



Our reference
F19/13/03-D21/26182

8 November 2023

Ordinary Meeting of Council

Notice is hereby given that the Ordinary meeting of Council will be held in the **Council Chambers, Stratford District Council, 63 Miranda Street, Stratford** on **Tuesday 14 November 2023** beginning at **3.30pm**.

Timetable for 14 November 2023 as follows:

12 noon	Workshop <ul style="list-style-type: none">- Percy Thomson Trust update- Long Term Plan
2.45pm	Afternoon tea for Councillors
3.00pm	Public Forum <ul style="list-style-type: none">- Stratford Park Project- Sport Taranaki
3.30pm	Ordinary Meeting of Council

Yours faithfully

Sven Hanne
Chief Executive

2023 - Agenda - Ordinary - November Open

14 November 2023 03:30 PM



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AGENDA

Ordinary Meeting of Council



F22/55/05 – D23/45560

Date: 14 November 2023 at 3.30 PM
Venue: Council Chambers, 63 Miranda Street, Stratford

1. Welcome

- 1.1 **Opening Karakia**
D21/40748 Page 5
- 1.2 **Health and Safety Message**
D21/26210 Page 6

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 7

Attendance schedule for Ordinary and Extraordinary Council meetings.

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.

/
Moved/Seconded

- 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.
- 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.

/
Moved/Seconded

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.
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.

/
Moved/Seconded

7. District Mayor's Report
D23/45970 Page 42

Recommendation

THAT the report be received.

/
Moved/Seconded

8. Decision Report – Adoption of 2024 Meeting Schedule
D23/43919 Page 69

Recommendations

1. THAT the report be received.
2. THAT Council confirm the 2024 Meeting Schedule as presented.

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.

/
Moved/Seconded

9. Public Forum Response

Speaker: Tracey Blake
Topic: Stratford Park Update

Speaker: Michael Carr
Topic: Sport Taranaki update

10. Questions

11. Closing Karakia
D21/40748 Page 78



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.

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	12/12/23
Meeting	O	O	O	O	O	O	O	O	O	O	O
Neil Volzke	✓	✓	✓	✓	✓	✓	✓	✓	✓		
Steve Beck	✓	✓	✓	✓	✓	✓	✓	✓	✓		
Grant Boyde	✓	✓	✓	✓	✓	✓	✓	✓	✓		
Annette Dudley	✓	✓	✓	✓	✓	✓	✓	✓	✓		
Jono Erwood	✓	✓	✓	✓	✓	✓	✓	✓	✓		
Ellen Hall	✓	✓	✓	✓	✓	✓	✓	✓	✓		
Amanda Harris	AV	✓	✓	✓	✓	✓	✓	✓	✓		
Vaughan Jones	✓	✓	✓	✓	A	✓	✓	✓	✓		
Min McKay	✓	✓	S	✓	✓	✓	A	✓	✓		
John Sandford	S	S	S	✓	✓	✓	✓	✓	✓		
Clive Tongaawhikau	✓	A	✓	✓	A	✓	✓	✓	✓		
Mathew Watt	✓	✓	✓	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 – D23/45529

Date: Tuesday 10 October 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 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 – 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 Communications Manager – Ms G Gibson, the Roading Asset Manager – Mr S Bowden, the Roading Engineer – Mrs D Taplin (*part meeting*), the Communications Advisor – Mrs S Clarkson (*part meeting*), the Parks and Reserves Officer – Mrs M McBain (*part meeting*), the Projects Engineer – Mr O Mabumbo (*part meeting*), the Projects Manager – Mr S Taylor, the HR & Governance Administrator – Mrs C Reynolds (*part meeting*), fourteen members of the public (including three deputations) (*part meeting*), the chairman Percy Thomson Trust – Mr B Ellis (*part meeting*) and one member of the media (Stratford Press)

Via Audio/Visual Link – Ms P Thomson and Mr L van der Walt (part meeting),

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

There were no apologies.

3. Announcements

The District Mayor noted there were tabled items being amended plans for Regan Street and Portia Street for the Transport Choices Projects (item 8) and the auditors report for the Annual Report (item 9). These had been circulated and were available for the public and media.

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 declarations of interest.

5. Attendance Schedule

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

6. Confirmation of Minutes

6.1 Ordinary Meeting of Council – 12 September 2023
D23/39511 Page 12

Recommendation

THAT the minutes of the Ordinary Meeting of Council held on Tuesday 12 September 2023 be confirmed as a true and accurate record.

SANDFORD/JONES
Carried
CL/23/89

6.1.1 Public Forum Notes
D23/40234 Page 16

The notes from the public forum held on Tuesday 12 September 2023 are attached for council's information.

6.2 Farm and Aerodrome Committee – 19 September 2023
D23/40080 Page 18

Recommendations

1. THAT the unconfirmed minutes of the Farm and Aerodrome Committee meeting held on Tuesday 19 September 2023 be received.

BOYDE/HARRIS
Carried
CL/23/90

2. THAT the recommendations in the minutes of the Farm and Aerodrome Committee meeting held on Tuesday 19 September 2023 be adopted.

TONGAAWHIKAU/McKAY
Carried
CL/23/91

Councillor Boyde noted the following points:

- A strategic review of the committee will be undertaken in December.
- Maize is now out of the system as the feed for the in-shed feeding system is a much cheaper option.
- The Taiki Environmental Plan has been received and everything is in really good shape.
- The farm is currently watching its costs due to the current environment.
- He reiterated the importance of the farm to all ratepayers as rate mitigation comes from the reserve funded by the profit of the farm.

6.3 Audit and Risk Committee – 19 September 2023
D23/41247 (Open) D23/41071 (PE) Page 22

Recommendations

1. THAT the unconfirmed minutes of the Audit and Risk Committee meeting held on Tuesday 19 September 2023 be received.

VOLZKE/DUDLEY
Carried
CL/23/92

2. THAT the recommendations in the minutes of the Audit and Risk Committee meeting, including those in the public excluded section, held on Tuesday 19 September 2023 be adopted.

HALL/BECK
Carried
CL/23/93

6.4 Policy and Services Committee – 26 September 2023
D23/41569 Page 31

Recommendations

1. THAT the unconfirmed minutes of the Policy and Services Committee meeting held on Tuesday 26 September 2023 be received.

VOLZKE/McKAY
Carried
CL/23/94

2. THAT the recommendations in the minutes of the Policy and Services Committee meeting held on Tuesday 26 September 2023 be adopted.

McKAY/WATT
Carried
CL/23/95

6.5 Taranaki Solid Waste Management Committee – 17 August 2023
Page 39

Recommendation

THAT the unconfirmed minutes of the Taranaki Solid Waste Management Committee meeting held on Thursday 17 August 2023 be received.

VOLZKE/TONGAAWHIKAU
Carried
CL/23/96

6.6 Regional Transport Committee – 6 September 2023
Page 42

Recommendation

THAT the unconfirmed minutes of the Regional Transport Committee meeting held on Wednesday 6 September 2023 be received.

VOLZKE/BOYDE
Carried
CL/23/97

The District Mayor noted the following points:

- Clarification and discussion was held on who attends this meeting in what capacity and if the attendees should have advisory and/or voting rights.
- An update on the review of the regional land transport plan was given.
- The Speed Management Plan was approved and is now out for consultation.

6.7 Taranaki Civil Defence Emergency Management Joint Committee – 21 September 2023
Page 48

Recommendation

THAT the unconfirmed minutes of the Civil Defence Emergency Management Joint Committee meeting held on Thursday 21 September 2023 be received.

VOLZKE/ERWOOD
Carried
CL/23/98

The Deputy Mayor noted that the TEMO business plan was adopted at this meeting but will be a living document.

7. District Mayor's Report
D23/42419 Page 52

Recommendations

1. THAT the report be received.

VOLZKE/SANDFORD
Carried
CL/23/99

2. THAT Council endorses the appointment of Christine Craig as a trustee of the Percy Thomson Trust for a further three year term (October 2026).

BOYDE/DUDLEY
Carried
CL/23/100

The District Mayor noted the following points:

- The Local Government New Zealand meeting to consider the Future of Local Government was held in Wellington. There were 17 recommendations from the report which were all considered and resulted in quite a bit of a consensus across 14-15 of these. There were some suggested changes to put into the narrative and be developed further with a similar event to be scheduled in November for further discussion. The plan will then be brought back to the councils for critique and approval.
- The Waka Kotahi Safety Project for SH3 was launched. The first stage is from New Plymouth to the top of Mangorei Road where a round-a-bout will be built. The project will work its way south and into the Stratford district next year.
- It was requested that council endorses the appointment of Christine Craig for a further term as a Percy Thomson Trustee.

Questions/Points of Clarification:

- It was clarified that the tree planting at Tututawa was for the 800 Trust.

8. [Decision Report –Transport Choices – Final Scope of Work for Delivery](#)
D23/40922 Page 62

There were three deputations approved for this item.

Dr D de Wet
Te Whatu Ora
<p>Points noted:</p> <ul style="list-style-type: none">• Dr de Wet noted he was representing Te Whatu Ora but specifically the National Public Health Service.• He presented the concept of public health with health care services producing 25% of health outcomes, genetics being 15% and the social, economic and environmental factors being 60%. This is significant as councils have a significant input in creating environments for their communities.• The healthy cities and towns model was shown as it allows for independence, inclusivity and creates a concept of shared social spaces while supporting nature and health. He noted he was speaking very much in support of the cycle way proposal in general.• There is good evidence that when you add any type of capacity to make a mode of transport quicker or safer then people will make the switch to that mode. This is significant from a public health point of view as regular small doses of exercise can be significant in terms of health including impacts on cardio-vascular health, BMI, diabetes, mental health and wellbeing gains and over all reduced all-cause mortality.• If a person switches from driving to cycling then the monetised health benefits are \$4.90 per kilometre for a conventional bike and \$2.50 per kilometre for an e-bike. This is a powerful indicator of the overall health gains of cycling.• The social benefits include independence for children but also the cycling infrastructure is significant for inclusivity for disabilities as well. Creating a social space and interaction creates connections within the towns and city.• There are also significant climate change benefits from cycling.• This proposal is well supported from the public health service and will help shape a healthy town.

The Corporate Accountant and Percy Thomson Chairman joined the meeting at 3.48 pm.

Graham Green

Resident

Points noted:

- Is here to speak about how the cycle lanes are going to be delivered by taking half a street to hand over to cyclists who will then be riding close to the traffic due to the road being narrower.
- Stratford provides good residential streets. New Plymouth does not have nice wide streets with easy forms of access and he did not want to see one of these streets half the width that they are now.
- He noted when he was at Stratford Tech there were 600 kids attending and there were bike sheds for 300-400 bikes. He asked where were the bikes today. He noted this was not the cyclists fault but the mums and dads fault with every kid arriving in a car.
- He asked where the rubbish bins will go with a concrete strip for the cycleway on the road. He had asked one councillor who had said put it on the concrete strip but who is going to be able to pass the rubbish bin?
- He noted heavy vehicles use Hamlet Street on a regular basis with anywhere between 6-12 trucks a day.
- He noted he had counted every morning the number of kids on bikes and there were sometimes one or two kids in the morning, but none at night.
- He noted he measured the road and had put chalk markings and a little girl from Avon School had asked him what he was doing. He showed her where the cyclelane was going to be on the road and she had said I won't be riding my bike on the road I don't care how good the lanes are. She realised she was a dead duck if she made a mistake out there.
- When looking at the plan it had taken a while to sort out as the pieces of paper delivered showed the sections drawn on the back of his section, then saw it went all the way to Page Street and from there to Celia Street.
- He noted he wanted the cycleway to be put beside the footpath.
- Coming out of the driveway will make the turn difficult with the concrete strip especially with a caravan.
- He had asked a councillor how much this will cost, he had not known.
- His main point was to not tie up the roadways and he did not think this could be done in the timeframes so ratepayers would have to finish funding the project through rates. The project is a good idea but it has to work for everyone.

Questions/Points of Clarification:

- He clarified he did think shared carriageways/on the footpath was a better option. He noted the need to fix intersections for mobility scooters as well.
- He clarified he was on the south end of Hamlet Street.

<p>Tricia Jamieson Resident</p> <p>Points noted:</p> <ul style="list-style-type: none"> • She urged councillors not to be seduced by the money on offer and to reject the plans for Phase 1 and 2. • Phase 1 is unwanted and unnecessary and Phase 2 lacks details from East to West and North to South. • These plans will not result in an influx of children biking to school. • The plans will negatively impact businesses and access to services while dividing communities and leading to less connectedness. • The plans today are based on school safety and transport choices based on a premise that with a safer road network people will let their children walk to school. • The plans are not fit for purpose as they do not address behavioural change or the north/south divide or east/waste divide. • They will not trump convenience, which is the number one reason for vehicle travel. • The stick falls disproportionally on those who are not the target. Hundreds will loose roadside rubbish collection, street parking, parking outside their churches or medical services and thousands will have additional rate burdens. • The plans may create the illusion of safer cycle travel and the premise is that the road changes will create the necessary behavioural change but she noted she did not believe this. It needs more than just facilities. She noted that she is told that Wai o Rua is a beautiful facility, she could use this facility but she doesn't as it would require a behavioural change for her. The plans are not fit for purpose as they do not address the behavioural change needed. • A shared use path is suitable for recreational use and light flow (less than 200 total users an hour). • NZTA pedestrian crossing guide states not to use a zebra crossing for fewer than 50 users per hour and that Taranaki Diocesan has less than 50 day girls so would not warrant a pedestrian crossing. • She urged council not to cripple the beautiful wide streets. • She felt council had sent a message to parents that the roads are unsafe and asked council to stop scaremongering and address behavioural change and look at what influences the kids today. \$1.5 million could provide a lot of carrots (incentives). • This project will only place additional financial burdens on our communities and will not deliver the desired outcomes. <p>Questions/Points of Clarification:</p> <ul style="list-style-type: none"> • Councillor Boyde asked if she felt shared carriage ways would be crippling the wide streets? Mrs Jamieson did not think this was necessary as widening has already been done, outside their hours the footpath is already 1.2m and was only needed to get to 1.5m to accommodate riders.
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The Roding Asset Manager noted the following points:

- Updated designs for Figure 2 and 4 in Appendix 4 were tabled.
- Waka Kotahi have recognised this as a flagship project to make it safer to get to the school gate and connecting the schools together with a walking and cycling network. Stratford was very fortunate to get approval for the project against some of the bigger metros and is a testament for what a small community can do.
- This report seeks definition of the scope of the project going forward. The scope needs to be finalised by the end of the month which was extended from the end of September. There was also a 12 month extension granted for construction.
- It was reiterated that if bits of the project are taken out there is no going back and could not be included in another form of a transport choices project. There is also the potential that the project is thrown out by Waka Kotahi if they feel council is no longer delivering on the expression of interest which was to deliver 7km of cycleway and make it safer at the school gates.
- Councillors were asked to have open minds to have a robust conversation about each of the projects.

