
**MINUTES OF THE POLICY AND SERVICES COMMITTEE MEETING OF
THE STRATFORD DISTRICT COUNCIL HELD IN THE COUNCIL
CHAMBERS, STRATFORD DISTRICT COUNCIL, MIRANDA STREET,
STRATFORD ON TUESDAY 28 JULY 2020 AT 3:00PM**

PRESENT

The Deputy Mayor A L Jamieson (the Chairman), the District Mayor N C Volzke, Councillors M McKay, V R Jones, R W Coplestone, P S Dalziel, G W Boyde, W J Sandford, A K Harris, J M S Erwood, 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 Corporate Services – Mrs T Radich, the Executive Administration Officer – Mrs E Bishop, the Communications Manager – Ms G Gibson (*part meeting*), the Roading Asset Manager – Mr S Bowden (*part meeting*), the Services Asset Manager – Mr M Oien (*part meeting*), the Special Projects Manager – Mr N Cooper (*part meeting*), the Community Development Manager – Mr C Julie (*part meeting*), the Revenue Manager – Mrs J Erwood (*part meeting*), the Parks and Reserves Officer – Mrs M McBain (*part meeting*), the Property Officer – Mrs T Hinton (*part meeting*) and two members of the media (Stratford Press & Taranaki Daily News).

1. **WELCOME**

The Deputy Mayor welcomed the District Mayor, the Chief Executive, Councillors, staff, and the media. He reminded Councillors to ensure they are familiar with the health and safety message including evacuation procedures.

2. **APOLOGIES**

An apology was noted from the Director – Environmental Services – Mr B Sutherland.

3. **ANNOUNCEMENTS**

There were no announcements.

4. **DECLARATIONS OF MEMBERS INTEREST**

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

The Deputy Mayor and Councillor Erwood declared an interest in item 9 – 2020 External Funding Application.

5. **ATTENDANCE SCHEDULE**

The Attendance Schedule for Policy and Services Committee meetings was attached.

6. **CONFIRMATION OF MINUTES**

6.1 **Policy and Services Committee Meeting – 23 June 2020**
D20/12016 Pages 9-16

RECOMMENDATION

THAT the minutes of the Policy and Services Committee Meeting held on Tuesday 23 June 2020, be confirmed as a true and accurate record.

ERWOOD/HARRIS
Carried
P&S/20/95

6.1 **Policy and Services Committee Meeting (Hearing – Control of Dogs Bylaw and Dog Control Policy) – 14 July 2020**
D20/118857 Pages 17-21

RECOMMENDATION

THAT the minutes of the Policy and Services Committee Meeting, to hear and consider submissions to the Control of Dogs Bylaw and Dog Control Policy, held on Tuesday 14 July 2020, be confirmed as a true and accurate record.

SANDFORD/BOYDE
Carried
P&S/20/96

The Executive Administration Officer undertook to make the following amendment:

- Page 19 – amend last paragraph to finish “*with safety being paramount*”

7. **MATTERS OUTSTANDING**
D16/47 Page 22

RECOMMENDATION

THAT the matters outstanding be received.

McKAY/JONES
Carried
P&S/20/97

The Chief Executive noted the following points:

- The bike park is now fully funded with the economic stimulus grant for \$2million having been approved. This includes the whole package of works planned for Victoria Park (e.g. half basketball court, pump track and fitness equipment). Contractors will be engaged asap due to the requirements of the grant. This matter will now be marked as complete.

Points noted in discussion:

- It was clarified that the changes requested to the Farm and Aerodrome Committee Terms of Reference would be brought back to Council for adoption.

8. **DECISION REPORT – RECYCLING OPTIONS FOR PLASTICS 3, 4, 6**

& 7

D20/9844

Pages 23-49

RECOMMENDATIONS

1. THAT the report be received.

BOYDE/DALZIEL
Carried
P&S/20/98

2. THAT the Council resolve to reduce collection services of grades of plastic to only Plastics 1, 2 & 5 in our kerbside recycling and at the Transfer Station from 1 September 2020.

BOYDE/JONES
Carried
P&S/20/99

Recommended Reason

To acknowledge there is no recycling market for mixed plastics grades 3, 4, 6 & 7 for the short to medium term and a need to alternatively manage the collection and/or disposal of these grades of plastics.

