

# MINUTES

## Policy and Services Committee

F22/55/05 – D23/28249

Date: Tuesday 27 June 2023 at 3.00PM

Venue: Council Chambers, 63 Miranda Street, Stratford

### Present

The Deputy Mayor – M McKay (the Chairperson), the District Mayor N C Volzke, Councillors: S J Beck, A M C Dudley, J M S Erwood, A K Harris, E E Hall, V R Jones, W J Sandford, C M Tongaawhikau and M J Watt

### In attendance

The Chief Executive – Mr S Hanne, the Director – Corporate Services – Mrs T Radich, the Director – Assets – Mrs V Araba, the Director – Environmental Services – Mr B Sutherland, the Acting Director – Community Services – Mr C Julie, the Committee Advisor and Executive Assistant – Mrs E Bishop, the Communications Manager – Ms G Gibson, the Roading Asset Manager – Mr S Bowden (*part meeting*), the Services Asset Manager – Mr J Cooper (*part meeting*), the Parks and Reserves Officer – Mrs M McBain (*part meeting*), the Graduate Asset Engineer – Ms K Van Hout (*part meeting*), the Education Officer – Water and Waste – Mr P McNamara (*part meeting*), the Property Officer – Mrs S Flight (*part meeting*), the Projects Engineer – Mr O Mabumbo (*part meeting*) and one member of the media (Stratford Press)

Via audio visual link: Mr K Wright, Ms S Hitchcock and Mrs J Patterson (Venture Taranaki) (*part meeting*).

### 1. Welcome

The opening karakia was read.

The Deputy Mayor welcomed the Chief Executive, Councillors, staff, and the media.

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

### 2. Apologies

An apology was received from Councillor G W Boyde.

#### Recommendation

THAT the apology be received.

TONGAAWHIKAU/SANDFORD  
Carried  
P&S/23/75

### 3. Announcements

There were no announcements.

### 4. Declarations of members interest

Elected members were asked to declare any real or perceived conflicts of interest relating to items on this agenda.

Councillor Erwood declared an interest in Item 10 – TET Funding Application 2023

### 5. Attendance Schedule

The Attendance schedule for Policy and Services Committee meetings, including Hearings, was attached.

## 6. Confirmation of Minutes

### 6.1 Policy & Services Committee – 23 May 2023 D23/22137 (PE) D23/23145 (Open) Page 11

#### Recommendation

THAT the minutes of the Policy and Services Committee Meeting held on Tuesday 23 May 2023, including the public excluded section, be confirmed as a true and accurate record.

HALL/DUDLEY  
Carried  
P&S/23/76

## 7. Matters Outstanding

D16/47 Page 23

#### Recommendation

THAT the Matters Outstanding be received.

HARRIS/JONES  
Carried  
P&S/23/77

### Questions/Points of Clarification:

- Councillor Erwood requested that Victoria Park Drainage be added to the matters outstanding index to ensure councillors remain updated on this. The request was denied as this project would remain being updated in the Assets Monthly Report until it is completed.
- Councillor Jones requested a report be brought to council on the errors that have occurred on the Victoria Park drainage. It was reiterated that these questions can be asked during the presentation of the assets monthly report.

## 8. Information Report – Economic Development Quarterly Report – Quarter Three

D23/25864 Page 24

#### Recommendation

THAT the report be received.

HARRIS/BECK  
Carried  
P&S/23/78

### Mr Wright, Venture Taranaki, noted the following points:

- The positioning for the future event was hosted today at the Novotel in New Plymouth and was well attended.
- The latest updates were provided to attendees and will be available on Venture Taranaki's website but ones to note were:
  - Provisional GDP has increased by 0.6% to just over \$10 billion, but this is behind the national average.
  - Consumer spending has increased by 2.26% at the year end, however this does not necessarily mean extra spending and could be money being spent on the same product with increased costs due to inflation.

