



Our reference
F19/13/03-D21/26182

4 December 2025

Notice of Meeting

Notice is hereby given that the Ordinary Meeting of Council will be held in the **Council Chambers, Stratford District Council, 63 Miranda Street, Stratford** on **Tuesday 9 December 2025** beginning at **3.30pm**.

Timetable for 9 December 2025 as follows:

2.00pm	Workshop - Economic Development Strategy - Automatic Water Meter Reader Presentation
3.00pm	Public Forum - Michael Carr – Sports Taranaki - Andrew Larsen – Stratford Park
3.30pm	Ordinary Meeting of Council

Yours faithfully

Sven Hanne
Chief Executive

2025 - Agenda - Ordinary - December

09 December 2025 03:30 PM



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AGENDA

Ordinary Meeting of Council



F25/96/05 – D25/36478

Date: 9 December 2025 at 3.30 PM

Venue: Council Chambers, 63 Miranda Street, Stratford

1. Welcome

- 1.1 Opening Karakia
D21/40748 Page 6
- 1.2 Health and Safety Message
D21/26210 Page 7

2. Apologies

3. Announcements

4. Declarations of Members Interest

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

5. Attendance Schedule

Page 8

Attendance schedule for Ordinary and Extraordinary Council meetings.

6. Confirmation of Minutes

- 6.1 **Ordinary Meeting of Council – 11 November**
D25/42432 Page 11

Recommendation

THAT the minutes of the Ordinary Meeting of Council, held on Tuesday 11 November 2025, be confirmed as a true and accurate record.

/

Moved/Seconded

- 6.1.2 Public Forum Notes
D25/42438 Page 19

The notes from the public forum were attached for Council's information.

- 6.2 **Policy and Services Committee – 25 November 2025**
D25/43983 Page 21

Recommendations

- 1. THAT the unconfirmed minutes of the Policy and Services Committee meeting held on Tuesday 25 November 2025 be received.
- 2. THAT the recommendations in the minutes of the Policy and Services Committee meeting held on Tuesday 25 November 2025 be adopted.

/

Moved/Seconded

6.3 Sport New Zealand Rural Travel Fund Assessment Committee – 2 December 2025
D25/44779 Page 36

Recommendations

1. THAT the unconfirmed minutes of the Sport NZ Rural Travel Fund Committee meeting held on Tuesday 2 December 2025 be received.
2. THAT the recommendations in the minutes of the Sport New Zealand Rural Travel Fund Committee meeting held on 2 December 2025 be adopted.

/
Moved/Seconded

7. District Mayor's Report
D25/45520 Page 38

Recommendations

THAT the report be received.

/
Moved/Seconded

8. Decision Report – Nominating Regional Transport Region
D25/45619 Page 49

Recommendations

1. THAT the report be received.
2. THAT Council notifies the Taranaki Regional Council that with regard to regional transport it chooses to be represented on the Taranaki Regional Transport Committee.

Recommended Reason

The Regional Council requires Council to formally advise every three years.

/
Moved/Seconded

9. Decision Report – Committee Terms of Reference
D25/44540 Page 53

Recommendations

1. THAT the report be received.
2. THAT the Committee review the proposed Terms of Reference Council Committees and make further amendments as appropriate.
3. THAT the Terms of Reference are approved to apply for the next three years, reviewed earlier.

Recommended Reason

To ensure the Committee's Terms of Reference are relevant and fit for purpose.

/
Moved/Seconded

10. Decision Report – Proposed Parking Changes at Various Locations
D25/43973 Page 86

Recommendations

1. THAT the report be received.
2. THAT the Council approves the following changes to the Parking Control Bylaw Schedule:
 - Create a new 'P5 Loading Zone' at **BRO57**.
 - Create 2x 'No Parking' lines on both sides of the corner of Montague Street to be named **MON02** and **MON03**.
 - Revoke the 2x (of 8x) *Angled Parking* spaces marked **REG28**.
 - Create 1x 'Accessible Park' to be named **REG28A**.

Recommended Reason

In accordance with the Parking Control Bylaw Clause 9.1 *"the Council may, by resolution, set, amend or revoke parking restrictions on any urban or rural road under the Council's jurisdiction, by amending the schedule and maps, without the need to consult on the entire bylaw."* This report seeks Council approval to endorse the proposed on-street parking changes noted above in recommendation 2.

/
Moved/Seconded

11. Public Forum Response

Speaker Michael Carr
Topic Sports Taranaki

Speaker Andrew Larsen
Topic Stratford Park

12. Questions

13. Closing Karakia
D21/40748 Page 125



TE KAUNIHERA Ā ROHE O
WHAKAAHURANGI
STRATFORD
DISTRICT COUNCIL

Our reference
F19/13/03-D21/40748

Karakia

Kia uruuru mai
Ā hauora
Ā haukaha
Ā haumāia
Ki runga, Ki raro
Ki roto, Ki waho
Rire rire hau Paimārire

I draw in (to my being)
The reviving essence
The strengthening essence
The essence of courage
Above, Below
Within, Around
Let there be peace.



Our reference
F19/13/03-D22/17082

Health and Safety Message

In the event of an emergency, unless guided to an alternative route by staff, please exit through the main entrance. Once outside the building please move towards the War Memorial Centre congregating on the lawn area outside the front of the council building.

If there is an earthquake, please drop, cover and hold where possible. Remain indoors until the shaking stops and you are sure it is safe to exit or remain where you are until further instruction is given.

5. Attendance schedule for 2025 Ordinary and Extraordinary Council meetings.

Date	28/10/25	11/11/25	9/12/25
Meeting	I	O	O
Neil Volzke	✓	✓	
David Chadwick	✓	✓	
Steve Beck	✓	✓	
Jaimie Bertie	✓	✓	
Josh Best	✓	✓	
Grant Boyde	✓	✓	
Annette Dudley	✓	✓	
Jono Erwood	✓	✓	
Ellen Hall	✓	✓	
Amanda Harris	✓	✓	
Katherine Sextus	✓	✓	
Mathew Watt	✓	✓	

Key	
O	Ordinary Meeting
I	Inaugural Meeting of Council
E	Extraordinary Meeting
EM	Emergency Meeting
✓	Attended
A	Apology/Leave of Absence
AB	Absent
S	Sick

MINUTES

Ordinary



F25/96/005 – D25/42432

Date: 11 November 2025 at 3.30 PM

Venue: Council Chambers, 63 Miranda Street, Stratford

Present

The District Mayor N C Volzke (the Chairperson), the Deputy Mayor A K Harris, Councillors: S J Beck, J Bertie, J R Best, G W Boyde, D K Chadwick, , A M C Dudley, J M S Erwood, E E Hall, K A Sextus and M J Watt.

In attendance

The Chief Executive – Mr S Hanne, the Director – Assets – Mrs V Araba, the Director – Corporate Services – Mrs R Johnson, the Director – Environmental Services – Mr B Sutherland, the Director – Community Services – Ms K Whareaitu, the Committee Advisor and Executive Assistant – Mrs E Bishop, the Communications Advisor – Mrs S Clarkson, the Corporate Accountant – Mrs C Craig (*part meeting*), the HR & Governance Administrator – Mrs C Reynolds, three members of the public, and one member of the Media (Stratford and South)

1. Welcome

The District Mayor welcomed Elected Members, members of the public, staff and the media to the meeting.

The opening karakia was read.

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

2. Apologies

No apologies were received.

3. Announcements

The District Mayor noted this was the last meeting for Mrs Bishop and thanked her for her work over the past 15 years.

Councillor Hall noted the words in the notes circulated at the last Audit and Risk Committee included comments about the Corporate Accountant, she noted no offence was intended but acknowledged those words may have caused some impact and she sincerely apologised for that. The District Mayor permitted Mrs Craig to provide her response where she acknowledged the apology and emphasised the impact the words had on her personally and professionally.

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 Ordinary and Extraordinary Council meetings was attached.

6. Confirmation of Minutes

6.1 Inaugural Meeting of Council – 28 October 2025 D25/40171 Page 10

Recommendation

THAT the minutes of the Inaugural Meeting of Council held on Tuesday 28 October 2025, be confirmed as a true and accurate record.

VOLZKE/BECK
Carried
CL/25/122

7. Decision Report – Establishment of Committees D25/40956 Page 16

Recommendations

1. THAT the report be received.

BOYDE/DUDLEY
Carried
CL/25/123

2. THAT the Council notes the Committee structure established by the Mayor as follows:

Committee	Meeting Frequency
Policy and Services Committee	Monthly
Executive Committee	As required
Audit and Risk Committee	Every 2 months
Water Services Committee	TBC
Hearings Committee	As required
Employment Relations Committee	1x meeting a year and as required beyond that.
Sport New Zealand Rural Travel Fund Committee	2x meetings a year

3. THAT the Committee structure be confirmed.

VOLZKE/WATT
Carried
CL/25/124

Recommended Reason

Under Section 41A Subsection 3 of the Local Government Act 2002 the Mayor has the power to establish committees, and to appoint the Chairperson of each of those committees. The Mayor has chosen to exercise this power. Council has however got the ability to discharge or reconstitute the committees established by the Mayor. The confirmation sought as per point 3 above serves to ensure the robustness of the proposed structure and appointments.

The Chairpersons will be appointed via a separate report.

The Chief Executive noted the District Mayor had exercised his powers under the Local Government Act to establish committees. Elected Members can challenge the structure but it must be done in accordance with the Local Government Act.

The District Mayor noted the following points:

- A list was circulated noting the disestablished committees and groups being:
 - Farm Committee
 - Positive Ageing Committee
 - Waste Levy Funding Advisory Group
 - Broadway Project Group
 - Section 17a Group
 - Postponement of Rates for Extreme Financial Hardship Committee
 - Postponement of Rates for Farmland Affected by Natural Disaster Committee
 - Taranaki Regional Solid Waste Management Committee
 - Central Landfill Joint Committee
- Some of the changes will require alterations to various policies and delegations which he hoped would be presented at the next Policy and Services Committee.
- There are three new council committees and two new joint committees:
 - Hearings Committee
 - Employment Relations Committee
 - Water Services Committee
 - Waste Services Joint Committee
 - Taranaki Passenger Transport Joint Committee

8. Decision Report – Committee Appointments

D25/41345

Page 26

Recommendations

1. THAT the report be received.

ERWOOD/BERTIE
Carried
CL/25/125

2. THAT the appointments to committees and community representations as listed in **Table 1** and **Table 2** be confirmed.

BECK/HALL
Carried
CL/25/126

Recommended Reason

Council committees are established to meet the governance and organisational requirements of the Stratford District Council.

The District Mayor noted the following points:

- Table 1 identifies the various committees and the chair of those committees.
- The Hearing Committee will be jointly chaired by Councillor Erwood and Councillor Boyde who will assume the role at alternate hearings.
- The Water Services Committee is yet to be established and will likely include external appointments but in the interim period the District Mayor will be appointed chair.
- He noted the new appointments to the Sports New Zealand Rural Travel Fund Committee and acknowledged the dedication of Mr Gary Vincent who had been on the committee since its inception. He has done a great job and provided valuable input into the allocation of funds throughout his time on the committee.

- The below updates were provided for Table 2:

TABLE 2:

The following list appoints individuals to various community organisations:

GROUP	APPOINTMENTS
Stratford District Youth Council	Councillor Bertie
Sport Taranaki Trust	Councillor Boyde
Eltham Drainage Board	Councillor Beck
Creative Communities Committee	Councillor Watt Councillor Best
Central Taranaki Safe Community Trust	Deputy Mayor Harris
Stratford Community House Trustee	Mrs Carol Spragg (Trustee appointed as the Mayor's representative)
Te Wera Outdoor Recreation Trust	Deputy Mayor Harris
Ostlers Gardens Trust	District Mayor Volzke (Trustee appointed as the Mayor's representative)

- He noted a review would be done next year on whether the Te Wera Outdoor Recreation Trust still required a council representative.
- The appointments to the joint committees will be brought to the next council meeting as it was not known at the time of printing the agenda whether alternatives were required or not.
- He noted the addition of Min McKay and the Deputy Mayor to the District Licensing Committee.
- The Percy Thomson Trust lists the existing trustees. He noted that Councillor Hall's appointment to the trust expires on 1 December. He suggested that this now be extended to the 2026 AGM of the Trust which will align with the roster of the seat she filled when appointed.

Recommendation

THAT Councillor Ellen Hall's appointment to the Percy Thomson Trust be extended to align with the appointment roster of her seat to the Percy Thomson Trust 2026 AGM.

BOYDE/DUDLEY
Carried
CL/25/127

Recommendations

- THAT the appointments to committees and community representations as listed in **Table 3** and **Table 4** be noted.

BEST/HARRIS
Carried
CL/25/128

Recommended Reason

Council committees are established to meet the governance and organisational requirements of the Stratford District Council.

9. Decision Report – Elected Member Remuneration
D25/40409 Page 32

Recommendations

1. THAT the report be received.

BEST/CHADWICK
Carried
CL/25/129

Recommended Reason

The Remuneration Authority allows Council to calculate the remuneration for elected representatives to recognise roles with additional responsibilities and requires input from Council as how the remuneration pool is to be allocated out.

Council must adopt a policy on Elected Members Expenses prior to any payments being made.

The Corporate Accountant noted that in addition to the remuneration, council needed to consider the frequency for payments of the honorarium and the Elected Members Expense Policy.

Remuneration

Recommendations

2. THAT elected members choose ~~Option 1~~, Option 2, ~~or propose an alternative option~~ regarding the extra remuneration to elected members for roles with additional responsibilities.

HALL/BECK
Carried
CL/25/130

3. THAT Council agree to advise the Remuneration Authority of council's proposal regarding allocation of remuneration based on the option selected in recommendation 2.

VOLZKE/SEXTUS
Carried
CL/25/131

Frequency of Payment

Recommendations

4. THAT elected members choose Option 1 ~~or Option 2~~ for the payment frequency of the honorarium.

HARRIS/BOYDE
Carried
CL/25/132

Points noted in discussion:

- Councillor Hall spoke against the motion. She noted that this contributes to the family pool and it is a challenge when you are not sure when it may come through. Weekly would be a more consistent option.
- Councillor Watt asked if it a certain date of the month could be the set date? Mrs Craig noted it is the second Tuesday of every month.

- Councillor Boyde asked if there were other councils that paid some monthly and others weekly? Mrs Craig was not aware of any councils that did this and she confirmed it would be a lot of work to implement this.
- Councillor Hall noted that there had been times it has not been paid on the second Tuesday of the month and elected members had been told officers have until the end of the month to process the payment. Mrs Craig noted this happened once last year but the target has always been every second Tuesday of the month.
- Councillor Dudley asked if setting the payment day could be included in the resolution but it was clarified this would make it difficult if there were circumstances out of our control which would then be in breach of the council recommendation.

Elected Members Expenses and Reimbursement Policy

Recommendations

5. THAT Council adopt the updated Elected Members Expenses and Reimbursement Policy and to include the following allowances:
 - Travel Allowance
 - ICT Allowance
 - Childcare Allowance
 - Home Security

BOYDE/HALL
Carried
CL/25/133

Points noted in discussion:

- Mrs Craig noted the amendments to the existing policy were highlighted. The additional allowances are optional.
- Councillor Erwood questioned who would undertake the risk assessment and security threat check. The Chief Executive noted this would be a suitably skilled person and it may be appropriate to have an external person to ensure the assessment is independent. The District Mayor noted there would need to be a reasonable degree of threat to meet the threshold as this would be a big expense for the ratepayers.
- Councillor Hall noted she supported the inclusion of the home security allowance as after the last triennium they had seen increased concern around elected member safety and increased volatility.
- It was confirmed if an elected member already had a home security system they would still be required to meet the threshold and risk assessment to have the monitoring allowance.
- Councillor Beck noted his concern that this was at the ratepayers expense and felt the bar needed to be set quite high to receive any of the allowances.
- Mr Hanne noted that the travel allowance has historically been limited to meetings attended in their council appointed roles. The preference is to take a pool vehicle or the elected member takes their own vehicle then they are reimbursed at the IRD travel rate. Appointments with residents had not been a consideration before.
- ICT Allowance – the rates for this are set by the remuneration authority, but most of the rates don't apply because council supplies an ipad. The applicable allowances include a portion of a mobile phone, portion of phone plan and internet costs.
- Childcare Allowance – this is a legislative amount per child. It is important to note this is not limited by elected member but is per child or dependent. It has been used in the past and it is not difficult to max out the full allowance per child.
- The District Mayor noted it is important to note that the auditors take particular interest in these expenses. Mrs Craig noted the amendment to reimbursements being submitted within one month of incurring the expense was also an audit request. It was also important that full/itemised receipts are provided and not just effpos receipts as these expenses are classed as sensitive expenditure.

10. Decision Report – Adoption of 2025-26 Meeting Schedule
D25/41125 Page 47

Recommendations

1. THAT the report be received.

VOLZKE/DUDLEY
Carried
CL/25/134

2. THAT Council confirm the 2025/26 Meeting Schedule as presented with the amendments noted below.

BOYDE/HARRIS
Division
For: 11
Against: 1
Carried
CL/25/135

Recommended Reason

Meetings are required to be held to effectively and efficiently conduct Council business in a clear and open manner. Setting an annual scheduled reduces conflicts of appointments.

The Committee Advisor and Executive Assistant noted the following points:

- There were a few errors in the dates in the attached schedule:
 - o January Policy and Services and Workshop should be 27 January.
 - o March – Workshop, Public Forum and Ordinary – should be 10 March. Audit and Risk will be moved to 17 March.
 - o July – Audit and Risk should be 14 July.
 - o Sport New Zealand Rural Travel Fund – the November date will be set in discussion with the newly appointed chair and committee.
 - o All workshops will be amended to start 1pm.

Questions/Points of Clarification:

- It was noted that July had two options for the Policy and Services Committee as the LGNZ Conference is starting on 29 July in Rotorua and therefore those attending will likely be travelling on 28 July. It was agreed to set this at 21 July 2026.
- Councillor Hall suggested an amendment to meeting times. She acknowledged one of the reasons for afternoon meetings had been to allow those to attend work in the morning and attend their council commitments in the afternoons. She suggested that the makeup of this council has changed significantly and the commitments of elected members may now be quite different. She noted there is a finite end for workshops, but meetings go until they are finished. She proposed that workshops be scheduled for 10am, Public Forums at 12.30pm and meetings to start at 1pm. She felt benefits would include entering council business fresh in the day.
- The District Mayor noted that hearings will now be separate to Policy and Services Committee meetings which means they can be put on other days and will lessen the impact on P&S days and balance out the commitment a bit.
- Councillor Erwood supported the status quo. He noted he had a full time job and felt if he can show his employer that he is using some of his work time and personal time to come to council meetings then he thinks this is fairer to his employer.
- Councillor Beck supported the status quo as it works for him as a businessman.
- Councillor Boyde supported the status quo for those who are working and/or business owners, he noted that during spring the rural sector would struggle to get in by 10am.
- Councillor Best noted his employer had been kind enough to give him afternoons off for council. He noted there was also a lot of public feedback about attending meetings as they can't attend early in the day and had also suggested later in the afternoon or even in the evening.

A division was called:

Those voting for the motion: Councillors Chadwick, Beck, Bertie, Best, Boyde, Dudley, Erwood, Sextus, Watt, the Deputy Mayor and the District Mayor.

Those voting against the motion: Councillor Hall

- It was timely to remind and inform new elected members that if they vote against a motion and wish their names to be recorded they need to state this at that time.
- Councillor Erwood requested the Chief Executive confirm the order of the division as he felt if the mover or seconder went first it can impact the vote. The Chief Executive would ensure it was truly random in its order.

The Communications Advisor and Corporate Accountant left the meeting at 4.34pm.

11. Decision Report – Adoption of Code of Conduct
D25/40918 Page 56

Recommendations

1. THAT the report be received.

VOLZKE/BERTIE
Carried
CL/25/136

2. THAT the 2025 Local Government New Zealand Code of Conduct be adopted, including/excluding the ability of an independent investigator to make a binding rule in case of an alleged breach of this code. .

BOYDE/HALL
Carried
CL/25/137

Recommended Reason

The 2022 LGNZ Code of Conduct template, which has been developed after consultation with councils, contains several changes to previous versions and is the result of ongoing, collective, industry-wide learning and improvements. This is the most recent template version available.

The Chief Executive noted the following points:

- It is a legal requirement for Councils to have both Standing Orders and a Code of Conduct. If they were not adopted today the current documents remain in place, so council is currently operating under those previous versions.
- He noted it was good practice to adopt these with the new council to show their commitment to uphold these standards rather than them being imposed upon them.
- Central Government is currently working on replacing both of these with standardised documents for the whole industry. The templated mandated model of the Code of Conduct is expected in mid 2026. Standards NZ have been engaged to work on the Standing Orders and no timeframe has been provided for these.
- The Code of Conduct is how you commit to conducting business in this room through behaviour, engaging with your colleagues, staff and members of the public. Standing Orders are how the meetings operate.
- Any council can write their own Code of Conduct, what is presented is a template that has been offered by LGNZ to the industry and has had a lot of legal investment to make sure it aligns with various legislation and considered collective learnings from all councils around the country.
- If a Code of Conduct complaint process is triggered then the document outlines the process that is followed. There is a choice for elected members on whether or not the investigators findings are binding. If it is not binding then the investigator/assessor can make a recommendation but council could vary it.
- He recommended that all elected members read and become familiar with the document.

Questions/Points of Clarification:

- Councillor Beck questioned if it was worth changing the current document as not much would be changing to have a new one in place for only six months. The District Mayor noted the report looks to reaffirm that the newly elected council buys into the code of conduct presented.

Points noted in discussion:

- Councillor Boyde noted that having a binding rule takes all the emotion out of a decision and makes it a very clean process going forward.
- The District Mayor note that if a member is found guilty of a breach they have no right of appeal to the investigators findings which he did not think sat with natural justice as the outcome of almost everything else could be challenged.
- The Deputy Mayor noted that council had submitted on the proposed standardised code of conduct noting its concern over:
 - Potential misuse with members of the public added to the complaints process. Currently only elected members can make a complaint or the Chief Executive on behalf of staff.
 - Suggestions for a possible cost recovery for non-upheld complaints.
 - Addition of the right to amend incorrect statements in the findings.

12. Decision Report – Adoption of Standing Orders

D25/40922 Page 93

Recommendations

1. THAT the report be received.

VOLZKE/HARRIS
Carried
CL/25/138

2. THAT the 2025 Local Government New Zealand Standing Orders be adopted as tabled, with the following amendments:

- a. That the standing order enable members to join by audio visual link – **Yes/No**

BOYDE/HARRIS
Carried
CL/25/139

- b. That the chair be given the option of a casting vote – **Yes/No**

BECK/BEST
Carried
CL/25/139

- c. That the following option be adopted as the default option for speaking and moving motions:

- i. A (formal)
- ii. B (medium)
- iii. **C (informal)**

ERWOOD/BOYDE
Carried
CL/25/139

3. THAT standing orders 16 and 17 require that requests for deputations or petitions are made at least 5 days prior to any presentation being made to the council.

BERTIE/CHADWICK
Carried
CL/25/139

Recommended Reason

Good local governance requires us to ensure that the way in which we undertake public decision-making is open, transparent, and fair. Council standing orders aim to achieve this.

The Chief Executive noted the following points:

- There are a few more options in this document. The Standing Orders set out how the meetings happen and includes options on attendance via audio/visual link, the chair having a casting vote, notice period for deputations and petitions and the level of formality for holdings meetings noting the chair can change the level at any time during the meeting to relax them or increase formality for structure

Questions/Points of Clarification:

- Councillor Boyde noted that deputations were to be made at least 5 days clear of a meeting but that the chairman has discretion to wave the time. He asked for good practice would there be a process where councillors will be informed that a deputation is occurring. It was noted that often a deputation request is received after an agenda is published and the items of the agenda are known. Councillors will be informed as soon as possible.
- It was noted that currently council operates under Option C for formality. This allows members to speak more than once and is more user friendly. If the conversation becomes repetitive the chair can move to a more formal situation.

13. Public Forum Response

Speaker	Michael Cooper
Topic	Town aesthetics

Questions/Points of Clarification:

- The District Mayor noted this topic had been discussed a lot during the election campaign. It is his intention to create a working group to look at this issue specifically and come up with some ways of making improvements to bring those suggestions back to council. It will be added to matters outstanding.

14. Questions

There were no questions.

15. Closing Karakia

D21/40748 Page 341

The closing karakia was read.

The meeting closed at 5.07 pm.

N C Volzke
Chairman

Confirmed this 9th day of December 2025

N C Volzke
District Mayor

PUBLIC FORUM

Notes



F22/55/05 – D25/16056

Date: 11 November 2025 at 3.15 PM

Venue: Council Chambers, 63 Miranda Street, Stratford

Present

The District Mayor N C Volzke (the Chairperson), the Deputy Mayor A K Harris, Councillors: S J Beck, J Bertie, J R Best, G W Boyde, D K Chadwick, , A M C Dudley, J M S Erwood, E E Hall, K A Sextus and M J Watt.

