

F22/55/05 - D24/32047

Date: Thursday 25 June 2024 at 2.30pm
Venue: Council Chambers, 63 Miranda Street, Stratford

Present

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

In attendance

The Chief Executive – Mr S Hanne, the Director – Assets - Mrs V Araba, the Director – Environmental Services – Mr B Sutherland, the Acting Director – Community Services – Mrs E Bishop, the Corporate Accountant – Mrs C Craig, the Committee Secretary – Ms E Coulton, the Acting Executive Assistant and Committee Advisor – Mrs C Reynolds, one member of the media (Stratford Press) and one member of the public.

1. Welcome

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

1.1 Opening Karakia

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The opening karakia was read.

1.2 Health and Safety Message

D21/26210 Page 5

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

2. Apologies

There were no apologies.

3. Announcements

The District Mayor asked if all elected members can stay after the Policy and Services meeting to discuss a few matters.

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 conflicts of interest declared.

5. Attendance Schedule

The attendance schedule for Ordinary and Extraordinary meetings was attached.

Recommendations

1. THAT the report be received.

SANDFORD/McKAY
Carried
CL/24/79

2. THAT the Fees and Charges for 2024/25 be approved for adoption.

HARRIS/HALL
Carried
CL/24/80

Recommended Reason

To adopt the Fees and Charges for 2024/25, after considering all internal management and community feedback, in accordance with Council's Revenue and Financing Policy.

The Chief Executive Officer noted:

- It's uncommon for the council to adopt the Fees and Charges independently of the Long Term Plan. Holding an extraordinary meeting for this purpose is also unusual. This year's timeline is later than usual Long Term Plan cycles. If we wait to adopt the Fees and Charges until the Long Term Plan is ready, it will be too late into the financial year and could create complications, hence why we are adopting these independently.
Questions/Points of Clarification:
- The Corporate Accountant noted that page 24 in the Agenda has information that has been cut off due to an error, she notified the councillors that this information can be found on the separate sheet in front of them.
- The District Mayor noted that page 7 contains an executive summary list of all changes that have been made as per prior discussion. He noted that the changes should not be a surprise for councillors as they have been discussed previously.
- Councillor Boyde acknowledged the reason as to why we are adopting the fees and charges independently of the Long Term Plan but questioned if there is a way to mitigate these happenings in future. The Chief Executive Officer explained that due to changes in Audit New Zealand's processes, there are limitations on what the organisation can do. He explained that whereas the OAG hot review previously had a turnaround time of 2 to 3 days, it has now extended to a 2-week exercise, greatly affecting the pace and advancement of the tasks. It was highlighted that this issue is currently widespread across New Zealand and is not specific to Stratford.
- The Corporate Accountant pointed out that the timeline issue is also influenced by the auditors' resource constraints. She emphasized that if any aspect of the auditors' plan encounters difficulties, it leaves us in an unwanted position.
- Councillor Boyde noted that he is concerned due to the rising audit fees and remarked that the process this year feels disjointed. The Chief Executive Officer noted that he believes it has been reasonably smooth this time around and that there have been worse years with auditor engagements, he remarked that smooth does not always translate to quick however. The Corporate Accountant noted that the level of questioning that the organisation has undergone this year from the auditors has been substantial.
- The District Mayor pointed out that on page 12, the prices for admission to the aquatic centre are listed. He noted the difference in pricing between a 'spectator' and a 'caregiver/parent supervising a child or a person with disability'. He explained that a 'spectator' refers to someone supervising a child from the poolside, whereas a 'caregiver/parent supervising a child or a person with disability' is actively supervising the child in the water which is why the price point is different.

- Councillor Harris asked if there is a way we can illustrate this point within the document to avoid confusion from patrons. The District Mayor noted that this is doable and a sentence will be added to make the difference clear.

7. Questions

There were no questions.

8. Closing Karakia

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The closing karakia was read.

The meeting closed at 2.42pm

N C Volzke

Chairman

Confirmed this 9th day of July 2024.

N C Volzke

District Mayor

Tabled Spreadsheet

Consent Application for Conditional Activity Consent

Administration fee (includes up to 5 hours officer time)	\$504.00	
Inspection fee (includes up to 5.5 hours officer time)	\$597.80	
• Total base fee* (administration and inspection)	\$1,102.50	
• Renewal fee (includes up to 3 hours officer time)	\$302.40	
• Technical charge for officer time above base fee (includes technical officers and monitoring officers)		As per staff charge out rates
• Manager/external technical charge for officer time	\$134.10	
Non-compliance Re-inspection Fee		
• Administration fee (includes up to 3 hours officer time)	\$302.40	
• Inspection fee (includes 1.5 hours officer time)	\$194.40	
Total base fee* (administration and inspection)	\$496.80	
Sampling event	\$239.40	Per event
Other Charges		
• Volume	\$0.97	Per m ³
• Suspended solids (SS)	\$0.85	Per kg
• Biochemical Oxygen Demand (BOD)	\$2.22	Per kg
• Copper	\$210.43	Per kg
• Nickel	\$352.00	Per kg
• Zinc	\$70.02	Per kg

In addition to the base fees the discharger will be charged for the cost of treating their effluent (BOD, SS, volume and toxic pollutants) as per the scale of trade waste charges, and the cost of any laboratory expenses incurred in characterising the waste. If the discharge is made into the wet well at the wastewater treatment plant, a handling fee is also charged.

**Base fee: the base fee is non-refundable except in accordance with the refund criteria. It is set at a level to cover a straight forward application with no external inputs or other case-specific costs. This fee will cover the receipt and issue of the application and initial inspection, and includes the number of hours of technical input specified. In some cases, the base fee will be exceeded. Matters that could cause the base fee to be exceeded include external or specialist inputs, amendments or additional information or application complexity. Any additional costs over and above the base fee will be invoiced to the applicant.*

VENUE HIRE (OTHER) *This includes hall-hirer insurance, if not already covered by insurance. All damages to be recovered at cost, including cleaning.*

All Venues

10% Deposit (non-refundable within 60 days of the event)

Centennial Rest Rooms

• Whole Complex Day Rate	\$736.00	8.00am to 12.00am
• Whole Complex per Hour	\$46.00	Per hour or part thereof
• Meeting Room without kitchen	\$18.00	Per hour or part thereof
• Meeting Room with kitchen	\$22.00	Per hour or part thereof
• Institute Room without kitchen	\$24.00	Per hour or part thereof
• Institute Room with kitchen	\$28.00	Per hour or part thereof
• Stratford Women's Club hireage	\$5,000.00	Per annum

War Memorial Centre

• Whole Complex Day Rate	\$1,000	8.00am to 12.00am
• Whole Complex Weekend Rate	\$2,500	Friday 12.00pm to Sunday 12.00pm
• Stadium	\$30.00	Per hour or part thereof for 1-12 hours
	\$28.00	Per hour or part thereof for 12-24 hours
	\$26.00	Per hour or part thereof for 24+ hours
• Function Facility (with kitchen)	\$28.00	Per hour or part thereof for 1-12 hours
	\$26.00	Per hour or part thereof for 12-24 hours
	\$24.00	Per hour or part thereof for 24+ hours
• Function Facility (without kitchen)	\$24.00	Per hour or part thereof for 1-12 hours
	\$22.00	Per hour or part thereof for 12-24 hours