



TE KAUNIHERA Ā ROHE O
WHAKAAHURANGI

STRATFORD
DISTRICT COUNCIL

Stratford District Council

LOCAL GOVERNANCE STATEMENT

Section 40 of the Local Government Act 2002

February 2026

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Introduction

This document is the Local Governance Statement for the Stratford District Council (“the Council”), which the Council is required to produce under section 40 of the Local Government Act 2002. Council must prepare and make publicly available, a new Local Governance Statement within six months after each triennial election.

The Council's Local Governance Statement is a collection of information about the processes that Council uses to engage with the district's citizens and how the Council makes decisions. It also promotes local democracy by providing the public with information on ways they can influence local democratic processes.

This document clarifies the governance and the management responsibilities, the governance role and expected conduct of Elected Members, and describes the effective and transparent processes used by Council. Local Governance Statements ensure the community has one source of information on the processes the Council follows when making decisions and taking action and how the community can influence these processes.

1. Functions, Responsibilities and Activities

The purpose of the Council is to enable democratic local decision-making and promote the social, economic, environmental and cultural well-being of the Stratford district in the present and for the future.

The Council has overall responsibility and accountability for the proper direction and control of the Council's activities in pursuit of community outcomes. This responsibility includes:

- Formulating the District's strategic direction in conjunction with the community – via the Long Term Plan (“LTP”), District Plan and other key council documents;
- Determining the services and activities to be undertaken by Council;
- Monitoring Council performance against the LTP and Annual Plan through its Annual Report and other processes;
- Ensuring the integrity of management control systems;
- Prudent stewardship of Council resources;
- Development and adoption of Council Policy; and
- Employing the Chief Executive.

2. Local Legislation

In fulfilling its purpose, the Council exercises powers and fulfils responsibilities conferred on it by various statutes. The key legislation being the Local Government Act 2002; the Local Electoral Act 2001; the Local Government (Rating) Act 2002, the Local Government Official Information and Meetings Act 1987, Local Authorities (Members' Interests) Act 1968, and the Resource Management Act 1991. Refer to section 6.5 for the specific relevance to Elected Members.

The following legislation confers powers specifically to the Council:

- Eltham Drainage Board Act 1914
- Taranaki Regional Council Empowering Act 2001
- Te Awa Tupua (Whanganui River Claims Settlement) Act 2017
- Ngati Maru (Taranaki) Claims Settlement Act 2022
- Te Ture Whakatupuna mō Te Kāhui Tupua 2025/Taranaki Maunga Collective Redress Act 2025

Other key acts of parliament that confer powers on the Council and regulate local government functions in general include:

- Airport Authorities Act 1966
- Animal Welfare Act 1999
- Animal Law Reform Act 1989

- Building Act 2004
- Building Research Levy Act 1969
- Burial and Cremation Act 1964
- Bylaws Act 1910
- Civil Aviation Act 2023
- Civil Defence Emergency Management Act 2002
- Climate Change Response Act 2002
- Commerce Act 1986
- Conservation Act 1987
- Construction Contracts Act 2002
- Contract and Commercial Law Act 2017
- Copyright Act 1994
- Crimes Act 1961
- Litter Act 1979
- Dog Control Act 1996
- Earthquake Commissions Act 1993
- Employment Relations Act 2000
- Epidemic Preparedness Act 2006
- Fair Trading Act 1986
- Fast Track Approvals Act 2024
- Fencing Act 1978
- Food Act 2014
- Gambling Act 2003
- Goods and Services Tax Act 1985
- Health Act 1956
- Health (Drinking Water) Amendment Act 2007
- Hazardous Substances and New Organisms (HSNO) Act 1996
- Health and Safety at Work Act 2015
- Heritage New Zealand Pouhere Taonga Act 2014
- Holidays Act 2003
- Impounding Act 1955
- Land Drainage Act 1908
- Land Transfer Act 2017
- Land Transport Act 1998
- Land Transport Management Act 2003
- Local Government Act 1974
- Local Government Borrowing Act 2011
- Local Government (Water Services Preliminary Arrangements) Act 2024
- Local Government (Water Services) Act 2025
- Minimum Wage Act 1983
- Natural Hazards Insurance Act 2023
- New Zealand Bill of Rights Act 1990
- New Zealand Walkways Act 1990
- Ombudsmen Act 1975
- Parental Leave and Employment Protection 1987
- Privacy Act 2020
- Property Law Act 2007
- Protected Disclosures Act 2000
- Public Audit Act 2001
- Public Records Act 2005
- Public Works Act 1981
- Rates Rebate Act 1973
- Rating Valuations Act 1998
- Remuneration Authority Act 1977
- Reserves Act 1977
- Residential Tenancies Act 1986
- Sale and Supply of Alcohol Act 2012
- Secret Commissions Act 1910
- Soil Conservation and Rivers Control Act 1941

- Taumata Arowai – The Water Services Regulator Act 2020
- Tax Administration Act 1994
- Treaty of Waitangi Act 1975
- Walking Access Act 2008
- Waste Minimisation Act 2008
- Water Services Act 2021
- Water Services Entities Act 2022

There are also a number of impending bills that are likely to become legislation within the three-year term of existing elected members that will impact on the Council. These include:

- Natural Environment Bill
- Building (Earthquake-prone Buildings) Amendment Bill
- Planning Bill
- Climate Change Response (Amendment) Bill
- National Adaptation Framework
- Local Government (Infrastructure Funding) Amendment Bill
- Simplifying Local Government (proposal)
- Proposed Rates Model
- Emergency Management Bill
- Public Works Amendment Bill

3. Stratford District Council Bylaws

The Council also has the power to create bylaws governing rules that are applicable specifically to the Stratford district. Section 145 of the Local Government Act 2002 states that “A territorial authority may make bylaws for its district for 1 or more of the following purposes:

- Protecting the public from nuisance;*
- Protecting, promoting, and maintaining public health and safety;*
- Minimising the potential for offensive behaviour in public places.*

Section 146 also grants specific bylaw making powers to local authorities in relation to specific activities.

