. It will be great to explore and move forward with this.
- Councillor Hall noted this was an excellent example of bringing localism back into the conversation and that she really liked the regional component as this was already a strength with such good regional relationships in Taranaki. She noted the Waka Kotahi representative who had spoken at the New Plymouth District Council earlier this year and had said when councils are going for funding they are going up against national priorities versus local needs and she felt it was so wrong that these two could clash. Central government is elected to represent their local communities and something has been lost along the way.
- Councillor Beck noted this is what has been lacking. Instruction coming straight out of Wellington, such as the median barriers from Hawera to New Plymouth but they are not wanted here.
- Councillor Erwood supported the recommendations and agreed it would be good to get some cohesion amongst all the organisations.
- Councillor Jones noted it was interesting that this recommendation was the only one that did not have any specific actions and felt it was quite general and easy to accept.
- The District Mayor noted that when central government are looking into investing in the region their go to point is the Taranaki Mayoral Forum to see if there is regional support, however in some regions the mayoral forums are quite disjointed. Formalising a process that allows our region and the government to have a common set of rules and priorities will make it easier to work to a collective plan.

Section 5 - Strengthen local democracy and leadership

- Councillor Erwood noted his support for this recommendation to get more people voting. More people showing interest with more interest in the community will help with the decision making. He noted he was disappointed the voting age had not been included in this.
- Councillor Sandford noted more people voting would give a better idea of what our community wants. He noted more community engagement would be wonderful.
- The District Mayor noted the voting age had not been included as there had been no consensus on this in the earlier conversations. He also noted that both major political parties had committed to pursuing this matter.
- Councillor Hall supported the recommendation, particularly how this would try to create the same standard around promotion of elections which she felt would have a big impact on engagement. She also noted her support for the investment in civic education in schools to help our young people learn and be confident in making their decisions.
- Councillor Harris noted this was a great opportunity to explore the civic education as it has been raised with her before. This will enable our communities to understand the processes within local government and help promote opportunities with local government which will lead to a great selection of candidates for the community to elect onto council.
- The District Mayor noted that referendums were addressed in this section. Councillor Beck noted he would like to see this broadened to include referendums specifically.
- It was clarified that at the moment there is a set of standards that councils are required to adhere to when running an election but the specifics vary between councils. If the electoral commission was doing it then they would design and set a standard right across the country.

General

- The District Mayor noted that Stratford District Council would vote in support of all five recommendations at the meeting next week. He reiterated there were no amendments or alterations and did not think there would be any debate.
- Councillor Hall asked if there had been any engagement or support around these processes with the new Minister of Local Government? The District Mayor noted the LGNZ President had met with the Minister but he did not think this was discussed as councils were still forming their views on the recommendations. If approved it will be made into a business case and then promoted to government.

7. Questions

There were no questions.

8. Closing Karakia

D21/40748 Page 30

The closing karakia was read.

The meeting closed at 11.28am.

N C Volzke
Chairman

Confirmed this 12th day of December 2023.

N C Volzke
District Mayor

MINUTES

Farm and Aerodrome Committee



F22/55/05– D23/48502

Date: Tuesday 5 December 2023 at 12noon
Venue: Council Chambers, 63 Miranda Street, Stratford

Present

Councillor G W Boyde (the Chairman), the District Mayor N C Volzke, Councillors S J Beck and V R Jones, and Committee Members, the Property Officer – Mrs S Flight and the Director – Corporate Services – Mrs T Radich.

In attendance

The Deputy Mayor M McKay, Councillors A M C Dudley, E E Hall and W J Sandford

The Chief Executive – Mr S Hanne, the Director – Corporate Services – Mrs T Radich, the Director – Environmental Services – Mr B Sutherland, the Director – Community Services – Ms K Whareaitu, the HR & Governance Administrator – Mrs C Reynolds, the Projects Engineer – Mr S Taylor, one member of the media (Stratford Press), and one member of the public (*part-meeting*).

1. Welcome

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

2. Apologies

An apology was noted from Councillor Clive Tongaawhikau.

3. Announcements

There were no announcements.

4. Declarations of Members Interest

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

5. Attendance Schedule

The attendance schedule for Farm & Aerodrome Committee meetings was attached.

6. Confirmation of Minutes

6.1 **Farm and Aerodrome Committee Meeting – 19 September 2023**
D23/40080 Page 9

Recommendation

THAT the confirmed minutes of the Farm and Aerodrome Committee Meeting held on Tuesday 19 September 2023 confirmed as a true and accurate record.

JONES/BECK
Carried
F&A/23/28

7. **Matters Outstanding**

D20/11504 Page 13

Recommendation

THAT the matters outstanding be received.

BOYDE/BECK
Carried
F&A/23/29

8. **Programme of Works**

D20/28552 Page 14

Recommendation

THAT the Programme of Works be received.

BOYDE/VOLZKE
Carried
F&A/23/30

- It was noted the final Farm Business Report will be presented to the committee in March.

9. Decision Report – 2024/2034 LTP Capital Projects

D23/47251 Page 15

Recommendations

1. THAT the report be received.

JONES/BECK
Carried
F&A/23/31

2. ~~THAT the Committee considers the proposed projects, capital and operational budget forecasts for the Farm and Aerodrome Activities and recommends, the preferred option to Council for inclusion in the LTP Projections~~

2. THAT the Committee considers the proposed projects, capital and operational budget forecasts for the Farm and Aerodrome Activities and recommends, the preferred option to Council for inclusion in the LTP Projections including any amendments.

BECK/JONES
Carried
F&A/23/32

Recommended Reason

The proposed capital projects will provide many benefits, financial and non- financial.

Points noted in discussion

Lighting upgrade in the Farm house

- It was clarified that this type of expenditure should be day to day maintenance, however there is no budget set for this, therefore the expense has been brought here.
- It was clarified the cost of replacing the light bulbs themselves is high as there are 51 lights in the farm house and because of the types of bulbs they were.
- It was agreed to leave the project as is.

Construction of additional Calving Sheds on Council Farm

- It was clarified the issue of not enough space would be present even if stock numbers were reduced in the future, especially given the new rules around bobby calves and the holding size requirements for calves.
- It was confirmed it would be normal flooring for woodchip rather than concreted.
- The Chairman noted he would like the project to be added to 2024/25 as he believes this is one of the more important projects listed. Councillor Hall also questioned the timing of the project, especially given the likely increase of cost due to inflation.
- Councillor Beck noted he would like to see it pushed back in timing due to current pressures. It was advised some other projects might be removed as the committee goes through the list, which should ease some pressure.
- It was agreed to move to the 2024/25 budget period.

Installation of a Drafting Gate System

- Councillor Jones advised a automatic drafting gate is a nice to have, and something which could be looked at in a \$10 payout scenario. The Chairman agreed and believed changing the pipework should be sufficient for the next few years.
- It was agreed to remove the project.

Cleaning and replacement of subsoil drains

- Councillor Jones questioned how many drains, this will need to be confirmed. Councillor Jones noted he would be shocked if any farm would want to spend \$50,000 on one paddock drain. He advised he would like to see the price re-evaluated.
- The Chairman noted he believed there are 14 novaflo drains which go through 3 paddocks which have been inspected and the point which needs to be dug out has been identified. He agreed that the

price seems excessive. It was confirmed the paddocks are currently planted in turnips and will then be planted in oats, which leads to the 2025-2026 year period to complete the work required.