In attendance

The Chief Executive – Mr S Hanne, the Director – Assets – Mrs V Araba, the Director – Corporate Services – Mrs R Johnson, the Director – Environmental Services – Mr B Sutherland, the Director – Community Services – Ms K Whareaitu, the Committee Advisor and Executive Assistant – Mrs E Bishop, the Communications Advisor – Mrs S Clarkson, three members of the public, and one member of the Media (Stratford and South)

1. Welcome

The District Mayor welcomed the Chief Executive, Councillors, members of the public, staff, and the media.

2. Speakers

Speaker: Michael Cooper

Topic: Town Aesthetics

Points noted in the presentation:

- He noted that having cruised at least 500miles since August he has seen towns that are exciting and some that are not, some buildings you like and some you don't.
- He noted that Opunake is now a bright colourful town and they have hit it with colour for the festival. The dull walls of the buildings have paintings on them and a number of shops have been done up.
- As you come into Stratford from the north the town has colour, the moa building, the motorbike and tractor shops and the new panel beaters. Then once across the traffic island it becomes less impressive. Looking above the verandahs there are broken windows, some with plywood on them. The picture theatre looks bloody awesome but the other side of the road is dull and it gets duller before you start heading out of town again.
- He noted in Tīrau they have done so much you cannot get a carpark because of the buses, with each bus having at least 30 people on them, you can't get a shop because there are no empty ones. We need to be getting people to stop in town, the food is good but the food shops don't jump out at you to get you to pull over and stop. He noted there are a couple of shops on the coast that people love to pull over and go to.
- He noted the shops don't need a lot, a lot only need a paint and now that the government has gotten rid of the old buildings needing to be bulletproof the owners of those buildings need a bit of a push for a coat of paint.
- Having spoken to one of the Opunake council people they got stuck in and just talked to the people in the shops, even improvements like lights inside the stores brighten them up and empty walls can be painted.
- The food here is brilliant but the shops are boring and don't invite you to stop, he asked council to think about giving those owners a push to make it look good – it was dead simple what was done in Opunake.
- Mr Cooper circulated photos of Broadway in Stratford and the improvements done in Opunake,

Questions/Points of Clarification:

- The District Mayor noted this has been a topic raised by a lot of people in recent times.
- Councillor Erwood asked for clarification on if his concerns were above or below the verandahs? Mr Cooper clarified that it is more the above the verandahs, noting that the theatre jumps out at you as exciting. He noted the impact the cows in Morrinsville have

had as they started off as just a couple and now have 30-40 cows in the town centre and the information centre even hands out maps to find them.

The forum closed at 3.28pm

MINUTES

Policy and Services Committee



F22/96/005 – D25/439983

Date: Tuesday 25 November 2025 at 3.00pm
Venue: Council Chambers, 63 Miranda Street, Stratford

Present

The Deputy Mayor A K Harris (the Chairperson), the District Mayor N C Volzke Councillors: S J Beck, J Bertie, J R Best, G W Boyde, D K Chadwick, A M C Dudley, J M S Erwood, E E Hall, K A Sextus and M J Watt.

In attendance

The Chief Executive – Mr S Hanne, the Director – Environmental Services – Mr B Sutherland, the Director – Corporate Services – Mrs R Johnson, the Director – Community Services – Ms K Whareaitu, the Communications Manager – Ms G Gibson, the Roading Manager – Mr S Bowden, the Parks and Reserves Officer – Mrs M McBain (*part meeting*), the Property Officer – Mrs R Reader (*part meeting*), the Property and Projects Manager – Mr S Taylor (*part meeting*), The Roading Engineer – Mr F Hick (*part meeting*), the Project Engineer – Mr A Kyaw (*part meeting*), the Services Manager – Mr J Cooper (*part meeting*), and one member of the media (Stratford and South).

1. Welcome

The opening karakia was read.

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

2. Apologies

No apologies were received

3. Announcements

The Chief Executive noted some graphs in item 11 did not display properly, the correct graphs will be tabled and a hard copy provided.

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 & Services Committee – 23 September 2025

Recommendation

THAT the minutes of the Policy and Services Committee Meeting held on Tuesday 23 September 2025 be received.

BOYDE/HALL
Carried
P&S/25/165

6.2 Farm Committee – 23 September 2025

Recommendation

THAT the minutes of the Farm Committee Meeting held on Tuesday 23 September 2025 be received.

BERTIE/SEXTUS
Carried
P&S/25/166

Points noted in discussion:

- Councillor Boyde noted the Sharemilkers are leaving after 11 years, the process is now underway to find new sharemilkers.
- The District Mayor noted that a plan regarding the use of farm profits was going to be presented. The Chief Executive advised he was planning on bringing a strategy to Council. It was requested this be added to the matters outstanding.

7. Matters Outstanding

Recommendation

THAT the Matters Outstanding be received.

HALL/BECK
Carried
P&S/25/167

8. Decision Report - Appointment of trustees to Percy Thomson Trust Policy

Recommendations

1. THAT the report be received.

BOYDE/VOLZKE
Carried
P&S/25/168

2. THAT the Appointment of trustees to Percy Thomson Trust Policy be adopted with the following amendments:

a) include/exclude guidance on the appointment of Elected Members and Staff:

~~While the trust deed allows for the appointment of up to two current councillors of the Stratford District Council as trustees, it is considered preferable to appoint independent directors. Elected Members and/or Council officers should only be appointed in exceptional circumstances.~~

While the trust deed allows for a maximum of 50% of the appointment trustees to be current councillors of the Stratford District Council, it is considered preferable to appoint independent directors. Elected Members and/or Council officers should only be appointed in exceptional circumstances.

BOYDE/BECK
10 for 2 Against
Carried
P&S/25/169

b) that the appointments panel for trustee appointments be made up of:

Option 1: _____ The chair of PTT

_____ 2 elected members appointed by the District Mayor
_____ with support of council's HR team

Option 2: _____ 3 elected members appointed by the District Mayor
_____ with support of council's HR team

Option 3: _____ The chair of PTT

_____ 2 (senior) staff members appointed by the Chief Executive
_____ with support of council's HR team

Option 4: any other combination of staff/elected members/PTT trustees
(please specify):
3 elected members appointed by the District Mayor
with support of council's HR team
Feedback to be sought from the Percy Thomson Trust

BECK/BOYDE

Carried

P&S/25/170

Recommended Reason

Section 57 of the Local Government Act (LGA 2002) requires council to have an objective and transparent process the appointment of directors to council controlled organisations. While this requirement is largely covered by the trust deed, it is not overly user friendly and there areas that should be defined in more detail than what is covered in the deed.

The Chief Executive noted the following points

- It is a legislative requirement for Councils to have a process on how they appoint Council Controlled Organisations (CCO) Trustees and Chairpersons. To date Council has used the Trust deed to guide this process, however there are multiple revisions of the deed which are not the easiest to read. While the deed is prescriptive in the process, there is room for interpretation. The policy presented today largely follows the Trust deed, however options have been given where the Trust deed is not clear. Guidance has been taken from the Office of the Auditor General (OAG), and other Councils who have CCOs to fill these gaps.
- The Chief Executive clarified there was a mistake in recommendation two, it mentions the Trust deed allows for the appointment of up to two Elected Members, this should be a maximum of 50% of Trustees can be Elected Members.

Questions/Points of Clarification:

- Councillor Hall noted that Section 57.1 of the Local Government Act requires Council to have a transparent process. She questioned how this policy meets these guidelines and ensures transparency in the process to identify the skills, knowledge and experience required. The Chief Executive noted he believes listing this will be too prescriptive of a process which is an appointment of a person. He noted in any form of appointment there is an element of judgement involved, and if the policy is too prescriptive, the outcomes are going to be undesirable.
- Councillor Hall questioned if the reappointment process considers performance. The Chief Executive noted that the deed treats reappointment different to a vacancy.
- Councillor Boyde requested a definition of exceptional circumstances. The Chief Executive noted it would be an exceptional circumstance if Council was unhappy with the Trust and wanted to interfere urgently.

The Roading Engineer and Project Engineer joined the meeting at 3.36pm.

Points noted in discussion:

- Councillor Boyde noted he did not agree with any of the options, as he does not believe the Chairperson should be sitting on the panel, but a discussion with the Chair and the Trust should happen before the appointment process to identify any skills required to fill current gaps. He noted he would prefer a hybrid of option 2. It was discussed including in the policy a clause that recruitment would follow consultation with the Percy Thomson Trust on the desired skills and expertise required.

A division was called:

Those voting for the motion: Councillors Beck, Bertie, Best, Boyde, Chadwick, Dudley, Sextus, Watt, the Deputy Mayor and the District Mayor.

Those voting against the motion: Councillors Erwood, Hall

9. Decision Report – Policy Review – November 2025

1.	<u>THAT</u> the report be received.	BEST/WATT Carried <u>P&S/25/171</u>
2.	<u>THAT</u> the following, updated policies, being the: 1. Rates Postponement Policy 2. Waste Levy Contestable Fund Policy – with the inclusion of the Hearings Committee. be adopted.	VOLZKE/SEXTUS Carried <u>P&S/25/172</u>
Recommended Reason Both of the above policies relied for their administration and decision making on committees that have been recently disestablished. This has necessitated changes within each policy to ensure their ongoing operability.		

The Chief Executive noted the following points:

- This is a quick update of Policies which have been affected by the removal of committees.

Points noted in discussion:

- The District Mayor noted he believe the appropriate committee for the Waste Levy Contestable Fund Policy is the Hearings Committee.

The Roading Engineer, the Project Engineer and the Parks and reserves Officer left the meeting at 4.00pm.

10. Decision Report – Request for Budget Reallocation – Better Off Funding

Recommendations		
1.	<u>THAT</u> the report be received.	BOYDE/WATT Carried <u>P&S/25/173</u>
2.	<u>THAT</u> the Committee approves the budget reallocation of \$150,000 to be funded through the Better Off Funding: • From Wastewater Enabling Infrastructure for Stratford Park project; • To the Inflow and Infiltration Manhole Rehabilitation project.	
3.	<u>THAT</u> In lieu of the reallocation, the Committee approves a future financial commitment of \$150,000 Wastewater Enabling Infrastructure for Stratford Park project, when the development plan is finalised and consented.	
4.	<u>THAT</u> the Committee further approves the remaining \$44,520 of unallocated Better Off Funding to the Inflow and Infiltration Manhole Rehabilitation project, making a total expenditure budget of \$194,520.	HALL/BOYDE Carried <u>P&S/25/174</u>

Recommended Reason

While the Better Off Funding agreement with Stratford District Council requires that all funds be fully expended by June 2027, the Council's Long-Term Plan (LTP) commits to delivering the Stratford Park Wastewater Enabling Infrastructure by June 2026. However, as there is currently no finalised or consented development plan for the Stratford Park project, it is neither feasible for Officers to identify nor complete this work within the required timeframe. Reallocating the funding will ensure that the LTP capital expenditure programme is on track and that the Better Off Funding is not lost. The chosen replacement project will provide long-term service benefits to Stratford through a robust wastewater network system.

The Services Manager joined the meeting at 4.07pm.

11. Decision Report - Request for Budget Deferral – Victoria Park Sports Fields development

Recommendations

1. THAT the report be received.

BECK/DUDLEY
Carried
P&S/25/175

2. THAT the Committee approves the deferral of the Victoria Park Sports Fields development project, originally scheduled:

- For completion in the 2025/26 financial year;
- *To be considered further during the LTP planning discussion. ~~completed in the 2026/27 financial year.~~*

VOLZKE/BECK
12 For 0 Against
Carried
P&S/25/176

Recommended Reason

Deferring the works allows sufficient time for the Stratford Cricket Club and Taranaki Cricket to plan for the 2026/27 season and ensure that Stratford Cricket Clubs home games are completed before work commence.

Questions/Points of Clarification:

- It was discussed if this project needed to happen as there had not been issues with the drainage for the last two years.
- The District Mayor supports the idea of delaying the project, however suggested this is deferred to the next LTP process when it can be compared to other projects.

A division was called:

Those voting for the motion: Councillors Beck, Bertie, Best, Boyde, Chadwick, Dudley, Erwood, Hall, Sextus, Watt, the Deputy Mayor and the District Mayor.

Those voting against the motion: Nil

The Member of the Media left the meeting at 4.45pm.

12. Monthly Reports

12.1 Assets Report

Recommendation

THAT the report be received.

SEXTUS/DUDLEY
Carried
P&S/25/177

Questions/Points of Clarification:

- Councillor Hall questioned if complaints about the transfer station are being recorded and taken into consideration when the contract for the Transfer station was up for review. The Services Manager advised as this is a regionally shared service, there are regular meetings where complaints and concerns are addressed.
- Councillor Watt questioned if the resurfacing of the skate park was going to be concrete or metal, it was clarified it would be concrete.
- Councillor Boyde questioned why the pool was going to be closed for maintenance. It was advised as part of the warranty for the pool liners they need to be inspected every 3 years.

The Services Manager and the Property Officer left the meeting at 5.20pm.

12.2 Community Services Report

Recommendation

THAT the report be received.

BOYDE/VOLZKE
Carried
P&S/25/178

12.3 Corporate Services Report

Recommendation

THAT the report be received.

BERTIE/ERWOOD
Carried
P&S/25/179

Questions/Points of Clarification:

- Councillor Boyde questioned if the Farm reserves could be separated on the Statement of Financial Position. The Director – Corporate Services noted she can request this going forward.

12.4 Environmental Services Report

Recommendation

THAT the report be received.

DUDLEY/BEST
Carried
P&S/25/180

The Director – Environmental Services noted the following point:

- The IANZ Audit is completed, with the final report due shortly. The provisional grading is low risk, however this is not official until the report is received. This grading means the next audit will be in 2 years time. There have been 6 corrective actions identified with three months to deal with these. More detail will come to the next Audit and Risk Committee meeting.

13. Questions

14. Closing Karakia

The closing karakia was read.

The meeting closed at 5.31pm.

A K Harris
Chairman

Confirmed this 27th day of January 2026.

N C Volzke
District Mayor

Tabled – Item 11 – Correct Graphs

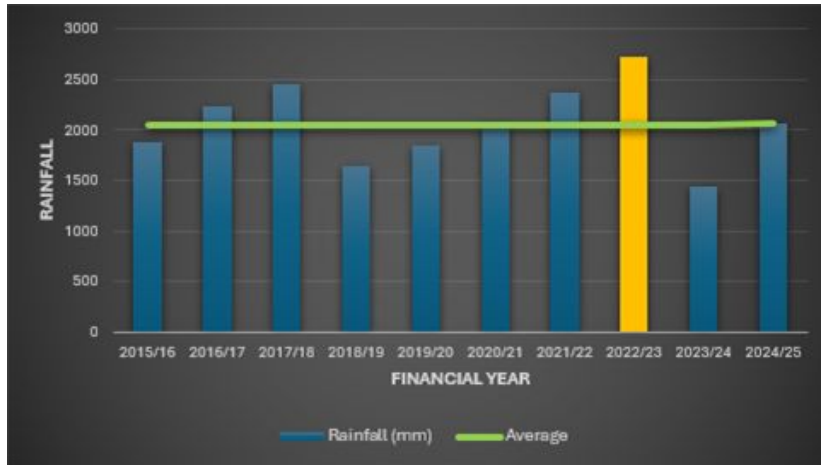


Figure 2: Stratford Annual Rainfall 2015 to 2025

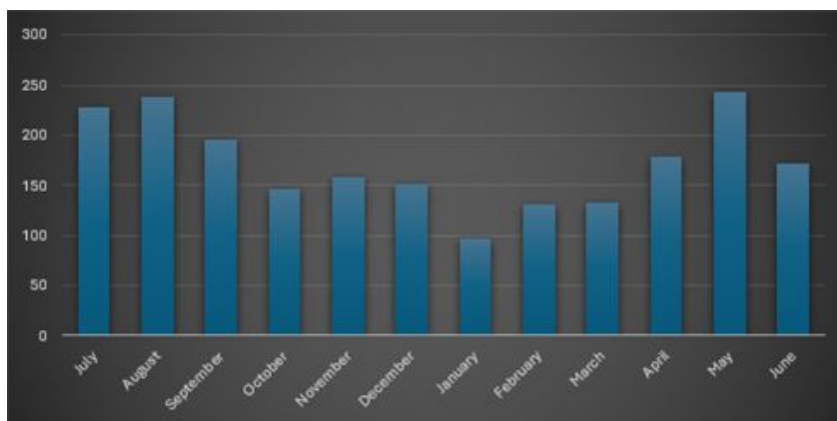


Figure 3: Average rainfall per month

POLICY



Policy:	Appointment of Trustees to Percy Thomson Trust
Department:	Chief Executive
Approved by:	
Effective date:	TBA
Next review date:	TBA+10 years
Document Number:	

1. Purpose

- 1.1 The purpose of this Policy is to meet the requirements of Section 57 of the Local Government Act 2002 (LGA). The Policy assists Stratford District Council (Council) to implement satisfactory governance over Percy Thomson Trust (PTT), council's only Council Controlled Organisation (CCO).

2. Scope

- 2.1 This Policy applies to the appointment of any and all new and returning trustees to PTT with Council holding the exclusive authority to appoint trustees.

3. Objectives

- 3.1 In appointing Trustees, Council shall ensure that the Trustees as a body have an appropriate range and balance of skills and experience, having regard to the following criteria:
- Experience in corporate governance and financial control;
 - Absence of any clear and irreconcilable conflict of interest;
 - Ability to set strategies and monitor performance;
 - An understanding of and commitment to the objects of the Trust; and
 - The Treaty of Waitangi.

4. Principles

- 4.1 Council shall ensure that:
- There are no less than 6 and no more than 7 Trustees at any time;
 - Trustees have the skills and experience outlined under the objectives of this policy;
 - No persons are appointed as trustees that fall under the following criteria:
 - A bankrupt who has not obtained a final order of discharge, or whose order of discharge has been suspended for a term not yet expired, or is subject to a condition not yet fulfilled;
 - A person who has been convicted within the last 3 years of a criminal offence punishable by imprisonment;
 - A person who would be subject to an order under section 189 of the Companies Act 1955 but for the repeal of that section;
 - A person to whom an order made under section 199L of the Companies Act 1955 applies (or would apply but for the repeal of that Act) or to whom an order made under section 383 of the Companies Act 1993 applies;
 - A mentally disordered person within the meaning of the Mental Health Act 1969; or
 - Any person who is the subject of an order under the Protection of Personal and Property Rights Act 1988.
 - While the trust deed allows for a maximum of 50% of the appointed trustees to be current councillors of the Stratford District Council, it is considered preferable to appoint independent directors. Elected Members and/or Council officers should only be appointed in exceptional circumstances.

- Where an elected member is appointed as a trustee, this occurs in their capacity as an individual, not an elected member and their appointment is not impacted by the triennial elections. Council however retains the ability to set a specific appointment period not exceeding 3 years or remove trustees at any point.

5. Background

- 5.1 The content of this policy complies with the original trust deed and any subsequent amendments. This policy is designed to clarify aspects not clearly defined by the trust deed and any subsequent amendments.

6. Appointment Process

6.1 Reappointment of existing trustees

A person appointed as Trustee who remains eligible to be appointed as a Trustee may be reappointed as a trustee for a further period or periods provided that:

- Each further term of appointment does not exceed 3 years;
- The Trustees' terms are staggered so that not all of the terms end in the same Financial Year.

6.2 Appointment of new trustees

Where there is any vacancy in the number of Trustees or where Council wishes to appoint an additional Trustee, Council must insert advertisements in all major newspapers circulating in the Stratford District seeking nominations for trusteeship.

A person appointed as a Trustee shall hold office for the term specified in the certificate of appointment, which term shall not be more than 3 years, provided that:

- any Trustee appointed to fill a vacancy occurring prior to the expiry of a Trustee's term of appointment shall initially hold office only for the residue of that term of office;
- the Trustees' terms of appointment are staggered so that not all of the terms end in the same Financial Year.

6.3 Appointment of chairperson

The Trustees shall appoint one of the Trustees to be chairperson of the Trust. The chairperson of the Trust shall hold that office for a term determined by the Trustees, provided that term does not exceed the Trustee's term of appointment and provided the term does not exceed 3 years.

6.4 Process administration

If council determines to appoint an additional trustee (maximum number of trustees not to exceed 7), or a vacancy arises, Council's HR team will undertake public advertising as per the trust deed and collate a list of applicants. A panel, consisting of 3 elected members appointed by the District Mayor with support of council's HR team will undertake the shortlisting process (if required), conduct interviews and recommend the preferred candidate(s) for appointment to council. The panel will seek and consider feedback from the trust regarding candidates' desirable skills and attributes.

POLICY



Policy:	Rates Postponement Policy
Department:	Corporate Services
Approved by:	Council
Effective date:	
Next review date:	November 2028
Document Number:	

1. Policy

The Stratford District Council will postpone all or part of the rates owed by a ratepayer in respect of rating units covered by this Rates Postponement Policy provided that the conditions within this policy have been met. During the rates postponement period, no late payment penalties will be applied.

Where a rating unit for which the Stratford District Council has granted a rates postponement is sold, leased, or otherwise disposed of, the rates postponement shall be terminated at the time of disposal. If the new ratepayer qualifies for a rates postponement under this policy, it should be up to that ratepayer to apply for a rates postponement.

Council may decide to postpone rates in full or a percentage of the annual liable rates however, no postponement will be granted on targeted rates for water supply, wastewater system or solid waste.

2. Postponement for Land Affected by Natural Disasters

The Stratford District Council will provide rates postponement of up to 100% for up to two years, to all ratepayers who meet the objectives, conditions, and criteria of this policy.

The Executive Committee will be delegated the authority to assess a ratepayer's application for rates postponement.

Objective

The objective of this postponement policy is to assist ratepayers experiencing extreme financial hardship as a result of a natural disaster. A natural disaster is considered as including, but not necessarily limited to, flooding, earthquake damage or a storm.

Criteria

Council will consider, on a case by case basis, all applications received that meet its criteria.

1. Formal application must be made by the ratepayer or the ratepayer's authorised agent to rates@stratford.govt.nz.
2. Following acknowledgement of the application, full information as requested by the Executive Committee must be provided.
3. For the rates to be postponed, the Council will require a statutory declaration containing the value of the ratepayer's property insurance and the value of encumbrances against the property, including mortgages and loans.

Conditions

When considering whether extreme financial circumstances exist, all of the ratepayer's personal circumstances will be relevant including the following factors:

- Nature of the natural disaster and the impact on the ratepayer's property.
- Financial position of the ratepayer.
- Business Plan for recovery of the landowner, if applicable.

Before approving an application, Council must be satisfied that the ratepayer is unlikely to have sufficient funds left over, after the payment of rates, for necessary health care, as well as making provision for normal day to day living expenses.

The policy will apply from the date in which the application is made although Council may consider backdating to the start of the rating year, or earlier depending on the circumstances and the date of the natural disaster event.

The postponed rates or any part thereof may be paid at any time. The applicant may elect to postpone the payment of a lesser sum than that which they would be entitled to have postponed pursuant to this policy.

Postponed rates will be registered as a statutory land charge on the rating unit title. This means that Council will have first call on the proceeds of any revenue from the sale or lease of the rating unit.

The application for a postponement under this policy will be assessed by the Revenue Manager and Director – Corporate Services and submitted for approval to the Executive Committee.

POLICY



Policy:	Waste Levy Contestable Fund
Department:	Assets
Approved by:	Council
Effective date:	
Next review date:	July 2027 (post LTP budget setting)
Document Number:	

1. Purpose

1.1 The purpose of the Waste Levy Contestable Fund Policy (referred to as 'the policy') is to outline the:

- Eligibility, funding application and assessment criteria;
- Conditions for Approval; and
- Exclusions

related to Waste Levy Contestable Fund applications and process.

1.2 The Waste Levy Contestable Fund aims to support activities and initiatives within the district that promote waste minimisation and resource recovery.

1.3 Eligible projects must directly benefit the Stratford district, contributing to measurable reductions in landfill waste and/or enhancing resource recovery efforts.

2. Scope

2.1 The Waste Levy Contestable Fund (WLCF) allocates an annual budget¹ of \$25,000 per year to eligible projects. Any unused funds will be carried over to the next funding allocation.

2.2 For the purpose of this policy, the Waste Levy Contestable Fund means:

A fund that is contestable by the community and allocated on application, to support waste minimisation and/or resource recovery initiatives and activities, consistent with the Waste Management and Minimisation Plan 2023 (WMMP), within the district.

2.3 This Waste Levy Contestable Fund is funded via the waste levy imposed by central government on solid waste disposed at the landfill. The waste levy raises revenue for initiatives to reduce waste and encourage resource recovery (e.g., composting and recycling). It recognises that disposal imposes costs on our environment, society and economy.

2.4 This policy is to be read in conjunction with the Council's Solid Waste Management and Minimisation Bylaw 2020 and the WMMP 2023 and any subsequent amendments.

3. Eligibility

3.1 To be eligible for funding, the:

- Applicant must be either a natural person, an organisation, or a not-for-profit entity;
AND
- Project must promote or support waste minimisation and/or resource recovery in the Stratford district; **AND**

¹ Subject to allocation in the Long Term Plan

- c) Application must support a reduction of waste to landfill and/or resource recovery project with measurable outcomes within a year of funding being approved.