Questions/Points of Clarification:

- It was clarified that the two crossings on State Highway 3 (Broadway) were still in development. Two locations were identified outside the Kings Theatre and in front of McKay's Pharmacy, however safety auditors and Waka Kotahi suggest they are moved closer to the round-a-bouts to stop people crossing there.
- Councillor Boyde questioned if changing the 7km to shared carriage way would change the scope of the project from being on-road? Mr Bowden clarified there was a mixture of off-road and on-road cycle lane depending on if the road was wide enough. It has been encouraged that where there is plenty of road space then the cycle lane be created on-road, however where it is physically impossible to that then the adjoining berm or a shared use footpath is used.
- Mr Bowden noted that the proposal had been to replace the wooden bridge behind the old pool complex, the transport choices team had told officers that the funding does not pay for the provision of bridges, however further conversations with Anna Nord, Waka Kotahi, have shown she is very supportive of this concept and will go in to support council if they decide to progress with the design and consenting for this. This is due to it being a connection and stopping children having to go on State Highway 3.
- It was clarified that some of the raised platform crossings are courtesy crossings to act as a traffic calming treatment, and some are pedestrian crossings.
- Mr Bowden clarified that there is a fixed budget so the project will only go as far as this budget will take it. If projects are not started by the due timeframe then it will fall off the list, however if a project is three quarters of the way through he did not think funding would be pulled for it.
- Mr Bowden clarified that two local contractors have been identified to work together with subcontractors to complete the work. Officers are looking at if the raised platforms can be pre-formed to speed up the installation as installing the concrete or hot mix would take two to three weeks. They are also looking at if they concrete islands can be made offsite as well.
- It was noted there wasn't a final cost breakdown for each of the projects as the designs have not been finalised. Once the designs are finalised then costings can be obtained from the contractors. The list may be revisited if it doesn't fit within the budget. The Deputy Mayor noted her concern that if the projects cannot be done within the budget and the scope revised then it may remove the connectivity. Mr Bowden noted there was potential for Waka Kotahi to fund the work on State Highway.
- The Deputy Mayor noted that risk 17 related to the non-availability of labour, plant or weather to complete the project and questioned how this could impact on the funding? Mr Bowden noted that if the programme is not completed then council would not be able to recover the 80% assistance rate, therefore it was important to ensure the contractors deliver the project as designed.
- Mr Bowden clarified that due to the lack of suitably sized contractors an exception report was submitted to the Chief Executive for the procurement policy. He noted that completing a tender process would also take time and impact the schedule for the project. Approval had been granted to direct the work to local contractors with an order to complete the work by 30 June 2024, this exception would need to be updated to reflect the extension to the timeframe.
- The Director – Corporate Services noted the initial loan funding would be repaid over a period of 25 years and would incur interest costs, depreciation and revaluation costs. The rating impact was not known, however would be impacted by interest, depreciation and repairs and maintenance. Mr Bowden clarified that concrete footpaths have a useful life of 80-100 years therefore depreciation would be spread over that timeframe. The District Mayor noted this was an open ended question as these are built on existing roads and just adding to its purpose rather than building new infrastructure which would have additional expenses.
- Councillor Erwood asked for clarification on watering down Phase 1 and Phase 2? Mr Bowden noted that the whole idea is about connectivity so the ability to water down some elements would be dependent on maintaining connectivity.
- It was clarified that the base criteria for on-going public support was meant this needed to be supported by elected members as well as the community.
- It was noted that if the projects are pulled apart then the funding could be lost. There had been no indication to what level these plans could be changed, however they will go to Waka Kotahi for review at the end of October and they have noted their intention to have their response within a week.
- The Chief Executive noted this had been an unusual process as usually councillors instruct officers to provide a piece of infrastructure and they use their skill sets to deliver what has been asked. Council reviewing the design and inserting themselves at a detailed level is quite unusual but he noted he appreciated there was high public interest. It was also unusual to have such a tight timeframe. He encouraged councillors to focus on the elements of the project rather than the construction methods and ask officers to address any areas of conflict so that they can address those during the design

rather than trying to design these during this meeting. Changes can be requested from feedback received.

- The District Mayor noted that feedback had been received via public drop in sessions, meetings, one on one meetings, conversations and emails.

Recommendations

2. THAT Council considers all options for cycleway treatments on roads affected by the Transport Choices project.

HARRIS/HALL
Division
For 9
Against 3
Carried
CL/23/101

Points noted in discussion:

- Councillor Jones noted that the key points that had stuck in his mind before the individual projects were discussed were the Waka Kotahi's Chief Executive letter saying sufficient stakeholder and community support and he questions if council had that. Looking at the numbers there is a lot against it but appreciated that negative feedback always outweighed the positive so questioned how good that information was. Additionally risk 72 made him question if council had all the information required for a speedy decision with no real information on the total rate impact and he was concerned a decision could be rushed into creating the same scenario as the pool complex where there was backlash when it was wrong. He noted submission 87 where is stated that Waka Kotahi make projects take forever, however council was expected to rush this decision through today. He noted he had concerns going forward with this project.
- The Deputy Mayor noted that walking and cycling is a wonderful thing to be taken up by the community for environmental and health benefits. She had been supportive of this strategy from the get go but felt that the decision was being rushed and had felt pressured under tight timeframes. If this investment is so important then why had it come to council in this way which is not a good decision making process. She noted the town had benefited greatly from government funding but that council had been ready for that, and today council had heard that officers don't know the total cost to deliver this project which did not feel right. She asked if council could afford to buy into this grant, could it afford to borrow another \$1.5 million plus depreciation? She noted that the recent Annual Plan process had required costs to be pushed out to bring the rates as low as possible and will be applying the same scrutiny to the Long Term Plan. She noted the community had not been screaming out for this, Stratford has wide roads and a very flat surface which is favourable for walking and cycling but people need to utilise it more. The government has given example after example of poor plans that have fallen short with a destructive path behind and they are now asking council to get on board. She could not support this project in its entirety and would like to give consideration on delivering parts of this but felt she was hearing it is not a viable option. She felt if Waka Kotahi could change timeframes then council could work with them.
- Councillor Beck noted that the majority of residents through the feedback, and through people speaking to him, did not want this. He had not found anyone who does. An overwhelming number of people have said they do not want this. He noted his concern about the dollars that will be added to the rates eventually as the loan will need to be paid back and felt the upcoming speed restrictions would help effect what is hoping to be achieved anyway. He noted he could not support this project.
- Councillor Watt noted his main problem was the overwhelming majority of the feedback was unresponsive and a lot of those negative comments were not things that could be solved by redesigning. Over half the comments were either we don't need this, or this is a waste of ratepayer money. The financial cost will be much more than the \$1.5 million contribution and with interest it could double. It also doesn't include maintenance or depreciation. He was not supportive of the project without knowing what it will cost. Risk 72 states councillors need to understand the financial impact of this and he did not think he could approve this without knowing the cost.
- Councillor Boyde noted in the 2021-31 Long Term Plan cycle ways were hardly ever mentioned. There was no need for them and no budget set aside. Then Central Government came up with Transport

Choices, this is a great idea and he commended staff for meeting the tight timeframes and pressures. He noted his main concerns were the actual detail and actual costing as well as different consultants drawing plans where as the councillors are local and on the ground. This is not right for our streets and he could not support this in its current form. There are some good ideas that have come forward particularly around the Stratford Primary School.

- Councillor Dudley noted she had been quite excited when she first saw this as she could see quite a lot happening in Stratford, however the tight timeframes and mistakes already made show it has been too rushed and she worried this would lead to a huge stuff up. One of the comments has been the lack of trust in council and elected members and she wants people to know that council does listen to its ratepayers. She noted it had been a hard decision but she would not be backing this project either.
- Councillor Sandford noted he could see that council has the money and could make the use of it, and when he saw the plans there were some he was really happy with but a lot he was not happy with and understood he couldn't hand pick changes. He felt it was too rushed and was just not happy with it.
- Councillor Tongaawhikau acknowledged the staff who have put the effort into this and that it has not been easy. He noted council was faced with a hard decision and would never sign a contract if it didn't know what was going on and this is what this feels like. The speakers had spoken really well and clarified some points such as backing out with a trailer. He noted it is a big project and he wants to say yes to everything as there are some awesome things in there but from reading the comments from the people living in those areas they say it is not a good idea. He blamed Waka Kotahi for putting the pressure on council but noted that council was not ready for this. He noted he loved Stratford and the big open spaces and that people loved the parks and reserves that are here. He could not support this project.
- Councillor Hall noted there had been valid points raised but noted that when looking at this project she hadn't thought about Stratford today but rather Stratford in 10, 20 or 30 years and how our tamariki and mokopuna will travel and she is confident it will not be the same as it is today. She noted the more people submit in times they don't agree so was trying to keep a balanced view. She acknowledged the work done by staff under such time restraints. She still sees this as an opportunity and without the Connecting our Communities Strategy this isn't something council could do without an influx of funding. The safety of our roads is a direct reason why many parents won't allow kids to bike to and from schools and our job is to facilitate and build the infrastructure for the community we want and if this is built she believes travel will change. She will be supporting a motion to move forward with this.
- Councillor Harris noted she shared the concerns around the table, however she did support a level of some consideration. Although this project isn't perfect there are elements that have been received well by the community and around this table. This motion will be to consider if council would like to move forward and consider some of the elements. One of the thoughts shared today was considering future generations, no thought was given when the road was built for the future, the skinny footpaths had no thought for the future and at some point council had to put future lenses on everything it does. It might affect us today but what will it look like in 30 years time? She noted she was in awe of the amount of work staff have done and felt this was another example of a top down approach from central agencies. She asked if this did not proceed today could these plans be kept for future funding? It was confirmed that these plans are captured as part of the 30 year plan but that future transport choices funds could not be applied for. Councillor Harris noted she supported a move forward to consider some of the elements and was mindful of the work that has been done which needs to be acknowledged and considered.
- Councillor Erwood noted he supported the project but a watered down version would be smacked down by Waka Kotahi. He noted a lot of the public feedback is against this and felt the Hamlet Street north plans provided no connectivity as it goes to nowhere. He felt concerned for the cost of depreciation etc to ratepayers and felt it was not good that Waka Kotahi had not listened to council regarding connectivity to Page Street. He supported the project but as a watered down version.
- The District Mayor noted the substantial amount of work that has gone into this and that it is not often council gets the opportunity to receive funds of this amount for any project. It is quite an event that they are willing to invest over \$6 million into the district and the tag that comes with this is that council has to pay 20% of the costs which is about \$1.5 million. He noted the comments saying it was unknown what the budget is, however it is exactly \$1.5 million which is council's contribution to the overall project and if the project runs out of funds then the work will stop at a certain point. He disagreed with the suggestion there was no one in support of the project as there were many people who have submitted that they support it. The Ministry of Education has noted their support, the National Public Health Service has noted their support and supportive comments received from Ngāti Ruanui, Ngāruahine and Ngāti Maru. So it was not true to say there was no one supporting this. He noted some of his considerations had included the requests for many years to reshape, revisit and reorganise the parking, traffic islands and pedestrian crossings outside Stratford Primary School.

Council had always said yes it wants to do this but could not afford to, and now there is the opportunity to have someone external contribute towards that. Council has also heard pleas for crossings across Portia Street and that call was never louder than when a child was hit by a car there a couple of years ago, but council did not have the funding to do it. There have been numerous calls for crossings and safety features on Broadway to cross State Highway 3 and although these would be things Waka Kotahi would normally fund, they keep saying no. If council says no to this project in its entirety then some of these projects will remain sitting on the books and there will still be people asking for them but council will not be in a position to do them without costing the ratepayers. Those three projects noted would cost \$1 million - \$1.5 million on their own without the additional funding on offer. He felt other towns would be laughing at Stratford for not taking this up and felt council should at least look at this. Other bits of the project may not be as important and could be taken out but he felt council should at least be approving the work at Stratford Primary, Portia Street and Broadway and if Waka Kotahi says no then at least council has tried.

A division was called.

Those voting for the motion: Councillors Boyde, Dudley, Erwood, Hall, Harris, Jones, Sandford, Tongaawhikau and the District Mayor.

Those voting against the motion: Councillors Beck, Watt and the Deputy Mayor McKay.

Recommendation 3 will be split into each individual project as per below:

<p>Recommendations</p> <p>3. <u>THAT</u> Council determines to proceed with the overall Transport Choices Project and adopts Option 1 for each of the following roads, as per Section 7.4 and Appendix 4 of this report, as the final scope of work for delivery:</p> <p>Phase 1 Project:</p> <ol style="list-style-type: none">1. Regan Street – Stratford Primary School.2. Regan Street – Hamlet Street to State Highway 3 Broadway.3. Hamlet Street – Regan St to Pembroke Road.4. Portia Street- Regan Street to Fenton Street.5. Miranda Street – St Joseph’s Primary School6. Celia Street – Miranda Street to Hamlet St.7. Hamlet Street – Celia Street to Romeo Street.8. Hamlet Street – Avon Primary School. <p>Phase 2 Project:</p> <ol style="list-style-type: none">9. Regan St (SH43) – State Highway 3 Broadway to Cordelia Street10. Regan St (SH43) – Cordelia Street to Swansea Rd11. Swansea Rd – Regan St (SH43) to Fenton Street12. Fenton St – State Highway 3 (Broadway) to Cordelia Street13. Juliet St – Fenton Street to Patea River Bridge14. Juliet St – Patea River Bridge to Celia St.15. Celia St – Juliet Street to Swansea Road.
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It was clarified that shared carriageways can be discussed when looking at the individual projects.

1. Regan Street – Stratford Primary School.

- Councillor Watt questioned if there was an estimated cost for Option 1 for this element by itself? Mr Bowden noted that it could be done for \$350,000 for the western side of the project and about \$150,000 for the rest.
- It was clarified for this to be a shared carriage way it would require widening the footpath to 2.5m.
- Councillor Boyde noted this was one of the concepts he did support.

Recommendations

3. THAT Council determines to proceed with the overall Transport Choices Project and adopts Option 1 for the following road, as per **Section 7.4** and **Appendix 4** of this report, as the final scope of work for delivery:

Phase 1 Project:

1. Regan Street – Stratford Primary School.

ERWOOD/BOYDE
Carried
CL/23/102

2. Regan Street – Hamlet Street to State Highway 3 Broadway.

- It was clarified that it was not recommended to have a shared use footpath as this was outside the school to get kids across Regan Street to the eastern side and an on-road cyclelane could not be constructed due to the protected Kōwhai trees. On this specific section you could not have shared use due to the outside seating at the Baking Company and access to the medical centre. There is also plenty of room to construct an on-road cycleway.
- It was noted that if the on-road cyclelane is constructed it will also address the issues with the high berm outside the medical centre that is a problem for their patients.
- It was clarified that parking will remain as parallel parks, the parking outside CMK Accountants will change to parallel parks.
- It was clarified that parking outside of the beauty therapist will need to be removed due to the close proximity to the round-a-bouts, however the parking outside the petrol station will not be touched.