- Net migration has increased.
- Visitor spend has gone up significantly by 20% to April 2023.
- The median house price is \$534,000 which is a reduction of 13%.
- Number of building consents are down by 30% across the region. There is a notable reduction in commercial construction projects and only a small amount of residential building consents in the last month.
- The latest business survey has been completed and shows that about half the people are expecting the economy to worsen in the country, however about 50% of the respondents felt Taranaki was going to be ok. Overall businesses in Taranaki are feeling a bit more positive than they were six months ago.
- The first crop of branching out phase 2 was completed at Francis Douglas Memorial Collage with an organic garlic crop. There has been a lot of support from land owners in trialling these crops.
- There are two KPI's that are behind target, the level of annual investment into regional businesses is subject to government policy and number of engagements with business operators which is a result of recording issues which has now been fixed and the target has now been met.

Questions/Points of Clarification:

- It was noted that approximately 17% of the submissions for branching out had been from the Stratford area. The confirmed trials are yet to be determined but this will be reported on in the next quarterly report.
- Ms Patterson noted that the business survey results can be broken down into specific districts and can be forwarded if requested.

9. Information Report – Local Government Elections 2022

D23/21905

Page 53

**Recommendation**

THAT the report be received.

TONGAAWHIKAU/ERWOOD  
Carried  
P&S/23/79

**Recommended Reason**

To provide the Committee with a final report of the 2022 Local Government Election.

The Director – Corporate Services noted the following points:

- This report highlights the outcomes of the recent local elections and is done after each election to provide a summary of how it went.
- The technical aspects were outsourced to Election Services with Mrs Radich appointed as the Deputy Electoral Officer.
- The election was successful in the fact all vacancies were filled and the cost of the election was significantly less than anticipated with only one ward to be part of the elections.
- A decision report will be brought in August to discuss the voting systems (First past the post or single transferrable voting system (STV)).

Questions/Points of Clarification:

- The District Mayor asked whether the option to review the representation arrangements be included in the report to decide voting systems. The Chief Executive asked if there was any desire to do a full representation review, this could be done but he would advise against it.

*Councillor Erwood left the room at 3.17pm.*

### Recommendations

1. THAT the report be received.

VOLZKE/WATT  
Carried  
P&S/23/80

2. THAT Council's funding application to the Taranaki Electricity Trust (TET) for \$686,000 is approved to be submitted.

HALL/DUDLEY  
Carried  
P&S/23/81

### Recommended Reason

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

### Questions/Points of Clarification:

- It was clarified that the \$450,000 requested amount for the pool complex was broken into \$400,000 of operational expenses and \$50,000 for new equipment. It is estimated that council will be looking at an approximate \$320,000 total spend on electricity at the end of the year, however additional expense has been included to allow for higher costs through the winter months.
- It was clarified that the feedback sought on the skate park had specifically been regarding the future of the bowl which was filled in at the request of the community due to the health and safety concerns it presented. This funding application is to accommodate for accessibility and catering for a wider group which was requested by the community. It was clarified that the funding from the Better Off Funding was separate to this project.

*Councillor Erwood rejoined the meeting at 3.23pm.*

### Recommendations

1. THAT the report be received.

HARRIS/HALL  
Carried  
P&S/23/82

2. THAT the committee approve the proposed *Targets and Actions* for the proposed DRAFT Waste Management and Minimisation Plan 2023.

WATT/BECK  
Carried  
P&S/23/83

### Recommended Reason

To set targets for the achievement of the vision, goals and objectives and propose possible actions to support the delivery of the targets.

The Director – Assets noted that target PT5, reduce contamination for the Stratford District from council provided kerbside recycling, had been added at the request of elected members.

Questions/Points of Clarification:

- The District Mayor noted that a number of the targets have a provision that they will be achieved provided council introduces an organic waste collection by 2027. He questioned if by adopting these were elected members effectively committing to starting a green waste collection? Mrs Araba noted that the targets state that council can no longer reduce waste to landfill if it does not start diverting. There are two or three targets that will depend on if council adopts diversion at a later stage.