4. Funding Application and Assessment Criteria

- 4.1 All applications must be made to the wasteminimisation@stratford.govt.nz email.
- 4.2 No applications will be received or adjusted after the "applications closed" date unless changes are requested or approved by the WLCF administrator.
- 4.3 Projects must promote or achieve waste reduction initiatives and/or resource recovery activities that avoid, reuse, recycle or recover waste destined for landfill, or make use of resources diverted from landfill.
- 4.4 Projects may include, but are not limited to:
 - a) Education or behavioural change projects, to promote waste minimisation and/or resource recovery activities for a particular target audience.
 - b) Infrastructure that helps divert resources from landfill.
 - c) Research to investigate existing waste quantities and composition, behavioural or economic incentive, towards effective reduction of waste and/or resource recovery improvement activities.
 - d) Design of product stewardship schemes or other solutions that promote and achieve waste minimisation and resource recovery.
 - e) Other initiatives and activities that contribute to the Council's actions and strategic priorities in the WMMP 2023.
- 4.5 Applications will be considered against the assessment criteria in accordance with Sections 5.3 & 5.4 of the Council's WMMP 2023.
- 4.6 All accepted applications will be assessed by council's Hearings Committee, with final approval and authorisation by council.
- 4.7 Applications with missing, incorrect or incomplete information will not be accepted for funding and it is the responsibility of the applicant to ensure all information supporting their application is received before the application closing date.

5. Conditions for Approval

- 5.1 There will be no cap on the maximum amount available within the fund's approved annual budget of \$25,000 for approval for any single application.
- 5.2 The successful applicant will be required to submit a report on the funds expended and outcomes achieved at the end of either:
 - a six month period – for funds approved greater than \$3,000; or
 - a 12 month period - for funds approved less than \$3,000.
- 5.3 Further reporting once per annum for a period of three years will be required to ensure projects are still meeting their targets and will be used to determine further funding applications
- 5.4 If previously allocated Waste Levy Contestable funds by Council, applicants must provide evidence of successfully expending those funds and the reporting provided to support the expenditure.
- 5.5 Projects must be new or improvement activities that are measurable and achievable within 12 months of an approved application.
- 5.6 Applicants must provide any other information required during the waste levy funding application assessment process if required by the WLCF administrator.
- 5.7 Projects must take into consideration the Stratford District Councils Sustainability Policy.

6. Exclusions

- 6.1 Funding will not be awarded for existing activities or towards the ongoing operational costs of any application.

7. Audit

- 7.1 Given that annual audits will be carried out by the Ministry for the Environment (MfE) to ensure compliance with the Waste Levy Grant, the successful applicants will be required to provide the appropriate report(s) as per clause 5.2.
- 7.2 Any successful applicant who does not provide the report will be disqualified from accessing future funding.
- 7.3 All approved projects will be subject to the application assessment process outlined in **Appendix 1**, ensuring proper record keeping and documentation of decisions for auditing purposes.

8. Dispute Resolution

- 8.1 In the event of a dispute over any aspect of this policy, immediate action will be taken by the Director of Assets through effective and constructive consultation between the parties concerned and in accordance with any Council complaints or dispute resolution process.
- 8.2 If a resolution cannot be reached, the Chief Executive Officer, will have the final say on the matter.

9. Review

- 9.1 This policy is to be reviewed:
- a) In July 2027 (post LTP budget setting); or
 - b) As and when required

MINUTES

Sport New Zealand Rural Travel Fund Assessment Committee



**SPORT
NEW ZEALAND**

F16/1042/003– D24/44779

Date: Tuesday 5 November 2024 3.30pm

Venue: Committee Room, Stratford District Council

Present

Councillor A Dudley (the Chairperson), the District Mayor N Volzke, Councillors: D Chadwick and K Sextus, Mrs K Dickson, Mrs R Smith and Mrs D Christie (*via visual link*).

In Attendance

The HR and Governance Administrator – Mrs C Reynolds.

Opening Karakia

The opening karakia was read.

1. Apologies

An apology was received from Mr J Whitika.

That the apology be received.

DICKSON/VOLZKE
Carried

2. Announcements

There were no announcements

3. Minutes

3.1 Confirmation of Minutes

THAT the minutes of the Sport New Zealand Rural Travel Fund Assessment Committee meeting held on 20 May 2025 be confirmed as a true and accurate record.

VOLZKE/DICKSON
Carried

4. Correspondence

4.1 Inwards

- 4.1.1 Accountability Form – Toko School - Touch
- 4.1.2 Accountability Form – Stratford Toa
- 4.1.3 Accountability Form – Toko – Basketball
- 4.1.4 Accountability Form – Eastern Districts Junior Hockey
- 4.1.5 Accountability Form – Eastern Districts Netball Club

4.2 Outwards

THAT the inwards correspondence be received.

DUDLEY/SEXTUS
Carried

Points noted in discussion:

- It was noted there were two signatures missing on the accountability form of Toko School and that \$90 of unclaimed funds had been returned.
- It was noted that it was good to see Stratford Toa Rugby League Club had contributed some of their own funds for travel.

5. Declarations of Interest

The Chair requested committee members to declare any real or perceived conflicts of interest relating to items on this agenda. There were no declarations of interest.

6. Consideration of Applications

6.1 Sport New Zealand Rural Travel Fund Guidelines – July 2024 – June 2028

6.2 Information Reports

6.2.1 Application Index

6.2.2 Information Report

THAT the report be received.

SEXTUS/DICKSON
Carried

6.2.3 Summary of Applications

7.3 Applications for Funding

THAT the following funding allocations be approved.

CHRISTIE/SMITH
Carried

6.3.1	Ngaere School – Touch	\$2,000	\$528.00
6.3.2	Toko School – Touch	\$555	\$444.00
6.3.3	Marco School – Touch		\$600.00

Points noted in Discussion:

- It was noted Marco School was also including their own contribution.
- It was discussed that the committee would like to see Ngaere School get the same amount per child as Toko School as they have a similar number of children, and distance to travel to the games.

7. General Business

- It was discussed that the accountability due date will be changed to six months following the funding.
- The District Mayor advised he had written to Mr Vincent to thank him for his long service on the committee. He noted he would like to acknowledge and thank him for the valuable contribution he has given over the last 25 years.

8. Next Meeting

The next meeting is scheduled for Tuesday 5 May 2026 at 3.30pm.

Closing Karakia

The meeting closed at 4.09pm

Councillor A Dudley
Chairperson

MONTHLY REPORT

District Mayor



To: Council
From: District Mayor
Date: 2 December 2025
Subject: District Mayor Monthly Report – October/November 2025

Recommendations

THAT the report be received.

Moved/Seconded

1. Meeting at Whakaahurangi Marae

Last month the Chief Executive, Councillor Chadwick and myself met with members of the committee at Whakaahurangi Marae. Most of the discussion centred around the outcome of the local government election, specifically the Maori Ward referendum. Although disappointed at the final outcome, there was a positive mindset among those present as we looked to the future and how we could continue to embrace the mutual benefits that have arisen from the strong relationships that have developed over more recent years.

There was also an opportunity for an update on future plans for the Marae and for us to hear about other issues that are important to Māori.

2. Citizenship Ceremony

Last week I hosted the final Citizenship Ceremony for the 2025 year. Nine individuals took the oath or affirmation of allegiance to His Majesty King Charles 3rd. The new Kiwi's were from: India, UK, Trinidad and Tobago, Australia and South Africa. A truly international mix.

3. On the House Foodbank Opening Night

In November a new food bank service began operating in Stratford. "On the House" had been active in other parts of the region for some time but with the assistance of a grant from our Waste Levy Fund, they were able to set up here. They will be based in the Salvation Army building on Juliet Street. On the opening night 70 families received food packages, indicating a high need for the service. The food is all donated and is sourced from a variety of places, that would otherwise simply discard perfectly good food, as waste.

4. Chamber of Commerce TSB Business Excellence Awards

In November I attended the Chamber of Commerce TSB Business Excellence Awards that celebrate business success across our region. I was pleased to see Stratford participation with Landpro winning the Category B Technology Excellence Award and Central Taranaki Automotive winning the Medium Business Excellence Award. A great night out and great success for Kathryn, Wendy and Kevan. The winner of this year's prestigious Mayoral Award was Graeme Wells of Wells Instrumentation.

5. Mayor's School Induction Training, Rural and Provincial Sector Meeting, Zone 3 Meeting

Following the local government election, October and November were busy months for Local Government New Zealand and elected members. Along with thirty-one newly elected Mayors, I attended Mayor's School for the first time since 2010. It was a great refresher course and an opportunity to pick up on recent legislative changes and future plans. The shared Civil Defence learnings were of particular value.

The Chief Executive and myself both attended the Rural and Provincial Sector meeting where we heard numerous presentations and some key-note speakers, including Minister for Rural Communities Mark Patterson, Hon. Peter Dunne, Brad Olsen and Minister Chris Penk. These meetings provide a great networking opportunity as well as the information sharing and learning opportunities.

The Deputy Mayor and myself attended the Zone 3 meeting in Palmerston North. At this meeting there is a time slot for each council to make a presentation about their district. On this occasion, I spoke about our aborted Transport Choices Programme.

An interesting speaker was Nick M. from the Security Intelligence Service who explained what the service does, what the most serious threats are right now and what the restrictions are on how the service operates. We also visited the new Manawatu Tararua Highway entrance and were given an informative talk about the highway project, followed by a visit to the Manawatu Emergency Operations Centre operated by Horizons council. Addresses by people from the Department of Internal Affairs, Taumata Arowai and NZTA completed the programme.

Stratford is being considered as a possible host council for the next meeting in March 2026.

6. MTFJ Trade Graduations

Last month we hosted the 2025 MTFJ graduation ceremony. Eight people were presented with their certificates. The graduates came from the health care, diversional therapy, automotive, light engineering and primary industries sectors. One graduate received an equine related certificate for her work with the Riding for the Disabled, a somewhat unique qualification.

Employers represented included: Maryann Rest Home, Brandt and Central Taranaki Automotive who were there to support their employee's. Unfortunately, this will probably be the last of these ceremonies as future funding has been withdrawn.

7. Christmas Parade

The annual Xmas parade went really well with a large number of "floats" participating in the parade and a large crowd watching from the roadsides. Of note, was the length of the parade. I had the privilege of riding besides the man in red and what a popular person he is. When we were about to leave the Memorial carpark at the rear of the parade, the first floats at the head of the parade and having completed a trip up to the northern roundabout and back, were arriving back in the car park. Impressive. Thanks to the Stratford Business Association for organising this popular community event.

8. Stratford Royal A&P Show

By all accounts the annual A & P show was an outstanding success this year. With the increased status of a Royal Show, came increased entries in the various competitions, increased trade exhibitors and of course, increased crowds. The event is undoubtedly the largest single event in our District each year and given that is organised by a small volunteer base with the help of a couple of staff, makes it even more of an achievement.

9. Meeting with Mark Patterson, Minister for Rural Communities

The Minister attended the Stratford A & P Show and it was a good opportunity to catch up with him and discuss some local issues. Among the topics discussed were funding rural roads and the change of land use, particularly from sheep/beef to forestry. A few interested locals added some colourful weight to the points I was making. The Minister is from a farming background, so has a good knowledge of the issues small rural communities face.

10. Te Hopua Whakahauora-Taranaki Cancer Centre Opening

The new \$56 million Taranaki Cancer Centre in New Plymouth opened in November. It is being described as life changing for people living with the disease in the region, and for the professionals who care for them. With over 600 people diagnosed with cancer in Taranaki each year — and around half requiring radiation therapy — the new Centre will make a meaningful difference. About 300 patients a year have been making the three-hour trek to Palmerston North for radiation treatment - sometimes lasting just minutes - but now 80 percent of radiation therapy will be delivered locally.

Providing cancer care locally will not only ease emotional stress but also lessen the financial impact on patients and families. It means most people will no longer have to travel outside the region for treatment, avoiding the added costs and disruption that come with time away from home. It allows patients to stay connected to their work, family, and daily routines while receiving care.

The Centre will feature 10 chemotherapy chairs, isolation rooms, outpatient consultation spaces, and virtual consultation capabilities — all designed to support a more accessible and patient-focused care experience. Most patients will be able to complete their treatment locally, needing only one initial consultation outside the region.

11. CCS Disability

In my role as Patron of CCS Disability South/Central Taranaki, I attended the last Annual General Meeting of the local Society. The organisation has undergone a complete restructure across the country and South/Central will in future operate as a branch of the national organisation. This marks the end of an era for some very dedicated people who have contributed to CCS as volunteers for many decades. The valuable services provided by this group will continue in our area under the new administrative arrangements.

12. Correspondence

- Stratford Volunteer Fire Brigade Call Outs – October/November 2025
- Letter to Mayors and Chairs – Rates Cap Target Update
- Letter – Proposal to Simplify Local Government

13. Some Events Attended

- Attended – Retiring Councillors Farewell Function
- Attended – meeting of the Youth Council (x2)
- Attended – Farewell function for Mayor Neil Holdom
- Attended – Lunch with Rangimarie Unit at Stratford High School
- Attended – LGNZ Leaders online meeting
- Attended – LGNZ Mayors Induction training in Wellington
- Attended – SDC Induction training sessions (x3)
- Attended - Hosted Citizenship Ceremony
- Attended – Civil Defence training and expectations meeting
- Attended – meeting of the Stratford Health Trust (x2)
- Attended – the Housing Forum at Toi Foundation (Hui 2)
- Attended – Stratford High School Prizegiving.
- Attended – Taranaki Justice of the Peace Annual General Meeting
- Attended – Farewell function for Erin Bishop
- Attended – Opening night of On the House Foodbank
- Attended - CCS Disability South & Central Annual General Meeting
- Attended – the Official Opening of Te Hopua Whakahauora-Taranaki Cancer Centre
- Attended - Chamber of Commerce TSB Business Awards
- Attended – LGNZ Rural & Provincial Sector Meeting in Wellington
- Attended – meeting of the Mayors Task Force for Jobs
- Attended – meeting of Ostlers Garden Trust
- Attended – meeting at Whakaahurangi Marae
- Attended – Hosted Trade Graduations Function

- Attended – SBA Xmas as Judge
- Attended - Stratford A & P Show
- Met – with representatives of the Social Investment Agency
- Met - with representatives of Age Care Central Limited (x2)
- Met – with representatives of the Stratford A & P Association
- Met - with representatives of Mayors Task Force for Jobs
- Met – with Carl Bates, Member of Parliament
- Met – with Cameron Brewer, Member of Parliament
- Met – with Mark Patterson, Minister for Rural Communities
- Radio Interview – Access radio conversation with the Mayors (x1)
- Radio Interview – More FM (x1)
- Newspaper - Stratford Press Interviews (multiple)
- Newspaper - Daily News / Stuff (multiple)
- Newspaper - Daily News – Photo Shoot
- Attended - Regional Mayors and Chairs weekly meeting (x7)
- Attended - Council Pre-Agenda meetings (x1)
- Attended – Council Workshop (x1)
- Attended – Public Forum (x1)
- Attended - Council Meetings (x3)



N C Volzke JP
District Mayor

Date: 3 December 2025

Attachment One

Stratford Volunteer Fire Brigade Callouts - November 2025

The Stratford Fire Brigade responded to 25 calls in November:

01-11-25	Incinerator fire Miranda Street
02-11-25	Tractor fire Toko Road assist Toko fire brigade
03-11-25	Tanker required at house fire Waitara Road Brixton stood down before arrival
04-11-25	Alarm activation Capper MacDonald and King Regan Street
06-11-25	Alarm activation Body Forme Regan Street
07-11-25	Motor vehicle accident Car vs. wall Broadway
07-11-25	Gas pipe leaking Falstaff Street assisted by the Toko Fire Brigade
07-11-25	Brigade van required motor vehicle accident Eltham / Palmer Road assist Kaponga and Eltham fire brigades
08-11-25	Alarm activation Stratford District Library Miranda Street
08-11-25	Alarm activation Stratford War Memorial Hall Miranda Street
10-11-25	Tractor fire inside hayshed Warwick Road assisted by the Toko Fire Brigade
12-11-25	Alarm activation Avon Primary School Hamlet Street
13-11-25	Alarm activation Transalta Operations NZ East Road
15-11-25	Assist ambulance with medical call Pembroke Road
16-11-25	Motor vehicle accident Pembroke Road / Barclay Road
17-11-25	Assist ambulance with medical call Regan Street
18-11-25	Motor vehicle accident Truck vs. car Broadway / Page Street
18-11-25	Tanker required Building fire Warea Road Warea assist New Plymouth, Oakura, Okato, Rahotu and Opunake fire brigades
22-11-25	Investigate rubbish fire Mountain Road North of Midhirst
23-11-25	Motor vehicle accident Broadway South stood down by police
25-11-25	Alarm activation Stratford Vets Juliet Street
26-11-25	Alarm activation New Commercial Hotel Broadway
26-11-25	Standby Hawera Fire Station
26-11-25	Tanker required building fire High Street Hawera
26-11-25	Appliance required building fire High Street Hawera assist Hawera, Okaiawa, Manaia, Eltham New Plymouth and Kohi fire brigades

Hon Simon Watts

Minister of Climate Change
Minister for Energy
Minister of Local Government
Minister of Revenue



MIN072

Dear Mayors,

I am writing to update you on Cabinet's recent decisions regarding the introduction of a rates target model as part of the Government's local government system improvements programme.

Cabinet has agreed that from 1 July 2029 councils will operate within a target range of rates increases to help keep rates affordable for households while ensuring councils can maintain essential services and invest in infrastructure.

Key Decisions

- The range will apply to all sources of rates (general rates, targeted rates, uniform annual charges), but excludes water charges and other non-rates revenue.
- The range will apply to the price component of rates, not volume growth.
- The range will be anchored in long-run economic indicators, such as inflation at the lower end and nominal GDP at the higher end. An additional growth component will be added for some councils.
- Preliminary analysis suggests a rates target range of 2-4% per capita per year, although this is subject to consultation
 - The 2% minimum aligns with the Reserve Bank's midpoint inflation target and is intended to reflect the assessed minimum necessary revenue needed for councils to maintain existing services and assets;
 - The 4% maximum aligns with long-run nominal GDP growth per capita, and is intended to allow for sustainable services and infrastructure expansion.
- Cabinet has agreed to undertake targeted consultation on how to set the target range from December 2025 to February 2026.
- There will be a transition period from 2026 to 2029. During this time, councils will be required to consider the rates target when setting rates, but it will not be mandatory to operate within the range. The Department of Internal Affairs will issue guidance and undertake monitoring of councils during this time.
- From 1 July 2029, the model will allow for variations in extreme circumstances and a clear process for councils to apply for other temporary adjustments.

- Examples of extreme circumstances are responses to natural hazards, a global economic crisis, or other significant events. In these cases, councils will need to show how they will return to the band over time.
- Where councils need to raise revenue to pay for things outside of extreme circumstances, they will be able to do so through a variation process, and they would need to apply to a regulator for approval. Councils would need to provide justification and explain how they intend to return to the band over time.
- Further work is required on detailed design, including regulatory oversight. Cabinet will make additional decisions in early 2026, and legislation will be introduced before the general election.

Implications for Councils

Councils will need to set their 2027 Long-Term Plans (LTPs) to ensure that year three (2029) and beyond is within the target range. Guidance will be provided during the transition period, and the Department of Internal Affairs will monitor implementation.

Consultation Process

The Department of Internal Affairs will undertake targeted consultation between December 2025 and February 2026.

The Department will seek feedback on:

- The proposed formula and economic indicators for setting the target range.
- Whether the preliminary range of 2–4% per capita per year is appropriate.

How to provide feedback:

- Consultation will be undertaken with targeted stakeholders shortly. This includes Local Government New Zealand.

Next Steps

Should you have any questions, please consult with your Partnership Director, or email ratescapping@dia.govt.nz.

DIA Partnership Director contact details:

Region	DIA Partnership Director
Northland Auckland Waikato	Vanessa Blakelock Vanessa.Blakelock@dia.govt.nz [021 832 417]
Bay of Plenty Gisborne Tairāwhiti Hawke's Bay Manawātū/Whanganui Taranaki	Rebecca Maplesden Rebecca.Maplesden@dia.govt.nz [021 852 853]
Wellington Otago Southland	Warren Ulusele Warren.Ulusele@dia.govt.nz [021 227 8187]
Nelson City Tasman Marlborough Canterbury West Coast	Paul Barker Paul.Barker@dia.govt.nz [027 610 7598]

This work sits alongside the Government's broader local government reform programme, including Local Water Done Well, City and Regional Deals, and proposals to simplify local government. Together, these initiatives aim to refocus councils on core business and deliver better outcomes for communities.

Thank you for your continued leadership and commitment to serving your communities.

Yours sincerely,



Hon Simon Watts
Minister of Local Government

Hon Chris Bishop

Minister of Housing
Minister for Infrastructure
Minister Responsible for RMA Reform
Minister of Transport
Leader of the House
Associate Minister of Finance
Associate Minister for Sport and Recreation



25 November 2025

Dear Mayor

RELEASE OF PROPOSAL TO SIMPLIFY LOCAL GOVERNMENT

We are writing to inform you of the Government's proposal to *Simplify Local Government*.

The proposal aims to address longstanding concerns of duplication and inefficiency within local government and deliver better value for ratepayers and communities. The proposal also supports the new resource management system through clearer local leadership and alignment across councils.

We are proposing a two-step approach outlined below. This is now publicly available at: www.dia.govt.nz/simplifying-local-government.

Step one: Replace Elected Regional Councillors

Regional councillors would be replaced with a new interim governing body. Our preferred option is a 'Combined Territories Board' made up of the mayors of each region. This retains local voice, with mayors continuing to represent communities' views but at the regional level. Other options include central government representatives, as outlined in the proposal document.

The new body would take on the responsibilities and decision-making powers of regional councillors, including for environmental management, transport planning, and civil defence. Regional council organisations would remain unchanged for now, however, the new governing body would need to consider how regional council functions will be delivered in future. Unitary authorities would be unaffected.

The Government is committed to upholding Treaty settlements, including obligations administered by regional councils.

Step two: Regional Reorganisation Plans

The new body would be required to develop a plan for how councils within each region will work together to deliver functions and services. These plans, due within two years, could include amalgamation, shared services or joint council-controlled organisations. The plans would consider the future of the regional council and make decisions about how regional functions will be delivered.

Regional reorganisation plans are an opportunity for communities to take stock of what is currently working and what is not. Māori would play a role in the development of these plans. Unitary authorities, aside from Auckland Council, would be able to participate in the regional reorganisation plan process if they choose to do so.

To support this process, the Government will undertake a separate rapid review of regional council roles and functions to identify any which may be reallocated or discontinued. This review will be completed prior to the new governing body being established.

Resource Management implications

Regional councils have historically had a key role in resource management. As you know, we are moving to a new resource management system with more standardised and centralised functions. Under the new system, regional councils would play a smaller role in resource management.

The new body would replace regional councillors on decision-making groups. These include council committees as well as any arrangements regional councils may have with iwi, hapū and other councils on resource management matters.

To ensure alignment, we are engaging with iwi/Māori on this proposal as part of broader discussions on resource management reform. Our intention is that any changes to the membership of decision-making bodies would remain consistent with Treaty settlement commitments.

Upcoming engagement

This is a proposal and no final decisions have been made. The Government is committed to meaningful engagement and welcomes your interest in discussing the proposal further.

We are engaging with local government on this proposal from now until February next year. Your Department of Internal Affairs Local Government Partnership Director will be your first point of contact on this proposal. Their details are appended below.

Written feedback is also welcome through the [online portal](#) until 20 February 2026.

Yours sincerely



Hon Chris Bishop
Minister Responsible for RMA Reform



Hon Simon Watts
Minister of Local Government

DIA Partnership Director contact details:

Region	DIA Partnership Director
Northland Auckland Waikato	Vanessa Blakelock Vanessa.Blakelock@dia.govt.nz [021 832 417]
Bay of Plenty Gisborne Tairāwhiti Hawke's Bay Manawatū/Whanganui Taranaki	Rebecca Maplesden Rebecca.Maplesden@dia.govt.nz [021 852 853]
Wellington Otago Southland	Warren Ulusele Warren.Ulusele@dia.govt.nz [021 227 8187]
Nelson City Tasman Marlborough Canterbury West Coast	Paul Barker Paul.Barker@dia.govt.nz [027 610 7598]

DECISION REPORT



F25/96/004– D25/45619

To: Council
From: Chief Executive
Date: 9 December 2025
Subject: Nominating Regional Transport Region

Recommendations

1. THAT the report be received.
2. THAT Council notifies the Taranaki Regional Council that with regard to regional transport it chooses to be represented on the Taranaki Regional Transport Committee.

Recommended Reason

The Regional Council requires Council to formally advise every three years.

/
Moved/Seconded

1. Purpose of Report

- 1.1 To select which regional Council the Stratford district will be represented on for transport.

2. Executive Summary

- 2.1 As the jurisdictional area of the Stratford District Council spans the boundaries of two regional councils (the Taranaki Regional Council and the Manawatū-Whanganui Regional Council, aka Horizons Regional Council, boundaries) it is necessary for the Stratford District Council to decide which region it would prefer to join with regard to regional transport matters. The choice of Regional Transport Committee representation also determines which Regional Land Transport Plan will apply.
- 2.2 Most of Council's geographical district and population is within the area of the Taranaki Regional Council and it is therefore recommended that it chooses to remain represented on the Taranaki Regional Transport Committee.

