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**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 23 MARCH 2021 AT 3.00PM**

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**PRESENT**

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

**IN ATTENDANCE**

The Chief Executive – Mr S Hanne, the Director – Community Services – Ms K Whareaitu, the Director – Environmental Services – Mr B Sutherland, the Director – Corporate Services – Mrs T Radich, the Director – Assets – Mrs V Araba, the Executive Administration Officer – Mrs E Bishop, the Communications Manager – Ms G Gibson, the Roading Assets Manager – Mr S Bowden (*part meeting*), the Property Officer – Mrs T Hinton (*part meeting*), the Parks and Reserves Officer – Mrs M McBain (*part meeting*), the Services Assets Manager – Mr S Pathmanathan (*part meeting*), the Special Projects Manager – Mr N Cooper (*part meeting*) and one member of the media (Stratford Press).

1. **WELCOME**

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

2. **APOLOGIES**

No apologies were received.

3. **ANNOUNCEMENTS**

The Chief Executive introduced Sean Pathmanathan as the new Services Asset Manager. He has replaced Mike Oien who has moved sideways into an advisory position.

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. There were no declarations of interest.

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 February 2021 - Hearing**  
D21/6292 Pages 8-11

**RECOMMENDATION**

THAT the minutes of the Policy and Services Committee Meeting held on Tuesday 23 February 2021, to hear and consider submissions to the Draft Control of Signs Bylaw, be confirmed as a true and accurate record.

BOYDE/COPLESTONE  
Carried  
P&S/21/33

6.2 **Policy and Services Committee Meeting – 23 February 2021**  
D21/6393 Pages 20-30

**RECOMMENDATION**

THAT the minutes of the Policy and Services Committee Meeting held on Tuesday 23 February 2021 be confirmed as a true and accurate record.

COPLESTONE/WEBBY  
Carried  
P&S/21/34

7. **MATTERS OUTSTANDING**  
D16/47 Page 31

**RECOMMENDATION**

THAT the matters outstanding be received.

ERWOOD/BOYDE  
Carried  
P&S/21/35

The Chief Executive noted the following points:

- The Street Numbering matter will continue to be updated via the Environmental Services monthly report.
- It was approved by the committee to record damage caused by forestry slash as a new line in the Assets monthly report. This will be at zero until there is an incident to report.

8. **MONTHLY REPORTS**

8.1 **ASSETS REPORT**  
D21/6836 Pages 32-56

**RECOMMENDATION**

THAT the reports be received.

DALZIEL/ERWOOD  
Carried  
P&S/21/36

*The Special Projects Manager joined the meeting at 3.05pm*

The Director – Assets noted the following points:

- The roading reseal programme has been completed for the year.
- There is still high overnight water usage in Midhirst but there has been a reduction in total consumption due to a leak that was fixed two weeks ago.
- The three waters performance measures were unable to be updated due to problems with the new version of Asset Finda. It is expected these will be up to date at the next Policy & Services Committee meeting.

Questions/Points of Clarification:

- The District Mayor noted the drop in water consumption at Midhirst and Toko was significant in percentage of total consumption and was pleased to see this outcome as a compliment to Councils conservation goals in the Consultation Document.
- It was clarified that there was not a District graph to supplement the contamination with recycling as the data is collected and coordinated from the MRF Station in New Plymouth. The bin audit and tag results are used as an indication of contamination at town level. It is believed the contamination is due to the process at the station itself but is still under investigation
- Councillor McKay complimented the wheelie bin coordination by the Midhirst residents and that it was pleasing to see this recognised in Central Link. It was noted Officers were open to applying the practice of bins being put together in an area across into Stratford.
- It was noted that the Farm milk production was at 123,000 milk solid last which was 14% ahead for the month and 1% behind for the season which was an outstanding turn around from the impact of the bad weather in December.
- It was clarified that the discharge at the sale yards did come into the residential system and the consent noted was ensuring users are consented and charged for their discharge.
- It was clarified that the relaxing of standards for the bin audits was a result of a change in bin auditor and because of the contamination at the MRF station. The criteria for green and red tags has been tightened with a more educational approach being taken with amber tags. This should result in higher green tag results.
- It was noted that the Walking Access Commission was still waiting for NZ Forestry to approve the easement conditions as the agents for Kingheim. Council can not do anything until it has been formally appointed by the commission which cannot occur until the easements have been agreed upon.
- It was clarified the planned work on the farm workers cottage was part of the major works budget.
- Clarification was requested on the number of permanent residents in the holiday park figures.
- It was clarified the budget for the avian invasion would be out of the waste water budget and that there some really cheap solutions to chase birds away.