- Councillor Beck also agreed the budget seems excessive, however believes the projects is important.
- The District Mayor questioned if this budget was priced under the open space contract, and as this is a farm draining issue, the committee would like to look at a specialised farm drainage company to complete the work. It was noted the open space contractors subcontract the work out to specialised companies.
- It was agreed to keep as is, with the expectation that the whole budget would not be spent.

Race and Culvert upgrades

- It was noted the Roading Manager has been out to the farm and identified the culverts which need to be replaced.
- It was advised there are a few issues which need to be considered when evaluating this project such as the cost of lameness in production, vet costs and Fonterra's Animal Wellness standards.
- It was confirmed there is a budget for maintenance of the race, however this is over and above that.
- It was noted that after approximately five years the project would be completed.
- It was agreed to keep the project as is, with the budget of \$25,000 each year.

Installation of Security Cameras at the Farm and Aerodrome

- The District Mayor noted he does not support this project as cameras only deter people who know they are there, those who do not will still commit the crime. Councillors Beck and Jones agreed with the District Mayor.
- It was confirmed there are security cameras inside the aeroclub clubrooms.
- It was confirmed there have been no identified thefts from the farm or aeroclub.
- Councillor Jones noted he potentially thinks the project should potentially be kept in as it may deter some people.
- The Chairman, the District Mayor and Councillor Beck agreed to remove the project.

Widening Turning Area at Aerodrome fuelling area

- It was confirmed that the area next to the holding tank is grass.
- The Chairman questioned if it is a problem now should it be moved to the 2024/25 year. It was noted the project had been pushed out at another LTP workshop.
- It was advised that if the turning circle is not fit for purpose this may be a case of Council having risk exposure, and Council should consider if an airplane has an incident because of the issue who is responsible.
- It was agreed to bring the project forward to 2024/25 year.

Supply and install runway lights

- Councillor Beck questioned if it is listed as grant funded, does that mean there is no implications for Council. It was advised that if the aeroclub wanted to replace the lights they can pay for it, which is grant funded. If Council wants to install the lights Council would fund the project.
- Councillor Jones questioned if the maintenance of the lights falls on whoever pays for the project. It was noted it would be treated as any other lights such as the netball lights and hockey lights, if they are not maintained they will be removed.
- The Chairman noted he believes the project should be removed, and if the aeroclub wish to proceed with the project at their own cost they can do that.
- It was agreed to remove the project.

Summary of Amendments:

- Lighting upgrade in the Farm house – No Change
- Construction of additional Calving Sheds on Council Farm – Move to 2024/2025
- Installation of a Drafting Gate System - Removed
- Cleaning and replacement of subsoil drains – No Change
- Race and Culvert upgrades – Change 2024/25 to \$25,000 per annum.
- Installation of Security Cameras at the Farm and Aerodrome - Removed
- Widening Turning Area at Aerodrome fuelling area – Move to 2024/2025
- Supply and install runway lights - Removed

One member of the public joined the meeting at 12.47pm.

10. Quarterly Report – Risk Review

D23/46644 Page 33

Recommendation

THAT the report be received.

BOYDE/VOLZKE
Carried
F&A/23/33

11. Quarterly Report – Farm and Aerodrome Business and Financial Report

D23/46898 Page 41

Recommendation

THAT the report be received.

BECK/BOYDE
Carried
F&A/23/34

The Property Officer noted the following points:

- Requested an indication of the appetite from the committee to sell the property on the corner of Stanley and Beaconsfield Road. The final decision will be made by Council, however will be discussed here as the property was used by the farm.

Points noted in discussion:

- The chairman noted the work to maintain the land is more work than the supplement it provides.
- Councillor Beck noted he would not like to sell the land as the land is there for the community. It was noted the decision would go to full Council where that discussion would be had, the decision today is based on if the land was any use to the Council farm.
- It was decided the committee is comfortable with the sale of the land from a farm perspective
- It was noted the budget seems to be incorrect. The Property Officer will update the budget and circulate to committee members.

12. Quarterly Report – Health and Safety Update

D23/46897 Page 53

Recommendation

THAT the report be received.

BOYDE/BECK
Carried
F&A/23/35

13. Questions

- Councillor Jones queried why the committee had not received the minutes from the last quarterly sharemilkers meeting. It was noted the minutes are not yet complete. Going forward all attempts will be made to circulate to the committee prior to any meeting.

14. Closing Karakia

D21/40748 Page 56

The closing karakia was read.

The meeting closed at 1.04pm

G W Boyde
Chairman

Confirmed this 19th day of March 2024.

N C Volzke
District Mayor

DECISION REPORT



F22/55/04 – D23/35288

To: Council
From: Projects Manager
Date: 12 December 2023
Subject: Future of the Former TSB Pool Complex

Recommendations

1. THAT the report be received.
2. THAT Council determines to demolish the TSB Pool Complex and return the underlying land to the park, as per option 2.

Recommended Reason

There is considerable interest from the community as to the future of the former TSB Pool Complex. Option 2 will provide the community an opportunity to decide on the future of this asset.

/
Moved/Seconded

1. Purpose of Report

- 1.1 To provide options to Elected Members regarding the future of the TSB Pool building.

2. Executive Summary

- 2.1 Since the opening of Stratford's new Aquatic Centre, Wai o Rua, the old swimming pool building (TSB Pool Complex) is now redundant.
- 2.2 Officers have investigated options regarding the future of the TSB Pool Complex and identified the following options for consideration:
 - Option 1.** Do Nothing
 - Option 2** Demolish the TSB complex and return the underlying land to the park.
 - Option 3** Complete a Detailed Seismic Assessment and seek expressions of interest from the community for repurposing the facility.
- 2.3 Council Officers recommend Option 2 for adoption.

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
✓	✓		

4. Background

- 4.1 In April 2023, Beca Limited completed a high-level Initial Detail Seismic Assessment (ISA) on the TSB pool complex. This identified the complex is an earthquake prone building.



Figure 1: The TSB Pool Complex

- 4.2 A report was presented to the Audit and Risk Committee in May 2023 meeting, confirming that the initial seismic rating of the TSB pool complex is <33% of the New Building Standard (NBS) (IL2). This classifies the complex as a **High-Risk** building.
- 4.3 The recommendations from this Committee, in May 2023, was for Officers to provide further information on the costs to demolish the TSB pool complex, including options to reinstate the land back to ground level.
- 4.4 While this has been assessed as earthquake-prone the Building Act 2004 provides for a **25-year period** to carry out seismic work or demolition for non-priority buildings on the issue of an *Earthquake Prone Notice*.
- 4.5 Although the TSB Pool Complex is currently closed, there is still a risk for Council. It is important to note that this risk has high associated cost and reputational damage in the event of a partial or total collapse.
- 4.6 Officers have investigated costings for Demolition and Detailed Seismic Assessment.
- 4.7 The cost of demolition and reinstatement of the land back to ground level is estimated to be \$450,000 with the ability to repurpose the land being an additional cost.
- 4.8 To determine the work required to strengthen the complex to the appropriate seismic rating, a Detailed Seismic Assessment (DSA) will be required at a cost estimated to be \$60,000. This would then need to be followed by design and strengthening work to bring it above the legal threshold depending on the intended future use.

