

Date: Tuesday 28 May 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, G W Boyde, A M C Dudley, J M S Erwood, A K Harris, E E Hall, C M Tongaawhikau and M J Watt.

In attendance

The Chief Executive – Mr S Hanne, the Director – Assets Mrs V Araba, the Director – Corporate Services – Mrs T Radich, the Director – Environmental Services – Mr B Sutherland, the Acting Director – Community Services – Mrs E Bishop, the Acting Committee Advisor and Executive Assistant – Mrs C Reynolds, the Committee Secretary – Ms E Coulton, the Communications Manager – Ms G Gibson, the Roading Asset Manager – Mr S Bowden (*part meeting*), the Parks and Reserves Officer – Mrs M McBain, the Property Officer – Mrs S Flight, the Community Development Officer – Mrs A Kingston (*part meeting*), the Graduate Asset Engineer – Ms K Van Hout (*part meeting*), 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 W J Sandford and a leave of absence noted from Councillor V R Jones.

Recommendation

THAT the apologies be received.

BOYDE/DUDLEY
Carried
P&S/24/158

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.

The Deputy Mayor declared an interest in Item 9 Decision Report – Policy Reviews – May 2024, namely– Elected Members' Expenses Policy.

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 –23 April 2024
D24/21643 (Open) D24/20441 (PE) Page 11

Recommendation

THAT the minutes of the Policy and Services Committee Meeting, including the public excluded section, held on Tuesday 23 April 2024 be confirmed as a true and accurate record.

HARRIS/WATT
Carried
P&S/24/159

- 6.2 Policy and Services Committee –14 May 2024 (Hearing)
D24/24718 Page 20

Recommendation

THAT the minutes of the Policy and Services Committee Meeting, to hear and consider submissions to the Draft Significance and Engagement Policy and the draft 2024-34 Long Term Plan, held on Tuesday 14 May 2024 be confirmed as a true and accurate record.

HALL/BOYDE
Carried
P&S/24/160

7. Matters Outstanding

D16/47 Page 50

Recommendation

THAT the Matters Outstanding be received.

ERWOOD/HALL
Carried
P&S/24/161

The Chief Executive noted that parking bylaw is currently undergoing a review by staff before being presented to elected members in due course.

8. Decision Report – Amendment to 2024 Meeting Schedule

D24/18203

Page 51

Recommendations

1. THAT the report be received.

ERWOOD/WATT
Carried
P&S/24/162

2. THAT Council confirm the amendments to the meeting schedule, being an updated schedule of meetings for the Farm Committee.

BOYDE/BECK
Carried
P&S/24/163

Recommended Reason

Meetings are required to be held to effectively and efficiently conduct Council business in a clear and open manner.

The Director – Community Services noted:

- This report is formalising the changes to the Farm and Aerodrome committee which will commence from July. The June meeting remains unchanged however there will only be one meeting for the remainder of the year, and three meetings next year.
- Councillor Boyde noted the Farm and Aerodrome Committee underwent a self-review which resulted in the committee now to be called the Farm Committee and reduced to three meetings each year.

9. Decision Report – Policy Reviews – May 2024

D24/24846

Page 56

Recommendations

1. THAT the report be received.

DUDLEY/HARRIS
Carried
P&S/24/164

2. THAT the following, updated and new policies, be adopted:

1. Asset Disposal Policy

VOLZKE/WATT
Carried
P&S/24/165

2. Asset Management Policy

ERWOOD/BECK
Carried
P&S/24/167

3. Care of Children and Youth in Council Facilities

BOYDE/BECK
Carried
P&S/24/168

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.

Asset Disposal Policy

- The Chief Executive noted the current Asset Disposal Policy only covers physical items Council owns and what happens when they are no longer required, it does not include investments and debt. He noted the current policy works, however key changes are to include a modernisation of selling instruments eg. online and physical auctions.

The Roading Asset Manager joined the meeting at 3.13pm.

- The District Mayor questioned if the reserve price noted on page 63 section 3.5 which states the reserve prices must be set by the department manager, if the reserve price should be stated. The Director - Corporate Services clarified that it is on the tender form. Within the discussion on the reserve prices, general agreement was to include reserve prices when selling assets, excluding the sale of property.
- The District Mayor questioned if section 3.6 which states that if the estimated asset value is less than \$1000 it will be offered to staff, should be amended to include elected members. Agreement was shared around the table.
- The District Mayor noted that 3.7 on the 3rd bullet point mentions the proceeds from sales being transferred to relevant reserve to offset the cost of replacement, this makes the assumption that the asset will be replaced. It was noted that this needs to be edited.
- The Deputy Mayor raised a point surrounding the reporting process and the potential for fraudulent disposal.