*The Property Officer, the Parks & Reserves Officer and the Services Asset Manager left the meeting at 3.19pm.*

## 8.2 **COMMUNITY SERVICES REPORT**

D21/6428

Pages 57-65

### **RECOMMENDATION**

**THAT** the reports be received.

**McKAY/HARRIS**  
**Carried**  
**P&S/21/37**

The Director – Community Services noted the following points:

- The new Youth Council was sworn in during February and it was confirmed they had booked two spaces for public forum presentations during the year as requested by Councillors in attendance.
- Both the Summer Nights Concert and AmeriCARna went ahead and were well received. The Summer Nights movie and Children’s Day were cancelled due to the change in COVID Alert Levels.
- The new desk has arrived in the Library and is looking good.
- The new logo will have a soft and slow launch with the first use being in the Consultation Document.

Questions/Points of Clarification:

- It was noted that Shakespeare themed street flags had been erected in preparation for April as well as the Shakespeare school holiday plans at the Library. It was requested that the plan for the Shakespeare support in April be circulated to Councillors.
- The District Mayor noted the success of the Mayors Taskforce for Jobs project and thanked the Workforce Coordinator for the outstanding work she has done. He noted that grants from the fund can help subsidise wages, training, tertiary qualifications or purchase equipment needed such as tools. This is advantageous in removing barriers for those seeking employment. He urged Councillors to let any young person looking for work, or businesses looking to employ, to contact the Workforce Coordinator as this programme was only until the end of June 2021. It was clarified that both Hawera and New Plymouth were not eligible for this funding which has resulted in barriers being removed and the ability to help fund those looking at employment at either of the neighbouring Districts.
- Councillor Harris noted there had been positive feedback received on the Library Community Engagement at the Whangamomona Hall.

### **Council Organisations and Council Representatives on Other Organisations**

- Councillor McKay noted the Stratford Business Association had held a BA5 in March after the previous one had been cancelled due to COVID Alert Levels. Work has also begun on the strategic direction of the organisation which will lead into the partnership with Council and clearly identify what side does what. It was clarified there is a steady increase of members which is usually a couple new a month. It was not known what the percentage of total businesses in Stratford was.
- Councillor Webby noted the Positive Ageing Forum held last Thursday was very successful and covered a range of topics from the Mayoral Council update, the Youth & Children’s Librarian and Community Engagement Officer presenting on the digital services the library offers and also Grant Commerford, manager of TSB Bank Stratford, who answered many queries from the community. The forum closed with the Taranaki Swiss Band which were very good.

## 8.3 **ENVIRONMENTAL SERVICES REPORT**

D21/6619

Pages 66-72

### **RECOMMENDATION**

THAT the reports be received.

JONES/McKAY  
Carried  
P&S/21/38

The Director – Environmental Services noted the following points:

- It was noted the building consent digitally received was incorrect but the total number was right.
- This month was the next in series of months with buoyant development which is a very positive sign.

- Street numbering has moved onto the boundary of Regan and Glanville Road and consultation has begun with affected parties.

Questions/Points of Clarification:

- It was clarified that no swimming pool inspections had been completed in February or January as this task would be saved for quieter periods.
- The District Mayor noted the outstanding number of new dwellings with 33 so far this year compared to 29 last year.
- It was clarified that the Pembroke Road renumbering was part of a series of roads requiring attention. Due to the significant scale of the Pembroke Road issues this would be left till the last project.
- It was clarified that earthquake prone building evaluations would be moving up in priority now. The cut off for this is now two years away.

