
MINUTES OF THE ORDINARY MEETING OF THE STRATFORD DISTRICT COUNCIL HELD IN THE COUNCIL CHAMBERS, STRATFORD DISTRICT COUNCIL ON TUESDAY 13 OCTOBER 2020 AT 4.17PM

PRESENT

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

IN ATTENDANCE

The Chief Executive – Mr S Hanne, the Director Community Services – Ms K Whareaitu, the Director Assets – Mrs V Araba, the Director Environmental Services – Mr B Sutherland, the Director Corporate Services – Mrs T Radich (*part meeting*), the Executive Administration Officer – Mrs E Bishop, the Communications Manager – Ms G Gibson (*part meeting*), the Special Projects Manager – Mr N Cooper (*part meeting*), the Corporate Accountant - (*part meeting*), the Environmental Services Manager – Ms R Otter (*part meeting*), the Community Development Officer – Mr P Boyd (*part meeting*), the Percy Thomson Trust Chairman – Mr B Ellis (*part meeting*), Mr C Webby (Audit New Zealand) and one member of the media (Stratford Press).

1. **WELCOME**

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

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

2. **APOLOGIES**

There were no apologies.

3. **ANNOUNCEMENTS**

The Chief Executive noted that the Customer & Leisure Services Manager had joined the meeting via audio visual link and would participate during the discussion for item 10.

The District Mayor requested permission to move item 8 – Percy Thomson Trust – Annual Report, and item 9 – Adopt Annual Report for Year Ended 30 June 2020 be moved to follow item 5 in order to allow the speakers to vacate the meeting. There were no objections.

4. **DECLARATIONS OF MEMBERS INTEREST**

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

The declaration of member's interest was circulated for updating.

There were no real or perceived conflicts of interest relating to the items on the agenda.

5. **ATTENDANCE SCHEDULE**

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

8. **INFORMATION REPORT – PERCY THOMSON TRUST – ANNUAL REPORT**

D20/26789 (Pages 71-100)

RECOMMENDATION

THAT the Percy Thomson Trust Annual Report for the year ended 30 June 2020 be received.

WEBBY/HARRIS
Carried
CL/20/100

Recommended Reason

The Percy Thomson Trust is a Council Controlled Organisation of the Stratford District Council and the audit of their Annual Report for the year ended 30 June 2020 was completed by Audit New Zealand.

Mr Ellis noted the following points:

- It was noted the gallery had struggled from the effect of COVID-19 but was fortunate to have received the wage subsidy which made up quite a bit of the revenue shortfall.
- The Trust and gallery both continue to go from strength to strength and the work going into the variety of exhibitions result in both local and further afield visitors.
- It was noted the KPI was not met for visitors to the gallery but this was specifically as a result of COVID-19.
- The trust continues to be tight on funds and be reliant on the support of Council, the TSB Community Trust and Taranaki Electricity Trust. There have been some extra expenses over the past two years in relation to the roof of the facility and air conditioning within the building.
- In the upcoming months the Trust will be faced with replacing a tenant as the iSITE relocates.
- He noted the Chairman's report was more detailed in regard to property investments as there had been questions asked previously by Council.

The Community Development Officer departed the meeting at 4.25pm.

Points of Clarification/Questions:

- Councillor Boyde noted the excellent work done by the Gallery Director Rhonda Bunyan and noted that although the visitor numbers were down it was still a fantastic amount of people through which shows the support the gallery has.
- It was questioned if the Trust saw itself becoming self-sufficient in the future and the Chairman noted that an investment partner could allow it to and that this was permitted under the deed. He noted that this would be discussed.
- The Chairman noted that discussions had begun with McDonald Real Estate regarding the tenancy of the iSITE area.
- The change of policy from the TSB Community Trust was noted due to Local Authorities being unable to apply this year and the Trust having to apply with the Council as a Council Controlled Organisation. The Chairman noted he would discuss this further with the Director – Community Services as the TSB Community Trust funds the Emergence Awards and noted that this wouldn't be required this year as it is a biennial event.

- Councillor Dalziel noted the performance of the Bush Road investment was good. The Chairman noted that this was largely down to the timing when the property had been purchased. He noted that the Trust was potentially at the level where it wouldn't want to invest more in commercial properties and that this would be part of the discussion if it went towards a managed fund in the future.

The Percy Thomson Trust Chairman departed the meeting at 4.32pm

9. **ADOPT ANNUAL REPORT FOR THE YEAR ENDED 30 JUNE 2020**
D20/26789 (Pages 101-251)

RECOMMENDATIONS

1. THAT this report be received.

JAMIESON/BOYDE
Carried
CL/20/102
2. THAT the Annual Report for the year ended 30 June 2020 be received and adopted.
3. THAT the Mayor and the Chief Executive be given authority to sign the Annual Report for the year ended 30 June 2020, incorporating any late, minor changes that may be required by Audit New Zealand.
4. THAT the Chief Executive be authorised to publish a Summary Annual Report for the year ended 30 June 2020 once the Audit Report to the Summary Report has been received from Audit New Zealand.