3. Local Government Act 2002 – Section 10

Under section 10 of the Local Government Act 2002, the Council's purpose is to "enable democratic local decision making by and on behalf of communities; as well as promoting the social, economic, environmental, and cultural well-being of communities now and into the future"

Does the recommended option meet the purpose of the Local Government 4 well-beings? And which:

N/A

Social	Economic	Environmental	Cultural

This decision is a requirement under the Land Transport Management Act 2003 which specifies that "if the area of a territorial authority falls into the jurisdiction of more than 1 regional council, the territorial authority must decide (after consulting with the relevant regional councils) which Regional Transport Committee to join."

4. Background

- 4.1 The decision sought is a requirement following triennial local government elections.
- 4.2 The Stratford district has historically been represented on the Taranaki Regional Transport Committee. This is a good fit given the geographic location of the district and has worked well for our community.

5. Consultative Process

5.1 Public Consultation - Section 82

This does not require public consultation

5.2 Māori Consultation - Section 81

No separate Māori consultation is required.

6. Risk Analysis

- 6.1 There are no discernible risks associated with this matter.

7. Decision Making Process – Section 79

7.1 Direction

	Explain
Is there a strong link to Council's strategic direction, Long Term Plan/District Plan?	Yes in line with strategic direction.
What relationship does it have to the communities current and future needs for infrastructure, regulatory functions, or local public services?	Allows council to plan for the future with Taranaki Regional Council.

7.2 Data

- Do we have complete data, and relevant statistics, on the proposal(s)?
- Do we have reasonably reliable data on the proposals?
- What assumptions have had to be built in?

No data is required for this analysis.

7.3 Significance

	Yes/No	Explain
Is the proposal significant according to the Significance Policy in the Long Term Plan?	No	
Is it:	No	
• considered a strategic asset; or	No	
• above the financial thresholds in the Significance Policy; or	No	
• impacting on a CCO stakeholding; or	No	
• a change in level of service; or	No	
• creating a high level of controversy; or	No	
• possible that it could have a high impact on the community?	No	
In terms of the Council's Significance Policy, is this proposal of high, medium, or low significance?		
High	Medium	Low
		✓

7.4 Options

Option 1: Choose to be represented on the Taranaki Regional Transport Committee.

Option 2: Choose to be represented on the Horizons Regional Transport Committee.

7.5 Financial

Council needs to choose to be represented within one of the two groups, there is no direct financial impact arising from this decision.

7.6 Prioritisation & Trade-off

The consideration needs to be regarding membership of which committee best meets the needs of our communities.

7.7 Legal Issues

No legal opinion is needed.

7.8 Policy Issues - Section 80

No policy changes are required.

Attachments

Appendix 1 Letter – Membership of Taranaki's Regional Transport Committee

A handwritten signature in blue ink, appearing to read 'S Hanne', with a stylized, flowing script.

Sven Hanne
Chief Executive

Date 4 December 2025

4 December 2025
Document: TRCID-1749291261-9



Sven Hanne
Chief Executive Stratford District Council
PO Box 320
STRATFORD 4352

Membership of Taranaki's Regional Transport Committee

Dear Sven

The Taranaki Regional Council is in the process of establishing a new Regional Transport Committee (RTC) for the Taranaki Region following the 2019 local authority triennial elections.

In doing so, the Council notes that Section 105(11) of the Land Transport Management Act 2003 specifies that *"if the area of a territorial authority falls into the jurisdiction of more than 1 regional council, the territorial authority must decide (after consulting with the relevant regional councils) which Regional Transport Committee to join."*

As the jurisdictional area of the Stratford District Council lies over two regional council boundaries (the Taranaki and Manawatu-Whanganui regional boundaries) it is necessary for the Stratford District Council to decide which region it would prefer to join with regard to regional transport matters. The choice of Regional Transport Committee representation also determines the Regional Land Transport Plan which will apply.

Should your organisation wish to again be represented on the Taranaki Regional Transport Committee, a renewed Memorandum of Understanding between the Taranaki and the Horizons Regional Transport Committees is to be entered into, confirming the role of Taranaki in addressing transport matters located within that part of the Stratford District Council area that falls within the Horizons Regional Council's jurisdictional area. This will be drafted and forwarded to yourselves and the Horizons Regional Council for signing once your response has been received. Your early advice to our Council on this matter would therefore be greatly appreciated.

If you have any questions regarding this process, please contact myself or Nicole.

We look forward to hearing back from you.

Yours faithfully

A handwritten signature in blue ink, appearing to read "S J Ruru", is written over a light blue circular stamp.

S J Ruru
Chief Executive

DECISION REPORT



F25/96/004 – D25/44540

To: Council
From: Chief Executive
Date: 9 December 2025
Subject: Committee Terms of Reference

Recommendations

1. THAT the report be received.
2. THAT Council adopts the proposed Terms of Reference for Council Committees with any amendments considered appropriate.
3. THAT Council confirms notes that the Terms of Reference apply for the next three years, unless reviewed earlier.

Recommended Reason

To ensure the Committees' Terms of Reference are relevant and fit for purpose.

/
Moved/Seconded

1. Purpose of Report

- 1.1 To establish the Terms of Reference for all council committees following the triennial elections.

2. Executive Summary

- 2.1 Committee Terms of Reference were previously contained in Council's Delegations Policy. Going forward, they will be a stand-alone document to make these easier to access and consume and to better align with the handling of delegations.
- 2.2 The changes from previous Terms of Reference are in reflection of changes made to the committee structure as part of the 2025 elections.

3. Local Government Act 2002 – Section 10

Under section 10 of the Local Government Act 2002, the Council's purpose is to "enable democratic local decision making by and on behalf of communities; as well as promoting the social, economic, environmental, and cultural well-being of communities now and into the future"

Does the recommended option meet the purpose of the Local Government 4 well-beings? And which:

Yes – having well-functioning committees with clear purpose enables Council to achieve its purpose..

Social	Economic	Environmental	Cultural
x	x	x	x

4. Background

- 4.1 Terms of reference are a requirement for the establishment and operation of committees and clarify the purpose and powers of each committee.
- 4.2 Changes to the management of council delegations and a comprehensive review of the committee structure created an opportunity to remove the Committee Terms of Reference from the Delegations Policy, which is being phased out in its current form. A stand-alone document covering Terms of Reference for committees is significantly easier to read and maintain.

5. Consultative Process

5.1 Public Consultation - Section 82

N/A

5.2 Māori Consultation - Section 81

N/A

6. Risk Analysis

- 6.1 N/A

7. Decision Making Process – Section 79

7.1 Direction

	Explain
Is there a strong link to Council's strategic direction, Long Term Plan/District Plan?	This report supports council direction
What relationship does it have to the communities current and future needs for infrastructure, regulatory functions, or local public services?	Committees support the operations and planning functions of council.

7.2 Data

All required information is included.

7.3 Significance

	Yes/No	Explain
Is the proposal significant according to the Significance Policy in the Long Term Plan?	No	
Is it:	No	
• considered a strategic asset; or	No	
• above the financial thresholds in the Significance Policy; or	No	
• impacting on a CCO stakeholding; or	No	
• a change in level of service; or	No	
• creating a high level of controversy; or	No	
• possible that it could have a high impact on the community?	No	

In terms of the Council's Significance Policy, is this proposal of high, medium, or low significance?		
High	Medium	Low
		x

7.4 **Options**

Option 1: Adopt the attached Terms of Reference with any desired changes.

Option 2: Do not adopt the Terms of Reference, this however leaves a number of council committees with unclear powers or unable to convene.

7.5 **Financial**

No impact on funding and debt levels.

7.6 **Prioritisation & Trade-off**

N/A

7.7 **Legal Issues**

N/A

7.8 **Policy Issues - Section 80**

The Terms of Reference override the relevant section of Council's Delegations Policy.

A handwritten signature in blue ink, appearing to read 'S Hanne', with a long horizontal stroke extending to the right.

[Approved by]
Sven Hanne
Chief Executive

Date 27 November 2025

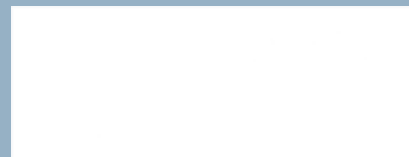


Terms of Reference

COUNCIL COMMITTEES 2025-2028

ADOPTED XX XXX 2025

TE KAUNIHERA Ā ROHE O WHAKAAHURANGI
STRATFORD DISTRICT COUNCIL



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Introduction & Background

This document sets out the Terms of Reference for the Stratford District Council (Council) and its committees for the 2025-2028 triennium. The Council's business is wide-ranging, and it has many obligations and powers under statutes and regulations. It is not always necessary for the full Council to deal with every matter itself, therefore committees are formed to support. In addition, delegations to officers are made for the effective and efficient operation of Council. These are recorded in the Delegations Register.

Committee Establishment

The mayor has the power to establish committees and appoint the chairperson of each committee under section 41A of the Local Government Act 2002.

The Council also has the ability to appoint, discharge, or reconstitute, the committees that it considers appropriate under schedule 7 part 1, 30 of the Local Government Act 2002.

Committees include, in relation to the Council:

- a committee comprising all the members of the Council
- a standing committee or special committee appointed by the Council
- a joint committee appointed under clause 30 of Schedule 7 of the Local Government Act 2002
- any subcommittee of a committee described above.

The Mayor is a member of each committee.

Terms of Reference

The Terms of Reference for each committee are set out in full in this document. The Terms of Reference include the purpose, key responsibilities, delegations, membership, quorum and meeting frequency.

Terms of Reference are developed in accordance with the provisions and requirements of the Local Government Act 2002 and are based on the following governance principles:

1. That there are as few governance levels as possible to enable efficient and effective exercise of delegated functions and powers.
2. That the business of Council is transacted transparently and inclusively, whenever possible.
3. That decisions are made once, not twice. A decision made by a committee under delegation from the Council has the same effect as if it were made by the Council itself.
4. That each committee's powers are restricted to the areas of responsibility of that committee.
5. That the Council and all committees exercise their powers and functions in accordance with the Local Government Act 2002, other applicable legislation and Standing Orders.
6. That a committee is not obliged to exercise a power or function delegated to it; where appropriate the power or function can be referred back to the Council for decision in consultation with the Mayor.
7. That all members are expected to attend the meetings for which they are appointed members.
8. Working groups or panels can be established as needed to address special or particular issues, and report directly to Council or the relevant committee.

Review

These terms of reference may be reviewed at any time. Amendments will be made as and when the committee structure or delegations change.

Conduct of Affairs

Any committee shall conduct its affairs in accordance with the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, the Local Authorities (Members' Interests) Act 1968 and Standing Orders. The adopted Code of Conduct applies to the participation in committee meetings as well as to the overall behaviour of members in general.

Council Committees

The Stratford District Council has eight standing committees and is represented on four committees convened by other councils.

The standing committees are:

- Policy and Services Committee (Committee of the Whole).
- Water Services Committee.
- Audit and Risk Committee.
- Hearings Committee (Committee of the Whole).
- Executive Committee.
- Employment Relations Committee
- Sport NZ Rural Travel Fund Committee
- District Licensing Committee

The five committees convened by other councils that Stratford District Council is represented on are three Joint Committees, and two Taranaki Regional Council committees. These are:

- Taranaki Solid Waste Management Committee (joint)
- Taranaki Civil Defence Emergency Management Group (joint)
- Taranaki Passenger Transport Committee (joint)
- Taranaki Policy and Planning Committee (TRC)
- Regional Land Transport Committee (TRC)

In addition, the Council delegates authority to the mayor to convene a Citizens Award selection panel of five members comprising of the mayor, two councillors and two citizens of the Stratford District to consider and determine Citizens Award nominations in line with the Citizens Awards Policy on an annual basis.

Policy and Services Committee (Committee of the Whole)

Purpose

- To assist Council with the development of an appropriate strategic policy framework that is based on comprehensive knowledge of the community and its requirements.
- To consider matters not the function of another committee.
- To assist Council with ensuring that its services are delivered in an effective and efficient manner that meets the needs of its communities.
- To monitor the Council's performance, progress and financial position, and to ensure compliance with legislation, strategies, policies and plans.

Responsibilities

The Policy and Services Committee shall have responsibility to:

- Assess and provide advice to Council on the key strategic issues affecting the District and Council;
- Consider, and recommend to Council for adoption, governance and other policies that need to be approved by Council;
- Consider, and recommend to Council for adoption, bylaws that need to be approved by Council;
- Assist with the development of, and recommend to Council the adoption of, key policy and planning documents including the Long Term Plan, Annual Plan, and District Plan;
- Hear, consider, assist with and provide advice to Council on community engagement and consultation processes in relation to Council policies, strategies and planning documents that fall within the committee's responsibilities;
- Monitor and assess the outcomes of the services approved in the Long Term Plan and Annual Plan delivered by Council;
- Determine matters for which provision has not been made in the Long Term Plan or Annual Plan together with, where necessary, adequate financial provision;
- Develop, and recommend to Council, submissions on National and Regional statements, policies and plans, legislative changes and other consultative processes, which may be of interest to the District;
- Consider and recommend policy on the triennial review of the representative and election process;
- Consider and recommend responses to Government legislation proposals and policy issues.

Delegations

- There are no delegations for making decisions to this Committee.

Membership

- Comprises all members of Council.
- The chairperson shall be a member of Council

Relationships with Other Parties

- The Chief Executive, and senior management shall be invited to attend all meetings. The Chief Executive may invite other staff as appropriate to provide specialist advice.

Quorum

- Six members (half the membership)

Frequency of Meetings

- Monthly.

Water Services Committee
(Details yet to be confirmed)

Purpose

- .

Responsibilities

- .

Delegations

The Water Services Committee shall have delegated authority to:

- .

Membership

- .

Relationships with Other Parties

- .

Quorum

- . (half the membership)

Frequency of Meetings

- .

Audit and Risk Committee

Purpose

- To ensure that the Council is delivering on agreed outcomes.
- To ensure that the Council is managing risk in an appropriate manner.

Responsibilities

- Overseeing the development of the Council's Annual Report.
- Overseeing the development of financial and treasury management strategies and policies.
- Considering and approving external audit arrangements and receiving Audit reports.
- Consider the outcome of internal and external audit reviews.
- Advise Council on matters of finance, health and safety, and risk and provide objective advice and recommendations for its consideration.
- Consider matters which are related to the quality assurance and internal controls in Council and ensure the financial management practices and processes comply with the Local Government Act 2002, other relevant legislation and Council's own policies.
- Consider, monitor and recommend (where appropriate) in respect to Council's interest in CCOs.
- Monitor key activities, projects and services (without operational interference in the services) in order to better inform the members and the community about key Council activities and issues that arise in the operational arm of the Council.

Delegations

The Audit and Risk Committee has delegated authority to:

- Review and consider all aspects of Financial Management and Reporting including liaising with the auditors.
- Oversee Council Controlled Organisations including reviewing the Statement of Intent and monitoring performance.
- Review Treasury Management including activity, the policy and investment options.
- Review the Revenue and Financing Policy and Financial Strategy as required and recommend changes to Council.
- Monitor all matters associated with Risk and Insurance.
- Review Statutory Compliance and legal matters to ensure Council implements legislative change and complies with existing legislation.
- Review of significant activities (including Section 17A reviews) and recommend any changes to Council.
- Undertake ad-hoc reviews as directed by Council.
- To make all decisions necessary to fulfil the responsibilities of the Committee.
- To recommend to Council and/or the Policy and Services Committee as it deems appropriate.

Membership

- One independent member and five members of Council, including the Mayor.
- The chairperson shall be the Independent Member

Relationships with Other Parties

- The Chief Executive, senior management and auditors shall be invited to attend all meetings. The chairperson may invite other staff/parties as appropriate to provide specialist advice.

Quorum

- Three members (half the membership)

Frequency of Meetings

- 5 times per year, unless circumstances require additional meetings.

Hearings Committee (Committee of the Whole)

Purpose

- To conduct hearings on behalf of Council and any of its committees, including matters of a regulatory nature where a public hearing is required.

Responsibilities

- Matters of a regulatory nature requiring a hearing or a related decision under the following Acts:
 - Resource Management Act 1991
 - Local Government Act 1974 & 2002
 - Dog Control Act 1996
 - Health Act 1956
- To conduct any other hearings as required.

Delegations

- To conduct hearings on behalf of Council and any of its committees when the need for public engagement is identified on statutory grounds, to inform its decision-making processes, or for any other reason.
- Hear, consider, assist with and provide advice to Council on community engagement and consultation processes in relation to Council policies, strategies and planning documents;
- To make recommendations regarding any matters heard to Council or any of its committees;
- The power to hear the revocation of any registration pursuant to Regulation 9 of the Health (Registration of Premises) Regulations 1966;

Membership

- Comprises all members of Council
- The chairperson shall be a member of Council

Quorum

- Six members (half the membership)

Frequency of Meetings

- As required.

Executive Committee

Purpose

- To act on behalf of the full Council at any time when the urgency of a matter would make the delaying of a decision contrary to the best interests of the Council or its community.

Responsibilities

- To make decisions when urgent matters so require.

Delegations

The Executive Committee shall have delegated authority:

- To make urgent decisions on behalf of Council.
- To act on behalf of the full Council at any time when the urgency of a matter would make the delaying of a decision contrary to the best interests of the Council or its community.
- To enact the powers and accept a final sale price and other terms and conditions for the sale of Council land, or purchase of property, or to sub delegate the authority to the Chief Executive.

Membership

- Comprises five members of Council including the Mayor.
- The chairperson shall be the Mayor.

Quorum

- Three members (majority of the membership)

Frequency of Meetings

- As required.

Employment Relations Committee

Purpose

- The Employment Relations Committee has primary responsibility for executing the Chief Executive's performance agreement and monitoring the Chief Executive's performance.

Responsibilities

- To establish key performance indicators (KPIs) for the Chief Executive.
- To manage the annual remuneration and performance review for the Chief Executive
- To deliver the recruitment process for the Chief Executive when required

Delegations

Considering and advising Council on all matters relevant to the employment of the Chief Executive, including:

- Developing, in consultation with the Chief Executive, and recommending to Council no later than June each year, an Annual Performance Agreement for the Chief Executive for the upcoming financial year.
- Providing the opportunity for Councillors to provide feedback on the annual performance review of the Chief Executive.
- Reviewing and recommending to Council appropriate amendments or adjustments of the remuneration and terms and conditions of employment of the Chief Executive arising from the end of year review. Negotiating with the Chief Executive as required to complete this review.
- Negotiating, subject to Council's final approval, any amendments, additions, or alterations to the Chief Executive's Annual Performance Agreement.
- Recommending to Council, should this become necessary, a selection and appointment process for the role of Chief Executive.
- Engaging independent advice and assistance to undertake the committees' responsibilities as and when required.

The Committee does not have authority to make an offer of employment for the Chief Executive role. In accordance with Clause 32(1)(e), Schedule 7 of the Local Government Act 2002, this power cannot be delegated by the Council. On the same grounds, the Committee cannot terminate the Chief Executive's employment.

Membership

- Comprises five members of Council including the Mayor and Deputy Mayor.
- The chairperson shall be the Mayor

Quorum

Three members (majority of the membership)

Frequency of Meetings

- Annually, unless circumstances require additional meetings.

Sport New Zealand Rural Travel Fund Committee

Purpose

- To determine funding applications for physical activity and recreation activities in the Stratford community.

Responsibilities

- To consider and determine funding applications and recommend the allocation of grants.

Delegations

- To make recommendations to Council on funding applications that fall within this committee's authority.

Membership

- Comprises eight members including the Mayor, three Councillors and four citizens of the Stratford District appointed by the Mayor.
- The chairperson shall be a member of Council appointed by the Mayor.

Relationships with Other Parties

- Sport NZ.

Quorum

- Four members (half the membership)

Frequency of Meetings

- As required.

District Licensing Committee

Purpose

To deal with licensing matters for the district.

Responsibilities

The District Licensing Committee shall have responsibility to (section references are to the Sale and Supply of Alcohol Act 2012):

- To consider and determine applications for licences and manager's certificates; and
- To consider and determine applications for renewal of licences and manager's certificates; and
- To consider and determine applications for temporary authority to carry on the sale and supply of alcohol in accordance with section 136; and
- To consider and determine applications for the variation, suspension, or cancellation of special licences; and
- To consider and determine applications for the variation of licences (other than special licences) unless the application is brought under section 280; and
- With the leave of the chairperson for the licensing authority, to refer applications to the licensing authority; and
- To conduct inquiries and to make reports as may be required of it by the licensing authority under section 175; and
- Any other functions conferred on licensing committees by or under this Act or any other enactment.

Delegations

This Committee can conduct its functions and make decisions as allowed for pursuant to section 188 of the Sale and Supply of Alcohol Act 2012.

Membership

(all references to sections are to the Sale and Supply of Alcohol Act 2012)

- Commissioner appointed as Chair pursuant to section 193
- Mayor (Deputy Chair) – to act in place of the chairperson if the chairperson is unable to act because of illness or absence from New Zealand, or for other sufficient reason.
- Comprises either the Chair sitting alone (pursuant to section 191(2)) or the Chair and two members on rotation from the list of members pursuant to section 192.

Relationships with Other Parties

The Chair may invite any other person to attend as appropriate to provide specialist advice.

Quorum

- Three members
- The Chairperson is able to act alone to consider and determine applications for a licence, manager's certificate or renewal of a licence or manager's certificate where no objection has been filed and no matters of opposition have been raised under sections 103, 129 or 141.

Frequency of Meetings

- As required.

External and Joint Committees

Council appoints representatives to the following External and Joint Committees

- Taranaki Solid Waste Management Committee (joint)
- Taranaki Civil Defence Emergency Management Group (joint)
- Taranaki Passenger Transport Committee (joint)
- Taranaki Policy and Planning Committee
- Regional Land Transport Committee

Terms of reference for these committees are maintained by the convening councils.



Waste Services Joint Committee

Terms of Reference

1. Purpose

The Waste Services Joint Committee (WSJC) is a joint committee of the, New Plymouth, South Taranaki and Stratford District Council and Ngā Iwi o Taranaki whose purpose is to coordinate and oversee the effective management of solid waste and the implementation of waste reduction initiatives. WSJC aims to collaborate in the delivery of waste minimisation solutions and disposal of waste where there is efficiency and effectiveness in doing so.

2. Objectives

- To develop and implement strategies for reducing waste generation and improving solid waste management.
- To advise on the services contracts, waste disposal and minimisation strategies and implementation of the District Councils' Waste Management and Minimisation Plans.
- To facilitate collaboration among stakeholders, including government bodies, businesses, and community organisations.
- To identify and adopt innovative technologies and practices for sustainable waste solutions.
- To advocate on behalf of Taranaki communities to central government and other agencies on waste management and minimisation where there are matters of common interest.

3. Membership

Voting membership

WSJC will consist of the following voting members:

- One elected representative plus one alternate from the New Plymouth District Council;
- One elected representative plus one alternate from the South Taranaki District Council;
- and
- One elected representative plus one alternate from the Stratford Council; and
- One appointed representative plus one alternate from Ngā Iwi o Taranaki.

Each member will have one vote on all resolutions.

Officer representatives

Each council and Ngā Iwi o Taranaki may nominate up to two staff members to support the Committee by providing technical advice and expertise. These officer representatives will be present at meetings and may be granted speaking rights at the discretion of the Chair.

4. Meetings

Administering Authority

The South Taranaki District Council is the administering authority for WSJC. The meetings of the Committee will be run in accordance with the Administering Authority's Standing Orders, Code of Conduct and the Local Government Official Information and Meetings Act 1987 will apply.

Chairperson

A Committee member (elected by WSJC in accordance with the Administering Authority's Standing Orders) will chair meetings and hold the position of Chair for the three year local government triennium.

Deputy Chair

A Committee member (elected by WSJC in accordance with the Administering Authority's Standing Orders) will be elected Deputy Chair and hold the position for the three year local government triennium.

Quorum

A quorum will consist of half the members if the number of members (including vacancies) is even or a majority if the number (including vacancies) is odd.

Timing

Meetings will be held quarterly and on occasions when a need for decision making occurs.

5. Roles and Responsibilities

- Regularly report back to the New Plymouth, South Taranaki and Stratford District Councils and Ngā Iwi o Taranaki on matters discussed at WSJC meetings.
- Make recommendations in relation to services contracts, waste disposal and minimisation strategies for consideration by the member's nominating organisation.
- Make recommendations in relation to the District Councils' Waste Management and Minimisation Plans for consideration by the member's nominating organisation.
- Manage and/or disperse monies as provided for by the New Plymouth, South Taranaki or Stratford District Councils.
- Review and monitor the implementation of waste management initiatives.
- Evaluate the effectiveness of waste management programs and make recommended improvements as needed.

6. General

Disestablishment

The Committee may only be disestablished by mutual agreement of all members.

Media or public communication

The Chair of the Committee has the responsibility to liaise with the media on behalf of the Committee.

Remuneration of members

Remuneration and expenses are the responsibility of the member's nominating organisation. The Adminstrating Authority will be responsible for the remuneration and expenses of appointed representatives of Ngā Iwi o Taranaki in accordance with their relevant policy on remuneration of external members.