The Asset Management Coordinator noted the following points:

- At their meeting on 21 July 2020 the New Plymouth District Council made changes to the collection from the kerbside collection and by the transfer station of what plastics will now be accepted.
- Plastics with grades 3, 4, 6 and 7 will no longer be accepted. This affects the entire region's recycling collection and is due to there being no market for these plastics.
- Residents will now be asked to separate out these grade of plastics with a comprehensive communication strategy being developed now.
- The reduction in the collection will be enforced from 14 September 2020.

Questions/Points of Clarification:

- It was noted that for the first two weeks following the change, if a bin is audited that contains these plastics then they will be accepted, following this a red tag will be issued and a letter will be sent. Non-audited bins will continue to be sorted at the recycling facility.
- It was clarified that the plastics (3, 4, 6 & 7) would now go to landfill.
- It was clarified there was no other option at this stage than to follow the direction of New Plymouth as the operators of the recycling facility.
- It was noted that plastics can have the same energy level as diesel but there was environmental issues around this process.
- It was noted the plastics no longer accepted only make up 3% of all plastics collected in our District.
- It was questioned if the Central Landfill could be used to store plastics underground until the market resurfaced, however it was noted that plastics deteriorate very rapidly and it is unknown when there will be a market for these again.
- It was requested that the campaign to communicate these changes include visual displays – such as an empty shop along Broadway, at the A&P Show and flyers. It was noted that radio advertising, advertising on news apps, newspaper articles and relabelling of bins were amongst the planned activities already.
- The District Mayor noted the Government had increased the waste levy from \$10 a tonne to \$60 a tonne and it would have been expected it would have shadowed a move to less waste and noted he would like to see a move towards encouragement to not use these plastics to avoid the creation of waste.

- It was questioned if supermarkets would be approached regarding their products and noted that promotion would be undertaken in supermarkets. A lot of meat plastics are an easily recyclable plastic.
- The Deputy Mayor noted that he would encourage the regional Waste Minimisation Committee to lobby government for a push of a ban on these plastics.

*The Assets Management Coordinator and Services Asset Manager departed the meeting at 3.23pm.
The Deputy Mayor and Councillor Erwood vacated the table at 3.23pm.*

RECOMMENDATION

THAT the District Mayor chair the meeting for Item 8 – 2020 External Funding Application.

SANDFORD/BOYDE
Carried
P&S/20/100

9. **DECISION REPORT – 2020 EXTERNAL FUNDING APPLICATION**

D20/12553

Pages 50-56

RECOMMENDATIONS

1. THAT the report be received.

BOYDE/JONES
Carried
P&S/20/101

2. THAT Council's funding application to the Taranaki Electricity Trust (TET) for ~~\$2,485,600~~ \$1,984,600 is approved to be submitted.

McKAY/HARRIS
2 abstained
Carried
P&S/20/102

Recommended Reason

The opportunity to have projects externally funded will reduce the rating impact for ratepayers.

The Director – Community Services noted the following points:

- This report seeks a recommendation from Council to apply to the Taranaki Electricity Trust (TET) for funding as this is a requirement by the TET.
- It was noted that the TSB Community Trust is not considering applications from Local Authorities until at least the end of September. Historically a number of the summer projects have been supported by the TSB Community Trust, however they have been included in this application to the TET due to the current position of the TSB.
- A Projects Update report will be brought to Council soon.
- There are three changes for the Committee to consider:
 - An addition of an LED sign at Broadway South (the same as the one at the northern entrance) - \$75,000
 - Prospero Place and Broadway activation – to purchase a speaker system for the markets, gazebos, signage and Christmas festivities (installation of the tree and Christmas lights along Broadway) - \$25,000
 - Removal of the Bike Park due to this project now being fully funded.
 - The application total with these amendments would now be \$1,984,600.

Questions/Points of Clarification:

- It was clarified that the pool project had been left in the application as the \$8 million received from the government funding would not fund the whole project. Currently the budget in the Long Term Plan was at \$15 million and with additions and requests from the community the indicative pricing was sitting around \$21 million.
- It was clarified that the Economic Development Services were budgeted and rated for to ensure the services would continue should external funding not be obtained.
- It was questioned if thought had been given to the size of the application potentially having an impact on other group applications and clarified that this would be the responsibility of the TET Trustees to balance the needs of all applicants.