VOLZKE/BOYDE
Carried
CL/20/103

Recommended Reason

Section 98A of the Local Government Act 2002 requires Council to adopt the Annual Report 2019/20 by 31 December 2020. The Annual Report gives the community transparency on the Council's performance for the year.

It is a statutory requirement for a local authority to, within one month after the adoption of its Annual Report; make publicly available a summary of the information contained in its Annual Report.

Mr Webby noted the following points:

- The Independent Auditor's Report was tabled and circulated.
- Management and staff were thanked as it has been a challenging year but enabled audit to do the interim and final audit and it is a real achievement to have gotten to this point especially as the deadlines had been moved to 2 December.
- The key areas identified by audit to focus during this audit were:
 - The vesting of the TET Multi Sports Centre to Council which resulted in requiring a valuation to be undertaken.
 - The first year of the subdivisions where assumptions had to be made around inventory goods sold. Audit is satisfied the accounting treatment is correct.
 - Valuation of land and buildings was reviewed and discussed with an external valuer and managers. Audit is satisfied the accounting treatment is correct.

- In between valuations of infrastructure was not undertaken however it was identified that no valuation was required this year.
- Management override – no issues identified.
- COVID-19 impact – disclosures were added within the annual report and audit is satisfied these are appropriate.
- Following the adoption today, Audit is in a position to issue a clean audit opinion with a disclosure for readers to refer to the note disclosures relating to COVID-19.

Points of Clarification/Questions:

- It was clarified that other Councils allocated overheads and during the Long Term Plan process cost allocation models are brought up. Each Council is different in determining what the cost driver is and it is difficult to compare one Council with another due to sizes and different direct costs.
- It was noted that the TET Multi Sports Centre raised the surplus as it is treated as income even though it is a capital item. This is as a result of the accounting standards and an asset is required to go through the profit and loss and will show as significant revenue even though it was in the form of a building.
- It was noted the Council's current borrowing was within the restrictions in the Treasury Policy as decided by Council but Mr Webby noted that Council would need to considering its borrowing ability and the LGFA covenants during the Long Term Plan process and when planning capital works over the next ten years.

The Corporate Accountant departed the meeting at 4.46pm.

6. **CONFIRMATION OF MINUTES**

6.1 **Ordinary Meeting – 8 September 2020**

D20/25263 (Open) D20/4502) (PE) (Pages 9-17)

RECOMMENDATION

THAT the minutes of the Ordinary Meeting of Council held on Tuesday 8 September 2020, including the public excluded section, be confirmed as a true and accurate record.

ERWOOD/WEBBY

Carried

CL/20/104

The Executive Administration Officer undertook to make the following amendments:

- Page 13 – 7th bullet point remove “*between*”
- Page 14- 4th bullet point replace “*lengthily*” with “*lengthy*”

6.2 **Farm & Aerodrome Committee – 15 September 2020**
D20/25069 (Pages 18-24)

RECOMMENDATIONS

1. THAT the unconfirmed minutes of the Farm and Aerodrome Committee meeting held on Tuesday 15 September 2020 be received.

BOYDE/DALZIEL
Carried
CL/20/105

2. THAT the recommendations in the minutes of the Farm and Aerodrome Committee meeting held on Tuesday 15 September 2020 be adopted.

BOYDE/HARRIS
Carried
CL/20/106

6.3 **Policy and Services Committee Meeting – 22 September 2020**
D2025880 (PE) (Pages 25-37)

RECOMMENDATIONS

1. THAT the unconfirmed minutes of the Policy and Services Committee meeting held on Tuesday 22 September 2020 be received.

JAMIESON/McKAY
Carried
CL/20/107

2. THAT the recommendations in the minutes of the Policy and Services Committee meeting, including those in the public excluded section, held on Tuesday 22 September 2020 be adopted.

JAMIESON/BOYDE
Carried
CL/20/108

6.4 **Taranaki Solid Waste Committee – 20 August 2020**
(Pages 38-41)

RECOMMENDATIONS

- THAT the unconfirmed minutes of the Taranaki Solid Waste Committee meeting held on Thursday 20 August 2020 be received.

JAMIESON/ERWOOD
Carried
CL/20/109

6.5 **Taranaki Regional Transport Committee – 9 September 2020**
(Pages 42-46)

RECOMMENDATIONS

THAT the unconfirmed minutes of the Regional Transport Committee meeting held on Wednesday 9 September 2020 be received.