5. Consultative Process

5.1 Public Consultation - Section 82

Council may choose to undertake public consultation to determine what the community wishes for the future of the site.

This could be done in conjunction with the LTP public consultation process.

5.2 Māori Consultation - Section 81

There is no requirement for specific consultation.

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 Key potential risks are:

- Health, safety, and wellbeing risk - In the event of injury or fatality to any member of the public, staff, or contractors, because of a building collapse due to a natural disaster such as an earthquake.
- Reputational and Conduct risk associated with the injury or fatality event.
- Financial risk in the event of litigation either from WorkSafe New Zealand or any member of the public.
- Reputational risk from council building not leading by example.

6.2 These risks are closely related to Risk 86 on the corporate Risk Register below:

Risk 86 - Asset / Infrastructure Failure causing Public Health risk. *If Council assets or infrastructure fail to work as intended, are unsafe, cause harm, public damage or endanger the public, THEN the public may be exposed to health, wellbeing or safety risks, that may put Council's reputation at risk, and Council could be subject to various penalties if found negligent. This raw risk score is 6 **High**.*

*Control Description, which reduces score to 3 **Moderate** include:*

- *Ensure asset replacement programmes are identified through physical checks of the individual assets.*
- *The capital investment required to replace these assets is aligned with a developed replacement programme which is included in the respective AMP.*
- *Identify any issues that may arise at the time of renewing existing resource consents.*
- *Maintain and update incident response plans for each asset group, including any public notification where required.*
- *Ensure staff and contractors are trained on the requirements of the incident response plans.*

7. Decision Making Process – Section 79

7.1 Direction

	Explain
Is there a strong link to Council's strategic direction, Long Term Plan/District Plan?	Yes, this decision will directly affect the budget laid out in the 2024-2034 long term plan.
What relationship does it have to the communities current and future needs for infrastructure, regulatory functions, or local public services?	A direct and strong relationship with the communities current and future needs for infrastructure as this report seeks approval on the future of Council's civic amenities.

7.2 Data

- Do we have complete data, and relevant statistics, on the proposal(s)?
- Do we have reasonably reliable data on the proposals?
- What assumptions have had to be built in?

Data supporting this report is as per the ISA report commissioned by Council and completed by BECA in April 2023 (Appendix 1).

7.3 **Significance**

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

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

7.4 **Options**

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

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

Three options have been assessed:

Option 1. Do Nothing

Choosing this option would expose Council to safety and reputational risks, which are costly, as it retains Council's exposure to the risks described in Section 6 of this report and break-ins, vandalism and leaves an eyesore.

Option 2 Demolish the TSB complex and return the underlying land to the park.

This option cost estimate is \$450,000. it removes all safety and reputational risk to council and also provides opportunity for the community in the future to determine what the best use of the land will be. Demolition includes reinstatement back to grass.

This is the preferred option.

Option 3 Complete a Detailed Seismic Assessment and seek expressions of interest from the community to repurpose the facilities.

At an estimate of \$60,000, this cost assumes that the community wants to repurpose the building. Any repurposing will require retrofitting which comes at the cost, depending on the use proposed. This option is not recommended.

The DSA will inform what work is required to be undertaken to strengthen the complex to the appropriate NBS %. To repurpose the building will also trigger the requirement to bring the structure up to the right NBS %, depending on its use.

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 would be an impact on both funding and debt levels. This will need to be considered as part of the LTP 2024-34 process as there is no current budget allocated for any of this work.

To date expenditure has come from the operational budget which has been reported on via the Policy and Services Committee meetings.

7.6 Prioritisation & Trade-off

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

The council can deliver the proposed works through the Long-Term Plan process.

7.7 Legal Issues

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

There is no legal opinion required.

7.8 Policy Issues - Section 80

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

There are no policy issues related to this project.

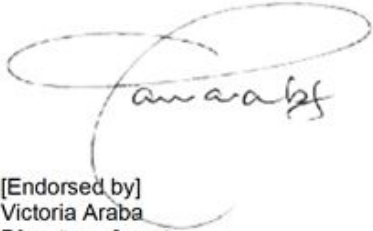
This recommendation does not conflict with any Council policies.

Attachments

Appendix 1 – Initial Seismic Assessment Report



Steve Taylor
Projects Manager



[Endorsed by]
Victoria Araba
Director - Assets



[Approved by]
Sven Hanne
Chief Executive

Date 5 December 2023

Appendix 1 – Initial Seismic Assessment Report

Stratford TSB Pool Complex – High Level Seismic Assessment High Level Review of the Stratford TSB Pool Complex

To: Sara Flight / Stratford District Council **Date:** 05 April 2023
From: Beca Ltd **Our Ref:** 2355175
Copy:
Subject: High Level Review of the Stratford TSB Pool Complex

Key Information

- Address: **77 Miranda Street, Stratford**
- Structural Engineer: **Dylan Trott**
- Assessment Results: **High Level Seismic Assessment (HLSA) and provisional rating <33%NBS (IL2)**
- 1992 design/construction (according to architectural drawings) of a cold-formed steel portal frame structure with reinforced masonry annexes on the north and east faces.
The portal frame structure has a single bay of roof bracing which comprises of cold-formed compression/tension braces. The portal frame structure has a single wall brace on the south side. It is thought that the north side of the portal frame structure may resist longitudinal lateral loads by way of portal frame action between bays (although this has not been assessed and would need to be confirmed with an intrusive investigation).
Other possible load paths include; out-of-plane bending of portal frames, and/or transfer of longitudinal forces into in-plane reinforced masonry walls in the annexes. These possible load paths have also not been assessed and would also need to be confirmed with an intrusive investigation.
The annexes have timber framed roofing and steel framing above the building entrance (not assessed).
Information for the foundations and pools were not provided and no intrusive investigation has been performed. Therefore, the detailing for these elements are unknown and were not assessed.



Figure 1: Cold-formed steel portal frame structure

Job Status Report



Figure 2: Single bay of roof and wall braces (south side wall showing)



Figure 3: North side of portal frame structure (note lack of braces). Possible portal frame action between bays.

Job Status Report



Figure 4: Internal reinforced concrete block wall in annexes

IEP High-Level Review [Date: N/A]

- To the knowledge of Beca Ltd, no IEP has been performed for the Stratford TSB Pool previously.
- A high-level seismic assessment has been performed in lieu of an IEP. This will provide a more detailed assessment of the building than an IEP.

High Level Seismic Assessment [Date: 24/03/23]

- Information provided for our high-level review:
 - structural drawings "Plan – Structural - Proposed Leisure Centre Complex – TSB Pool Complex – Page Street – P1592".
 - architectural drawings "Plan - Proposed Leisure Centre Complex for Stratford District Council Stage 1".
 - building condition assessment "D14 59237 TSB Pool Complex – Condition assessment and consultants observations – Penniall Jordan & Co – September 2014".
 - A non-intrusive site investigation was conducted to observe load paths, damage/corrosion, and to measure members which were not included in the structural drawing set. The assessment relies on the assumptions and approximate measurements made during this investigation.
- The engineer has identified the lateral bracing system for the steel portal frame structure to be the cold-formed steel portal frames in the transverse direction, and wall/roof braces in the longitudinal direction. The lateral bracing system for the annexes are the reinforced concrete block walls in both directions.
- From our site inspection it is thought that the longitudinal bays of the steel portal frame may also provide lateral resistance via portal frame action. Although, this load path has not been assessed and an intrusive investigation would need to be conducted to confirm this is a reliable load path. It is also possible that the structure relies on the out-of-plane bending of the portal frame columns to resist the longitudinal loads. This load path has also not been assessed. These are possible alternative load paths in the building if the primary longitudinal bracing were to fail.

