



Our reference
F19/13/03-D21/26182

4 April 2024

Ordinary Meeting of Council

Notice is hereby given that the Ordinary Meeting of Council will be held in the **Whangamomona Hall, Ohura Road, Whangamomona**, on **Tuesday 9 April 2024** beginning at **3.30pm**.

Timetable for 9 April 2024 as follows:

3.00pm	Long Term Plan 2024-34 Presentation
3.15pm	Public Forum
3.30pm	Ordinary Meeting of Council

Yours faithfully

Sven Hanne
Chief Executive

2024 - Ordinary - April

09 April 2024 03:30 PM



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AGENDA

Ordinary Meeting of Council



F22/55/05 – D24/15375

Date: 9 April 2024 at 3.30 PM

Venue: Whangamomona Hall, Ohura Road, Whangamomona

1. Welcome

- 1.1 Opening Karakia
D21/40748 Page 7
- 1.2 Health and Safety Message
D21/26210 Page 8

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 9

Attendance schedule for Ordinary and Extraordinary Council meetings.

6. Confirmation of Minutes

- 6.1 **Ordinary Meeting of Council – 12 March 2024**
D24/9404 Page 10

Recommendation

THAT the minutes of the Ordinary Meeting of Council held on Tuesday 13 February 2024 be confirmed as a true and accurate record.

/
Moved/Seconded

- 6.1.1 Public Forum – 12 March 2024
D24/9408 Page 15

The notes from the March public forum are attached for council's information

- 6.2 **Farm and Aerodrome Committee – 19 March 2024**
D24/10841 Page 17

Recommendations

- 1. THAT the unconfirmed minutes of the Farm and Aerodrome Committee meeting held on Tuesday 19 March 2024 be received.
- 2. THAT the recommendations in the minutes of the Farm and Aerodrome Committee meeting held on Tuesday 19 March 2024 be adopted.

/
Moved/Seconded

- 6.2.1 Updated Terms of Reference – Farm Committee
D24/9401 Page 23

6.3 **Audit and Risk Committee – 19 March 2024**
D24/12999 Page 26

Recommendations

1. THAT the unconfirmed minutes of the Audit and Risk Committee meeting held on Tuesday 19 March 2024 be received.
2. THAT the recommendations in the minutes of the Audit and Risk Committee meeting held on Tuesday 19 March 2024 be adopted.

/
Moved/Seconded

6.3.1 Updated Anti-Fraud and Corruption Policy
D23/22153 Page 34

6.4 **Extraordinary Meeting of Council – 26 March 2024**
D24/15263 Page 41

Recommendation

THAT the minutes of the Extraordinary Meeting of Council held on Tuesday 26 March 2024 be confirmed as a true and accurate record.

/
Moved/Seconded

6.5 **Policy and Services Committee – 26 March 2024 (Hearing)**
D24/15333 Page 45

Recommendations

1. THAT the unconfirmed minutes of the Policy and Services Committee meeting, to hear and consider submissions to the Draft King Edward Park Reserve Management Plan, held on Tuesday 26 March 2024 be received.
2. THAT the recommendations in the minutes of the Policy and Services Committee meeting, to hear and consider submissions to the Draft King Edward Park Reserve Management Plan, held on Tuesday 26 March 202 be adopted.

/
Moved/Seconded

6.5.1 Updated King Edward Park Reserve Management Plan
D22/26025 Page 53

6.6 **Policy and Services Committee – 26 March 2024**
D24/7501 Page 102

Recommendations

1. THAT the unconfirmed minutes of the Policy and Services Committee meeting held on Tuesday 26 March 2024 be received.
2. THAT the recommendations in the minutes of the Policy and Services Committee meeting held on Tuesday 26 March 2024 be adopted.
3. THAT the Statement of Proposals for the Rate Remission Policy and the Rate Postponement Policy be adopted.

/
Moved/Seconded

- 6.6.1 Updated Rates Remission Policy
D24/2230 Page 113
- 6.6.2 Updated Rates Postponement Policy
D24/3502 Page 122
- 6.6.3 Statement of Proposal - Rates Remission Policy
D24/15646 Page 124
- 6.6.4 Statement of Proposal - Rates Postponement Policy
D24/15648 Page 126

- 6.7 **Sport New Zealand Rural Travel Fund Assessment Committee – 2 April 2024**
D24/15516 Page 128

Recommendations

- 1. THAT the unconfirmed minutes of the Sport New Zealand Rural Travel Fund Committee meeting held on Tuesday 2 April 2024 be received.
- 2. THAT the recommendations in the minutes of the Sport New Zealand Rural Travel Fund Committee meeting held on Tuesday 2 April 2024 be adopted.

/
Moved/Seconded

- 7. District Mayor's Report
D24/15644 Page 131

Recommendation

THAT the report be received.

/
Moved/Seconded

- 8. Public Forum Response (if required)

Speaker:
Topic:

- 9. Questions

- 10. Closing Karakia
D21/40748 Page 134



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.

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 2024 Ordinary and Extraordinary Council meetings.

Date	13/02/24	12/03/24	9/04/24	14/05/24	11/06/24	9/07/24	13/08/24	10/09/24	8/10/24	12/11/24	10/12/24
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	✓	✓									
Vaughan Jones	✓	✓									
Min McKay	✓	✓									
John Sandford	✓	✓									
Clive Tongaawhikau	✓	A									
Mathew Watt	✓	✓									

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 – D24/9404

Date: Tuesday 12 March 2024 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, 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 – Assets Mrs V Araba, the Director – Corporate Services – Mrs T Radich, the Director – Environmental Services – Mr B Sutherland, the Director – Community Services – Ms K Whareaitu, the HR and Governance Administrator, the Communications Manager – Ms G Gibson, the Roading Asset Manager – Mr S Bowden, two members of the public and one member of the media (Stratford Press).

1. Welcome

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

1.1 Opening Karakia D21/40748 Page 8

The opening karakia was read.

1.2 Health and Safety Message D21/26210 Page 9

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

2. Apologies

An apology was received from Councillor C M Tongaawhikau.

THAT The apology be received.

VOLZKE/BOYDE
Carried
CL/24/30

3. Announcements

The District Mayor acknowledged Council's sorrow and condolences for Mrs Bishop, who has recently lost her mother in law. He thanked those who attended the funeral and who had supported Mrs Bishop through this difficult time.

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 declared conflicts 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 – 13 February 2024**
D24/5858 Page 9

Recommendation

THAT the minutes of the Ordinary Meeting of Council held on Tuesday 13 February 2024 be confirmed as a true and accurate record.

BOYDE/BECK
Carried
CL/24/31

The HR and Governance Administrator undertook to make the following amendments:

- Recommendation 6 be updated to 'THAT the budget for the lighting at the bike park of \$15,000 be removed'.
- Page 22, the fourth bullet point will be updated from "The Deputy Mayor noted the message that would be sent with a cash contribution," to "The Deputy Mayor noted the message that would be sent without a cash contribution,".

6.2 **Policy and Services Committee – 27 February 2024 (Hearing)**
D24/7502 Page 27

Recommendations

1. THAT the unconfirmed minutes of the Policy and Services Committee meeting, to hear and consider submissions to the Draft Easter Sunday Shop Trading Policy, held on Tuesday 27 February 2024 be received.

HALL/HARRIS
Carried
CL/24/32

2. THAT the recommendations in the minutes of the Policy and Services Committee meeting, to hear and consider submissions to the Draft Easter Sunday Shop Trading Policy, held on Tuesday 27 February 2024 be adopted.

DUDLEY/HALL
Carried
CL/24/33

6.3 **Policy and Services Committee – 27 February 2024**
D24/7501 Page 31

Recommendations

1. THAT the unconfirmed minutes of the Policy and Services Committee meeting held on Tuesday 27 February 2024 be received.

VOLZKE/WATT
Carried
CL/24/34

2. THAT the recommendations in the minutes of the Policy and Services Committee meeting held on Tuesday 27 February 2024 be adopted.

McKAY/WATT
Carried
CL/24/35

6.4 **Regional Transport Committee – Thursday 8 February 2024**
Page 47

Recommendation

THAT the unconfirmed minutes of the Regional Transport Committee held on Thursday 8 February 2024 be received.

McKAY/BOYDE
Carried
CL/24/36

- The District Mayor noted that the minutes included were the recent topic of discussion during a South Taranaki District Council meeting, due to the lack of information contained within them. He noted the marked contrast to the level of detail included in Stratford District Council's minutes. He noted it is not for this Council to tell Taranaki Regional Council how to take their minutes, but that comments could be conveyed.
- Councillor Hall questioned the Elected Members who were at the meeting, asking if the minutes accurately cover what happened at the meeting. Councillor Harris advised the structure of the meeting is accurate, however there is no content or context. The District Mayor noted it does not reflect any conversation, or any adjustments to decisions which were made, it purely covers the final decision made.

7. **District Mayor's Report**
D24/4742 Page 95

Recommendation

THAT the report be received.

VOLZKE/McKAY
Carried
CL/24/37

8. Decision Report – Proposed Road Closures of Toko Road for a Car Club Event – 14

April 2024

D24/6363 Page 58

Recommendations

1. THAT the report be received.

JONES/DUDLEY
Carried
CL/24/38

2. THAT pursuant to Section 342 (1) (b) in accordance with Schedule 10 clause 11(e) of the Local Government Act 1974, the Stratford District Council approves the closure of:
- Toko Road from its intersection with Raupuha Road (RP4.6) to the end of the road (RP10.3) on Sunday 14 April 2024 between the hours of 6.00am to 6.00pm

for the Taranaki Car Club to host a motorsport event, subject to no objections being received.

BECK/BOYDE
Carried
CL/24/39

Recommended Reason

For the Taranaki Car Club to host a Bent Sprint motorsport event, it is necessary to close Toko Road for safety reasons, for the participants and for any spectators. The proposed road closure requires formal endorsement by a Council resolution. This event was held last year on 4 March 2023 and by all accounts it was a very successful event with entrants coming from across the country to participate. The organisers anticipate a similar number of entrants for this year's event.

The Roading Asset Manager noted this was the third time the Taranaki Car Club has run this event and it has been successful each time.

Questions/ Points of Clarification:

- Councillor Boyde noted recently there have been these sort of events where people were killed. He questioned if anything came from these, anything Council could be missing. It was advised it is not Council's event and it was noted that these do need to be signed off by motorsport NZ who ensure all health and safety requirements are met.
- Councillor Beck noted the letters to the residents was one of the best letters he had received for this type of event..

9. Public Forum Response

Speaker: Lloyd Morgan and Hugh Barnes

Topic: Taranaki Synthetic Turf Trust

Response: Thank the speakers for taking the time to come and see Elected Members and to acknowledge the good work they do.

10. Questions

- The District Mayor advised he had several approaches from the owner of the Physical Therapy Clinic who had raised concerns about the lack of parking, particularly outside the Physical Therapy Clinic, which makes it difficult for people with disabilities or injuries to get in. They have requested a review of the parking there, with the request of disability or P60 parking. The District Mayor noted he knows there is a parking bylaw but does not believe this issue can wait. It was advised that this would require a review of the parking bylaw. The District Mayor questioned if this specific location could be looked at to change the parking schedule, as it would be a quicker process for staff to evaluate the parking and put a recommendation in a report to Council if they thought a change of parking was appropriate, rather than waiting for the bylaw review. It was advised a schedule could not be altered without a full review as there is no current clause in the current bylaw which says council can review the parking schedule through resolution.
- Councillor Dudley questioned if temporary signs could be put up. Mr Bowden will look to see if this is a possibility.

11. Closing Karakia

D21/40748 Page 80

The closing karakia was read.

The meeting closed at 3.57pm

N C Volzke
Chairman

Confirmed this 9th day of April 2024.

N C Volzke
District Mayor

PUBLIC FORUM

Notes



F22/55/05 – D24/9408

Date: Tuesday 12 March 2024 at 3.00PM

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

Present

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

In attendance

The Chief Executive – Mr S Hanne, the Director – Assets Mrs V Araba, the Director – Corporate Services – Mrs T Radich, the Director – Environmental Services – Mr B Sutherland, the Director – Community Services – Ms K Whareaitu, the HR and Governance Administrator, the Communications Manager – Ms G Gibson, one member of the media (Stratford Press), Mr Hugh Barnes and Lloyd Morgan (Taranaki Synthetic Trust).

1. Welcome

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

2. Speakers

Speaker: Mr Hugh Barnes and Lloyd Morgan - Taranaki Synthetic Trust

Topic: Taranaki Synthetic Trust Update

Points noted in the presentation:

- The first Taranaki synthetic turf was built in Stratford in 1996. It was originally a sand turf. The lights, dug outs and TET Stadium were built afterwards.
- Many significant events have been held since including an Olympic prequalifying match in 2019.
- Since 2013 there have been 43 international test matches, including men's and women's Blackstick matches.
- The facility was built by Trusts and maintained by clubs themselves. The advent of the turf has freed fields for other uses.
- Stratford District Council has paved the way in terms of the annuity which is going towards turf replacement. The Trust is now nearing another maintenance cycle and is looking at doubling the average carpet life.
- The issue of balls exiting the stadium was acknowledged. It has been proposed to raise the fences 2.5m further.
- The original turf cost around \$85,000, the cost now is \$3,500,000. The cost of the carpet replacement is \$350,000 which will require significant funding.
- The Trust is greatly appreciative of the funding from Stratford District Council, however they still require other external funding.
- The upgrade of the carpet will bring the turf back to the standard to host international tests.

Questions/ Points of Clarification:

- The Deputy Mayor questioned when it was anticipated the new carpet will be completed. It was advised the carpet replacement is around two years away. The stitching is starting to go, however it would be ideal to get another two years out of it. The turf in New Plymouth was replaced last year, so another two years before replacement would help the Trust.
- The District Mayor questioned what the impact of the synthetic turf in new Plymouth, and one planned in the hub project have on the use of the Stratford turf? It was advised the demand for turf usage is high, games are currently starting at 6am and going to 10pm at night. It was advised Stratford Turf is international standard, however the New Plymouth turf is only up to national standard. Stratford is seen as the number one turf.
- Councillor Jones questioned the difference between national and international standard? It was advised the irrigation and the slope of the turf.

- Councillor Hall questioned if the Stratford turf was up to international standard as it is now. It was advised certification for international matches is required, currently the state of the seams means it is not up to international standard, however ongoing discussions are being had with New Zealand Hockey.

The meeting closed at 3.14pm.

N C Volzke
Chairman

Confirmed this 9th day of April 2024.

N C Volzke
District Mayor

MINUTES

Farm and Aerodrome Committee



F22/55/05– D24/10841

Date: Tuesday 19 March 2024 at 12noon
Venue: Council Chambers, 63 Miranda Street, Stratford

Present

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

In attendance

Deputy Mayor M McKay, Councillors A M C Dudley, E E Hall, C M Tongaawhikau (*part meeting*) and W J Sandford.

The Chief Executive – Mr S Hanne, the Director – Environmental Services – Mr B Sutherland, the HR & Governance Administrator – Mrs C Reynolds and the Parks and Reserves Officer – Mrs M McBain.

7. Welcome

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

1.1 Opening Karakia D21/40748 Page 6

The opening karakia was read.

1.2 Health and Safety Message D21/26210 Page 7

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

8. Apologies

An apology was noted from Councillor A K Harris.

9. Announcements

There were no announcements.

10. Declarations of Members Interest

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

11. Attendance Schedule

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

12. Confirmation of Minutes

6.1 Farm and Aerodrome Committee Meeting – 5 December 2023
D23/48502 Page 6

Recommendation

THAT the minutes of the Farm and Aerodrome Committee Meeting held on Tuesday 5 December be confirmed as a true and accurate record.

BOYDE/BECK
Carried
F&A/24/1

13. Matters Outstanding

D20/11504 Page 12

Recommendation

THAT the matters outstanding be received.

BOYDE/BECK
Carried
F&A/24/2

14. Programme of Works

D20/28552 Page 13

Recommendation

THAT the Programme of Works be received.

BOYDE/BECK
Carried
F&A/24/3

Councillor Tongaawhikau joined the meeting at 12.04pm.

15. Decision Report – Committee Self-Review of Terms of Reference
D24/8690 Page 14

Recommendations

1. THAT the report be received.

JONES/VOLZKE
Carried
F&A/24/4

2. ~~THAT the amended Terms of Reference in Appendix 1 to this report be approved and become effective from 1 July 2024, AND the Farm and Aerodrome Committee is renamed the Farm and Investments Committee.~~

OR

3. ~~THAT the current Farm and Aerodrome Committee Terms of Reference remain in place as per Appendix 2 to this report, with any further amendments as requested by the Committee.~~

Recommended Reason

It is timely that the Farm and Aerodrome Committee Terms of Reference be reviewed, since the Terms of Reference were established in June 2020.

The Director – Corporate Services noted the following:

- 2.2 of the report should state “At a workshop for the Farm and Aerodrome Committee in December 2023”, not 2020.
- There are two options presented in the report, with any changes to potentially be applied 1 July 2024.

Questions / Points of Clarification:

- The Deputy Mayor queried that an option is for it to be called the Farm and Investment Committee, however it reads heavily around the farm, is this because Council does not have other investments? It was confirmed this is correct. She then questioned if the committee will be looking at potential investments, as that does not seem to be clear. Ms Radich advised the feel of the room at the workshop was for the focus to remain on the farm, as there are no other significant investments at this stage, however the committee could produce mechanisms for future investments.
- Councillor Boyde questioned if it is believed the skill sets for a farm committee are the same as needed for an investment committee? Ms Radich advised they would be different and the thought would need to be on the fit if the committee is expanded into investment.
- The District Mayor noted at the time of the creation of the committee it was sensible as the operation was linked with some grazing arrangements and shared cost. In hindsight these could be separated out, and he is not opposed to removing the aerodrome from the committee to be managed by officers and through Policy and Services, which would leave the committee to be purely a farm committee. He noted he was surprised to see the investments included as an option as there are no investments to supervise. He noted he sees a better place for this in the Audit and Risk or Executive committees. He also advised he believes consideration should be given to the number of meetings a year, possibly down to two or three.
- Councillor Beck noted he is in favour of option two, and noted he would be ok with the removal of the aerodrome. He believes the committee requires four meetings a year, to line up with the seasons. He noted in the current terms of reference he could see a problem if the committee does not have the same number of farmers as it has now, that expertise could be lost. He enquired if on page 27, the committee could appoint a local farmer as a committee member for expertise. Mr Hanne advised, that this could be addressed through the appointment of a farm advisor. Councillor Beck does not believe farm advisor has the same expertise in running a farm as a farm owner. He would like to see the committee able to appoint a farmer if there was not a minimum of two farmers on the committee.
- Councillor Sandford noted he sees the committee as very important given it is Council's only classified investment. He is interested in why the buildings rented out by Council, the pool and its

subdivisions are not classed as investments, however does not believe an investment committee is needed.

- Councillor Boyde noted he does not believe there is any room for an investment committee, particularly beside the farm. He noted he does not have an issue with removing the aerodrome, and now would be a good time to set it into the Policy and Services Committee. He advised he believes anything less than three meetings a year would be problematic, and the dates would need to change to fit in with the seasonal changes.

2. THAT the Farm and Aerodrome Committee name be changed to the Farm Committee, with the updated terms of reference be adopted with references to the aerodrome and inclusion of investment removed, and the number of meetings updated to three per year.

VOLZKE/BOYDE
Carried
F&A/24/5

16. Information Report - Farm Annual Business Report 2023

D24/8823 Page 28

Recommendations

1. THAT the report be received.
2. THAT the committee notes that the remaining 2022/2023 surplus reserve amount of approximately \$70,000 has been allocated for rates mitigation in the Long Term Plan.

JONES/BECK
Carried
F&A/24/6

Recommended Reason

To inform the Committee of the financial actuals for the Farm in the 2022/23 financial year.

BECK/JONES
Carried
F&A/24/7

Questions / Points of Clarification:

- Councillor Jones questioned the figure included in item 6, Financial Budget 2023/24 as he believed there were discrepancies, as he does not believe there is \$208,046 left for loan repayment. Ms Radich will confirm the correct figures with Mrs Flight.
- The District Mayor noted page 37 includes the composition of the Committee, however believes it should include four Elected Members to include the District Mayor.
- Councillor Jones noted page 43 notes a 10 cent Co-Operative Difference payment however there is no mention on what the sharemilker is doing to achieve the extra three cents. Councillor Boyde advised last year there was an issue with the Somatic Cell Count, so a lot of culling was done. Councillor Jones questioned if they received any of the three cents. Mrs Flight will confirm this. Councillor Jones questioned if this is something which should be reported on, how well the farm is doing in terms of quality of milk.
- It was agreed to add to matters outstanding to confirm if there are issues with quality control.

17. Quarterly Report – Risk Register

D24/7040 Page 45

Recommendation

THAT the report be received.

Recommended Reason

To update the Committee of any changes to the Farm and Aerodrome Risk Registers and advise the Committee of any incidents in relation to the identified risks.

BOYDE/VOLZKE
Carried
F&A/24/8

The Property Officer noted the following:

- There has been a new risk added which was identified at the last farm quarterly meeting. When the sand traps are emptied there is a risk of the tractor hitting the powerlines above. Ways to mitigate this are being investigated.

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

D24/7040 Page 51

Recommendation

1. THAT the report be received.

BECK/BOYDE
Carried
F&A/24/9

2. THAT the Committee supports the proposed changes to the stock rate number that was provisionally agreed by the Sharemilker and Council.

BOYDE/JONES
Carried
F&A/24/10

Recommended Reason

This report provides a quarterly business and financial update of the Farm and Aerodrome activities. It highlights the milk production from the current season at the farm and reports on the key activities at the Aerodrome. It recommends a revised farm stock number for approval.

The Property Officer noted the following:

- The stocking number reduction will take effect October 2024 if adopted.

Questions / Points of Clarification:

- Councillor Boyde noted there will have to be a change of the contract as currently it includes 400 cows which is unrealistic and unsustainable.
- Councillor Beck questioned if there has been any discussion over a grass bank being produced or extending lactation at the start and end of the season? Councillor Boyde advised maize was dropped out this season, so there should be more grass after dropping the stocking rate, which is the cheapest form of feed. He advised the farm is quite wet so the lactation start or end dates will stay the same. It shows on the report an increase in supplement, however this is purely because young stock were kept on farm.
- The District Mayor questioned the strip hire fee mentioned in the executive summary 2.4, if this was too high and if this was changed in the fees and charges. Councillor Boyde noted he also believes the fee is too high, with \$10 being more realistic.

3. THAT the strip hire fee be set at \$10 per tonne, to be recommended for the Long Term Plan fees and charges.

VOLZKE/BECK
Carried
F&A/24/11

The Director – Assets and the Director – Corporate Services left the meeting at 12.51pm.

19. Quarterly Report – Health and Safety Update

D24/7039 Page 127

Recommendation

THAT the report be received.

BOYDE/BECK
Carried
F&A/24/12

Recommended Reason

To update the Committee on Health and Safety matters from December 2023 and February 2024.

20. Questions

- Councillor Beck questioned when the review for the aerodrome was happening. Mrs Flight advised it should be coming to the June meeting, however this will depend now on where the aerodrome sits at the time.

21. Closing Karakia

D21/40748 Page 56

The closing karakia was read.

The meeting closed at 1.04pm

G W Boyde
Chairman

Confirmed this 18th day of June 2024.

N C Volzke
District Mayor

STRATFORD DISTRICT COUNCIL

FARM COMMITTEE - TERMS OF REFERENCE

PURPOSE

The purpose of the Farm Committee is to monitor performance of the Council dairy farm at Flint Rd, Stratford, and to monitor the implementation of the farm business strategy at a governance level.

The Committee will ensure the following objectives are fulfilled:

1. To operate the farm as a separate, economic, business unit.
2. The profits from the farm to be returned to Council to provide a 'dividend' to Council, offset debt, or be reinvested in the farm as set by Council during the Annual or Long Term Plan process.
3. To determine the strategic objectives and performance measures for the Farm and set the annual budget, and monitor performance against budget.

The Committee is to assist the Council in achieving its responsibility to the district ratepayers to ensure the farm is profitable and provides a sustainable return.

SCOPE AND RESPONSIBILITIES

The Farm Committee is responsible for reporting to the Council on progress, annual results, and making recommendations to the Council of the following activities:

- Risk Management;
- Performance Management
- Strategy Development; and
- Other Significant Matters

Risk Management

- Monitoring the management of Farm risks including legislative, health and safety, financial, and environmental risks.
- Discuss incidents, and evaluate risk management controls.

Performance Management

- Monitor financial performance against budget for the farm.
- Initiate the development of budgets and KPI's annually with assistance from Council finance staff, as requested, and report on progress at Committee meetings.
- Determine annual loan repayments and reserve contributions and withdrawals.

Strategy Development

- Review the Farm objectives in line with the changing environment and make recommendations to Council as required.
- Review the farm business model regularly to ensure objectives are able to be achieved.

Other Significant Matters

- Consider specific significance proposals relating to the operation of the farm e.g. sale or purchase of land, or change in use of land.
- Monitor capital project delivery performance.

Operational Matters

The scope of the Committee does not extend to operational matters. Operational matters include, but are not limited to, developing work programmes, purchasing of goods and services and approval of invoices, administration, physical works on the farm, and general day to day running of the Farm.

A clear separation of the duties of the Committee and the role of the Chief Executive and his staff needs to be established for the Farm, to ensure that officers can be held accountable for performance and execution of the independent decisions and direction given by the Committee.