VOLZKE/HARRIS
Carried
CL/20/110

The District Mayor noted that the committee was well down the track in developing its three yearly plan for the region. A lot time during the meeting, and before in the workshop, was spent establishing some of the priorities for funding and things wanted for the region. Considerable emphasis was made on safety.

6.6 **Taranaki Civil Defence Emergency Management Group Joint Committee – 10 September 2020**
(Pages 47-51)

RECOMMENDATIONS

THAT the unconfirmed minutes of the Taranaki Civil Defence Emergency Management Group Joint Committee meeting held on Thursday 10 September 2020 be received.

VOLZKE/WEBBY
Carried
CL/20/111

The District Mayor noted that the highlight of this meeting was the adoption of the annual report and approval of the business plan for the forthcoming year. The annual plan was informative as it showed the prolonged impact from COVID-19

7. **DISTRICT MAYOR'S REPORT**
D20/27127 (Pages 52-70)

RECOMMENDATIONS:

1. THAT the District Mayor's report be received.

VOLZKE/SANDFORD
Carried
CL/20/112

2. THAT Gloria Webby be appointed as a Trustee of the Percy Thomson Trust for a three year term.
3. THAT Christine Craig be appointed as a Trustee of the Percy Thomson Trust for a three year term.

BOYDE/ERWOOD
Carried
CL/20/113

The District Mayor acknowledged the funding received from the Mayor's Taskforce for Jobs of \$500,000 to contribute towards employment support. The goal is to assist 50 people into work. The Workforce Coordinator is now on board and her role will be to ensure this happens. Stratford was one of 23 Councils that received this fund.

He noted the additional resolutions to appoint Councillor Webby and Mrs Christine Craig for a further term as Percy Thomson Trustees and confirmed both were willing and eligible to be reappointed.

Points noted in discussion:

- Councillor Boyde noted the contribution of the farmers for the Fonterra Kick Start Breakfasts was \$1,000 each.

10. **DECISION REPORT – BUDGET AND DESIGN SCOPE FOR NEW AQUATIC CENTRE**
D20/27116 (Pages 252-260)

RECOMMENDATIONS

1. THAT the report be received.

VOLZKE/JONES
Carried
CL/20/114

A decision in this matter is required as a matter of urgency to enable this project to move to the procurement stage.

The Special Projects Manager noted the following points:

- Given the government funding received for the pool project, commencement on in-ground works needed to begin by February 2021.
- Officers have been working with BECA consultants on a design and build to enable this to take place however confirmation from Council is required on a number of aspects.

- The previous resolution approved a \$15 million budget with \$3 million to be externally funded \$15 million is unlikely to deliver the initial wish list as determined by Council but the \$8 million funding increases the budget to a level that allows for the desired features and functions of the facility. Therefore the resolution put to Council is to increase the budget to \$20 million.
- The second part of the report is to determine the facilities incorporated within the complex as these have never formally been resolved. Based on past workshops the list has been compiled on what was Council's minimum requirements. The extra item in the fourth resolution were other options but would be unlikely to be achievable within the budget.
- The final resolution will set the guiding vision for what Council wants to achieve and to keep the design on track and has come out of discussions held during workshops.
- The Chief Executive noted that the vision was a starting point and Councillors could provide feedback and alterations as this would be included in any contracts related to the construction of the complex. He reminded Council that any design changes later into a contract would be extremely expensive.

Points of Clarification/Questions:

- The Deputy Mayor questioned the first objective in appendix 1 and felt competition should be included as the pool is highly used by competitors. It was clarified that the pool would meet specifications for competitions.
- It was clarified that the additional items Council were asked to prioritise would not be included in the initial design as they were unlikely to come within the budget.
- Councillor Dalziel noted he would like to see an objective that the complex is a well-designed, creative architectural design that the community will be proud of and not a big shed. The District Mayor noted this would be covered under objective 2. Councillor Sandford noted that the complex would also be required to handle the changing climate and weather conditions in Stratford.

RECOMMENDATIONS

2. THAT the loan financing contribution to the new aquatic centre budget be retained at *up to* \$12 million in accordance with the Long Term Plan, providing a total project budget of \$20 million.

BOYDE/WEBBY
Carried
CL/20/115

- It was clarified that should the final price be outside of the budget then it can be brought back to Council.
- It was noted solar heating would be considered and if need be would be brought back to Council to discuss trade-offs.
- It was noted it was not far enough into the project to confirm a contingency amount but that it would be included and would potentially be between \$1 and \$2 million. It was noted that the higher the contingency the lower the total amount available would be.