Job Status Report

- No earthquake damage was observed in the building during the site inspection. However, approximately 20% of the portal frame columns were found to have severe corrosion.



Figure 5: Photos showing severe corrosion at the base of the portal frame columns.

- The engineer identified the structural deficiencies in the seismic resisting system as follows:

Table 1: Summary of structural deficiencies

Building Element	%NBS Score	Comments
Bolt shear in portal frame knee joint	45%NBS	The bolt shear in the portal frame knee joint assumes the fewest number of bolts in any knee joint is 4-M10, G4.6 bolts. The number, size and distances of the bolts were assumed based on photos and measurements taken during the site visit. The result for this connection is based on seismic loads, however, it is thought that wind loads will govern in the transverse direction.
Purlin tension fracture	65%NBS	The purlin capacities are based on the maximum force through any single purlin. The maximum force will occur in the braced bay where the longitudinal forces accumulate. This check assumes the roof braces are able to distribute the force to the wall braces (although the roof brace checks indicate they would fail before they are able to distribute the design strength force to the purlins). The thickness of the purlins is assumed to be 1mm.
Purlin buckling	<20%NBS	
Wall brace buckling	55%NBS	The wall braces are assumed to be 1mm thick and take half of the total longitudinal load of the building. The other half of longitudinal load is assumed to be taken by portal frame action between the bays, but the validity of this assumption has not been checked.

Job Status Report

Roof brace tension fracture	40%NBS	The roof braces are assumed to 1mm thick, and act in both compression and tension. The forces in the braces were modelled as though all the longitudinal force is distributed to the wall brace on one side (assuming the force is distributed to a wall brace on either side does not significantly improve the score).
Roof brace buckling	<20%NBS	
Internal reinforced masonry wall	50%NBS	The capacity of the internal wall is calculated by assuming it is cantilevered from the base. An intrusive investigation could confirm the walls' fixing to the roof which may allow it to be analysed as a simply supported span and may increase the capacity.

- The results are based on conservative assumptions but are thought to be reasonable. The results could be considered unreasonable if it is thought that the structure has a secondary load path which could support the structure longitudinally if the primary load paths were to fail. Although, as previously stated, an intrusive site investigation would be needed to confirm this. This would also not guarantee the building would exceed 34%NBS, nor would it address the concerns around corrosion in the columns or the fact that wind loads likely govern in the transverse direction. It is for these reasons that a building score of <20%NBS is thought to be reasonable.

The following key assumptions were made in the high-level seismic assessment:

- Structure is IL2 with a 50-year design life, on subsoil Class D.
- Structure has a ductility of 1.25.
- All cold-formed members are assumed to have the lowest thickness based on the available standard sections for the depth of member.
- All cold-formed members are assumed to be Stramit C-sections (except the portal frame columns/rafters which are assumed to be Stramit Exacta C-sections, since these have a smaller thickness available).
- Minimum number of bolts in a portal frame knee connection is 4-M10, G4.6 bolts.
- Forces in the roof bracing can be distributed as if all longitudinal forces are accumulating in the one wall brace.

Conclusion:

Based on our high level review which used information from the available structural drawings and non-intrusive site investigation, we consider the value of <33%NBS (IL2) for the building primary structure to be reasonable.

The assessment approach adopted is generally consistent with the NZSEE recommendations.







The primary concern is the load path in the longitudinal direction. The roof braces and wall braces appear to be inadequate to resist design seismic loads. A more intrusive investigation could be performed to confirm and assess additional load paths (such as portal frame action of the north-side bays, or out-of-plane bending of the portal frames). However, this will not guarantee a score above 67%NBS.

Furthermore, there are concerns that wind loads govern over seismic loads in the transverse direction, and these should be assessed for (knee joint bolt shear currently at 46%NBS when assessed for seismic loads).

Recommendations

- We understand that the building is currently not in use by the public.
- The level of corrosion to elements of the structure is of concern and warrants review and repair. For example, the base of the portal frames show signs of loss of section and in need of attention to prevent further deterioration.
- Council should consider if further and detailed seismic assessment is of value, noting that the overall score of the building could be better defined, although not necessarily increase.

Job Status Report

<ul style="list-style-type: none"> Strengthening options could be developed after further assessment or for selected and targeted elements (such as the portal frames and connections and bracing). The strengthening scheme could be tuned to specific requirements from council, for example 34%NBS or >67%NBS schemes could be conducted to a concept design level and subsequently costed with a similar conceptual level 'rough order of cost' We note that any repurposing or change of use may trigger the requirement to bring the structure up to 100%NBS or as reasonable near as practicable. 																			
<table border="1"> <thead> <tr> <th>Action</th> <th>Name</th> <th>Signed</th> <th>Date</th> </tr> </thead> <tbody> <tr> <td>Prepared by</td> <td>Dylan Trott</td> <td></td> <td>31/03/23</td> </tr> <tr> <td>Reviewed by</td> <td>Steve Kemp</td> <td></td> <td>05/04/23</td> </tr> <tr> <td>on behalf of</td> <td>Beca Ltd</td> <td></td> <td></td> </tr> </tbody> </table>				Action	Name	Signed	Date	Prepared by	Dylan Trott		31/03/23	Reviewed by	Steve Kemp		05/04/23	on behalf of	Beca Ltd		
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<p>Limitations</p> <p>These high-level reviews are of defined scope and for reliance by Stratford District Council only, and only for this commission. Beca accepts no responsibility or liability to any third party for loss or damage whatsoever arising out of the use of or reliance on our review by that party or any party other than Stratford District Council.</p> <p>The reviews are high level and cannot be qualified as a peer review. Beca does not accept any responsibility for the work of the Landlord's engineers; this will reside with the engineer undertaking the seismic assessment/retrofit design.</p> <p>Each review is limited by the information provided by Stratford District Council at the time of requesting the review. In the context of this review, Beca has conducted a non-intrusive investigation of the building and has relied on assumptions and approximate measurements made during this investigation due to the limited structural drawings. We have not sought to further validate these inputs and assumptions.</p>																			

DECISION REPORT



F22/55/04 - D23/47509

To: Council
From: Projects Manager
Date: 12 December 2023
Subject: Future of Prospero Place

Recommendations

1. THAT the report be received.
2. THAT Council approves to progress the proposed Prospero Place concept plan Northeast Plaza only (as shown in Appendix 1) as per Option 3.

Recommended Reason

Providing a decision on the preferred option will guide Officers to progress this project, once negotiations for the purchase of the green space in Prospero Place.

/
 Moved/Seconded

1. Purpose of Report

- 1.1 The purpose of this report is to provide options to progress the future of Prospero Place, based on the concept plan prepared by Designgroup Stapleton Elliott (“DGSE”).