MEETINGS

The Committee shall meet three times a year, as decided by Council in advance, during normal working hours at a time that suits all Committee members. The Council standing orders shall apply to the Committee meetings.

All agendas, minutes and reports of the Committee will be filed electronically in Content Manager within one month of the meeting date. They will also be made publicly available on the Council's website and available directly to all elected members via Diligent.

Representatives from the Farm will be invited to attend all meetings e.g. share-milkers, consultants.

MEMBERSHIP

Membership of the Committee shall be comprised of the following:

Member	No.	Voting Rights
Current Elected Member - Chairman	1	Y
Current Elected Member	2	Y
Mayor	1	Y

Should council decide there is insufficient expertise amongst elected members then council could choose to co-opt an independent member with the appropriate experience and skill set onto the committee. Expressions of interest for an independent member will be publicly advertised and then appointed by the council for a term of up to three years, and this may be extended to a maximum of nine years in total.

AUTHORITY

The Committee will have the delegated responsibility to fulfil the responsibilities of the Committee, as per the Council's Delegations Policy. This includes the ability to request any information from Council officers that is necessary to enable it to perform its functions and duties and fulfil its responsibilities.

The Committee has the authority to ensure all Council decisions in relation to the Farm are being implemented. The Committee does not have any delegated authority to act on behalf of the Council, to carry out the decisions made by Council, or to make decisions that conflict with a decision made by the Council.

REMUNERATION

Committee members will be remunerated according to the remuneration set by the Remuneration Authority. The Independent Member, if one is appointed, will be remunerated as per an agreed contract for services.

REVIEW OF THE COMMITTEE

The Committee shall undertake a self-review of its objectives and responsibilities at least once every three years to ensure it remains relevant and effective. Any changes to the objectives and responsibilities recommended by the Committee must be approved by the Council before coming into effect.

In addition, the membership of the Committee shall be reviewed at least once every three years.

RELATED DOCUMENTS

- Stratford District Council Long Term Plan 2024-34
- Property Asset Management Plan 2024-34
- Annual Farm Business Reports
- Stratford District Council Annual Plans / Reports
- Farm Committee minutes

MINUTES

Audit and Risk Committee



F22/55/06 – D24/12999

Date: Tuesday 19 March 2024 at 2.06pm
Venue: Council Chambers, 63 Miranda Street, Stratford

Present

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

In attendance

Councillors: S J Beck, A M C Dudley, E E Hall, C M Tongaawhikau and M J Watt

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

1. Welcome

The opening karakia was read.

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

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

2. Apologies

An apology was noted from Councillor A K Harris.

Recommendation

THAT the apology be noted.

BOYDE/ERWOOD
Carried
A&R/24/1

3. Announcements

There were no announcements.

4. Declarations of Members Interest

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

There were no conflicts of interest declared.

5. Attendance Schedule

Page 9

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

6. Programme of Works

D21/42807

Page 10

Recommendation

THAT the Audit and Risk Committee's rolling programme of works up to July 2025 be received.

BOYDE/P JONES
Carried
A&R/24/2

The Director – Corporate Services noted that the outstanding audit matters raised from the last Annual Report will be brought to the committee in May.

Questions/Points of Clarification:

- The Chairman requested a deep dive be completed on the key risks and learnings from the Long Term Plan process be completed in July. It was noted that the Chief Executive could move the Lone Worker deep dive report to September if he felt it was required.

7. Confirmation of Minutes

7.1 Audit and Risk Committee – 21 November 2023

D23/47249

Page 11

Recommendation

THAT the minutes of the Audit and Risk Meeting of Council held on Tuesday 21 November 2023 be confirmed as a true and accurate record.

McKAY/ERWOOD
Carried
A&R/24/3

8. Matters Outstanding

D18/27474

Page 19

It was noted that there were no outstanding matters on the list.

9. Information Report – Health, Safety and Wellbeing Report

D24/7828

Page 20

Recommendation

THAT the report be received.

V JONES/BOYDE
Carried
A&R/24/4

The Health & Safety/Emergency Management Advisor noted the investigation for Incident 2 has been received from the contractor. This has indicated that the cause of the accident was the driver being too close to the edge of the road and the recommendation is to review the kind of vehicles used on these small rural roads.

Questions/Points of Clarification:

- It was clarified that there had been a misunderstanding by the officer for Incident 1 where the contractor had previously been subcontracted for the pool build and it was thought this repair would have been covered by the previous contract. However, the contractor had not been pre-approved for ongoing maintenance at the pool. There has been further clarification of the process since then and amended wording the manual to make it a lot clearer around contractor management and when pre-approval is needed. It was noted the facility staff had asked if the contractors had signed in and they had said they had.
- Councillor Boyde noted the de-escalation training for elected members had been very valuable.
- The Chairman noted that the contractor monitoring section added to the report gives the committee assurance that council is checking on the contractors to ensure they are doing what they say they are doing.

The Health and Safety/Emergency Management Advisor left the meeting at 2.18pm.

10. Information Report – LGFA 6 monthly report

D24/8077

Page 24

Recommendations

1. THAT the report be received.
2. THAT the half year report to 31 December 2023 for the LGFA be received.
3. THAT the Statement of Intent for 2024-2027 be received.

V JONES/ERWOOD
Carried
A&R/24/5

Recommended Reason

To inform the Committee of the LGFA's performance for the year to date and plans for the next three years.

The Director – Corporate Services noted that as a guarantor to the LGFA council receives the 6 monthly report and the Statement of Intent for the next three years and this has been provided as information to the committee.

Questions/Points of Clarification:

- The District Mayor noted the reference to the number of councils now using LGFA and that it was now close to 100%.
- Councillor Hall asked if there was any risk with all councils being in one pool and the set up failed? The Chairman noted the way this is structured and the current credit rating gives councils confidence. There are different layers of risk for local authorities and the Stratford District Council was at the lower level as it is only a guarantor. The next level above is shareholders and if there was a need for more capital then the first call would be to them, however before it got to that stage treasury would be called upon. The biggest risk, which has now been reduced, was the transfer of debt for three waters which would have diluted the amount of debt significantly that LGFA has.
- Councillor Jones asked about the return on investment for shareholders and if this council should be investigating it. The Chairman explained that there was a original request for shareholders and those councils were the ones that took the risk at that point, it is a good return on investment but with reward comes risk. Should there be a call on funds then they would need to be able to react to that. He was not aware of further shares being issued to new investors. Councillor Jones noted that Whanganui had just joined.
- It was clarified that the level councils guarantee to is proportionate to the total rates for that council. It was further clarified that the security is the land in the areas so if required a default rate could be set on every property which could be sold if the rate is not paid.

The Sustainability Advisor joined the meeting at 2.28pm.

11. Information Report – Capital Works Programme – Key Projects Update – March 2024
D24/7852 Page 58

<p>Recommendation</p> <p><u>THAT</u> the report be received.</p> <p>Recommended Reason</p> <p>To present an update on the progress of our key capital projects in the 2023/24 financial year.</p>	<p>McKAY/V JONES <u>Carried</u> <u>A&R/24/6</u></p>
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Questions/Points of Clarification:

- Councillor Boyde noted the anticipated 58% spend of the budget and asked if this was enough or if council should be striving for 70% or if this was saying council could not deliver on projects in full, on time or were putting too many projects in the plan? He noted that a couple of years ago council had achieved 80%. The Chief Executive clarified that this was impacted by the type of projects. The purchase of Prospero Place was held up due to external dependency for the project and would add about 15% and Mr Taylor noted that the identified wetlands in the subdivision had held up that project. Mr Hanne noted it was very important to understand the limitations when looking at this percentage – was it that a contractor could not be sourced, internal issues, or external factors such as the wetlands. He noted he would much rather be in the high 60s and that anything over 70% was good.
- The Chairman noted the bigger question was the non-delivery in terms of meeting the Levels of Service or maintaining the asset. If replacements or renewals are not being done then what was happening to the infrastructure.
- Councillor Boyde noted his concern when looking at these projects and they go over budget, and asked if councillors are looking at the right figures at the start. Mr Hanne noted that this council has a long history of being on or under budget. These projects are from Year 3 of the Long Term Plan so the budgeting was done the longest period ago in the planning stages. He noted he was endeavouring to get back to delivering on or under budget and he was really proud of the quality projects delivered within scope.
- Councillor Jones questioned where the savings for these underspends were, if council was just not borrowing for them or if they had been rated for? The Director – Corporate Services clarified if it was an improvement to a level of service then it was funded by debt and the full amount was not borrowed, if it is replacements then it is funded by reserves and the funds not required were just not taken from the reserves.
- The Chairman noted that this represented a temporary saving on the basis that not all of the work will be delivered this year but will impact next year. He felt refinement of the wording was needed.
- The Deputy Mayor noted the overspends had been raised at the Policy and Services Committee last month and the comments from this discussion have been taken on board and further clarification is included in the monthly report for the next committee meeting.

The Projects Manager left the meeting at 2.24pm.

12. Information Report – Risk Management (update)
D24/8049 Page 71

<p>Recommendation</p> <p><u>THAT</u> the report be received.</p> <p>Recommended Reason</p> <p>To provide an update to the Audit and Risk Committee of any risk events or threats in relation to significant risks on Council's risk register, as part of Council's risk management processes.</p>	<p>P JONES/BOYDE <u>Carried</u> <u>A&R/24/7</u></p>
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The Director – Corporate Services noted the following points:

- The new risks added as part of the sustainability strategy work are noted in the report.
- At the last Audit and Risk committee meeting a discussion was held around removing cyber insurance cover and adding \$15,000 to the budget to be used for cyber prevention activity. However this budget item has been removed from the Long Term Plan by council with the suggestion to ask this committee if it still wanted to pursue cyber prevention investment.

Questions/Points of Clarification:

- Councillor Jones noted the new risk 94 and that there was already a risk for significant weather events. He asked what council was defining as climate change and what was being covered with these climate change risks? Mr Hanne noted there had been significant issues with audit as officers could not demonstrate that this council was taking climate change seriously. He noted there was still a standing risk that this issue may become an audit opinion if it is not adequately demonstrated in our documents. He noted he had reviewed the legislation and asked DIA and the auditors about the elements of the legislation that applies to local authorities. The answers had mostly been that it ties back to the four well-beings in the Local Government Act with most of the elements of the legislations being mostly interpreted to apply directly to Central Government, with an expectation that there is a joint approach on it.
- The Chairman noted the Office of the Auditor General had said – if you have declared a climate change emergency then how have you reflected that in your Long Term Plan? He noted this meant it has been made clear it needs to have been considered.
- Councillor Jones asked if the government has defined what a climate change emergency is? It was clarified that the definitions had been put together by councils. Mr Hanne noted that council is expected to have considered specific things and it is currently not close to meeting that requirement.
- Mrs Radich noted that if council considered climate change in the decision making process, such as adding a section to the decision reports, then this would mean council could demonstrate that it is considering climate change in its decision making processes. This had also been included in the Significance and Engagement Policy but removed by councillors.
- Councillor Hall noted she was keen to see this in the reports to know if it is a mitigated or unmitigated risk. If it is removed from the conversation then how can councillors know how it impacts the decision making.
- It was clarified that the strategy was possibly two years away from completion, but that the policy would be put together by the end of this year. Before this is completed the Sustainability Advisor will sample the opinion of elected members and the senior leadership team to get a complete view.
- The Deputy Mayor noted she had not been opposed to having this in the Significance and Engagement Policy but her opposition was about putting it in there before a definition had been made about what this means for this council and for our community. It was important this be Stratford specific and not for the other side of the world. She would like to see the strategy and to let this council set the definition. She asked if there was another avenue or if council could discuss climate change as needed, before the guiding document is completed. Mr Hanne noted an option can be added to the decision reports to discuss how this decision considers climate change.
- Councillor Hall felt this ran the risk of engineering this conversation every time a decision report is received and asked if council should make the definition now and use that moving forward. It was requested to hold a workshop to discuss the definition.
- Mrs Radich clarified that the risk for lone workers had been highlighted as it was not a significant risk on the register, but it could potentially become one as there is a higher intensity of these types of incidents over the last few months. These situations have also had an element of aggression. The deep dive on the lone worker risk in July will provide the opportunity to look at this risk and elevate it if need be. The District Mayor noted this was escalating quite quickly. He felt the pool incidents were in a relatively controlled environment but that the risk was greater when council officers were out in a public arena such as building inspectors and dog control officers.

The Sustainability Advisor left the meeting at 3.00pm.

13. Information Report – 3 Waters Update
D23/46160 Page 81

Recommendations

THAT the report be received.

ERWOOD/P JONES
Carried
A&R/24/8

Recommended Reason

This report is for information purposes only but gives elected members insight into the current state of three waters including current and future legislative changes as well as regional discussions regarding potential shared delivery models.

The Chief Executive noted the following points:

- It was acknowledged that this was only a temporary status quo and there was significant change likely to come but at this stage it was unknown what those changes will look like.
- Officers were not certain on the spectrum of choice that councillors will have in the future or if being the owner and provider of the services was still an option, or if a regional CCO was the minimum acceptable to central government in the future. There are shared options, shared procurements and scalability between the end points.
- There has been informal work undertaken between the three councils to try and understand what the options will be and what would be a good delivery mechanism. He noted New Plymouth District Council has allocated resource to this work and is keen to get it moving. South Taranaki and Stratford District Councils have slowed the process down and are looking at options but do not want to commit until it is known what comes out of the Central Government decisions.
- The Auditors have been clear that council needs to add significantly to the consultation document about this but it is difficult when officers do not know what it will look like.

Questions/Points of Clarification:

- The Chairman noted there should be more information by mid 2024 and an introduction to what the options are going to look like by the end of the calendar year. He commended Stratford and South Taranaki for slowing the process down as there was a risk in doing too much work before knowing what the options look like with a substantial risk in going too far down the track and committed resources before the options are known. He felt council needed to be looking at what the issues are rather than building a solution.
- Councillor Boyde noted his concern that the draft mandate covers a full range of options to be considered and was to be endorsed by the Mayoral Forum and asked if this had happened. He felt there shouldn't be any movement forward or more time wasted before knowing what the parameters are. The District Mayor noted the Mayoral Forum had met last week and had a presentation from the officers doing the work on the potential options for the region going forward. They had sought a mandate to continue with that work. The forum gave approval for the work to continue but to stop short of making recommendations or noting a preferred option. As soon as that work has been received it will be brought to council to either endorse or be stopped. He noted there were quite different views across the three councils with South Taranaki and Stratford feeling there is not sufficient information to expect the councils to get on board. This would be received to purely acknowledge and accept the work that has been done to date. The decision made was to stop short of making any preferred option before the rules are made clear. Mr Hanne clarified the work was being undertaken by a dedicated New Plymouth District Council officer.
- It was noted that the New Plymouth District Council was consulting on the establishment of three CCOs as part of its Long Term Plan discussions, with one of these being for water.
- The District Mayor noted one change made by the forum had been replacing the project steering group was deciding that this work would be overseen by the South Taranaki District Council Chief Executive on behalf of the three councils. This was to give the discussion a more regional perspective.

14. Decision Report – Anti Fraud and Corruption Policy
D24/8663 Page 85

Recommendations	
1. <u>THAT</u> the report be received.	MOVED/SECONDED <u>Carried</u> <u>A&R/24/9</u>
2. <u>THAT</u> the Anti Fraud and Corruption Policy be adopted as amended.	McKAY/BOYDE <u>Carried</u> <u>A&R/24/10</u>
Recommended Reason	
The policy is due for review, and amendments have been made where appropriate to improve the policy for use.	

The Director – Corporate Services noted there had been no major changes to this policy and that it was about minimising and preventing occurrences of fraud and corruption as well as the perception of fraud and corruption to ensure public funds and assets are protected.

Questions/Points of Clarification:

- The Chairman suggested an amendment to objective 2 being “to reduce the risk of financial harm and business disruption to council”.
- The Chairman suggested an amendment to objective 3 being “reduce the significant risk of fraud and enhancing the processes to reduce the likelihood of fraud.”
- The Chairman asked if fraud was proven should the policy require the evidence to be passed over to the police for a decision on prosecution as this would remove the judgement decision from the Chief Executive. He noted this was due to a number of cases where the person was quietly dismissed and then went onto committing fraud within another company. It was suggested that if a case was not reported then an explanation on this decision could be brought back this committee but it was agreed it was not appropriate to come back to elected members.
- It was suggested a monetary amount or a cumulative amount could be defined but acknowledged that that would cause problems as to who sets that and makes that decision.
- It was acknowledged that there would be a threshold below which police would not even look at a case and a balance would need be found, however it was felt that a dishonesty offence should go to the police.
- It was clarified that the independent chair would manage the investigation for a Chief Executive, Mayor or any elected member.
- It was requested staff review the comments made and take back to the full council with any amendments.

15. Correspondence

- 15.1 Office of the Auditor General - Long-term plan audit *page 97*
- 15.2 Audit Proposal Letter *page 99*

Questions/Points of Clarification:

- It was noted there had not been any efficiencies suggested by auditors other than suggestions around the Percy Thomson Trust or the implementation of proper budgeting software. A cost benefit analysis will be done before the next Long Term Plan to see if the potential savings in audit fees would justify purchasing the software.
- Councillor Hall noted it was good to see the auditors will be more accountable with their hours as initially they had not been prepared to deliver on this.
- The Chairman suggested any software purchase should be completed for the Annual Plan preceding the next Long Term Plan to allow for a test period.

16. General Business

There was no general business.

17. Questions

There were no questions.

18. Closing karakia

D21/40748 Page 106

The closing karakia was read.

The meeting closed at 3.35pm.

P Jones
Chairman

Confirmed this 21st day of May 2024

N C Volzke
District Mayor

POLICY



Policy:	Anti-Fraud and Corruption
Department:	Corporate Services
Approved by:	Council
Effective date:	March 2024
Next review date:	March 2027
Document Number:	D23/22153

1. Purpose

1.1 The purpose of this policy is to:

- Define fraud,
- Outline prevention mechanisms,
- Establish responsibilities for fraud prevention and detection,
- Prescribe the process for reporting suspected fraud, and
- Set out the actions that will be taken to respond to suspected fraud.

2. Scope

2.1 This policy shall apply to all employees of the Stratford District Council, and shall also apply to elected members and all persons with honorary or unpaid staff status, and former employees where relevant.

3. Objectives

- 3.1 To reduce the risk of reputational damage to Council and the loss of public trust and confidence.
- 3.2 To reduce the risk of financial harm and business disruption to Council.
- 3.3 To create working conditions and an environment where fraud is less likely to occur.

4. Principles

The following principles shall guide the Council in making decisions about how to manage the risk of fraud and deal with any incidents that may arise.

4.1 Public trust and confidence in the Council is of utmost importance

- The Council must maintain and promote high ethical standards. The Council must provide confidence to the community regarding the administration of ratepayer funds.
- Council assets are owned by the community to which it serves and there is an expectation on all staff and elected members to act with integrity to safeguard public resources.
- The Council is committed to being transparent, open, and fair in all dealings with the public.

4.2 Financial Loss from fraud

- The cost of fraud can range from no financial loss, to millions of dollars over several years. The potential impact of a financial loss due to fraud is particularly high where there is a culture of fraud throughout the organisation, or an environment where fraudulent behaviour is ignored or overlooked.

- The Council will at all times, where there is a financial loss, seek to recover the full amount of losses from the person, or people, who perpetrated the fraud, including interest, and costs relating to the investigation.

4.3 Employees and elected members have obligations and responsibilities in preventing, detecting, and reporting fraud

- All employees and elected members are expected to act honestly and with integrity, and to safeguard the public resources for which the Council is responsible.
- Employees and elected members who suspect fraud are obligated to report details of the suspected fraud to the Fraud Control Officer as per the fraud procedures outlined in this Policy. The Council's Fraud Control Officer is the Director - Corporate Services. The Fraud Control Officer is responsible for implementing and updating this policy and the controls and procedures prescribed within this policy, receiving fraud-related complaints, and managing the fraud reporting process as outlined within this policy.
- "Zero tolerance" means all fraud is required to be reported and the procedures within this policy must be followed. All proven cases committed by employees will be treated as misconduct and result in formal disciplinary procedures, as outlined in the Council's Human Resources Policy. All proven cases committed by elected members will be addressed via the Stratford District Council's Code of Conduct.

5. Background

- 5.1 Section 101(1) of the Local Government Act 2002 requires the Stratford District Council ("Council") to manage its financial affairs prudently and in a manner that promotes the current and future interests of the community.
- 5.2 For the purposes of this policy, fraud, in its basic form, is defined as a deliberate act of deception by one or more persons that is intended to secure private benefit, and cause actual or potential harm to the Council. Private benefit is not limited to personal gains, but also includes benefits to associated third parties such as friends and family.
- 5.3 Corruption is the abuse of a position of trust for dishonest gain. It can include bribery and coercion, accepting bribes, destruction or inappropriate use of Council records, or similar forms of conduct.
- 5.4 Both fraud and corruption involve an element of intention, on behalf of the perpetrator.
- 5.5 Fraudulent behaviour may result in loss of Council funds and other assets, loss of productive staff time, incompetent decision making, and public distrust. The Council regards fraud as entirely unacceptable and will apply a 'Zero Tolerance' approach to fraudulent behaviour.
- 5.6 Maximum penalties a person can face if they are convicted of fraud or corruption offences under the Crimes Act 1961 or the Secret Commissions Act 1910 range from substantial fines to 14 years' imprisonment – in addition to a criminal conviction for fraud.

6. Fraudulent Behaviour

Fraudulent behaviour includes, but is not limited to the following, whether or not it actually results in a benefit:

Purchasing and Payroll

- Inappropriate or false expenditure reimbursement claims;
- Unauthorised use of a Council credit card;
- Presenting false credentials or qualifications to gain employment;
- Creating false invoices or presenting false invoices for payment;
- Knowingly authorising creditor invoices without the financial delegated authority;
- Failure to observe the Council's one-up principle for authorising creditor invoices;
- Deliberately not recording leave taken, or any other employee theft of time,
- Deliberately falsifying time sheets or not working expected hours;
- Creating false employees or falsifying wages.

Corruption

- Where an employee or elected member abuses their power for personal gain, by seeking bribes or blackmailing others;
- Forgery or alteration of documents or accounts belonging to Council;
- Accepting or seeking anything of material value from contractors or persons, including before, during and after, any procurement or consenting processes;
- Obtaining funds or any other benefit through misleading claims, representations or by false pretences;

Asset Security

- Misappropriation or improper disposal of assets, including cash, assets, and supplies;
- Unapproved removal of records, furniture, fixtures, and equipment;
- Excessive personal use of Council data or IT systems, hardware or software without permission;
- Unauthorised personal use of Council facilities, vehicles or office equipment and stationery;
- Unauthorised issuing of credit notes and refunds for rates and debtors.

Reporting and Communications

- Manipulating reporting to obscure wrong doing;
- Making a false insurance claim;
- Concealing or misrepresenting a financial loss or loss of an asset;
- Making a false representation on behalf of Council;
- Supporting others in, or in any way being party to, fraud or not reporting known instances of fraud.

Information Security

- Disclosing confidential or proprietary information to third parties resulting in a real or perceived personal advantage;
- Profiteering for personal or another person or entities gain as a result of insider knowledge of Council's activities;
- The release of confidential Council data for personal gain;
- .

7. Fraud Prevention

The Council will proactively take all reasonable steps to prevent fraud by developing and maintaining a policy framework that clearly sets out expectations of behaviour, and promotes robust internal controls for all aspects of the protection of assets, procurement processes, payroll, and treasury and cash management.

The Council recognises that there are three particular conditions often associated with fraud and corruption. These are incentives/pressures on the perpetrator, opportunities to be able to perpetrate fraud, and rationalising attitudes towards fraud. The Council acknowledges that it is able to influence and manage these conditions to some degree by:

1. Establishing an Environment / Culture that discourages Fraud

- Regular fraud training for all staff, and implementing fraud awareness activities;
- Expectations for employees' and elected members' behaviour are clear and visible. For employees, these are documented in the Human Resources policy D19/9905 while for elected members, these are set by the Stratford District Council Code of Conduct.
- Induction processes for new employees and elected members that include fraud awareness and code of conduct training;
- A safe, documented, and widely available process for employees and elected members to report suspected fraud;
- Instilling a sense of pride and loyalty by employees and elected members towards the Council;
- Encouraging staff and elected members to be curious, ask questions, and not be afraid to speak out and disclose mistakes or potential anomalies;
- Discouraging bullying and intimidating behaviour that could lead to coercion or pressure on someone to not report potential fraudulent behaviour;
- Ensuring staff, elected members and suppliers are fully aware of the Council's policies on tendering processes, acceptance of gifts, and conflicts of interest;

2. Implementing Controls to prevent and detect Fraud

- Segregation of duties, where appropriate, to ensure checks and balances are in place;
- Limiting system and records access and ensuring audit trails are in place;
- Monthly balance sheet reconciliations reviewed by authorising manager;
- Regular, random physical audits of high-risk assets including IT hardware, and annual stock-takes of inventory;
- Robust confirmation and sign-off process for adding and amending new creditors;
- Regular suspicious transaction analysis;
- All creditor invoices, and expense reimbursement claims to be reviewed and approved by the purchasers direct manager (enforcement of one-up principle);
- Pre-employment screening that includes checking for criminal convictions for all new staff, and comprehensive, direct, referee checking with at least one former direct manager within the past 2 years;
- Ensuring that staff appointed to positions of responsibility are appropriately qualified and experienced by checking qualifications that are relevant and necessary for the role;
- Enforcement of annual leave being taken, managers to review leave balances regularly;
- Conduct biennial independent fraud risk assessments, and ensure internal controls are being complied with through regular independent internal audits;
- Internal Quality Management Systems to be followed for the signing off of Consents;
- Requirement to regularly change passwords.