RECOMMENDATIONS

3. THAT the following components of the new aquatic centre be confirmed as included in the design:

- 8 lane, 25 metre main pool (25 x 20m)
- 20 x 15m learn to swim pool
- 20 x 15m hydrotherapy pool
- Toddler leisure pool and splash pad
- Changing facilities
- Clubroom for swimming club
- Birthday party/meeting room (combined with clubroom if possible)
- Foyer and retail
- Administration and staff room
- Control/first aid room
- Storage

BOYDE/JAMIESON

Carried

CL/20/116

- Councillor Jones noted the new Councillors had not been involved in the initial discussions and felt that it was important to note that at the foremost it is a pool. He questioned the design costs and not incorporating future options into the initial design to not incur extra expense if the extra facilities were able to proceed. He felt a spa pool and a hydroslide were more important than the other options in the fourth resolution.
- It was clarified that there is a contractual agreement that clubrooms were provided which may be able to be negotiated to be a shared room but that this was outside of the agreement at the moment and it would be a 'like for like' at a minimum.
- It was noted that the swimming club did pay a lease of \$1,000 per year but that this has been waived as part of the agreement to share the room. A lease would be reinstated should they be provided with their own room.
- It was confirmed seating for spectators would be part of the design.
- It was confirmed that a 50metre pool was well outside of the budget.
- It was noted that should the planned functions come outside of the budget examples to make it all work could include combining the hydrotherapy and learn to swim pool, however if this was the case it would be brought back to Council as it would be a change in the scope and therefore Council could amend the budget or approve the merge of the two pools.
- The Customer & Leisure Services Manager noted her support of the list of components.
- With regards to discussions around a café, it is an aim to retain the same space that is at the current facility to allow for an area to socialise. The current coffee machine is a result of requests from users and it was expected the new facility would have a minimalist coffee system in place at reception.

RECOMMENDATIONS

4. THAT the following potential components of the new aquatic centre be included in the design in the listed priority order if the budget allows:
1. Spa pool
 2. Café
 3. Gym/group fitness space
 4. Hydroslide

VOLZKE/McKAY

Carried

1 agaisnt

CL/20/118

- The District Mayor requested that Spa Pool be moved to the first priority and the gym space be moved to the third. He noted there were often requests for a spa pool and that competitive swimmers use them after they race.
- Councillor Boyde supported the spa pool as the number 1 priority.
- Councillor Erwood agreed with the District Mayor but requested a hydroslide be added as the fourth priority. The Customer & Leisure Services Manager noted hydroslides are very expensive to operate and maintain for the amount of use they get. She noted the additional items use would need to be considered and that it could be that a gym room would be used more than a single use spa pool or slide.
- It was noted the Whanganui and Manawatu hydroslides had been funded externally to secure naming rights but the operational and maintenance expenses remain with Council. It was noted the addition of a hydroslide to the list did not commit Council to this but rather set it as a priority. If budget was to allow any of these components to be included then a report would be brought back to Council for confirmation. Councillor Jones noted that the designers should be made aware to allow for these potential extras.
- It was noted that a hydroslide would change the whole configuration of the building.

RECOMMENDATIONS

THAT the resolution be amended to include a hydroslide as the fourth priority.

ERWOOD/DALZIEL

Carried

CL/20/117

The Director - Corporate Services departed the meeting at 5.32pm.

- The Chief Executive noted that a hydroslide would require a separate body of water so the plant room would increase by 35%. It would be inefficient to build a standalone plant room. Councillor Jones reiterated he would like to see two potential designs. The Chief Executive noted that this would incur a separate cost for both designs.

RECOMMENDATIONS

1. **THAT** the guiding vision for the design of the new aquatic centre be in accordance with the objective and outcomes set out in **Appendix 1** to this report with the amendments noted in discussion.

McKAY/ERWOOD

Carried

CL/20/119

- The first outcome be amended to: *Meets the current needs of the community*. This would ensure that competitive swimming was included in the needs.
- Add Education to be the second priority: *Activity to enable water safety education including Learn to Swim*. This wording would allow for all water safety education including learn to swim, boat safety and other school activities.
- It was clarified that the words “future proofed” in the vision meant the facility could be easily modified or added to in the future.
- Once adopted this will no longer be a DRAFT document.
- It was clarified that ‘older’ people were covered under meeting the needs of the community and under wellness in the priorities.

The Special Projects Manager departed the meeting at 5.48pm.

11. **QUESTIONS**

- The Deputy Mayor questioned if Council was able to facilitate or assist the man living in his car outside the centennial rest rooms. The District Mayor noted this was an operational matter and would not be discussed at a governance level.

The meeting closed at 5.49pm

N C Volzke
CHAIRMAN

Confirmed this 10th day of November 2020.

N C Volzke
DISTRICT MAYOR