

F22/55/05 – D24/45139

Date: Tuesday 24 September 2024 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 K Harris, E E Hall, A M C Dudley, V R Jones, C M Tongaawhikau, G W Boyde and M J Watt.

In attendance

The Chief Executive – Mr S Hanne, the Acting Director – Assets – Mr S Bowden, the Acting Director - Corporate Services – Mrs C Craig, the Acting Director – Community Services – Mrs E Bishop, the Director – Environmental Services – Mr B Sutherland, the Committee Secretary – Ms E Coulton, the Communications Manager – Ms G Gibson (*part meeting*), the Parks and Reserves Officer – Mrs M McBain, the Property Officer – Mrs S Flight (*part meeting*), the Sustainability Advisor – Mrs V Dombroski (*part meeting*), the Community and Economic Development Manager – Ms S Azal (*part meeting*), the Community Engagement and Development Lead – Ms A Crane (*part meeting*), the HR & Governance Administrator – Mrs C Reynolds (*part meeting*), the Projects Manager – Mr S Taylor (*part meeting*), Miss Hanne – SDYC Representative, one member of the public and one member of the media (Stratford Press).

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 J Sandford and an approved leave of absence was noted for Councillor J M S Erwood.

Recommendation

THAT the apologies be received.

HARRIS/DUDLEY
Carried
P&S/24/216

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. There were no conflicts of interest declared.

5. Attendance Schedule

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

6. Confirmation of Minutes

6.1 Policy and Services Committee –27 August 2024

Recommendation

THAT the minutes of the Policy and Services Committee Meeting held on Tuesday 27 August 2024 be confirmed as a true and accurate record.

BOYDE/DUDLEY
Carried
P&S/24/217

The Committee Secretary undertook to make the following amendment:

- Page 17 Ostler family, not Austin family.

7. Matters Outstanding

Recommendation

THAT the Matters Outstanding be received.

VOLZKE/JONES
Carried
P&S/24/218

- The Chief Executive noted that the parking bylaw was set to be addressed at the September Policy and Services meeting, however we are still awaiting on the completion of the legal review.

8. Deputation – Stratford District Youth Council

Speakers: Tatjana Hanne – Stratford District Youth Council

Topic: Citizen Awards Policy

Points noted in the presentation:

- Stratford District Youth Council believes that the Citizen Awards are a great way to acknowledge those in the community who have contributed and achieved greatness.
- The Stratford District Youth Council would like to suggest an amendment to the current policy, to exclude the inclusion of the word longevity as a requirement to be eligible for this award.
- The inclusion of the term longevity could inadvertently disqualify deserving candidates from receiving this award. Miss Hanne pointed out that this requirement might exclude younger adults or those who have left the community for work, school, or other pursuits.
- Miss Hanne pointed out that even if individuals have moved away temporarily or for an extended period, their contributions to the community remain significant, regardless of their physical presence. It was noted that while those who move away may change their community, their actions typically remain the same, allowing their contributions to have a broader impact.
- It was emphasized that whilst longevity could be a factor in deciding the recipients of these awards, it should not be a requirement to qualify.

Questions/Points of Clarification:

- The District Mayor sought clarification on the specific Citizen Award Policy Stratford District Youth Council are referring to. Miss Hanne clarified that they are referring to the adult policy.

9. Decision Report – Policy Reviews – August 2024

Recommendations

1. THAT the report be received.

BOYDE/HALL
Carried
P&S/24/219

2. THAT the following, updated and new policies, being the:

1. Citizen Awards Policy, and the

BOYDE/HALL
Carried
P&S/24/220

2. Solid Waste Kerbside Collection Policy

be adopted.

MCKAY/DUDLEY
Carried
P&S/24/221

Recommended Reason

This is part of council's rolling review of policies. Policies require review from time to time to ensure they still reflect current legislation and best practice, as well as elected members' views and meet the business needs of the organisation. Any policies recommended for withdrawal have either been found to be not required, amalgamated into an existing policy or replaced by a new policy as outlined in the body of this report.

The HR & Governance Administrator and The Community & Economic Development Manager left the meeting at 3.15 pm.