3. Senior Leadership Team displaying Ethical Leadership

- Demonstrate the highest standards of ethical behaviour – all Directors should undertake ethical leadership training;
- Identifying and managing the fraud risks to which systems, operations and procedures are exposed;
- Following up, strictly in accordance with this policy, on any reports of fraud;
- Following a confirmed fraud incident, taking all appropriate actions to avoid any further harm to the Council and if necessary implementing root-cause analysis to identify whether any systemic issues exist that need to be eliminated;
- Update the Declaration of Interests Register (for senior management) at least annually.

4. Making everybody Accountable

- All Council officers must take reasonable steps to safeguard Council funds and assets against fraud, theft, unauthorised use and misappropriation;
- If there is evidence of irregular or improper behaviour, or that a fraud may have been committed, it must be reported immediately as per the Fraud Response Plan below.
- All employees and elected members must fully cooperate with any investigation into suspected fraud or corruption.

REPORTING - FRAUD RESPONSE PLAN

1. Notification Process

- All suspected cases of fraud should be reported to the Fraud Control Officer. Staff can report fraud in person, by letter, or by email to fraudofficer@stratford.govt.nz. Formal notifications must be in writing.
- The report should include sufficient detail to initiate an investigation. It must include an explanation of the alleged fraud and the name/s of the alleged perpetrator/s. It may also include dates, amounts, and documentation to support the claims made.
- If reporting the allegation of fraud to the Fraud Control Officer is not appropriate, the alternatives are the Chief Executive Officer, the Chair of the Audit and Risk Committee, or The District Mayor.
- If the Chief Executive Officer is suspected of fraud then the Fraud Control Officer will immediately notify the Chair of the Audit and Risk Committee and the Mayor.

- Staff and elected members reporting suspected fraud are covered by the Council's Procedures for the Protected Disclosure Act 2000, incorporated in the Human Resources Policy. The Act gives the person making a protected disclosure immunity from legal or disciplinary proceedings, and gives an employee the right to take a personal grievance against their employer if they suffer any retaliatory action as a result of making the disclosure.
- The Fraud Control Officer shall acknowledge the receipt of a fraud notification as soon as practically possible. The acknowledgement must advise the person reporting the fraud that they will be protected under the Protected Disclosure Act 2000.
- The Fraud Control Officer (or if implicated, one of the alternates) shall maintain a confidential log of all notifications and investigations.
- Except where a notification involves one of the alternates (or the circumstances notified may reasonably be regarded as having the potential to involve), the Fraud Control Officer shall ensure notification to all of the alternates as soon as is reasonably practical.
- Where the notification is of a significant nature, as defined above, it shall be reported by the Fraud Control Officer to:
 - The CEO, the Chair of the Audit and Risk Committee and the Mayor within 48 hours,
 - The Audit and Risk Committee at the next Committee meeting (summary nature, particularly having regard to whether the fraud involves an Audit and Risk Committee member).

2. Investigation Process

- Suspected fraud will be investigated in an independent, open minded and professional manner. The interests of the person reporting the fraud, the Council, and the suspected individual, will be protected as much as possible and good employer processes will be followed at all times.
- The investigation shall be carried out by the Fraud Control Officer (the Director - Corporate Services) or their delegate. Where it is has been determined that one or more of the specified delegates should not be advised of the notification, the Chief Executive Officer shall determine who should conduct the investigation. No other employees or elected members may undertake their own investigations, unless assigned to do so in the Fraud Control Officer or Chief Executive Officer's absence. Where the Chief Executive is suspected of fraud, then the investigation will be managed by the Independent Chair of the Audit and Risk Committee.
- Evidence will be protected and all reasonable steps will be taken to ensure it is not contaminated, lost or destroyed. Immediate steps will be taken to secure physical assets including computers, and paper or electronic records. This may mean that an employee under investigation is required to take leave immediately, and during the full period of investigation.
- Recovery of assets and protection from financial loss of insurance cover will be priorities of the investigation.
- The investigation process will start with a preliminary investigation, the purpose of which shall be to determine whether a more comprehensive investigative process should commence, and will involve obtaining as much information as possible before anyone is questioned or interviewed.
- Where the initial investigation reveals there are reasonable grounds to believe fraud may have occurred, the initial process followed will include advising the person(s) in writing of the expected process, including whether a disciplinary process may ensue.
- Natural principles of justice shall apply, where a person shall be treated as innocent until proven guilty. A fraud may be 'confirmed' by considering the following:
 - An admission of guilt,
 - Supporting documentation, invoices, emails, audit trails, IT records, computer history,
 - Confirmation from an independent source e.g bank, police, elected member, auditors,
 - Other staff members written accounts,
 - A consistent or regular pattern of similar behaviour.

- The Investigating Officer will seek independent HR advice and the services of appropriately experienced and qualified third parties, where appropriate, to assist in the investigation, to ensure that the Council remains legally compliant throughout the investigation.
- For employees, an allegation of fraud may result in an employee being subject to the Council's Disciplinary Policies. Where fraud is found to have occurred it may amount to serious misconduct and may result in appropriate disciplinary action (up to and including dismissal). The Council's HR Policy provides further guidance on the disciplinary process.
- For elected members, where fraud is found to have occurred, this may result in an elected member being subject to the process of Council's Code of Conduct.
- The Investigating Officer will be responsible for comprehensive recording and reporting of all aspects of the investigation.

3. Confidentiality

Subject to the requirements of the investigation or any legal requirements, everyone involved in a formal investigation or informal process has:

- The right to have information they disclose kept confidential.
- The duty to respect the rights of others to the maintenance of confidence.
- The right to have any limits of confidentiality explained to them.
- The identity of the person making the notification, or any details which may identify them, shall be confidential, to the extent provided for under the Council's Protected Disclosures Act 2000 Procedures. Exceptions under the Act include where disclosure is essential to the effective investigation of the allegations, to prevent serious risk to public health and safety, or to comply with the principles of natural justice.
- The Fraud Control Officer must keep all fraud officer emails secure and must not print these out.
- It is important that throughout the process confidentiality is maintained and any disclosure of personal details such as names, is on a need to know basis only.

4. Reporting

- Throughout any investigation the Investigating Officer may keep the following informed of progress and developments on a regular basis:
 - District Mayor,
 - Chief Executive Officer,
 - Chair of the Audit and Risk Committee,
 - Council's external auditors,
 - NZ Police or Serious Fraud Office ("SFO"), and
 - Any other relevant bodies, including where appropriate, the Chairs of the Council Committees.
- All confirmed instances of fraud or corruption must be reported to the police by the Investigating Officer. Any case of fraud or corruption that is not considered appropriate to be reported to police must be reported to the Audit and Risk Committee (may be public excluded).
- The SFO investigates serious or complex fraud where there are multiple victims and the alleged perpetrator is in a position of trust, or there are allegations of bribery and corruption, particularly involving public officials. Anyone is able to make a complaint to the SFO, whose mandate is to prosecute the perpetrators of fraud, and not to recover any losses (which is considered a civil matter). The Council will report a fraud event to the SFO where it warrants prosecution of the perpetrator. The decision to report to the SFO will be made by the Chief Executive Officer.
- On completion of an investigation where fraud has been confirmed, there will be a full report to the Audit and Risk Committee setting out:

- a. The background of the fraud and how the investigation arose,
- b. What action was taken in response to the allegations,
- c. The conduct of the investigation,
- d. A brief summary of the facts and supporting evidence,
- e. Whether legal action is to be undertaken, and if other authorities have been alerted,
- f. Recommendations to minimise the opportunity for fraud through improvements in controls and processes and the plan for implementing these,
- g. Actions and outcomes in the recovery of losses through restitution and insurance,
- h. The recommendations of the police, external auditors, and any other third party involved in the investigation.

8. Other Relevant references

- Procurement Policy
- Delegations Policy
- Sensitive Expenditure Policy
- Human Resources Policy (internal policy)
- Protected Disclosures (Protection of Whistleblowers) Act 2022
- Employment Relations Act 2000
- Privacy Act 1993
- Crimes Act 1961
- Secret Commissions Act 1910
- Local Government Act 2002

MINUTES

Extraordinary



F22/55/05 – D23/15263

Date: Tuesday 26 March 2024 at 1.00 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, 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 – Assets Mrs V Araba, the Director – Corporate Services – Mrs T Radich, the Director – Environmental Services – Mr B Sutherland, the Communications Manager – Ms G Gibson, the Committee Advisor and Executive Assistant – Mrs E Bishop, the Corporate Accountant – Mrs C Craig, the Property Officer – Mrs S Flight, the Parks and Reserves Officer – Mrs M McBain, the Graduate Assets Engineer – Ms K van Hout, the Communications Advisor – Mrs S Clarkson, the Asset Management Coordinator – Mrs N McLeod, the Projects Manager – Mr S Taylor, the Services Asset Manager – Mr J Cooper (*part meeting*) the Finance Officer – Mrs R Lowen (*part meeting*), one member of the public (*part meeting*) and one member of the media (Stratford Press).

1. Welcome

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

1.1 Opening Karakia
D21/40748 Page 6

The opening karakia was read.

1.2 Health and Safety Message
D21/26210 Page 7

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

2. Apologies

Apologies were received from Councillor E E Hall (lateness) and Councillor C M Tongaawhikau and noted from the Director – Community Services – Ms K Whareaitu.

Recommendation

THAT the apologies be received.

VOLZKE/BOYDE
Carried
CL/24/40

3. Announcements

The Chief Executive noted that most recent version of the consultation document was to be tabled and had been circulated to elected members along with a summary of the changes. Hard copies were available at the meeting.

4. Declarations of Members Interest

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

5. Attendance Schedule

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

6. Decision Report – Adopt draft Supporting Information and Consultation Document for Long Term Plan 2024-34

D23/11923 Page 9

Recommendations

1. THAT the report be received.

VOLZKE/SANDFORD
Carried
CL/24/41

2. THAT the following draft supporting information, relied on by the content of the Consultation Document for the draft Long Term Plan 2024-34 be adopted and released for consultation:

- Vision and Community Outcomes
- Significant Forecast Assumptions
- Levels of Service and Non-Financial Performance Measures and Targets by Activity
- Financial Strategy
- Infrastructure Strategy
- Revenue and Financing Policy
- Fees and Charges 2024/25 (amended)
- Development and Financial Contributions Policy
- Financial Statements
- Accounting Policies
- Funding Impact Statement
- Waste Water Asset Management Plan
- Stormwater Asset Management Plan
- Solid Waste Asset Management Plan
- Property Asset Management Plan
- Roading Asset Management Plan
- Water Supply Asset Management Plan
- Parks, Reserves & Cemeteries Asset Management Plan

VOLZKE/HALL
Carried
CL/24/42

3. THAT the Consultation Document, including any tabled amendments, for the draft Long Term Plan 2024-34 be adopted and released for consultation.

VOLZKE/BOYDE
Carried
CL/24/43

4. THAT the Chief Executive be given delegated authority to approve any final edits and design changes prior to distribution, or make any minor amendments as required for accuracy or as directed by Deloitte (auditors).

WATT/McKAY
Carried
CL/24/44

Recommended Reason

It is a statutory requirement that the Long Term Plan is consulted on through the Consultation Document, and that all supporting information to the Long Term Plan is publicly available at the same time for review.

The Services Asset Manager joined the meeting at 1.04pm.

The Director – Corporate Services noted the following points:

- These documents are a combination of work that has been underway since 2022.
- The supporting information is required to be adopted first as it provides the underlying information to build the Long Term Plan.
- The auditors have been on site and have continued working with officers remotely.
- It was noted there were two changes:
 - The net debt formula line was incorrect and has been updated to factor in investments.
 - It was proposed to change the aerodrome strip hire tonnage fee to \$10 per tonne and increase the MBIE building application levy to reflect the raised threshold which was changed after the fees and charges had been adopted.

The Chief Executive noted that elected members had been part of the Long Term Plan journey from the first moment and all the way through. He noted that staff had aimed for a shorter document but that auditors had increased the document size with their suggestions, the officer recommendation is to include those additions from auditors. He clarified that any changes made today would require to be sent back to the auditors.

One member of the public joined the meeting at 1.08pm.

The Director – Assets noted there had been two changes to the Infrastructure Strategy (page 96 and 97 of the agenda) to change the waste water resource consent renewal budget to reflect what had been approved in the Long Term Plan budgets.

Councillor E E Hall joined the meeting at 1.09pm.

Questions/Points of Clarification:

- It was clarified that should the Housing for the Older Person policy be adopted the final Long Term Plan document will be updated to reflect the change in the name.
- Councillor Boyde noted that the change to the commercial strip hire fee was recommended by the Farm and Aerodrome Committee as comparing to other facilities it was too high. The Stratford Aerodrome is not a covered facility and needs a lot of work and this should be considered when setting the fee. There were no objections to this change.
- Councillor Boyde noted that on page 688, 6.3.1, the farm performance target for milk solids had not been met. He suggested the wording be amended to note that it has financially returned a lot more than previous years. The farm produces a good return which goes into rate mitigation and he felt that it should note the financial return was much better. It was suggested that he could email the wording and officers will determine if it is appropriate to add this to the document at this stage.

Points noted in discussion:

- Councillor Dudley noted that revenue was down for the civic amenities by \$20,000 for the year and asked if this had been taken into account or if it was worth looking at the fees and charges before releasing for consultation? It was clarified the fees and charges had reflected elected members' request to not make any changes, and if these were changed they would impact other budget models in the document. It was noted that the \$300 bond for all bookings had been removed as this was potentially causing users to cancel their bookings. The District Mayor noted that elected members were aware of the number of cancellations and the price barriers when setting the fees and charges.

The Finance Officer left the meeting at 1.19pm.

- It was clarified that the application for 10ha blocks for the forestry differential would be for blocks of 10ha due to the efficiencies required when QV apportioned and values the blocks. It would not be applied for a property that had 10 one hectare blocks.

- Councillor Boyde congratulated staff and elected members for the effort and time that has gone into the preparation of the Long Term Plan.
- The District Mayor noted that he had presented at the recent Positive Ageing forum and the most feedback he had received was on the fact that 1% of rates equates to about \$160,000 in the Stratford District compared to 1% being roughly \$1 million in the New Plymouth district which highlighted the differences this council faces.

7. Questions

There were no questions.

8. Closing Karakia

D21/40748 Page 1292

The closing karakia was read.

The meeting closed at 1.27pm

N C Volzke
Chairman

Confirmed this 9th day of April 2024.

N C Volzke
District Mayor

MINUTES

Policy and Services Committee



F22/55/05 – D24/15333

Date: Tuesday 26 March 2024 at 2.00pm
Venue: Council Chambers, 63 Miranda Street, Stratford

To hear and consider submissions to the Draft King Edward Park Reserve Management Plan

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 and M J Watt.

In attendance

The Chief Executive – Mr S Hanne, the Director – Assets Mrs V Araba, the Director – Corporate Services – Mrs T Radich, the Director – Environmental Services – Mr B Sutherland, the Director – Community Services – Ms K Whareaitu, the Committee Advisor and Executive Assistant – Mrs E Bishop, the Communications Manager – Ms G Gibson, the Parks and Reserve Officer – Mrs M McBain, the Property Officer – Mrs S Flight, the Projects Manager – Mr S Taylor, the Graduate Assets Engineer – Ms K van Hout and one member of the media (Stratford Press).

1. Welcome

The opening karakia was read.

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

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

2. Apologies

An apology was received from Councillor C M Tongaawhikau and noted from the Director – Community Services – Ms K Whareaitu.

Recommendation

THAT the apologies be received.

BOYDE/DUDLEY
Carried
P&S/24/86

3. Announcements

The Chairman welcomed everyone to the Policy & Services Committee meeting. It was reinforced to Councillors that the purpose of this meeting is to hear submissions on the Draft King Edward Park Reserve Management Plan. 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 17-44

Attached are the 11 submissions received.

Recommendations

1. THAT the submissions to the draft King Edward Park Reserve Management Plan 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.

HARRIS/BECK
Carried
P&S/24/87

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 four submitters wishing to speak.

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

Submission #	Name	Organisation	Page Number
10	Eileen Judd and Sheila Masters	Stratford Croquet Club	36
Points noted in presentation: <ul style="list-style-type: none"> • The Stratford Croquet club has outgrown the current two court site. It needs four courts and a new club house. • It is felt that the empty space adjacent to the new pool complex provides the perfect place as it will enhance and compliment the Portia Street area. • This would enable the club to hold national competitions. • Croquet has been on a growth trajectory since the introduction of croquet golf for which a game takes between 45-60 minutes. This fits in well with modern day lifestyles and is played by young and old and future growth is anticipated to continue. • The club has investigated joining with other sports clubs but, as noted in the submission in 2022, there have been no viable options found. • The club will be relying on the TOI Foundation, Taranaki Electricity Trust, Lotteries, NZCT and club fundraising activities for funding and they do not anticipate any capital costs to be on council. • The club is asking for council to favourably consider this third request for the move by amending the future projects to include: Stratford Croquet Club to relocate to the empty green space adjacent to Wai o Rua. • It was noted that South Taranaki have secondary school ‘have a go’ days with any interested students joining the club. One of these students attending a ‘have a go’ day went onto being a world champion. • Young people are now starting to play non-contact sports and they learn and develop the skills quickly. There is now a liaison officer within the club to help those willing to learn. • If there were four courts the club could host events that will benefit the whole town such as the under 21 tournaments. Croquet NZ and the other clubs in the area are supporting this request. 			

<p>Questions/Points of Clarification:</p> <ul style="list-style-type: none"> • The District Mayor commended the really detailed submission. He noted that the costs to establish the courts would fall on the club and not council but asked about the increase in maintenance costs once they are built and if the club would take on the mowing and weeding? It was clarified that the club hoped to have some support from council as it already maintains the two courts now. The District Mayor noted this was a substantial cost now which will double with four courts and needs to be discussed. • It was noted that one croquet court fits two field tennis courts if the courts were surplus to requirements and looking for another use. • It was clarified that the TOI Foundation, TET and Sport Taranaki have been approached by the club, but they were advised to return after a decision had been made by council. • The Deputy Mayor asked if there could be expansion in the times the courts were used to meet the increased usage requirements? It was clarified that the courts are used three mornings a week but outside of these days they were used for competition days and practice. It was also noted that golf croquet and association croquet cannot be played at the same time on the current courts but would be able to be run alongside each other on four courts. 			
3	Bruce Jamieson	Stratford Scouts	21
<p>Points noted in presentation:</p> <ul style="list-style-type: none"> • The speaker noted the first issue was the “dog shit” at the scout den which was getting worse and worse. There is a bin in front of the gate which encourages people to bring dogs and contradictory signs with one saying dogs on a leash and the other being a free for all. • It was not an issue that dogs were using the park but it needed to be curbed a bit. Currently people pull into the parking area and their dog goes straight onto the grass and marks its territory. • He noted he had been part of the scouts for 35 years and remembers playing outside 60 years ago which the kids still do but are having to content with the “dog shit” which then gets traipsed all through the scout den. The area also includes the netball courts so it is a high volume youth area. • There were other areas that could be used such as Windsor Park which is an area without kids. • The second issue was freedom camping. Google currently tells visitors to park at 78 Portia Street where the scout den is. This creates issues with unloading kids and gear, especially on wet nights, when the parks are used by caravans and cars. The other night there was also two truck and trailers parked there. He asked if there was a way to fix people being directed to this address. • Mr Jamieson provided photos of both issues to pass around the councillors. <p>Questions/Points of Clarification:</p> <ul style="list-style-type: none"> • It was clarified council did not have a freedom camping bylaw or policy so there were no set rules for freedom camping. • It was noted that google, NZMCA and the camper mate app all pointed campers to the address noted so all three needed to be corrected. • Councillor Boyde noted that the trucks take up about 10 parks outside the netball courts when they park there. • Councillor Beck noted that dogs were not permitted within 20 meters of children’s play equipment so suggested something like that could work around the scout den. Mr Jamieson said that could be a big help. 			
11	Nathan McDonald	Stratford Eltham Rugby and Sports Club	43
<p>Points noted in presentation:</p> <ul style="list-style-type: none"> • The submission was to suggest the green space next to Wai o Rua – Stratford Aquatic Centre be used for a sports training facility, but he noted he was open to the croquet club suggestion as it was about seeing the grassed area used for sports and activities. • As rugby is a winter sport the weather can mean limited areas available for training. • He also noted that the fees for using the Page Street fields were \$400 for a season but \$160 for a one-off/day event and thought this should be looked into. • He noted the aim was to provide a high quality sports field for both senior and junior sports, but that his perception of high quality will be different to someone else’s perception. This wording creates a grey area and he asked what a high quality sports field actually looks like and what does that entail around maintenance. • He felt that some of the maintenance needed to increase to get the fields back up to standard, such as regularly aerating and fertilising Page Street to help it get back to a high quality field. 			

<p>Questions/Points of Clarification:</p> <ul style="list-style-type: none"> • Councillor Boyde asked what Mr McDonald’s view of a high quality facility was, acknowledging that Yarrows Stadium was at one end of the spectrum or was it similar to other parks around the province. He noted that an increase in a level of service will increase costs. Mr McDonald understood that a field serviced more regularly would impact fees, but that Stratford has been the poor cousin compared to other clubs with the field being damp and wet. Other clubs have longer, greener grass due to fertilising and aerating. He noted Tukapa (Saunders Park) and the field at The Hub in Hawera have improved their fields over time. He saw high quality as being on par with the other club facilities in Taranaki. • When asked if he felt the maintenance schedule was not quite up there, Mr McDonald felt that he was not sure it was being maintained as it should be. • It was noted that Tukapa and the Hub were council owned fields. • Councillor Beck asked if the use of the area beside the pool would need lights? Mr McDonald noted it would but that fundraising would be undertaken like it was for Page Street. He noted soccer have the same issues around field space when it gets damp and cold so it could be used by them for winter training as well. • The District Mayor asked if consideration had been given to using the synthetic turf for fitness training? Mr McDonald noted that the tennis courts had been used for training and fitness on nights where the fields have been too wet but that they had not used the hockey turf. It was noted the surface would be suitable for this. • It was clarified there are about 120 senior guys doing training two nights a week and every second weekend there are games with about 30 guys and around 100 spectators. The junior boys and girls do training at Page Street as well but also have to play some of their games at the Stratford Primary School as they cannot sustain that amount of activity at Page Street. There are about 200 juniors with about 600-800 parents/grandparents spectating. He noted this was also 600-800 people coming to town and stopping at the dairies or supermarkets to get supplies as well. • It was noted that the space beside the pool could host two junior rugby games at a time. • It was noted that the green space beside the bike park was just used for warming up on Saturdays. There is a light pole there and this could be used for training if the power to the light was reconnected. This would only fit one team though. 			
7	Marina Healey and Michael Carr	Sport Taranaki	27
<p>Points noted in presentation:</p> <ul style="list-style-type: none"> • Sport Taranaki acknowledged the work that has gone into putting this plan together. • They thanked officers for considering and including the original feedback provided on collaborating for the active spaces strategy, using data from the strategy to justify decisions, walkway signage to provide information before entering the park, dedicated cycleways and additions to the amenities that will support accessibility. It was noted the language in the plan encouraged active and optimum use of the facilities and was open with the definition of play and what can be used to incorporate other types of play such as water play and sensory play. • The plan talks on the ability for users to develop facilities, particularly at the page street sports ground, and noted that these should be approached more collaboratively so the park doesn’t become cluttered with facilities – these could be a joint changing and storage facility to enhance use. • There is minimal mention in the plan of climate change and given the problems we are facing it would pertinent to consider how this can be acknowledged through the park such as water capturing, resilience planting or LED lighting. It is recommended to see a sustainable and future proof plan encouraging collaboration from within the community and promoting sustainability. <p>Questions/Points of Clarification:</p> <ul style="list-style-type: none"> • The District Mayor noted that part of looking at recreation in parks across the region includes looking at the user experience. He noted other submissions received raised issues about dogs being able to run off the leash in the park and asked if this was consistent with assessing user experience? Ms Healey noted that part of advocating for a number of uses within a park is educating the community how all users are able to use the park in a successful way that meets all needs. Education is needed to co-use the space together. Mr Carr noted that there are individual situations where there are appropriate times to have a dog off the leash and times when it is not appropriate. The more spaces are cohabitated then the more explanation of the expectations is required. 			

8. Decision Report – King Edward Park Reserve Management Plan – Hearing and Deliberation

D24/7187

Page 8

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

Recommendations

1. THAT the report be received
2. THAT the committee considers submissions received on the *draft* King Edward Park Reserve Management Plan.
3. THAT the committee adopt the King Edward Park Reserve Management Plan with recommended changes.
4. THAT the commencement date of the King Edward Park Reserve Management Plan be 1 July 2024.

BOYDE/DUDLEY
Carried
P&S/24/88

HARRIS/BECK
Carried
P&S/24/89

Recommended Reasons

The *draft* King Edward Park Reserve Management Plan has gone through the public consultation process, required by Sections 82 and 83 of the Local Government Act 2002. Eleven submissions were received. The committee is now required to hear and consider these submissions to inform their decision to adopt (or not) the King Edward Park Reserve Management Plan.

Questions/Points of Clarification:

- The Parks and Reserves Officer confirmed there is a sign that encompasses the front of King Edward Park stating dogs need to be on a leash. Dogs within the park are governed by the bylaw and not this management plan.