The Graduate Asset Engineer joined the meeting at 3.20pm.

- The Director – Corporate Services clarified that there is a process to ensure that each item is accounted for. The Deputy Mayor suggested if there is a possibility for a one up or a dual signing in regard to asset disposal to mitigate the risk. It was clarified that the last sentence of the policy states that everything has to be approved one up.

The member of the public left the meeting at 3.23pm.

Asset Management Policy

- The Chief Executive noted that this Policy remains unchanged. The policy underlies asset management plans and day to day asset management.

Care of Children and Young People in Council Facilities

- The Chief Executive noted that this policy lays out consistent standard of behaviour expectation across all council facilities that have youth involvement. The policy differentiates what is acceptable and unacceptable within each facility and if staff have significant concern about a Child's welfare, this policy directs staff to call the police.
- Councillor Boyde queried the review dates for the policy. The Chief Executive suggested a review timeline of 3 years. Councillor Hall suggested due to it being a first generation policy to make the review timeline smaller. The Chief Executive clarified that we are able to bring the review date forward at any time if there is a requirement

Elected members expenses

In accordance with Standing Order 14.2, to allow the chairperson to vacate the chair during Item 9, nominations were called for a Chairperson to preside as chairperson during this item.

Recommendation

THAT the District Mayor be the Chairperson during Item 9 – Policy Reviews (Elected Members Expenses Policy)

McKAY/DUDLEY

Carried

P&S/24/169

The Deputy Mayor left the meeting at 3.29pm

Questions/Points of Clarification:

- Councillor Hall questioned whether the other councillors would also be classified as having a conflict of interest as it relates to them closely. The definition of a conflict of interest or perceived conflict of interest entails was clarified by The District Mayor. He expressed that not everyone could be excluded from these decisions but elected members needed to hold each other accountable to make decisions not based on how it may benefit them personally.
- It was noted that the policy on page 66 had a few amendments to the current policy which aligns it with requirements of our auditors.

Recommendations

2. THAT the following, updated and new policies, be adopted:

4. Elected Members' Expenses Policy

BOYDE/DUDLEY
Carried
P&S/24/166

The Deputy Mayor rejoined the meeting at 3.34pm.

10. Decision Report – Proposed Road Closures for a Tarmac Rally Event

D24/15769

Page 76

Recommendations

1. THAT the report be received.

DUDLEY/BECK
Carried
P&S/24/170

2. THAT pursuant to Section 342(1) (b) in accordance with Schedule 10 clause 11(e) of the Local Government Act 1974, approval is hereby given that the Stratford District Council approves the closure of the following roads on Sunday 7 July 2024 between the hours of 06:00am to 4:30pm for the Taranaki and South Taranaki Car Clubs to host a Tarmac Rally motorsport event.

Miranda Street will be closed from Fenton Street to the Fire Station for registration and scrutineering.

Special Stage 1 and 3

- Cheal Road – From Skinner Road to Wingrove Road
- Wingrove Road – From Cheal Road to Waihapa Road
- Waihapa Road – From Wingrove Road to Bird Road
- Bird Road – From Waihapa Road to Skinner Road

Special Stage 2

- Mohakau Road – From SH43 to Makuri Road
- Makuri Road – From Mohakau Road to Stanley Road
- Stanley Road – From Makuri Road to Cross Road

Special Stage 4 and 6

- Mohakau Road – From SH43 to Makuri Road.
- Makuri Road – From Mohakau Road to Douglas Road.
- Douglas Road – From Makuri Road to SH43.

Special Stage 5 and 7

- Wawiri Road – From Ahuroa Road to Makuri Road.

- Makuri Road – From Wawiri Road to Stanley Road.
- Stanley Road – Makuri Road to Croydon Road.
- Croydon Road – Stanley Road to Salisbury Road.

BECK/HARRIS
Carried
P&S/24/171

Recommended Reason

In order for the Taranaki Car Club to host a Tarmac Rally motorsport event, it is necessary to close the roads listed above for safety reasons, for the participants and for any spectators. The proposed road closures require a formal endorsement by a council resolution.

The Roothing Asset Manager noted:

- The safety plan is from last years rally event, the organisers have said that they will send through the updated plan when they have received all names and numbers.