Bylaws are required to be reviewed every ten years, however there is an additional two-year grace period that applies to lapsed bylaws to ensure they remain enforceable. The first review of new bylaws must be carried out within the first five years of the date the bylaw was first adopted.

Bylaw Title	Description	Date Last Reviewed
Public Places and Nuisances	Specifies what you can and can't do in public places and spaces to ensure safety and avoid nuisance.	May 2021
Mobile or Travelling Shops	Requires an operator of a mobile or travelling shop that serves food to get a Council licence.	September 2021
Solid Waste Management and Minimisation	Regulates refuse collection and disposal in order to promote effective and efficient waste management and to reduce waste produced in the district.	May 2020
Water Supply	Management of the use of council supplied water to protect the system from contamination and waste.	August 2019
Control of Advertising Signs	General requirements for the erection of signs and their construction.	March 2021

Control of Dogs	Covers rules around ownership and management of dogs within the district to ensure safety of the public, and animal wellbeing.	August 2020
The Keeping of Animals, Poultry and Bees	Prescribes rules around the keeping of pigs, horses, poultry and other animals.	December 2020
Cemeteries	Provides for the efficient operation and management of Council cemeteries	February 2020
Parks and Reserves	Describes the rules around the management, regulation and protection of the parks and reserves activities, assets and services in an efficient, safe reliable and sustainable manner.	February 2020
Damage Deposit	Damage deposit (refundable bond) to be paid for any building work to cover damage to the street or footpath.	June 2008 (lapsed)
Parking Control	Prescribes rules around parking in the district, particularly in the CBD.	May 2025
Wastewater	Manages connections to the council sewerage system and the rules for discharge.	June 2020
Stock Control	Restrictions for stock near or on roads or road reserves.	September 2010 (lapsed)
Speed Limits	Sets the speed limits on Stratford District Council roads.	February 2020
Trade Waste	Provides rules around the discharge of Trade Waste into the sewerage system and requires application for consent for discharge.	June 2020
Beauty Therapy, Tattooing and Piercing	Provides minimum industry standards to protect public health.	December 2023
Restricted Access of Roads	To regulate the use of vehicles on roads under the control of Stratford District Council	May 2025
Vehicle Crossings	To set the requirements for the construction and maintenance of vehicle crossings	May 2025

4. The electoral system and the opportunity to change

The Council operates its elections under the First Past the Post electoral system. Electors vote for their preferred candidate(s) up to the maximum number of Elected Members per ward, and those candidates with the most votes are elected to Council.

The alternative to the First Past the Post system is the Single Transferable Voting system where electors rank their preferred candidates in order up to the maximum number of Elected Members per ward.

Under the Local Electoral Act 2001, there is a process by which the Council's voting system can be changed. The Council can resolve to change the system to be used at the next two elections or; it can conduct a binding poll or electors can demand a binding poll. In which case, 5% or more of the

registered electors need to sign a petition demanding that a poll be held. Once changed, an electoral system must be used for at least the next two triennial Council elections.

5. Representation Arrangements

5.1 Wards

Stratford district is divided into three wards. The physical layout for the urban and rural wards is mapped in section 17 of this Local Governance Statement.

Urban Ward
Rural Ward
Maori Ward

Six Councillors
Four Councillors
One Councillor

5.2 Community Boards

The purpose of Community Boards is to look after specific local community interests and to establish a stronger link between the community and the Council. Their functions, duties and powers are set by statute as well as delegated by the Council.

The Council currently has no Community Boards.

5.3 Māori Wards

The Local Electoral Act 2001 gives the Council the ability to establish separate wards for Māori electors. The Council resolved to have a Maori ward for the 2022 and 2025 elections. The Council was required to hold a poll on the future of Maori wards in the 2025 elections, with voters electing to disestablish the Maori ward for the future 2028 and 2031 triennial elections.

5.4 Review of Representation Arrangements

The Council is required to review its representation arrangements at least once every six years. The last review was undertaken in 2021. The review must include the following:

- The number of Councillors (excluding the Mayor).
- Whether the Councillors are to be elected by the entire district, or continue to be divided into, and elected by their wards (or a mix of both systems with some Councillors elected at large).
- The boundaries and names of those wards and the number of members that will represent each ward (if election by wards is preferred).
- Whether to have Community Boards and if so how many, their boundaries and membership and how to subdivide a community for electoral purposes.

The Council must follow the procedures set out in the Local Electoral Act 2001 when conducting this review and should also follow guidelines published by the Local Government Commission. The Act gives the public the right to make a submission to the Council, and the right to appeal any decisions made by Council to the Local Government Commission, who will make a binding decision on the appeal.

The next review will be undertaken in 2027, unless an earlier review is specifically requested by Elected Members.

6. Elected Members' Roles and Conduct

6.1 Delegations

Schedule 7, clause 32 of the Local Government Act 2002 states that the Council can delegate to a Committee or officer of the local authority any of its responsibilities, duties or powers except:

- The power to make a rate;

- The power to make a bylaw;
- The power to borrow money or purchase or dispose of assets, other than in accordance with the long-term plan;
- The power to adopt a long-term plan, annual plan, or annual report;
- The power to appoint a Chief Executive;
- The power to adopt policies required to be adopted and consulted on under legislation.
- The power to adopt a remuneration and employment policy.

6.2 Codes of Conduct

Schedule 7 clause 15 of the Local Government Act 2002 requires every Council to adopt a Code of Conduct for the Elected Members of the Council. This Code also applies to all people appointed to Committees of Council.

The Council's Code of Conduct provides guidance on the standards of behaviour expected from Elected Members in their dealings with each other, the Chief Executive, staff, the media, and the general public.