Points noted in discussion:

Submission 2

- The District Mayor noted this submission raised the issue of dogs in the park and the fact that dogs can be unleashed in some areas but leashed in other areas. It moves into suggesting another area for an allocated dog park but also triggering the conversation if there should be unleashed dogs in the park at all which would be a bylaw discussion. If the view was to not allow unleashed dogs in the park then that would create an argument to have an unleashed area, such as a dog park. He suggested that a review of the bylaw be held.

Submission 3

- Councillor Boyde asked if it was time to look at a freedom camping bylaw if it is going to become an issue? The Chief Executive noted this would incur operational overheads such as an after hours patrol. It was clarified that the trucks parking there is a direct parking violation and could be dealt with under the existing parking bylaw, however this is currently not being patrolled out of hours.
- Councillor Sandford noted that trucks were becoming an issue in town and it was timely to look at the bylaw.

The Revenue Manager joined the meeting at 2.58pm

- The District Mayor noted Mr Jamieson had made these comments time and time again, and that everyone has seen the campers pulling up there and letting their dogs out who straight away do their business. He thought a freedom camping policy would be too heavy handed and the best way to approach this was to contact google, camper mate and NZMCA to ensure this address was not

listed as a preferred spot. If the War Memorial Carpark was the preferred location then this should be listed. He noted council needed to make an earnest attempt to educate these external online agencies.

- It was noted that a sign for 'no freedom camping' could be erected but it couldn't be enforced without a bylaw. It would be practical to direct them to the war memorial carpark though.
- Councillor Hall noted this was frustrating as it was a personal responsibility when taking a dog for a walk and to try and find a solution to deter people from doing a wrong thing.
- Councillor Watt noted a recent issue with a person parking outside a personal property for six months and felt a bylaw would provide a way to combat problems. Mr Sutherland noted this particular example would be controlled under permanent occupation of a recreational vehicle.

The Services Asset Manager joined the meeting at 3.04pm.

- The District Mayor noted that camping bylaws around the country tend to say where they cannot go and by directing people to certain spots the need for ablution blocks arose.
- Councillor Sandford noted his sympathy for the issues and felt that a sign would be a way to help and genuinely show council has listened. Councillor Beck supported this and noted he would be prepared to pay for a sign himself.

Submission 4

- Councillor Hall noted it was nice to see the feedback where the submitter is happy with what council has come up with and given good positive feedback.

Submission 6

- It was noted that the lighting project had been removed from the budgets.
- There is allocated funds to go towards seating.

Submission 7

- Councillor Boyde noted it was great to see Sport Taranaki taking a big stake in this plan and that officers had adopted some of their recommendations already.

Submission 8

- It was good to note that council is working collaboratively with the Taranaki Regional Council, particularly on the predator free project.

Submission 10

- The Deputy Mayor noted this had been an ongoing request. She noted her concerns that they have outgrown their facility but are still not accessing the facility as much as they could be and felt with better efficiencies they could get better use of the current courts. She also noted her concern on the cost for maintaining the greens and how they would be able to contribute towards that service as she wouldn't be comfortable leaving it with the club to maintain. She noted there was no other green spaces around Stratford of the requested size that would be for exclusive use.
- Councillor Dudley noted they are a small club but acknowledged they are growing, however she felt it was a huge amount of money for such a small club and for only one use. She was worried that it would be sitting there unused and was not supportive of this going through.
- Councillor Beck noted the objectives were to provide additional facilities where council is satisfied there is a demand and will be of benefit to the community. He acknowledged while they are a community club, it would only be a specific group of people using it with the space currently lending it self to a large part of the community. He wondered if there were other areas that could be used.
- Councillor Boyde supported this request but asked for the cost to fund the maintenance of four courts and two courts. He noted about \$200,000 a year was spent on maintaining the cricket and rugby fields. He noted that shifting the courts would provide the opportunity to develop the youth space at Victoria Park. He did not think it would be a closed area as they had talked about adding petanque and noted they had not asked for anything additional such as lights. He felt more work was required to see the ongoing operational costs. He acknowledged the funding for the whole project was high but also that council had lent \$7.8 million to the Stratford Park. This issue has been pushed for a while and he would like to see the numbers grow, particularly with youth numbers.
- Councillor Hall noted she was conflicted in this decision particularly regarding the space they currently resided and the opportunities that could present for that space in the future. There are better opportunities where the croquet courts are to grow that space. She commended the submission which shows they have taken on the initial feedback. She was hesitant about the maintenance costs and the lost opportunities for the space next to the pool.
- Mr Hanne clarified that if this is included in the Reserve Management Plan now it would not require further consultation, however if it was not included and it is decided to permit the move then it would

require additional consultation. Or the plan does not need to be adopted and could be held waiting for the additional costs requested.

- Councillor Watt noted there was nothing in the submission about who would demolish the old building or re-purpose the old site. Mr Hanne noted this could be made a requirement that they need to remove their asset.
- Councillor Sandford did not support the move. He noted council has been advised of the growth several times but the memberships was still 34. The main reason for more space is to hold competition but he did not see how this could be justified. They have been offered other sites which have been refused. He supported leaving this area as a green space which could perhaps become a dog area.
- Councillor Jones noted the plan says there are no future plans for this area and that there could be other options. He felt council look at the other options and was happy to leave it as is or amend to further investigations being undertaken.
- Mr Hanne noted that consultation with the Stratford Primary School would be required as they use the area for events during the year.

The Property Officer re-joined the meeting at 3.24pm.

- It was clarified that the four courts would fit within the area but there would be no way for future development of the pool, such as hydrosides.
- Councillor Hall noted she would like to see what their plan b would be as she knew other options have been declined.
- Councillor Jones noted it was also important to consider what other sporting codes could see that space being used for.
- Mr Hanne noted that the demolition of the TSB Pool Complex would provide the perfect location for croquet.
- It was clarified that they would be installing fencing along the Wai o Rua side of the courts if they were in this requested space.
- Agreed to not include in the reserve management plan and to hold a workshop on the totality of the information that is required.

Submission 11

- Councillor Boyde felt this sat in the same category and shouldn't be in the management plan specifically. He felt that the opportunity is there for further investigation for the area.
- Councillor Jones noted the submitter had made a valid point about defining the quality of what council wants its fields to be. He requested further information on what was needed to get to those levels and define the base level so the clubs know what they are going to be getting. The Deputy Mayor asked for some options and pricing.
- Councillor Harris noted that the performance measures don't say high quality sports fields. She also noted that Tukapa pays \$6,000 a year and Southern pays \$8,884 a year. The Stratford Eltham Rugby and Sports Club pays \$1,386 a year.
- The District Mayor noted that 'fit for purpose' could just as easily be written. They want a surface that is playable and flat and it is not unreasonable to ask that, however fit for purpose will capture that level. Fixing the lights at Victoria Park could mean that area could also be used for training. To bring the fields up to a higher standard would mean increased costs for the club which they will want to ensure is being spent on the fields. Mr Hanne clarified that only a portion of the costs for these facilities are recouped through fees and charges.
- The Director – Asserts noted that the new performance measures had been approved by elected members and the words 'high quality' had been removed to just maintaining parks, however the document will be adopted as it is now unless the words are changed.
- Councillor Sandford noted that the winter sport codes were experiencing unparalleled levels of growth. Hockey now has a third women's team and the rugby club was growing at a fast rate. He would let them use the area next to the pool to practice on as it would mean the land would still be there to do whatever council wanted with it. This could mean staying off the number 1 field for practice as well.
- It was noted the points regarding the full season fee and the one day fee should be submitted on as part of the Long Term Plan discussion.
- It was agreed to leave the area beside the pool with no specific use for the plan.
- It was requested to update the club name throughout the document to Stratford Eltham Rugby and Sports Club (Specifically 4.5).
- It was noted that the club have asked to extend the current amenities at Page Street for new changing rooms for the women, but that they are still in the process of creating a plan so nothing has progressed from this. Including this in the plan allows us to make the changes to this facility when required.

General Discussion

- Councillor Hall noted that comments made regarding Climate Change by Sport Taranaki. She asked to clarify council's consideration of climate change when looking at future amenities and facilities. Mr Hanne noted that council can start to recognise climate change at any point, there is no current policy or strategy but once they are completed it will be a whole lot harder to not include it in the decision making process.
- It was noted that the document had been created prior to the changes to projects and budget, therefore there were projects included that needed to be removed. This will be updated.

9. Closing Karakia

D21/40748 Page 20

The closing karakia was read.

The meeting closed at 3.51pm

M McKay
Chairman

Confirmed this 23rd day of April 2024.

N C Volzke
District Mayor

KING EDWARD PARK RESERVE MANAGEMENT PLAN 2024





King Edward Park

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King Edward Park

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Executive Summary

Executive Summary

The Stratford District Council (SDC) manages 20.7446 hectares of reserve land known as King Edward Park. The management and preservation of this reserve delivers, for both current and future generations, the following:

- Community use and enjoyment
- Recreational and sporting pursuits
- Protection of the environment

Section 41 of the Reserves Act 1977 requires the Stratford District Council (SDC) to prepare a management plan for King Edward Park. SDC is required to keep this management plan under continuous review. This document is the second edition of the King Edward Park Reserve Management Plan and supersedes all previous reserve management plans.

The King Edward Park Reserve Management 2024 will focus on goals and outcomes for this reserve. The preparation of this management plan allows Council, together with the community, to establish the desired mix of uses and values for this reserve and set in place a consistent policy to guide the day-to-day management, as well as the long-term development.

King Edward Park began its journey as a public reserve over 130 years ago when 21 hectares of Crown Land between Regan and Page Streets was reserved for recreation purposes under the provisions of the Land Act 1877. It has undergone many changes over time, including:

- A large portion being subdivided off in 1942 to establish the Stratford Primary School and other areas being added to the original reservation.
- The construction of the Malone Gates in memory of Lieutenant Colonel WG Malone in 1923.
- The development of Centennial Park to celebrate 100 years of the Treaty of Waitangi in 1940.
- The development of numerous sporting facilities, walking tracks and the McCullough Rhododendron Dell.

The Reserve Management Plan contains policies and objectives for effective management, which is aimed at maximising use, enjoyment, and continuing development, while balancing biodiversity and ecological sustainability. These objectives and policies are also guided by other planning documents and processes such as the Long Term Plan and the Parks, Reserves and Cemeteries Asset Management Plan.



1 Introduction

Section 41 (Reserves Act 1977) requires the Stratford District Council (SDC) to prepare a management plan for King Edward Park. SDC is required to keep this management plan under continuous review.

The result is the development of the Parks Activity Management 2006. A district wide Reserves Management Plan 2011 was developed, with the 1st King Edward Park Reserve Management Plan 2017 created to focus solely on the management and future development of King Edward Park.

This is the 2nd edition of the King Edward Park Management Plan.

1.1 Purpose

This management plan is a community document. It is intended to provide the community with certainty about the function and management of this reserve.

The King Edward Park Reserve Management Plan (the Plan) focuses on goals and outcomes for this reserve. The preparation of the Plan allows Council, together with the community, to establish the desired mix of uses and values for this reserve and set in place a consistent policy to guide the day-to-day management, as well as the long-term development.

Council has prepared the Plan to:

- Satisfy the statutory provisions of the Reserves Act 1977.
- Provide a comprehensive planning document with clear policies and objectives to enable it to manage the reserve for the purpose it is set aside for.
- Provide the community with an opportunity to have quality input into the future of the reserve.

1.2 Objective

The objectives of the Parks, Reserves and Cemetery Activity are to:

- Provide an attractive and functional reserve that satisfies community social and recreational needs.
- Provide appropriate, safe, accessible, and exciting outdoor areas that inspire people to undertake appropriate passive and active recreational activities.
- Plan for, and forecast, the cost-effective investment to anticipate demand trends that may affect this investment.
- Maintain adequate management systems for all matters to ensure King Edward Park is maintained to meet adequate service and safety standards.
- Provide for informed community consultation on all matters regarding King Edward Park.
- Include Iwi in any future development of King Edward Park.
- Protect any sites discovered within the park that potentially could be of significance to Māori and afforded appropriate protection as required by the Heritage New Zealand Pouhere Taonga Act 2014.



Introduction

1.3 Scope

The Plan addresses all activities that occur within the reserve. It is envisaged to read in conjunction with all of Council’s Activity Management Plans.

Activities and operations identified in this plan feed into the Parks, Reserves and Cemeteries Asset Management Plan and District Plan.

1.4 Strategic and Legislative Context

Stratford District Council has been appointed by the Crown to control and administer King Edward Park pursuant to the Reserves Act 1977. The Act empowers Council to carry out certain actions, impose rules relative to the use of the reserve and develop objectives and policies regarding its future development.

In 2011, in accordance with Section 41 of the Reserves Act 1977 (“the Act”), Stratford District Council prepared and adopted a District-wide Reserve Management Plan for all reserves owned and/or administered by Council. That plan outlined Council’s general intentions in respect of the use, development, maintenance, protection, and preservation of reserves. It also established policies in this regard and referred to the Parks Activity Management Plan 2006 for details of planned developments.

Section 41(4) of the Act requires Council to:

“Keep its management plan under continuous review so thatthe plan is adapted to changing circumstances or in accordance with increased knowledge”.

The Plan contains policies and objectives for effective management which is aimed at maximising use, enjoyment, and continuing development, while balancing biodiversity and ecological sustainability. These objectives and policies are also guided by other planning documents and processes, such as:

- Asset Management Policy
- Parks, Reserves and Cemeteries Asset Management Plan
- Taranaki Regional Council’s Regional Walkway and Cycleway Strategy for Taranaki 2007 (currently under review)

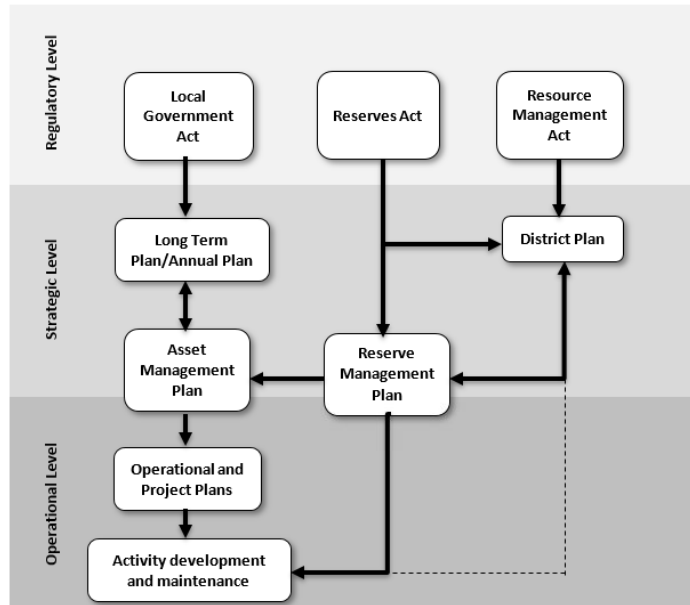


Figure 1: Reserve Management Strategic Framework

2 King Edward Park

2.1 Location and Access

King Edward Park (**Figure 2**) is bordered to the north by Stratford Primary School and Regan Street, to the east by Portia, Fenton, and Miranda Streets, to the south by Page Street and to the west by Brecon Road (formed and unformed). In total it comprises over 20 hectares and is the largest park in the Stratford township.



Figure 2: King Edward Park

King Edward Park is located approx. 250 metres from the retail centre of Stratford and contains the following features:

- Carrington Walkway
- Charlie Clemow Walk
- Malone Gates
- Page Street Playground
- Scout Hall
- McCullough Rhododendron Dell
- The Three Bridges Trail
- Wai o Rua (Stratford Aquatic Centre)
- Centennial Park
- Hockey Turf
- Netball & Tennis Courts
- Page Street Sportsground
- Stratford Holiday Park
- TET Multi Sports Centre
- Trees of Significance Trail
- Western Loop Walkway

Detailed description and usage of each space are provided in Section 4.

There are numerous pedestrian entrances into the park, the main being through the historic Malone Gates on Portia Street. Entrance can also be gained at various points off all the surrounding streets.



King Edward Park

There are two public carparks within the park, these being off Regan Street servicing primarily the sporting facilities in this area, off Page Street servicing the sportsground.

2.2 Land Status and Legal Description

King Edward Park occupies land that is contained within three certificates of title as detailed **Table 1** below. All three areas are recreation reserve subject to the provisions of the Reserves Act 1977 and are zoned Protected Area under the Stratford District Council's district plan.

Table 1: Land Status and Legal Description

	Area 1	Area 2	Area 3
Legal Description	Lot 1 DP494685	Lot 2 DP494685	Sections 125 and 126 Block I Ngaere Survey District and Sections 470 – 484, 508 – 518, 781, 858, 935, 936, 1024, 1036 – 1038 Town of Stratford.
Area	1.2308 hectares	13.3554 hectares	6.1584 hectares
Status	Recreation Reserve – NZ Gazette 1982 p.184		
Zone	Protected Area		
Primary Use	Holiday Park	Bush, sportsfields and passive recreation	Sport and active recreation

2.3 History

King Edward Park began its journey as a public reserve over 130 years ago when 21 hectares of Crown Land between Regan and Page Streets was reserved for recreation purposes under the provisions of the Land Act 1877. It has undergone many changes over time, including:

- A large portion being subdivided off in 1942 to establish the Stratford Primary School and other areas being added to the original reservation.
- The construction of the Malone Gates in memory of Lieutenant Colonel WG Malone in 1923.
- The development of Centennial Park to celebrate 100 years of the Treaty of Waitangi in 1940.
- The development of numerous sporting facilities, walking tracks and the McCullough Rhododendron Dell.

Table 2 outlines the chronological history of King Edward Park.




King Edward Park

Table 2: Chronological History

Date	Action
1885	Section 28 Block I Ngaere Survey District and Sections 781, 858, 935 and 936 Town of Stratford were reserved for recreation purposes by Gazette 1885 page 508.
1892	Sections 470-484 and 509-518 were brought under the Public Domains Act 1881 by Gazette notice 1892, page 1653 and the Stratford Town Board was named as the Domain Board.
1894	New athletics track developed on what was then known as the East Recreation Ground.
1897	Two oaks planted for Queen Victoria's 60 th jubilee.
1902	<p>By resolution of the Domain Board, on 10 July 1902, in commemoration of the coronation of King Edward VII, a variety of trees were planted, and a suspension bridge constructed to link the 'Page Street Reserves' with the town side of the Patea River. The planted area became affectionately referred to as 'King Edward's Park' and later the entire mass of reserved areas, both sides of the river, became collectively known as King Edward Park.</p>  <p>Figure 3: Workers using high pressure hose in King Edward Park (1902)</p>
1920 - 1921	Preparation of land and construction of the children's playground on Page Street.
1920's	Development of a camping ground on the site of the Stratford Holiday Park.
1923	<p>Malone Gates were officially opened on 8 August 1923, eight years to the day after the death of Lieutenant Colonel WG Malone at Chunuk Bair.</p> <p>Monument is thought to be one of the country's largest to an individual soldier and was paid for by the men of the Wellington Regiment.</p>
1930's	Development of playing fields in the northeast corner of King Edward Park by relief workers.
1937	Construction of the first Municipal Swimming Pool Complex (now the TSB Pool Complex).
1939	Decision made that Stratford's memorial for the centennial of New Zealand should be the constitution of a Centennial Park. The site chosen was an area straddling the Patea River, from Page Street to Fenton Street. The new park was to include play equipment, a bridge across the river and planting. Later in 1939 the Women's Rest Rooms were added to the proposal and given priority for funding.
1941	Learner's swimming pool was added to pool complex.
1942	15 acres subdivided off from the park for the new Stratford Primary School.
1945	Centennial Bridge (adjacent to the TSB Pool Complex) constructed as part of Centennial Park.
1948	Centennial Rest Rooms constructed at the entrance to Centennial Park on Fenton Street.



King Edward Park

Date	Action
1951	Rugby grounds and clubrooms developed on Page Street.
1950's	Rhododendron plants from the Exbury Estate in Southampton were planted in the 1950s along with seeds from the Royal Botanic Gardens in Edinburgh.
1953	New netball / tennis courts developed adjacent to the Malone Memorial Gates on Portia Street on the site where, in earlier years, a rock crushing plant had been situated.
1953	A native arboretum was established and named the Charlie Clemow Walk.
1954	Kauri planted near the Swing Bridge in recognition of the visit to the town by Queen Elizabeth II and Prince Phillip.
1960's	Rhododendron Dell was formed during this period following the felling of old pine trees
1960	Parts of Hamlet and Portia Streets stopped and formally added to the park.
1966	Pine planted from a seedling taken off Lone Pine Hill in Gallipoli planted by Malone Gates in the presence of around 100 Gallipoli veterans from Taranaki and Wanganui.
1970	Rhododendron Dell was named after the former chairman of the Parks and Reserves Committee, Mr. Edward Wallace McCullough and to be known as "The McCullough Rhododendron Dell".
1973	Centennial Bridge replaced. 
	Figure 4: Centennial Bridge (2003)
1996	Development of the synthetic hockey turf on Portia Street.
2000	The TET Multi Sports Centre was constructed adjacent the synthetic hockey turf.
2015	Demolition of Page Street gymnasium (former rugby clubrooms).
2016	Re-development of the Stratford Holiday Park under new lease.
2017	Development of an amenities block at Page Street Sportsgrounds.
2017	Upgrade of netball/tennis courts playing surface.
2020	Refurbishment of Centennial Rest Rooms toilets and meeting rooms. Funding obtained through Provincial Growth Fund.
2021	New pool development commenced with the new location situated next to the Hockey Turf on Portia Street.
2022	Disestablishment of TSB Pool Complex and opening of Wai O Rua (Stratford Aquatic Centre).
2022	Management of the TET Multi Sports Centre transferred to a newly constructed Trust with a lease of 10 years.
2022	Trees of Significance trail incorporated into the King Edward Park walkways.



3 Progress So Far

This section sets out how we have progressed so far, including:

- What we have achieved since 2017.
- Review process
- Stakeholder feedback.

3.1 What have we achieved?

Table 3 provide a summary of our achievement so far in terms of actions that were identified in the King Edward Park Reserve Management Plan 2017.

Table 3: 2017 Actions and Progress Status

No.	Proposed Action	Who	Progress Status
1	Develop and formalise dual walking/cycling tracks	SDC	Ongoing
2	Develop and implement biodiversity plan	SDC/TRC	Complete
3	Replace Page Street Drinking Fountain	SDC	Complete
4	Upgrade Rhododendron Dell	SDC	Ongoing
5	Further development of TET Multi Sports Centre	SCSS/SDC	Ongoing
6	Refurbish Centennial Rest Rooms toilets	SDC	Complete
7	Upgrade Page Street playground slide	SDC	Complete
8	Upgrade Page Street sportsground lighting	SRC	Complete
9	Upgrade Netball lighting	NT	Not yet Started
10	Uplighting of Malone Memorial Gates	SDC	Complete
11	Pathway lighting through Rhododendron Dell	SDC	Not yet Started Project to be removed
12	Upgrade park and walkway signage	SDC	Complete
13	Seal Page Street sportsground car park	SDC	Complete
14	Develop wheelchair accessible track	SDC	Complete
15	Extend lime chip track into Rhododendron Dell	SDC	Complete
<p><i>SDC – Stratford District Council</i> <i>TRC – Taranaki Regional Council</i> <i>SCSS – Stratford Community Sports Society</i> <i>NT – Netball Taranaki</i></p>			



3.2 Review Process

The review process is outlined in Section 41 of the Reserves Act 1977 and summarised below:

Before preparing a management plan for any reserve, SDC Council shall:

- Give public notice of its intention to do so.
- In that notice, invite persons and organisations interested to send to the administering body at its office written suggestions on the proposed plan within a time specified in the notice.
- In preparing that management plan, give full consideration to any such comments received.

SDC has started undertaking the steps shown in the flow chart in **Figure 5**.

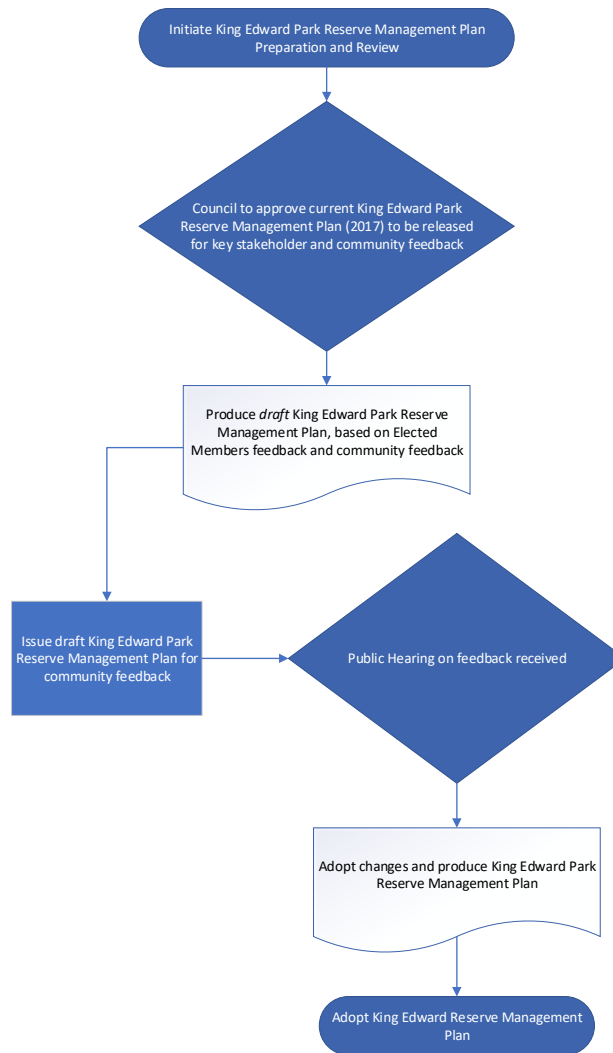


Figure 5: Review Process



3.3 Stakeholder Feedback

Stakeholder feedback includes:

- Feedback from Iwi as per the engagement of 27 April 2023.
- Community feedback sought in July and August 2023.
- Feedback from Elected Members obtained in a Council workshop on 10 October 2023.
- Community Survey requests over the years.
- Officer recommendations.