## 8.4 **CORPORATE SERVICES REPORT**

D21/7955

Pages 73-91

### **RECOMMENDATION**

THAT the reports be received.

WEBBY/HARRIS  
Carried  
P&S/21/38

The Director – Corporate Services noted the following points:

- There are some projects highlighted in the capital expenditure table that have the expected completion date as pending. Usually there are no carry forwards done in a Long Term Plan year however this year is unique where Council has received so much stimulus funding with tight timeframes so those projects have needed to be completed which in turn has put pressure on the industry and contractor availability. More projects may be added as pending before the end of the financial year. It was suggested that Council may be required to consider carryover of some of the uncompleted work and associated budgets.
- It was highlighted last month that Council was repaying some of its debt and refinancing next month. Interest rates are increasing every week especially the longer term rates so it will be good to get it set up now for a longer period.

Questions/Points of Clarification:

- It was clarified that growth/level of service is funded by debt but that replacements are funded from depreciation and reserves. The pending projects are not causing debt or the budgets are in a reserve where it can remain until it is used.
- It was noted the Liabilities and Investment Statement required the A&P Association end date to be amended to December 2032.
- It was clarified that separate from the Long Term Plan projects, smaller projects such as office floor coverings fell into larger capital project budgets with changes and decisions on these being made internally at management level.
- It was noted that budgets set for the 3 waters were continuing with the assumption that Council is continuing as normal to maintain the service to the communities. Stratford is not in the worst position for its services therefore would not take priority if it decided to opt into the water reforms. It was important to ensure it remains in a good condition for our residents.

9. **QUESTIONS**

- It was asked that Mr Cooper arrange a tour of the bike park facility for Councillors. This may be organised in conjunction with the trip to Whangamomona in April. In the meantime a visual presentation would be given at the conclusion of the meeting.
- It was noted the far end of the centennial rest rooms had not been painted. This was outside of the original scope of the project and the expense of the required scaffolding has meant there is no budget for this.
- It was confirmed there had been a media release done for the blessing of the pool site and one in draft format that would note that work has started and have a copy of the floor plan attached. Signage has been ordered for the site and will also include the floor plan.
- It was clarified that Officers were currently in negotiations with Chorus regarding the former Post Office building on Miranda Street.
- It was noted that providing charging stations would be outside of Council's core services and would require significant funding. A collaborative approach had been taken to install one in the War Memorial Carpark but had fallen over due to funding having been allocated to another location but subsequently not gone ahead. The Regional Land Transport Committee have discussed this issue and the District Mayor has since followed it up with the National Party Energy Spokeswomen, Barbara Kuriger. There is no strategy at a national level for a roll out of these and they were currently appearing ad-hoc depending on who the supplier is. There are currently three in Taranaki and the cost is approximately \$75,000 to install. He noted he will encourage a regional collaborative approach at the Mayoral Forum to look at strategic places to have travel needs met. He did not feel this should be a cost to Council as there were private suppliers in New Zealand.
- It was requested that the Chief Executive look into a submission to the Climate Change Commissions proposal. He would email Councillors to collect their views on the matter to collate into a submission if this was supported.

10. **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: 11

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:

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution to each matter</b>	<b>Grounds under section 48(1) for the passing of this resolution</b>
Abandoned Land	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/DALZIEL

Carried

P&S/21/39

*The Roading Asset Manager and the media departed the meeting at 4.02pm*

11. **PUBLIC EXCLUDED ITEM**

**RECOMMENDATIONS**

THAT the open meeting resumes.

BOYDE/COPLESTONE  
Carried  
P&S/21/42

*The meeting closed at 4.11pm.*

A L Jamieson  
**CHAIRMAN**

Confirmed this 27<sup>rd</sup> day of April 2021.

N C Volzke  
**DISTRICT MAYOR**