2. Executive Summary

- 2.1 The Future of Prospero Place is part of the Stratford 2035 project.
- 2.2 Council Officers have identified five options for consideration to progress the future of Prospero Place:
 - **Option 1** – Do Nothing – Decline the proposed Prospero Place concept plan.
 - **Option 2** – Approve and progress the proposed Prospero Place concept plan, including the Northeast and Southwest Plazas.
 - **Option 3** – Approve and progress the proposed Prospero Place concept plan – Northeast Plaza only.
 - **Option 4** – Approve and progress the proposed Prospero Place concept plan – Southwest Plaza only.
 - **Option 5** – Undertake further review of the proposed Prospero Place concept plan.

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
✓	✓	✓	✓

4. Background

- 4.1 The Future of Prospero Place is part of the Future of Broadway project, which in turn is part of the larger Stratford 2035 project.
- 4.2 While the future of Broadway aims to improve the look and function of Broadway, and the spaces that surround it, the future of Prospero Place then aims to revitalise the area as a place for the community to gather, increase connectivity between Broadway and Miranda Street, and increase the aesthetic value of the town centre.
- 4.3 The buildings on Broadway are aging and look old and tired. For the purpose of the Future of Broadway report, the façades need refreshing.
- 4.4 Part of the improvements is the development of Prospero Place, which is a space feeling barren, awkward, and lacking harmony.
- 4.5 Council started negotiations in 2020 to purchase the current green space in Prospero Place. No future planting or upgrades of Prospero Place will occur until negotiations are complete.
- 4.6 At the beginning of 2022, DGSE was engaged to develop a concept town plan for Stratford 2035. Part of the scope of this project was to revitalise the town centre by upgrading Prospero Place.
- 4.7 A concept town plan for the upgrade of Prospero Place has been developed to revitalise the town centre and is attached as Appendix 1.
- 4.8 Public consultation on the Prospero Place upgrade was undertaken at the Stratford A&P show in November 2022. Feedback was generally positive, and the consensus was that they wanted the project to get started.
- 4.9 This report is now providing option for Council to consider the next steps of the project.

5. Consultative Process

5.1 Public Consultation - Section 82

Public consultation on the Prospero Place upgrade was undertaken at the Stratford A&P show in November 2022.

5.2 Māori Consultation - Section 81

Once a concept design has been approved, the Design Team will coordinate with Iwi to incorporate their ideas into the design.

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 This report does not relate to any risks on the Council Risk Register.
- 6.2 Once the concept plan is approved, all risks associated with the design will be identified.

7. Decision Making Process – Section 79

7.1 Direction

	Explain
Is there a strong link to Council's strategic direction, Long Term Plan/District Plan?	Yes, this directly relates to Stratford 2035.
What relationship does it have to the communities current and future needs for infrastructure, regulatory functions, or local public services?	This aims to improve Prospero Place, creating a space for the community to gather and enjoy events in the heart of Stratford.

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?
--

Data is based on the concept plan provided by DGSE.

The vision of the Concept Design is to offer spaces for the community to congregate and engage in a variety of ways by creating grassed plazas broken up by areas of seating and planted gardens.

The public were shown the concept plans (Appendix 1) that were created by DGSE and asked to provide feedback on various design elements, as well as the overall design.

Feedback was generally positive, and the consensus was that they wanted the project to get started.

7.3 Significance

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

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

7.4 Options

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

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

Option 1 – Do Nothing – Decline the proposed Prospero Place concept plan.

Take no further action on the concept plan proposed in Appendix 1 and cease further investigation into this development.

Option 2 – Approve and progress the proposed Prospero Place concept plan, including the Northeast and Southwest Plazas.

Approve the concept plan for the Northeast and Southwest Plazas proposed in Appendix 1 and begin the design for lwi and public consultation.

Option 3 – Approve and progress the proposed Prospero Place concept plan – Northeast Plaza only.

Approve the concept plan for the Northeast Plaza proposed in Appendix 1 and begin the design for lwi and public consultation.

This is the recommended option.

Option 4 – Approve and progress the proposed Prospero Place concept plan – Southwest Plaza only.

Approve the concept plan for the Southwest Plaza proposed in Appendix 1 and begin the design for lwi and public consultation.

Option 5 – Undertake further review of the proposed Prospero Place concept plan.

Decline the concept plans proposed in Appendix 1 and provide feedback on the proposed design which can be integrated into an updated concept design.

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.

If Option 3 is selected as the preferred option, there will be costs involved in updating the concept plan.

7.6 Prioritisation & Trade-off

Have you taken into consideration the:

- Council's capacity to deliver;
- contractor's capacity to deliver; and
- consequence of deferral?

There is no issue relative to capacity to deliver.

7.7 Legal Issues

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

No legal opinion is required for this decision.

7.8 Policy Issues - Section 80

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

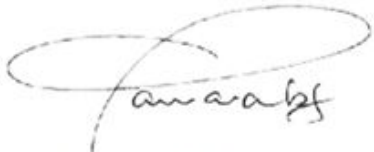
No policy issues have been identified for this decision.

Attachments:

Appendix 1 – Concept Design for Prospero Place



Steve Taylor
Projects Manager



[Endorsed by]
Victoria Araba
Director – Assets



[Approved by]
Sven Hanne
Chief Executive

Date 5 December 2023

Appendix 1 – Concept Plans for Prospero Place



Figure 1. DGSE overall concept plan for Prospero Place development.

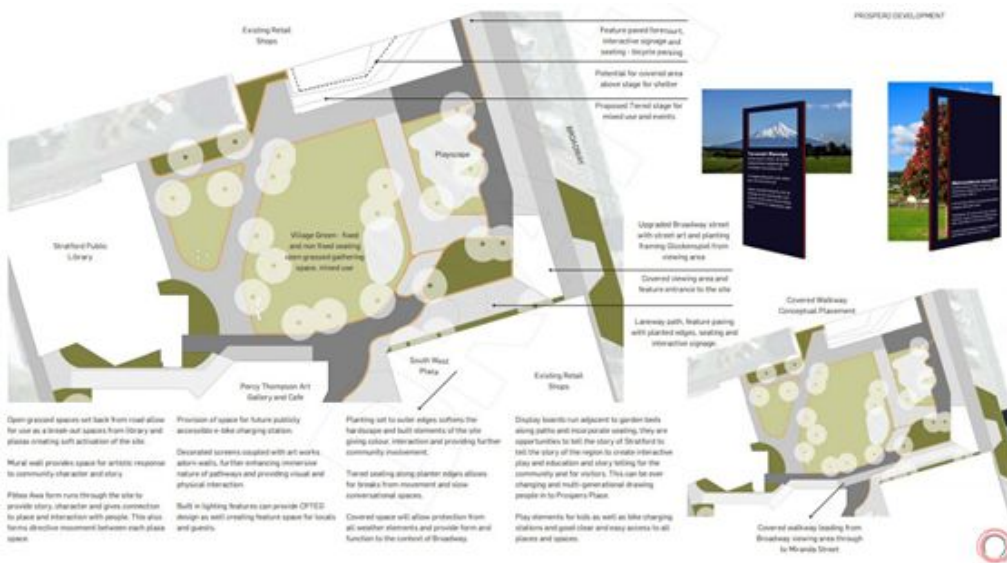


Figure 2. DGSE detailed concept plan for Prospero Place Northeast plaza.