This feedback has informed the proposed Levels of Service for different spaces within the reserve, as outlined in Section 4 of this report.

3.3.1 Iwi Feedback April 2023

Summary of Iwi includes:

- To provide feedback on the first *draft* and provide submissions/input into the plan review

3.3.2 Community Feedback through July and August 2023

Summary of Community Feedback includes:

- Collaboration with Partners
The consideration of how the new 2023 Collaborating for Active Spaces and Places Taranaki strategy can align to the Plan.
- Cycling:
There is a need for more challenging trails for mountain bikers - make existing wide tracks for dual usage.
- Dog Control:
Please keep some of the park dog friendly; Refillable water bowl for dogs; dog playground in a fenced off area.
- Entertainment
More concerts in the park.
- Facilities / Amenities:
Provide more seating in park and in Western Loop walkway; toilet on the north side of the river, behind the primary school; electric BBQs for families to enjoy; provide areas for recreation, sporting activities, physical welfare, and enjoyment of the public (exercise stations); more lighting in the reserve.
- Natural Beauty.
Planting of new native plants; remain as natural as possible, that is the beauty, attraction, enjoyment, and peacefulness of it.



Progress So Far

- Walkways:
Make more pathways non-slip; maintaining walkways and structures; Western Loop to have an access point in Elizabeth Grove; bridge connection at the top of the track to access the other side of the river.
- Weed Control:
Remove / reduce the use of Glyphosate, serious weed management.

3.3.3 Elected Members Feedback October 2023

Summary of feedback from Elected Members includes:

- Future of the green space (next to Wai o Rua – Aquatic Centre)
- Future of Page Street Playground (Elephant Park)
- Use and maintenance of chemicals within King Edward Park
- Potential location of Dog Park

3.3.4 Community Survey Feedback over the Years

Summary of feedback from Elected Members includes:

- Request of a Dog Park
- Lighting throughout Three Bridges Trail
- Upgrade of current sportsgrounds
- Replace the current footbridge between the Centennial Rest Rooms and old TSB Pool

3.3.5 Officer Recommendations

Officer Recommendations includes:

- Replace the old staircase on the Regan Street/Brecon Road walkway
- Re-route of walkway to include the Trees of Significance
- Obtain power connection - from Three Bridges lighting trail and add power box to space
- Install up-lighting to enhance the Malone Gates
- To create an accessible walkway on the Three Bridges Trail



Management Levels of Service

4 Management Levels of Service


4.1 Introduction

The different spaces in King Edward Park are described in detail within this section. Policies and Objectives for each of those spaces are also noted.

Management Levels of Service for King Edward Park are described under five categories and future projects identified to achieve the proposed Levels of Service are identified for the spaces in each category:

- **Walkway Grading**

To assess user needs, walkway tracks are graded using the Australian Walking Track Grading System. The grading system assesses a walk's difficulty based on several criteria, including experience required, steps, gradient, path quality and signage. The walk's final grade is based on the most difficult of these 5 criteria, rather than an average.

	Grade 1	No bushwalking experience required. Flat even surface with no steps or steep sections. Suitable for wheelchair users.
	Grade 2	No bushwalking experience required. The track is hardened or compacted surface and may have a gentle hill section or sections and occasional steps.
	Grade 3	Suitable for most ages and fitness levels. Some bushwalking experience recommended. Tracks may have short steep hill sections, a rough surface, and many steps.
	Grade 4	Bushwalking experience recommended. Tracks may be long, rough, and very steep. Directional signage may be limited.
	Grade 5	Very experienced bushwalkers with specialised skills, including navigation and emergency first aid. Tracks are likely to be very rough, very steep, and unmarked.

- **Cycling Control**



As per the Council's Parks and Reserves Bylaw, cycling is prohibited within any of Council's parks and reserves "... *except where special approval is granted and then on those areas set aside specially for such purpose.*"

Currently there is no special approval in place for cycling within King Edward Park, nor is there any area specially set aside for such purpose. However, various trails are used on an ad hoc basis by cyclists which warrants a measure of coordination and regulation. Both walking, jogging, and



Management Levels of Service

cycling have many health benefits, however cycling can also create conflicts with other users and may adversely impact areas of a reserve.

	Cycling Permitted	Walking paths that are deemed to be suitable for cycling.
	Cycling not recommended	Walking paths that are not suitable for cycling due to terrain, tree roots, stairs etc

- Dog Walking**

The Stratford District Council Control of Dogs Bylaw 2020 addresses the control of dogs in public places. Amongst others, the bylaw recognises the need to:

- Minimise danger, distress, and nuisance to the community.
- Avoid the inherent danger in allowing dogs to have uncontrolled access to public places frequented by children, whether or not children are accompanied by adults.



	Unleashed	Dogs may be unleashed but under Continuous control in this area.
	Leashed	Dogs must be controlled on a leash in this area.
	Dog Prohibited	Dogs are not permitted in this area.



Figure 6: Walking the dog in King Edward Park

- Seating**

This assesses whether there is seating in the reserve.

	No Seating	Accessible seating is unavailable
	Seating	Accessible seating is available (back rest, arms etc.)



Management Levels of Service

- Weed and Pest Control**

Pest Traps are located throughout the Carrington Walkway and checked, emptied and re-set monthly. This trapping programme works in conjunction with the Taranaki Regional Council's Biodiversity Implementation Plan for King Edward Park and Carrington Walkway

Stratford District Council uses the following methods for control of weeds and pests.

Table 4: Weed Control

Name of Chemical	What is it used for?	Frequency of Application
Agpro Green Glyphosphate 510	General weed control in gardens, reserve & footpath edges & walkways	Spot application – Weekly Main application - Quarterly
Agpro Picloram Gel	Stump gel used for cut & pasting on selective weed trees	Monthly
Agpro Moss & Mould Killer	Control the growth of moss & mould mainly on hard surfaces such as paved areas	Quarterly
Agpro Organosilicone	Help plants absorb chemicals (useful for hard to kill weeds such as gorse & broom)	Quarterly
Agpro Terbutylazine 500	General weed control in reserve & footpath edges & walkways	Quarterly
Agpro Terminate	General weed control in reserve & footpath edges & walkways	Quarterly
Agpro Haloxyfop	Control selective monocotyledon weeds such as bamboo	Twice yearly
Agpro Lawnclean	Control selective dicotyledon weeds in lawns such as thistles (usually only sports fields)	Twice yearly
Agpro Triclop 600	Control woody dicotyledons such as gorse or broom	Twice yearly
Ken-Zon Herbicide	Control selective dicotyledon weeds in lawns such as thistles (usually only sports fields)	Twice yearly
Kiwicare Lawnguard	Control selective dicotyledon weeds in lawns such as thistles (usually only sports fields)	Twice yearly
Dupont Acelepryn Insecticide	Control grass grub in sports turfs namely the croquet green.	Annually

FUTURE PROJECTS

- Weed Control – phase out the current use of chemicals within KEP, to a natural weed control option. Further investigations and costings will be required in the first instance.



Management Levels of Service

4.2 Walkway Level of Service

Walking through King Edward Park could range from simply strolling undefined paths admiring the gardens, exercising a dog, walking, or jogging the network of bush trails for exercise or using the paths or trails as a route from one end of town to the other. The paths throughout King Edward Park are maintained to their natural condition, in keeping with the surroundings. Walkway materials also range from lime-chip to concrete shared paths, where safety requirements are needed.



Figure 7: King Edward Park Walkway Sign

4.2.1 The Carrington Walkway



The Carrington Walkway is approximately 12 km long, of which, 4 km is within King Edward Park. The walkway starts on Regan Street to the northwest and meanders through the park to Page Street, linking with:

- The Carrington Walkway west extension (Regan Street to Brecon Road).
- the Three Bridges Trail (Brecon Road to Page Street Playground).
- the River Walk (Portia Street to Page Street) - through Centennial Park

POLICIES

This walkway is governed by the Parks and Reserves Bylaw and the Control of Dogs Bylaw.

Irrespective of any stipulation found in the Dog Control Bylaw, dogs shall only be permitted, if controlled by a leash or lead on the areas around the Netball Courts.

OBJECTIVES

- Provide and maintain a walk and cycle way network within King Edward Park consistent with Taranaki Regional Council's Regional Walkway and Cycleway Strategy for Taranaki.
- Protect and preserve, as much as possible, the indigenous flora and fauna within the reserve.
- Remove, as far as practicable, the immature exotic species of tree that have established themselves naturally within the indigenous forest areas and discourage the growth of further exotic seedlings and saplings.
- Take all practicable steps to eradicate all pest plants and animals that threaten the ecological values.



Management Levels of Service

LEVEL OF SERVICE

Current	Proposed
<p>The Carrington Walkway west extension (Regan Street to Brecon Road) – Grade 3.</p> <p>Suitable for most ages and fitness levels. Some bushwalking experience recommended. Tracks may have short steep hill sections, a rough surface, and steps. Cycling is prohibited, dogs are required to be on leashes, and no seating is available along this walkway.</p>	<p>The Carrington Walkway west extension (Regan Street to Brecon Road) – Grade 3.</p> <p>Suitable for most ages and fitness levels. Some bushwalking experience recommended. Tracks may have short steep hill sections, a rough surface, and steps. Cycling is prohibited, dogs are required to be on leashes, and no seating is available along this walkway.</p>
<p>Three Bridges Trail (Brecon Road to Swing Bridge) – Grade 2</p> <p>Suitable for all ages and fitness levels. Mixture of lime chip and natural surfaces. Cycling is allowed, dogs can be unleashed, and seating is available along this walkway.</p>	<p>Three Bridges Trail (Brecon Road to Swing Bridge) – Grade 1</p> <p>Suitable for all abilities. Mixture of lime chip and natural surfaces. Cycling is allowed, dogs can be unleashed, and seating is available along this walkway.</p>
<p>The River Walk (Swing Bridge to Page Street, including Centennial Park) – Grade 2.</p> <p>Suitable for all ages and fitness levels. Mixture of grass, lime chip, and concrete surfaces. Cycling is allowed, dogs can be unleashed except for around the Netball Courts, where dogs are required to be on a leash. Seating (picnic tables) is available in Centennial Park.</p>	<p>The River Walk (Swing Bridge to Page Street, including Centennial Park) – Grade 1.</p> <p>Suitable for all abilities. Mixture of lime chip and concrete surfaces. Cycling is allowed, dogs can be unleashed except for around the Netball Courts, where dogs are required to be on a leash. Seating (picnic tables) is available in Centennial Park.</p>

FUTURE PROJECTS

- Replace lime chip path to concrete from Netball Courts to Rhododendron Dell, ensuring path will not wash away, or be a risk to users.
- Replace the old staircase on the Regan Street/Brecon Road walkway.
- Provide alternative mobility access where required for all users.
- Weed Control – phase out the current use of chemicals with a natural weed control option.



Management Levels of Service

4.2.2 The Three Bridges Trail



The Three Bridges Trail links Brecon Road with the TET Multi Sports Centre and weaves its way across three footbridges and both sides of the Patea River.

The trail also extends to the Playground on Page Street.

This stunning walking track provides visitors of all abilities a chance to escape the hustle and bustle of urban life.

POLICIES

This walkway is governed by the Parks and Reserves Bylaw and the Control of Dogs Bylaw.

OBJECTIVES

- Encourage and maximise the public use of King Edward Park in accordance with its reserve classification as a Recreation Reserve.
- Maintain and enhance access to and along the Patea River and the Paetahi Stream where practicable.
- Maintain the existing network of paths and bush trails in a safe, clean, and readily accessible state.
- Preserve for future generations all known significant cultural, historical, heritage or commemorative features.

LEVEL OF SERVICE

Current	Proposed
<p>Grade 2</p> <p>Suitable for all ages and fitness levels. Mixture of lime chip and natural surfaces. Cycling is allowed, dogs can be unleashed, and seating is available along this walkway.</p>	<p>Grade 1</p> <p>Suitable for all abilities. Mixture of lime chip and natural surfaces. Cycling is allowed, dogs can be unleashed, and seating is available along this walkway.</p>



Figure 8: King Edward Park swing bridge.



Management Levels of Service

FUTURE PROJECTS

- Bridge replacements x2 – from wooden (which have deteriorated over time) to aluminium and widen.
- Upgrade trail where necessary to remove tripping hazards caused by tree roots.
- Provide an alternative route for accessibility users to the stairs at the Page Street Playground.



Management Levels of Service

4.2.3 Charlie Clemow Walk



The Charlie Clemow Walk (named after Charles Clemow, Stratford County Councillor - 1938-1956) is in the northwest corner of King Edward Park. It is and acts as an entry point into the McCullough Rhododendron Dell from Brecon Road.

Other minor off-shoots link these main trails that are either natural or metalled and meander through a mixture of native and exotic bush, planting of which commenced in the 1890's.

POLICIES

This walkway is governed by the Parks and Reserves Bylaw and the Control of Dogs Bylaw.

Any trees that need to be removed due to failing health from areas primarily in native forest cover will be replaced with, or the areas left to revert to, appropriate native vegetation.

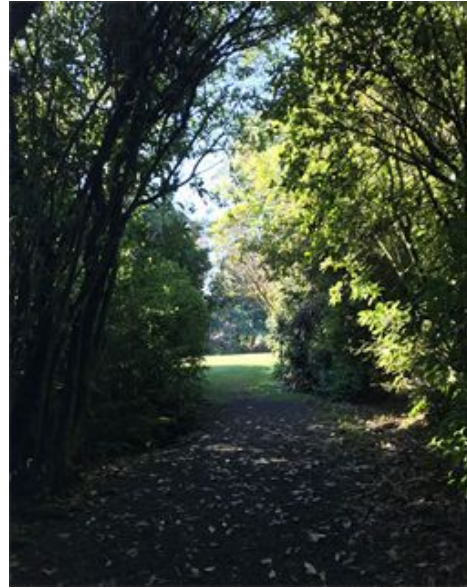


Figure 9: Charlie Clemow Walk

OBJECTIVES

- Ensure the ecological values and the Key Native Ecosystem Inventory ranks the parks.
- Continue to note all flora and fauna in terms of rarity and distinctiveness, noting that it contains indigenous vegetation classified as “acutely threatened”.
- Maintain the existing network of paths and bush trails in a safe, clean, and readily accessible state.
- Developing native species that is in keeping with the rest of the Reserve.

LEVEL OF SERVICE

Current	Proposed
<p>Grade 2</p> <p>Suitable for all ages and fitness levels. Mixture of grass, lime chip, and natural surfaces. Cycling is allowed, dogs can be unleashed, and seating is available along the walkway.</p>	<p>Grade 1</p> <p>Suitable for all abilities. Mixture of lime chip and natural surfaces. Cycling is allowed, dogs can be unleashed, and seating is available along this walkway.</p>

FUTURE PROJECTS

- Install compacted lime chip path, joining Brecon Road to the McCullough Rhododendron Dell.



Management Levels of Service

4.2.4 McCullough Rhododendron Dell



The McCullough Rhododendron Dell (the Dell) is in the northwest section of King Edward Park. It is named after Edward Wallace (“Ted”) McCullough, Stratford Borough Councillor from 1947 to 1953 and 1956 to 1968 and former chairman of the Parks and Reserves Committee.

The Dell includes a small lake, a selection of rhododendron hybrids, azaleas, and hydrangeas around the edge of the dell with other assorted shrubs and trees, both native and exotic. It is a more intensively gardened area than the rest of the park and includes under plantings with perennials such as hostas.

There is also a small but outstanding grove of Redwood (*Sequoia sempervirens*) and Cryptomeria trees with a selection of specimen trees planted on the lawn area and along the lake edge. A Japanese cedar (*Cryptomeria japonica*) is also located within the Rhododendron Dell that is considered to be the best-known specimen in the district.

The Dell also features annually in the Taranaki Rhododendron Festival. While providing an attractive setting within the centre of the reserve and featuring a duck pond, there is scope for its further development.

As the premier park within Stratford, King Edward Park holds high cultural significance to the community. The park features prominently in the history of Stratford, and this is reflected in the number of commemorative features within the reserve that contribute to a vibrant local culture.

The park is also developing into a social hub for summer activities such as the Summer Nights Movies and the Summer Nights Music events. Events such as these, whether organised by Council or privately with Council approval, contribute to the diversity and vibrancy of the community.



Figure 10: McCullough Rhododendron Dell & Lake



Figure 11: Summer Nights Event



Management Levels of Service

POLICIES

This walkway is governed by the Parks and Reserves Bylaw and the Control of Dogs Bylaw.

Public or private events in the park will always be subject to Council’s approval and conditions of use will be imposed on private events to minimise disruption to the general public’s use of the reserve.

Opportunities will be taken to enhance views of Mt Taranaki and both waterways from within the reserve provided this does not involve the removal of native flora. No further development of the reserve will be approved that impacts negatively on the view of Mt Taranaki from within the reserve.

OBJECTIVES

- Permit the use of passive recreation areas within the park for social/cultural events subject to any policy/bylaw relative to the use of public places contained in the Reserves Act 1977.
- Preserve and maintain the existing mature native and exotic specimen trees and to consider landscape implications and planting opportunities as trees are removed from time to time due to their failing health.
- Maintain the Dell as a public garden and further develop it in accordance with the concept development plan attached to this plan.
- Maintain the existing surfaces to a safe, clean, and readily accessible state.
- Prevent activities from occurring that have an adverse impact on the natural environment and amenity values of King Edward Park or detract from the enjoyment of other park users.
- Enhance the scenic value of both waterways by creating view shafts in appropriate locations through the removal of exotic tree and pest plant species.
- Ensure any building development, earthworks or future plantings do not compromise any outstanding natural landscapes.

LEVEL OF SERVICE

Current	Proposed
<p>Grade 2</p> <p>Suitable for all ages and fitness levels. Grass surface. Cycling is allowed, dogs can be unleashed, and seating is available along the walkway.</p>	<p>Grade 1</p> <p>Suitable for all abilities. Mixture of grass and lime chip surfaces. Cycling is allowed, dogs can be unleashed, and seating is available along this walkway.</p>

FUTURE PROJECTS

- Compacted lime chip path on northern side of lake to connect to the Charlie Clemow Walk.
- Obtain power connection (from Brecon Road) and add power box to space.
- Add stairs to section of walkway, to eliminate slips and trip hazards – from Rhododendron Dell to the river (alternative route is available for accessibility users).



Management Levels of Service

4.2.5 Trees of Significance Trail



The newly created Trees of Significance Trail is located within the park starting at the swing bridge and looping around a section of the walkway, which then runs parallel to the Page Street Sportsground. These trees signify the importance of their stature and highlights what the trees were utilised for historically.

The main forest canopy comprises the following tree specimens:

- Tawa
- Totara
- Miro
- Kamahi
- Kahikatea
- Rimu

Below the canopy, the forest comprises of:

- Lacebark
- Pate
- Mahoe
- Climbing rata
- Kiekie
- Variety of ferns.

This provides a habitat for resident native forest birds such as:

- Grey Warbler
- Fantail
- Native Pigeon
- Tui
- Bellbird
- Silvereye.



Figure 12: Trees of Significance

Other birds witnessed in the area include the bush falcon, North Island rifleman and black shag.

In terms of ecological values, the Key Native Ecosystem Inventory ranks the parks, flora, and fauna “medium” in terms of rarity and distinctiveness and “high” in terms of representativeness, noting that it contains indigenous vegetation classified as “acutely threatened”. The native species within the park could provide an important nucleus for restoring a riparian ecological corridor along the Patea River to reconnect Egmont National Park with eastern Taranaki reserves.



Management Levels of Service

POLICIES

This walkway is governed by the Parks and Reserves Bylaw and the Control of Dogs Bylaw.

OBJECTIVES

- Provide further paths and trails or upgrade the existing where Council is satisfied there is a demand for more or better facilities.
- Protect and preserve the large, mature exotic trees of cultural significance. Specimen native and exotic trees will be inspected regularly by a qualified arborist and to ensure their ongoing health.
- Maintain the existing network of paths and bush trails in a safe, clean, and readily accessible state.
- Maintain and, where practical, further develop the existing formal cultivated areas in keeping with established or carefully considered new landscape themes.
- Protect, preserve, and highlight any known cultural, historical, heritage or commemorative features.



Figure 13: Trees of Significance

LEVEL OF SERVICE

Current	Proposed
<p>Grade 2</p> <p>Suitable for all ages and fitness levels. Mixture of lime chip and natural surfaces. Cycling is allowed, dogs can be unleashed, and seating is available.</p>	<p>Grade 1</p> <p>Suitable for all abilities. Mixture of lime chip and natural surfaces. Cycling is allowed, dogs can be unleashed, and seating is available.</p>

FUTURE PROJECTS

- Re-route walkway to include the Trees of Significance.
- Compacted lime chip path – parallel to Page Street sportsground.



Management Levels of Service

4.2.6 Western Loop Walkway



The bush walking tracks which includes the Western Loop Walkway, are substantially developed, and most have good, metalled surfaces. The path goes along private grazing land and provides views of Taranaki Maunga in many places.

Any replacement or new plantings within the remnant forest area will be of indigenous species only, sourced and planted where possible in accordance with the Taranaki Regional Council publication “Restoration Planting in Taranaki: A Guide to the Egmont Ecological District”.



Figure 14: Western Loop walkway

POLICIES

This walkway is governed by the Parks and Reserves Bylaw and the Control of Dogs Bylaw.

Management for this walkway is guided by the agreement conditions between Council and the Department of Conservation.

Council has a signed agreement with the Department of Conservation, as they are the owners of this land. Within the Agreement it stipulates that all dogs must be on leashes, while in this area of the walkway.

OBJECTIVES

- Existing paths to be kept in a natural state rather than being paved as this is more in keeping with the environment. Walkway materials also range from lime-chip and metal to concrete shared paths, where safety requirements are needed.
- Maintain the Biodiversity Plan for the preservation of this key native ecosystem and implement that plan accordingly.
- Protect and preserve, as much as possible, the indigenous flora and fauna within the reserve.
- Remove, as far as practicable, the immature exotic species of tree that have established themselves naturally within the indigenous forest areas and discourage the growth of further exotic seedlings and saplings.



Management Levels of Service

LEVEL OF SERVICE

Current	Proposed
<p>Grade 3</p> <p>Suitable for most ages and fitness levels. Some bushwalking experience recommended. Tracks may have short steep hill sections, a rough surface, and many steps. Cycling is prohibited, dogs are required to be on leashes, and no seating is available along this walkway.</p>	<p>Grade 3</p> <p>Suitable for most ages and fitness levels. Some bushwalking experience recommended. Tracks may have short steep hill sections, a rough surface, and many steps. Cycling is prohibited, dogs are required to be on leashes, and no seating is available along this walkway.</p>

FUTURE PROJECTS

- Addition of retaining walls to certain areas of walkway to stop the disintegration of the walkway into the river.



Management Levels of Service

4.2.7 Centennial Park



As part of New Zealand’s Centennial celebrations in 1940, Stratford developed the Centennial Park – containing the facilities of a swing bridge, play area, the pools, rest rooms, and the scout den. The area around the den has been identified as an outdoor entertainment pavilion.

POLICIES

Trout fishing in the Patea River is an approved activity, however the taking of any native fish species will remain a prohibited activity.

No activity on the reserve will be approved if there is any possibility of any measurable adverse effect on water quality and/or aquatic ecosystems.



Figure 15: Centennial Park

OBJECTIVES

- Maintain the existing network of paths and surfaces to a safe, clean, and readily accessible state.
- Ensure that any additions or alterations to any existing buildings are justified in terms of demand for them, the design and scale is suited to the environment and appropriate to facilitate public recreational use of the reserve and their location and construction is such that they do not impact adversely on any landscape features and natural, social, or cultural values.

LEVEL OF SERVICE

Current	Proposed
<p>The River Walk – Grade 2.</p> <p>Suitable for all ages and fitness levels. Mixture of grass, lime chip, and concrete surfaces. Cycling is allowed, dogs can be unleashed except for around the Netball Courts, where dogs are required to be on a leash. Seating (picnic tables) is available in Centennial Park.</p>	<p>The River Walk– Grade 1.</p> <p>Suitable for all abilities. Mixture of lime chip and concrete surfaces. Cycling is allowed, dogs can be unleashed except for around the Netball Courts, where dogs are required to be on a leash. Seating (picnic tables) is available in Centennial Park.</p>

FUTURE PROJECTS

- Replace Centennial Bridge and widen to 2.4 m.
- Regrade approach from Fenton Street to a maximum of 1 in 14.



Management Levels of Service

4.2.8 Historical Trees



An Aleppo Pine (*Pinus halepensis*) located adjacent the walking track between the Malone Gates and the TET Multi Sports Centre that was planted in 1965 on the 50th anniversary of the ANZAC landings at Gallipoli. A Kauri (*Agathis australis*) located adjacent the TET Multi-sports Stadium that was planted in 1954 in honour of Queen Elizabeth II.