Citizen Awards Policy:

Questions/Points of Clarification:

- Councillor Jones expressed that since listening to the deputation above from SDYC he would like to propose that the policy is edited to remove the word longevity from the policy as a requirement. Councillor Hall expressed her support for this proposal.
- Councillor Watt countered the proposal, noting that the policy is a general guideline for nominations and candidates. He expressed that he believes it does not need to be edited as it is not noted as an expectation. The Acting Director – Community Services noted that the policy is just a guideline and the final decision is made by committee, she subsequently noted that the term longevity has been debated previously as there is no clear definition of what the term longevity means or looks like within the space of this policy. She suggested that demonstrating community involvement and commitment may suit the policy better.
- Councillor Boyde pointed out that section 4.7 may be considered obsolete as section 4.5 covers it well. The District Mayor agreed with this. It was decided by unanimous decision to remove section 4.7 from the policy.

- The District Mayor noted that within the policy, the term resident is noted a number of times, he proposed to change the term residents to person/people which was agreed upon around the table.

The Community Engagement and Development Lead left the meeting at 3.22 pm.

Solid Waste Kerbside Collection Policy:

Questions/Points of Clarification:

- The Chief Executive noted that elected members had this policy brought to them previously but asked staff to investigate the cost of the free kerbside collection for schools that we offer.
- Councillor Boyde noted that the clarity surrounding this matter is helpful, he questioned as to when Councillors put this through. The Chief Executive noted that it was decided by Councillors 7 years ago to provide free recycling kerbside collection for schools. Councillor Boyde noted that he currently does not support this due to the inequity between rural and urban schools.
- Councillor Beck noted that the updated clause 10.1 is well written and has everything councillors have asked for.
- The Deputy Mayor sought clarification on how many of these schools are Enviroschools. The Sustainability Advisor noted that she is unsure of the exact numbers, but expects at least 3 or 4.
- Councillor Hall noted that section 1.1.5 emphasis a fantastic outcome that is a major benefit to the community.
- Councillor Boyde questioned as to where the figure on what we get back from recycling goes and how much it typically is. The Corporate Accountant noted that it is included in the solid waste revenue.
- Councillor Dudley asked if waste bins are included for schools in this collection. The Sustainability Advisor clarified that they are not.
- The District Mayor noted that his concern was the cost of this initiative on Council and whether if it was a high or low level cost with no recognition. He expressed that when dividing the cost between each school involved it is not an overly concerning or significant figure and he is comfortable to leave the initiative as is.
- Councillor Hall noted that she is stuck on the disparity between the rural and urban schools, she asked what can be done to support rural schools in the recycling space. The Sustainability Advisor noted that they are working on multiple initiatives to increase recycling in the rural sector, she noted projects such as the Waste Levy Contestable Fund and the development of a rural waste station. The Deputy Mayor noted that SDC also funds the Enviroschools programme which all schools have the opportunity to be involved, she noted that through funding this programme and the Waste Levy Contestable Fund, we are making an indirect impact on rural schools. The District Mayor noted that there are 6 schools missing from the kerbside collection roster due to their location, he suggested that the committee when conversing about distributing the Waste Levy Contestable Funds should take this into consideration.
- Councillor Hall noted that when looking at cost, it only takes 2,500 to support 16 schools which is great. She noted that approving this policy as is does not have to be the final end point for the discussion on the disparity between urban and rural schools, she expressed that we should carry on as is but actively look to find more ways to support rural schools.
- Councillor Harris noted that she believes the council deserves recognition for this initiative as it could be costing the schools a significant amount. She noted that she has spoken to various staff members within the schools not included on our recycling roster and emphasized that a lot of the staff, students and parents are utilizing their own time and resources to help the schools recycle.
- Councillor Harris noted that whilst the trailer is a good initiative, it is still currently not running due to a number of issues. She emphasised that the trailer is currently still in its infant stages and is disadvantaging a large portion of recyclers.
- Councillor Boyde noted that he agrees with Councillor Harris, but the Solid Waste Kerbside Collection Policy is not the place to address it. He emphasised that he is in support of investigating this matter further outside of this policy.
- The Chief Executive noted that they will draft up a decision report on this matter and if needed a workshop will be held to discuss solutions.

10. Decision Report – Stratford Aerodrome Strategic Development Plan 2024

Recommendations

1. THAT the report be received.

TONGAAWHIKAU/McKAY
Carried
P&S/24/222

2. THAT the Committee receives the Stratford Aerodrome Strategic Development Plan 2024 prepared by Eagle Aviation Consulting, dated July 2024.

3. ~~THAT~~ ~~Committee~~ ~~authorise~~ ~~the~~ ~~actions~~ ~~therein~~ ~~to~~ ~~be~~ ~~incorporated~~ ~~into~~ ~~the~~ ~~Aerodrome~~ ~~Management~~ ~~Plan.~~ That the committee authorise the recommendations from the Stratford Aerodrome Strategic Development Plan be taken into consideration in the upcoming update of the Aerodrome Management Plan.