The objectives of the code are to:

- Enhance the effectiveness of Elected Members and the provision of good local government for the district;
- Promote effective decision-making and community engagement;
- Enhance the credibility and accountability of the local authority to its communities; and
- Develop a culture of mutual trust, respect and tolerance between the members of the local authority and management.

The Code of Conduct is based on the following principles:

- **Public interest:** members should act solely in the public interest.
- **Integrity:** members should not act or take decisions to gain financial or other benefits for themselves, their family, or their friends, or place themselves under any obligation to people or organisations that might inappropriately influence them in their work.
- **Tāria te wā and kaitiakitanga/stewardship:** members should use long-term perspective when making decisions. Decisions, which impact on past, current and future generations, also affect collective well-being.
- **Objectivity:** members should act and take decisions impartially, fairly, and on merit, using the best evidence and without discrimination or bias.
- **Accountability:** members will be accountable to the public for their decisions and actions and will submit themselves to the scrutiny necessary to ensure this.
- **Openness:** members should act and take decisions in an open and transparent manner and not withhold information from the public unless there are clear and lawful reasons for so doing.
- **Honesty:** members should be truthful and not misleading.
- **Leadership:** members should not only exhibit these principles in their own behaviour but also be willing to challenge poor behaviour in others, wherever it occurs.

6.3 Applicable Statutory Requirements

Under **section 46(1) Local Government Act 2002**, Elected Members can be held liable for losses reported by the Auditor-General under section 44 of the Act, resulting from an unlawful action by the Council. The loss is recoverable as a debt due to the Crown from each member jointly and severally.

Under **schedule 7, Clause 1, Local Government Act 2002**, an Elected Member (the Mayor, a Councillor, or a Community Board Member) will be disqualified if they cease to be an elector or become disqualified for registration as an elector under the Electoral Act 1993, or are convicted of an offence punishable by a term of imprisonment of two years or more.

The **Local Authority (Members' Interests) Act 1968**, regulates the circumstances under which a member has a pecuniary interest in a matter with the Council. Nobody may be elected to a Council, or once elected, remain a member, if the value of contracts between the Council and that member (or spouse or partner, including through a company) exceed \$25,000 in any financial year. They may also be fined up to \$200 (section 5). Nor may a member participate in the discussion or voting on a matter in which the member has a direct or indirect pecuniary interest, except an interest in

common with the public. If members are convicted of a breach of this requirement they will be automatically disqualified from office. They may also be fined up to \$100 (section 7).

The **Local Government Official Information and Meetings Act 1987 (“LGOIMA”)**. The obligations of LGOIMA are binding on members and apply to the disclosure of information by a member in respect of any information held by that member (in his or her capacity as member) to the public. The underlying principle is that unless there is good reason to withhold it, information should be made available. Sections 6 and 7 of the Act give a number of grounds for withholding disclosure.

The LGOIMA also sets out the procedural requirements for meetings of local authorities, the publication of agenda, procedures for discussion with the public excluded and access by the public to the minutes of meetings.

The **Secret Commissions Act 1910**, makes it unlawful for a Member (or officer) to receive a gift or benefit from anyone outside the Council if they are corruptly given or offered it as an inducement or reward for doing any act in relation to Council business or for showing favour or disfavour to any person in relation to the Council's affairs or business.

The **Crimes Act 1961**, makes it unlawful for Members to accept or solicit for themselves (or anyone else) any gift or reward for acting or not acting in relation to the business of the Council, or use information gained in the course of the member's duties for monetary gain or advantage by the Member, or anyone else.

The **Securities Act 1978**, places Members in the same position as company directors whenever the Council offers shares in a company to the public. Members may be personally liable if investment documents, such as a prospectus, contain untrue statements and may be liable for criminal prosecution if the requirements of the Act are not met.

7. Governance

7.1 Independent Election

The Council believes that the democratic election by citizens of Stratford district ensures that it is able to operate in the best interests of the district.

7.2 Council Meetings

The Ordinary Council meeting is held on the second Tuesday of every month at 3.30pm at the Stratford District Council Chambers, Miranda St, Stratford.

The Council holds monthly meetings to ensure that the affairs of the Council are being conducted in accordance with legislative mandate and Council objectives. The Council also monitors the performance of the Percy Thomson Trust, and the other Council Committees.

7.3 Council Committees

The Council has set up Standing Committees made up of Elected Members to monitor and assist in the effective discharging of specific responsibilities.

These Standing Committees are:

- Policy and Services Committee - meets on the fourth Tuesday of every month at 3.00pm.
- Audit and Risk Committee – meets five times a year, unless circumstances require a meeting to be held more frequently.
- Sport New Zealand Rural Travel Fund Committee – meets two times a year.
- Executive Committee - meets as required.
- Water Services Committee – TBC.
- Hearings Committee – meets as required.
- Employment Relations Committee – meets annually and as required.

7.4 External Committees

The Mayor appoints an Elected Member representative on the following external committees:

- Taranaki Regional Council Policy and Planning Committee
- Regional Land Transport Committee
- Civil Defence Emergency Management Committee
- Waste Services Joint Committee
- Taranaki Passenger Transport Joint Committee

7.5 Partnerships

An essential element of the Council's operations is engaging with and getting input from the community. By establishing close working relationships with various sectors within the community, the Council is in a better position to accommodate community needs in its decisions.

The Council has an appointed representative on the following community organisations committees:

- Sport Taranaki Trust
- Eltham Drainage Board
- Creative Communities Committee
- Central Taranaki Safe Community Trust
- Stratford Community House
- Te Wera Outdoor Recreation Trust
- Ostlers Gardens Trust
- Stratford District Youth Council

There are a range of relationships that the Council holds with other various community organisations.

8. Council Controlled Organisations

The Council has one Council Controlled Organisation (CCO), the Percy Thomson Trust, with control through the ability to appoint more than half of the trustees.