Review and Amendments

The terms or reference will be reviewed every three years in line with the local government triennium or as required. Each new version will be numbered and dated. Each member's nominating organisation must be provided with the opportunity to review and adopt any new version.

Taranaki Passenger Transport Joint Committee

Terms of Reference

Document TRCID-1492626864-546

Statement of Purpose

The purpose of the Taranaki Passenger Transport Joint Committee (TPTJC) is to contribute to the planning, implementation, monitoring and reviewing of passenger transport services in the Taranaki region rohe.

Responsibilities

Taranaki Regional Council is responsible for managing public transport in the Taranaki region rohe, this includes the planning, tendering and management of the public transport network. Taranaki Regional Council is also responsible for marketing and promoting the public transport network, and preparing and providing all information that relates to its operation.

New Plymouth District Council, Stratford District Council and South Taranaki District Councils are territorial local authorities and road controlling authorities. Hence they have responsibilities for planning for the future of their rohe, including land-use and growth planning, setting strategic direction and how it will be achieved. They are also responsible for managing the local road network, on and off-street car parking and public transport infrastructure.

Waka Kotahi is the government's operational land transport agency which is responsible for delivering the government's desired land transport outcomes. It is a co-investor, responsible for investing the allocated funding contained in the National Land Transport Programme in public transport services and infrastructure.

Committee Membership

The Committee consists of voting and non-voting members. Invites are extended to the following groups/entities. Those groups/entities will take up their membership on a non-compulsory manner. That is, if a group does not wish to participate, they are free to not participate. The non-participation of one or more groups does not impact or restrict the ability of the TPTJC to undertake its purpose. The Local Government Act 2002 states that a Mayor is automatically an appointee of all Committees. The Mayors will not always be able to attend all committees and forums, and for that reason, the Joint Terms of Reference enable the Councils to appoint one alternate member. This means that the Mayors need not attend the Joint Committee meetings and their absence would not affect the quorum (provided the alternate was able to attend).

The voting membership is:

- 2 members appointed by the Taranaki Regional Council
- The Mayor and 1 member, plus an alternate, appointed by the New Plymouth District Council
- The Mayor, plus an alternate, appointed by the Stratford District Council
- The Mayor, plus an alternate, appointed by the South Taranaki District Council
- 1 member appointed by Waka Kotahi/New Zealand Transport Agency
- 1 member appointed by Ngā Iwi o Taranaki.

Triennial Meeting of the Taranaki Regional Council - Committee Structures and Terms of Reference

The non-voting advisory membership is:

- 1 member to represent passenger transport users.

The TPTJC will seek applications for the Non-voting Advisory Member position. Applications will be assessed against a skills matrix to determine the most suitable candidate for the position. The skills matrix will include, but is not limited to, experience in the public transport sector, connections with vulnerable users such as elderly, disabled and/or youth; and education (if relevant) along with any other skills the TPTJC request be assessed before making an appointment.

The TPTJC will elect the Chairperson and Deputy Chairperson for the three-year local government triennium. Election of a Chairperson and Deputy Chairperson will be conducted in accordance with the Adminstrating Authorities Standing Orders.

Quorum

A quorum will consist of half the members if the number of members (including vacancies) is even or a majority (if the number (including vacancies) is odd, with at least one member from both the Taranaki Regional Council and the New Plymouth District Council.

Powers

The TPTJC has the ability to make recommendations to the Taranaki Regional Council and the New Plymouth, Stratford and South Taranaki district councils, but has no decision-making powers.

The TPTJC has no power to establish a subcommittee.

Funding Decisions

It is acknowledged that:

- The TPTJC has no authority to make decisions regarding revenue or expenditure on public transport services, and
- Decisions to fund the public transport network or supporting projects will rest exclusively with the authority or authorities that holds responsibility to deliver public transport network or supporting projects.

Role of Group Members

Each member of the TPTJC will give priority to preparing for, attending and contributing to meetings. Adequate quality time, good judgement, good communications skills, intellectual curiosity and genuine interest will enable members to provide maximum value.

Frequency of Meetings

The TPTJC meets as required, but generally quarterly.

Functions of the Committee

The TPTJC's primary function is:

- To make recommendations on all matters which impact upon the delivery of public transport services in Taranaki

Triennial Meeting of the Taranaki Regional Council - Committee Structures and Terms of Reference

Specifically, the TPTJC will:

- Gain an understanding of passenger transport needs.
- Contribute to the preparation the Regional Public Transport Plan (as required by the Land Transport Management Act 2003) for approval by the Taranaki Regional Council.
- Provide advice to the Taranaki Regional Council on funding policy for passenger transport services in the rohe.
- Provide advice to the New Plymouth, Stratford and South Taranaki district councils on district planning, infrastructure and parking policy in relation to passenger transport services in the rohe.
- Provide advice and oversight to the Taranaki Regional Council and the New Plymouth District Council regarding the high-frequency public transport public transport trial included in the New Plymouth District Council 2024/2034 Long-Term Plan. This includes route planning, frequency of services, length of the trial and the monitoring of the delivery of the trial.
- Provide a forum for public transport users to provide feedback on the planning, implementation, monitoring and reviewing of passenger transport services in the Taranaki region rohe.

Administering Authority

The Taranaki Regional Council will be the administering authority for the TPTJC.

The Standing Orders and Code of Conduct of the administering authority will apply along with all requirements of the Local Government Official Information and Meetings Act 1987.

Officers of the Taranaki Regional Council and the New Plymouth, Stratford and South Taranaki district councils will provide technical and research support to the TPTJC.

General

- **Media or public communications:** The Chair of the TPTJC has the responsibility to be the media liaison on behalf of the Committee.
- **Remuneration of members:** Remuneration and expenses is the responsibility of the host council that they are appointed by. The Administering Authority will be responsible for the remuneration and expenses of externally appointed members, specifically the member appointed by Ngā Iwi o Taranaki and the non-voting advisory member, in accordance with their relevant policy on remuneration of external members.

Taranaki Regional Council Policy and Planning Committee

Purpose

To provide advice to Council on the approaches that it should take to promote the social, economic, environmental and cultural wellbeing of the Taranaki community and, in doing so, contribute to the realisation of Council's vision and strategic priorities

To ensure that Council has in place an appropriate strategic direction and policy framework that enables Council to meet its statutory obligations and overall purpose.

Scope of Activities

The Policy and Planning Committee has the responsibilities and delegations outlined in the table below:

Function	Responsibility	Delegations
Strategy, policy and plan development	- Lead development of Council's strategic framework including its vision, mission and strategic goals - Oversee the development of strategies, plans and policies that advance delivery of services in line with Council's vision and strategic goals - To oversee the development of Regional plans and strategies relating to Council services including the Long-Term Plan and Annual Plans - Assess and make recommendations to Council on: - key strategic issues affecting the region and Council - the position that Council might adopt on regionally significant issues - the service needs of regional communities and how these might best be met. - Receive information that monitors the effectiveness of Council's strategic influence in the region and nationally on issues of importance to the region. - Provide direction on the development of regional significant relationships.	- Provide recommendations to Council in regard to its strategic direction - Review and recommend to Council the adoption of regional plans, policies and strategies
Resource Management Policy and Plan development	To lead development and review of environmental policy and plans including the Natural Resources Plan, which Council is required to	Review and recommend to Council the adoption of policy, plans and strategies as appropriate

and implementation	develop under the Resource Management Act 1991. • Oversee and monitor the progress being made in the development, review and delivery of regional planning documents • Monitor progress with the implementation of new regional planning documents • Assess the effectiveness of current policy documents in achieving improved outcomes for the region. • Oversee the monitoring and reporting of environmental and other outcomes being delivered under current Council policy settings.	• Review and recommend to Council any actions proposed following consideration of outcomes being achieved under current policy settings
Advocacy and Submissions	• Develop advice to TRC and other agencies in relation to strategy, policy and legislative issues relating to significant regional issues and matters relating to the delivery of Council services. • Develop submissions to local authorities, central government and other relevant agencies in relation to policy and other issues of relevance to the operations and regulatory services work of Council. • Foster collaboration and the development of significant relationships where this would create improved policy or advocacy outcomes.	• Recommend to Council the approval of submissions and other communications. • Support advocacy and relationship development work as appropriate.
Biodiversity and biosecurity	• Consider and approve biodiversity strategies, policies and levels of service • Monitor progress being made in improving the biodiversity of the Taranaki region and performance against national and regional policy statements • Hear and make recommendations to Council regarding the adoption of any bylaws that might be needed to support Council's biodiversity and/or biosecurity responsibilities	• Determine the projects to be undertaken, including deciding on subcommittee recommendations.

Advocacy and submissions	Develop advice to TRC and other agencies in relation to strategy, policy, legislative issues relating to Council's Operations and Regulatory service delivery	- Recommend to the Council the approval of submissions and other communications - Support advocacy and relationship development work as appropriate.
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Powers to delegate

- The Committee may not delegate any of its responsibilities, duties or powers.

Chairperson

The Chairperson is responsible for:

- The efficient functioning of the Committee.
- Setting the agenda for Committee meetings in conjunction with the CEO or their delegate; and
- Ensuring that all members of the Committee receive sufficient timely information to enable them to be effective committee members.

The Chairperson will be the link between the Committee and staff, as may be required.

Quorum

The quorum at any meeting of the Committee shall not be less than half of the members.

Frequency

The Committee shall meet six weekly or as otherwise determined by the Committee.

Additional meetings may also be held over and above the regular meetings as and when required.

Meeting Agenda items

Requests for agenda items to be included on the Committee agenda should be made to the Chief Executive at least three weeks before the scheduled meeting date.

Any matters of general business cannot be considered for decision, however an agenda item for the following meeting can be requested.

Relationships with other Parties including Media

The Chairperson is the authorised spokesperson for the Committee in all matters where the Committee has authority or a particular interest.

Committee members do not have delegated authority to speak to media and/or outside agencies on behalf of Council on matters outside of the scope of the Committee's activities.

Formal communications from the Committee in the exercise of its business will be undertaken by the Chief Executive or delegate.

Conduct of Affairs

The Committee shall conduct its affairs in accordance with the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, the Local Authorities (Members' Interests) Act 1968, Council's Standing Orders and the Code of Conduct.

Public Access and Reporting

Notification of meetings to the public and public access to meetings and information shall comply with Standing Orders, but it should be noted that:

- a. At any meeting of the committee at which no resolutions or decisions are made, the provisions of Standing Orders relating to public access do not apply.
- b. Workshop meetings solely for information and discussions and at which no resolutions or decisions are made may be held in accordance with Standing Orders
- c. Extraordinary meetings of the Committee may be held in accordance with Standing Orders.
- d. The public shall be excluded from the whole of the proceedings of the Committee meetings and information withheld on the grounds specified in section 48, Local Government Official Information and Meetings Act 1987.

The Committee shall record minutes of all its proceedings.

Committee Member Accountabilities

Committee members are accountable for:

- a. Providing information, guidance and advise as appropriate for a governance role, while refraining from being involved in management or operational level decisions and matters.
- b. Contributing to the decision-making processes of the Committee as provided for in these terms of reference and relevant legislation
- c. Preparing for and attending scheduled Committee meetings
- d. Raising any questions or concerns about the operation of the Committee with the Chair.

Review of Committee

The Committee will undertake a self-review process each year to consider opportunities to improve its effectiveness and contribution to the work of Council.

Terms of Reference for Taranaki's Regional Transport Committee

November 2022 – October 2025

Terms of Reference for Taranaki's Regional Transport Committee

Membership

The Regional Transport Committee for Taranaki (RTC) comprises:

- Two Regional Council representatives (Chair and Deputy Chair) or alternates
- One District Council representative or alternate from each of the:
 - New Plymouth District Council
 - Stratford District Council
 - South Taranaki District Council
- One representative or alternate from Waka Kotahi NZ Transport Agency

Total membership of this committee equals six.

This is dictated by Section 105 of the *Land Transport Management Act 2003* (LTMA).

Objective

To undertake the functions as prescribed by the *Land Transport Management Act 2003*.

Meeting Schedule

The RTC normally meets four times a year but may meet more regularly depending on the issues to be addressed. Members will be advised in advance of the meeting schedule where possible.

Role and Functions

The role and functions of the Regional Transport Committee for Taranaki are as follows:

- 1) To undertake the statutory requirements of the *Land Transport Management Act 2003* (Appendix One).
- 2) To prepare the Regional Land Transport Plan (RLTP) or any variations, for approval by the Taranaki Regional Council (*LTMA section 106(1)(a)*).
- 3) To prepare and adopt a policy that determines significance in respect of:
 - a) Any variations made to the RLTP.
 - b) Activities included in the RLTP (*LTMA section 106(2)*).
- 4) To provide any advice and assistance the regional council may request on its transport responsibilities generally (*LTMA section 106(1)(b)*).
- 5) To undertake monitoring to assess implementation of the Regional Land Transport Plan (*LTMA section 16(6)(e)*).

- 6) To consult on a draft Regional Land Transport Plan for the Taranaki Region in accordance with the consultation principles specified in [section 82](#) of the *Local Government Act 2002*.
- 7) To complete a review of the Regional Land Transport Plan during the 6-month period immediately before the expiry of the third year of the Plan (*LTMA section 18CA*)
- 8) To advise the Council on any significant legislative changes, programmes, plans or reports relating to the region's transport system.
- 9) To prepare the Regional Speed Management Plan as required by the *Land Transport Rule: Setting of Speed Limits 2022*, enacted under the *Land Transport Act 1998*.
- 10) To prepare and implement regional transportation planning studies when necessary.
- 11) To represent and advocate for transport interests of regional concern.
- 12) To consider and submit on transport related policies, plans and consultation documents issued by the Ministry of Transport, Waka Kotahi NZ Transport Agency, regional/district councils, and other relevant organisations as considered appropriate.
- 13) To liaise with the Ministry of Transport, Waka Kotahi NZ Transport Agency, NZ Police, regional/district councils, and other interested parties on transport matters, and advise the Council on any appropriate new initiatives as considered appropriate.
- 14) To engage with other regional transport committees and working groups (e.g. State Highway 3 Working Group) as from time to time may be established.
- 15) To consider advice and recommendations from the Taranaki Regional Transport Advisory Group.

Terms of Membership

Should a vacancy occur in the membership of the RTC, the relevant organisation will be requested to nominate a replacement.

Members of the RTC are expected to regularly report back to their organisation on matters discussed at Committee meetings.

Voting Rights

Unless one delegated member from each of the Taranaki Regional Council, Waka Kotahi NZ Transport Agency and three district councils is present, voting on the Regional Land Transport Plan for Taranaki cannot proceed.

Each organisation (i.e. the regional council, Waka Kotahi NZ Transport Agency and three district councils) is therefore required to have an alternative representative nominated to act as a replacement should the original nominated representative be absent from a meeting. No voting will occur should there not be a full quorum of members from those organisations allowed to vote on these matters.

Delegated Authority – Power to Act

The Regional Transport Committee for Taranaki:

- 1) Does not have the powers of Council to act in the following instances as specified by Clause 32 (1) of Schedule 7 of the *Local Government Act 2002* to:

- a) make a rate
 - b) make a bylaw
 - c) borrow money, or purchase or dispose of assets, other than in accordance with the Long Term Plan
 - d) adopt a Long Term Plan, or Annual Plan or Annual Report
 - e) appoint a Chief Executive
 - f) adopt policies required to be adopted and consulted on under this Act in association with the Long Term Plan or developed for the purpose of the Local Governance Statement.
- 2) Does have the ability to appoint subcommittees, working parties or advisory groups to deal with any matters of responsibility within the Committee's Terms of Reference and areas of responsibility, and to make recommendations to the Committee on such matters and, provided the subcommittee shall not have power to act other than by a resolution of the committee with specific limitations, where there is urgency or special circumstance.
- 3) Does have the ability to make decisions in accordance with the Terms of Reference.

Power to Act (for the information of Council)

The Regional Transport Committee for Taranaki has the power to:

- 1) Monitor any transport activities of the Regional Council, Territorial Authorities and Waka Kotahi NZ Transport Agency in order to monitor progress on the Regional Land Transport Plan for Taranaki.

Power to Recommend to Council

The Regional Transport Committee for Taranaki has the power to:

- 1) Prepare and recommend the Regional Land Transport Plan for approval by the Taranaki Regional Council.
- 2) Prepare and recommend variations to the Regional Land Transport Plan that trigger the RTC 'significance policy'.
- 3) Consider and recommend transportation planning studies and associated outcomes.
- 4) Provide recommendations to relevant Government agencies on transport priorities for the Taranaki region and the allocation of national or regional transport funds.

Regional Transport Advisory Group

The Taranaki Regional Transport Advisory Group (RTAG) is a working group of technical transport officers from various organisations in the Taranaki Region, which advises the Taranaki Regional Transport Committee on matters relating to:

- The development of a Regional Land Transport Plan (RLTP) for the region.
- The development of a Regional Speed Management Plan (RSMP) for the region.
- The development of a significance policy in respect of any variations made to the RLTP and activities to be included in the RLTP.

Triennial Meeting of the Taranaki Regional Council - Committee Structures and Terms of Reference

- Providing any general technical advice and assistance the Committee may request in relation to its transport responsibilities.

The Taranaki Regional Transport Advisory Group will be administered by the Taranaki Regional Council and is made up of representatives of the following organisations:

- Taranaki Regional Council
- New Plymouth District Council
- Stratford District Council
- South Taranaki District Council
- Waka Kotahi NZ Transport Agency
- Any other organisations/individuals invited to participate and advise the Regional Transport Committee on technical matters relating to the Committee's Terms of Reference.

Appendix One: Requirements of the Land Transport Management Act 2003 relating to Regional Transport Committees

105 Regional transport committees

- (1) As soon as practicable after each triennial election, every regional council must establish a regional transport committee under this section for its region.
- (2) Each regional council must appoint to its regional transport committee:
 - (a) 2 persons to represent the regional council; and
 - (b) 1 person from each territorial authority in the region to represent that territorial authority; and
 - (c) 1 person to represent the Agency.
- (3) ... *(relates to unitary authorities)*
- (4) A person specified in subsection (2)(a) to (c) and (3)(a) and (b) may only be appointed on the nomination of the relevant entity.
- (5) *Repealed*
- (6) Each regional council must appoint from its representatives the chair and deputy chair of the committee.
- (7) At any meeting of a regional transport committee, the chair, or any other person presiding at the meeting,—
 - (a) has a deliberative vote; and
 - (b) in the case of an equality of votes, does not have a casting vote (and therefore the act or question is defeated and the status quo is preserved).
- (8) *Repealed*
- (9) Despite subsection (1) to (3), 2 or more adjoining regional councils or Auckland Transport and 1 or more adjoining regional councils may agree in writing to establish a joint regional transport committee and prepare a regional transport plan, in which case subsections (4), (6), and (7) apply with all necessary modifications.
- (9A) ... *(relates to joint regional transport committees)*
- (9B) ... *(relates to joint regional transport committees)*
- (9C) ... *(relates to joint regional transport committees)*
- (10) ... *(relates to joint regional transport committees)*
- (10A) ... *(relates to joint regional transport committees)*
- (10B) ... *(relates to joint regional transport committees)*
- (11) If the area of a territorial authority falls into the regions of more than 1 regional council, the territorial authority must decide (after consulting the relevant regional councils) which regional transport committee to join.
- (12) If subsection (11) applies, and a territorial authority fails to decide to join a regional transport committee, the Minister must direct the territorial authority to be represented by a particular regional transport committee.

(13) *Repealed*

(14) For the purposes of subsection (11), region has the same meaning as in section 5(1) of the Local Government Act 2002.

(15) ... *(relates to the Auckland Regional Transport Committee)*

106 Functions of regional transport committee

(1) The functions of each regional transport committee *(other than the regional transport committee for Auckland)* are:

- (a) to prepare a regional land transport plan, or any variation to the plan, for the approval of the relevant regional council; and
- (b) to provide the regional council with any advice and assistance the regional council may request in relation to its transport responsibilities.

(2) Each regional transport committee, including the regional transport committee for Auckland, must adopt a policy that determines significance in respect of:

- (a) variations made to regional land transport plans under section 18D; and
- (b) the activities that are included in the regional land transport plan under section 16.

(3) ... *(relates to joint regional transport committees)*

107 Procedure of committee

(1) *Repealed*

(2) The provisions of the Local Government Act 2002 and the Local Government Official Information and Meetings Act 1987 concerning the meetings of committees of regional councils, so far as they are applicable and with the necessary modifications, apply in respect of meetings of the regional transport committees.

(3) The Agency is not, as a result of being represented on a regional transport committee, bound to:

- (a) include any matter in a national land transport programme under section 19C; or
- (b) approve an activity or a combination of activities under section 20.

(4) ... *(relates to the Auckland Regional Transport Committee)*

DECISION REPORT



F25/96/004 – D25/43973

To: Ordinary Council
From: Roading Manager
Date: 9 December 2025
Subject: Proposed Parking Changes at Various Locations

Recommendations

1. THAT the report be received.
2. THAT the Council approves the following changes to the Parking Control Bylaw Schedule:
 - Create a new 'P5 Loading Zone' at **BRO57**.
 - Create 2x 'No Parking' lines on both sides of the corner of Montague Street to be named **MON02** and **MON03**.
 - Revoke the 2x (of 8x) *Angled Parking* spaces marked **REG28**.
 - Create 1x 'Accessible Park' to be named **REG28A**.

Recommended Reason

In accordance with the Parking Control Bylaw Clause 9.1 *"the Council may, by resolution, set, amend or revoke parking restrictions on any urban or rural road under the Council's jurisdiction, by amending the schedule and maps, without the need to consult on the entire bylaw."* This report seeks Council approval to endorse the proposed on-street parking changes noted above in recommendation 2.

/
Moved/Seconded

1. Purpose of Report

- 1.1 The purpose of this report is to seek the Council's approval to endorse the following on-street parking changes. These changes involve revoking certain provisions of the Parking Control Bylaw Schedule and introducing new restrictions in their place:

- Revoke space marked **BRO57**;
- Create new *P5 Loading Zone* at **BRO57**;
- Create 2x 'No Parking' lines to be named **MON02** and **MON03**;
- Revoke the 2x (of 8x) *Angled Parking* spaces marked **REG28**;
- Create one 1x 'Accessible Park' to be named **REG28A**.

2. Executive Summary

- 2.1 The Parking Bylaw Clause 9.1 states that *"the Council may, by resolution, set, amend or revoke parking restrictions on any urban or rural road under the Council's jurisdiction, by amending the schedule and maps, without the need to consult on the entire bylaw."*
- 2.2 These proposed parking changes are recommended to:
 - i. Facilitate the safe operation of buses to support a childcare centre on a major road being SH3/Broadway – Little Steps;
 - ii. Improve visibility for local residents of Montague Grove; and
 - iii. Support accessible parking in an area where it is needed and requested – Funeral Chapel.

3. Local Government Act 2002 – Section 10

Under section 10 of the Local Government Act 2002, the Council's purpose is to “enable democratic local decision making by and on behalf of communities; as well as promoting the social, economic, environmental, and cultural well-being of communities now and into the future”			
Does the recommended option meet the purpose of the Local Government 4 well-beings? And which:		Yes	
Social	Economic	Environmental	Cultural
✓	✓		

These changes will increase safety and accessibility for residents of Stratford, contributing to social well-being.

4. Background

- 4.1 The management of Little Steps Kindergarten on Broadway has requested the installation of a 10 minute Loading Zone directly in front of the facility. They report that the space is frequently obstructed by parked vehicles, preventing buses from safely dropping off children at the entrance. While Council officers agree that action is warranted, they recommend the establishment of a **P5** Loading Zone instead, as a P10 Loading Zone would be excessive and inconsistent with existing loading zones within the CBD.
- 4.2 A resident has reported visibility issues on Montague Grove caused by parked vehicles obstructing sight lines for those entering and exiting residential driveways. This occurs primarily on Saturdays, when the street serves as overflow parking for events at Swansea Park. The resident provided photographic evidence of the resulting congestion (**Appendix 1**). Following consultation, all affected residents support the removal of these parking spaces. Council officers recommend installing yellow 'No Parking' lines on both sides of Montague Grove to address the issue (**Appendix 2**).
- 4.3 The owner of the Funeral Chapel on Regan Street (SH43) has contacted Council regarding accessibility concerns. Customers with limited mobility are often unable to find suitable parking close to the chapel. He has requested the installation of an accessible parking space directly in front of the premises. Council officers support this request and recommend the accessible space be established as proposed, by removing 2x of the 8x parking spaces shown in **Appendix 2**.
- 4.4 In line with Clause 9.1 of the Parking Control Bylaw, if approved, changes will be made to **pages 15, 24 & 26** of the Schedule (see attached **Appendix 3**).

5. Consultative Process

5.1 Public Consultation - Section 82

- Some preliminary consultation was undertaken by the resident of Montague Grove who first raised this issue. The residents directly affected by the proposed parking restriction were supportive of the yellow No Parking lines being painted around the curve in Montague Grove.
- Council approved officers to undertake further feedback to the proposed changes on Broadway and Regan Street. An advertisement was placed in the Stratford and South Press on 15 October, an Antenno and website notification on 8 October, informing the local community of the proposed changes. The feedback period closed on 31 October 2025.