Figure 16: Kauri Planted in 1954

POLICIES

In view of its historical importance, in the event of its demise, the Aleppo Pine will either be replaced with another propagated from cuttings or seeds from the same tree in accordance with Council's Notable Tree Management Plan if appropriate or another specimen of the same species or provenance stock if known elsewhere in New Zealand.

No encroachments into King Edward Park beyond the legal title boundaries will be permitted other than the one minor existing encroachment by the Stratford Primary School discus circle.

Use of the driveway off Regan Street by staff of the Stratford Primary School may continue as long as it does not impact adversely on the public use of King Edward Park or unless the land is required for some other purpose relative to the reserve.

OBJECTIVES

- Preserve the amenity value of King Edward Park by preventing unnecessary and/or inappropriate encroachments beyond the legal boundaries.

LEVEL OF SERVICE

Current	Proposed
<p>The River Walk – Grade 2.</p> <p>Suitable for all ages and fitness levels. Mixture of lime chip, and concrete surfaces. Cycling is allowed, dogs can be unleashed except for around the Netball Courts, where dogs are required to be on a leash. Seating is not available. The condition of the trees is recorded annually.</p>	<p>The River Walk – Grade 1.</p> <p>Suitable for all abilities. Mixture of lime chip and concrete surfaces. Cycling is allowed, dogs can be unleashed except for around the Netball Courts, where dogs are required to be on a leash. Seating is not available. The condition of the trees is recorded annually.</p>

FUTURE PROJECTS

- No projects planned.



Management Levels of Service

4.3 Facilities

The public facilities within King Edward Park serve to cater to the multifaceted needs of the community. These facilities stand as symbols of Stratford's community spirit.

4.3.1 Wai o Rua (Stratford Aquatic Centre)

Wai o Rua is Stratford's newly developed aquatic centre and is located on Portia Street, next to the Hockey Turf. Please refer to the Wai o Rua Management Plan for the management of this facility.



Figure 17: Wai o Rua – Stratford Aquatic Centre

Within the reserve, the lawns and gardens surrounding Wai o Rua are maintained by contractors under the Open Space Maintenance Contract.

POLICIES

This area surrounding Wai o Rua is governed by the Parks and Reserves Bylaw and the Control of Dogs Bylaw. In approving any future developments within the reserve, due consideration will be given to the principles outlined in the National Guidelines for Crime Prevention Through Engineering Design (CPTED).



Management Levels of Service

OBJECTIVES

- Provide additional facilities where Council is satisfied there is sufficient demand, and it is clear they will be of benefit to the



Figure 18: Empty Green Space next to Wai O Rua

LEVEL OF SERVICE

Current	Proposed
<p>This open space adjacent to the Wai o Rua is currently unused open spaces shown in Figure 17. Landscaping in front of the Wai o Rua, currently maintained as part of the OSM contract.</p>	<p>To maintain the open space adjacent to the Wai o Rua to a standard that meets the recreational needs and aspirations of the community, in accordance with an appropriate master plan.</p>

FUTURE PROJECTS

No projects planned.



Management Levels of Service

4.3.2 Stratford Holiday Park

The site has provided holiday accommodation since the mid-1920's, starting out as simply a camping ground before being developed over time into what we know today as a holiday park. It has recently undergone a major upgrade of facilities including new accommodation units and an indoor heated swimming pool.



Figure 19: Stratford Holiday Park

The Stratford Holiday Park is in the southwest corner of King Edward Park on Page Street. Although incorporated within King Edward Park, the campground facilities are privately owned, and it is operated under a long-term ground lease. Council is not involved in the management of this part of the Reserve, therefore no levels of service are discussed, and no future projects are proposed.



Management Levels of Service

4.3.3 Malone Gates

The Malone Memorial Arch and Gates forms the main entrance to the park at the junction of Portia and Fenton Streets. This was constructed in 1923 and opened on 8 August of that year, eight years to the day after the death of Lieutenant Colonel W G Malone at Chunuk Bair. This monument is thought to be the country’s largest to an individual soldier and is included in the Heritage New Zealand List as an “Historic Place – Category 2”.

The Malone Memorial Arch and Gates, the Aleppo Pine and the lone Kauri, and the swing bridge feature in the Stratford Heritage Trail, a walk that incorporates 23 heritage structures throughout the town.

POLICIES

Ensure the gates are in keeping with Heritage New Zealand List as an “Historic Place – Category 2”.

OBJECTIVES

- Ensure that any further development of King Edward Park does not impact adversely on any landscape features, natural values or built heritage, meets the needs of reserve users while having no adverse effects on neighbouring properties and is environmentally sustainable in terms of its design, construction, long term maintenance and intended function.

LEVEL OF SERVICE

Current	Proposed
To maintain the Malone Gates ensuring they are well-preserved and continue to meet Heritage New Zealand standards.	To maintain the Malone Gates ensuring they are well-preserved and continue to meet Heritage New Zealand standards.

FUTURE PROJECTS

- Install up-lighting (originally from the Bell Tower on Miranda Street) to enhance the gates.



Figure 20: Malone Gates



Management Levels of Service

4.3.5 TET Multi Sports Centre

The Stratford Community Sports Society Lease expired on 30 June 2019 at which time, in accordance with the terms of the lease, ownership of the building reverted to Council. Management of the TET Multi Sports Centre transferred to a newly constructed Trust with a lease of 10 years.



Figure 21: TET Multi Sports Centre

POLICIES

This area surrounding the TET Multi Sports Centre is governed by the Parks and Reserves Bylaw and the Control of Dogs Bylaw.

OBJECTIVES

- Maintain facilities to a service that meets public expectation.

LEVEL OF SERVICE

Current	Proposed
To maintain the landscaping around the TET Multi Sports Centre to a standard that meets the needs of the community.	To maintain the landscaping around the TET Multi Sports Centre to a standard that meets the needs of the community.

FUTURE PROJECTS

- No projects planned.



Management Levels of Service

4.3.6 Centennial Restrooms

New Zealand celebrated its centennial in 1940, and as part of these commemorations, Stratford developed the Centennial Park – containing the rest rooms.

The Centennial Rest Rooms building was officially opened in 1948, and its conveniences were (and still are) much used and enjoyed by the women of Stratford district. The rooms became not only an equipped and much needed area, but also a place where women could meet and socialise.



Figure 22: Centennial Rest Room & Front Gardens

POLICIES

This area surrounding the Centennial Restrooms is governed by the Parks and Reserves Bylaw and the Control of Dogs Bylaw.

OBJECTIVES

- Maintain facilities to a service that meets public expectation.

LEVEL OF SERVICE

Current	Proposed
To maintain the landscaping around the Centennial Restrooms to a standard that meets the needs of the community.	To maintain the landscaping around the Centennial Restrooms to a standard that meets the needs of the community.

FUTURE PROJECTS

- No projects planned.



Management Levels of Service

4.3.7 Scout Den

New Zealand celebrated its centennial in 1940, and as part of these commemorations, Stratford developed the Centennial Park – containing the Scout and Guide Den.

The Scout and Guide Den is owned by the Scout and Guides Association jointly, with no formal lease currently in place relative to this. The management of the Reserve is incorporated within Centennial Park.



Figure 23: Scout and Guide Den



Management Levels of Service

4.4 Playgrounds

Public playgrounds are vibrant, inclusive spaces that foster creativity, physical activity, and social interaction among children. They provide a safe and stimulating environment where kids can explore, play, and learn while promoting community engagement and a sense of belonging for families. These dynamic spaces offer diverse and well-designed equipment that encourages both fun and development, promoting physical fitness, imaginative play, and the development of essential social skills in a joyful and inclusive setting.

4.4.1 Page Street Playground



A children's playground is in the southeast section of King Edward Park on Page Street. The playground is accessible from Page Street and from Fenton Street by way of Centennial Bridge across the Patea River. This is the only Council-owned playground on the western side of SH.3.



Figure 24: Page Street Playground

There are currently six pieces of play equipment. It is intended that this facility will remain with the play equipment maintained, replaced, upgraded, or added to as appropriate and in accordance with use demand.

Located within the reserve are the old stock ford across the Patea River near the bend in the river below the Page Street playground and the bubble water fountain constructed in 1946 near the playground.

This latter structure however is not considered particularly significant, has not been operative for some years and has fallen into disrepair. Investigations into its restoration are currently being carried out, however the cost of repairing and recommissioning it may be disproportionate to its significance, and it may be replaced with a more functional drinking fountain.

POLICIES

All play equipment shall be maintained to meet the requirements of New Zealand Standard 5828 as updated.

The Page Street playground shall be maintained and developed in such a manner to provide a challenging and interesting environment for children and to encourage community use.

Dogs are not permitted within 20 metres of children's play equipment (but are permitted within the park), provided they are under the continuous control of a responsible handler.



Management Levels of Service

OBJECTIVES

- Ensure that the play equipment in King Edward Park meets the needs of reserve users and is maintained in safe working order.
- Provide a variety of play equipment as appropriate to meet the demands of reserve users.

CURRENT LEVEL OF SERVICE

Current	Proposed
To maintain the playground to a standard that meets the needs of the community.	To maintain the playground to a standard that meets the needs of the community.

FUTURE PROJECTS

- Replace older playground equipment that no longer meets playground standards or has aged.
- Provide accessible seating in key locations.



Management Levels of Service

4.5 Sports Fields

Providing sports fields in public areas is an invaluable investment that encourages community health, fitness, and social interaction. These fields offer versatile spaces where individuals of all ages can engage in a wide array of physical activities and team sports. They serve as vibrant hubs for friendly competition, fostering a sense of community and inclusivity.

4.5.1 Page Street Sportsground



The Page Street Sportsground currently comprising of two rugby grounds with some minimal lighting for evening training and a new amenity building incorporating toilets, changing and storage rooms.

These fields are secondary to those provided at Victoria Park; however, they are required both for training and match purposes to mitigate over-use of and the resulting damage to the Victoria Park facilities.



Figure 25: Page Street Sportsground

Permits are granted seasonally to the Stratford **Eltham** Rugby **Sports** Club for the use of the Page Street Sportsground (winter).

Season permits may also be issued to any other sport that is considered appropriate. On-off permits may also be issued to organisations or individuals for privately organised activities that are considered appropriate to the primary purpose of the reserve.

Fees and charges for these permits are determined by Council on an annual basis.

POLICIES

Liaison will be maintained with sporting organisations at local, regional, and national levels to ensure the use of the current sports fields is optimised or to determine whether it is appropriate that an alternative code be given use of any facility.

Current sports fields will be maintained to ensure the requirements of sporting organisations to, at least, a local level is met.

Liaison will be maintained with sporting organisations at local, regional, and national levels to determine what, if any, ancillary facilities are necessary to optimise the use of the current sports fields and to explore funding opportunities for such developments.

Toilet and storage facilities are approved for construction at the Page Street Sportsground for use by sports clubs in association with the sports fields.



Management Levels of Service

OBJECTIVES

- Encourage the optimum use of developed sports fields by local clubs, associations and regional and national sporting bodies in a manner that does not negate any informal uses of such facilities.
- Provide high quality fit for purpose sports fields for both senior and junior sport.
- Maintain the current provision of sports fields providing the current demand levels are at least maintained.
- Allow codes to develop facilities ancillary to the current sports fields such as storage facilities, changing rooms and/or toilets and sports field lighting.

CURRENT LEVEL OF SERVICE

Current	Proposed
To maintain the sportsground to a standard that meets the needs of the community.	To maintain the sportsground to a standard that meets the needs of the community.

FUTURE PROJECTS

- Upgrade Page Street Sportsground facilities (Stratford Eltham Rugby Sports Club).
- Replace Field 1 turf (Stratford Eltham Rugby Sports Club).

Management Levels of Service

4.5.2 Netball and Tennis Courts



Netball enjoys the use of six hard courts that during the winter months are used to capacity, particularly on weekends. This creates a few issues around parking notwithstanding the adjacent reserve carpark is supplemented by on-street parking and the public carpark across the road. However, at this stage, there is no indication from hockey or netball organisations



Figure 26: Netball & Tennis Courts

that playing and/or parking capacity will be exceeded in the foreseeable future, as concluded by the Sport and Recreation Facilities Strategy. Two of the courts have lighting for evening use but Netball Taranaki has indicated a desire to light further courts in the future.

Tennis is catered for in summer with the use of four of the netball courts which are dual marked for both codes and four synthetic courts that are available all year round. The Sport and Recreation Facilities Strategy determined that this is ample provision for tennis's needs into the foreseeable future, however there would be benefit to the sport if the dual-use netball courts were floodlit for evening play and practice.

The lighting of the dual netball/tennis courts is old, inefficient, and insufficient for adequate training let alone competition play. The Stratford netball satellite competition is strong with over 70 teams competing on weekends and requiring good quality training facilities mid-week. This lack of adequate floodlighting has been identified as a factor holding back the development of the sport in Stratford with the result that Netball Taranaki proposes upgrading the lighting soon.

The land on which the synthetic tennis courts have been laid is leased to the Stratford Tennis Club for a term of 15 years, expiring on 30 April 2028 with a right of renewal in favour of the lessee for a further term of 15 years.

Permits are granted seasonally for the use of the Portia Street sports fields (summer), the Stratford Tennis Club for the use of the four front hard courts (summer) and the Taranaki Netball Association for the use of the four front hard courts (winter) and the two back courts (winter and summer).

Season permits may also be issued to any other sport that is considered appropriate. On-off permits may also be issued to organisations or individuals for privately organised activities that are considered appropriate to the primary purpose of the reserve.

Fees and charges for these permits are determined by Council on an annual basis.



Management Levels of Service

POLICIES

Liaison will be maintained with sporting organisations at local, regional, and national levels to ensure the use of the current courts are optimised or to determine whether it is appropriate that an alternative code be given use of any facility.

Current courts will be maintained to ensure the requirements of sporting organisations to, at least, a local level is met.

Liaison will be maintained with sporting organisations at local, regional, and national levels to determine what, if any, ancillary facilities are necessary to optimise the use of the current courts and to explore funding opportunities for such developments.

Dogs are not permitted at this facility (service dogs are allowed).

OBJECTIVES

- Encourage the optimum use of the developed courts by local clubs, associations and regional and national sporting bodies in a manner that does not negate any informal uses of such facilities.
- Provide high quality fit for purpose courts for both senior and junior sport.
- Maintain the current provision of courts providing the current demand levels are at least maintained.
- Develop or allow codes to develop facilities ancillary to the current courts such as storage facilities, changing rooms and/or toilets and sports field lighting.

CURRENT LEVEL OF SERVICE

Current	Proposed
To maintain the Netball and Tennis Courts to a standard that meets the needs of the community.	To maintain the Netball and Tennis Courts to a standard that meets the needs of the community.

FUTURE PROJECTS

- Upgrade of lighting (Netball Taranaki).



Management Levels of Service

4.5.3 Hockey Turf



A synthetic hockey turf of international standards to the south of the playing field with lighting for evening training and competition play.

Four synthetic tennis courts to the west of the multi-sport centre with lighting for evening play, also used as a “warm-up” facility for the hockey turf.

The land on which the synthetic hockey turf has been laid is leased to the Taranaki Synthetic Turf Trust for a term of 21 years, expiring on 31 January 2038. This lease is a renewal of the original lease granted in 1996.

Dogs are not permitted at this facility (service dogs are allowed).

These courts are maintained by the Taranaki Hockey Federation to support hockey local, national, and international tournaments.



Figure 27: Hockey Turf



Proposed Levels of Service

5 Proposed Levels of Service

No.	Categories	Description of Space	Proposed Levels of Service	
			Maintenance	Increased
1	Walkways	The Carrington Walkway west extension (Regan Street to Brecon Road).	✓	
2		Three Bridges Trail (Carrington Walkway)		✓
3		The River Walk (Swing Bridge to Page Street, including Centennial Park)		✓
4		Charlie Clemow Walk		✓
5		McCullough Rhododendron Dell		✓
6		Western Loop Walkway	✓	
7		Trees of Significance Trail		✓
8	Facilities	Wai o Rua – landscaping		✓
9		Malone Gates	✓	
10		Historical Trees	✓	
11		TET Multi Sports Centre	✓	
12		Centennial Restrooms – landscaping	✓	
13	Playgrounds	Page Street Playground	✓	
14	Sports Fields	Page Street Sportsground	✓	
15		Netball and Tennis Courts	✓	



Action Plan

6 Action Plan

The following proposed actions do not commit Council or any other organisation in any way but simply “flag” them as developments approved in principle in terms of the Reserves Act 1977, enabling public input and discussion and subsequent Annual and Long-Term Plan processes.

No.	Proposed Projects / Actions	Priority Status
1	Replace lime chip path to concrete from Netball Courts to Rhododendron Dell.	P2
2	Replace the old staircase on the Regan Street/Brecon Road walkway.	P1
3	Provide alternative mobility access where required for all users.	P1
4	Weed Control – phase out the current use of chemicals with a natural weed control option.	P1
5	Bridge replacements x2 – from wooden to aluminium and widen.	P2
6	Upgrade trail where necessary to remove tripping hazards.	Status Quo
7	Provide an alternative route for accessibility users to the stairs at the Page Street Playground.	P1
8	Compacted lime chip path in the Charlie Clemow Walk	P2
9	Compacted lime chip path on northern side of lake in Ted McCullough Rhododendron Dell.	P2
10	Obtain power connection - from Three Bridges lighting trail and add power box to space.	P1
11	Add stairs to section of walkway from Rhododendron Dell to the river	P2
12	Re-route of walkway to include the Trees of Significance.	P1
13	Compacted lime chip path – Trees of Significance (parallel to Page Street sportsground).	Status Quo
14	Addition of retaining walls along the Western Loop Walkway	P1
15	Regrade approach of path in Centennial Park from Fenton Street to a maximum of 1 in 14.	P1
16	Install up-lighting to enhance the Malone Gates.	P1
17	Replace older playground equipment that no longer meets playground standards or has aged.	Status Quo
18	Upgrade Page Street Sportsground facilities (Externally Funded – User Groups)	
19	Upgrade of lighting (Externally Funded – User Groups)	
20	Replace Field 1 turf at the Page Street Sportsground (Externally Funded – User Groups)	
Status Quo – Ongoing; P1 – Priority for 2024 – 2034 LTP; P2 – Priority for 2027 – 2037 LTP		



Appendix 1

Appendix 1 – King Edward Park Plan





MINUTES

Policy and Services Committee



F22/55/05 – D24/15493

Date: Tuesday 26 March 2024 at 3.00pm
Venue: Council Chambers, 63 Miranda Street, Stratford

Present

The District Mayor N C Volzke (the Chairman), the Deputy Mayor – M McKay, Councillors: S J Beck, G W Boyle, A M C Dudley, 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 – Assets Mrs V Araba, the Director – Corporate Services – Mrs T Radich, the Director – Environmental Services – Mr B Sutherland, the Communications Manager – Ms G Gibson, the Committee Advisor and Executive Assistant – Mrs E Bishop, the Parks and Reserve Officer – Mrs M McBain (*part meeting*), the Communications Advisor – Mrs S Clarkson (*part meeting*), the Workforce Coordinator – Ms S Vega (*part meeting*), the Revenue Manager – Ms K Lawrence (*part meeting*), the Projects Manager – Mr S Taylor (*part meeting*), the Property Officer – Mrs S Flight (*part meeting*), the Graduate Asset Engineer – Ms K van Hout (*part meeting*), the Services Asset Manager – Mr J Cooper (*part meeting*), and one member of the media (Stratford Press).

1. Welcome

The opening karakia was read.

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

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

2. Apologies

An apology was received from Councillor C M Tongaawhikau and noted from the Director – Community Services – Ms K Whareaitu.

Recommendation

THAT the apologies be received.

DUDLEY/BOYDE
Carried
P&S/24/90

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 declarations of interest declared.

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 –27 February 2024 (Hearing)
D24/7502 Page 10

Recommendation

THAT the minutes of the Policy and Services Committee Meeting, to hear and consider submissions to the Draft Easter Sunday Shop Trading Policy, held on Tuesday 27 February 2024 be confirmed as a true and accurate record.

HALL/WATT
Carried
P&S/24/91

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

- Page 12, third bullet point, last sentence amend *true* to *untrue*.

6.2 Policy and Services Committee –27 February 2024
D24/7501 Page 14

Recommendation

THAT the minutes of the Policy and Services Committee Meeting held on Tuesday 27 February 2024 be confirmed as a true and accurate record.

HARRIS/JONES
Carried
P&S/24/92

7. Matters Outstanding

D16/47 Page 30

Recommendation

THAT the Matters Outstanding be received.

SANDFORD/McKAY
Carried
P&S/24/93

8. Decision Report – Rates Policy reviews – Release for Public Consultation
D24/9755 Page 31

Recommendations

1. THAT the report be received.

HARRIS/ERWOOD
Carried
P&S/24/94

- ~~2. THAT the following updated policies, being the:~~

- ~~1. Rates Remission Policy
2. Rates Postponement Policy~~

~~be approved to be released for public consultation as required under Section 102(4) of the Local Government Act 2002, giving effect to Section 82 of the Local Government Act 2002.~~

Recommended Reason

Policies require review from time to time to ensure they still reflect current legislation and best practice, as well as elected members' views and meet the business needs of the organisation. These policies must go out for public consultation before any amendments can be adopted, as required by legislation.

The Revenue Manager noted the following points:

- The Rating Act requires council to adopt a rates remission or a rates postponement policy, or both.
- The Rates Remission Policy covers all four well-beings with the Rates Postponement Policy falling in the social well-being.
- These policies have been built after receiving feedback from a number of sources, including properties affected by the forestry differential rate.
- The remaining changes are mainly administrative.

The Services Asset Manager joined the meeting at 4.04pm.

Rates Remission

Questions/Points of Clarification:

- Councillor Beck noted the 100% rates remission for forestry situated on the state highway. He requested this be removed as these properties will still be accessing local roads such as Skinner Road or Beaconsfield Road, to transport the logs.
- Mrs Radich clarified that the councils she is aware of that have this kind of differential or targeted rate for forestry do not have a remission for them. She noted these suggestions had come through from feedback received from forestry owners.
- The Deputy Mayor questioned if council investigates leaks prior to approving the remission for excess water consumption and if there had been circumstances where these have been declined? Mr Hanne noted that a statement from a plumber is required and it usually is a broken pipe, he noted that requests have been refused especially if it is a reoccurring event and the issues with the infrastructure have not been comprehensively addressed.
- It was clarified that properties need to apply for the remission, such as due to fire, and that the rate charges would be reinstated after two years.

Points noted in discussion:

- Councillor Boyde noted that Beaconsfield Road is used by logging trucks all the time and therefore if a property is on state highway it is still having an impact and creating issues on local country roads. He agreed that he had an issue with this condition and the criteria and would like to see it removed. Councillor Hall supported removing this.
- Councillor Erwood suggested all three conditions and criteria be removed. He noted other councils did not have anything relating to this in their policies and did not feel like Stratford should be an exception to this. Councillor Harris and Councillor Boyde supported removing all three.

- It was acknowledged that some properties were planted in forestry for carbon credits. Mr Hanne noted the property owner could change their mind and there would be no mechanism to get the missed rates differential back, however removing this condition could unfairly affect those who have no intention to harvest.
- The District Mayor agreed that the first and second bullets should be removed. The logging trucks do use our local roads but he noted sympathy for those affected by removing the third bullet. The original purpose of this rate was to recover costs caused by damage from the logging trucks. Most exotic forestry is on a 25 year rotation, however the person who has a 50 year rotation will be paying the same maintenance fee but for 50 years so will be paying twice the amount of the 25 year rotation.

Recommendation

THAT the Rates Remission Policy be approved to be released for public consultation as required under Section 102(4) of the Local Government Act 2002, giving effect to Section 82 of the Local Government Act 2002, *with the removal of the first two bullets under Conditions and Criteria of section 16 – Rate Remission Policy for Roading Targeted Rate – Forestry.*

HALL/BECK
Withdrawn

- The District Mayor suggested the remission for business development (section 6 – Remission for Promoting Business Development) should be increased to \$1,000,000.

Recommendations

- a) THAT cost of development be increased to \$1,000,000 in section 6 – Remission for Promoting Business Development

VOLZKE/BOYDE
Carried
P&S/24/95

- b) THAT the first bullet point under conditions and criteria (section 16 – Rates Remission Policy for Roading Targeted Rate – Forestry) be removed.

BECK/BOYDE
Carried
P&S/24/96

- c) THAT the second bullet point under conditions and criteria (section 16 – Rates Remission Policy for Roading Targeted Rate – Forestry) be removed.

HARRIS/BECK
Carried
P&S/24/97

- d) THAT the third bullet point under conditions and criteria (section 16 – Rates Remission Policy for Roading Targeted Rate – Forestry) be removed.

BECK/BOYDE
2 against
Carried
P&S/24/98

- Councillor Harris noted that councillors did not know if the tonnage grown on a 50 year harvest rotation was the same, or if it could grow double the tonnage. She was not supportive of it remaining unless further information was provided. Mrs Radich noted this information would be hard to compile and that these property owners could also choose to harvest within the 50 year rotation as well.
- Councillor Jones noted that council had been waiting years to bring in the targeted rate and now this was providing ways to get out of paying it. Councillor Sandford agreed noting that this had taken a long time to get this.

Recommendations

2. THAT the Rates Remission Policy be approved to be released for public consultation as required under Section 102(4) of the Local Government Act 2002, giving effect to Section 82 of the Local Government Act 2002, *with the removal of section 16 – Rate Remission Policy for Roading Targeted Rate – Forestry and an increase to the business development costs (section 6 – remission to for promoting business development) to \$1,000,000*

BOYDE/DUDLEY
Carried
P&S/24/99

The Director – Corporate Services and the Revenue Manager left the meeting at 4.27pm.