The Trust is registered as a charitable trust, and therefore exempt from income tax.

9. Meeting Processes

The legal requirements for council meetings are set down in the Local Government Act 2002 and the Local Government Official Information and Meetings Act 1987 (LGOIMA).

9.1 Legal Processes

All Council and committee meetings and workshops are open to the public unless there is reason to consider an agenda item with the public excluded. Although meetings are open to the public, members of the public do not have speaking rights unless prior arrangements are made with the Council, for example at hearings or public forums. The LGOIMA contains a list of the circumstances where councils may consider items which are public excluded. These circumstances generally relate to protection of personal privacy, professionally privileged or commercially sensitive information and, the maintenance of public health, safety and order.

The Council agenda and minutes are public documents, although parts may be withheld if the above circumstances apply. They will be made available on the Council website and are a protected record, and therefore must be retained in perpetuity.

9.2 Standing Orders

Clause 27, Schedule 7 of the Local Government Act 2002 requires local authorities to adopt a set of standing orders for the conduct of its meetings and those of its committees. The Council standing orders can be found on the Council website.

The Mayor or Committee Chair is responsible for maintaining order at meetings and may, at his or her discretion, order the removal of any member of the public for disorderly conduct, or remove any member of the Council who does not comply with Standing Orders.

During meetings of the Council or Committees, all Council participants must follow standing orders unless standing orders are suspended by a vote of 75% (or more) of the members present.

9.3 Public Notice

All meetings of the Council for the following month, must be publicly notified between 5 and 14 days (inclusive) before the end of the month. However, if a meeting is to be held on or after the 21st of the month then it may be notified between 5 and 10 working days before the day on which the meeting is to be held (section 46 of LGOIMA).

Extraordinary or emergency meetings must be publicly notified as soon as practicable before the meeting is held. Notification may be through the Council's website if it is not practical to include in the newspaper in time. The public notice must include the general nature of the business to be transacted at the meeting.

10. Consultation Policy

10.1 The Special Consultative Procedure

The Local Government Act 2002 sets out the Special Consultative Procedure - consultation principles and a procedure that local authorities must follow when making certain decisions.

When it is adopting its Long-Term Plan or District Plan, the Council must hold formal meetings with community groups and other interested parties. At these meetings, the Council will seek views on the matters it considers important and identify issues of concern to the community. The Council may also hold public forums where residents give their views on the performance of the Council and other issues the residents consider significant.

The Special Consultative Procedure consists of the following steps:

- **Step One:** *Preparation of a statement of proposal and a summary.*

The Council must prepare a description of the proposed decision or course of action. The Council must also prepare a full and fair summary of the proposal. The statement and summary must be widely available for distribution throughout the community and for inspection at Council offices. The statement must be adopted at a Council meeting before being released to the public.

- **Step Two:** *Public notice.*

The Council must publish a notice in one or more daily newspapers circulating in the Stratford district, or in other newspapers of equivalent circulation, including the statement of proposal, the opportunity/s available for the public to present their views. It must also be published on the Council's website.

- **Step Three:** *Receive submissions.*

At least one month from the date of the notice must be allowed for submissions (section 83 (1)(b) of the Local Government Act 2002). The Council must acknowledge all written submissions and offer submitters a reasonable opportunity to present their submission to the Council.

- **Step Four:** *Deliberate in public.*

All meetings where the Council deliberates on the proposal or hears submissions, must be open to the public (unless there is a reason to exclude the public under the LGOIMA). All submissions must be made available unless there is reason to withhold them under LGOIMA.

- **Step Five:** *Follow up.*

All submitters must be acknowledged in writing. A copy of the decision and a summary of the reasons must be provided to submitters. There is no prescribed format for such a summary.

The Council must follow the Special Consultative Procedure before it:

- adopts a Long-Term Plan (LTP),
- amends an LTP significantly via the Annual Plan,
- adopts, revokes, reviews or amends a bylaw,
- changes the mode of delivery for a significant activity that is not provided for in an LTP, (for example, changes from Council delivery to delivery by a Council Controlled Organisation or from a Council Controlled Organisation to a private sector organisation).

The Council may be required to use the Special Consultative Procedure under other legislation and it may use this procedure in other circumstances if it wishes to do so.

11. Policies for Engagement with Māori

11.1 Iwi within Stratford district

Under the provisions of the Resource Management Act 1991, the Council consults with the respective Iwi on resource consent matters and policy development where the Iwi are potentially affected. This is determined on a case-by-case basis.

The four Taranaki councils are currently working together with Iwi from across Taranaki to look at developing a Mana Whakahono a Rohe (MWAR) agreement that will provide guidance around Iwi participation in Resource Management matters. The MWAR is unlikely to involve all Iwi in the region (or this district) although they have all been invited to participate in the process, but it is likely to cover several Iwi with others able to join later if they wish.