Recommendations

3. THAT Council determines to proceed with the overall Transport Choices Project and adopts Option 1 for the following road, as per **Section 7.4** and **Appendix 4** of this report, as the final scope of work for delivery:

Phase 1 Project:

2. Regan Street – Hamlet Street to State Highway 3 Broadway.

HALL/TONGAAWHIKAU
6 For
6 Against
Casting vote For
Carried
CL/23/103

The District Mayor used his casting vote for the motion, he felt if the cycleway had been approved as far as Portia Street it would defeat the purpose of connectivity if it did not go all the way to Broadway and it had been identified there would be no issues with parking.

3. Hamlet Street – Regan St to Pembroke Road.

- Councillor Erwood felt this was a road to nowhere with no benefit.
- Councillor Boyde asked if this could be a shared carriage way as there will be no parking and people will have to go around. Mr Bowden clarified that if there is the width to put the cyclelane on the road then that should be the first option. Widening the footpath causes safety issues with people driving out of driveways. The second option was to have a cyclelane installed in the berm. If it is put in the berm then the trees will have to go and further work will be required to retain the banks and work on driveways. It could be installed on the eastern side of Hamlet Street as the berm is flatter and would only have one crossing but then would need to create a crossing point to get across Regan Street. The least preferred option is widening the footpath.
- Councillor Watt asked that if Option 3 is not supported by the safety audit, then should it really be an option? He felt all options needed to be considered.

Recommendations

3. THAT Council determines to proceed with the overall Transport Choices Project and adopts Option 1 for the following road, as per **Section 7.4** and **Appendix 4** of this report, as the final scope of work for delivery:

Phase 1 Project:

3. Hamlet Street – Regan St to Pembroke Road.

MOTION LAPSED

4. Portia Street- Regan Street to Fenton Street.

- The District Mayor noted that this one will impact the most amount of people due to the amount of people, particularly on Saturdays in winter. It is quite different to the other considerations.
- Councillor Boyde noted he did like this element once it was changed to the other side of the road. Officers have listened to all feedback and made a whole lot of changes. He supported the connectivity to the end of the street but that going over the river at the end is fundamental for the success of kids safety and needs to go hand in hand.

Recommendations

3. THAT Council determines to proceed with the overall Transport Choices Project and adopts Option 1 for the following road, as per **Section 7.4** and **Appendix 4** of this report, as the final scope of work for delivery:

Phase 1 Project:

4. Portia Street- Regan Street to Fenton Street.

BOYDE/HALL
1 against
Carried
CL/23/104

5. Miranda Street – St Joseph’s Primary School

- Councillor Dudley noted she supported this element except she would like to see the cycleway not on the road. She did not support the shortening of this road and with 5.8m for parking it would only just fit a 5.7m ute and noted that a lot of rural people went to St Josephs. She was worried this would not provide enough room to back out of the park. The pedestrian crossing is amazing. She felt conflicted with this and if it could be changed to a shared footpath then she would support it. Mr Bowden noted that he understood the concern about backing out of a park into traffic, however he explained the whole point of this was to create a slow speed environment with raised platforms and dual purpose crossings. He accepted reducing the width of the street may make it a bit difficult but there is a lot of room there and explained that shared use had not been preferred to create a degree of separation between pedestrian and cyclist.
- Councillor Sandford noted his concern regarding parking in front of the dentist and podiatrist offices. Patients will have to park further up the road and he felt this was wrong. Mr Bowden noted this was

because Page Street did show a section of on-road cycleway but if that was not built then parking will remain outside the dentist. If approval can be given for the bridge upgrade then the link to the state highway will not be constructed.

- Councillor Boyde noted he could not support this in its current form. It should be a shared carriage way. He appreciated feedback had been taken on-board and that the bus stop had been moved back but would only support if the cycleway was on the footpath.
- It was clarified that some parks would be lost outside the dentist on Miranda Street due to the pedestrian crossings. The crossings would still be required if the plans were changed to a shared carriage way.
- Councillor Hall noted there was parking at the old pool complex that was available for patients to the dentist, podiatrist and other businesses.
- It was clarified that the cyclelane was located on this side of the street to get the Patea River connection but that the pedestrian crossing was required towards the state highway to accommodate for anyone crossing from that direction.
- Councillor Watt noted that as this stands he would not support it. There is potentially ways to make this work however option 2 doesn't meet the guidelines and option 3 there is no information on how this would look. So he did not support any of these options.
- Councillor Hall noted that this was a significant part of the project and if council did not move forward with this then the entire project may not be supported by Waka Kotahi. This is also one of the widest streets she has ever seen and thinks there is the space to do this. She acknowledged the feedback and how this could affect the businesses but there is nearby parking available and this would help with a change in behaviour and use. She supported option 1.
- Councillor Boyde noted he would support this if it is a shared carriage way but the bridge connection to join to the school will be a deal breaker.
- Councillor Sandford noted that crossing the road from the carpark can be difficult for the elderly.

Recommendations

3. THAT Council determines to proceed with the overall Transport Choices Project and adopts Option 2 the following road, as per **Section 7.4** of this report, as the final scope of work for delivery:

Phase 1 Project:

5. Miranda Street – St Joseph's Primary School

BOYDE/DUDLEY
2 *against*
Carried
CL/23/105

6. Hamlet Street – Celia Street to Romeo Street.

- Councillor Boyde noted he did not support this at all. This is a beautiful wide street with very little traffic flow and is an ideal road to starting to bike on.
- The District Mayor noted if a cyclelane was not installed here then it wouldn't connect with the others.
- Councillor Hall noted if council did not go ahead with this part of the project then how does it look to connect the different parts of the community?

Recommendations

3. THAT Council determines to proceed with the overall Transport Choices Project and adopts Option 1 for the following road, as per **Section 7.4** and **Appendix 4** of this report, as the final scope of work for delivery:

Phase 1 Project:

6. Celia Street – Miranda Street to Hamlet St.

MOTION LAPSED

7. Hamlet Street – Avon Primary School (Project 8).

- It was clarified that the crossings that had not been on the original plan were an optional extra.

Recommendations

3. THAT Council determines to proceed with the overall Transport Choices Project and adopts Option 1 for the following road, as per **Section 7.4** and **Appendix 4** of this report, as the final scope of work for delivery:

Phase 1 Project:

8. Hamlet Street – Avon Primary School

MOTION LAPSED

8. Celia Street – Miranda Street to Hamlet St (Project 7).

- Councillor Sandford noted that the important part of this was whether it would continue down Hamlet Street. He felt this should be voted on first to fix that.
- Councillor Jones asked why there were no plans to head down Celia Street towards the state highway to link to the crossing and the underpass. Mr Bowden noted that the Juliet to Celia Street proposal would link up to the underpass on Celia Street.

Recommendations

3. THAT Council determines to proceed with the overall Transport Choices Project and adopts Option 1 for each of the following roads, as per **Section 7.4** and **Appendix 4** of this report, as the final scope of work for delivery:

Phase 1 Project:

7. Hamlet Street – Celia Street to Romeo Street.

MOTION LAPSED

- Councillor Sandford asked if the work on Miranda Street would continue if approval for the upgrade to the bridge was not approved? Mr Bowden noted this would have to be funded with council's share. This point has been discussed since the first initial meeting and stalled when they said they wouldn't fund it, however if they can see the design and consenting process progressing then they are willing to push for this element on council's behalf. It was reiterated that this was the desired outcome.

The meeting adjourned at 6.05pm and recommenced at 6.14pm.

Phase 2 Project:

9. Regan St (SH43) – State Highway 3 Broadway to Cordelia Street

- It was clarified that this part of the cycleway was on the footpath between Broadway and Juliet Street so no parking was lost. This was due to the left turn lane leading up to the round-a-bout.
- Councillor Sandford noted that the proposed parking down Regan Street was to be parallel parking which will not address the chaotic parking at the bike park including the trucks being there and the Mary Alice Chapel will lose half its parking.
- Mr Bowden noted that marking the parallel parks would maximise the amount of parking there. Councillor Hall noted this could be a good deterrent for the trucks that park by the bike park.
- Councillor Boyde noted he could not support this plan in its current form but would support a shared carriage way on the footpath. The crossings are fine but it would be safer to have shared use on the footpath. Mr Bowden noted that the businesses, panelbeaters, garage, hairdressers etc needed to be considered as bikes on the footpaths could cause issues.
- Councillor Jones asked if these were designed as the shortest point or the safest? He asked if an alternative route could be designed through the park? It was noted that a proposed change was to go along Cordelia Street on the new footpath and connect up to Fenton Street.
- Councillors Beck, Boyde and Sandford recorded their vote against the motion.

Recommendations

3. THAT Council determines to proceed with the overall Transport Choices Project and adopts Option 1 for the following road, as per **Section 7.4** and **Appendix 4** of this report, as the final scope of work for delivery:

Phase 2 Project:

9. Regan St (SH43) – State Highway 3 Broadway to Cordelia Street

ERWOOD/HALL
7 For
5 against
Carried
CL/23/106

10. Regan St (SH43) – Cordelia Street to Swansea Rd

- Mr Bowden noted an amendment to this design with the cyclelane now proposed to go down Cordelia Street to link Regan Street to Fenton Street. This would be via the newly constructed footpath on Cordelia Street which runs along the park and therefore does not cross any residential driveways.
- There will be a pedestrian crossing on Fenton Street to link the two cycleways.

Recommendations

3. THAT Council determines to proceed with the overall Transport Choices Project and adopts the alternative route linking Regan Street to Fenton Street via a shared pathway along Victoria Park on Cordelia Street.

ERWOOD/HARRIS
Carried
CL/23/107

11. Swansea Rd – Regan St (SH43) to Fenton Street

- Based on the acceptance to use a shared carriage way along Cordelia Street to link Regan Street to Fenton Street, this element was withdrawn.

12. Fenton St – State Highway 3 (Broadway) to Cordelia Street

- It was noted that this will connect with the pathway built last year on Fenton Street.
- It was clarified there was currently no connectivity for this route past state highway 3 as this will be from the southern round-a-bout down.

Recommendations

3. THAT Council determines to proceed with the overall Transport Choices Project and adopts Option 1 for the following road, as per **Section 7.4** and **Appendix 4** of this report, as the final scope of work for delivery:

Phase 2 Project:

11. Fenton St – State Highway 3 (Broadway) to Cordelia Street

HALL/ERWOOD
7 for
5 against
Carried
CL/23/108

13. Juliet St – Fenton Street to Patea River Bridge

- Councillor Dudley noted there was another bridge here that could take cyclists off road. But it was noted that this bridge would not be suitable for alternative usage such as mobility scooters.
- It was clarified that this piece of cycleway was from the Salvation Army to the bridge. It would then connect up to connect to Whakaahurangi Marae and then onto Swansea Road. It will also create the link to the underpass on Celia Street.
- Councillor Hall noted that this route will connect to the marae and to think of this as an important component in our community. It was important to remember that these upcoming parts of the project link to the marae.
- Councillor Beck noted his concern with the 90 degree corner and accessibility for large trucks as this will narrow the corner. Mr Bowden clarified that during the design briefing it has been confirmed that a truck and trailer will be able to get around that corner with the cycle way in place.
- It was noted it would be a narrower cycle lane across the bridge.

Recommendations

3. THAT Council determines to proceed with the overall Transport Choices Project and adopts Option 1 for the following road, as per **Section 7.4** and **Appendix 4** of this report, as the final scope of work for delivery:

Phase 2 Project:

13. Fenton St – State Highway 3 (Broadway) to Cordelia Street

HALL/TONGAAWHIKAU
7 for
5 against
Carried
CL/23/109

14. Juliet St – Patea River Bridge to Celia St.

Recommendations

3. THAT Council determines to proceed with the overall Transport Choices Project and adopts Option 1 for the following road, as per **Section 7.4** and **Appendix 4** of this report, as the final scope of work for delivery:

Phase 2 Project:

14. Juliet St – Patea River Bridge to Celia St.

HARRIS/HALL
2 against
Carried
CL/23/110

15. Celia St – Juliet Street to Swansea Road.

- The preference to move this to a shared cycle lane, off-road, was noted.

Recommendations

3. THAT Council determines to proceed with the overall Transport Choices Project and adopts Option 1 for the following road, as per **Section 7.4** and **Appendix 4** of this report, as the final scope of work for delivery:

Phase 2 Project:

15. Celia St – Juliet Street to Swansea Road.

ERWOOD/HARRIS
Carried
CL/23/111

Points noted in discussion

- It was noted there was a gap on Celia Street from Miranda Street to the state highway which would allow cyclists to go across the crossing, through the underpass and connect up to the southern end of Celia Street. It was suggested that this could also be extended all the way up Celia Street.
- It was noted there was no connection from the southern round-a-bout to the Centennial Rest Rooms, this would need to be on the footpath as there were protected trees on the road.
- It was clarified there was connectivity on Swansea Road to connect to the Celia Street cycleway.
- Councillor Hall asked if there was appetite to revisit the discussion for Avon School as she was really mindful that one of our schools was not connected to the rest of the community such as the play ground on Page Street or to follow it to the bike park. She noted there is a community around Avon School and had been thinking how it would feel to not be included in this project.
- The District Mayor asked if this could be done on the berm on Hamlet Street? Mr Bowden noted that because the cycleway is on the southern side of Celia Street it would be easier for them to turn up the street and continue down the berm and then connect to the recently upgraded pedestrian crossing.
- Councillor Harris noted if Hamlet Street was reconsidered then consideration needed to be given to the raised berms outside the school as well. Mr Bowden clarified that if Avon School was to be connected then that will be part of the proposal.
- Councillor Sandford noted the only option he would accept would be on the berm.

Recommendations

4. THAT Council staff be instructed to attempt to find a solution to connect the following roads:

Fenton Street (State Highway 3 to Centennial Rest Rooms)

ERWOOD/HARRIS
1 against
Carried
CL/23/112

5. THAT Council staff be instructed to attempt to find a solution to connect the following roads:

Celia Street (from Miranda Street o State Highway 3)

JONES/DUDLEY
2 against
Carried
CL/23/113

6. THAT Council staff be instructed to attempt to find a solution to connect the following roads:

Hamlet Street (from Miranda/Celia Street to Avon School)

Which is to be an in-berm cycleway and include proposed safety features at the school entrance.

HALL/TONGAAWHIKAU
7 for
5 against
Carried
CL/23/114

Councillors Beck, Boyde and Sandford recorded their vote against the motion.

The Roading Engineer, the Projects Engineer and the Communications Advisor left the meeting at 7.03pm.

Pam Thomson and Luke van der Walt (Deloitte) joined the meeting via audio/visual link at 7.03pm

9. [Decision Report – Adopt Annual Report 2022/23](#)
D23/42035 Page 208

Recommendations

1. THAT the report be received.
- VOLZKE/BOYDE
Carried
CL/23/115
2. THAT the Annual Report 2022/23 be received and approved for adoption, subject to any further changes as requested by Deloitte, the independent auditors.
3. THAT the Mayor and the Chief Executive be given authority to sign the Annual Report, incorporating any late, minor, changes that may be required by Deloitte.
4. THAT the Chief Executive be authorised to publish an audited Summary Annual Report within one month of adopting the Annual Report 2022/23.