Questions/Points of Clarification:

- Councillor Beck queried if there were any written submissions providing feedback on the event. It was advised there were no written objections submitted.
- Councillor Hall asked what the general feeling from the community on this event was when the first submissions went out. She noted that the public may stop submitting as they know the event is going to happen regardless. The Roothing Asset Manager clarified that last year was the first running of this specific event, however he mentioned that the only comment that has been received from other rallies that have been held is the closure of the side roads on State Highway 43 were not advertised. Councillor Hall acknowledges that it will be an inconvenience for the residents whether they engage in submission or not.
- The District Mayor noted the organisers commitment to traffic management and safety. He also stated that property owners are allowed in and out of their property under controlled and certain circumstances.

11. Monthly Reports

11.1 Assets Report
 D24/20508 Page 122

Recommendation

THAT the report be received.

BOYDE/DUDLEY
Carried
P&S/24/172

Questions/Points of Clarification:

- Councillor Boyde expressed that page 126 that mentions the damage caused by the forestry activity is frustrating as it is still unknown as to who did this and ratepayers are now having to pay for the negligence of a small group who are not fronting up to it. He queried Council is not pushing for further investigation. The Roothing Asset Manager clarified that no one is owning up to this and they have contacted the management company who controls the forestry group. The Chief Executive advised the major issue is proving who is responsible.
- The Roothing Asset Manager noted that they are looking to put a 10 tonne weight limit on the bridge.
- Councillor Beck questioned what the Ngaere schools portion of the Waste levy Contestable Fund was going towards. It was advised the funding request was to run their own community recycling facility which Ngaere School would control. The funds were specifically used to create a concrete pad and a standalone shelter at the end of room 6.
- Councillor Beck noted that a request came through from schools out east for a mobile recycling set up. The Deputy Mayor confirmed that we assisted them in purchasing a trailer for the community for this.

- The District Mayor questioned what powers other councils have used for similar situations to damaged bridges. He expressed his interest in asking other councils on their policies.
- It was noted that progress has been made on item 1, the Whangamomona Road bylaw. The bylaw has been written and officers are now preparing a report.

The Property Officer, the Parks and Reserves Officer, the Roading Asset Manager and the Graduate Asset Engineer left the meeting at 3.50pm.

11.2 Community Services Report
D24/20346 Page 149

Recommendation

THAT the report be received.

ERWOOD/WATT
Carried
P&S/24/173

The Acting Director - Community Services noted the following points:

- Citizen award nominations close this Friday, if anyone is planning to nominate or knows anyone who would like to nominate to give them a nudge.
- Weekly e-newsletters have started and currently have 86 people signed up to receive this.
- Youth week last week was successful.
- The new Community and Economic Development Manager, Saba Afzal started this week.
- Mrs Bishop gave thanks to Mrs Kingston for her time as acting Community Development Manager.

Questions/Points of Clarification:

- The District Mayor noted and commended that the information on page 155 section 5.1 regarding the pool facility use in the month of April highlighting good usage numbers and a variety of groups using the facility.
- The District Mayor queried if the comments on the Toi Funding on page 151 section 2.1.3 are a proposal and are to be decided on. The Acting Director - Community Services clarified all items have been previously approved by Elected Members.

The Community Development Officer and the Communications Manager left the meeting at 3.58pm.

11.3 Environmental Services Report
D24/17175 Page 158

Recommendation

THAT the report be received.

HARRIS/BOYDE
Carried
P&S/24/174

The Environmental Services Officer Noted:

- The earthquake report provisions are allowing owners to apply for extensions, Council are required to request the report, however property owners have the ability to ask for an extension.

Recommendation

THAT the report be received.

TONGAWHIKAU/BOYDE
Carried
P&S/24/175

Questions/Points of Clarification:

- Councillor Boyde noted the over expenditure of various budgets within the report, Mr Boyde expressed disdain in regard to the blown out budgets mentioning the hours put in to the Long Term Plan, he expressed that he does not feel like we are honouring the LTP and that we need to ensure future spending aligns with set budgets. The Director - Corporate Services noted that there may be unbudgeted costs during the financial year due to unpredictable events that cause danger to the community eg. Public amenity issues, unsafe trees that need to come down.
- The District Mayor noted that within the current climate we need to be financially responsible however when it comes to specific budgets such as roading, there is an element of unpredictability. He also stated that when the total expenditure is relatively small, only one or two things need to occur to cause an overspend, expressing that the typical solution is to cut something else back, however this cannot always occur.

12. Questions

There were no questions.

13. Closing Karakia

D21/40748 Page 125

The closing karakia was read.

The meeting closed at 4.25pm.

M McKay
Chairperson

Confirmed this 25th day of June 2024.

N C Volzke
District Mayor