- Council received one notification from a member of the community requesting maps showing the locations of the proposed changes. The images shown in **Appendix 1** and **2** were sent to the respondent for information. No further responses were received.

5.2 Māori Consultation - Section 81

These proposals will not have any known direct effects on Iwi, therefore no separate consultation is required.

6. Risk Analysis

- 6.1 **Risk 29 – Health, Safety and Wellbeing – Public Events.** IF health and safety accidents or incidents occur during events THEN increased costs can occur to the events, reputation is damaged. These proposed changes aim to improve the safety and functionality of parking spaces, particularly in terms of manoeuvring and visibility.
- 6.2 **Risk 92 - Reputational and Conduct - Community Engagement.** IF Council does not engage with the community in line with its Significance and Engagement Policy and the requirements of sections 76 - 82 of the Local Government Act 2002, THEN Council decisions will lack a community mandate, may not be fit for purpose, and may be scrutinised and subject to legal challenge. As stated above, in two of the cases, public consultation is not necessary because the change only affects one business. For the Montague Grove change, the complainant obtained agreement from her neighbours for the proposed change. This change will only affect the residents of Montague Grove.
- 6.3 **Risk 4 – Compliance and Legislation – Council Bylaws, Strategies, Plans and Policies** – If council fails to keep Bylaws, Strategies, Plans and Policies up to date, then the Bylaws, Strategies, Plans or Policies may become unenforceable and irrelevant, and Council could be acting illegally, or the policy is not fit for purpose, or the Council may fail to secure available funding.
- 6.4 **Risk 72 – Elected Members – Decision Making** - IF elected members make significant decisions based on inaccurate/insufficient information, "biased" influences, conflicts of interest not disclosed, or lack of understanding of the financial or legislative impacts, THEN there could be funding access difficulties, audit scrutiny, financial penalties, and/or community distrust in elected members. Potential breach of Local Authorities (Member's Interests) Act 1968, and Councillors may be personally financially liable under S.47 of LGA 2002

7. Sustainability Consideration

- 7.1 This proposal aligns with the following principles of Council's Sustainability Policy:
- 7.2 **Guiding Principle 4** - When scoping and designing infrastructure projects ensure the needs of the future community are considered.

8. Decision Making Process – Section 79

8.1 Direction

	Explain
Is there a strong link to Council's strategic direction, Long Term Plan/District Plan?	This proposal aligns with the 'Connected' and 'Enabling' aspects of the Community Outcomes described in the Long Term Plan.
What relationship does it have to the communities current and future needs for infrastructure, regulatory functions, or local public services?	This proposal will have a positive effect on the communities current and future needs for infrastructure and local public services.

8.2 **Data**

The report contains photographs of the Saturday morning congestion on Montague Grove.

8.3 **Significance**

	Yes/No	Explain
Is the proposal significant according to the Significance Policy in the Long Term Plan?	No	
Is it:	No	
• considered a strategic asset; or	No	
• above the financial thresholds in the Significance Policy; or	No	
• impacting on a CCO stakeholding; or	No	
• a change in level of service; or	Yes	Changes to the on-street parking are being proposed.
• creating a high level of controversy; or	Yes	Changes to on-street parking can generate varied comments from the community depending on the extent of the changes and the reason for those changes. In this instance Council has only received one comment relating to plans shown in Appendix 1 and 2.
• possible that it could have a high impact on the community?	Yes	These proposed changes will provide improved road safety in a residential street. This proposal will provide improved access to the Mary Alice Chapel for those in the community that have mobility issues.

In terms of the Council's Significance Policy, is this proposal of high, medium, or low significance?		
High	Medium	Low
		✓

8.4 **Options**

- **Option One – Do Nothing – Decline the changes**
This will risk leaving an unsafe drop-off spot outside Little Steps, leave inadequate visibility on Montague Grove, and leave an inconvenient parking situation for disabled users of the funeral chapel on Regan Street.
- **Option 2 – Approved the recommended parking changes and release for community feedback**
This will enable the facilitation of the safe operation of buses to support a childcare centre on a major road being SH3/Broadway; Improve visibility for local residents on Montague Grove; and support accessible parking in an area where it is needed and requested – the Funeral Chapel.

Option 2 is the preferred option.

8.5 **Financial**

The impact on funding and debt levels will be minimal. Any expenditure for changing the parking spaces is met from current Roading budgets.

8.6 **Prioritisation & Trade-off**

Officers have considered Council's capacity to deliver this proposal and there is no benefit to deferring it.

8.7 **Legal Issues**

There are no known legal issues related to this report

8.8 **Policy Issues - Section 80**

There are no policy issues as a result of the proposal; the proposal is consistent with Council's Parking Control Bylaw.

Attachments:

Appendix 1 – Affected parking areas

Appendix 2 – Maps of proposed parking changes

Appendix 3 – Relevant Sections of Parking Control Bylaw and Schedule



Stephen Bowden
Roading Manager



[Approved by]
Sven Hanne
Chief Executive

Date 25 November 2025

APPENDIX 1

Pictures of Affected parking areas



Figure 1: Little Steps ECE Centre on Broadway. The 'No Parking' zone in question, **BR057**, is between the red and white cars



Figure 2: Montague Grove on Saturday morning showing parked cars - Location of 'new' yellow painted 'No Parking' lines on both sides of the corner of Montague Street to be named **MON02** and **MON03**



*Figure 3: The funeral chapel on Regan Street - Location of proposed new 1x 'Accessible Park' at **REG28***

APPENDIX 2

Maps of proposed parking changes

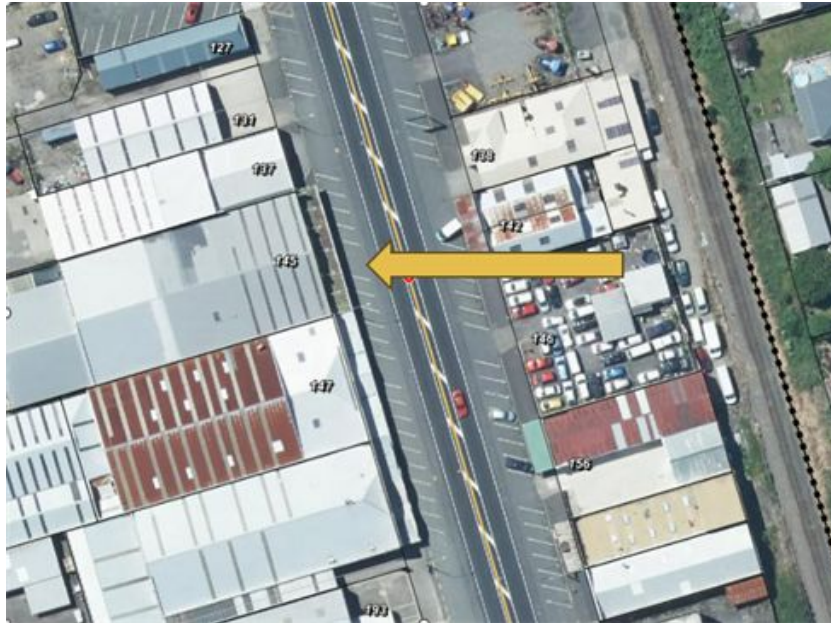


Figure 4:: Location of proposed 'P5 Loading Zone' at **BRO57** on Broadway



Figure 5: Location of 'new' yellow painted 'No Parking' lines on both sides of the corner of Montague Street to be named **MON02** and **MON03**



Figure 6: Location of proposed new 1x 'Accessible Park' at REG28 on Regan St

BYLAW



Parking Control 2025

Date in force: 1 May 2025

Purpose

The purpose of this bylaw is to:

- Set the requirements for parking and control of vehicular or other traffic on any road in the district including state highways located within urban boundaries that are otherwise controlled by New Zealand Transport Agency.
- Manage the land and street furniture associated with parking areas, including the removal of any unauthorised road markings.

Next review: 1 May 2035

1. Title, commencement, and review

- 1.1. This bylaw is the Parking Control Bylaw 2025.
- 1.2. This bylaw comes into force on 1 May 2025.
- 1.3. This bylaw is due to be reviewed in accordance with section 159 of the Local Government Act 2002 by 1 May 2035.

2. Repeal

- 2.1. As from this day this Bylaw comes into force, the previous Parking Control Bylaw in force shall be repealed.

3. Authority

- 3.1. This bylaw is made in accordance with the:
 - 3.1.1. Local Government Act 1974.
 - 3.1.2. Local Government Act 2002.
 - 3.1.3. Land Transport Act 1998.
- 3.2. This bylaw shall be read in conjunction with the Acts listed above and all other relevant bylaws of the Council. It is not intended to restrict, limit or constrain any obligations and responsibilities under the Acts listed above.

4. Application of this Bylaw

- 4.1. This Bylaw generally applies to all parking under the care, control and management of the Stratford District Council.

Part 1

Preliminary

5. Scope

- 5.1. This Bylaw sets parking controls on roads and parking areas under Council control, within the jurisdiction of the Council.

6. Interpretation

- 6.1. When interpreting this bylaw, use the definitions set out in **Clause 7**, unless the context requires otherwise. Where references are made to a repealed enactment, read that as a reference to its replacement.
- 6.2. For the purpose of this bylaw, the word 'shall' refers to practices that are mandatory for compliance with this bylaw, while the word 'should' refers to practices that are advised or recommended.

7. Definitions

- 7.1. For the purpose of this bylaw, unless inconsistent with the context, the following definitions apply:

Authorised Officer means any person authorised by Council to carry out or exercise any powers, duties or functions under this Bylaw or any part thereof and includes any Police Officer.

Berm means the grass area between a property boundary and the street, which can include both sides of the footpath.

Bylaw means Bylaw of the Council for the time being in force, made under the provisions of any Act or authority enabling the Council to make Bylaws.

Council means the Stratford District Council.

Defence means a method used by a defendant to oppose the plaintiff or prosecutor's case in court.

Disabled Parking Space means a parking space used by vehicles displaying a "Mobility Card" (as issued by the CCS) and designated as a reserved parking space by the appropriate signs.

District means the district of the Stratford District Council.

Goods Services Vehicle means a motor vehicle designed exclusively or principally for the carriage or haulage of goods but does not include a tractor.

Immobilised Vehicle means a vehicle that has been rendered incapable, whether or not by the removal of parts, of being moved as a vehicle.

Infringement Notice means a notice issued in respect of an alleged offence.

Loading zone means a restricted stopping or parking area reserved for commercial vehicles to load or unload goods temporarily.

Manual of Traffic Signs and Markings (MOTSAM) means the manual as published by the National Roads Board of New Zealand and as amended from time to time.

Motorhome means any vehicle designed or converted to be used for human habitation, whether self-contained or not, and includes a caravan, campervan, or house truck.

Parking means in relation to any portion of road or any land or building the stopping or standing of a vehicle on that portion of road or land or building.

Parking place means any land belonging to the Council or under the Council's control including any road or portion of a road, which is authorised by resolution of the Council to be used as a place where vehicles may park and at which restrictions may be established and maintained.

Parking Offence means: -

- (a) Parking on any portion of a road or on any land belonging to the Council, and which is set aside for the parking of vehicles, in breach of any Act or Regulation or of any Bylaw made by the Council.
- (b) Any other breach of this Bylaw.

Parking Space means a space marked out pursuant to **Clause 9** of this Bylaw by painted lines for the accommodation of a vehicle and at which space a time limit and/or restriction may be established.

Parking Zone or Area means any land belonging to the Council or under the Council's control including any road or portion of a road, which is authorised by resolution of the Council to be used as a place where vehicles may park and at which restrictions may be established and maintained.

Proceedings means proceedings under Section 133A of the Land Transport Act 1998.

Reserved Parking Place means any parking space which has been reserved by the Council for letting to any person for reserved parking and which is clearly marked by a sign, notice or otherwise as being not available for public parking.

Road includes a street and also includes any place to which public have access, whether as of right or not; and also includes all bridges, culverts, drains, gates and fords forming any part of any road, street or place as aforesaid.

Schedule means the 'Parking Control Bylaw Schedule'.

Traffic Control Devices 2004 (TCD) under the Land Transport Rule covers requirements for the design, construction, installation, operation and maintenance of traffic control devices, and functions and responsibilities of road controlling authorities.

Trailer means a nonautomotive vehicle designed to be hauled by road.

Transport station means a place where transport-service vehicles, or any class of transport-service vehicles, may wait between trips.

Vehicle means a contrivance equipped with wheels, tracks or revolving runners upon which it moves or is moved, but does not include:

- (a) A perambulator or pushchair.
- (b) A shopping or sporting trundler not propelled by mechanical power.
- (c) A bicycle or tricycle driven with pedals or handles and not propelled by mechanical power.

- 7.2. Any undefined words, phrases or expressions used in this Bylaw have the same meaning as in the Land Transport Act 1998.

Part 2

Parking Controls

8. Parking Restrictions set by this Bylaw

- 8.1. The roads or areas described in the Stratford Parking Control Bylaw Schedule ('schedule') in **Appendix 1** and the maps in **Appendix 2** are declared to the parking limits specified in accordance with the schedule and maps, which are part of this Bylaw.
- 8.2. The parking limits specified were determined in accordance with the Land Transport (Road User) Rule 2004.

9. Parking Restrictions by Council Resolution

- 9.1. The Council may, by resolution, set, amend or revoke parking restrictions on any urban or rural road under the Council's jurisdiction, by amending the schedule and maps, without the need to consult on the entire bylaw.
- 9.2. The Council may, by resolution, set, amend or revoke parking restrictions for any zones or areas under the Council's jurisdiction in any of the following designated locations:
 - (a) Car park
 - (b) Educational facility
 - (c) Commercial or industrial area
 - (d) Health facility
 - (e) Residential facility
 - (f) Marae grounds
 - (g) Camping grounds
 - (h) Sports facility or other recreational areas, and;
 - (i) Cemetery.

10. Time restrictions on Parking Spaces

- 10.1. As referenced in the schedule, no person, being the driver or in charge of any vehicle, shall stop, stand or park that vehicle for a period longer than:
 - (a) 5 minutes at any time in an area that is specified as "P5";
 - (b) 10 minutes at any time in an area that is specified as "P10";
 - (c) 15 minutes at any time in an area that is specified as "P15";
 - (d) 30 minutes at any time in an area that is that is specified as "P30";
 - (e) 60 minutes at any time between the hours of 8.00 am and 5.00 pm, Mondays to Fridays inclusive, in an area that is specified as "P60"; PROVIDED

HOWEVER that this parking restriction shall not apply on any weekday which is also a public holiday.

- (f) 90 minutes at any time between the hours of 8.00 am and 5.00 pm, Mondays to Fridays inclusive and between the hours of 8.00 am and 12 noon on Saturdays or, if the day is one on which there is a late shopping night, then between the hours of 8.00 am and 9.00 pm on that particular day, in an area that is specified as "P90"; PROVIDED HOWEVER that this parking restriction shall not apply on any weekday which is also a public holiday.
- (g) 180 minutes at any time between the hours of 8.00 am and 5.00 pm, Mondays to Fridays inclusive and between the hours of 8.00 am and 12 noon on Saturdays or, if the day is one on which there is a late shopping night, then between the hours of 8.00 am and 9.00 pm on that particular day, in an area that is specified as "P180" PROVIDED HOWEVER that this parking restriction shall not apply on any weekday which is also a public holiday.
- (h) 60 minutes at any time between the hours of 9.00 am and 3.00 pm and 3.30 pm to 5.00 pm Mondays to Fridays inclusive in an area specified as "P60 - Bus" PROVIDED HOWEVER that this parking restriction shall not apply on any weekday which is also a public holiday.
- (i) 60 minutes at all times, including weekends and public holidays.
- (j) Any time limit, with associated parking restrictions, set by Council resolution.

11. Marking Out of Parking Areas

- 11.1. The Council shall establish and mark out or cause to be established and marked out the roads and parking spaces referred to in **Clause 9** of this Bylaw. The extremities of each parking space shall be clearly indicated by white lines painted on the road or other land and the time limits or other restrictions applying to such parking spaces shall be indicated by the erection of the signs prescribed in the MOTSAM, TCD Rule, or subsequent amendments.
- 11.2. No person shall mark out, erect parking signs or other restrictions, or cause to be established any parking on roads and parking spaces controlled by Council and specified in **Clause 9** of this bylaw, unless authorised by Council.
- 11.3. Any person shall be guilty of an offence against this part of the Bylaw who contravenes **Clause 11.2** above.

12. Use of Parking Areas

- 12.1. No driver or person in charge of a vehicle shall park such vehicle in a parking space across any line marking such designated space in such a position that the said vehicle shall not be entirely within the area so designated.
- 12.2. No driver or person in charge of a vehicle shall park such vehicle in a parking space which is already occupied by another vehicle, **provided however**, that it shall be lawful for any number of motorcycles (including motorcycles with sidecars attached thereto) but no other vehicle to occupy any parking space at the same time.

- 12.3. If a parking space is parallel to the kerb or footway of any road, the driver or person in charge of any vehicle occupying such space shall park the vehicle so that the vehicle shall be entirely within the parking space, and parallel to the lines marking the limits, so that the vehicle is parked as close as is practicable to the kerb, headed in the general direction of movement of traffic on the side of the street on which the vehicle is parked.
- 12.4. If a parking space is at an angle to the kerb or footway of any road, the driver or person in charge of any vehicle occupying such space shall park the vehicle in such a manner that it is entirely within the parking space and parallel to the lines marking the limits thereof with the front of the vehicle facing towards and as near as practicable to such kerb or footway.
- 12.5. If a parking space is on any land other than a road the driver or person in charge of any vehicle occupying such space shall park the vehicle in such a manner that it is entirely within the parking space and parallel to the lines marking the limits thereof.
- 12.6. No driver or person in charge of a vehicle shall park outside of a designated parking space when the parking space is unoccupied, and in such a position that the said vehicle is not entirely within the area so designated.

13. Bus Stops

- 13.1. No person shall at any time, except where specified, stop stand or park any vehicle on any parking space which has been specifically reserved for use by buses that is specified as a 'Bus Stop' or 'Transport Station' in the schedule.
- 13.2. Such spaces shall be marked by the appropriate signs as prescribed in MOTSAM, TCD Rule, or subsequent amendments and edged by a painted broken yellow line 2.5 metres from the carriageway kerb.

14. No Stopping

- 14.1. No person shall at any time stop, stand or park any vehicle on any part of a road or service lane or land belonging to the Council marked by a broken yellow line as prescribed in the MOTSAM, TCD Rule, or subsequent amendments.

15. Loading Zones

- 15.1. No person, being the driver or in charge of any vehicle, shall stop, stand, or park that vehicle whether attended or unattended, on a road, service lane or parking area under the control of Council which is:
 - 15.1.1. reserved as a loading zone in any area specified as a "loading zone" in the schedule.
 - 15.1.2. the location of such loading zones which are indicated by the erection of the appropriate parking sign, and the area of which is marked on the roadway by lines as prescribed in the MOTSAM, TCD Rule, or subsequent amendments:
 - i. If the vehicle is not of the class (if any) specified on the sign; or

- ii. If the driver leaves the vehicle unattended for more than five minutes or such longer period as is specified on the sign; or
- iii. If the driver is not actually loading or unloading goods.

provided however it shall be a defence for any person who is the driver or is in charge of any goods service vehicle and who is charged with a breach of this part of this Bylaw if such person proves that the act complained of was done during the loading or unloading of the vehicle in the course or trade and that the vehicle was being used with due consideration to the safety and convenience of other persons.”

16. Disabled Parking

- 16.1. No person, other than any person holding and displaying a Mobility Card, shall at any time stop, stand or park a vehicle in any Disabled Parking Space. Disabled Parking Spaces areas are specified as "Disabled Parking" in the Schedule to this Bylaw.

17. Parking of Vehicles exceeding six metres in Length

- 17.1. No person shall at any time angle park any vehicle exceeding 6 metres in length in any area which is marked out for angle parking.

18. Double Parking

- 18.1. No person, being the driver or in charge of any vehicle, shall stop, stand or park that vehicle so that any other stopped motor vehicle is located between their vehicle and the nearest edge of the roadway.

19. Motorhomes, immobilised vehicles and trailers

- 19.1. No person may park a motorhome, immobilised vehicle or trailer, whether or not the trailer is attached to another vehicle, on any road for a continuous period exceeding **7 days** without the prior written permission of an authorised officer.
- 19.2. Parking on any road for a continuous period exceeding **7 days** in **clause 19.1** includes parking on any road within 500 metres of the original parking place, at any time during the **7 days**.

20. Parking for display or sale

- 20.1. A person must not stop, stand or park a vehicle on any road or parking area controlled by the Council for more than **2 consecutive days**:
- (a) for the purpose of advertising a good or service to be provided elsewhere; or
 - (b) for the purpose of offering the vehicle for sale – unless the vehicle is being used for day-to-day travel.

21. Working on vehicles

- 21.1. No person may stop, stand or park any vehicle on any road to carry out repairs unless those repairs are of a minor but urgent nature.

22. Temporary discontinuance of a parking place

- 22.1. In any case where the Authorised Officer is of the opinion that the use of any parking space or spaces should be temporarily discontinued:
- (a) the Council may place or erect or cause to be placed or erected a sign or signs indicating "No Parking" at such space or spaces, and it shall be unlawful for any person to stop a vehicle at such space or spaces while such sign is so placed or erected;
 - (b) the authorised officer may authorise the placement of a sign or other controls that sufficiently indicates "No Stopping" at such parking place;
 - (c) except for the use by specified vehicles or classes of vehicle, the authorised officer may authorise the placement of a sign or other controls that sufficiently reserves parking, stopping or standing provisions for specified vehicles or classes of vehicles at such parking place.
- 22.2. No person may stop or park a vehicle at:
- (a) a parking place affected by a sign or other traffic controls under **clause 22.1a**;
or
 - (b) a parking place affected by a sign or traffic control under **clause 22.1b** unless that person is specifically authorised by the authorised officer or complies with any specified condition by the sign or traffic control;
 - (c) remove any signs or traffic controls authorised under **clause 22.1**.
- 22.3. Any sign or traffic control installed under this clause must be removed after a period of **3 months** from installation unless the Council, by resolution, has approved its continued use.

23. Roads Restricted to Specific Classes of Vehicles

- 23.1. The Council may, by resolution, designate any road belonging to or under the control of the Council as a road on which any specified class of traffic (including heavy vehicles) shall be prohibited or restricted by reasons of its size or nature of the goods carried, and in like manner may remove such designation.

24. Exempt Vehicles

- 24.1. The driver or person in charge of any of the following classes of vehicles shall be exempt from the provisions of this Bylaw:

- (a) A vehicle used as an ambulance and being at the time used on urgent ambulance service.
- (b) A vehicle used by a fire brigade for attendance at fires and/or other emergencies and at the time engaged at any outbreak of fire or any other emergency.
- (c) A vehicle used by the police and being at the time used on urgent police business.

25. Penalties and Fees

- 25.1. Where the Authorised Officer has reason to believe that the user of a vehicle has committed a parking offence:
- (a) The user of the vehicle may be proceeded against for the alleged offence under Section 133A of the Land Transport Act 1998.
 - (b) The Authorised Officer may issue an infringement notice as provided in the Section 139 of the Land Transport Act 1998, in respect of the alleged offence in which case the infringement fee payable shall be the maximum infringement fee specified in Part 1 of the Schedule 4 of the Land Transport Act 1998, as amended from time to time.

26. Defence

- 26.1. It shall be a defence for any person who is the driver or is in charge of any goods service vehicle and who is charged with a breach of this Bylaw, if such person proves that the act complained of was done during the loading or unloading of the vehicle in the course of trade, that the vehicle was being used with due consideration to the safety and convenience of other persons and that a formed and usable service lane was not available from which to load or unload goods.
- 26.2. It shall be a defence to any person who is the driver or is in charge of any vehicle and who is charged with a breach of this Bylaw if such person proves that the act complained of was done in compliance with the directions of a police officer, traffic officer, traffic control signal or traffic sign.
- 26.3. Other defences are provided in accordance with Section 133A of the Land Transport Act 1998.

27. Parking/Driving on Berms/Public Places

- 27.1. Any person shall be guilty of an offence against this part of the Bylaw who shall cause, permit or suffer any motor vehicle to be parked on, or driven upon, across or along any grass plot or flower bed laid out on any public place under the control of the Council.
- 27.2. Any person shall be guilty of an offence against this part of the Bylaw who shall cause, permit or suffer any motor vehicle to be parked on, or driven upon, across or along any berm laid out on any public place under the control of the Council

except - any party who owns or occupies land that has frontage to a berm may park vehicles authorised by it on that section of berm, provided that:

- (a) the vehicles are currently warranted/registered and mobile; and
- (b) no damage is done to the berm; and
- (c) no danger is caused to motorists or pedestrians.

28. Revocation and Savings

- 28.1. On commencement of this Bylaw, the Stratford District Council Chapter 17, Parking Control Bylaw 2008 is revoked.
- 28.2. All existing parking controls in the Stratford District are revoked and replaced with the parking controls or restrictions set by this Bylaw.
- 28.3. In relation to any matter occurring before this Bylaw was made, all parking controls in the Stratford District that were in effect before this Bylaw was made, continue to have effect for the purposes of:
 - (a) Investigating an offence or breach;
 - (b) Commencing or completing proceedings for the offence or breach; and/or
 - (c) Imposing a penalty for the offence or breach.

