

Date: Tuesday 7 December 2021 at 12noon
Venue: Council Chambers, 63 Miranda Street, Stratford

Present

Councillor G W Boyde (the Chairman), the District Mayor N C Volzke, Councillors P S Dalziel (*via audio visual link*), V R Jones and Committee Members: the Director Corporate Services – Mrs T Radich and the Property Officer – Mrs S Flight.

In attendance

Councillor W J Sandford.

The Chief Executive – Mr S Hanne, the Director Environmental Services – Mr B Sutherland, the Committee Advisor and Executive Assistant – Mrs E Bishop, Communications Manager – Ms G Gibson, and one member of the media (Stratford Press).

1. Welcome

The Chairman welcomed the Chief Executive, Councillors, staff, and the media.

1.1 Opening Karakia
D21/40748 Page 7

The opening karakia was read.

1.2 Health and Safety Message
D21/26210 Page 8

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

2. Apologies

Apologies were received from the Deputy Mayor A L Jamieson and noted from the Director Assets – Mrs V Araba and the Director Community Services – Ms K Whareaitu.

Recommendation

THAT the apologies be received.

JONES/BOYDE
Carried
F&A/21/27

3. Announcements

There were no announcements.

4. 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 declarations of interest.

5. Attendance Schedule

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

6. Confirmation of minutes

6.1 Farm and Aerodrome Committee Meeting – 21 September 2021 D21/33298 Page 10

Recommendation

THAT the minutes of the Farm and Aerodrome Committee Meeting held on Tuesday 21 September 2021 be confirmed as a true and accurate record.

VOLZKE/BOYDE
Carried
F&A/21/28

7. Matters Outstanding D20/11504 Page 14

Recommendation

THAT the matters outstanding be received.

JONES/DALZIEL
Carried
F&A/21/29

8. Programme of Works D20/28552 Page 15

Recommendation

THAT the Programme of Works be received.

VOLZKE/BOYDE
Carried
F&A/21/30

The Chief Executive noted that the sharemilkers agreement had been moved on the programme of works to December 2021.

Recommendations

1. THAT the report be received.

BOYDE/JONES
Carried
F&A/21/31

2. THAT the allocation of the remaining profit made in the 2020/21 financial year, after the rates mitigation portion (\$53,000) be \$115,781 for debt repayment and \$96,925 to be put into the farm reserve.

VOLZKE/BOYDE
Carried
F&A/21/32

Recommended Reason

To discharge the Committee's responsibilities in relation to the Council farm.

The Director – Corporate Services noted the following points:

- This report presents the year end result to 30 June 2021 and provides an update and overview of the farm and budget for 2021/22 year with reforecasting of figures.
- The Committee is asked to allocate the remaining profits made in the last financial year. There is \$265,706 profit with \$53,000 allocated to rate mitigation. The remaining amounts can be used for debt repayment or put into the reserve fund to be used in later years for rate mitigation or other uses the Committee may deem appropriate.
- Work has begun on the 2022/23 Annual Plan so the Committee will be required to review the budgets for the Farm and Aerodrome activities as part of this process.

Questions/Points of Clarification:

- The Chairman supported \$115,781 of debt repayment with the remaining \$96,925 being put into the farm reserve.
- It was clarified that the funds placed into the reserve can be used for anything the committee determines appropriate including debt repayment.
- Councillor Dalziel noted his concern on the \$62,000 allocated for administration and overheads, he queried if the meetings with the sharemilkers could be moved to quarterly to reduce this administration cost and noted that there could be more movement in the corporate services expenses. It was requested that a breakdown of the overheads be added to the matters outstanding and brought back to this committee.
- Councillor Dalziel supported the debt reduction of \$115,781 and felt that the \$53,000 allocated to rate mitigation could be increased to \$100,000 with the remaining profit being put into the reserves fund. He felt it was important that net debt was not increasing.
- The District Mayor acknowledged the outstanding result the farm had achieved in the last 12 months. He noted this was much more than just the financial return and included the riparian planting and environmental report achievements. He was pleased to see that the integration of the two farms had gotten to the point they were full integrated and that the improvements to the water systems and the races are also really good. He acknowledged staff involved and the sharemilkers who had played an integral part in establishing these improvements.
- It was clarified that if there were funds allocated to the reserve for rate mitigation that this could not happen until the next financial year and would be part of the 2022/23 Annual Plan discussion.
- The District Mayor supported the debt repayment of \$115,781 and the remaining balance of \$96,925 being put into the farm reserve.
- It was clarified that the riparian planting was still 95% complete as the sharemilker was awaiting the Taranaki Regional Council to confirm the spaces the remaining plants were to be put.
- It was requested that the summary of the farm in the Business Report (Farm and Aerodrome Committee Members) be updated to include *the District Mayor as ex officio*.

10. Information Report – Risk Review

D21/42675 Page 39

Recommendation

THAT the report be received.

BOYDE/JONES
Carried
F&A/21/33

Recommended Reason

To provide an update to the Farm and Aerodrome Committee of any changes to the Farm Risk Register and advice the Committee of any incidents in relation to the Top Seven Risk on the Risk Register from the previous quarter.