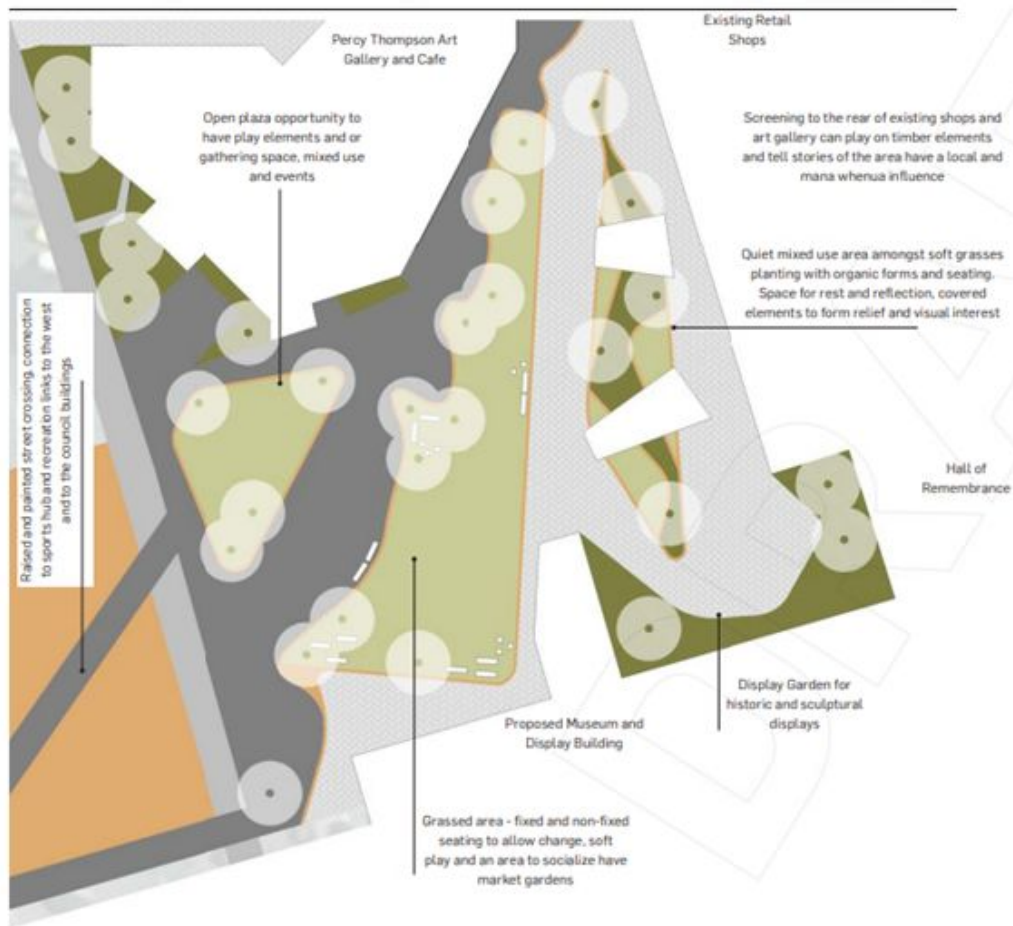


Figure 3. DGSE detailed concept plan for Prospero Place Southwest plaza.

DECISION REPORT



F22/55/04 – D23/48342

To: Ordinary Council Meeting
From: Roothing Asset Manager
Date: 12 December 2023
Subject: Americarna 2024 – Proposed Temporary Road Closures

Recommendations

1. THAT the report be received.
2. THAT pursuant to Section 342(1) (b) in accordance with Schedule 10 clause 11(e) of the Local Government Act 1974, approval is given that the Stratford District Council closes the following roads on Friday 23 February 2024, between the hours of 7.00am and 3.00pm for the purpose of the 2024 Americarna event.
 - SH3 Broadway between Seyton Street and Fenton Street.
 - Regan Street between Miranda Street and Juliet Street between the hours of 9am to 3:00pm
 - Miranda Street between the Seyton Street and Fenton Street.
3. THAT the Council approves the alternative routes detailed below:
 - **Southbound traffic** – Left into Seyton Street, right into Juliet St, left onto Fenton Street to return to SH3 at the southern roundabout.
 - **Northbound traffic** – Left onto Fenton St, right into Portia St to Seyton St, right onto Seyton St to rejoin SH3 at Seyton ST/SH3 intersection.

Recommended Reason

For the Stratford Business Association to host Americarna, it is necessary to close the roads listed above for safety reasons and for the participants to exhibit their vehicles via a static display. The proposed road closures require formal endorsement by a Council resolution.

/
Moved/Seconded

1. Purpose of Report

- 1.1 For any street event that requires a road closure, Schedule 10 clause 11(e) of the Local Government Act 1974 requires a Council resolution to endorse the proposed road closure. This report seeks this endorsement for the purposes of allowing the Stratford Business Association to close the roads to host Americarna on Friday 23 February 2024, between the times specified in the recommendation.

2. Executive Summary

- 2.1 In order for Americarna to be held in Stratford, the Stratford Business Association has requested that several roads are closed to enable the entrants to exhibit their vehicles for public viewing between 10:30am and 12:30pm. As SH3 Broadway has on street parking, the Stratford Business Association has requested SH3 Broadway is closed from 7am to reduce the possibility of Stratford residents parking on the street before the American cars start arriving from 10:30am. Alternative routes for northbound and southbound traffic along State Highway 3 will be sign posted for the duration of the static display.

- 2.2 Two temporary bus stops will be provided one on Portia Street for the northbound service and one on Juliet Street (outside Mitre 10) for the southbound service for the duration of the closure. This will allow for the continuation of Hawera to New Plymouth Connector bus service whilst the closure is in operation.

3. Local Government Act 2002 – Section 10

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

The report is for the purposes of providing good regulatory function, as street events such as this, require a Council resolution to endorse a proposed road closure. This year’s event is expected to attract in the order of 800 entrants.

4. Background

- 4.1 The Stratford Business Association approached the organisers of Americarna to request the event is brought to Stratford for a public static display of the vehicles participating in the event. The most appropriate location for the static display is Broadway, from Seyton Street to Fenton Street.

It is anticipated the 2024 event will be of a similar size to previous events held thus far, with an anticipated number of entrants being 800.

At the time of writing this report, Americarna had indicated there will be in the order of up to 800 people who will register their vehicles to participate in the event. Considering the expected number of vehicles, this will require a sufficient area to park the vehicles for the public display.

The intention is to use SH3 Broadway, from Seyton Street to Fenton Street as the primary parking area. The Stratford Business Association have also requested to close Miranda Street from the Seyton Street through to Fenton Street, as an overspill area for the static display. There will be Marshalls placed at the closure points to assist with directing traffic. Access to and from the Z service station will only be available after 9:30 am via Regan Street from the west.

The alternative routes for SH3 traffic for the duration of the road closure are as follows:

- **Southbound traffic** – Left into Seyton St, right into Juliet St, right onto Fenton St to rejoin SH3 Broadway at the southern roundabout.
- **Northbound traffic** - Left onto Fenton St, Right onto Portia Street, right onto Seyton Street, to re-join SH3 at Seyton Street/SH3 intersection.