Points noted in discussion:

- The Deputy Mayor asked if there was support for a couple of additions. The targets talk about reduction of total waste going to landfill and also increasing the amount diverted into recycling but wondered if there was the appetite to include a separate target to incorporate a total reduction and not moved from one area to another? She clarified that the longer term vision of elimination would require education to not bring the waste into homes in the first place and she did not feel these targets promoted this behaviour from the start. The Education Officer clarified that these targets are based on what is already here now and will be able to be changed in 2027 because of the avoidance strategies that are coming nationally, but that until the national schemes come in council is limited to what it can do in the avoidance space as consumerism drives what is coming into the district at the moment.
- Councillor Beck noted that once the national schemes progress then we will see companies changing their packaging as was done with the plastic bags, and then there will be less waste coming into the households.
- The Chief Executive noted that it is difficult to introduce a target if there is no incentive or mechanism to achieve it.
- The Deputy Mayor noted there was only one target around behavioural change being the regional waste minimisation officer, and wondered what else could be done in the education space as every individual in the community could do something to start this change. She suggested sharing the monthly weight of waste going to landfill so that people can do something in their own homes to help direct savings. Mr McNamara noted that all the actions and targets included behavioural change so it is the biggest one council undertakes. Mrs Araba noted there was a draft education strategy that will be finalised once the WMMP is finalised and that will identify a lot more around the education in the district and getting people involved. Avoidance is the very beginning and Mr McNamara will be doing that once the strategy is complete.
- It was noted there will be up to three campaigns a year to get more avoidance and more reduction. Mrs Araba noted that PT11, PT12 and PT13 would be moved to sit under the behavioural change heading to be a bit clearer.

## 12. Decision Report – Review of King Edward Park Reserve Management Plan

D23/18373

Page 246

### Recommendations

1. THAT the report be received.

DUDLEY/HARRIS  
Carried  
P&S/23/84

2. THAT in terms of Section 41(4) of the Reserves Act 1977, as administering body of the reserve, Council carry out a comprehensive review of the King Edward Park Reserve Management Plan.

3. THAT council seek submissions and feedback from key stakeholders in accordance with the Reserves Act 1977.

HALL/DUDLEY  
Carried  
P&S/23/85

## Recommended Reasons

The Reserves Act 1977 requires Council to “keep its management plan under continuous review”. The King Edward Park is one of Stratford’s premier reserves both in terms of passive and active recreation and warrants their own management plan to better guide their present and future use, maintenance and development. This plan is due for review, given the changes to parts of the reserve within the last few years.

The Chief Executive noted that a reserve management plan review process is fundamentally different from a normal annual or long term plan. The Reserves Act requires that council approaches the public before a review is even started and ask what they would like to see, that feedback is then taken into a draft document and properly consulted on. This report is seeking approval to begin that first round of consultation.

### Questions/Points of Clarification:

- The District Mayor noted that the existing plan clearly needed updating such as the referrals to a potential pool development, second hockey turf and the ownership of the TET Stadium being with a trust. There are a number of things that have happened that require updating, but also a change to introduce new items. He noted the resolution was to begin a comprehensive review and asked if the document was started from scratch? The Parks and Reserves Officer confirmed the review does start from scratch and the draft document that is presented to council will be new and not just reviewed.
- Mrs Araba noted the intention was that the community will provide input and ideas for this document and will also incorporate what officers have experienced in terms of maintenance and requirements of the reserves over the past few years. She did not expect to use consultants for this.
- It was clarified that it was planned that residents will be given access to the 2017 management plan to see what was done, what wasn’t done and then suggest ideas for the new document. Public notices will be clear regarding the requirements of the reserve management act and that the first round is asking for ideas. Mrs McBain noted that the first public review period will be four weeks.
- The Communications Manager noted that all usual communication methods will be used to alert and encourage the public to submit feedback. She noted that pre-engagement required a lot more effort and resource than usual consultation and will also need to include direct stakeholder engagement.
- Councillor Beck noted his concern that the timeframe for consultation was too short to start with a clean slate. Mrs Araba clarified that that the timeframes could not be extended as the projects within the plan will need to be included in the Long Term Plan process, she noted that residents will have the opportunity to have their say in the second round of consultation.
- Councillor Sandford noted his concern that asking people to come forward with their ideas will lead to disappointment when there isn’t the budget to do their wonderful ideas. Mrs Araba clarified that in the ten year plan projects will be pushed out to years where there is suitable budget and hopes that will help manage people’s expectations. She noted this was an outdated plan so it needed to be reviewed.
- The Deputy Mayor reiterated the importance of councillors engaging with the community and getting them to participate and put their ideas forward.