BOYDE/TONGAAWHIKAU
Carried
CL/23/116

Recommended Reason

Section 98A of the Local Government Act 2002 requires Council to adopt the Annual Report 2022/23 by 31 December 2023. The audited Annual Report gives the community transparency on the Council's performance for the year. It is a statutory requirement for a local authority to, within one month after the adoption of its Annual Report; make publicly available a summary of the information contained in its Annual Report.

Pam Thomson and Luke van der Walt noted the following points:

- Management and staff were thanked for their work during the year end audit.
- The executive summary was included in the tabled report on page 6.
- The uncertainty of the three water reform is noted.
- There is a focus in the report on the valuation of assets. There was a pocket of assets that were revalued including land and buildings and Percy Thomson Trust assets so this will be seen with a valuation adjustment coming through. Auditors agreed with management conclusion that the fair value was not material so there was no uplift in value posted in the financial statements.

- The management override of controls was another focus area due to mandates for specific procedures over management of controls. There were no issues identified with testing.
- Revenue Recognition was another area of focus and specific testing is done over rates revenue. Revenue recognition is a risk but this has been rebutted due to the process followed in striking of the rates, this is consistent with other councils and nothing was identified to indicate that the rates were wrong.
- It was noted that there was an ongoing discussion regarding audit fees with the Office of the Auditor General and Deloitte in terms of what all parties could do to make the process more efficient. The Chief Executive, District Mayor and Director – Corporate Services will report back on this.
- The representation letter has been signed as Deloitte have agreed to keep the representation letter and fee discussion separate. Deloitte are now in a position to sign off the Annual Report today.
- Recommendations from the audit are as follows:
 - Timeliness of policy reviews. There are a number of policies that were due for review and have not been. A policy status update report will be provided to the Audit and Risk Committee.
 - It was noted the system does not currently have the ability to pull the information required around timeframes and issuing of resource consents. This is currently done manually so opens up the risk for potential errors. There is a script being developed for the system to pull this information directly.
 - Approval of purchase orders – management have good processes for reviewing at the payment stage but auditors are recommending a review of the purchase orders be undertaken to minimise the risk a purchase is challenged at the payment approval stage.
 - It was recommended to formalise the approach for evidence to maintain audit trail.
- The unadjusted differences is in relation to the Percy Thomson Trust investments that should be carried at fair value in the groups financial statement, however auditors have agreed this is not material to the financial statements but it is noted in the representation letter.
- The opinion is unmodified however it was noted that there are still outstanding matters which are listed on page 19 and include the agreement on the 2023 audit fee.

Pam Thomson and Luke van der Walk left the meeting at 7.23pm

10. Information Report –Percy Thomson Trust – Annual Report 2022/23
D23/39971 Page 357

Recommendation

THAT the Percy Thomson Trust Annual Report for the year ended 30 June 2023 be received.

VOLZKE/McKAY
Carried
CL/23/117

Recommended Reason

The Percy Thomson Trust is a Council Controlled Organisation of the Stratford District Council and the audit of their Annual Report for the year ended 30 June 2023 was completed by Deloitte.

11. Questions

There were no questions.

12. Resolution to Exclude the Public

RECOMMENDATION

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

Agenda Item No: 13

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

General subject of each matter to be considered	Reason for passing this resolution to each matter	Grounds under section 48(1) for the passing of this resolution
Land Purchase	The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.	That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist, under section 6 and section 7 of the Act - specifically Section 7(2)(b)(ii). (Section 48(1)(a) Local Government Official Information and Meetings Act 1987.

BOYDE/McKAY
Carried
CL/23/118

The media and the Corporate Accountant left the meeting at 7.25pm.

13. Public Excluded Item

Recommendation

THAT the open meeting resume.

HARRIS/DUDLEY
Carried
CL/23/121

14. Closing Karakia
D21/40748 Page 390

The closing karakia was read.

The meeting closed at 7.30pm

N C Volzke
Chairman

Confirmed this 14th day of November 2023.

N C Volzke
District Mayor

MINUTES

Policy and Services Committee



F22/55/05 – D23/44400

Date: Tuesday 24 October 2023 at 1.30PM
Venue: Council Chambers, 63 Miranda Street, Stratford

To hear and consider submissions to the Draft Waste Management and Minimisation Plan and Level of Service Change

Present

The District Mayor N C Volzke (the Chairperson), 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, the Education Officer – Water and Waste – Mr P McNamara, the Sustainability Advisor – Ms V Dombroski, the Communications Advisor – Mrs S Clarkson, the Graduate Asset Engineer – Ms K van Hout, three members of the public (submitters) and one member of the media (Taranaki Daily News)

1. Welcome

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

The opening karakia was read.

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

2. Apologies

A leave of absence was approved for the Deputy Mayor M McKay and apologies received from Councillor C M Tongaawhikau and J M S Erwood (lateness).

Recommendation

THAT the apologies be received.

BOYDE/HARRIS
Carried
P&S/23/144

3. Announcements

Speakers to Submissions

It was reinforced to Councillors that the purpose of this meeting was to hear submissions on the Draft Waste Management and Minimisation Plan and Level of Service change. 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 39-196

Attached were the 78 submissions received to the Draft Waste Management and Minimisation Plan and Level of Service change.

Recommendations

1. THAT the submissions to the draft Waste Management and Minimisation Plan and Level of Service change 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/WATT
Carried
P&S/23/145

Recommended Reason

So that each submission is formally received and the submitter provided with information on decisions made.

7. Submitters To Be Heard

There were 4 submitters wishing to speak. Two withdrew their request to speak.

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

Councillor Erwood joined the meeting at 1.37pm.

Submission #	Name	Organisation	Page Number	Time
63	Tim House Leedom Gibbs	Taranaki Federated Farmers of New Zealand	160	1.35pm
Points noted in presentation: <ul style="list-style-type: none"> • Federated Farmers understands the unique challenges rural communities suffer including isolation and difficulties of rural lifestyles making waste disposal a challenge. It is important to ensure these are not overlooked. • Federated Farmers are largely supportive of the underlying document especially with behaviour change and reducing waste to landfill, but are concerned about the lack of rural specific solutions. • More convenient disposal options for farmers are needed. Farmers travel big distances to transfer stations that have limited opening hours. • Federated Farmers are ready to collaborate to bridge this gap for tailored rural waste solutions. • Federated Farmers are pleased to see the intent with mobile transfer stations and expanding access to waste education but want to see more concrete details about how this will work in practice and want to make sure it is practical and cost effective for farmers. Suggestions to improve this include a bookable system for collection of bulk rural waste, rural waste depots and the initiation of free amnesty days for waste disposal. • It is important to ensure the cost and charges are an equitable approach – Federated Farmers support targeted rates for waste collection service. • They urged council to go for national initiatives to drive better environmental outcomes wherever possible. 				

<ul style="list-style-type: none"> • They noted their support for the proposed actions to extend behaviour programmes for a circular economy. • Thoughts for how this can benefit the rural communities is crucial, it is not just about reducing waste it is about improving our communities. <p>Questions/Points of Clarification:</p> <ul style="list-style-type: none"> • Mr House clarified that they did not currently have data, but in terms of collaboration they could use their network to access thousands of farmers with waste related questions. • Mr House noted there were examples of mobile recycling centres with one or two having eight mobile centres. Rotorua Lakes – all sealed roads have kerbside collections, some others have opt in collections. • Councillor Boyde noted the Tiaki Farm Environment Plans include waste minimisation so this would be another opportunity to collect data from a rural sector. • It was clarified that the rural options have a couple of different designs, one recycling station is a big container system that is picked up when it is full and another is a bulky waste collection which is a pick up system. • The District Mayor noted that only the people who benefit from the service do have a targeted rate for waste collection. 				
70	Mike Procter		179	1.45pm
<p>Points noted in presentation:</p> <ul style="list-style-type: none"> • This proposal has merit but there is a lack of substance the community especially with financials and deliverables. • There were no actual costs given, not even indicative costs. It stated there would be up to \$150,000 of savings for the food waste and the proposal stated there were 2690 households, so on that basis they would see a reduction of \$55 per year. • He noted he had asked council officers for the costs but the response was they did not have them. He had tried to speak face to face with a team member at the repair café but had missed him. Why do staff not have the costs? Basic things such as providing the food waste bins, costs of collection and disposal. Staff should have done this work and he found this disappointing. • There are many similarities with the 2018 WMMP, in particular the objectives which are the same. This raises the question for what has been done over the past five years and he hoped over the next five years council will be asking more critical questions of staff to make movements on the objectives. • The plan states that the region's councils are looking to set up a local organic facility, what are the costs associated with this facility? What are the timescales for it? What is the current cost and emission costs for trucking this up to Waikato? Will Taranaki end up with another unused costly landfill like the one in Eltham? And why were these costs not included? • He noted he uses a greenwaste provider in Stratford which is cost effective and he thinks it would be unfair if council put him out of business. • He asked how council will police the green and foodwaste bins so that it doesn't go to landfill as he understands the recyclables are always contaminated. • He noted the purchase of the post office building and subsequent demolition will produce a lot of waste to make a carpark when Stratford is not short of car parking space. He asked what the purpose of purchasing this and demolition as? <p>Questions/Points of Clarification:</p> <ul style="list-style-type: none"> • The District Mayor noted that the contract for the waste collection had not been finalised so the final costs had been unknown, however this data has now been circulated to councillors. He noted the post office building was outside of the scope of the meeting. 				

The two submitters from Federated Farmers left the meeting at 1.53pm.

8. Decision Report – Draft Waste Management and Minimisation Plan and Level of Service Change

D23/33166 Page 8

Council needs to consider submissions to the draft Waste Management and Minimisation Plan and Level of Service change as part of the consultation process.

Recommendations

1. THAT the report be received.

BOYDE/JONES
Carried
P&S/23/146
2. THAT the committee considers submissions received as part of the public consultation process and the subsequent recommendation to adopt the *draft Waste Management and Minimisation Plan 2023*, as per Option 2 of this report.

VOLZKE/BOYDE
Carried
P&S/23/147
3. THAT the commencement date of the Waste Management and Minimisation plan, after approval by full council, will be 1 December 2023.

HALL/ERWOOD
Carried
P&S/23/148
4. ~~THAT the committee considers submissions received as part of the public consultation process and the subsequent recommendations to adopt the proposed preferred changes to the Level of Service of kerbside collections, as per decisions made from the hearing deliberations, and specifically:~~
 - a. Adopt Option 1 for the Food Waste collection;
 - b. Adopt Option 2 for the General Waste collection; and
 - c. Adopt Option 2 for the Green Waste collection.
5. ~~THAT the commencement date for Level of Service (LoS) change be no sooner than 1 October 2024.~~

Recommended Reason

The *draft* Waste Management and Minimisation Plan (WMMP) 2023 and proposed 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 these submissions, corresponding hearings and make recommendations to full council meeting scheduled for 14 November 2023.

Points noted in discussion:

- The District Mayor noted that the food waste collection is a mandatory requirement to be in place by 2027 so it is a matter of when council commences the service.
- Councillor Boyde questioned the options from doing this right now through to doing it in 2027, he asked how the savings of \$150,000 was actually made up compared to if it was done at a different time. The Education Officer – Water and Waste noted that the savings came from increases to landfill charges and reduction of waste levy returns and was calculated over three years based on the estimated charges council would incur.
- The District Mayor noted that this point had been raised by a few submitters that there were figures to say how much could be saved if this was implemented now, but there was no information on how much this service will cost as there is a cost involved with having a new service collecting waste on a regular basis. It was clarified that the bins would be paid for and provided by the contractors and the collection and disposal would be part of the contract as well so the whole cost is as proposed for the targeted rate. It was noted that the cost analysis for the different options had been circulated to councillors and was available at the meeting as tabled information.
- There was no haste in making the decision for the change of the level of service if council felt it needed more time to understand the information provided.

- The Director – Assets noted the delay in providing the information on the costs was due to officers working the figures in the new contract as a targeted rate. The cost of the contract had risen significantly from 10 years ago when the current contract was tendered and the tender document does include the option to change the level of service and add in food waste collection and an opt in green waste collection. The food waste collection would cost an additional \$60,000 per annum so the savings also factored in if this change was introduced at different times over the next three years. The targeted rate with the status quo would increase to \$445 for Year 1 (currently \$365), introducing the food waste collection would increase this to \$495 in the year introduced, with the exception of a 2027 introduction where it would increase to \$513. She noted that council would lose the financial and environmental benefits by delaying the change in service to 2027.
- It was clarified that the figures provided would include the food waste collection and the bigger general waste bin. Opt in green waste collection would be an additional cost.
- The District Mayor noted it was possible to delay the decision to allow more time to study the information provided.
- It was clarified the figures for the targeted rates are increasing for the first three years as the levies will be going up, however the levies top out in year 4 and there has been no announcement for any increases from then on.
- The District Mayor clarified that the savings shown in the report come entirely from landfill levy savings based on the premise that council would achieve a 60% reduction in waste to landfill, therefore if only 30% was achieved then the savings would halve accordingly. He did not believe that 60% of waste collected at the kerbside was food scraps and it was clarified that this percentage was a result of the solid waste analysis done this year and was a mix of both food waste and green waste. Mr McNamara suggested that there should not be green waste allowed in the general waste bins and the introduction of food waste collection opens up an avenue to achieve 60%, he felt 40% would be achievable in the first year, which could be built up over the next three years.
- Councillor Beck asked what happens to the green waste and if the public would pay for another green waste collection? He felt the savings portrayed were as a result of charging them elsewhere. The Director – Corporate Services noted the savings achieved are through reduction in waste going to landfill so can only be achieved if that waste is reduced. There will be additional collection costs if ratepayers choose that service.
- It was clarified that currently all food and green waste is trucked out of Taranaki.
- It was clarified that officers were still discussing the food waste bins, they are likely to be similar to the ones currently used in New Plymouth.
- It was clarified a joint green waste/food waste bin was highly unlikely as the same truck will not be able to collect both and food waste requires treatment to a much higher standard than green waste. Food waste is collected by a different truck in New Plymouth.
- Councillor Erwood reiterated Councillor Boyde’s concerns regarding the time to review the information provided today. He agreed that more time would allow council to be aware of the assumptions and key variables as he had concerns about how much this will cost the ratepayer.
- The District Mayor acknowledged the feeling of councillors that more time was required to consider the costs and environmental impact for the community. He noted a request could be made to present a decision report with all the information on the level of service change to a November meeting including the cost analysis and narrative around the costs and the costs for the opt in green waste collection. The Chief Executive noted that the contractor needs a year plus to get the fleet ready which will hinge on this decision.
- Councillor Dudley requested the costs be provided for keeping a weekly general waste collection. However, Mr Hanne noted that the key issue will be availability of fleet within the contract – staff will explore this further with the contractor.
- Councillor Hall noted that a lot of the submitters commented on the size of the bin and fortnightly collections. An increase to a 140 litre bin was only a 17% increase and a lot of points raised by submitters highlighted the difficulties they will face. The District Mayor noted he would like to see an option that residents could choose to receive a second bin if there was a high need, this service was already in place for a number of residents with high medical needs as identified by the district health board.
- It was clarified that the contractors would not be able to pick up a 240 litre bin and a 120 litre bin as the trucks require to be configured to the size of the bin they are collecting.
- The Sustainability Advisor clarified that they were working with South Taranaki District Council for government funding for this, any funding available will be an early incentive to begin this service. It is possible between 60%-70% could be subsidised on the bins and funding provided to project manage rolling this out as well. If funding is obtained then this cost can be taken out of the contract. The standardised bins would still be supplied by the contractor but it will be funded separately.
- It was clarified that the WMMP had been adopted with a start date of 1 December. The level of service change required further information and would be brought in a new decision report in November.