The Property Officer noted the following points:

- The Committee's approval was sought for an additional risk to be added to the Farm Risk Register regarding the sharemilker contracting. COVID-19

Risk Category	Risk Subject	Risk Description	Risk Score Raw	Control Description	Residual Risk Score
Operational	COVID-19	<ul style="list-style-type: none"> If the sharemilker contracts COVID-19 and is unable to work for a few weeks this could affect the operation of the farm. 	Medium	<ul style="list-style-type: none"> Prepare and maintain a Business Continuity Plan. Have a Movement Plan between the Sharemilker and other workers to eliminate the transmission of the virus to others. Limit movement of stock, people and machinery on/off farm. Work with Bio-Security NZ, Ministry Primary Industries (MPI), Taranaki Regional Council (TRC), Farm Vets to ensure the threat is identified and work to minimise the threat. Ensure Staff/committee are kept up to date with everyday decisions. Follow MPI Guidelines - https://www.biosecurity.govt.nz/growing-and-harvesting/land-care-and-farm-management/biosecurity-on-your-farm/ 	Medium to Low

Questions/Points of Clarification:

- Councillor Jones noted his concern to how the Committee was assured that the control measures in the Risk Registered were meeting the associated risk. He noted the Hazard Register for the Aerodrome included dates for completion and this is not a feature on the risk register. He questioned if the Committee should be reviewing items such as the Animal Health Plan as required for the farm. The Director – Corporate Services noted that the Audit and Risk Committee reviewed the full Council Risk Register from which this was a subset register. Officers complete internal audits and report back to the Audit and Risk Committee on the controls and if they are working. Officers also do a deep dive into one of the risks to show the controls are working in the report. The Farm and Aerodrome Committee is being presented with a register to say these controls are in place and it is an operational matter to ensure these are being place with the assurance being in the internal audits and deep dive reviews. The Committee can request a review of any of the risks.
- Councillor Boyde noted that the sharemilkers have a lease block which is used for grazing purposes so their stock does not come into contact with other stock which helps mitigate the risk of Mycoplasma Bovis.

Recommendation

THAT the Operational Risk for COVID-19 be added to the Farm Risk Register.

BOYDE/JONES
Carried
F&A/21/34

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

D21/42800 Page 48

Recommendation

THAT the report be received.

BOYDE/DALZIEL
Carried
F&A/21/35

Recommended Reason

This report provides the first quarterly update to the Farm and Aerodrome Committee. It highlights the milk production from the current season at the farm and also reports on the key activities at the Aerodrome.

The Property Officer noted the following points:

- The Stratford Aeroclub has approached Council for approval for a new hangar to be constructed adjacent to their existing hangars on land which is part of the Council farm. The sharemilker has advised that this paddock is only used for lame cows and the loss of the small area of land would not impact adversely on the farm operations. The lease of the land will bring in further revenue to the Council.
- The upgrade to the AIMM reporting programme will now provide 99% accuracy of aircraft movement numbers.

Questions/Points of Clarification:

- It was clarified the lost milk solids noted in item 12 was an estimated amount of 300 milk solids and did not show in this report as this was dated to 30 October.
- The District Mayor questioned if the location of the proposed hangar was consistent with the report done for the aerodrome development completed a number of years ago. The Chief Executive clarified that the locations within that report were when there was no room left to build and would start going into the infield. He questioned if a more suitable location would be on the opposite side of the road between the fuelling station and the last hangar, Mr Hanne noted that this position was the desirable location to align with the current aeroclub hangars and there had been no concerns regarding access, he confirmed the costs would be to the aeroclub regarding the drain crossing and that the sharemilkers had not expressed any objections to the use of that paddock.
- It was clarified the total aircraft movement was 375. Mrs Flight noted there had been a new aerial and cable installed along with an upgrade to the AIMM programme which will provide much more accurate numbers.
- It was noted the strategic alignment section of this report would be updated as the Long Term Plan was now in effect. The Chief Executive noted the importance of the Committee doing a self review to ensure it is delivering what it was established to do. He noted the value of contracts monitored by this committee are some of the smallest within Council when compared to activities such as roading and it was important to figure out if the Committee was fit for purpose and was required as this tied back to the overheads discussion.
- The Chairman thanked the Parks and Reserves Officer for the work she had undertaken over the past year particularly with the capital works projects that she had picked up as this was a huge amount of work. She has done a fantastic job in delivering these on time.
- Councillor Jones noted he was watching with interest the fact that milk production was down but sustenance was up as he had thought the in-shed feed system was to balance the peaks and troughs.

12. Quarterly Report – Health and Safety
D21/42479 Page 57

Recommendation

THAT the report be received.

BOYDE/VOLZKE
Carried
F&A/21/36

The Property Officer noted the following points:

- There were no recorded incidents at the Aerodrome.
- There was one incident at the farm where milk from a penicillin cow was mixed with the milk in the vat. Council will be reimbursed for the lost milk by the sharemilkers when they have received this from their insurers.

13. Questions

There were no questions.

14. Resolution to Exclude the Public

Recommendation

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

Agenda Items No: 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
Farm Contract	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.

BOYDE/JONES
Carried
F&A/21/37

The media departed the meeting at 12.46pm.

15. Public Excluded Item

Recommendation

THAT the open meeting resumes.

JONES/VOLZKE
Carried
F&A/21/42

16. Closing Karakia

D21/40748 Page 152

The closing karakia was read.

The meeting closed at 1.47pm

G W Boyde
Chairman

Confirmed this 15th day of March 2022.

N C Volzke
District Mayor