Rates Postponement

Points noted in discussion:

- The District Mayor felt that the conditions noting aged 65 and over, or aged 65 and under were contradictory as this covered everyone. He felt the policy shouldn't be based on age as it should be based on need. He also noted that under conditions it referenced age, disability, injury, illness or family circumstances. He noted that the onus was on the person applying to demonstrate extreme financial hardship, and not for the policy to require judgement on their age or physical/mental situation and rejected the references to these throughout the policy. Councillor Hall agreed noting that the definition of extreme hardship should be all that is to be proven.

The Parks and Reserves Officer left the meeting at 4.33pm.

- The Deputy Mayor noted that having recently gone through this process the word extreme needed to be emphasised throughout the policy. It can't be defined as it will be different for every person but it does need to be clearer in the policy that it is for extreme hardship. She did not think council should be getting a third party assessment (clause 3 – conditions) as the application should be the end product for the situation and this should be removed. She also noted there was no reference in the policy that this was a temporary solution as rates could not be postponed forever. She requested applicants be required to specify a timeframe to show there is a plan in place, but that council could choose to accept that timeframe or suggest a change. She also felt that confirmation should be provided by the applicant to show they have accessed all possible means in their situation such as mortgage holidays, hardship with the bank, accessing kiwisaver or WINZ etc. She also noted that not being able to work is significantly different to someone who currently not work and therefore the earning capacity is very different.
- The District Mayor felt the formal application requiring a budget advisor was too high of an expectation. He stated that it was rare for people to apply to this policy and it should be used sparingly.
- Councillor Hall felt a checklist needed to be included to know they have done everything to be considered. She noted it was very vulnerable to ask for support so it was important to make this as easy as possible for the appropriate people to access it, save time for staff and help keep the applicants integrity as well.

The Parks and Reserves Officer re-joined the meeting at 4.41pm.

- Councillor Beck noted this was not a remission policy, purely a postponement policy, and therefore it didn't need to be long winded as it would only be for that little period of time with the rates picked up at the end.

Proposed Changes:

- Expectation to provide a business plan for the recovery of the farm.
- Applicant to specify the timeframe for the postponement up front requiring demonstration of what the next plan is.
- Remove the ability for council to question through a third party with the expectation the applicant will provide that information up front.
- Demonstration that all other means available have been exhausted (bank, kiwisaver WINZ etc).
- Demonstrate they are physically not able to work.

Points noted in discussion:

- Councillor Hall noted her concern that this policy was setting people up to fail later by only being a postponement. The Deputy Mayor noted this was the reason she was requested further criteria. Mr Hanne clarified this did mean the property owner was not being struck with penalties or the beginning of legal proceedings. It was the expectation that this would be cleared in the year after the postponement date – this is to be added to the policy.

The Services Asset manager left the meeting at 4.48pm.

- The District Mayor asked if council should have this policy at all. It was only put there for extreme financial hardship and a property owner in hardship could not pay their rates and faced losing their property.
- Councillor Hall noted when coming out of the extreme financial hardship she was not sure people would be in the situation to pay the rates. The Deputy Mayor clarified this was to allow a bit of space and time during a hard time, she noted her expectation was that the property owner needed to have something in place by the end of this period or they needed to make a decision around the ownership of the property.

The Communications Advisor left the meeting at 4.50pm.

- Councillor Harris questioned what triggers this policy. Mr Hanne noted that it does arise as an option for the rates officers when they see people struggling with their bills. The District Mayor noted this is the last resort before they start incurring penalties. Councillor Erwood felt that not receiving penalties would put people at ease.
- Mr Hanne noted this policy had only been used once since he became Chief Executive and that application was declined.
- Councillor Beck noted the ability to work could exclude farmers as they may have the ability to work but there is no money coming in.

Recommendation

THAT the Rates Postponement Policy be withdrawn.

SANDFORD/WATT
Withdrawn

- The District Mayor asked councillors if they would make provision for hardship based on natural disaster because of their financial position? Or wanted to withdraw the whole policy. He noted that there had been no applications after the 2015 floods.
- Councillor Boyde noted by withdrawing the full policy there will be no option. Mr Hanne confirmed most councils do have a postponement policy but what is contained in them varies. Councillor Boyde did not support the motion.
- Councillor Hall agreed that this would be the mechanism to help ratepayers in a natural disaster.
- Councillor Sandford noted there were a lot of farmers in strife after the 2015 floods, however they didn't want this policy as there were no applications. The only application that has been received was declined. He did not think council should be a social organisation when there are so many agencies out there to help people. He noted he would support the policy if there had been a demand for it. He withdrew his motion for the withdrawal of the policy.
- The District Mayor suggested the policy be amended to only be a postponement for areas affected by natural disasters and available for anyone affected by natural disaster. Councillor Boyde supported this.

Recommendation

THAT the Rates Postponement Policy be

- Amended to be titled the Rates Postponement due to Natural Disasters.
- Remove all except for section 4 (Postponement for Farmland Affected by Natural Disasters)
- Amend all farming references to include all ratepayers.

and approved to be released for public consultation as required under Section 102(4) of the Local Government Act 2002, giving effect to Section 82 of the Local Government Act 2002.

SANDFORD/WATT
Carried
P&S/24/99

9. **Decision Report – Policy Review – Housing for Older Persons**

D24/12243 Page 52

Recommendations

1. THAT the report be received.

ERWOOD/BOYDE
Carried
P&S/24/100

Recommended Reason

This policy is being reviewed as part of council's rolling review of policies. Policies require review from time to time to ensure they still reflect current legislation and best practice, as well as elected members' views and meet the business needs of the organisation.

The Chief Executive noted that this policy had been presented to the last Policy and Services Committee meeting. The committee had requested further information which was provided at a workshop and the feedback then incorporated into the policy presented today.

Questions/Points of Clarification:

- Councillor Boyde supported the policy but questioned the duration of the transition period to the target rent. He noted that discussions had supported a five year transition period. Mr Hanne clarified the resolution asked councillors to set the three items specified.

Recommendations

- 2a. THAT the Housing for Older Persons Policy Target Rent to be set as 75% of market rental rate

JONES/BECK
3 against
Carried
P&S/24/101

Points noted in discussion:

- Councillor Jones supported changing the targeted rent to be 75% of the market rental rate as it had been confirmed that this would meet the required revenue.
- The Deputy Mayor spoke against the resolution as this exercise had been undertaken for cost recovery to a certain level while maintaining the social element. She felt with rising costs it was a

good idea to meet the current costs which will continue to change. Councillor Jones noted that as a percentage of the market rental rate the rent will increase as the market rate rises to meet costs.

Recommendations

- 2b. THAT the Housing for Older Persons Policy duration of transition period for existing tenants from current rent to target rent to be set at 5 years;

BECK/BOYDE
Carried
P&S/24/102

Points noted in discussion:

- Councillor Dudley supported amending the transition period to five years.

Recommendations

- 2c. THAT the Housing for Older Persons Policy Rental charge applicable to new tenants to be full Target Rent

BOYDE/BECK
Carried
P&S/24/103

Points noted in discussion:

- The District Mayor supported the motion as it will be a useful gauge when a vacancy occurs if there is consumer demand at the new rates.
- Councillor Hall requested if the information could be presented on how many declines are received when there is a vacancy as this is quite a different policy. Mr Hanne noted this would be indicated in the monthly report through vacancies. If officers are struggling to fill a vacancy this would be the trigger to raise the issue with councillors.
- Mr Hanne noted this policy had a short review time as it was a new policy but suggested a five year review period after the first review. The recovery element for the reserve will slowly come back up. Councillor Harris noted her awareness on the impact of these units on the wider rate payer base.

Recommendations

2. THAT the Housing for Older Persons Policy (replacing the Housing for the Elderly Policy) be adopted

HALL/VOLZKE
Carried
P&S/24/104

Points noted in discussion:

- Clause 2.2 to be amended to: *Be able to live independently. This implies an active and independent lifestyle.*

10. Monthly Reports

10.1 Assets Report D24/7676 Page 82

Recommendation

THAT the report be received.

BOYDE/HARRIS
Carried
P&S/24/105

Questions/Points of Clarification:

- It was questioned if the bridges cleared (page 84) were inspections or what was cleared?
- It was clarified that councillors had requested information on any potential overspends to the end of the financial year. The information provided on page 86 indicates that this activity will overspend by \$600,000, or savings could be made by cutting down on maintenance.
- Councillor Boyde noted it had taken 15 days to receive the traffic management plan to repair a water leak on Broadway and asked if this is standard practice with NZTA and state highways? Mr Hanne noted that they will differentiate if it is an emergency or not, however a slow leak is not treated as an emergency. The District Mayor noted he would raise this issue with the Regional Transport Committee as 15 days was too long to wait for a traffic management plan.
- It was clarified that the change in stocking numbers on the farm will be from October when mating is finished. This is as advised by the farm consultant.
- It was clarified that the hydrology report at Victoria Park will look at why the drainage work for field 1 had not performed to the expected level and help understand the issues that have now arisen on field 2. It is not normal practice to undertake these surveys but the need has now arisen for this area.
- It was clarified that the replacement of showerheads at the pool were due to damage and vandalism.
- Councillor Dudley questioned whether the contractors had been refusing to pick up the recycling bins with the replaced yellow lids. Mrs Araba clarified that the change of bin lids was part of the new contract but that they should still be collected. Councillor Dudley noted the kerbside collection contamination report was really good.
- The District Mayor noted the serious implications with the waste water ponds being considered a dam. He asked if this would lead to requirements to strengthen and replace the walls? Mrs Araba noted that council has a duty to maintain its infrastructure but it won't require a whole wall being replaced. Officers will be looking to see what is required to be done.
- Councillor Erwood suggested an audible alarm be used in the public toilets to deter vandalism.

The Parks and Reserves Officer, Property Officer and Projects Manager left the meeting at 5.33pm.

10.2 Community Services Report D24/7529 Page 109

Recommendation

THAT the report be received.

DUDLEY/HARRIS
Carried
P&S/24/106

Points noted in discussion:

- It was clarified that the numbers attending the programme and events in the Visitor Information and Library table had not changed from the previous month.
- Councillor Sandford congratulated the Community Development Officer for the recent Positive Ageing Forum which had a marvellous turn out. He thanked council for ensuring those forums continue.

- The District Mayor noted that there had been some questions raised about the MTFJ programme where the key performance indicators were not telling the full story of the achievements. The Workforce Coordinator gave an update on the clarifications of these KPIs and noted that part time or casual employment opportunities did not meet the criteria. She noted there had been 11 placements that had not met the specified criteria. She noted there had been 122 job seekers registered with council since 1 July 2023 and 12 businesses. It was clarified that these are so prescriptive as the funding is from the Ministry of Social Development. It is likely that there will be less funding received due to not meeting the targets.

The Workforce Coordinator left the meeting at 5.41pm.

10.3 Environmental Services Report
D24/5324 Page 117

Recommendation

THAT the report be received.

DUDLEY/McKAY
Carried
P&S/24/107

The Director – Environmental Services noted that officers have been gathering information for the general non compliances identified during the BCA audit last year. All these have now been submitted and two of the four GNCs cleared.

Questions/Points of Clarification:

- It was noted there has been no recent feedback received from the earthquake prone building owners. The reports are coming in slowly.

10.4 Corporate Services Report
D24/10165 Page 124

Recommendation

THAT the report be received.

BECK/JONES
Carried
P&S/24/108

The Chief Executive noted that as requested by elected members, this report contains a stocktake of all activities that were going over budget and why that is and whether it is temporary or seasonal over budget.

Questions/Points of Clarification:

- Councillor Harris noted that revenue was down for resource consents and asked if that meant expenditure that is incurred would be down or is stranded? Mr Sutherland noted it was a bit of both but that a lot of the costs is staffing.
- It was clarified that the water supply consumption charge was \$90,000 less than budgeted, this is a user driven charge which means there is less going through those properties that are metered than anticipated. The District Mayor noted that the consumption charges tend to be weighted towards the end of the financial year as the properties are still working within the allocated base amount.
- It was clarified that the healthy homes upgrade in solid waste was related to the dwelling at the transfer station.

11. Questions

There were no questions.

12. Closing Karakia

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The closing karakia was read.

The meeting closed at 5.48pm

M McKay
Chairman

Confirmed this 23rd day of April 2024.

N C Volzke
District Mayor

POLICY



Policy:	Rate Remission
Department:	Corporate Services
Approved by:	Council
Effective date:	1 July 2024
Next review date:	2027
Document Number:	D24/2230

1. Rate Remission Policy

The Stratford District Council has decided to postpone all or part of the rates owed by the ratepayer in respect of rating units covered by this Rates Remission Policy provided that the conditions within this policy have been met. Rates remissions will be provided for the following:

- Stratford District Council owned and occupied properties.
- Māori freehold land.
- Community, Sporting and other organisations.
- Land with Biodiversity Vegetation (indigenous vegetation, significant habitats or indigenous fauna and wetlands)
- Promoting Business Development.
- Properties made uninhabitable due to Fire
- UAGC on Low Value Properties.
- Excess Water Consumption due to a Leak.
- Water Targeted Rate as compensation for water main easement.
- Rates on Abandoned Land
- Penalties on Rates.
- Uniform Annual Charges on non-contiguous rural and commercial properties.
- 50% Water or 50% Wastewater where the Council service does not go past the property boundary but is within the distance requirements to be serviceable
- Community, Sporting and other Organisations for the 50% water or 50% wastewater charge.

Where a rating unit for which the Stratford District Council has granted a rate remission is sold, leased, or otherwise disposed of, the rates remission shall be terminated at the time of disposal. If the new ratepayer qualifies for a rates remission under this policy, it will be up to that ratepayer to apply for a rates remission.

The application for rates remission must be made to the Stratford District Council prior to the commencement of the rating year. Applications approved during a rating year will be applicable from the commencement of the following rating year. Applications will not be backdated.

Where a rates remission percentage applies, it is calculated on the rates that would be assessed before any application of non-rateable adjustments. (For example, if a property is 50% non-rateable, and receives a 50% remission, then no rates are due).

2. Remission on Stratford District Council Owned and Occupied Properties

Council will provide rates remission of 100% on rating units owned and occupied by the Stratford District Council which meet the objectives, conditions and criteria of this policy.

Objective

The objective of this part of the remission policy is to enable Council to be cost-neutral in regard to other ratepayers whilst being administratively efficient.

Conditions and Criteria

This part of the policy applies to rating units owned and occupied by the Stratford District Council.

This part of the policy does not apply to rating units that are owned by Council but are leased to a third party and the terms of the lease provide for rates to be paid by the lessee.

3. Rate Remission and Postponement of Māori Freehold Land

Legislative Summary

Section 91 of the Local Government (Rating) Act 2002 establishes the principle that Māori freehold land is liable for rates in the same manner as if it were general land.

Section 102(2)(e) of the Local Government Act 2002 states that Council must adopt a rates remission and postponement policy on Māori freehold land.

Māori freehold land is defined in the Local Government (Rating) Act 2002 as land whose beneficial ownership has been determined by a freehold order issued by the Māori Land Court. Only land that is subject to such an order may qualify for remission under this policy.

This policy aims to ensure the fair and equitable collection of rates from all sectors of the community recognising that certain Māori owned lands have particular conditions, features, ownership structures, or other circumstances which make it appropriate to provide relief from rates.

The Stratford District Council will provide rates remission of 100% to all ratepayers who meet the objectives, conditions and criteria of this policy.

Where a rating unit for which Council has granted a rates remission is sold, leased, or otherwise disposed of, the rates remission shall be terminated at the time of disposal. If the new ratepayer qualifies for a rates remission under this policy, it should be up to that ratepayer to apply for a rates remission.

The application for rates remission must be made to Council prior to the commencement of the rating year. Applications received during a rating year will be applicable from the commencement of the following rating year. Applications will not be backdated.

No remission will be granted on targeted rates for water supply, wastewater system or solid waste.

Objectives

The objectives of this policy are:

1. To recognise situations where there is no owner, occupier or person gaining an economic or financial benefit from the land.
2. To set aside land that is better set aside for non-use because of its natural features (whenua rahui).
3. To recognise matters related to the physical accessibility of the land.
4. To recognise and take account of the presence of waahi tapu that may affect the use of the land for other purposes.
5. Where part only of a block is occupied, to grant remission for the portion of land not occupied.
6. To facilitate development or use of the land where Council considers rates based on rateable value make the actual use of the land uneconomic.
7. To recognise and take account of the importance of land in providing economic and infrastructure support for Marae and associated papakainga housing.
8. To recognise use of the land by the owners for traditional purposes.
9. To recognise occasions where granting remission will avoid further alienation of Māori freehold land.
10. To recognise occasions where the Stratford District Council and the community benefit through the efficient collection of rates that are properly payable and the removal of rating debt that is considered non collectible.

Conditions and Criteria

Council will maintain a register titled the 'Māori Lands Rates Relief Register' ('the Register') for the purpose of recording properties on which it has agreed to remit rates pursuant to this policy. The Register will record the property details and the appropriate objectives (1-10) above.

Applications for rates remission under this policy should include the following information:

- Details of the property.
- The objectives (1-10 above) that will be achieved by providing a remission.
- Documentation that proves the land which is the subject of the application is Māori freehold land.

Council may at its own discretion add properties to the Register.

Council will review the Register annually and may:

- Add properties that comply.
- Remove properties where the circumstances have changed and they no longer comply.

4. Remission for Community, Sporting and Other Organisations

The Stratford District Council will provide rates remission of 100% to all ratepayers who meet the objectives, conditions and criteria of this policy, excluding land in respect of which a club licence under the Sale and Supply of Alcohol Act 2012 is for the time being in force, which shall receive a 50% remission if the objectives, conditions and criteria are met.

Objective

To facilitate the ongoing provision of non-commercial community services, and non-commercial recreational opportunities for the residents of Stratford District.

The purpose of granting rates remission to an organisation is to:

- Recognise the public good contribution made by such an organisation;
- Assist the organisation's survival; and
- Make membership of the organisation more accessible to the general public, particularly disadvantaged groups. These include children, youth, young families, aged people, and economically disadvantaged people.

Conditions and Criteria

This part of the policy will apply to land:

- owned by the Stratford District Council; or
- owned or occupied by a registered charitable organisation that is responsible for the rates; or
- owned or occupied by a registered non-profit organisation that is responsible for the rates; and
- is used exclusively or principally for sporting, recreation, or community purposes by that organisation; and
- the land is not used for galloping races, harness races or greyhound races.

Note that Council requires documentary evidence of charitable or non-profit organisational status. This policy does not apply to organisations operated for private pecuniary profit.

This policy does not apply to groups or organisations whose primary purpose is to address the needs of adult members (over 18 years) for entertainment or social interaction, or who engage in recreational, sporting, or community services as a secondary purpose only.

Organisations making application should include the following documents in support of their application:

- statement of objectives; and
- evidence of charitable/non-profit status; and
- financial accounts; and
- information on activities and programmes; and
- details on membership or clients.

5. Remissions for Biodiversity (Indigenous Vegetation, Significant Habitats of Indigenous Fauna and Wetlands)

The Stratford District Council will provide rates remission of up to 100% of the rates on land with biodiversity vegetation (indigenous vegetation, significant habitats of indigenous fauna and wetlands) on it to all ratepayers who meet the objectives, conditions and criteria of this policy.

Objectives

To preserve and promote the protection of an area of indigenous vegetation or a significant habitat of indigenous fauna. This policy will support the provisions of the Stratford District Council District Plan.

Conditions and Criteria

This part of the policy will apply to ratepayers who:

- own rating units that have a site listed in Appendix 9: Wetlands, Areas of Significant Indigenous Vegetation and Significant Habitats of Indigenous Fauna in the Stratford District Plan; and
- voluntarily protect and maintain these areas that are within the boundary of the wetlands identified in Appendix 9.

The remission will apply to the area of land included in the protected area.

The application for rates remission must be made to Council prior to the commencement of the rating year. Applications approved during a rating year will be applicable from the commencement of the following rating year.

In granting remissions under this policy, Council may specify certain conditions before remission will be granted. Applicants will be required to agree in writing to these conditions and to pay any remitted rates if the conditions are violated.

In considering any application for remission of rates under this part of the policy Council will consider the following criteria:

- the extent to which the preservation of biodiversity vegetation will be promoted by granting remission of rates on the rating unit.
- the degree to which features of biodiversity vegetation are present on the land; and
- the degree to which features of biodiversity vegetation inhibit the economic utilisation of the land.

6. Remission for Promoting Business Development

This provides for rates relief for new development or redevelopment of land by way of constructing, erecting or altering buildings, fixed plant and machinery or other works intended to be used solely or principally for industrial, commercial or administrative purposes where the cost of such development is more than \$1,000,000 (excluding GST) as assessed under the Building Act.

Council will be prepared to consider any application for building development which can demonstrate that it will be to the economic advantage of the Stratford District. Economic advantage will be deemed to occur if the development will result in:

- Significant employment growth or employment retention in Stratford District; and/or
- Significant downstream new business for other Stratford District manufacturers or suppliers of goods and services.

Developments for industrial, commercial or administrative purposes which the Council wishes to foster are in the following sectors:

- Primary production and processing.
- Tourism, including recreational, cultural and conference facilities.
- Manufacturing, especially those which have high potential for employment related to the total cost factor.
- Health services.
- Retailing.
- Hotels, motels and other transient accommodation.
- Administrative services, including those provided by Government and private sector agencies.

In the event of any developer, to whom rates relief has been granted, selling the property within which the eligible investment was made, rates relief ceases from the date of the sale.

Forms of Rates Relief

Council may remit or postpone (or a combination of these) part or all of the general rates otherwise payable on the subject property for the period of the development and up to three rating years thereafter.

Council may impose conditions on the remission or postponement of rates and may cancel any remission or postponement in the event of non-compliance by the applicant with those conditions. In those circumstances, Council may require payment of full rates in respect of any year in which rates have been remitted.

Factors to be considered

Council will have regard to the following matters when considering applications for rates relief:

- Whether and to what extent, the development will, when completed, be to the economic advantage of the Stratford District including the creation of significant employment opportunities. The creation of jobs will be a strong factor in favour of granting rates relief, but the retention of existing jobs and the potential for job creation will also be positive factors.
- Whether and to what extent the granting of relief will be of material benefit to the development.
- Whether the investment limit and economic benefits criteria are met jointly in the case of a Lessor/Lessee arrangement.
- Whether and to what extent the development can be served by the existing basic Council services infrastructure.
- The level of financial contributions and development levies collected under provisions of the District Plan.
- Such other matters as Council may, from time to time, consider relevant.

7. Remission for Property Made Uninhabitable due to Fire

Objective

This remission provides relief to the ratepayer where significant property loss has occurred due to fire (not deliberately lit by the owner, occupier or related party) causing the dwelling to be uninhabitable, or the commercial property to cease operations, temporarily or otherwise.

Conditions and Criteria

Upon notification, and in agreement with the ratepayer, the Council will remit the targeted Rates for Solid Waste, Waste Water and Water Supply for properties, where it determines it is reasonable in the circumstances to do so.

The remission applies from the date of the fire until the earlier of the date the services are reinstated, or two years from the date of the fire.

8. Remission of Uniform Annual General Charge (UAGC) on Low Value Residential Properties

This remission provides for low value residential properties to not be penalised by the UAGC being in excess of 5% annually of the capital value of the property.

Objective

The objective of this remission policy is to assist residential ratepayers whereby the UAGC being imposed on properties with a Capital Value of \$15,000 or less represents an excessive burden in any one financial year.

Conditions and Criteria

Council will remit the UAGC on any rating unit used solely for residential purposes as defined by Council where the capital value of that rating unit does not exceed \$15,000.

9. Remissions for Excess Water Consumption Due to A Leak

Council may provide relief to a ratepayer that has incurred an excessive water invoice as a result of a leak where that leak has been remedied in a timely manner once the leak was detected.

Objective

The objective of this part of the remission policy is to enable Council to not penalise a water consumer for a leak that resulted in excess water consumption that was out of their control.

Conditions and Criteria

In order to provide relief to people in situations where water usage is high due to a water leak, Council may remit water consumption rates where all of the following apply:

- A remission application has been received; and
- Council is satisfied a leak on the property has caused excessive consumption and is recorded on the water meter; and
- The leak has been repaired within one calendar month of being identified (unless evidence is provided that the services of an appropriate repairer could not be obtained within this period); and
- Proof of the leak being repaired has been provided to Council promptly after repair of the leak.

The amount of the remission will be the difference between the average consumption of the property and the consumption over and above that average.

Remission for any particular property will only be available once in a three year period. However, where a remission for a water leak has been granted to a property under this policy within this timeframe, the application will be at the discretion of the Director – Assets. Any remission over 2,000 cubic meters is to be referred to the Policy and Services Committee for approval.

10. Remission of Water Targeted Rate as Compensation for Water Easement

Council has water mains installed on private properties with, in some cases, an associated easement for access and maintenance.

Objective

The objective of this part of the remission policy is to provide compensation for the ratepayers that have a water main across their property and associated easement agreement that provides for such remissions. This remission may be granted in future easement agreements as part of a compensation agreement if appropriate.

The remission is for the Targeted Water Rate only. The water-by-meter charges remain, subject to the Revenue and Financing Policy.

Conditions and Criteria

In order to provide a Water Targeted Rate remission the following must apply:

- Compensation agreements must be in writing and formal easements recording them registered against the relevant land title.