9. Closing Karakia

D21/40748 Page 249

The closing karakia was read.

The meeting closed at 2.39 pm

N Volzke
Chairman

Confirmed this 28th day of November 2023.

N C Volzke
District Mayor

MINUTES

Policy and Services Committee



F22/55/05 – D23/44204

Date: Tuesday 24 October 2023 at 3.00PM
Venue: Council Chambers, 63 Miranda Street, Stratford

Present

The District Mayor N C Volzke (the Chairperson), 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 and 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, the Roading Asset Manager – Mr S Bowden, the Project Engineer – Mr O Mabumbo, the Property Officer – Mrs S Flight (*part meeting*), the Sustainability Advisor – Ms V Dombroski (*part meeting*) and one member of the media (Taranaki Daily News *part meeting*)

1. Welcome

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

The opening karakia was read.

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

2. Apologies

A leave of absence was approved for the Deputy Mayor M McKay and apology received from Councillor C M Tongaawhikau

Recommendation

THAT the apologies be received.

HARRIS/DUDLEY
Carried
P&S/23/149

3. Announcements

There were no announcements.

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 –26 September 2023
D23/41569 Page 10

Recommendation

THAT the minutes of the Policy and Services Committee Meeting held on Tuesday 26 September 2023 be confirmed as a true and accurate record.

BOYDE/HALL
Carried
P&S/23/150

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

- Amend *The District Mayor* to the *Deputy Mayor* on page 10.

7. Matters Outstanding

D16/47 Page 18

Recommendation

THAT the Matters Outstanding be received.

SANDFORD/ERWOOD
Carried
P&S/23/151

The Director – Environmental Services noted that providing dog registration notices via email was currently being looked into. Officers are quite confident it can be done and are looking into the details and potential costs.

8. Decision Report – Proposed Road Closure for the 2023 Christmas Parade

D23/43536 Page 19

Recommendations

1. THAT the report be received.

VOLZKE/SANDFORD
Carried
P&S/23/152

2. THAT pursuant to Section 342(1) (b) in accordance with Schedule 10 clause 11(e) of the Local Government Act 1974, approval hereby given that the Stratford District Council closes the following roads on Friday 1st December 2023, between the hours of 4.30pm and 7.30pm for the purpose of the 2023 annual Christmas Parade.

- Miranda Street between Regan Street and Fenton Street
- Fenton Street between Portia Street and Broadway (State Highway 3)
- Broadway (State Highway 3) between Seyton Street and Page Street

3. THAT Council approves the use of Seyton Street, Juliet Street, Celia Street, Orlando Street and Hills Road as the alternative route for SH3 traffic for both northbound and southbound traffic, whilst the Christmas Parade is in progress.

BECK/BOYDE
Carried
P&S/23/153

Recommended Reason

In order for the Stratford Business Association to hold its annual Christmas Parade, it is necessary to close the roads listed above. The proposed road closures require formal endorsement by a Council resolution.

The Sustainability Advisor joined the meeting at 3.06pm.

The Roading Asset Manager noted the following points:

- An allowance for the Intercity Bus on Friday will be accommodated with the traffic management team to ensure passage through.

9. Monthly Reports

9.1 Assets Report D23/41392 Page 27

Recommendation

THAT the report be received.

VOLZKE/HARRIS
Carried
P&S/23/154

The Director - Assets noted the following points:

- It was noted that there were errors on Figure 7 and Figure 8 which will be updated to ensure the red line is in the correct position.

Questions/Points of Clarification:

- Councillor Boyde noted that production is 2% ahead on the council farm and only 1% behind where it was this time last year.
- It was clarified that the aerodrome strategic review will be undertaken externally and a request for quote is being established for this.
- It was noted that the work is almost completed at Victoria Park for the drainage project. It was requested that clarification on the cost to date, the budget and any anticipated costs going forward be added to matters outstanding.
- It was noted that \$165,000 of the \$650,000 roading budget was all that remained of the unsealed road metalling budget for the rest of the financial year. Mr Bowden noted this will not give a lot of room for maintenance metalling. This amount on strengthening for forestry activity is in excess of the targeted rate collected.
- It was clarified that metalling is used where there is no metal left on the road and they are recoated with 100mm layer of metal. Grading is undertaken twice a year as well as clearing water tables and ensure the crossfall of the road is correct.
- It was noted that no additional funding was received from Waka Kotahi regarding forestry which required \$3.8 million and council did not have its share of the \$3.8 million to contribute as it would have been required to fund 39%.
- The District Mayor noted it was good to see compliance being followed up with the Trade Waste activity with people who are not abiding by their consent being identified.

The Property Officer and Sustainability Advisor left the meeting at 3.20pm.

9.2 Community Services Report D23/41891 Page 46

Recommendation

THAT the report be received.

VOLZKE/HARRIS
Carried
P&S/23/155

Questions/Points of Clarification:

- Councillor Boyde congratulated those involved with the project for Te Wiki o Te Reo Māori which saw 343 tamariki attending.

9.3 Environmental Services Report
D23/40408 Page 55

Recommendation

THAT the report be received.

VOLZKE/BECK
Carried
P&S/23/156

Points noted in discussion:

- The District Mayor noted that five of the eight reports received for earthquake prone buildings had identified their building as earthquake prone which suggests almost every building will fall into this category with a few exceptions.
- The District Mayor noted that numbers were alarmingly low for the number of new buildings and felt council should give some thought as to what is causing this and was there anything council could do to encourage people to build houses.

9.4 Corporate Services Report
D23/43451 Page 62

Recommendation

THAT the report be received.

VOLZKE/DUDLEY
Carried
P&S/23/157

The Director – Corporate Services noted the following points:

- This report has the financial results for the first quarter of the new financial year. It was noted that council is over budget in a few areas of expenditure such as roading, three waters and Wai o Rua.
- In the next report a split will be presented between normal operations and the swim school for Wai o Rua.
- With 25% of the year completed, only 11% of the capital budget has been spent. This is important to be mindful of this while preparing the LTP projects and what can be delivered in Years 1, 2 and 3.

Questions/Points of Clarification:

- It was requested that the exact profit/net costs for Wai o Rua be presented in the next monthly report with the breakdown noted above.
- It was clarified that building consents are not uplifted until they have been paid for and outstanding debtors would largely relate to people processing their consents and not uplifting until they are ready to start work. Resource consents can only be held back until payment if there is a fixed fee, however this is a difficult programme to implement as the type of consent varies so broadly and the cost could range from a \$1,000 project to a \$100,000 project.
- Councillor Harris requested the TSB Pool Complex be updated to Wai o Rua – Stratford Aquatic Centre on the financials.
- It was clarified that the Oxidation Pond Fencing was showing in a separate line from the Waste Water Treatment upgrade but was funded from this budget. This will be updated to reflect that the funds are reallocated from the upgrade budget with the Waste Water Treatment Upgrade budget updated to reflect this also.

10. Questions

- Councillor Harris asked for an update on the Whangamomona Road bylaw as she was aware there has been a lot of work done on that road and it was important to have the bylaw to protect the work completed. Mr Bowden noted that this was in draft format at the moment and required a statement of proposal to release this for consultation. He hoped to see this underway in the next six months. He confirmed there were clauses within the bylaw to prevent inappropriate use of the road causing damage and getting costs back.

11. Resolution to Exclude the Public

Recommendation

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

Agenda Item No: 12

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

General subject of each matter to be considered	Reason for passing this resolution to each matter	Grounds under section 48(1) for the passing of this resolution
Land Acquisition	The withholding of the information is necessary to avoid prejudice to measures that prevent or mitigate material loss to members of the public	That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist, under section 6 and section 7 of the Act - specifically Section 7(2)(e). (Section 48(1)(a) Local Government Official Information and Meetings Act 1987.

SANDFORD/WATT
Carried
P&S/23/158

The member of the media left the meeting at 3.34pm.

12. Public Excluded Item

Recommendation

THAT the open meeting resume.

VOLZKE/HARRIS
Carried
P&S/23/161

13. Closing Karakia

D21/40748 Page 85

The closing karakia was read.

The meeting closed at 3.46 pm

N Volzke
Chairman

Confirmed this 28th day of November 2023.

N C Volzke
District Mayor

MONTHLY REPORT

District Mayor



F22/55/04-D23/45970

To: Council
From: District Mayor
Date: 14 November 2023
Subject: District Mayor Monthly Report – October 2023

Recommendation

THAT the report be received.

/
Moved/Seconded

1. LGNZ localism and consensus meeting

The second of the LGNZ localism and consensus meetings was held at the beginning of November. This was a follow up gathering to the meeting I commented on in my last report. The full day meeting had a focus on just four of the recommendations from The Future of Local Government report published in June this year. These were topics that we had not managed to achieve consensus on in the previous discussions and needed further work to progress them to a stage where there was broader buy in.

There was some excellent debate and very skilful facilitation to move the conversation forward and eventually consensus was reached on all four recommendations. All up, of the 17 recommendations made in the report, a consensus view for LGNZ has now been reached on most of them. Overall, the discussions were very positive and as I commented on last time, there was a surprising amount of agreement across the sector.

The final part of the process from here, is for the LGNZ national council to complete the appropriate wordsmithing and then present to all councils the final draft document. This will include a recommended position on each of the Future of Local Government's reported recommendations. Each individual council will then be able to consider the document and whether they support it or not.

A special general meeting has been called in December and a formal vote will be held to determine LGNZ's position on each of the Future of Local Governments recommendations. Our vote will be informed and cast in accordance with our elected members views. LGNZ will then socialise the outcome with the new government and seek to action those outcomes.

2. Change of Status - Special Roads

It was extremely disappointing to receive notification from Waka Kotahi that following a recent Board decision, the status of the two special roads in the Stratford District will be changed (letter attached). The Board decision is to change the two access roads to Mt Taranaki, Manaia Road and Pembroke Road, to the more common local road category. This decision will have a significant, adverse financial impact on the rate payers of the Stratford District.

Historically, Manaia Road from the national park boundary to Dawson Falls Lodge and Pembroke Road to the plateau have been classified as special roads. In practice this means, that the Stratford District Council, that incidentally does not own these roads, has maintained them and carried out snow clearance work. But the work on these special roads has been undertaken on a contract basis and council has been able to invoice Waka Kotahi for 100% of the cost of any such work.

The downgrade to a local road category means that the contract arrangement will finish. In its place will be the normal Financial Assistance Rate (FAR Rate) subsidy that we receive from Waka Kotahi for maintenance work on all council owned roads. At present this subsidy is 63% of the cost and the

percentage is regularly reviewed. In practice this will mean the remaining 37% of the costs will now fall on our ratepayers.

I totally reject the notion that this change is a fair outcome. With regards to councils' provision of a roading network, the fundamental principle is that council will provide a road to each property owners boundary, thereby giving them access to that property. When applying that principle to the national park situation, our responsibility ends at the entrance gate and not beyond. Until now the crown has agreed with that position, which is why the roads inside the national park boundary were classified as special in the first place. We should resist this change and the imposition of significant, increased costs on our ratepayers.

3. Transport Choices Project – Future Funding

Recently council received notification (see attached) from Waka Kotahi that funding for the Transport Choices project has been paused. While this was disappointing, it was not surprising as it is standard practice for government agencies to put on hold projects while a new government is being formed. This will enable the new minister to evaluate any individual project and decide where it sits on their priority list. Logically, it follows that some projects will be cancelled altogether, some will proceed in full, and others will be modified to meet the criteria and priorities of the new government. To date, we have no indication where Transport Choices will end up.

4. Ara Ake Stakeholders Forum

Recently Ara Ake held a forum to discuss offshore wind developments off the South Taranaki coast. As the only Taranaki council that doesn't have a coastline, Stratford could easily feel left out of these major financial developments, but that would be a quite narrow-minded view. During the construction stages and the post development maintenance programmes, there will be many new jobs created and all of them will be within a short commute distance from Stratford. The new jobs will be a significant boost for the region as we transition away from fossil fuels to new, more environmentally friendly energy sources.

I also noted with interest, the stakeholder's discussion around high voltage transmission lines for conveying the electricity generated offshore, to the hook on point of the national grid. The Stratford power station site is a potential option for achieving this.

The whole development project is not a short-term fix to reduce carbon emissions, it will require some years of planning, consenting and a lengthy construction period before it comes to life. There are many players participating, either directly or indirectly, in this new industry. The goal of making Taranaki the leading energy region of New Zealand is very achievable and is moving a step closer.

5. Stratford Business Association

The Stratford Business Association held its Annual General meeting recently. Mathew Dimock was re-elected unopposed as chairman of the Association. The committee is small group of volunteers who work with the assistance of a council staff member who provides administrative support for them. Attracting support, participation and membership from the broader business community is an ongoing challenge for them. My thanks to the committee for representing the business community and positively promoting the town during a period of economic downturn. It's hard and often unrewarding work.

6. Correspondence

- Stratford Volunteer Fire Brigade Call Outs – October 2023
- Waka Kotahi – Special Roads
- Waka Kotahi – Transport Choices Funding
- Mayoral Forum – Submission on advancing new Zealand's Energy Transition
- LGNZ Four monthly report for member councils.