Points noted in discussion:

- It was clarified the projects were not up for discussion today and that these had all been budgeted for an approved during the Long Term Plan. This was just a request for external funding to cover these projects.
- It was clarified that the TET is very precise in what funding has been allocated towards if approved.
- It was noted that if the projects had been budgeted for and do not receive funding they will still go ahead, however if they have been fully reliant on external funding and funding is declined then they will not.
- Councillor Jones noted his objection to Project 2, Project 5 and Project 6 – there was no support to remove these from the application.
- It was noted that all projects were of equal priority to Council in this application.

The Deputy Mayor and Councillor Erwood re-joined the table at 3.44pm. The District Mayor vacated the chair.

10. **DECISION REPORT – LAND ACQUISITION – KOHURATAHI ROAD**
D20/19225 Pages 57-63

RECOMMENDATIONS

1. THAT the report be received.

McKAY/BOYDE
Carried
P&S/20/103

2. THAT Council consent to the acquisition for road pursuant to Section 17 of the Public Works Act 1981 of the land described as Part Lot 1 DP 19619 containing approximately 185 square metres as shown marked 'A' on Plan 155 attached to this report.

3. THAT compensation for the acquisition of this area of land be agreed at \$1.00 plus GST (if demanded).

BOYDECOPLESTONE
Carried
P&S/20/104

Recommended Reason

The road formation of Kohuratahi Road ceases at this location, necessitating a widening of the road to beyond the current road boundaries in order to develop a vehicle turning circle.

The Special Projects Manager noted that this report seeks approval for the acquisition of a small area at the end of the formed Kohuratahi Road. Options for vehicles turning around is limited with heavy vehicles unable to cross the bridge and some lighter vehicles being unwilling to. The intention will be to construct a turn around area for vehicles to safely turn back.

The Parks and Reserves Officer and the Property Officer joined the meeting at 3.47pm.
The Special Projects Manager departed the meeting at 3.49pm.

11. MONTHLY REPORTS

11.1 ASSETS REPORT D20/12537 Pages 64-87

RECOMMENDATION

THAT the reports be received.

DALZIEL/COPLESTONE
Carried
P&S/20/105

The Director - Assets noted the following points:

- Three errors in the report were noted:
 - Page 64, Solid Waste, second bullet – should read 11% not 25%.
 - Page 73, recycled waste (in table) should be – not achieved 11%. This was due to COVID-19 and the redirection of recyclables to landfill.
 - Page 69, minor disruptions – should read Achieved - 5.
- No issues during June at the Water Treatment Plant or to operation of the waste water or storm water systems.

Questions/Points of Clarification:

- It was noted that conversations had occurred with South Taranaki District Council, NZTA and Stratford District Council regarding Opunake Road as our highest risk road. Options had been presented for improvements but it was recommended by NZTA that the best result would be from a speed limit reduction to 60km/hr. The average speed along this road is currently between 80 and 85 km/hr therefore it will be taken for community feedback – if it is well supported then a report will be brought back to the Policy and Services Committee for consideration.
- It was noted the traffic management plan was no longer in place at the Transfer Station.

The Roading Asset Manager, the Parks and Reserves Officer and the Property Officer departed the meeting at 3.56pm.

11.2 COMMUNITY SERVICES REPORT D20/19162 Pages 88-96

RECOMMENDATION

THAT the reports be received.

McKAY/HARRIS
Carried
P&S/20/106

The Director – Community Services noted the following points:

- The main highlight for the department was services being able to restart post lockdown.
- In terms of performance the department is on target for year end figures, however facilities were mostly below target with lockdown and the natural decrease across the library and iSITE being responsible for this.
- Citizen Awards nominations close this Friday.

- Creative Communities funding opens for applications next week.

The Revenue Manager joined the meeting at 3.59pm.