29. Appendices

- 29.1. **Appendix 1** contains the **Stratford Parking Control Bylaw Schedule**.
- 29.2. **Appendix 2** contains **Maps 1 -18** relating to the schedule in **Appendix 1**.

30. This Bylaw was made by the Stratford District Council on 1 May 2025.

THE COMMON SEAL of the STRATFORD DISTRICT COUNCIL was hereto affixed by resolution of said Council in the presence of:



Mayor



Chief Executive



Appendix 1 – Parking Control Bylaw Schedule

Item	Map Number	Map Ref	Street	Side	Park Type	Park Orientation	Start Mete	End Meter	Num of Parks	Time Limit	Datum Street
1	7	AVO01	Avon Street	East	No Parking	N/A	97	101.5	0	N/A	Warwick Road
2	7	AVO02	Avon Street	East	Loading Zone	Parallel	101.5	120.5	1	P5	Warwick Road
3	7	AVO03	Avon Street	West	No Parking	N/A	4	120	0	N/A	Warwick Road
4	13	BRE01	Brecon Road	East	Car Parking	Angle	860	875.5	3	No Limit	Pembroke Road
5	13	BRE02	Brecon Road	East	Car Parking	Angle	880	911.5	11	No Limit	Pembroke Road
6	13	BRE03	Brecon Road	East	No Parking	N/A	912.5	944.5	0	N/A	Pembroke Road
7	13	BRE04	Brecon Road	West	No Parking	N/A	944.5	892.5	0	N/A	Pembroke Road
8	12	BRO01	Broadway	East	No Parking	N/A	9	106	0	N/A	Flint Road West
9	11, 12	BRO02	Broadway	East	Car Parking	Parallel	115	145	5	P90	Flint Road West
10	10, 11, 12	BRO03	Broadway	East	No Parking	N/A	160.5	960	0	N/A	Flint Road West
11	10	BRO04	Broadway	East	No Parking	N/A	977.5	994	0	N/A	Flint Road West
12	10	BRO05	Broadway	East	No Parking	N/A	1016	1032	0	N/A	Flint Road West
13	10	BRO06	Broadway	East	No Parking	N/A	1047	1056	0	N/A	Flint Road West
14	10	BRO07	Broadway	East	No Parking	N/A	1066.5	1072	0	N/A	Flint Road West
15	1	BRO08	Broadway	East	Car Parking	Angle	1349	1364	5	No Limit	Flint Road West
16	1	BRO09	Broadway	East	Car Parking	Angle	1373	1385	4	No Limit	Flint Road West
17	1	BRO10	Broadway	East	Car Parking	Angle	1402	1417.5	5	No Limit	Flint Road West
18	1	BRO11	Broadway	East	Car Parking	Angle	1424	1444	7	No Limit	Flint Road West
19	1	BRO12	Broadway	East	Car Parking	Angle	1451.5	1468.5	6	P90	Flint Road West
20	1	BRO13	Broadway	East	Car Parking	Angle	1478	1504.5	9	P90	Flint Road West
21	1, 2	BRO14	Broadway	East	Car Parking	Parallel	1505.5	1529	4	P90	Flint Road West
22	2	BRO15	Broadway	East	Car Parking	Parallel	1596.5	1632	6	P90	Flint Road West
23	2	BRO16	Broadway	East	Car Parking	Angle	1637.5	1726.5	20	P90	Flint Road West
24	2	BRO17	Broadway	East	Disabled Parking	Angle	1743	1753	2	No Limit	Flint Road West

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Item	Map Number	Map Ref	Street	Side	Park Type	Park Orientation	Start Mete	End Meter	Num of Parks	Time Limit	Datum Street
25	2	BRO18	Broadway	East	No Parking	N/A	1752	1758	0	N/A	Flint Road West
26	2, 3	BRO19	Broadway	East	Disabled Parking	Angle	1768.5	1774.5	1	No Limit	Flint Road West
27	2, 3	BRO20	Broadway	East	Motorbike Parking	Angle	1774.5	1776.5	1	P90	Flint Road West
28	2, 3	BRO21	Broadway	East	Car Parking	Angle	1776.5	1821.5	12	P90	Flint Road West
29	3	BRO22	Broadway	East	Car Parking	Parallel	1823.5	1829	1	P90	Flint Road West
30	3	BRO23	Broadway	East	No Parking	N/A	1829	1842	0	N/A	Flint Road West
31	3	BRO24	Broadway	East	Car Parking	Angle	1842	1864.5	6	P90	Flint Road West
32	3	BRO25	Broadway	East	Car Parking	Parallel	1865	1889	4	P90	Flint Road West
33	3	BRO26	Broadway	East	Car Parking	Parallel	1897	1908	2	P90	Flint Road West
34	3	BRO27	Broadway	East	Car Parking	Parallel	1978	1988	2	No Limit	Flint Road West
35	3, 4	BRO28	Broadway	East	Car Parking	Angle	2008	2091.5	25	No Limit	Flint Road West
36	4	BRO29	Broadway	East	Car Parking	Angle	2118	2120.5	3	No Limit	Flint Road West
37	4	BRO30	Broadway	East	Car Parking	Angle	2138	2146.5	2	No Limit	Flint Road West
38	4	BRO31	Broadway	East	Car Parking	Angle	2157	2163.5	2	No Limit	Flint Road West
39	4	BRO32	Broadway	East	Car Parking	Angle	2183	2191.5	2	No Limit	Flint Road West
40	4	BRO33	Broadway	East	Car Parking	Angle	2218	2224.5	2	No Limit	Flint Road West
41	4	BRO34	Broadway	East	Car Parking	Angle	2228.5	2253.5	2	No Limit	Flint Road West
42	5	BRO35	Broadway	East	Car Parking	Angle	2333	2349.5	6	No Limit	Flint Road West
43	5	BRO36	Broadway	East	No Parking	N/A	2349.5	2370	0	N/A	Flint Road West
44	5	BRO37	Broadway	East	No Parking	N/A	2385	2392	0	N/A	Flint Road West
45	5	BRO38	Broadway	East	No Parking	N/A	2429	2464.5	0	N/A	Flint Road West
46	5	BRO39	Broadway	East	No Parking	N/A	2479	2529.5	0	N/A	Flint Road West
47	6	BRO40	Broadway	East	No Parking	N/A	2650.5	2745	0	N/A	Flint Road West
48	12	BRO41	Broadway	West	No Parking	N/A	20	78.5	0	N/A	Flint Road West
49	11, 12	BRO42	Broadway	West	No Parking	N/A	141.5	471.5	0	N/A	Flint Road West

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Item	Map Number	Map Ref	Street	Side	Park Type	Park Orientation	Start Mete	End Meter	Num of Parks	Time Limit	Datum Street
50	10, 11	BRO43	Broadway	West	No Parking	N/A	935.5	957.5	0	N/A	Flint Road West
51	10	BRO44	Broadway	West	No Parking	N/A	979.5	1028	0	N/A	Flint Road West
52	10	BRO45	Broadway	West	No Parking	N/A	1091.5	1100	0	N/A	Flint Road West
53	10	BRO46	Broadway	West	Car Parking	Parallel	1102	1119	3	No Limit	Flint Road West
54	10	BRO47	Broadway	West	No Parking	N/A	1119	1125	0	No Limit	Flint Road West
55	10	BRO48	Broadway	West	Car Parking	Parallel	1126	1131	1	No Limit	Flint Road West
56	10	BRO49	Broadway	West	No Parking	N/A	1135.5	1140	0	N/A	Flint Road West
57	1, 10	BRO50	Broadway	West	Car Parking	Parallel	1264	1276	2	No Limit	Flint Road West
58	1	BRO52	Broadway	West	Car Parking	Angle	1313	1340	9	No Limit	Flint Road West
59	1	BRO53	Broadway	West	No Parking	N/A	1340	1354	0	N/A	Flint Road West
60	1	BRO54	Broadway	West	Car Parking	Angle	1354	1357	1	No Limit	Flint Road West
61	1	BRO55	Broadway	West	Car Parking	Angle	1360	1366	2	No Limit	Flint Road West
62	1	BRO56	Broadway	West	Car Parking	Angle	1381.5	1395	4	No Limit	Flint Road West
63	1	BRO57	Broadway	West	No Parking	N/A	1395	1399	0	N/A	Flint Road West
64	1	BRO58	Broadway	West	Car Parking	Angle	1399	1416	5	No Limit	Flint Road West
65	1	BRO59	Broadway	West	No Parking	N/A	1416	1421	0	N/A	Flint Road West
66	1	BRO60	Broadway	West	Car Parking	Angle	1421	1448	9	No Limit	Flint Road West
67	1	BRO61	Broadway	West	No Parking	N/A	1449	1475	0	N/A	Flint Road West
68	1	BRO62	Broadway	West	No Parking	N/A	1475	1490	0	N/A	Flint Road West
69	1	BRO63	Broadway	West	Car Parking	Parallel	1510	1534.5	4	P90	Flint Road West
70	2	BRO64	Broadway	West	Car Parking	Parallel	1550	1557	1	P90	Flint Road West
71	2	BRO65	Broadway	West	Car Parking	Parallel	1591.5	1609	3	P90	Flint Road West
72	2	BRO66	Broadway	West	Car Parking	Parallel	1609	1615	1	P5	Flint Road West
73	2	BRO66A	Broadway	West	Disabled Parking	Angle	1615	1623	2	No Limit	Flint Road West
74	2	BRO67	Broadway	West	Car Parking	Angle	1623	1721	24	P90	Flint Road West

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Item	Map Number	Map Ref	Street	Side	Park Type	Park Orientation	Start Mete	End Meter	Num of Parks	Time Limit	Datum Street
75	2	BRO70	Broadway	West	Disabled Parking	Angle	1735	1744	2	No Limit	Flint Road West
76	2, 3	BRO72	Broadway	West	No Parking	N/A	1762	1769	0	N/A	Flint Road West
77	2, 3	BRO73	Broadway	West	Car Parking	Angle	1765.5	1875	30	P90	Flint Road West
78	3	BRO74	Broadway	West	Car Parking	Parallel	1880	1915.5	6	P90	Flint Road West
79	3	BRO75	Broadway	West	Car Parking	Parallel	1975	1981.5	1	No Limit	Flint Road West
80	4	BRO76	Broadway	West	Car Parking	Angle	1994	2041	12	No Limit	Flint Road West
81	4	BRO77	Broadway	West	Car Parking	Angle	2107.5	2131	6	No Limit	Flint Road West
82	4	BRO78	Broadway	West	Car Parking	Angle	2142.5	2147	1	No Limit	Flint Road West
83	5	BRO79	Broadway	West	Car Parking	Angle	2158	2166.5	2	No Limit	Flint Road West
84	5	BRO80	Broadway	West	Car Parking	Parallel	2400.5	2418.5	3	P10	Flint Road West
85	5	BRO81	Broadway	West	No Parking	N/A	2418.5	2544.5	0	N/A	Flint Road West
86	5	CEL01	Celia Street	South	Car Parking	Parallel	23	35	2	P10	Broadway
87	17	CEL02	Celia Street	South	No Parking	N/A	532	620	0	N/A	Juliet Street
88	8	CLO01	Cloten Road	North	No Parking	N/A	829	841	0	N/A	Juliet Street
89	16	COR01	Cordelia Street	East	No Parking	N/A	773.5	779	0	N/A	Pembroke Road
90	3	FEN01	Fenton Street	North	Car Parking	Parallel	27	33.5	1	No Limit	Broadway
91	3	FEN02	Fenton Street	North	No Parking	N/A	33.5	44	0	N/A	Broadway
92	3	FEN03	Fenton Street	North	Car Parking	Parallel	63	73	2	No Limit	Broadway
93	3	FEN04	Fenton Street	North	Car Parking	Parallel	80.5	90.5	2	No Limit	Broadway
94	3	FEN05	Fenton Street	South	Car Parking	Parallel	34.5	42.5	2	No Limit	Broadway
95	3	FEN06	Fenton Street	South	No Parking	N/A	42.5	54	0	N/A	Broadway
96	16	FEN07	Fenton Street	South	No Parking	N/A	247	336	0	N/A	Broadway
97	3	FEN08	Fenton Street	North	Car Parking	Parallel	34	45.5	2	P60	Broadway
98	3	FEN09	Fenton Street	North	Loading Zone	Parallel	52.5	69	1	P5	Broadway
99	3	FEN10	Fenton Street	North	Car Parking	Angle	76.5	100.5	8	P60	Broadway

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Item	Map Number	Map Ref	Street	Side	Park Type	Park Orientation	Start Mete	End Meter	Num of Parks	Time Limit	Datum Street
100	3	FEN11	Fenton Street	North	No Parking	N/A	100	106	0	N/A	Broadway
101	3	FEN12	Fenton Street	North	Car Parking	Angle	137	162.5	12	No Limit	Broadway
102	3	FEN13	Fenton Street	North	Car Parking	Angle	174.5	188.5	4	No Limit	Broadway
103	3	FEN14	Fenton Street	North	Disabled Parking	Angle	191	193	1	No Limit	Broadway
104	3	FEN14A	Fenton Street	North	Car Parking	Angle	193	204	2	No Limit	Broadway
105	3	FEN15	Fenton Street	North	Car Parking	Angle	207	221	4	No Limit	Broadway
106	3	FEN16	Fenton Street	North	No Parking	N/A	254	258	0	N/A	Broadway
107	3	FEN17	Fenton Street	South	Car Parking	Parallel	33.5	50.5	3	P60	Broadway
108	3	FEN18	Fenton Street	South	Car Parking	Angle	54.5	65.5	2	P60	Broadway
109	3	FEN19	Fenton Street	South	Car Parking	Angle	74.5	77.5	1	No Limit	Broadway
110	3	FEN20	Fenton Street	South	Car Parking	Angle	86.5	110	8	No Limit	Broadway
111	3	FEN21	Fenton Street	South	Car Parking	Angle	112.5	131	5	No Limit	Broadway
112	3	FEN22	Fenton Street	South	Car Parking	Angle	139	154	5	No Limit	Broadway
113	3	FEN23	Fenton Street	South	Car Parking	Angle	155.5	171.5	5	No Limit	Broadway
114	3	FEN24	Fenton Street	South	Car Parking	Angle	173	176.5	1	No Limit	Broadway
115	3	FEN25	Fenton Street	South	Loading Zone	Angle	176	183	1	No Limit	Broadway
116	3	FEN26	Fenton Street	South	Car Parking	Angle	182.5	188.5	2	No Limit	Broadway
117	3	FEN27	Fenton Street	South	Car Parking	Angle	191.5	203.5	4	No Limit	Broadway
118	3	FEN28	Fenton Street	South	Car Parking	Angle	209	223	4	No Limit	Broadway
119	3	FEN29	Fenton Street	South	Car Parking	Angle	225.5	252	8	No Limit	Broadway
120	3	FEN30	Fenton Street	South	No Parking	N/A	254.5	258.5	0	N/A	Broadway
121	7	HAM01	Hamlet Street	West	Car Parking	Parallel	847	859.5	5	No Limit	Page Street
122	7	HAM02	Hamlet Street	West	School Van Only	Angle	860	873.5	1	No Limit	Page Street
123	7	HAM03	Hamlet Street	West	No Parking	N/A	876.5	883	0	N/A	Page Street
124	7	HAM04	Hamlet Street	West	Car Parking	Angle	883	946	20	No Limit	Page Street

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Item	Map Number	Map Ref	Street	Side	Park Type	Park Orientation	Start Mete	End Meter	Num of Parks	Time Limit	Datum Street
125	7	HAM05	Hamlet Street	East	No Parking	N/A	864.5	873.5	0	N/A	Page Street
126	7	HAM06	Hamlet Street	East	No Parking	N/A	874	882	0	N/A	Page Street
127	1	JULT01	Juliet Street	East	Car Parking	Angle	515.5	525	3	No Limit	Pembroke Road
128	1	JULT02	Juliet Street	East	Car Parking	Angle	531.5	540.5	3	No Limit	Pembroke Road
129	1	JULT03	Juliet Street	East	Car Parking	Angle	547.5	568.5	7	No Limit	Pembroke Road
130	2	JULT04	Juliet Street	East	No Parking	N/A	600	628.5	0	N/A	Pembroke Road
131	2	JULT05	Juliet Street	East	Car Parking	Angle	633	668.5	12	No Limit	Pembroke Road
132	2	JULT06	Juliet Street	East	No Parking	N/A	668	677	0	N/A	Pembroke Road
133	2	JULT07	Juliet Street	East	Car Parking	Angle	679.5	695	5	P30	Pembroke Road
134	2	JULT08	Juliet Street	East	No Parking	N/A	695	702.5	0	N/A	Pembroke Road
135	2	JULT09	Juliet Street	East	Car Parking	Angle	702.5	714	4	No Limit	Pembroke Road
136	2	JULT10	Juliet Street	East	Car Parking	Angle	720.5	743.5	8	No Limit	Pembroke Road
137	2	JULT11	Juliet Street	East	No Parking	N/A	743.5	749.5	0	N/A	Pembroke Road
138	2	JULT13	Juliet Street	East	Car Parking	Angle	755.5	764.5	3	No Limit	Pembroke Road
139	2	JULT14	Juliet Street	East	No Parking	N/A	764.5	770.5	0	N/A	Pembroke Road
140	2	JULT15	Juliet Street	East	Car Parking	Angle	771	786	5	No Limit	Pembroke Road
141	2, 3	JULT16	Juliet Street	East	No Parking	N/A	786	822	0	N/A	Pembroke Road
142	2, 3	JULT17	Juliet Street	East	Car Parking	Angle	822	827	2	No Limit	Pembroke Road
143	2, 3	JULT18	Juliet Street	East	No Parking	N/A	827	845.5	0	N/A	Pembroke Road
144	2, 3	JULT19	Juliet Street	East	Car Parking	Angle	845.5	851.5	2	No Limit	Pembroke Road
145	2, 3	JULT20	Juliet Street	East	Car Parking	Angle	854	863.5	3	No Limit	Pembroke Road
146	3	JULT21	Juliet Street	East	No Parking	N/A	863.5	869.5	0	N/A	Pembroke Road
147	3	JULT22	Juliet Street	East	Car Parking	Angle	869.5	881	4	No Limit	Pembroke Road
148	3	JULT23	Juliet Street	East	No Parking	N/A	881	886.5	0	N/A	Pembroke Road
149	3	JULT24	Juliet Street	East	Car Parking	Angle	886.5	889.5	1	No Limit	Pembroke Road
150	3	JULT25	Juliet Street	East	No Parking	N/A	892	904.5	0	N/A	Pembroke Road

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Item	Map Number	Map Ref	Street	Side	Park Type	Park Orientation	Start Mete	End Meter	Num of Parks	Time Limit	Datum Street
151	3	JULT26	Juliet Street	East	Car Parking	Angle	904.5	914.5	3	No Limit	Pembroke Road
152	3	JULT27	Juliet Street	East	No Parking	N/A	914.5	932.5	0	N/A	Pembroke Road
153	3	JULT28	Juliet Street	East	Car Parking	Angle	932.5	938.5	2	No Limit	Pembroke Road
154	3	JULT29	Juliet Street	East	Car Parking	Angle	941.5	947.5	2	No Limit	Pembroke Road
155	1	JULT30	Juliet Street	West	No Parking	N/A	485	505.5	0	N/A	Pembroke Road
156	1	JULT31	Juliet Street	West	Car Parking	Angle	512.5	526.5	5	No Limit	Pembroke Road
157	1	JULT32	Juliet Street	West	No Parking	N/A	528.5	532.5	0	N/A	Pembroke Road
158	1	JULT33	Juliet Street	West	Car Parking	Angle	532.5	538.5	2	No Limit	Pembroke Road
159	1	JULT34	Juliet Street	West	Car Parking	Angle	543.5	555	4	No Limit	Pembroke Road
160	1, 2	JULT35	Juliet Street	West	Car Parking	Angle	555	566.5	4	P30	Pembroke Road
161	1, 2	JULT36	Juliet Street	West	No Parking	N/A	566.5	572.5	0	N/A	Pembroke Road
162	2	JULT37	Juliet Street	West	No Parking	N/A	597.5	603	0	N/A	Pembroke Road
163	2	JULT38	Juliet Street	West	Car Parking	Angle	603	627	8	P180	Pembroke Road
164	2	JULT39	Juliet Street	West	Car Parking	Angle	630	636	2	P180	Pembroke Road
165	2	JULT40	Juliet Street	West	No Parking	N/A	636	646.5	0	N/A	Pembroke Road
166	2	JULT41	Juliet Street	West	Car Parking	Angle	646.5	672	8	No Limit	Pembroke Road
167	2	JULT42	Juliet Street	West	Car Parking	Angle	674.5	680	2	No Limit	Pembroke Road
168	2	JULT43	Juliet Street	West	Car Parking	Angle	692.5	696	1	No Limit	Pembroke Road
169	2	JULT44	Juliet Street	West	No Parking	N/A	696	708.5	0	N/A	Pembroke Road
170	2	JULT45	Juliet Street	West	Car Parking	Angle	711.5	725.5	5	No Limit	Pembroke Road
171	2	JULT45A	Juliet Street	West	Car Parking	Angle	725.5	731.5	2	P10	Pembroke Road
172	2	JULT46	Juliet Street	West	No Parking	N/A	731.5	752.5	0	N/A	Pembroke Road
173	2	JULT47	Juliet Street	West	Car Parking	Angle	757	776	7	No Limit	Pembroke Road
174	2	JULT48	Juliet Street	West	Car Parking	Angle	786.5	800	4	No Limit	Pembroke Road
175	2	JULT49	Juliet Street	West	Car Parking	Angle	802.5	812	3	No Limit	Pembroke Road
176	3	JULT50	Juliet Street	West	Car Parking	Angle	832	847.5	5	No Limit	Pembroke Road

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177	2, 3	JULT51	Juliet Street	West	Car Parking	Angle	850	865	5	No Limit	Pembroke Road
178	3	JULT52	Juliet Street	West	Car Parking	Angle	874.5	886.5	4	No Limit	Pembroke Road
179	3	JULT53	Juliet Street	West	Car Parking	Angle	889	916.5	9	No Limit	Pembroke Road
180	3	JULT54	Juliet Street	West	No Parking	N/A	916.5	926	0	N/A	Pembroke Road
181	3	JULT55	Juliet Street	West	Car Parking	Angle	926	935	3	No Limit	Pembroke Road
182	10	MIR01	Miranda Street	East	No Parking	N/A	208.5	261	0	N/A	Pembroke Road
183	1	MIR02	Miranda Street	East	No Parking	N/A	318.5	326	0	N/A	Pembroke Road
184	2	MIR02A	Miranda Street	East	Car Parking	Parallel	578	552	4	No Limit	Pembroke Road
185	2	MIR03	Miranda Street	East	Car Parking	Parallel	614	625.5	2	P30	Pembroke Road
186	2	MIR04	Miranda Street	East	No Parking	N/A	625.5	647.5	0	N/A	Pembroke Road
187	2	MIR05	Miranda Street	East	Car Parking	Angle	652	655.5	1	P90	Pembroke Road
188	2	MIR06	Miranda Street	East	No Parking	N/A	655.5	663	0	N/A	Pembroke Road
189	2	MIR07	Miranda Street	East	Car Parking	Angle	663	669	2	P90	Pembroke Road
190	2	MIR08	Miranda Street	East	No Parking	N/A	669	689	0	N/A	Pembroke Road
191	2	MIR09	Miranda Street	East	Car Parking	Angle	691	702	4	P90	Pembroke Road
192	2	MIR10	Miranda Street	East	No Parking	N/A	702	709	0	N/A	Pembroke Road
193	2	MIR11	Miranda Street	East	Car Parking	Angle	709	724	4	P90	Pembroke Road
194	2	MIR12	Miranda Street	East	No Parking	N/A	726.5	736	0	N/A	Pembroke Road
195	2	MIR13	Miranda Street	East	Car Parking	Angle	736	745	3	P90	Pembroke Road
196	2	MIR14	Miranda Street	East	No Parking	N/A	745	757	0	N/A	Pembroke Road
197	2, 3	MIR15	Miranda Street	East	Bus Parking	Parallel	757	779.5	1	No Limit	Pembroke Road
198	3	MIR16	Miranda Street	East	Motorbike Parking	Angle	789	791.5	1	P60	Pembroke Road
199	3	MIR17	Miranda Street	East	Car Parking	Angle	791.5	809	5	P60	Pembroke Road
200	3	MIR18	Miranda Street	East	No Parking	N/A	809	812	0	N/A	Pembroke Road
201	3	MIR19	Miranda Street	East	Car Parking	Angle	812	819	2	P10	Pembroke Road