As SH3 Broadway is a designated High Productivity Mass Vehicle, (HPMV), route, Stratford District Council is required to issue a memorandum to all HPMV permit holders using SH3 which provides haulage companies a consent to use the alternative routes outlined above.

5. Consultative Process

5.1 Public Consultation - Section 82

The Stratford Business Association are required to liaise with all residents and traders affected by the proposed road closure. AmeriCARna's road closure was advertised in the Stratford Press on Wednesday 8 November 2023 with the objection cut-off date Friday 1 December 2023. There have been no objections.

A letter drop was made to all businesses and residents on Broadway and Miranda Streets and residents of Miranda Street on Thursday 16 November informing them of the proposed road closure and AmeriCARna event. All emergency respondents have been informed.

5.2 Māori Consultation - Section 81

There are no known effects that this event is likely to have on local iwi issues.

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 In order for Americarna to be held in a safe manner on public roads, it is essential that these roads are closed for the times stated in the recommendation. This will safeguard the participants in Americarna as well as the public wishing to look at the vehicles in the static display.

Americarna have developed their own Safety Plan, as this is a festival which travels to several towns within the Taranaki region. This element is captured by Risk 29 – Health, Safety and Wellbeing and is covered by the organisers with their appropriate plans.

7. Decision Making Process – Section 79

7.1 Direction

	Explain
Is there a strong link to Council's strategic direction, Long Term Plan/District Plan?	Yes. This event brings the opportunity to develop a vibrant and prosperous CBD, as well as creating a "feel good factor" during the summer months.
What relationship does it have to the communities current and future needs for infrastructure, regulatory functions, or local public services?	This report supports the performance of Council by providing a regulatory function in accordance with the Local Government Act 2002.

7.2 Data

- Do we have complete data, and relevant statistics, on the proposal(s)?
- Do we have reasonably reliable data on the proposals?
- What assumptions have had to be built in?

Yes, the times of the proposed road closures are outlined in the recommendation above. The only un-known at the time of writing this report, is the number of American vehicles in the static display.

7.3 **Significance**

	Yes/No	Explain
Is the proposal significant according to the Significance Policy in the Long Term Plan?	No	
Is it:	No	
• considered a strategic asset; or	No	
• above the financial thresholds in the Significance Policy; or	No	
• impacting on a CCO stakeholding; or	No	
• a change in level of service; or	No	
• creating a high level of controversy; or	No	
• possible that it could have a high impact on the community?	No	Some traders may be affected by Americarna. However, the Business Association have encouraged the traders along Broadway to embrace the event as this could have some benefits by virtue of the entrants and the visitors coming to Stratford. The extended duration of the closure period will also benefit the traders as the cars and their passengers will be in Stratford for approximately 90minutes longer.

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

7.4 **Options**

<p>An assessment of costs and benefits for each option must be completed. Use the criteria below in your assessment.</p> <ol style="list-style-type: none"> 1. What options are available? 2. For each option: <ul style="list-style-type: none"> • explain what the costs and benefits of each option are in terms of the present and future needs of the district; • outline if there are any sustainability issues; and • explain if the outcomes meet the current and future needs of communities for good-quality local infrastructure, local public services, and performance of regulatory functions? 3. After completing these, consider which option you wish to recommend to Council, and explain: <ul style="list-style-type: none"> • how this option is the most cost effective option for households and businesses; • if there are any trade-offs; and • what interdependencies exist.

The options to be considered for this report are:

Option 1. Do not approve the closing of the roads listed above. If this is the option chosen, then the Stratford Business Association will not be able to host Americarna. This could have a negative impact on Stratford as a place to hold street events. There would also be an impact on the Business Association members and fellow traders seeing that approximately 950 vehicles plus occupants will not be stopping in Stratford for three hours.

Option 2. Endorse the proposed road closures as outlined in recommendation 2 above to indicate our support for this event. **This is the recommended option.**

7.5 **Financial**

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

The cost of providing the traffic management will be met by the Stratford Business Association. Stratford District Council's officer time for approving the traffic management plan is met from current Roading budgets.

7.6 **Prioritisation & Trade-off**

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

The Stratford Business Association has sought the assistance of Traffic Management Solutions to draft a Traffic Management Plan, along with providing and monitoring that plan throughout the event.

If the traffic management contractor cannot adequately resource the road closure, there is a real possibility that this event will not be held, unless an alternative contractor can be engaged at short notice.

The local Lions Club have been engaged to assist with the parking of the cars along the roads which are proposed to be closed.

7.7 **Legal Issues**

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

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

7.8 **Policy Issues - Section 80**

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

This report is consistent with the policy for Temporary Road Closures.

Attachments

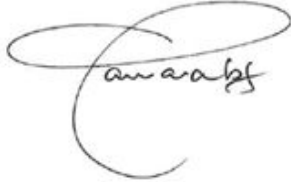
Appendix 1 - Letter indemnifying Stratford District Council

Appendix 2 - Third party Liability Insurance Certificate

Appendix 3 - Traffic Management Plan



Stephen Bowden
Roading Asset Manager



[Endorsed by]
Victoria Araba
Director - Assets



[Approved by]
Sven Hanne
Chief Executive

Date 5 December 2023

Appendix 1



9 November 2023

Stratford District Council
P O Box 320
STRATFORD

Attention: Stephen Bowden

Dear Stephen

2024 AMERICARNA (STRATFORD)

The Stratford Business Association indemnifies the Stratford District Council and New Zealand Transport Agency against any claim whatsoever arising from the event of AmeriCARna (Stratford) to be held on Friday 23 February 2024.

A copy of our public liability insurance Certificate of Currency is attached.

Yours faithfully,

Amy Kingston
SECRETARY

Appendix 2



AMP General Insurance
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PO Box 8134
New Plymouth 4342