### Recommendations

1. THAT the report be received.

HARRIS/ERWOOD  
Carried  
P&S/23/86

2. THAT in accordance with the Land Transport Rule: Setting of Speed Limits 2022 the committee endorses the Interim Speed Management Plan which gives effect to reducing the speed limits outside the following schools:

- Midhirst School – 30km/h
- Stratford Primary School – 30km/h
- Stratford High School – 30km/h
- St Joesph’s Primary School – 30km/h
- Taranaki Diocesan School (Pembroke Road frontage only) – 30km/h
- Pembroke School – 60km/h
- Makahu School – 30km/h
- Marco School – 60km/h (Marco Road frontage only)
- Ngaere School – 60km/h (Cheal Road frontage only)

ERWOOD/HALL  
Carried  
P&S/23/87

### Recommended Reason

The Land Transport Rule: Setting of Speed Limits 2022 (the Rule) requires all road controlling authorities (RCA’s) to develop and consult on a speed management plan. The Stratford District Council is the RCA responsible for local roads (i.e. non-State highway roads) within the Stratford District. The purpose of this Interim Speed Management Plan (iSMP) is to enable the Stratford District Council to share how it intends to manage speed limits over the period extending up to the end of June 2024.

The primary focus over this period is the reduction of speed limits around the schools in Stratford under the Road to Zero project. Some other minor proposals are also being put forward following some calls for change from the community as well as a few locations where the posted speed doesn’t align with the current legislation/bylaws.

The Roding Asset Manager noted that this report was to reduce speeds around the urban and rural schools as per the plans in the appendices.

### Questions/Points of Clarification:

- Councillor Jones questioned if the recommended decision was for permanent or variable speed limits? Mr Bowden clarified that the recommendation was to make them permanent speed limits. There had been teething issues with the variable limit trial at Stratford Primary School as well as significant cost in infrastructure. He noted that the long term vision for speed limits would potentially see some of these roads reduced to 30kms per hour as well therefore expenditure for variable signs would be wasted. He further clarified that the flashing signs were required for variable limit areas and can only operate during the times specified. Any amendments outside of the predetermined times will require the schools to notify the police which could be if a school was crossing the road to use the school hall.

*The Services Asset Manager joined the meeting at 3.54pm.*

- Councillor Jones noted that feedback received on the physical features outside Stratford High School help make the reduced speed limits self-enforcing.
- It was clarified that the schools have been supportive of these changes. Mr Bowden noted that the Setting Speed Limit Rule is telling council that it has to have either 30km or 60km speed limits,

permanent or variable, to make school children safer. A lot of the issues raised during consultation were safety related as to why children did not walk or cycle to school. These changes to the speed limits will make it safer for children.

- It was clarified that Portia Street had been left out of the lower speed zone as it was felt including it made the zone for St Joseph's Primary School too big.