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202	3	MIR20	Miranda Street	East	No Parking	N/A	819	829	0	N/A	Pembroke Road
203	3	MIR21	Miranda Street	East	Car Parking	Angle	829	841.5	4	P10	Pembroke Road
204	3	MIR22	Miranda Street	East	No Parking	N/A	851.5	860	0	N/A	Pembroke Road
205	3	MIR23	Miranda Street	East	Car Parking	Angle	860	878.5	6	No Limit	Pembroke Road
206	3	MIR24	Miranda Street	East	Car Parking	Angle	893.5	900	2	No Limit	Pembroke Road
207	3	MIR25	Miranda Street	East	No Parking	N/A	900	918	0	N/A	Pembroke Road
208	3	MIR26	Miranda Street	East	Car Parking	Angle	918	930	4	No Limit	Pembroke Road
209	3	MIR27	Miranda Street	East	No Parking	N/A	930	940	0	N/A	Pembroke Road
210	3	MIR28	Miranda Street	East	Car Parking	Angle	942	955	4	P60	Pembroke Road
211	3	MIR29	Miranda Street	East	No Parking	N/A	955	964	0	N/A	Pembroke Road
212	10	MIR30	Miranda Street	West	Car Parking	Side by Side	227.5	237	4	No Limit	Pembroke Road
213	2	MIR31	Miranda Street	West	Car Parking	Angle	538.5	548	3	No Limit	Pembroke Road
214	2	MIR32	Miranda Street	West	Loading Zone	Angle	548	553.5	1	P5	Pembroke Road
215	2	MIR33	Miranda Street	West	Car Parking	Angle	553.5	573	5	No Limit	Pembroke Road
216	2	MIR34	Miranda Street	West	Car Parking	Parallel	612.5	630	3	P90	Pembroke Road
217	2	MIR35	Miranda Street	West	Car Parking	Angle	630	642	6	P90	Pembroke Road
218	2	MIR36	Miranda Street	West	Car Parking	Angle	651	672	7	No Limit	Pembroke Road
219	2	MIR37	Miranda Street	West	No Parking	N/A	672	703	0	N/A	Pembroke Road
220	2	MIR38	Miranda Street	West	Car Parking	Angle	703.5	707.5	1	P90	Pembroke Road
221	2	MIR39	Miranda Street	West	Car Parking	Angle	709	740	9	P90	Pembroke Road
222	2	MIR40	Miranda Street	West	Car Parking	Angle	742	759.5	5	P90	Pembroke Road
223	2, 3	MIR41	Miranda Street	West	No Parking	N/A	759.5	781	0	N/A	Pembroke Road
224	2, 3	MIR42	Miranda Street	West	Bus Parking	Parallel	788	806.5	1	No Limit	Pembroke Road
225	3	MIR43	Miranda Street	West	No Parking	N/A	806.5	811	0	N/A	Pembroke Road
226	3	MIR44	Miranda Street	West	Car Parking	Angle	811	819.5	2	No Limit	Pembroke Road
227	3	MIR45	Miranda Street	West	No Parking	N/A	822	829.5	0	N/A	Pembroke Road

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228	3	MIR46	Miranda Street	West	Car Parking	Angle	829.5	855	8	No Limit	Pembroke Road
229	3	MIR47	Miranda Street	West	Car Parking	Angle	857	879	6	No Limit	Pembroke Road
230	3	MIR48	Miranda Street	West	Car Parking	Angle	881	906	7	P90	Pembroke Road
231	3	MIR49	Miranda Street	West	Disabled Parking	Angle	907	912.5	1	P90	Pembroke Road
232	3	MIR50	Miranda Street	West	Car Parking	Angle	922.5	930	2	P90	Pembroke Road
233	3	MIR51	Miranda Street	West	Car Parking	Angle	932	935.5	1	No Limit	Pembroke Road
234	3	MIR52	Miranda Street	West	No Parking	N/A	935.5	941.5	0	N/A	Pembroke Road
235	3	MIR53	Miranda Street	West	Car Parking	Angle	941.5	959.5	5	No Limit	Pembroke Road
236	4	MIR54	Miranda Street	East	Car Parking	Side by Side	14	38.5	9	No Limit	Page Street
237	4	MIR55	Miranda Street	East	No Parking	N/A	38	53.5	0	N/A	Page Street
238	4	MIR56	Miranda Street	West	No Parking	N/A	9	13.5	0	N/A	Page Street
239	4	MIR57	Miranda Street	West	Car Parking	Side by Side	13.5	36	8	No Limit	Page Street
240	4	MIR58	Miranda Street	West	Disabled Parking	Side by Side	36	38.5	1	No Limit	Page Street
241	4	MIR58A	Miranda Street	West	No Parking	Side by Side	38.5	41	0	N/A	Page Street
242	4	MIR59	Miranda Street	West	Car Parking	Side by Side	41	53.5	5	No Limit	Page Street
243	4	MIR60	Miranda Street	East	Car Parking	Angle	21.5	42.5	7	No Limit	Page Street
244	4	MIR61	Miranda Street	East	No Parking	N/A	42.5	48	0	N/A	Page Street
245	4	MIR62	Miranda Street	East	Car Parking	Angle	50.5	62.5	4	No Limit	Page Street
246	4	MIR63	Miranda Street	East	No Parking	N/A	63	69.5	0	N/A	Page Street
247	4	MIR64	Miranda Street	East	Car Parking	Angle	72	78	2	No Limit	Page Street
248	4	MIR65	Miranda Street	East	No Parking	N/A	78	84	0	N/A	Page Street
249	4	MIR66	Miranda Street	East	Car Parking	Angle	86.5	101.5	5	No Limit	Page Street
250	4	MIR67	Miranda Street	East	No Parking	N/A	103	108.5	0	N/A	Page Street
251	4	MIR68	Miranda Street	East	Car Parking	Angle	111	129	6	No Limit	Page Street
252	4	MIR69	Miranda Street	East	No Parking	N/A	129	136.5	0	N/A	Page Street

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253	4	MIR70	Miranda Street	East	Car Parking	Angle	139	148	3	No Limit	Page Street
254	4	MIR71	Miranda Street	East	No Parking	N/A	148	151	0	N/A	Page Street
255	4	MIR72	Miranda Street	East	Car Parking	Angle	151	160	3	No Limit	Page Street
256	4	MIR73	Miranda Street	East	No Parking	N/A	160	169	0	N/A	Page Street
257	5	MIR74	Miranda Street	East	Car Parking	Angle	186	195	3	No Limit	Page Street
258	5	MIR75	Miranda Street	East	No Parking	N/A	196	208	0	N/A	Page Street
259	5	MIR76	Miranda Street	East	Car Parking	Angle	208	224	5	No Limit	Page Street
260	5	MIR77	Miranda Street	East	No Parking	N/A	224.5	238	0	N/A	Page Street
261	5	MIR78	Miranda Street	East	Car Parking	Angle	237.5	247	3	No Limit	Page Street
262	5	MIR79	Miranda Street	East	No Parking	N/A	248	253.5	0	N/A	Page Street
263	5	MIR80	Miranda Street	East	Car Parking	Angle	253.5	287	11	No Limit	Page Street
264	4	MIR81	Miranda Street	West	Car Parking	Angle	18.5	27.5	3	No Limit	Page Street
265	4	MIR82	Miranda Street	West	No Parking	N/A	29.5	35.5	0	N/A	Page Street
266	4	MIR83	Miranda Street	West	Car Parking	Angle	35.5	53.5	6	No Limit	Page Street
267	4	MIR84	Miranda Street	West	No Parking	N/A	55.5	62.5	0	N/A	Page Street
268	4	MIR85	Miranda Street	West	Car Parking	Angle	62.5	74.5	4	No Limit	Page Street
269	4	MIR86	Miranda Street	West	No Parking	N/A	76.5	88.5	0	N/A	Page Street
270	4	MIR87	Miranda Street	West	Car Parking	Angle	88.5	100.5	4	No Limit	Page Street
271	4	MIR88	Miranda Street	West	No Parking	N/A	102.5	113	0	N/A	Page Street
272	4	MIR89	Miranda Street	West	Disabled Parking	Angle	113	116	1	No Limit	Page Street
273	4	MIR90	Miranda Street	West	Car Parking	Angle	116	167	17	No Limit	Page Street
274	5	MIR91	Miranda Street	West	Bus Parking	Parallel	184	211.5	1	No Limit	Page Street
275	5	MIR92	Miranda Street	West	Car Parking	Angle	214	242.5	10	No Limit	Page Street
276	5	MIR93	Miranda Street	West	No Parking	N/A	242.5	248.5	0	N/A	Page Street
277	5	MIR94	Miranda Street	West	Car Parking	Angle	248.5	283.5	13	No Limit	Page Street

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278	15	MON01	Montague Grove	Middle	Car Parking	Angle	373.5	384.5	4	No Limit	Cordelia Street
279	1	ORL01	Orlando Street	West	No Parking	N/A	421.5	506	0	N/A	Pembroke Road
280	1, 16	ORL02	Orlando Street	West	Disabled Parking	Parallel	525	533	1	No Limit	Pembroke Road
281	1	ORL03	Orlando Street	West	No Parking	N/A	573	575	0	N/A	Pembroke Road
282	1	ORL04	Orlando Street	West	No Parking	N/A	581	611	0	N/A	Pembroke Road
283	2, 16	ORL05	Orlando Street	West	No Parking	N/A	730.5	735	0	N/A	Pembroke Road
284	2, 16	ORL06	Orlando Street	West	No Parking	N/A	716	720	0	N/A	Pembroke Road
285	16	ORL07	Orlando Street	West	No Parking	N/A	658	662	0	N/A	Pembroke Road
286	16	ORL08	Orlando Street	West	No Parking	N/A	617	605	0	N/A	Pembroke Road
287	16	ORL09	Orlando Street	West	No Parking	N/A	913	917	0	N/A	Pembroke Road
288	16	ORL10	Orlando Street	West	No Parking	N/A	871	866	0	N/A	Pembroke Road
289	16	ORL11	Orlando Street	West	No Parking	N/A	849	853	0	N/A	Pembroke Road
290	16	ORL12	Orlando Street	West	No Parking	N/A	803	806	0	N/A	Pembroke Road
291	16	ORL13	Orlando Street	West	No Parking	N/A	772	791	0	N/A	Pembroke Road
292	16	ORL14	Orlando Street	West	No Parking	N/A	766	770	0	N/A	Pembroke Road
293	1, 16	ORL15	Orlando Street	East	Private Parking	Side by Side	517	538	7	7.30am to 5.30pm	Pembroke Road
294	1	ORL16	Orlando Street	East	No Parking	N/A	571	574	0	N/A	Pembroke Road
295	1, 2	ORL17	Orlando Street	East	No Parking	N/A	581	584	0	N/A	Pembroke Road
296	10	PEM01	Pembroke Road	North	No Parking	N/A	5.5	29	0	N/A	Broadway
297	10	PEM02	Pembroke Road	South	No Parking	N/A	5.5	29	0	N/A	Broadway
298	14	PEM03	Pembroke Road	South	No Parking	N/A	1111	1136	0	N/A	Broadway
299	2, 9	POR01	Portia Street	East	No Parking	N/A	613	964.5	0	N/A	Pembroke Road
300	9	POR02	Portia Street	West	Car Parking	Angle	626	677	16	No Limit	Pembroke Road
301	2, 9	POR03	Portia Street	West	Car Parking	Angle	697	727	12	No Limit	Pembroke Road

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302	9	POR03A	Portia Street	West	Disabled Parking	Side by Side	703	718	6	No Limit	Pembroke Road
303	2, 3, 9	POR04	Portia Street	West	Car Parking	Angle	736	809.5	20	No Limit	Pembroke Road
304	3	POR05	Portia Street	West	No Parking	N/A	809.5	860	0	N/A	Pembroke Road
305	3	POR06	Portia Street	West	Car Parking	Angle	860	938	27	No Limit	Pembroke Road
306	2	PRO01	Prospero Place	North	No Parking	N/A	14	52	0	N/A	Miranda Street
307	2	PRO02	Prospero Place	South	No Parking	N/A	15.5	42.5	0	N/A	Miranda Street
308	2	PRO03	Prospero Place	South	Disabled Parking	Side by Side	43.5	50	2	No Limit	Miranda Street
309	2	PRO04	Prospero Place	South	Car Parking	Side by Side	50	55	1	P60	Miranda Street
310	2	REG01	Regan Street	North	No Parking	N/A	30	36.5	0	N/A	Broadway
311	2	REG02	Regan Street	North	Loading Zone	Parallel	36.5	44.5	1	N/A	Broadway
312	2	REG03	Regan Street	North	No Parking	N/A	44.5	61.5	0	N/A	Broadway
313	2	REG04	Regan Street	North	Car Parking	Parallel	61.5	73.5	2	P10	Broadway
314	2	REG05	Regan Street	North	No Parking	N/A	73.5	80	0	N/A	Broadway
315	2	REG06	Regan Street	North	Car Parking	Parallel	80	93.5	2	P10	Broadway
316	1, 2	REG07	Regan Street	North	No Parking	N/A	121.5	135.5	0	N/A	Broadway
317	1	REG08	Regan Street	North	Car Parking	Angle	135.5	163	9	No Limit	Broadway
318	1	REG09	Regan Street	North	Car Parking	Angle	171.5	190.5	7	No Limit	Broadway
319	1	REG10	Regan Street	North	No Parking	N/A	230	236	0	N/A	Broadway
320	1, 16	REG11	Regan Street	North	Car Parking	Parallel	236	247	2	No Limit	Broadway
321	16	REG12	Regan Street	North	Car Parking	Angle	256	272	5	No Limit	Broadway
322	16	REG13	Regan Street	North	Car Parking	Angle	279	285	2	No Limit	Broadway
323	2	REG14	Regan Street	South	Car Parking	Parallel	29	35	1	P90	Broadway
324	2	REG15	Regan Street	South	Car Parking	Parallel	63	91	4	P90	Broadway
325	2	REG16	Regan Street	South	No Parking	N/A	91	95	0	N/A	Broadway
326	2	REG17	Regan Street	South	No Parking	N/A	121.5	141	0	N/A	Broadway

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327	2	REG18	Regan Street	South	No Parking	N/A	141.5	148	0	N/A	Broadway
328	2, 16	REG19	Regan Street	South	No Parking	N/A	148	162.5	0	N/A	Broadway
329	2, 16	REG20	Regan Street	South	Car Parking	Angle	162.5	168	2	No Limit	Broadway
330	2, 16	REG21	Regan Street	South	No Parking	N/A	168.5	174	0	N/A	Broadway
331	2, 16	REG22	Regan Street	South	Car Parking	Angle	174.5	180.5	2	No Limit	Broadway
332	1, 16	REG23	Regan Street	South	No Parking	N/A	180.5	193	0	N/A	Broadway
333	1, 16	REG24	Regan Street	South	Car Parking	Angle	193	201.5	3	No Limit	Broadway
334	1, 16	REG25	Regan Street	South	No Parking	N/A	201.5	218	0	N/A	Broadway
335	1, 16	REG26	Regan Street	South	No Parking	N/A	237.5	250	0	N/A	Broadway
336	2, 16	REG27	Regan Street	South	No Parking	N/A	250	259	0	No Limit	Broadway
337	2	REG28	Regan Street	South	Car Parking	Angle	259	285	8	No Limit	Broadway
338	2	REG29	Regan Street	North	Car Parking	Parallel	15	29	2	P90	Broadway
339	2	REG30	Regan Street	North	Car Parking	Angle	50	87	8	P90	Broadway
340	2, 9	REG31	Regan Street	North	Car Parking	Angle	126	140	5	No Limit	Broadway
341	2, 9	REG32	Regan Street	North	Car Parking	Angle	144	156	3	No Limit	Broadway
342	2, 9	REG33	Regan Street	North	Car Parking	Angle	160	172	3	No Limit	Broadway
343	2, 9	REG34	Regan Street	North	Car Parking	Angle	175	189	4	No Limit	Broadway
344	9	REG35	Regan Street	North	No Parking	N/A	353	382	0	N/A	Broadway
345	2	REG37	Regan Street	South	Car Parking	Parallel	12	45	5	P90	Broadway
346	2	REG38	Regan Street	South	No Parking	N/A	45	51	0	N/A	Broadway
347	2	REG39	Regan Street	South	Car Parking	Parallel	51	55.5	1	P90	Broadway
348	2	REG40	Regan Street	South	No Parking	N/A	55.5	60	0	N/A	Broadway
349	2	REG41	Regan Street	South	Disabled Parking	Parallel	60	66	1	No Limit	Broadway
350	2	REG42	Regan Street	South	Car Parking	Parallel	66	83	3	P90	Broadway
351	2, 9	REG43	Regan Street	South	Car Parking	Angle	120	156	10	No Limit	Broadway

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352	2, 9	REG44	Regan Street	South	Car Parking	Angle	167	180	4	No Limit	Broadway
353	2, 9	REG45	Regan Street	South	Car Parking	Parallel	198	210	2	No Limit	Broadway
354	9	REG46	Regan Street	South	Bus Parking	Parallel	269	306	1	No Limit	Broadway
355	9	REG47	Regan Street	South	Car Parking	Angle	307	343	12	No Limit	Broadway
356	9	REG48	Regan Street	South	No Parking	N/A	315	343	0	N/A	Broadway
357	9	REG49	Regan Street	South	No Parking	N/A	315	343	0	N/A	Broadway
358	9	REG50	Regan Street	South	No Parking	N/A	359	376	0	N/A	Broadway
359	9	REG51	Regan Street	South	No Parking	N/A	533	538	0	N/A	Broadway
360	9	REG52	Regan Street	South	No Parking	N/A	551	556	0	N/A	Broadway
361	6	ROM01	Romeo Street	North	Car Parking	Parallel	133	145.5	2	No Limit	Broadway
362	6	ROM02	Romeo Street	North	No Parking	N/A	145	156.5	0	N/A	Broadway
363	6	ROM03	Romeo Street	North	Car Parking	Angle	156.5	206	12	No Limit	Broadway
364	6	ROM04	Romeo Street	North	Car Parking	Angle	206	217	3	P90	Broadway
365	6	ROM05	Romeo Street	North	Disabled Parking	Angle	203	206	1	No Limit	Broadway
366	6	ROM06	Romeo Street	North	No Parking	N/A	206	217	0	N/A	Broadway
367	6	ROM07	Romeo Street	North	Car Parking	Parallel	217	239	4	No Limit	Broadway
368	6	ROM08	Romeo Street	North	Disabled Parking	Side by Side	247.5	250	1	No Limit	Broadway
369	6	ROM09	Romeo Street	North	Car Parking	Side by Side	250	252.5	1	No Limit	Broadway
370	6	ROM10	Romeo Street	South	Car Parking	Parallel	120	161	8	No Limit	Broadway
371	6	ROM11	Romeo Street	South	Car Parking	Parallel	179	187	2	No Limit	Broadway
372	6	ROM12	Romeo Street	South	No Parking	N/A	187	203	0	N/A	Broadway
373	6	ROM13	Romeo Street	South	Car Parking	Parallel	203	219	2	No Limit	Broadway
374	2, 3	SER01	Service Lane - By Rail	East	No Parking	N/A	15.5	364	0	N/A	Regan Street
375	2, 3	SER02	Service Lane - By Rail	West	No Parking	N/A	15.5	364	0	N/A	Regan Street

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Item	Map Number	Map Ref	Street	Side	Park Type	Park Orientation	Start Mete	End Meter	Num of Parks	Time Limit	Datum Street
376	2	SER03	Service Lane - By Rail	West	Disabled Parking	Side by Side	190	194.5	2	No Limit	Regan Street
377	2	SER04	Service Lane - By Rail	West	Car Parking	Side by Side	195	201	1	P30	Regan Street
378	2	SER05	Service Lane - Prospero	North	No Parking	N/A	14	155.5	0	N/A	Miranda Street
379	2	SER06	Service Lane - Prospero	South	No Parking	N/A	14	140.5	0	N/A	Miranda Street
380	8	SWA01	Swansea Road	East	No Parking	N/A	949	974	0	N/A	Pembroke Road
381	8	SWA02	Swansea Road	East	Bus Parking	Parallel	974	1094	3	No Limit	Pembroke Road
382	8	SWA03	Swansea Road	East	Car Parking	Parallel	1094	1104	2	No Limit	Pembroke Road
383	8	SWA04	Swansea Road	East	No Parking	N/A	1104	1111	0	N/A	Pembroke Road
384	8	SWA05	Swansea Road	East	Disabled Parking	Parallel	1111	1127	2	No Limit	Pembroke Road
385	8	SWA06	Swansea Road	East	Bus Parking	Parallel	1127	1170	1	No Limit	Pembroke Road
386	8, 17	SWA07	Swansea Road	East	No Parking	N/A	1170	1212	0	N/A	Pembroke Road
387	8, 17	SWA08	Swansea Road	East	Bus Parking	Parallel	1212	1266	1	No Limit	Pembroke Road
388	8, 17	SWA09	Swansea Road	East	No Parking	N/A	1266	1269	0	N/A	Pembroke Road
389	8, 17	SWA10	Swansea Road	East	Bus Parking	Parallel	1269	1305	1	No Limit	Pembroke Road
390	8, 17	SWA11	Swansea Road	East	No Parking	N/A	1305	1325	0	N/A	Pembroke Road
391	8, 17	SWA12	Swansea Road	West	No Parking	N/A	1208	1190	0	N/A	Pembroke Road
392	8	SWA13	Swansea Road	West	No Parking	N/A	1184	1179	0	N/A	Pembroke Road
393	8	SWA14	Swansea Road	West	No Parking	N/A	1163	1157	0	N/A	Pembroke Road
394	8	SWA14A	Swansea Road	West	Car Parking	Parallel	1157	1135	4	No Limit	Pembroke Road
395	8	SWA15	Swansea Road	West	No Parking	N/A	1125	1097	0	N/A	Pembroke Road
396	8	SWA16	Swansea Road	West	Car Parking	Parallel	1062	1089	4	No Limit	Pembroke Road
397	8	SWA17	Swansea Road	West	Car Parking	Parallel	1056	1045	2	No Limit	Pembroke Road
398	8	SWA18	Swansea Road	West	Car Parking	Parallel	1014	1037	4	No Limit	Pembroke Road
399	8	SWA19	Swansea Road	West	Car Parking	Parallel	989	1003	3	No Limit	Pembroke Road
400	8	SWA20	Swansea Road	West	No Parking	N/A	987	972	0	N/A	Pembroke Road

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Item	Map Number	Map Ref	Street	Side	Park Type	Park Orientation	Start Mete	End Meter	Num of Parks	Time Limit	Datum Street
401	3	WAR01	War Memorial Car Park	South	Car Parking	Side by Side	18.5	37	7	No Limit	Miranda Street
402	3	WAR02	War Memorial Car Park	South	Disabled Parking	Side by Side	37	39	1	No Limit	Miranda Street
403	3	WAR03	War Memorial Car Park	South	No Parking	N/A	39	40	0	N/A	Miranda Street
404	3	WAR03A	War Memorial Car Park	South	Disabled Parking	Side by Side	40	42	1	No Limit	Miranda Street
405	3	WAR04	War Memorial Car Park	South	Car Parking	Side by Side	42	88.5	17	No Limit	Miranda Street
406	3	WAR05	War Memorial Car Park	South	No Parking	N/A	88.5	104.5	0	N/A	Miranda Street
407	3	WAR06	War Memorial Car Park	South	Car Parking	Side by Side	23.5	88.5	27	No Limit	Miranda Street
408	3	WAR07	War Memorial Car Park	North	Car Parking	Side by Side	23.5	88.5	27	No Limit	Miranda Street
409	3	WAR08	War Memorial Car Park	South	No Parking	N/A	93	104	0	N/A	Miranda Street
410	3	WAR09	War Memorial Car Park	North	No Parking	N/A	93	104	0	N/A	Miranda Street
411	3	WAR10	War Memorial Car Park	North	Car Parking	Side by Side	11.5	44.5	10	No Limit	Miranda Street
412	3	WAR11	War Memorial Car Park	North	No Parking	N/A	44.5	47	0	N/A	Miranda Street
413	3	WAR12	War Memorial Car Park	North	Car Parking	Side by Side	47	52	2	No Limit	Miranda Street
414	3	WAR13	War Memorial Car Park	North	Disabled Parking	Side by Side	52	55	1	No Limit	Miranda Street
415	3	WAR14	War Memorial Car Park	North	No Parking	N/A	55	60	0	N/A	Miranda Street
416	3	WAR15	War Memorial Car Park	North	Disabled Parking	Side by Side	60	62.5	1	No Limit	Miranda Street
417	3	WAR16	War Memorial Car Park	North	Car Parking	Side by Side	62.5	88.5	10	No Limit	Miranda Street
418	3	WAR17	War Memorial Car Park	North	No Parking	N/A	88.5	103.5	0	N/A	Miranda Street
419											
420											

Appendix 2 – Maps

1. [D24/20131 - Stratford Parking Bylaw Map Overview](#)
2. [D24/20130 - Stratford Parking Map 1](#)
3. [D24/20111 - Stratford Parking Map 2](#)
4. [D24/20112 - Stratford Parking Map 3](#)
5. [D24/20113 - Stratford Parking Map 4](#)
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TE KAUNIHERA Ā ROHE O
WHAKAAHURANGI
STRATFORD
DISTRICT COUNCIL

Our reference
F19/13/03-D21/40748

Karakia

Kia uruuru mai
Ā hauora
Ā haukaha
Ā haumāia
Ki runga, Ki raro
Ki roto, Ki waho
Rire rire hau Paimārire

I draw in (to my being)
The reviving essence
The strengthening essence
The essence of courage
Above, Below
Within, Around
Let there be peace.