veronewplymouthsales@vero.co.nz
T: 06 759 4750
F: 06 759 4620

HTL Insurance
New Plymouth

13 November 2023

Certificate of Currency

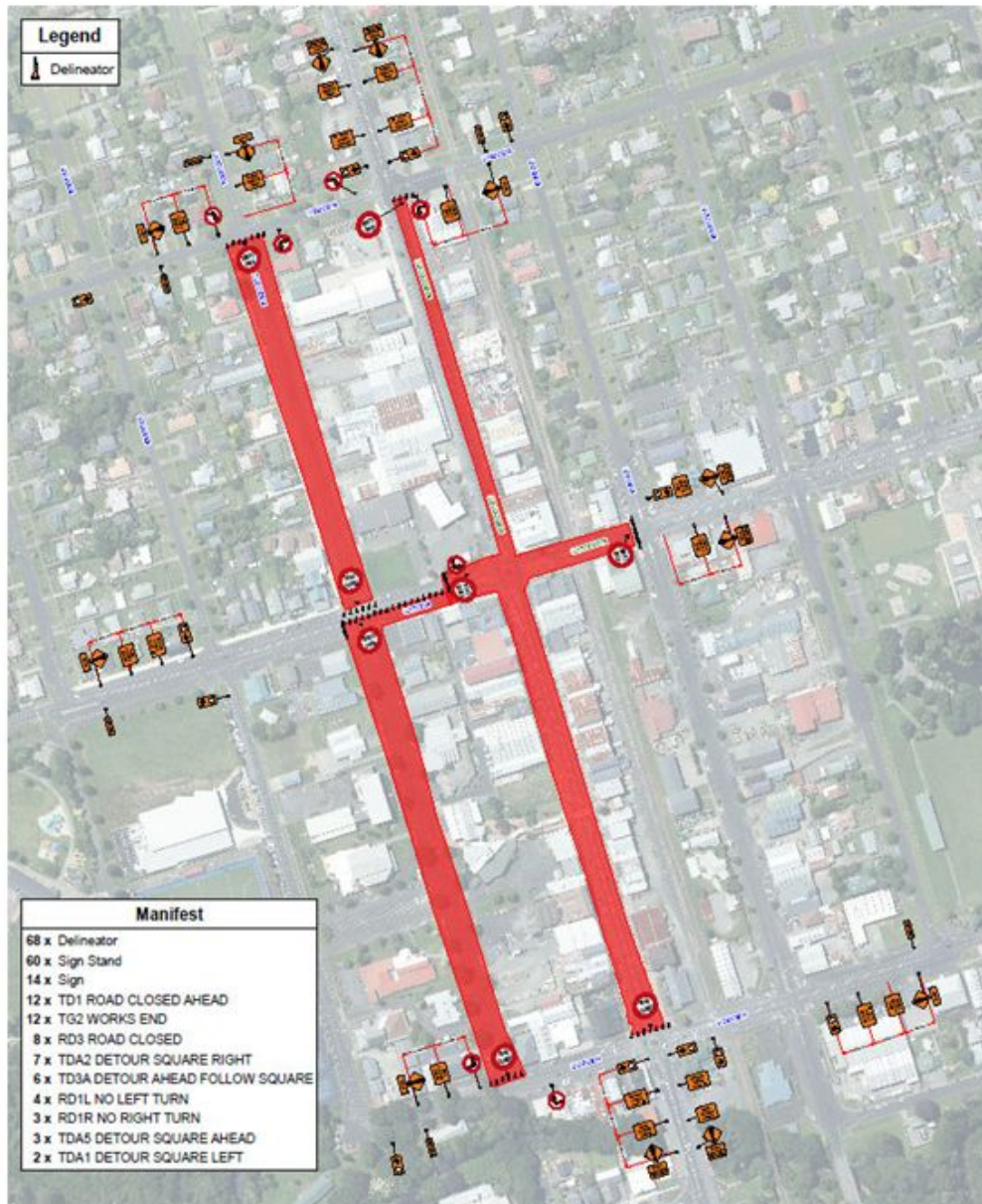
This certificate confirms details of the insurance cover for

Name of insured	Stratford Business Association
Interest insured	Broadform Liability \$2M
Interest insured	Statutory Liability \$2M
Address	Anywhere in NZ
Period of insurance	From 29/10/2023 to 29/10/2024 at 4pm
Policy number	BIP.4126393
Special terms and conditions	

Please refer to the policy document and schedule for the full policy terms, conditions and exclusions which may limit the scope of this insurance cover.

Vero Central Region Sales

Appendix 3





Plan Scale
1 : 1522 (1cm = 15m)

TMD 2 Northern Signs





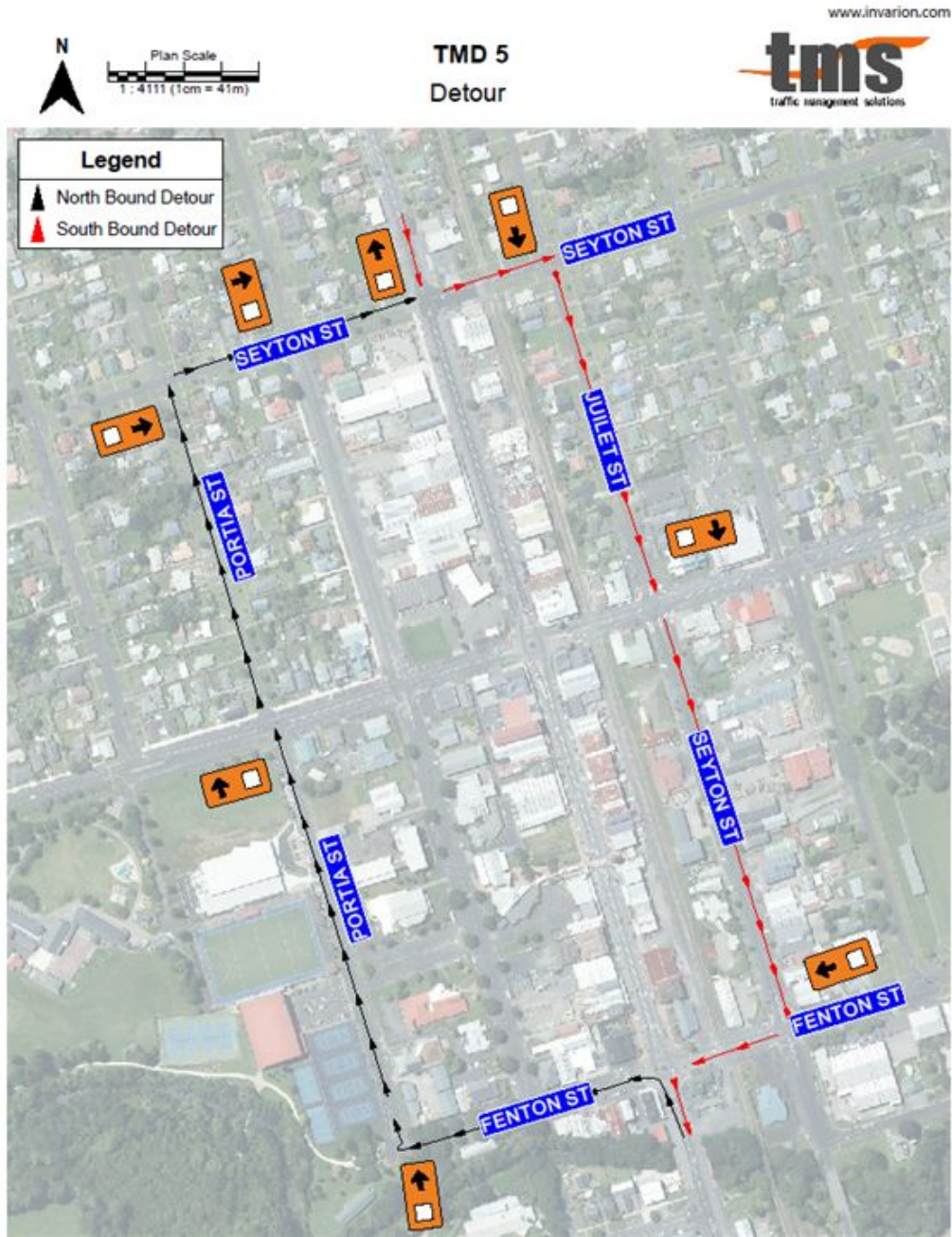


Plan Scale
1 : 1818 (1cm = 18m)

TMD 4 Southern Signs

www.invarion.com







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.