7. **Some Events Attended**

- **Attended – Stratford Health Trust meeting (x1)**
- Attended – Taranaki Regional Transport Choices Information session
- Attended – Stratford District Youth Council meeting
- Attended – Stratford 2035 Project Team meeting
- Attended – Annual General Meeting of the Stratford Business Association
- Attended – Offshore wind presentation at Ara Ake
- Attended - Te Kōpuka nā Te Awa Tupua Hui
- Attended – Stratford High School Jubilee as guest speaker
- Attended - Stratford High School senior prizegiving
- Met - with Toko Lions representatives
- Met – with Christopher Luxon, Leader of the National Party
- Met – with representatives of Stratford Park and A&P
- Met – with representatives of Ample Meats Limited
- Met – with representatives of Tutaki
- Met - with representatives of Stratford High School Jubilee Committee
- Met – with representatives of Coastal Medical
- Radio Interview - Access Radio (x1)
- Newspaper - Stratford Press Interviews and Articles (multiple)
- Newspaper - Daily News - Interviews (multiple)
- Attended - Regional Mayors and Chairs emergency services meeting (x1)
- Attended - Regional Mayors and Chairs weekly meeting (x4)
- Attended - Council Pre-Agenda meetings (x2)
- Attended - Council Public Forums (x1)
- Attended - Council Workshops (x1)
- Attended - Council Meetings (x3)



N C Volzke JP
District Mayor

Date: 7 November 2023

Stratford Volunteer Fire Brigade Call Outs October 2023

The Stratford Fire Brigade responded to 11 calls in October 2023

- 05-10-23 Alarm activation Avon Primary School Hamlet Street
- 06-10-23 Assist ambulance with medical call Brecon Road
- 07-10-23 False alarm good intent assist Kaponga with water tanker to investigate shed fire Opunake Road stood down before arrival
- 07-10-23 House fire Durham Road assist Inglewood fire brigade with appliance and water tanker
- 11-10-23 Building fire Village Gallery High Street Eltham Assist Eltham fire brigade
- 13-10-23 Alarm activation Silver Fern Farms Tawhiti Road water tanker required stood down before arrival
- 15-10-23 Assist ambulance with medical call Broadway South
- 22-10-23 Rural appliance to assist at a fire on Kaupokonui Beach
- 22-10-23 Assist ambulance with medical call Celia Street
- 23-10-23 Assist ambulance with medical call Elizabeth Grove
- 25-10-23 Alarm activation Stratford High School Swansea Road



20 October 2023

Sven Hanne
Stratford District Council

shanne@stratford.govt.nz

Kia ora Sven

Funding Assistance Rate for Special Purpose Roads 2024-27 NLTP

Our Board recently considered funding for Special Purpose Roads (SPRs) for the 2024-27 National Land Transport Programme (NLTP) period which starts on 1 July 2024. I am writing to you with the decision relating to the SPR in your area.

Background

A Board decision in 2014 locked funding assistance rates (FAR) for SPRs at 100% until the start of the 2024/25 financial year, at which stage these FARs would transition to the Territorial Authority's (TA) normal FAR.

Some affected TAs recently raised with the Board that the 100% funding assistance rate for their SPRs should be retained beyond this date, for reasons that included the unsustainable financial burden from multiple storm events on council finances and the lack of community benefit from maintenance on SPRs.

Staff were asked to provide advice on the implications of transitioning the FAR for SPRs from 100% to the normal FAR. This included a request that a Te Tiriti lens be provided within that advice.

Staff contacted affected Councils asking for feedback on:

- Implication of full transition to normal FAR for the 2024-27 NLTP period.
- Commentary on the significance of the SPR from an Iwi/Māori lens (for instance access to marae or important places to Māori).
- Whether transition arrangements had already been agreed to between Waka Kotahi and the council.

Staff considered:

- Commentary from councils (if provided)
- Each Territorial Authority's deprivation index
- Proportion of the 2021-24 approved maintenance programme spent on SPRs.

This allowed a better understanding of the relative difficulty each council faced in maintaining their SPRs according to these three factors.

The decision

After considering the information above, the 100% Funding Assistance Rate for Stratford District Council **has not been extended** for the 2024-27 National Land Transport Programme.

This means that from July 2024:

- council's normal FAR extends to the approved maintenance and low-cost, low-risk activity
- no funding distinction will be made from an investment perspective between SPRs and the local road network.

In the event of an extreme storm event our Emergency Works policy will apply to Special Purpose Roads as part of the local road network and with it, the ability for your council to seek a bespoke FAR for hardship reasons.

Next steps

Your Investment Adviser will be able to advise the next steps in relation to your council's funding bid within our Transport Investment Online system as part of the NLTP development process.

Ngā mihi



Nicole Rosie
Chief Executive

Erin Bishop

From: Erin Bishop
Sent: Wednesday, 8 November 2023 2:55 PM
To: Erin Bishop
Subject: FW: Funding decisions for Transport Choices

From: Linda Stewart <linda.stewart@nzta.govt.nz>
Sent: Thursday, October 26, 2023 1:43 PM
To: Sven Hanne <shanne@stratford.govt.nz>
Subject: Funding decisions for Transport Choices
Importance: High

CAUTION: This email originated from outside the organisation. Do not click links or open attachments unless you recognise the sender and know the content is safe.

Kia ora Sven

With a change of government following the general election, it has become clear that we need to pause making additional Climate Emergency Response Fund (CERF) funding commitments for both the Transport Choices programme and VKT Reduction planning until we receive clear direction on the incoming government's priorities for transport investment.

For Transport Choices this means:

- Signing of any further **unsigned or unconfirmed** Transport Choices Schedule 2 (construction/implementation) **Funding Agreements** will be put on hold until we have clear direction from the incoming government.
- There is no impact on the 12-month extension that was recently announced, or the October 27 deadline for final project plans. We expect Councils will continue to progress their projects to meet these timeframes.
- There is no change to the requirement for all councils to make savings of at least 10 percent of their project costs to meet the reduced funding envelope. We would appreciate the proposed cost savings to be submitted by 27 October, as previously advised.

We are working to finalise the overall Transport Choices programme as soon as possible, but will not be approving any further Schedule 2's until we receive clear direction from the incoming government.

We appreciate this will be challenging and we are working as swiftly as we can to provide clarity around this.

Once we can confirm further details regarding the transport priorities of the incoming government and what that means for the CERF Programme - in particular Transport Choices and the VKT Reduction planning work - we will share this with you.

If you have any questions, please don't hesitate to get in contact with me directly, or your Regional Lead for the programme. Our regional teams will be working closely with you to understand the implications of the current situation and to provide additional advice and support.

Ngā mihi
L

Linda Stewart

Director Regional Relationships – Central North Island

Te Waka Kōtuitua | Engagement and Partnerships

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Phone: (06) 826 4968

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Taranaki Mayoral Forum

Our Reference
F22/55/007-D23/44575

Kia ora

Taranaki Mayoral Forum Submission on Advancing New Zealand's Energy Transition

1. The Taranaki Mayoral Forum is committed to ensuring our region remains at the heart of New Zealand's energy sector. The oil and gas industry in Taranaki has provided economic development and energy security for the country. But with climate change posing a systemic threat to communities and ecosystems, we know the country must reach our emissions targets. Transitioning to a new energy system, that enhances the well-being of communities, will require the cooperation of central government, local government, iwi, the private sector, communities and workers.
2. Through its people, natural resources and location, Taranaki has the potential to be a centre of renewable energy excellence and drive the country's transition. There is a wealth of energy expertise in the region that is ready to turn their abilities towards renewable energy production. Taranaki's world-class wind resource and ample sunlight is waiting to be harnessed. And our location in the North Island, close to major demand centres, offers transmission benefits.
3. Achieving the renewable potential of Taranaki and the country without harming communities in the process will require strategic nous and dedicated resource. The Mayoral Forum welcomes the package of consultation documents. They move us towards developing a New Zealand Energy Strategy and an Equitable Transitions Strategy, which we have been highly concerned about the lack of to date. Without these wider strategies in place, it is difficult to see the range of ideas presented in the current consultation documents coalescing into a cohesive and equitable programme of change.
4. We call on the Government to commit to placing Taranaki at the heart of New Zealand's renewable energy system. In particular, we call for:
 - support for advancing energy industry growth and tangible projects, leveraging our oil and gas expertise and infrastructure;
 - the creation of a suitable enabling environment to support the attraction of industry to leverage energy generation assets and the development of Port Taranaki for offshore wind and hydrogen export;
 - support for training and career development in our communities to meet the projected labour demands for renewable energy initiatives;
 - the development of a regulatory environment that facilitates investment in the renewable energy industry in Taranaki; and
 - investment in the transmission lines out of Taranaki so that Taranaki's renewable energy can reach the national grid.

These actions both promote an equitable transition for Taranaki, and provide a strong approach for New Zealand's shift to clean, renewable energy.

5. We also recognise that there are divergent views on how New Zealand should achieve its renewable energy goals. For instance, we are aware that there is some opposition to hydrogen within our communities, and we expect that there will be some opposition to offshore wind as well. There is also a wide range of views on how important behaviour change and overall electricity demand reduction should be. The Government needs to provide a clear and consistent strategy on the approach, be flexible as technology changes, and provide ample opportunity for community engagement.

Taranaki Mayoral Forum
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Offshore electricity generation

6. We strongly support the development of a bespoke regulatory regime for offshore renewable electricity generation, and for this to be brought into force rapidly. This regulatory regime should be as simple as possible, while ensuring environmental protections are in place.
7. Drawing from the consultation document, our specific comments are as follows:
 - We are supportive of there being a one-stop shop for consenting applications across the territorial sea and the exclusive economic zone. However, it is critical that local government has a strong and legally required role in this process. We have had considerable issues trying to monitor and enforce consent conditions that have been put in place by the Environmental Protection Authority where local government was not adequately involved in their drafting.
 - The regime put in place needs to be fair to applicants. Applications should be assessed on their own merits, as opposed to being compared against each other.
 - We favour an open-door policy rather than a 'block offer' approach for new permits. The latter creates difficulties for processing consents as applications end up grouped together.
 - We strongly support the inclusion of iwi and hapū throughout the process. Guidance should be developed on expectations in this regard. The participation of iwi and hapū should also be compensated.
 - We recommend that the regulatory criteria for commercial permits include consideration of local economic impacts and community benefits. Doing this properly requires the participation of relevant local authorities and regional economic development agencies.
 - We recommend that the regulatory regime be as flexible as possible due to ongoing technological changes. This means avoiding statutorily imposed consent lifespans that will negatively impact on longer life technologies.
 - As evidenced by past issues in Taranaki, consideration of decommissioning upfront is critical. Commercial permits must demonstrate full lifespan considerations, with commitments transferring to new asset owners. Regulations should encourage commercial permit holders to implement circular design principles in construction in order to minimise waste. Decommissioning regulations also need to address what happens if consent conditions are breached to such an extent that permits are revoked.
 - We do not see a royalty regime as essential for offshore wind. New Zealand will be stretched to reach its renewable energy targets, and royalty charges could disincentivise investment. We also note the lack of royalties for onshore renewables, and the philosophical difference in charging royalties for non-renewable (e.g. oil and gas) and renewable (e.g. offshore wind) resources. However, if a royalty regime is instituted, those funds should be ring-fenced for the local region, rather than go into the consolidated fund. This reflects that the negative impacts of development will be felt locally.
 - We wish to emphasise the crucial nature of port infrastructure. This is not only for offshore wind, but also green hydrogen. The Government needs to ensure an appropriate enabling environment for long-term and strategic port development that meets the needs of the industry.
 - Regulations should promote collaboration between developers to ensure cost and resource efficiency in connecting to the transmission grid.
 - We recommend that Government also incentivise early movers, and support research and development.

Hydrogen Roadmap

8. We consider green hydrogen potentially has a critical role to play in New Zealand's energy future. For the country, it offers promise in reducing emissions in hard to abate sectors. And we support those focused on in the consultation document (i.e. heavy transport, shipping, aviation and industrial processes). Hydrogen could also play a role in energy storage, albeit as part of a wider package of storage solutions. It's role in improving the economics of renewable generation, by providing a profitable off-ramp for supply when grid demand is low, should also not be understated.
9. As set out in the *H2 Taranaki Roadmap*, Taranaki is ideally placed to underpin and enable advancements in New Zealand's hydrogen industry. We are home to significant water, wind and solar resources; already have large producers and users of hydrogen; have considerable relevant industry expertise to draw on; and our deep-water port offers connection to developing hydrogen markets offshore. A hydrogen industry, through being a supply off-ramp, is particularly important for supporting the development of Taranaki's offshore renewable electricity industry.

10. Given the early stage of the industry, the Government has a key role to play. This is not only in defining a vision and roadmap. But also for actively enabling and accelerating its development in line with the latest understanding of its role decarbonisation. The Regional Hydrogen Transition Programme is a positive step in this direction. We call on the Government to be still more ambitious in its support for the industry. Along with dedicated funding, this also requires a strong focus on creating a world-class regulatory system – including bespoke advice for resource consenting processes – to manage risks without stifling a nascent but growing industry.
11. On the question of exports, the Mayoral Forum supports a regime that allows for New Zealand hydrogen to support climate mitigation around the world. For countries like Japan and Singapore, who simply do not have enough local renewable generation capacity to meet demand, hydrogen derived energy will be a critical component of their transition. Producers of hydrogen – or energy solutions that use hydrogen as a feedstock – should not be unduly restricted from export. A ton of carbon abated in New Zealand or Japan is still one less ton of carbon in the atmosphere. We recommend this begin with a feasibility study of the export potential of hydrogen that assesses the full carbon lifecycle of such exports.
12. Finally with regard to hydrogen, we note the development of the industry is opposed by some sections of our communities. It is clear that it carries unique risks that require careful management. While the current low-rate of conversion efficiency in its production is also a key limitation. It also must not be used as a crutch to avoid behaviour change or to allow unsustainable industry practice to continue. As the industry develops, ongoing public engagement will be vital to address issues around social licence.

Gas Transition

13. The Mayoral Forum welcomes the considered approach the Government is taking to a gas transition. It is clear that a transition needs to occur, but it must be managed to avoid economic or energy system shocks. An unmanaged transition poses considerable risks to community well-being, especially in Taranaki.
14. In a gas transition, we recommend a greater focus on helping households transition to alternative energy sources. This helps ensure that gas reserves are available for industrial uses, particularly those that have few viable alternatives at present. There is also a real risk that the fixed costs of the gas network will become spread over a decreasing base, causing households to face significant cost increases over time. A support package for the residential sector to electrify appliances will be crucial.
15. The Government must also be aware of the risk that a transition results in the inability of the private sector to match supply with demand and resulting market failure. For example, the unexpected exit of Methanex from the market would jeopardise continued investment in supply. The sector is not well placed to manage this risk. There needs to be a clear plan, with supporting regulation in place as required, to minimise such risk.
16. As part of the transition, we support continued investigation and investment into biogas, hydrogen, carbon capture and storage, renewable gas trading and gas storage. All options need to be kept on the table as we move towards our emissions targets. However, not all options are created equal¹. It is important that none are used as an excuse to not reduce emissions. We view the potential for renewable gas trading to be a particularly important. It allows hard to abate sectors to efficiently achieve emissions reductions through incentivising lower emission gas alternatives.

Renewable Electricity

17. The Mayoral Forum is supportive of pursuing a range of measures to achieve an expanded and highly renewable electricity system. Achieving sufficient electricity supply, especially if hydrogen production becomes an important part of the energy solution, will be a challenge. We will need a wide range of tools to achieve our mitigation targets.
18. On renewable energy zones, we recommend the Government consider how these can work with the regional spatial strategies under the *Spatial Planning Act 2023* or its replacement. Spatial strategies will need to include indicative locations for infrastructure required to support renewable energy production. There is a strong opportunity for these to work together. To do so will require collaboration between councils, Transpower, local lines companies and potential energy generators.

¹ We note that some sections of our community have concerns about carbon capture and storage for this reason.

19. We also recommend that consideration be given to developing local energy transition plans at a community level. These plans can help communities to understand where spare capacity is available within the local network for electrification and where other alternatives may be required to decarbonise. We understand that internationally these have been done in conjunction with local government. Such a model could work well in New Zealand too.
20. We support the removal of barriers to distributed energy resources (DER) uptake, such as the Multiple Trading Relationships Pilot with Ara Ake and the Electricity Authority. Reducing barriers would provide Iwi and local communities with greater energy resilience and the ability to both consume and produce electricity. This also helps with the behaviour change required to better manage energy efficiency.
21. Finally, across all the consultation documents, we wish to reiterate our commitment to working in partnership to achieve New Zealand's emissions reduction goals. Building the renewable energy infrastructure our country needs is a significant challenge. However, with over fifty years of energy experience, our region is ready to become New Zealand's centre of renewable energy excellence and meet this challenge.