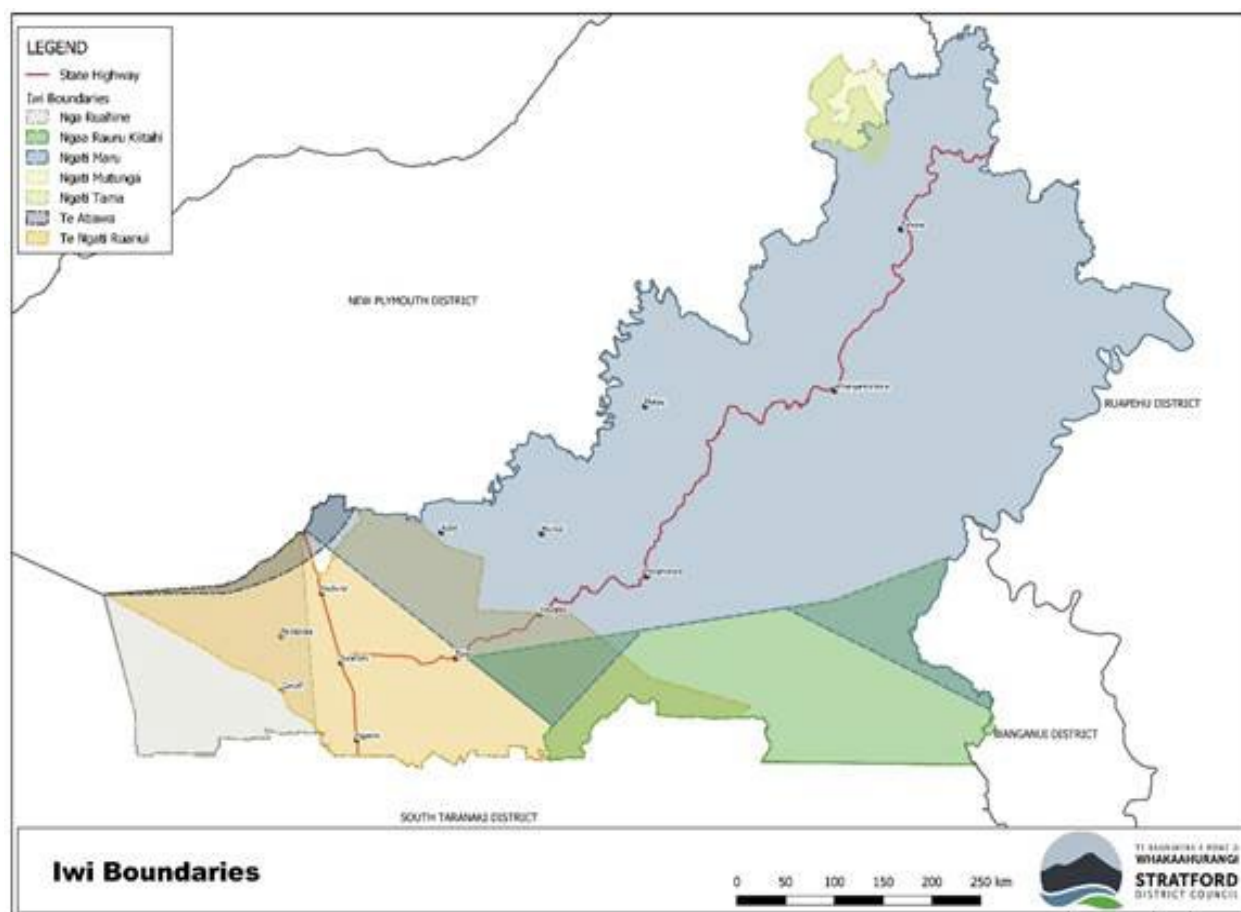
Iwi authorities that have mana over whenua within the Stratford district are:

- Ngāruahine Iwi Authority
- Te Runanga o Ngāti Ruanui Trust
- Ngaa Rauru Kīitahi
- Te Runanga o Ngāti Mutunga
- Ngāti Maru Wharanui Pukehou Trust
- Te Atiawa Iwi Authority
- Te Runanga o Ngāti Tama.

11.2 Māori within Stratford district

Under the provisions of section 81 of the Local Government Act 2002 the Council is legally required to establish and maintain processes to provide opportunities for Māori to contribute to the decision-making processes of Council, and foster the development of Māori capacity.

One Councillor has been elected by electors on the Maori roll to represent the district on the Maori ward.



12. Management Structure and Relationships with Elected Members

12.1 Division of Responsibility between the Council and Management

A clear division between the role of Elected Members and that of management is key to the efficient running of the Council.

Section 39 of the Local Government Act 2002 sets out a series of local governance principles – one of which is “A local authority should ensure that the relationship between Elected Members and management of the local authority is effective and understood”.

12.2 Chief Executive

Section 42 of the Local Government Act 2002 requires the Council to appoint a Chief Executive who is responsible for:

- implementing the decisions of the local authority;
- providing advice to Elected Members of the local authority;
- ensuring that all responsibilities, duties, and powers delegated to him or her or to any person employed by the local authority, or imposed or conferred by an act, regulation, or bylaw, are properly performed or exercised;
- ensuring the effective and efficient management of the activities of the local authority;
- facilitating and fostering representative and substantial elector participation in elections and polls held under the Local Electoral Act 2001;
- maintaining systems to enable effective planning and accurate reporting of the financial and service performance of the local authority;
- providing leadership for the staff of the local authority;
- employing, on behalf of the local authority, the staff of the local authority (in accordance with any remuneration and employment policy); and

- negotiating the terms of employment of the staff of the local authority (in accordance with any remuneration and employment policy).

The Chief Executive is the only person who may give instructions to a staff member. Complaints about individual staff members should, therefore, be made to the Chief Executive only.

13. Equal Employment Opportunities

The Council supports the principles and practices of Equal Employment Opportunities (EEO) as a means of ensuring all applicants and employees have equal opportunity to achieve their potential.

The Chief Executive is committed to ensuring equality of opportunity for all forms of paid employment and rejects unfair discrimination on any grounds including gender, marital status, religious or ethical belief, race or colour, ethnic or national origins, disability, age, political opinion, employment status, family status, sexual orientation or involvement in union activities.

The use of job sharing, flexible work hours, and the ability to respond to personal and family crises, will be paramount in ensuring the Council is seen as an employer of choice. Recruitment and selection processes are transparent with the primary aim of identifying and employing the best person for the position.

14. Key Approved Planning and Policy Documents

14.1 Stratford District Plan

- The District Plan was made operative on 14 February 2014.
- The Council had initiated preliminary steps toward a comprehensive review of the District Plan with Elected Members; however, this process is currently on hold following the New Zealand Government's directive to pause all plan reviews until the two new statutes replacing the Resource Management Act 1991 are enacted.