11. Policy on Remission of Rates on Abandoned Land

Objectives:

To minimise administration costs where it is unlikely that rates assessed on an abandoned rating unit will ever be collected.

Conditions and criteria:

The policy will apply to Rating units that meet the definition of abandoned land as prescribed in Section 77(1) of the Local Government (Rating) Act 2002.

Land has either failed to be sold using the authority provided in sections 77-83 or is unlikely to sell.

Procedure:

Rates will be remitted in full annually. Any rates arrears owing on qualifying properties at the adoption of the policy, or in the first year a rating unit qualifies under the policy, will also be remitted.

12. Remission On Rates Penalties

The Stratford District Council will provide rates remission on penalties to all ratepayers who meet the objectives, conditions and criteria of this policy.

Objective

The objective of this part of the remission policy is to enable the Stratford District Council to act fairly and reasonably in its consideration of rates which have not been received by Council by the penalty due date, due to circumstances outside the ratepayer's control. This section applies to all rates penalties imposed under the Council's Funding Impact Statement and Rates Resolution.

Conditions and Criteria

On application by the ratepayer, a remission of an instalment penalty imposed under Section 58(1)(a) of the Local Government (Rating) Act 2002 shall be granted if this is the first instance of late payment by the ratepayer within the previous three rating years and the following criteria are met:

- Where a property changes hands (sale or lease) and the new owner/lessee is responsible for an instalment when the original account was issued in the name of the previous owner/lessee.
- On compassionate grounds, i.e., where a ratepayer has been ill or in hospital or suffered a family bereavement or tragedy of some type, and has been unable to attend to payment (elderly persons living on their own etc.). Or if the ratepayer satisfies the Council that they had the ability to pay, however late payment was due to circumstances outside the ratepayer's control, therefore they were unable to come into council to make payment.
- The rate invoice was not received, where it can be proved that it was not due to negligence by the ratepayer.
- Where an error has been made by Council staff which has subsequently resulted in a penalty charge being imposed.
- In the case of a deceased estate, upon receipt of a letter from a Solicitor who has been granted probate, that while the winding up of the affairs of the estate are in progress and that Council may expect full payment of rates, Council may remit penalties from the time of death.

Where a ratepayer enters into a direct debit arrangement for the payment of the current year rates and any rate arrears, further penalties will be granted a remission. However, any default

in the arrangement will cause the remission to be cancelled from the date of the default. Any penalties applied up to the date of commencement of the arrangement will remain.

The Council, and officers with the appropriate delegated authority may remit up to 100% of the penalties (or other figure) charged to a property, where a property has sold and a settlement request has been received by council from a Solicitor prior to a Rates Instalment Due date.

The Council, and officers with the appropriate delegated authority, may remit up to 100% (or other figure) of the penalties charged to a property, where the ratepayer can demonstrate that there are circumstances outside of their control which have caused the rates to incur a penalty, and where the rates are paid in full on an agreed date.

13. **Rate Remission Policy for 50% Water or 50% Wastewater Charges where the Service does not go past their property**

The Council will provide rates remissions of the 50% Water or 50% Wastewater rate where the Council service does not go past the property boundary but is within the distance requirements to be serviceable.

Objective:

The remission for 50% water or 50% wastewater charges is to provide relief to those ratepayers who do not have the service run past their property, but due to the distance of the service and the resulting cost of connecting to council's water and/or wastewater network the ratepayers have chosen to install alternative water and wastewater infrastructure.

Conditions and Criteria

- The property must not have services running past its property boundary but is within the distance requirements to be serviceable.
- The property already has provisions made for water and/or wastewater and these are acceptable to Council.

14. **Remission For Community, Sporting and Other Organisations For the 50% Water or 50% Wastewater Charge**

This remission provides relief to organisations that are not connected to these services.

Objective

The objective of this part of the remission policy is to enable the Stratford District Council to act fairly and reasonably in its consideration of rates.

The purpose of granting rates remission to an organisation is to:

- Assist the organisation's survival; and
- Make membership of the organisation more accessible to the general public, particularly disadvantaged groups. These included children, youth, young families, aged people, and economically disadvantaged people.

Conditions and Criteria

This part of the policy will apply to land:

- owned or occupied by a registered charitable organisation that is responsible for the rates; or
- owned or occupied by a registered non-profitable organisation that is responsible for the rates; and
- is used exclusively or principally for sporting, recreation, or community purposes by that organisation.

15. Rates Remission Policy for Uniform Annual General Charges on Non-Contiguous Rural and Commercial Properties Owned by The Same Owner and Used for a Single Purpose

The Council will provide rates remissions of uniform annual general charges to all ratepayers who meet the objectives, conditions and criteria of this policy. Ratepayers who occupy two or more separate rating units (and who do not qualify to be treated as one rating unit, pursuant to Section 20 of the Local Government (Rating) Act 2002, are entitled to have uniform annual general charges reduced for qualifying properties.

Objective

The remission of the uniform annual general charges is to provide relief for bare rural or commercial land, which is non-contiguous but operated as a single entity and owned by the same ratepayer.

Conditions and Criteria

- The rating units on which remission is granted must be owned by the same ratepayer and must be classified as “rural” or “commercial” for valuation purposes.
- Only one of the units may have a residential dwelling or a commercial building situated on the rating unit.
- The rating units must be used as one economic unit.

Ratepayers wishing to claim a remission should make an application to Council.

POLICY



Policy:	Rates Postponement Policy
Department:	Corporate Services
Approved by:	
Effective date:	
Next review date:	February 2027
Document Number:	D24/3502

1. Policy

The Stratford District Council will postpone all or part of the rates owed by a ratepayer in respect of rating units covered by this Rates Postponement Policy provided that the conditions within this policy have been met.

Where a rating unit for which the Stratford District Council has granted a rates postponement is sold, leased, or otherwise disposed of, the rates postponement shall be terminated at the time of disposal. If the new ratepayer qualifies for a rates postponement under this policy, it should be up to that ratepayer to apply for a rates postponement.

Council may decide to postpone rates in full or a percentage of the annual liable rates however, no postponement will be granted on targeted rates for water supply, wastewater system or solid waste.

2. Postponement for Land Affected by Natural Disasters

The Stratford District Council will provide rates postponement of up to 100% for up to two years, to all ratepayers who meet the objectives, conditions, and criteria of this policy.

A Postponement for Natural Disaster Hardship Committee, comprising the Mayor, the Deputy Mayor, and the Chief Executive will be delegated the authority to assess a ratepayer's application for rates postponement.

Objective

The objective of this postponement policy is to assist ratepayers experiencing extreme financial hardship as a result of a natural disaster. A natural disaster is considered as including, but not necessarily limited to, flooding, earthquake damage or a storm, and where a State of Emergency has been declared in relation to that event.

Criteria

Council will consider, on a case by case basis, all applications received that meet its criteria.

1. Formal application must be made by the ratepayer or the ratepayer's authorised agent to rates@stratford.govt.nz.
2. Following acknowledgement of the application, full information as requested by the Postponement for Natural Disaster Hardship Committee must be provided.
3. For the rates to be postponed, the Council will require a statutory declaration containing the value of the ratepayer's property insurance and the value of encumbrances against the property, including mortgages and loans.

Conditions

When considering whether extreme financial circumstances exist, all of the ratepayer's personal circumstances will be relevant including the following factors:

- Nature of the natural disaster and the impact on the ratepayer's property.
- Financial position of the ratepayer.
- Business Plan for recovery of the landowner, if applicable.

Before approving an application, Council must be satisfied that the ratepayer is unlikely to have sufficient funds left over, after the payment of rates, for necessary health care, as well as making provision for normal day to day living expenses.

The policy will apply from the date in which the application is made although Council may consider backdating to the start of the rating year, or earlier depending on the circumstances and the date of the natural disaster event.

The postponed rates or any part thereof may be paid at any time. The applicant may elect to postpone the payment of a lesser sum than that which they would be entitled to have postponed pursuant to this policy.

Postponed rates will be registered as a statutory land charge on the rating unit title. This means that Council will have first call on the proceeds of any revenue from the sale or lease of the rating unit.

The application for a postponement under this policy will be assessed by the Revenue Manager and Director – Corporate Services and submitted for approval to the Natural Disaster Hardship Committee,



F22/55/04-D24/15646

Statement of Proposal Draft Rates Remission Policy

Introduction

This Statement of Proposal has been prepared as part of the Special Consultative Procedure (SCP) in accordance with Section 83 of the Local Government Act (LGA) 2002.

The Stratford District Stratford District Council Rates Remission Policy has been reviewed. The Council now invites community feedback on the *draft* policy.

Why does the Council have a Rates Remission Policy?

As per Section 102(3) of the Local Government Act 2002 Council has chosen to adopt both a rates remission policy and a rates postponement policy for the benefit of the community.

The Rates Remission Policy is prepared under Sections 102 and 109 of the Local Government Act 2002, and is a mechanism the Council uses to make the application of rates fairer for the community. It is a form of financial assistance and support for particular ratepayers, and addresses all areas of the four wellbeings – Economic, Cultural, Social, and Environmental. To view our current policy see [Stratford.govt.nz/policies](https://stratford.govt.nz/policies).

Why is the Council reviewing the Rates Remission Policy?

Council process calls for a review of policies on a three (3) yearly basis – The Rates Remission Policy was last Reviewed in 2022

What is the Council proposing in this review of the Rates Remission Policy?

The current Rates Remission Policy is Sound in its current form, however key changes recommended are as follows:

1. Remission on Rates Penalties

- Removal of the following wording: “Covid 19 Lockdown or isolation as an example of a circumstance outside a ratepayers control that made the ratepayer unable to pay rates on time.”
- Addition of the following wording:
 - “The Council, and officers with the appropriate delegated authority may remit up to 100% of the penalties (or other figure) charged to a property, where a property has sold, and a settlement request has been received by council from a Solicitor prior to a Rates Instalment Due date.”
 - The proposal will reduce administration costs on low risk late payments.

2. Remission of Uniform Annual General Charge (UAGC) on Low Value Residential Properties.

- Increase Capital Value of Low Value Residential Properties from \$10,000 to \$15,000, as a result of the 2023 rating valuation.

3. Remission for forestry properties for the Roding Targeted Rate (not adopted)

- Elected members considered proposals to provide rates remission of up to 100% of Roding Targeted Rate – Forestry to ratepayers who either had:
 - forestry for carbon credits,

- did not have road access from their property to an SDC owned road, or
- had a harvesting rotation of more than 50 years.
- The proposals were not approved in the draft policy by elected members.

What must the Council consider when reviewing the Rates Remission Policy?

Section 102 of the Local Government Act 2002 provides that a local authority may adopt a Rates Remission Policy. Council's own processes call for a review of policies on a three (3) yearly basis. However, Section 109 of the Act requires that the Policy must be reviewed at least once every 6 years. This Policy was last reviewed by Council in 2022.

How will the Council implement and fund the Rates Remission Policy?

The final amended Policy, once adopted, will be implemented and applied from the rating year commencing 1 July 2024.

A potential increase to the Rates Remissions figures has not been taken into account in the Long Term Plan 2024-34. However, the changes are not expected to have a significant impact on Council's net surplus or deficit.

Where do I get copies of the Rates Remission Policy?

This *draft* Rates Remission Policy is available upon request at the following locations:

- The Council Offices 63 Miranda Street, P O Box 320, Stratford;
- The Stratford Library Prospero Place, Stratford; and
- The Council's website @ stratford.govt.nz.

Right to make submissions and be heard

Any person or organisation has a right to be heard in regards to this proposal and the Council would encourage everyone with an interest to do so.

Submissions can be completed by:

- Via the Council's website @ stratford.govt.nz.
- By mail to the Stratford District Council, P O Box 320, Stratford 4352;
- Or by email to rates@stratford.govt.nz

Submissions should be addressed to:

Revenue Manager
Stratford District Council
P O Box 320
STRATFORD 4352

Submissions should be received by Council no later than **Sunday 12 May 2024 at 4.00pm**. The Council will then convene a hearing, which it intends to hold on Tuesday 11 June 2024, at which time any party who wishes to do so can present their submission in person. Equal weight will be given to written and oral submissions.

The Council will permit parties to make oral submissions (without prior written material) or to make a late submission, only where it considers that special circumstances apply.

Every submission made to the Council will be acknowledged, copied and made available to the public, in accordance with the Local Government Act. Every submission will be heard in a meeting which is open to the public.

Section 82 of the Local Government Act sets out the obligations of the Council in regards to consultation and the Council will take all steps necessary to meet the spirit and intent of the law.



Statement of Proposal Draft Rates Postponement Policy

Introduction

This Statement of Proposal has been prepared as part of the Special Consultative Procedure (SCP) in accordance with Section 83 of the Local Government Act (LGA) 2002.

The Stratford District Stratford District Council Rates Postponement Policy has been reviewed. The Council now invites community feedback on the *draft* policy.

Why does the Council have a Rates Postponement Policy?

As per Section 102(3) of the Local Government Act 2002 Council has chosen to adopt both a rates remission policy and a rates postponement policy for the benefit of the community.

Why is the Council reviewing the Rates Postponement Policy?

Council process calls for a review of policies on a three (3) yearly basis – The Rates Postponement Policy was last reviewed in 2018

What is the Council proposing in this review of the Rates Postponement Policy?

The current policy has two parts – postponement for ratepayers experiencing extreme financial hardship, and a postponement for ratepayers with farmland affected by a natural disaster who were suffering extreme financial hardship. Refer to stratford.govt.nz/policies for our current policy.

Elected members considered a proposal which clarified conditions, criteria and eligibility for the Extreme Financial Hardship postponement, and decided to remove this part altogether from the policy.

Elected members also considered the postponement for Farmland affected by natural disasters and following the discussion and debate it was determined that the policy be broadened to include all properties affected by natural disaster, not just farmland.

What must the Council consider when reviewing the Rates Postponement Policy?

Section 102 of the Local Government Act 2002 provides that a local authority may adopt a Rates Postponement Policy. Council's own processes call for a review of policies on a three (3) yearly basis. However, Section 110 of the Act requires that the Policy must be reviewed at least once every 6 years. This Policy was last reviewed by Council in 2018.

How will the Council implement and fund the Rates Remission Policy?

The final amended Policy, once adopted, will be implemented and applied from the rating year commencing 1 July 2024.

The proposed changes have not been factored into the Long Term Plan 2024-34 budgets. However, it will not have an impact on Council's net surplus or deficit.

Where do I get copies of the policy?

This *draft* Rates Postponement Policy is available upon request at the following locations:

- The Council Offices 63 Miranda Street, P O Box 320, Stratford;
- The Stratford Library Prospero Place, Stratford; and
- The Council's website @ stratford.govt.nz.

Right to make submissions and be heard

Any person or organisation has a right to be heard in regards to this proposal and the Council would encourage everyone with an interest to do so.

Submissions can be completed by:

- Via the Council's website @ stratford.govt.nz.
- By mail to the Stratford District Council, P O Box 320, Stratford 4352;
- Or by email to rates@stratford.govt.nz

Submissions should be addressed to:

Revenue Manager
Stratford District Council
P O Box 320
STRATFORD 4352

Submissions should be received by Council no later than **Sunday 12 May 2024 at 4.00pm**. The Council will then convene a hearing, which it intends to hold on Tuesday 11 June 2024, at which time any party who wishes to do so can present their submission in person. Equal weight will be given to written and oral submissions.

The Council will permit parties to make oral submissions (without prior written material) or to make a late submission, only where it considers that special circumstances apply.

Every submission made to the Council will be acknowledged, copied and made available to the public, in accordance with the Local Government Act. Every submission will be heard in a meeting which is open to the public.

Section 82 of the Local Government Act sets out the obligations of the Council in regards to consultation and the Council will take all steps necessary to meet the spirit and intent of the law.

MINUTES

Sport New Zealand Rural Travel Fund Assessment Committee



F16/1042/003- D24/15516

Date: Tuesday 2 April 2024 3:30pm
Venue: Committee Room, Stratford District Council

Present

Councillor A K Harris (the Chairperson), the District Mayor N C Volzke, Councillors: J M S Erwood and A M C Dudley, Mr G Vincent, Mrs K Dickson, Mr J Whitika and Mrs D Christie.

In Attendance

The HR and Governance Administrator – Mrs C Reynolds.

Opening Karakia

The opening karakia was read.

1. Welcoming

The Chairperson welcomed new committee member Jack Whitika.

2. Apologies

There were no apologies.

3. Announcements

The District Mayor thanked Mr Whitika for taking on the role, noting his appointment was until October next year, which was the end of this election cycle. He advised it will be the responsibility of the new Mayor to appoint or reappointment committee members.

4. Minutes

4.1 Confirmation of Minutes

THAT the minutes of the Sport New Zealand Rural Travel Fund Assessment Committee meeting held on 21 November 2023 be confirmed as a true and accurate record.

VINCENT/ERWOOD
Carried

The HR and Governance Administrator undertook to make the following amendment:

- Correcting the spelling of Inwards correspondence of Toko School – Touch.

5. Correspondence

5.1 Inwards

- 4.1.1 Email – Sport NZ Rural Travel Fund Snapshot
- 4.1.2 Accountability Form – Eastern Districts Junior Hockey Club
- 4.1.3 Accountability Form – Toko & Eastern Districts Junior Rugby Football Club
- 4.1.4 Accountability Form – Toko School – Basketball
- 4.1.4 Accountability Form – Stratford High School

5.2 Outwards

- 4.2.1 Letter – Confirmation of Appointment – Jack Whitika

THAT the inwards correspondence be received and the outwards correspondence be sent.

DUDLEY/VINCENT
Carried

6. Declarations of Interest

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

Councillor Harris declared an interest in Eastern Districts Netball.

7. Consideration of Applications

The current status of available funding from Sport New Zealand Rural Travel Fund is as follows:

Received August 2023	\$12,825.00
Funds returned	\$Nil
Allocated 2023/2024 (Round 1)	\$900.00
TOTAL	\$11,925.00
<u>Less</u>	
Advertising	\$Nil
TOTAL AVAILABLE FOR DISTRIBUTION	\$11,925.00

7.1 Sport New Zealand Rural Travel Fund Guidelines – July 2021 – June 2024

7.2 Information Reports

- 6.2.1 Application Index
- 6.2.2 Information Report

THAT the report be received.

VOLZKE/DUDLEY
Carried

- 6.2.3 Summary of Applications

7.3 Applications for Funding

THAT the following funding allocations be approved.

DUDLEY/VINCENT
Carried

6.3.1 Taranaki Diocesan School for Girls	\$5,280.00	\$3,280.00
6.3.2 Eastern District Junior Hockey		\$800.00
6.3.3 Toko School		\$350.00
6.3.4 Central Rugby & Sports Club Inc		\$1,000.00
6.3.5 Stratford High School		\$2,000.00
6.3.6 Toko & Eastern Districts Junior Rugby Football Club		\$1,200.00
6.3.7 Eastern Districts Netball Club		\$1,200.00

Points noted in Discussion:

- The District Mayor noted that no applicants had filled in section 3 of the application form. Mrs Reynolds confirmed she had questioned all applications regarding section 3. Councillor Erwood suggested separating this section into two parts to specifically question if the organisation has applied to any other funder.

THAT 'Question three' of the application form be elaborated and made more specific:

- To include a question if the applicant is apply to any organisation including this one for training or game travel assistance.
- To include a second question specifically asking if the applicant as applied to any organisation for the team/sport you are applying for now.

ERWOOD/DUDLEY
Carried

- Councillor Harris questioned what the committee's understanding of using the fund for trainings was, as she believes this has been discussed in the past. Mrs Christie noted she believed the goal of the fund is to encourage participation in sport, which she sees as including training and resources. Councillor Erwood agreed noting it is important that people turn up for trainings, so is more than happy for the fund to support trainings. It was further discussed that trainings may not have been eligible in the past, however this no longer seems to be the case.
- Mrs Christie noted that the Stratford High School application was missing 100 children. The application has 580 participants, however then lists 230 female and 250 males. It was requested that the HR and Governance Administrator seeks clarification on the correct number of participants.
- Councillor Harris noted the application for Taranaki Diocesan School for Girls is unsigned. The District Mayor noted it should be signed as it is an agreement. It will be a condition of receiving funds that the application is signed.
- Councillor Harris noted there was no financial information with the Eastern Districts Hockey application. The HR and Governance Administrator will request a bank statement or last set of financials.
- Councillor Erwood questioned if there was a way in the future to include the 'per head' request for funding.
- Clarification was sought via telephone from Fiona Ramsey (Sport New Zealand Rural Travel Fund Coordinator), that a small amount (approximately \$2,000 was deemed small) of carryover can be rolled over into the next funding period.
- It was decided the Stratford High School application would be accepted on the condition of a completed accountability form being returned before funds are granted.
- It was requested the next winter code funding round be pushed back, with the meeting to be held the first week of May.

8. General Business

9. Next Meeting

The next meeting date is Tuesday 5 November 2024 at 3.30pm.

Closing Karakia

The meeting closed at 4.21pm.

Councillor A K Harris
Chairperson

MONTHLY REPORT

District Mayor



F22/55/04 – D24/15644

To: Council
From: District Mayor
Date: 9 April 2024
Subject: District Mayor Monthly Report – March 2024

Recommendation

THAT the report be received.

/
 Moved/Seconded

1. Local Government Rural and Provincial meeting

A half day zoom meeting of the sector was a great platform for the new coalition government to explain its general direction and some new policies to us. In particular Local Government Minister Simeon Brown provided a good insight into the governments thinking for the future of local government and transport related matters. Alan Pragnell from Taumata Arowai updated the meeting on water regulations, the changes being made and how they are being applied across the country.

2. Taranaki Civil Defence Emergency Management – Joint Committee Meeting

The quarterly Regional Transport Committee meeting was held on 14 March 2024. Meeting minutes will be available on the Taranaki Regional Council website.

3. Regional Mayors and Chairs and Emergency Services meeting

The monthly meeting of the Regional Mayors and Regional Emergency Services leaders was held on 28 March. These meetings provide an opportunity for the Mayor's to liaise with representatives from the fire service, the police and St Johns ambulance services to collaborate and raise any issues that may be of concern. There are very good relationships between the parties and the information sharing is valuable to ensure good outcomes for the community.

4. Citizenship Ceremony

The March Citizenship Ceremony was a well-supported, happy occasion for our eleven new New Zealand citizens. The mix of nationalities included: 1 South African, 3 Fijians, 1 Chinese, 1 Indian, 4 Filipino's and 1 from Thailand, making up a very diverse group of new citizens. All are living in the Stratford District.

5. Waka Kotahi Cultural Heritage SH43 Hui

Waka Kotahi organised a hui to present the artwork designed for the new bridge over the Kahouri Stream and other locations along SH43. The highway route is rich in culture and the associated stories will provide another dimension for those travelling on the highway. The design work was very impressive and met with approval from those in attendance.


Prior to the presentation we were privileged to have a walk around on the new bridge. It was amazing to see the amount of steel reinforcing that has been built into this structure, to the extent that you could be forgiven for thinking it was a steel bridge rather than a concrete structure. The earthwork associated with the approaches to the bridge is well advanced and the official opening is only a matter of weeks away.

6. Correspondence

- Stratford Volunteer Fire Brigade Call Outs – March 2024

7. Some Events Attended

- Attended – Waka Kotahi Cultural Heritage SH43 Hui
- Attended – Stratford Park Steering Committee Meeting
- Attended – LGNZ Rural and Provincial Sector meeting (by zoom)
- Attended – Taranaki Civil Defence Emergency Management - Joint Committee meeting
- Attended - Taranaki Mayoral Forum Quarterly meeting
- Attended – Regional Mayors and Chairs and Emergency Services meeting
- Attended – Stratford Health Trust meeting (x2)
- Hosted – Citizenship Ceremony
- Radio Interview - Access Radio (x1)
- Newspaper - Stratford Press Interviews and Articles (multiple)
- Newspaper - Daily News, Glenn McLean – Interview
- Attended - Regional Mayors and Chairs weekly meeting (x2)
- Attended - Council Pre-Agenda meetings (x4)
- Attended - Council Public Forums and Deputations (x1)
- Attended - Council Workshops (x2)
- Attended - Council Meetings (x6)



N C Volzke JP
District Mayor

Date: 3 April 2024

Stratford Volunteer Fire Brigade Call Outs March 2024

The Stratford Fire Brigade responded to 16 calls in March 2024

- 04-03-24 Power pole on fire Pembroke Road / Hunt Road
- 07-03-24 Farm bike accident Croydon Road
- 08-03-24 Cover move Hawera fire station
- 08-03-24 Tanker required house fire Fitzroy Street Normanby
- 08-03-24 Alarm activation Fonterra Hawera
- 12-03-24 Alarm activation Stratford Furniture Manufacturing Celia Street
- 15-03-24 Rubbish fire Essex Street
- 19-03-24 Assist ambulance with medical call Miranda Street
- 19-03-24 Tanker required to assist with vegetation fire Hursthouse Road Patea
- 19-04-24 Investigate 20 lit drum on side of road Mountain Road near Bird Road
- 20-03-24 Grass fire Brookes Road
- 22-03-24 Residential alarm activation Rosalind Street
- 22-03-24 Alarm activation Stratford High School Swansea Road assisted by the Toko and Eltham fire brigades
- 25-03-24 Motor vehicle accident outside Ngaere School assist Eltham fire brigade with traffic control
- 27-03-24 Motor vehicle accident car vs. car Broadway North outside Countdown
- 28-03-24 Investigate rubbish fire Seyton Street



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.