Ngā mihi



Mayor Neil Volzke (Forum Chair)
Stratford District Council



Mayor Phil Nixon
South Taranaki District Council



Mayor Neil Holdom
New Plymouth District Council



Charlotte Littlewood
Taranaki Regional Council Chairperson



LGNZ FOUR-MONTHLY REPORT FOR MEMBER COUNCILS

// JULY-OCTOBER 2023



Ko Tātou LGNZ.

This report summarises LGNZ’s work on behalf of member councils. It’s designed to be put on your council agenda for discussion and feedback, or you might choose to use it in another way. We will produce this report three times a year.

This report complements our regular communication channels, including Keeping it Local (our fortnightly e-newsletter), providing a more in-depth look at what we do.

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Introduction

At National Council's most recent meeting, we decided to provide regular formal updates from LGNZ to member councils. A number of you have suggested a paper that you could put on your council agenda would be a helpful way to ensure everyone was across our work and able to give feedback. It's important to National Council that all member councils are across the breadth and depth of work that LGNZ is doing on your behalf.

These reports will be provided three times a year, and this first one covers the period July-October 2023.

Our SuperLocal Conference in July attracted record attendance and very positive feedback. Since conference, our energies have turned to a range of matters specific to the period between now and the end of the calendar year: the Future for Local government response, which is part of our broader Choose Localism campaign; preparation of our briefing document for the incoming Government; close liaison and partnership settings with Mayors Taskforce for Jobs, which is having a strategic reset; and numerous other matters that are captured in this report.

This report shows the breadth and scope of the mahi that our small team delivers – with care, commitment, creativity and very high standards.

Ngā mihi
Sam and Susan



Progress on strategic goals

Priority/01

Resetting the relationship with Central Government

Political engagement and government relations

Our political engagement is currently geared towards advancing the Choose Localism campaign. We have released a toolkit for members to use when they're meeting with local MPs so that they can champion localism and galvanise central politicians behind the movement.

Sitting alongside that is also our work to continue influencing election policy from Wellington. In late August, National's Social Development Spokesperson, Louise Upston and candidate for Remutaka Emma Chatterton, met with Susan, Scott and Mayors Max Baxter and Alex Walker from the MTFJ governance group to talk about how we could work with National, if in government, to progress the initiative. The briefing note we sent prior to the meeting emphasised the links between how MTFJ works in practice and the power of localism.

In mid-August, LGNZ also met with the Green Party to brief them about the Ratepayers Assistance Scheme and how it could support their Clean Power Payment Policy. We also took the opportunity to socialise the Regional Sector's flood protection business case with them.

Briefing to the Incoming Government

We've prepared a Briefing to the Incoming Government, which is an opportunity to familiarise the incoming government with local government, our key areas of focus, and to open the door for future engagement.

We are grounding this year's briefing in our Choose Localism campaign. It has two parts:

1. Cover letters tailored to individual ministers explaining how local government can help them, and how the work of local government interacts with their portfolio and priorities.
2. A briefing that covers key information about local government in New Zealand and LGNZ, and sets out key advocacy issues and opportunities for local government – as well as constraints.

It will be vibrant, high level, tailored to the government and ministers receiving it, and based largely on existing information and resources including our Relationship Reset and Policy Priorities documents, which were socialised with political parties in the lead up to and during the campaign period. It will be sent to ministers once a Government has been formed.



Priority/02

Establishing stronger Te Tiriti-based partnerships with Iwi Māori

Te Maruata update

Te Maruata held a whānui hui in Ōtautahi on 26 July as part of SuperLocal. This was a really well-attended hui, with around 70 Māori elected and appointed members, council staff and other key stakeholders in attendance. A key focus for the hui was for whānui members to share their expectations of the Rōpū Whakahaere – including what they want the Rōpū Whakahaere to prioritise focus on over this triennium, and how members want to be kept up to date on that mahi.

Rōpū Whakahaere members are meeting in November and will discuss the feedback that was shared and come up with a plan for actioning it.

Te Maruata are actively engaged in the mahi that LGNZ is doing on Choose Localism and the Future for Local Government. Mayor Faylene Tunui and Councillor Moko Tauriki are the Te Maruata representatives on the Future for Local Government Advisory Group.

With support from Councillor Dinnie Moeahu, we're continuing to hold monthly online wānanga for Te Maruata where whānui members get updates on key kaupapa and/or provide support to one another around issues members might be facing.

Mana whenua relations

We are also setting up a meeting with mana whenua in Te Whanganui-a-Tara to start building our own relationships and understanding of local needs. Tania Hawkins (on our team) and her husband, Hawkins, who is a kaumatua and has provided mihi whakatao at many of our events over the past 18 months, are facilitating this. Hawkins is keen to help build a bridge with mana whenua and walk alongside us as we build our knowledge of te ao Māori and tikanga. We will loop in Te Maruata and our new Māori advisor once they're on board.

Priority/03

Campaigning for greater local decision-making and localism

Choose Localism and Future for Local Government

An overview of this mahi

At SuperLocal we launched Choose Localism, our campaign to breathe new life into localism. The idea was to generate some excitement and optimism amongst our LG whānau as we navigate the



future for local government together. Choose Localism is our compass for the future. All our mahi needs to drive towards a more inclusive, participative and localist future.

The first stage of this work is to galvanise the LG whānui and create a strong consensus position that we can take to Central Government on our vision for the future. The second stage will be our localism showcase, planned for next year. This will include a collection of the best examples of localism being delivered around the motu. It will be designed to open central government's eyes to, and strengthen their view of, the value and capability of local government. The aim is to build confidence that local government can be a trusted partner in this new way of working together. And finally, the third stage, which is about engaging the public, will include our citizens' assembly. While the topic for this citizens assembly needs to be thought through, it is an opportunity to ask New Zealanders what they might need to participate in local democracy. The idea is that it will provide innovative solutions to the increasingly pressing problem of irrelevance and apathy.

Building consensus on the Future for Local Government

Our work to develop a consensus position on the final Future for Local Government report is a key part of our first step in our wider Choose Localism work programme – galvanising the sector. We're making good progress on our approach to building consensus with excellent engagement and input from our FFLG Advisory Group.

We've held one in-person meeting with members on 18 September and will hold another on 2 November. We've also shared a wide range of resources with councils and elected members, including data from the first event. And we've launched an online engagement platform that allows everyone to have their say. After 2 November, we'll develop a draft position with the Advisory Group that will be sent to members on 24 November. Then we are proposing to hold an SGM on 11 December for members to formally vote on whether to agree the position.

The position we develop with members will inform the conversations and negotiations that we'll be having around the future with the incoming government. We're conscious of the need to land on a position that our members are happy with – but that has enough flex to put us in a robust position to negotiate with the incoming government. We know there'll need to be some give and take on both sides.

Our Choose Localism work will pick up aspects of the Panel's final report that local government can get on with implementing now – without the need for legislative change or support from central government.

Priority/04

Ramping up our work on climate change

Next steps

Now that we've finished conversations with several councils about what they think we could be doing in the climate change space, we're pulling together a strategy and plan for this work. With



vacancies in the policy team, we're needing to think carefully about how we manage our limited resources to deliver across a number of priorities. We're also observing how our climate change work (and other policy and advocacy work) closely aligns with our work on Choose Localism – which adds to our leverage.

One of the big pieces of work that we are engaging on is the inquiry into community-led retreat. This inquiry was kicked off by the previous Environment Select Committee. Given strong levels of support for it from across the House, we expect that it will continue regardless of the outcome of the General Election. The Ministry for the Environment has put out two reports setting out issues and options for dealing with the challenge of managed retreat (including how to fund it) that we're analysing and discussing with members. We think this is an area where LGNZ can really add value by driving policy thought leadership on behalf of our members.

We've also submitted on the first round of consultation on a strategy to strengthen the resilience of critical infrastructure in Aotearoa New Zealand. With the impacts of climate change being increasingly felt around the country, it's clear that critical infrastructure such as roads and water treatment plants are not capable of withstanding more intense and frequent extreme weather events. We will work with DMPC to ensure Councils are heard through the second round of consultation, which is expected in Q1 of 2024.

Support for cyclone-affected councils

We were funded by the Ministry for the Environment to commission Simpson Grierson to provide legal advice to councils in Tairāwhiti and the Hawke's Bay on the voluntary buyout of category 3 land or changes to residential use rights. This advice made it clear that to achieve greater certainty and minimise the risk of legal challenge for affected councils, either amendments to the existing legislation or a new bespoke framework are needed. We wrote former Ministers Robertson (Minister of Cyclone Recovery) and McAnulty to ask for action on this. Their reply acknowledged the changes would minimise risk but did not agree to pre-emptive action. We will raise this matter with the new government at the appropriate time.

We're continuing to engage with DIA on the regulatory relief for councils affected by the severe weather events earlier this year. We had several affected councils attend our zoom meeting for Mayors, Chairs, and Chief Executives with DIA and other government agencies. This largely focused on the recently gazetted Order in Council that enables three-year plans instead of LTPs for eight of the most affected councils.



Priority/05

Delivering and building on our core work

Water services reform

During this reporting period, the Water Services Entities Amendment Bill was enacted. This was the last piece in the previous Government's water reform puzzle. We successfully advocated for several changes to the Bill:

- Setting establishment dates for the 10 entities now requires consultation with affected councils and iwi/hapū. Establishment dates have to be confirmed within six months of the legislation passing.
- References to no-worse-off payments to councils in the legislation were retained.
- When DIA oversight of council decision-making applies has been clarified.
- The potential burden of community priority statements has been reduced.

The outcome of the election has implications for water reform. If there are any changes to the way in which water reform proceeds, we will engage with National Council on that when details are clearer.

Prior to the General Election, DIA and the NTU changed the approach that they were taking to developing constitutions for the water services entities. They started with work with a Technical Advisory Group on the Northland/Auckland entity's constitution. LGNZ's legal advisor has participated in the Technical Advisory Group process, so that learnings from the first process can be shared with other councils. Whether this process continues given the election outcome remains to be seen.

Transport

In August, the Government released its draft GPS Land Transport. We developed a submission with strong input from members. We also launched our [Position Statement on Transport](#) in conjunction with the release of the draft GPS Land Transport. The position statement outlines the key policy objectives we will advocate for, including:

- A strategic, long-term approach to planning that joins up central and local government decision-making to address maintenance and climate adaptation needs.
- Sufficient, long-term transport investment that prioritises resilience building, safety and better asset management across both new developments as well as maintenance and renewals.
- Integrated transport and freight networks that support placemaking by connecting our rural communities, towns and cities and making them great places to live and work.
- A transport network that can adapt to the future climate and prioritise decarbonisation.

This provides a good basis for our policy and advocacy work, and we are now working with a newly appointed Transport Reference Group to develop a robust plan for our transport work, which will align with our broader Choose Localism mahi. This work will ramp up following the 2023 general



election, once we know the shape of the next government and have a good understanding of its transport priorities.

Resource management reform

During this reporting period, the Natural and Built Environments and Spatial Planning Acts were enacted. This was a significant milestone. Local government didn't get all the changes that we wanted and some fundamental concerns remain – particularly the reform's impact on local voice. However, LGNZ and the Local Government Steering Group successfully advocated for several key changes, in particular the inclusion of Statements of Community Outcomes and Statements of Regional Environmental Outcomes. This is one mechanism to ensure that there is local input into regional planning decisions. There was also broad support for the introduction of regional spatial planning.

We've been working closely with the Local Government Steering Group and the Ministry for the Environment to support the work that is ramping up on transition and implementation. A lot of this work is technical and targeted at council officers. However, we've been stressing the importance of making sure that elected members are engaged, updated on and involved in appropriate parts of the transition and implementation work.

It's not entirely clear what the change of Government will mean for Resource Management Reform; however, we know that both the National and ACT parties have expressed concerns about the reform, in particular the erosion of local voice and the creation of more complexity and added layers of bureaucracy. LGNZ is support the Local Government Steering Group to develop a briefing to the incoming Minister for the Environment.

If significant changes to the reform are proposed by an incoming Government, some of the thinking we've provided in earlier submissions on both Acts will be useful to inform the position that we take on any changes. Specifically, we've previously said that we see the introduction of regional spatial planning and the need for prioritised work on the Climate Adaptation Act as the most fundamental aspects of the reform. We've also expressed a view that the proposed Regional Planning Committees could be stewards of a planning process, by bringing together input from each individual council in a region and stripping out unnecessary duplication, rather than being responsible for making all planning decisions for individual communities.

We will assess the situation as the makeup of the government and its priorities become clearer and keep National Council involved in any decisions that need to be made.

Remits

The team are working through each of the remits that were passed at the 2023 AGM and coming up with a plan to action them. Due to staff shortages in the Policy Team right now and the need to factor in the outcome of the General Election, we anticipate work on remits ramping up in the New Year.



Other policy and advocacy work

Freedom camping

Following the introduction of the Self-contained Motor Vehicles Legislation Act, we are working with Simpson Grierson, the New Zealand Motor Caravan Association, MBIE and Taituarā to review and update the model bylaw for freedom camping, and also the good practice guide for councils and tourism operators. The previous guidance was produced in 2018 but is no longer consistent with the new legislation introduced this year. We're on track to have this guidance ready to share shortly.

Emergency management reform

We've developed and shared a submission on the Emergency Management Bill with members. Submissions are due on 3 November 2023, so there'll be plenty of time for members to provide us with feedback on our draft, and to use our draft to inform their own submissions.

Elected member census and survey of voters and non-voters

We're working on completing two research reports, which will be shared with members soon. The first is a report outlining findings from LGNZ's survey of people who voted, or didn't vote, in the 2022 local elections. This survey is one of a series which dates back to the 2001 elections and looks at the profile of voters and non-voters and their reasons for voting or not. The second is the findings from our triennial Census of elected members, undertaken in April/May of this year. The Census provides information on the demographics of elected members and allows us to determine the degree to which elected members reflect the diversity of the communities they represent. It also provides information on elected members' priorities. The information is helpful for our broader advocacy and engagement work, and for policy makers who seek to ensure that councils are both inclusive and relevant.

Media

Choose Localism

As our Choose Localism campaign takes shape, we are using social media and media to build awareness and understanding. You will see more of our work make the connection with localism in the media in the coming weeks.

In August we announced our [position on Transport](#), which is advocating for a transformative approach to address challenges in the nation's transport network. LGNZ highlighted five key actions to address these challenges. The press release, which made a strong case for choosing localism being the answer to our transport woes, was picked up by [RNZ](#), NewsTalkZB and by [Inside Government](#).