Council Organisations and Council Representatives on Other Organisations

- Councillor McKay noted the Go Local campaign was about to come to an end. This has gone really well with the Stratford Business Association giving away vouchers every week resulting in great feedback from the community and from Venture Taranaki. There is another shop local campaign on it's way. BA5's started again last month with Council hosting with Venture Taranaki and boasted a massive turn out. The Social Media workshop had such a high demand a second had to be held and the Prospero Markets restarted last weekend.
- Councillor Boyde noted it was the Taranaki Hockey finals in Stratford this weekend and extended an invitation to attend. This is free entry.
- Councillor Sandford noted he had attended the last Youth Council meeting and noted it was a great bunch of kids with great ideas and expressed his pride in them.
- Councillor Webby noted the latest exhibition of Taranaki's young people's art had begun at the Gallery with over 200 people in attendance for the opening and Emergence Awards evening. This will be open for three weeks.
- Councillor Webby also noted that Positive Ageing held its first forum since COVID and was very successful. She complimented Di Gleeson of the Central Taranaki Safe Community Trust's and stated the presentation was exceptional.

11.3 **ENVIRONMENTAL SERVICES REPORT**

D20/12472

Pages 97-103

RECOMMENDATION

THAT the reports be received.

HARRIS/JONES
Carried
P&S/20/107

The Chief Executive noted the following points:

- The building consent accreditation is being undertaken this week by IANZ.
- There has been a drop of building consents from month to month. There is usually an increase in consents at this time of year due to fire installations, however more people are trending towards heat pump that do not require a consent. General building consents overall, compared to year on year, is still very positive.
- Work has been continuing on the District Plan in the background. The budget for this will be set in the Long Term Plan. The speed of which this progresses will be impacted on how much is budgeted for the project.

Questions/Points of Clarification:

- Councillor Boyde noted it was fantastic to see the digital consents. The Chief Executive noted that due to COVID-19 a number of processes were digitised and these have all been retained. As a result of these improvements Council has submitted an application for a SOLGM award for improvements made under COVID-19.

11.4 **CORPORATE SERVICES REPORT**

D20/19162

Pages 104-122

RECOMMENDATION

THAT the reports be received.

ERWOOD/DALZIEL
Carried
P&S/20/108

The Director – Corporate Services noted the following points:

- This report provides the preliminary year-end financial results. It is hoped to have financials completed by the end of this year so work can be progressed on the annual report.
- It is looking like revenue has not been affected at all and rate collections are up from the previous year. Stratford is in a very good position financially compared to a lot of other councils.
- A number of performance measures for different activities appear to have not been achieved this year. A separate report will be brought to Council with an explanation as to why they have not been achieved, this is also detailed in the annual report.
- There is a potential profit of \$100,000 and it was suggested that this be put into a reserve possibly for Civil Defence instead of letting it roll over. A report can be brought back to Council to tag any year end profit.

Questions/Points of Clarification:

- Councillor Dalziel questioned the variance in the revaluation budget. It was noted that this had been in the Long Term Plan budget and was brought forward on audit instruction. Valuations are undertaken every three year unless it is brought forward on request by audit.
- Councillor Boyde noted that the revaluations of properties would be undertaken in September and as the average prices of houses has increased it will be very interesting to see what the valuations return at.
- Councillor Sandford requested a report be brought to Council to discuss the options for the use of the \$100,000 profit.

12. **QUESTIONS**

There were no questions.

13. **RECOMMENDATION TO EXCLUDE THE PUBLIC**

RECOMMENDATION

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

Agenda Items No: 14 and 15

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

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

McKAY/BOYDE
Carried
P&S/20/109

The media left the meeting at 4.13pm

14. **PUBLIC EXCLUDED ITEM**

15. **PUBLIC EXCLUDED ITEM**

RECOMMENDATION

THAT the open meeting resumes.

BOYDE/McKAY
Carried
P&S/20/114

The Community Development Manager and the Communications Manager departed the meeting at 4.26pm.

It was noted that the public feedback process on the pool location had now been completed. A report would be brought back at the next Council meeting for discussion. There had been no drawings produced for alternative locations as there is a cost of approximately \$10,000 each time a floor plan is created, however a decision needs to be reached due to the requirements of the shovel ready funding received. The drawing in front of the TET Multi-sports stadium had only been completed to prove the facility could fit there.

It was felt by some Councillors had been some miscommunication with the community by other Councillors in regards to the locations.

Feedback is required under the Reserves Management Act, Council will then make a decision and final approval will be required from the Minister. The Chief Executive will seek clarification on the process of changing the decision in the previous report to Council (April 2020) if the location is amended as a result of the public feedback.

The meeting closed at 4.37pm.

A L Jamieson
CHAIRMAN

Confirmed this 25th day of August 2020.

N C Volzke
DISTRICT MAYOR