Points noted in discussion:

- Councillor Erwood supported Option 2. He noted it was important to keep it simple and consistent and will likely be taken out of our hands with the speed limit rules anyway. This is a good decision going forward.
- The District Mayor noted his support for the recommendation. He felt there is a number of places where the limits will be achieved anyway such as Pembroke Road where vehicles are slowing down at an intersection, or Midhirst School where it is only a short piece of road. He did not think there was a need for variable limits and that people will learn and create habits.
- Councillor Hall noted her support for Option 2. Drop offs and pick ups from school is such a busy place and she felt 30km and 60km were appropriate limits, especially with it becoming law soon. She noted that when these changes happen it can be a shock but that people adapt to behavioural change when it is put in front of them.
- Councillor Tongaawhikau noted his support for the recommendation as it is human lives affected in these areas.
- Councillor Beck asked if implementing these changes helped with the upcoming speed management plan targets? Mr Bowden noted that the speed limit rule requires all road controlling authorities to apply the 30km or 60km speed limit outside of 40% of schools in their district by this time next year, this recommendation will see the whole lot done in the next 12 months.

The Communications Manager left the meeting at 4.04pm.

## 14. Monthly Reports

**14.1 Assets Report**  
D23/23450 Page 331

### **Recommendation**

THAT the report be received.

DUDLEY/WATT  
Carried  
P&S/23/88

The Chief Executive noted an additional resolution would be proposed following receipt of this report, this was to confirm the request from elected members for the Chief Executive to write a submission on the Water Services Entity Bill. A draft submission was tabled and circulated.

The Director – Assets noted that officers had presented to council at a workshop regarding a potential level of service change for waste collection. It had been noted that a decision report with options would be presented to elected members because this matter was urgent, however officers have been able to negotiate additional timeframes to allow for consultation with the community on this change. This will be completed as part of the WMMP consultation document and there will be targeted questions regarding the introduction of waste diversion such as food collection.

Questions/Points of Clarification:

- Councillor Sandford noted that there had been 88 cancellations for bookings at the War Memorial Centre over the past 12 months and that the reasons noted in the report were due to price. He asked if council should be doing something to rectify this? Mrs Araba noted that this inclusion in the report had been to highlight the magnitude of this issue. Council could look at reducing the target for the next few years but it was also important to note the availability of the TET Stadium which also offered onsite catering for meetings. Options will be discussed during the Long Term Plan process. It was confirmed



that these results were not from a formal survey but from discussions at the time of cancellation. Councillor Harris noted she would be interested in a formal survey being completed as there had been a lot of renovations done at the War Memorial Centre and it would be good to ensure it is utilised.

- Councillor Sandford noted it was in excess of \$600 for an individual to rent the War Memorial Centre for 12 hours.
- Councillor Dudley requested that the financial impacts of those cancellations be included in the next monthly report.

### Recommendation

THAT the Mayor and Chief Executive be requested to make a submission on the Water Services Entity Bill, in line with the draft tabled to elected members including any requested amendments, on behalf of Stratford District Council.

DUDLEY/TONGAAWHIKAU

Carried  
P&S/23/89

- The District Mayor requested that consideration be given to the Future for Local Government Report amalgamation proposals and that this submission aligns with that.

The Services Asset Manager, the Parks and Reserves Officer, the Projects Engineer, the Graduate Asset Engineer, the Education Officer – Water and Waste and the Property Officer left the meeting at 4.13pm.

### 14.2 Community Services Report

D23/23416 Page 354

### Recommendation

THAT the report be received.

HALL/TONGAAWHIKAU

Carried  
P&S/23/90

The Acting Director – Community Services noted the following points:

- The school holiday programme is now out and there is already a good uptake for a number of activities. The Stratford District Youth Council on the bus event has sold out.
- There is a Positive Ageing forum scheduled for 27 July 2023.
- Puanga celebrations will be held on Thursday 13 July with a number of really cool activities and a strong link between the Library, Community Development team and external stakeholders/organisations.
- Puanga Flags will go up this week, there was a great turn out for this competition.

Questions/Points of Clarification:

- Councillor Jones noted that the council farm had still had a fantastic year even with production being down to 142,000 kg/ms. There was a profit of \$159,000 over and above the \$50,000 already allocated to rates mitigation. The Farm and Aerodrome Committee had allocated \$69,882 to debt repayment and the remaining profit will go into the farm reserve.
- Councillor Hall noted there was a new exhibition opening on Friday 30 June 2023, Kāhui Māreikura, which is an exhibition that has been developed over the past two years and hosts works from New Zealand, Australia and United States of America by indigenous women celebrating womanhood.
- The District Mayor noted that it was excellent to see increased activities and new classes at Wai o Rua – Stratford Aquatic Centre resulting in increasing numbers. He requested staff be commended on this trend.