Two opinion editorial articles, authored by Susan, called for genuine partnership, where localism is not just a slogan that's talked about, but governments follow through on it. That means central government listens to and collaborates with local councils, respecting their insights and engaging with communities to find the best path forward for major projects like LGWM. One op-ed was run in [Inside Government](#) and the other on [Stuff](#).

Progressing remits

At the AGM, the membership passed a remit that LGNZ calls on central government to take action to reduce council audit fees. Advocacy in the media is part of that work. [Newsroom](#) published an article that discusses the increasing audit fees faced by local councils in New Zealand and their relevance to



the justice system and local government accountability. The Auditor-General highlights the challenges faced by councils in managing affordable rates and funding community needs.

Support for councils affected by engineering consenting issues

A large number of councils have been affected by alleged fraudulent signing of consenting documents by engineer, Jonathan Hall of Kodiak Consulting. Taupo District Council contacted LGNZ to see if we could help support affected councils.

We held zooms with affected and developed a media plan with input from law firm Rice Speir, which is working closely with several affected councils.

Our media approach is geared towards three key objectives:

- Help de-risk councils – Give councils guidance on best practice while supporting them to drive comms through local channels.
- Reduce pressure on councils – Be a source of support for councils when they need it, enabling them to focus on addressing the situation and supporting their communities.
- Align with advocacy efforts – Liaise with Engineering New Zealand and MBIE to enhance advocacy efforts and demonstrate a cohesive response to the situation.

Conference and Excellence Awards Update

We're already in planning mode for SuperLocal 24, which is being held in Wellington/Te Whanganui-a-Tara in August next year. We'll be working with WCC and mana whenua to make sure we provide a remarkable programme and an even better conference experience than this year.

We're working on the theme and a prospectus, which we're hoping to get out to potential partners and sponsors very soon.

Engagement with members, including sector and zone meetings

We're busy planning for our in-person combined sector hui in November, with the Future **by** Local Government on day one and our usual individual sector meetings on day two.

We've had really good engagement with our email newsletters and direct emails recently. Eighty percent of members opened our first post-conference email and more than 60% opened our Choose Localism email (and 43% of those clicked through to the website). These are astonishing open rates by industry standards so we're consciously working on how we keep them high over the coming months as well as experimenting with a new online participation platform to see if we can encourage greater two-way dialogue online.

Mayors Taskforce for Jobs

We've been heavily involved with the management of MTFJ since our Programme Manager departed in early July. We very pleased to have successfully recruited a new Programme Manager who started in October, as well as made a permanent appointment in the MTFJ Advisor role.

We've also been working closely with the Chair and a small subset of the Core Group on governance and the relationship with LGNZ. The Core Group has agreed to establish a Governance Group to help make more efficient and effective decisions and oversee the development of a new strategy for



MTFJ. An external facilitator will help guide this work alongside some insights research by TRA into the value of the programme and where the opportunities lie for growing and strengthening MTFJ in the future.

In September, we met with key National Party MPs from the Hutt to talk about the value of MTFJ as a vehicle for delivering positive social outcomes locally and the importance of sustainable funding for this crucial kaupapa. In the meantime, our 36 Community Employment Programme councils now all have their new two-year contracts and are deep in the mahi of getting rangatahi into work.

Young Elected Members

Our Young Elected Members had a successful hui pre-conference, with just under 40 attendees. Planning is now well underway for the YEM annual hui, which will take place in the Far North this year, from 6-8 December. This will be YEM's first annual hui since COVID, and the theme will be "Anga whakamua: Setting our collective course in the birthplace of Aotearoa".

Beyond the annual hui, the YEM committee are also working on updating and refreshing the YEM kaupapa, and developing a work plan to put this into action. YEM co-chair Alex Crackett is also a part of the FFLG Advisory Group and will bring a YEM-perspective to this work.

Community Boards Executive Committee

Our Community Boards Executive Committee (CBEC) is an engaged group and have had several constructive engagements early this year. Key areas of focus for CBEC include planning the Community Boards Conference, which will be held as part of SuperLocal 2024, and surveying community board members to understand their experience, needs and opportunities to support them.

Sarah Lucas, one of the CBEC Co-Chairs, has joined the FFLG Group and is contributing useful grassroots, community governance perspectives. A key concern for CBEC was the lack of reference in the Panel's final report to the role that community boards could play in local government's future.

Council capability

Ākona

We launched our new Ākona L&D platform and are now focused on building great courses tailored to our members' distinct needs. We've had several new councils join and are openly talking to both Taituarā and CEs to encourage more to come on board. The pricing is prorated so is now below the \$3500 threshold and that seems to be helping.

The new digital platform is performing well, and the three new courses are proving popular. Another six courses are under development, three of which are being co-developed with the councils who requested them. Work on preparing the framework to become a self-assessment tool and basis for a micro credential has begun, with a new sector working group being assembled to help boost the process.

The new Health & Safety course being co-developed with Tararua District Council will offer the sector a bespoke option to the Institute of Directors course, which is both unhelpfully generic and



costly. We expect to continue to enhance and tailor the Ākōna Governance course so that it too may offer an alternative option to expensive IoD offerings.

CouncilMARK refresh

The CouncilMARK programme has undergone an extensive overhaul. The Research Agency (TRA) was commissioned in 2022 to highlight areas the programme is performing well and areas for evolution. Based on these findings we initiated a programme redesign to optimise CouncilMARK and make it fit for purpose within this new local government context. We continued to work very closely with our stakeholders, including elected members, CEs, senior council staff and relevant central government agencies.

Guidance for members

We completed the Guide to recruiting and managing chief executives. This is a comprehensive guide that includes relevant templates, such as a draft employment agreement, performance committee terms of reference, and guidance on performance management.

Work is currently underway on an Elected Members' Guide to Representation Reviews. Shortly, approximately half of New Zealand's councils will be undertaking representation reviews. Many elected members, especially those elected for the first time in 2019 and 2022, will not only have little understanding of the representation review process itself, but also of the choices that they are able to make through that process.

Streetlights Profiles

In June 2022, the Electricity Authority approved a Streetlight dimming profile that when applied by councils will generate significant savings on the energy consumed by LED dimmable streetlights. Without this innovative new profile, some councils that have upgraded their streetlights to include a centralised dimming function may find themselves stymied by Electricity Authority rules that deem them non-compliant. This could lead to penalties being passed on by suppliers, or even their suppliers opting out of offering dimmable streetlighting.

We have been working with the energy retailers and a couple of councils to work through the operational processes and to implement a pricing structure before we can take this offering further to our members. It is estimated that the profiles will save Auckland Transport up to \$1.1m in energy savings, whereas some smaller energy consumers, like Palmerstown North City Council, will have savings in the region of \$18k per year. This will be for the life of the streetlights (usually 25 years) and does not include the carbon savings councils will be able to generate. We have just completed our implementation with Auckland Transport and are working with Christchurch, Wellington and Tauranga for the next implementations.

Moata Carbon Portal

We partnered with Mott MacDonald in 2021 to bring the Moata carbon portal to New Zealand. This is a tool that allows embedded (capital) carbon to be measured and monitored across any capital works programme. It enables councils to account for and reduce carbon emissions generated from water, transport and infrastructure (vertical and horizontal) projects. We have seen spreadsheets



being used to do this that quickly become out of date, with emissions factors varying. The portal allows councils to make real-time decisions that can shape their future carbon emissions and make greener infrastructure choices. The added benefit is that all the models developed in the portal are shareable with other councils and industry players.

Queenstown Lakes and Tauranga have both just completed carbon baselines with Mott MacDonald and we presented the results to QLDC in September. The QLDC baseline is the first carbon baseline that we are aware of in New Zealand that covers all business activities/groups across their entire long-term plan. Tauranga's baseline covered their water services only, with discussion ongoing about including transport next.

Napier have become portal subscribers to add to Auckland's Water Care and Wellington Water, and we are having conversations with Wellington and Nelson about being the next councils to take this up. The Wellington City implementation will be on their transport programme, with Napier using the portal on their water programme.

We are certainly seeing councils becoming more carbon focused – and with the next round of LTP planning underway, it's a perfect opportunity to embed carbon thinking and the Moata portal into the decision-making process.

Libraries partnership

Our Libraries Advisor has continued to engage with councils and their library teams, sharing best practice and advice and advocating for the importance of investing in libraries as vital community hubs. She is preparing a report before her contract ends in June 2024. It will set out the key trends and learnings that she's identified during her time with us.

In August, our Libraries Advisor travelled to Australia with a group of representatives from the library sector to visit Australian public libraries to identify best practice and trends that can be shared with New Zealand's councils and public libraries. This trip was fully funded by the National Library's New Zealand Libraries Partnership Programme.

DECISION REPORT



F22/55/04 – D23/43919

To: Council
From: Committee Advisor and Executive Assistant
Date: 14 November 2023
Subject: Adoption of 2024 Meeting Schedule

Recommendations

1. THAT the report be received.
2. THAT Council confirm the 2024 Meeting Schedule as presented.

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.

/
Moved/Seconded

1. Purpose of Report

- 1.1 The purpose of this report is to recommend a schedule of meetings for the Council for the 2024 calendar year.

2. Executive Summary

- 2.1 Council is presented with the meeting schedule annually to give elected members sufficient notice to prepare for the following years meetings and eliminate conflicts of appointments.
- 2.2 Under Standing Order 8.2, adoption of this meeting schedule will constitute notification to each member of the committees. It does not replace the requirements under LGOIMA to publicly notify each meeting.
- 2.3 Alterations can be made to the meeting schedule during the year if required. If a change is required then appropriate notice will be given by the Chief Executive in accordance with the standing orders.
- 2.4 A meeting can be cancelled by the Chairman in consultation with the Chief Executive should it be deemed necessary.

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
✓	✓	✓	✓

Democracy supports good quality decision making for all of the above services.

4. Background

4.1 Council has a legal requirement to hold meetings (Standing Order 4.1)

The local authority must hold meetings for the good government of its city, district or region. The same requirement applies to local boards and community boards in respect of their communities. Meetings must be called and conducted in accordance with:

- (a) *Schedule 7 of the LGA 2002;*
- (b) *Part 7 of LGOIMA; and*
- (c) *These Standing Orders.*

4.2 The following committees were established at the first (inaugural) meeting of Council on Tuesday 25 October 2022:

- Policy and Services Committee
- Executive Committee
- Audit and Risk Committee
- Farm and Aerodrome Committee
- Sport New Zealand Rural Travel Fund Committee.

This meeting schedule has been drafted with the same format historically used and, where relevant, in accordance with the Terms of Reference for each committee:

- The Ordinary Meeting of Council is held monthly on the second Tuesday of the month – with the exception of January.
- The Audit and Risk Committee meets every second month on the third Tuesday of the month.
- The Farm and Aerodrome Committee meets quarterly on the third Tuesday of the month.
- The Policy and Services Committee meets monthly on the fourth Tuesday of the month – with the exception of December.
- Hearings are scheduled as needed and submissions are heard by the Policy and Services Committee.
- The Executive Committee meets on an as needed basis for urgent business only.

4.3 Workshops have been scheduled prior to each Ordinary meeting and each Policy and Services Committee meeting. These are prescheduled to allow Councillors to prepare their diaries, however, should these workshops not be required, the Chief Executive shall give notice to Councillors the week before the scheduled meeting.

- 4.4 Public forums are held prior to each Ordinary Meeting. Invitations for speakers are advertised with the monthly meeting schedule in Central Link. Speakers must have approval from the Mayor or Chief Executive. Councillors will be advised when there is not a public forum (Standing Orders Section 15).
- 4.5 Key dates of important events and relevant Council events have been included at the back of the schedule. These are not open for discussion but to ensure Councillors are aware, as early as possible, of these dates.

5. Consultative Process

5.1 Public Consultation - Section 82

This does not require public consultation.

5.2 Māori Consultation - Section 81

No separate Māori consultation is required.

6. Risk Analysis

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

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

- 6.1 Elected Members – Decision Making – failure to adopt a meeting schedule could risk council’s ability to meet its public notification requirements. A meeting schedule also ensures council business is planned accordingly to ensure council approval is sought, when required, in a timely manner.

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 decisions need to be made at meetings.
What relationship does it have to the communities current and future needs for infrastructure, regulatory functions, or local public services?	Meetings are key to having decisions made.

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?

The proposed schedule is presented as **Appendix 1**.

7.3 **Significance**

	Yes/No	Explain
Is the proposal significant according to the Significance Policy in the Long Term Plan?	No	This is an administrative matter only.
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**

<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.

Option 1 Council adopts the meeting schedule as presented.

Option 2 Council adopts an amended meeting schedule.

7.5 **Financial**

<ul style="list-style-type: none"> • 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 is no financial impact.

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?

Trade-offs are alternative dates and times for meetings.

7.7 **Legal Issues**

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

No legal opinion is required.

7.8 **Policy Issues - Section 80**

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

There are no policy issues.

Attachments

Appendix 1 Proposed Meeting Schedule - 2024



Erin Bishop
Committee Advisor and Executive Assistant



[Approved by]
Sven Hanne
Chief Executive

Date 7 November 2023

MEETING SCHEDULE



Appendix 1

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 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		
Policy & Services Committee	Tuesday 23 January	3.00 pm
FEBRUARY 2023		
Workshop for Councillors	Tuesday 13 February	1.30 pm
Public Forum (by request)	Tuesday 13 February	3.00 pm
Council Meeting	Tuesday 13 February	3.30 pm
Hearing (Easter Sunday Trading)	Tuesday 27 February	2.00 pm
Policy & Services Committee	Tuesday 27 February	3.00 pm
MARCH 2023		
Audit and Risk Committee	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
Hearing (King Edward Park Management Plan and Speed Management Plan)		
	Tuesday 26 March	1.00 pm
Policy & Services Committee	Tuesday 26 March	3.00 pm
APRIL 2023		
Workshop for Councillors	Tuesday 9 April	1.30 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	2.00 pm
Policy & Services Committee	Tuesday 23 April	3.00 pm

Meeting	Meeting Date	Meeting Time
MAY 2023		
Workshop for Councillors	Tuesday 14 May	1.30 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	2.00 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	1.30 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	2.00 pm
Policy & Services Committee	Tuesday 25 June	3.00 pm
JULY 2023		
Workshop for Councillors	Tuesday 9 July	1.30 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	2.00 pm
Policy & Services Committee	Tuesday 23 July	3.00 pm
AUGUST 2023		
Workshop for Councillors	Tuesday 13 August	1.30 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	2.00 pm
Policy & Services Committee	Tuesday 27 August	3.00 pm
SEPTEMBER 2023		
Workshop for Councillors	Tuesday 10 September	1.30 pm
Public Forum (by request)	Tuesday 10 September	3.00 pm
Council Meeting	Tuesday 10 September	3.30 pm
Farm & Aerodrome Committee	Tuesday 17 September	12 noon
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
OCTOBER 2023		
Workshop for Councillors	Tuesday 8 October	1.30 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	2.00 pm
Policy & Services Committee	Tuesday 22 October	3.00 pm

Meeting	Meeting Date	Meeting Time
NOVEMBER 2023		
Workshop for Councillors	Tuesday 12 November	1.30 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	2.00 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	1.30 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



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.