VOLZKE/BOYDE
Carried
P&S/24/223

Recommended Reason

The ***Stratford Aerodrome Strategic Development Plan*** provides guidance and sets actions and recommendations for Officers to incorporate into the Aerodrome Management Plan for implementation. The aerodrome management plan will be presented to council for adoption in due course.

The Sustainability Advisor left the meeting at 3.53 pm.

The Projects Manager noted:

- This matter was first brought to elected members in a workshop previously. He noted that this report is asking for elected members to authorise actions so the officers are able to produce a draft Aerodrome Management Plan. The Aerodrome Management Plan will go through the standard process for adoption.
- The Chief Executive subsequently emphasised that not all recommendations from Eagle Aviation within their report will make it into the management plan.

Questions/Points of Clarification:

- The District Mayor noted that appendix 2 states the series of recommendations from Eagle Aviation.
- The District Mayor noted that risk 5 and risk 6 are effectively the same risk, different commentary, he suggests to combine the two.
- The District Mayor noted that risk 7 notes runway drainage, however does not make reference to the costs of this and the implications of said cost.
- The Chief Executive noted that at this current time it is appropriate to receive and accept that report as is and then choose what recommendations go into our management plan at a later date.

11. Decision Report – Stratford Aerodrome Revenue Potential Report

Recommendations

1. THAT the report be received.

HARRIS/BOYDE
Carried
P&S/24/224

- ~~2. THAT the Committee approves and adopts the Stratford Aerodrome Revenue Potential report and its recommendations, as prepared by Eagle Aviation Consulting and dated July 2024, to support further development considerations at the Aerodrome.~~

3. THAT the Committee authorises the Chief Executive to enter into negotiations with the commercial operator proposing the establishment of an aircraft operation at the Aerodrome taking into considerations the recommendations contained within the Stratford Aerodrome Revenue Potential report.

BOYDE/TONGAAWHIKAU
Carried
P&S/24/225

Recommended Reason

The Eagle Aviation Consulting report will guide Officers to progress the proposal presented by a commercial operator to establish an aircraft operation at the Aerodrome.

The Projects Manager noted:

- Seeking authorisation to progress with negotiations with the company seeking to establish a commercial hangar at the Aerodrome.

Questions/Points of Clarification:

- The District Mayor questioned what the recommendations within the report they are adopting are. The Projects Manager noted that the objective is to give approval to location option 1, the rest of the recommendations are just guidance.
- Councillor Boyde noted that the Farm Committee have not been included in any discussions on this matter, he noted that he does not support any of these options. He questioned if the Aerodrome has space for the commercial operation and why the financial scope of the farm options have not been discussed. The Chief Executive noted that this matter has not gone through the Farm Committee as until today, the underlying Stratford Aerodrome Strategic Development Plan 2024 had not been presented to Council and that all the Farm Committee members attend the Policy and Services meetings. Councillor Boyde noted that he believes that this commercial addition will affect the operation of the farm and believes that there are alternatives that have not been considered.
- Councillor Hall questioned if when the options were considered, was there any communication with the committee and key stakeholders and if there was an option to discuss it further. The Deputy Mayor noted that adopting this report allows the officers to consult with the involved parties.
- The District Mayor noted during the workshop a number of important points were raised regarding the strict rules around approaching and departing. These rules are in place to comply with CAA regulations. Councillor Boyde stated that the option he presented would best suit the farm, and he would like to understand why it might not be viable. The Projects manager mentioned that Councillor Boydes option was on page 28 of the development plan, and would not work due to the north-south runway.

- The District Mayor emphasised that the commercial operation, when first approaching the council, noted that they have considered multiple locations across the site as well as consulted with Aerodrome Club members to come up with the preferred option 1.
- The Deputy Mayor noted that the information within this report has come from aircraft professionals and that the people on the Farm Committee are here for this meeting regardless. She emphasised that if members disagree on expanding the Aerodromes capacity she suggests that they do not support it going through now, she noted that she is unsure what will be achieved in taking the matter to the Farm Committee in 3 months times, unless not enough information has been provided today.
- Councillor Boyde noted that he has no issues in trusting the Chief Executive to make this decision and go through these negotiations, however he expressed that health and safety and the operation of the farm can be impacted by the outcome of this decision.