14.2 Strategies

- Financial Strategy – minimum 10 year outlook
- Infrastructure Strategy – minimum 30 year outlook

14.3 Long Term Plan (LTP)

Under the Local Government Act 2002, the Council is required to develop an LTP in consultation with the community. This covers the 10 years from the date of its publication and it will be reviewed and updated every three years. In the alternate two years, the Council will publish an Annual Plan. Each Annual Plan will describe the work programme to deliver for that particular year (year 2 or 3) of the LTP.

The LTP builds on what has been done already and sets out the phases of work for the next ten years and how that work will be funded.

14.4 Key Policies and Plans

The following policies, issues and key decisions, were taken out to the community as part of the extensive consultation on the LTP 2024-34.

14.4.1 Rates Policies

- Rates Remission Policy
- Rates Postponement Policy

14.4.2 Revenue and Financing Policy

The policy sets out how the Council will fund its activities.

14.4.3 Significance and Engagement Policy

The Council is required to define what a 'significant' decision is. By identifying if a decision is significant this will guide the Council as to the appropriate provision of consultation and information with the community and affected groups.

14.4.4 Treasury Management Policy

This includes policies on Liability and Investment Management. With regards to Liability Management it covers debt repayment, specific borrowing limits and the giving of securities.

14.4.5 Development and Financial Contributions Policy

The Local Government Act 2002 allows councils to consider the use of Development Contributions for costs of community facilities expected as the district grows. The Council has adopted a Financial Contributions Policy through the District Plan.

14.4.6 Asset Management Plans

The Council has adopted Asset Management Plans for each of the activity areas listed below:

- Roading;
- Water Supply;
- Wastewater;
- Stormwater ;
- Solid Waste;
- Parks and Reserves; and
- Property.

15. Public Access to Council and its Elected Members

District Mayor - Neil Volzke, JP

Phone: 027 631 7418

nvolzke@stratford.govt.nz

Urban Ward

- Councillor Annette Dudley
Phone: 027 452 6617
annette.dudley@stratford.govt.nz
- Councillor Jono Erwood
Phone: 027 640 4008
jono.erwood@stratford.govt.nz
- Councillor Ellen Hall
Phone: 021 817 792
ellen.hall@stratford.govt.nz
- Councillor Mathew Watt
Phone: 027 263 1235
mathew.watt@stratford.govt.nz
- Councillor Josh Best
Phone: 021 038 0110
josh.best@stratford.govt.nz

- Councillor Jaimie Bertie
Phone: 027 245 1264
jaimie.bertie@stratford.govt.nz

Rural Ward

- Councillor Grant Boyde, JP
Phone: 027 603 2842
grant.boyde@stratford.govt.nz
- Councillor Steve Beck
Phone: 027 444 7571
steve.beck@stratford.govt.nz
- Deputy Mayor Amanda Harris
Phone: 027 698 8291
amanda.harris@stratford.govt.nz
- Councillor Katherine Sextus
katherine.sextus@stratford.govt.nz