- The Deputy Mayor noted the options provided on the Parihaka Network/Heritage Month request on page 354. She supported Option 1 to provide in-kind support towards marking and promotion as council has tight budgets and do not have the existing funds to support this at this time. Councillor Sandford supported Option 1 as well due to budget restraints.

**Recommendation**

THAT Option 1 as presented in the Community Services Monthly Report regarding support to the Parihaka Network/Heritage Month be confirmed.

McKAY/SANDFORD  
Carried  
P&S/23/91

- The District Mayor noted that council officers were not able to take on board the request for committee representation due to being stretched in their roles. He supported making the suggestion to the group to publicly seek a Stratford community representative through expressions of interest.

**14.3 Environmental Services Report**  
 D23/20543 Page 363

**Recommendation**

THAT the report be received.

McKAY/BECK  
Carried  
P&S/23/92

The Director – Environmental Services noted that the national/regional comparison for building consents provided on page 369 of the agenda showed how the district was travelling compared to regional and national trends. He noted it was important to follow the direction of the data rather than the numbers. There have been significant peaks and troughs but that Stratford was generally moving in a similar direction to the rest of the region.

**14.4 Corporate Services Report**  
 D23/25173 Page 371

**Recommendation**

THAT the report be received.

JONES/HARRIS  
Carried  
P&S/23/93

The Director – Corporate Services noted that it was looking like 64% of the capital budget will have been used by the end of the financial year so there will be a significant level of carry forwards. She noted that the report also outlined where there have been savings made but there are also capital projects which are only partway through. A decision report will be brought to this committee in July to carry forward projects.

#### Questions/Points of Clarification:

- It was clarified that bringing forward Waka Kotahi funding would reduce the available roading budget for next years projects as it will come off the allocation for Year 3. Additional funding from Waka Kotahi cannot be sought as it is locked in for a three year period. The 2023/24 work programme will be slimmed down and the level of service will reduce as a result of this.
- Councillor Hall noted that the Revenue for the Swimming Pool was up by \$98,836 for June and had been up by \$99,932 in May. She asked why there was less revenue when there had been an increase in activities. The Acting Director – Community Services noted that numbers fluctuate depending on a number of things including the need, the type of activity, external facility bookings or private bookings and because of these there will always be fluctuations.
- Councillor Hall questioned if there was an idea of what the monthly revenue will be for the swimming pool activity yet? Mrs Radich noted that the budget for this financial year is roughly around \$20,000 per month so that is an increase on previous years but an increase was anticipated. She noted that there are a number of external factors that can impact as well. The Chief Executive noted that swimming lesson concession cards are brought at the beginning of terms therefore that revenue is calculated at that point in time, this was similar to the invoices sent to school groups.
- The District Mayor noted it was good to see the records projects were nearing completion. This had been a mammoth task for the officers involved and it was good to see the digitisation of property files was nearing completion. He asked that this be passed onto the officers.
- The District Mayor questioned if the Director – Corporate Services was comfortable with the variation in closing balances from one month to another. Mrs Radich noted that in terms of treasury management this needs to be between \$0 - \$100,000 as any surplus funds are invested, but that the balances are held to ensure council does not need to do any emergency borrowing, so she was comfortable with these figures. Variations can occur due to anticipated grant funding that is not received, or anticipated spending that is not completed.
- Councillor Beck noted he had received very positive feedback regarding the decision for council to carry on with the swim school.

#### 15. Questions

There were no questions.

#### 16. Closing Karakia

D21/40748 Page 389

The closing karakia was read.

*The meeting closed at 4.35pm.*

M McKay  
**Chairperson**

Confirmed this 25<sup>th</sup> of July 2023.

N C Volzke  
**District Mayor**