12. Monthly Reports

12.1 Assets Report

Recommendation

THAT the report be received.

HARRIS/DUDLEY
Carried
P&S/24/226

The Acting Director – Assets noted the following:

- The application for funding from NZTA for low cost low risk capital works has been reviewed and our approved funding is \$0. Due to this, the next step will be bringing forward a decision report to elected members to discuss the options going forward.

Questions/Points of Clarification:

- The District Mayor noted that section 2.8 of the report states that we have received \$3,435,000 from NZTA for capital works. The Acting Director – Assets noted that this figure is incorrect and it should be \$0, he emphasised that STDC are in the same boat.
- Councillor Beck questioned if within the decision report, a priority list of projects will be included. The Acting Director – Assets noted that he can construct a priority list with associated costings, however the associated costings will be self-funded by Council.
- The District Mayor inquired as to whether NZTA indicated as to where the money has been diverted to. The Acting Director – Assets noted that no context was provided.
- Councillor Hall noted that illegal dumping has cost \$590 in the last month, she asked what budget line that typically comes out of. The Acting Director – Assets noted that the recovery of illegal dumping typically comes out of the environmental maintenance budget.

The Communications Manager left the meeting at 4.35 pm.

- Councillor Harris noted the liquidation of the contractor responsible for the universal water metering project, she asked what, if any, is the financial impact on council for this. The Chief Executive noted that we have paid them for what has been achieved and they do not owe us anything.
- Councillor Harris sought clarification on what aspect of Prospero Place is requiring demolition. The Chief Executive noted that this involves the area directly adjacent to the Paper Plus building as well as the top of the wall of the building itself.

Councillor Tongaawhikau left the meeting at 4.37 pm.

- Councillor Beck noted that there has been major damage from weather events to the roads, he enquired as to whether a costing has been provided for the repairs. The Acting Director – Assets noted that as of yet there has been no cost projections as the slip is being assessed, hopeful of utilizing emergency works funding for this.

The Property Officer and the Projects Manager left the meeting at 4.41 pm.

12.2 Community Services Report

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| <p>Recommendation</p> <p><u>THAT</u> the report be received.</p> | <p>BOYDE/JONES Carried <u>P&S/24/227</u></p> |
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The Acting Director – Community Services noted the following:

- Since the report has been published, 333 patrons were recorded in the library for the te reo Māori Programme. She noted that the Youth and Childrens Librarian also visited a rest home with this programme as well.
- The School Holidays begin next week as well as scarecrow trail.
- Te Matatini officially launched last week with a confirmed number of 5 teams staying in the Stratford area.

Questions/Points of Clarification:

- Councillor Boyde questioned as to how much funding we have received for the Toi funded swimming lessons. The Acting Director – Community Services noted that based on the fees and charges we are funded around \$150,000 to provide free lessons to all schools. The programme provides each student with 10 weeks of lessons with instructors in small groups in comparison to previous years where a shorter 6 week course was offered.
- Councillor Hall noted that given the figures and large sums of funding, should we be providing the schools with this information. The Acting Director – Community Services noted that currently we have not sent them this information at present, but we can provide it if requested. Councillor Hall noted that she thinks it would be good publicity and cool to share this figure with the schools and the community. The Acting Director – Community Services noted that there is a communications plan written up for this, however we can share the final cost if desired.
- The Deputy Mayor sought clarification as to what is involved in the measurement of statistics for Key Research. The Acting Director – Community Services noted that it is the majority councils.

12.3 Corporate Services Report

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| <p>Recommendation</p> <p><u>THAT</u> the report be received.</p> | <p>McKAY/BOYDE Carried <u>P&S/24/228</u></p> |
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Recommendation

THAT the report be received.

HARRIS/HALL
Carried
P&S/24/229

Questions/Points of Clarification:

- The Deputy Mayor questioned that now that the parking infringement fines have increased in cost, are we planning to proactively monitor parking. The Chief Executive noted that it is at the elected members discretion as to what is done there.
- Councillor Boyde questioned what the timeframe is for earthquake prone buildings to submit their information. The Director – Environmental Services noted that the date for this has closed, if the council has not received any information from these buildings they will receive a notice stating their building is earthquake prone and told to strengthen it within the next 25 years.

13. Questions

14. Closing Karakia

The closing Karakia was read.

The Meeting closed at 5.06 pm.

M McKay
Chairperson

Confirmed this 22nd day of October 2024.

N C Volzke
District Mayor