Maori Ward

- Councillor David Chadwick
david.chadwick@stratford.govt.nz

16. Requests for Official Information

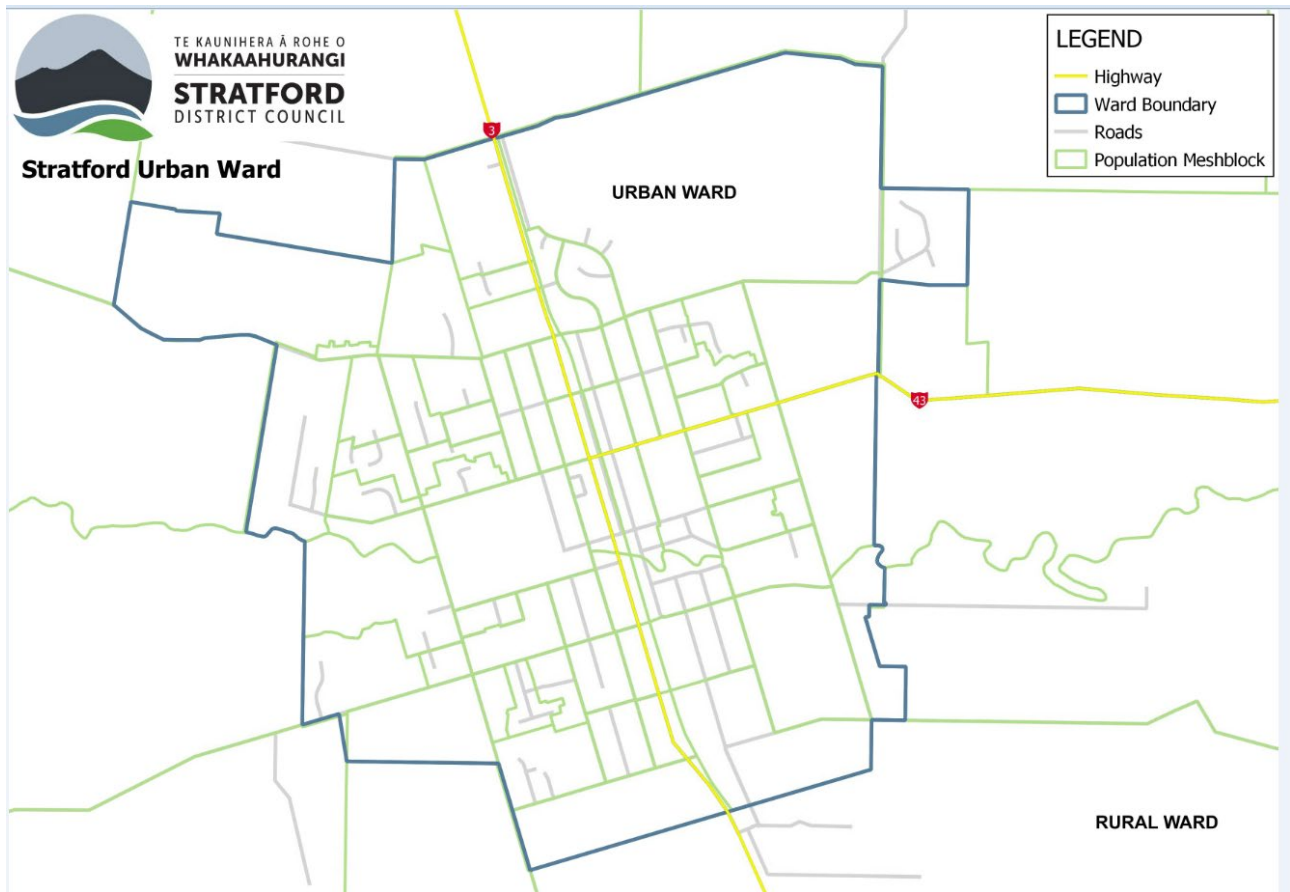
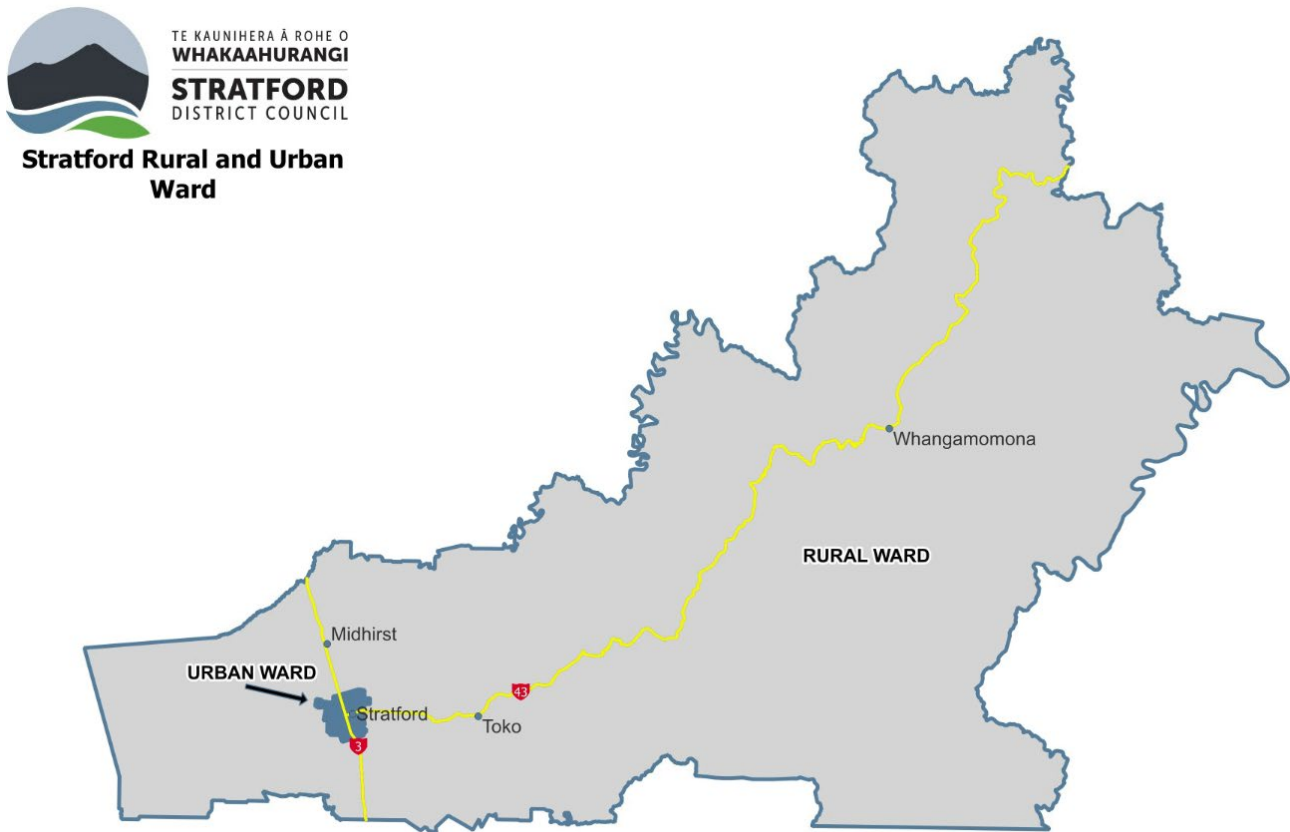
Under the Local Government Official Information and Meetings Act 1987 (LGOIMA), any person may request information from the Council.

Once a request is made the Council must supply the information unless reason exists for withholding it. The LGOIMA says that information may be withheld if release of the information would:

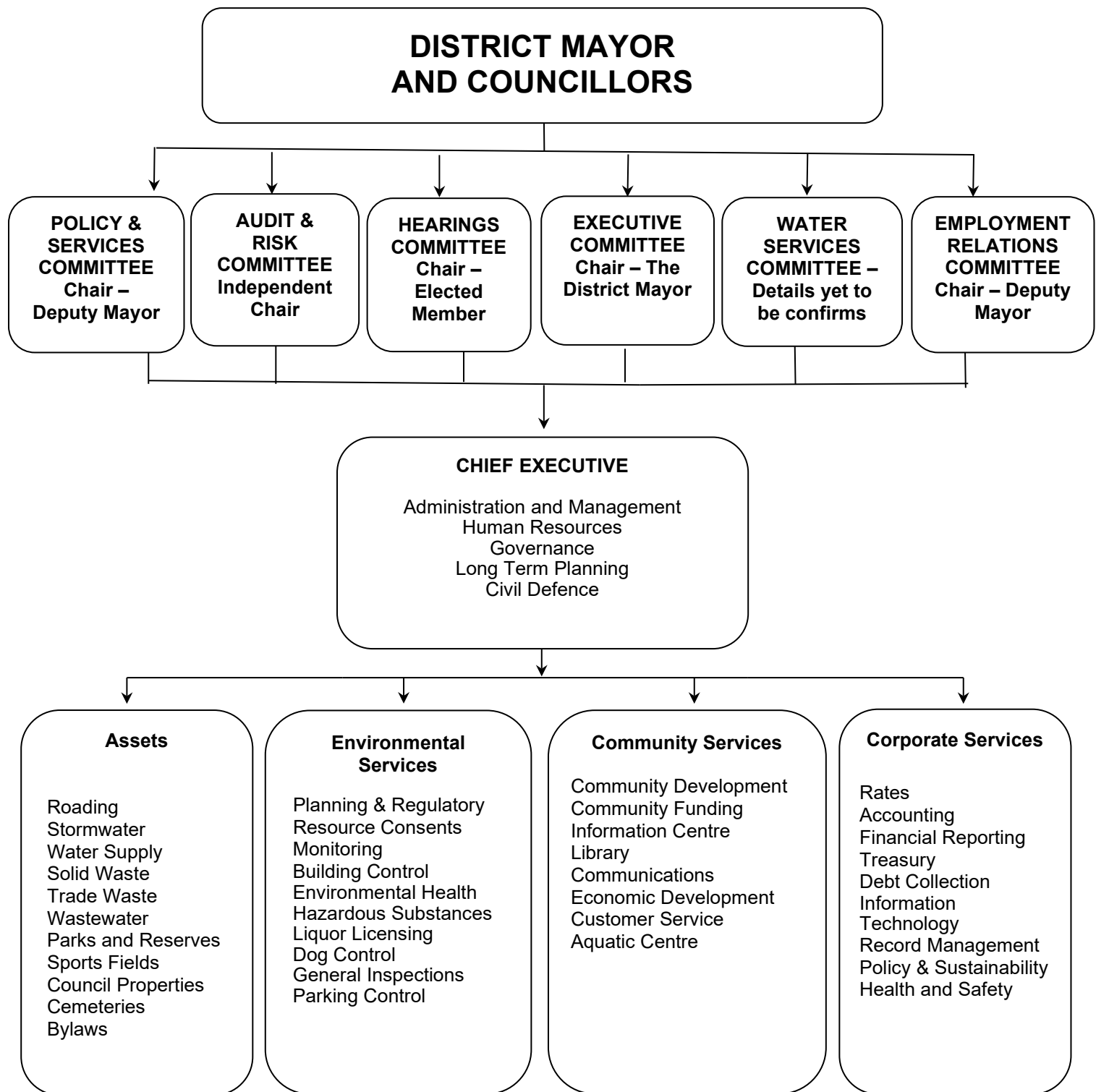
- endanger the safety of any person;
- prejudice maintenance of the law;
- compromise the privacy of any person;
- reveal confidential or commercially sensitive information;
- cause offence to tikanga Māori or would disclose the location of waahi tapu;
- prejudice public health or safety;
- compromise legal professional privilege;
- disadvantage the local authority while carrying out negotiations or commercial activities; and
- allow information to be used for improper gain or advantage.

The Council must answer requests within 20 working days (although there are certain circumstances where this timeframe may be extended). The Council may charge for staff time in collecting the official information, under guidelines set down by the Ministry of Justice.

17. Location of Wards: Stratford District Council



18. Stratford District Council Organisation Chart



19. Council Committees

Section 41A(5) of the Local Government Act 2002 specifies that the District Mayor is a member of each committee of a territorial authority.

Policy and Services Committee

Purpose

- To assist Council with the development of an appropriate strategic policy framework that is based on a comprehensive knowledge of the community and its requirements.
- To consider matters not the function of another committee.
- To assist Council with ensuring that its services are delivered in an effective and efficient manner that meets the needs of its communities.
- To monitor the Council's performance, progress and financial position against, and to ensure compliance with legislation, strategies, policies and plans.

Membership

- Comprises all members of Council.
- The Chairperson is the Deputy Mayor.

Audit and Risk Committee

Purpose

- To ensure that the Council is delivering on agreed outcomes.
- To ensure that the Council is managing risk in an appropriate manner.

Membership

- One independent member and five members of Council, including the Mayor.
- The chairperson shall be the Independent Member.

Hearings Committee

Purpose

To conduct hearings on behalf of Council and any of its committees, including matters of a regulatory nature where a public hearing is required.

Membership

- Comprises all members of Council
- The chairperson shall be a member of Council.

Executive Committee

Purpose

To act on behalf of the full Council at any time when the urgency of a matter would make the delaying of a decision contrary to the best interests of the Council or its community.

Membership

- Comprises five members of Council including the Mayor.
- The Chairman shall be the Mayor.

Employment Relations Committee

Purpose

The Employment Relations Committee has primary responsibility for executing the Chief Executive's performance agreement and monitoring the Chief Executive's performance.

Membership

- Comprises five members of Council including the Mayor and Deputy Mayor.
- The Chairperson shall be the Deputy Mayor.

District Licensing Committee

Purpose

To deal with licensing matters for the district.

Membership

(all references to sections are to the Sale and Supply of Alcohol Act 2012)

- Commissioner appointed as Chair pursuant to section 193.
- Mayor (Deputy Chair) – to act in place of the chairperson if the chairperson is unable to act because of illness or absence from New Zealand, or for other sufficient reason.
- Comprises either the Chair sitting alone (pursuant to section 191(2)) or the Chair and two members on rotation from the list of members pursuant to section 192.

Sport NZ Rural Travel Fund Committee

Purpose

To determine funding applications for physical activity and recreation activities in the Stratford community.

Membership

- Comprises eight members including the Mayor, three Councillors and four citizens of the Stratford district appointed by the Mayor.
- The chairperson shall be a member of Council appointed by the Mayor.

Water Services Committee

(Details yet to be confirmed)