



Our reference
F19/13/03-D21/26182

20 August 2026

Notice of Meeting

Notice is hereby given that, the **Policy and Services** Committee Meeting of Council will be held in the **Council Chambers, Stratford District Council, 63 Miranda Street, Stratford**, on **Tuesday 25 August 2026**, beginning at **3.00pm**.

The timetable is as follows:

9.00am	Elected Member Only Briefing: Stratford Data Centre
10.00am	Workshop • Long Term Plan – Levels of Service discussion • Economic Development Strategy
12.00pm	Lunch for Councillors
12.30pm	• Long Term Plan – Significance and Engagement Policy • Long Term Plan – Early Conversations ○ Administration Office ○ Public toilets ○ Footbridges ○ Three Waters Early Conversations Reports ○ Increasing Statutory Obligations on Stratford District Council as a Water Services Provider ○ Rating Implications of Ring-Fenced Water Services
3.00pm	Policy and Services Meeting

Yours faithfully

Sven Hanne
Chief Executive

Agenda - Policy and Services Committee - August 2026 (Open)



25 August 2026 03:00 PM

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AGENDA

Policy and Services Committee



F25/96/005-D26/32048

Date: Tuesday 25 August 2026

Venue: Council Chambers, 63 Miranda Street, Stratford

1. Welcome

- 1.1 **Opening Karakia**
D21/40748 Page 8
- 1.2 **Health and Safety Message**
D22/17082 Page 9

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

D26/950 Page 10

Attendance schedule for Policy and Services Committee meetings.

6. Confirmation of Minutes

- 6.1 **Policy & Services Committee - 21 July 2026**
D26/27310 Page 11

Recommendation

THAT the minutes of the Policy and Services Committee meeting held on Tuesday 21 July 2026 be confirmed as a true and accurate record.

/
Moved/Seconded

7. Matters Outstanding

D16/47 Page 19

Recommendation

THAT the Matters Outstanding be received.

/
Moved/Seconded

8. Decision Report - Local Government Act 2002 delegations

D26/31326 Page 20

Recommendations

1. THAT the report be received.
2. THAT Council approve the delegations to Council Officers under the Local Government Act 2002 listed in Appendix 1 of this report.

Recommended Reason

The proposed delegations will enable Council Officers to efficiently and lawfully exercise statutory powers and functions, support timely decision-making, and ensure Council's delegations framework remains legally compliant and aligned with operational responsibilities.

/
Moved/Seconded

9. Decision Report - New delegations for Corporate Services and Community Services

D26/30204 Page 33

Recommendations

1. THAT the report be received.
2. THAT Council approve the delegations to Council Officers under the legislation listed in Appendix 1 of this report.

Recommended Reason

The proposed delegations will enable Council Officers to efficiently and lawfully exercise statutory powers and functions, support timely decision-making, and ensure Council's delegations framework remains legally compliant and aligned with operational responsibilities.

/
Moved/Seconded

10. Decision Report - Establishment of a Waste Services Joint Committee

D26/30942 Page 63

Recommendations

1. THAT the report be received.
2. THAT Council approves the Waste Services Joint Committee Agreement (Appendix 1), including the establishment of the Waste Services Joint Committee, and approves the Joint Committee's Terms of Reference (Appendix 2).

Recommended Reason

Approval of the Waste Services Joint Committee Agreement and Terms of Reference will enable Stratford District Council to participate in regional governance for waste management, supporting collaboration, efficiency, and the delivery of regional waste minimisation initiatives.

/
Moved/Seconded

11. Decision Report - Electoral System - First Past the Post or Single Transferable Vote
D26/31532 Page 74

Recommendations

1. THAT the report be received.
2. THAT the Committee resolves for the 2028 Stratford District Council triennial elections to either:
 - I. Retain the First Past the Post electoral system;
 - II. Change to the Single Transferable Voting electoral system; or
 - III. Undertake a poll of electors on the electoral system;

And that public notice be given by 19 September 2026 of the decision and of the right of electors to demand a poll on the electoral system to be used.

Recommended Reason

Consideration of the electoral system is required by 12 September 2026, with a public notice required by 19 September 2026, under the Local Electoral Act 2001.

/
Moved/Seconded

12. Monthly Reports

12.1 Assets Report
D26/26646 Page 79

Recommendation

THAT the report be received.

/
Moved/Seconded

12.2 Community Services Report
D26/30118 Page 109

Recommendation

THAT the report be received.

/
Moved/Seconded

12.3 Corporate Services Report
D26/31121 Page 124

Recommendation

THAT the report be received.

/
Moved/Seconded

12.4 Environmental Services Report
D26/27602 Page 136

Recommendation

THAT the report be received.

/_____
Moved/Seconded

13. Resolution to Exclude the Public

Recommendation

THAT the public be excluded from the following parts of the proceedings of this meeting, namely:

Agenda Item No: 14

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution to each matter	Grounds under section 48(1) for the passing of this resolution
Legal Proceedings - Rates	The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons. The withholding of the information is necessary to maintain legal professional privilege.	That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist, under section 6 and section 7 of the Act - specifically section 7(2)(a) and 7(2)(g) Local Government Official Information and Meetings Act 1987

/_____
Moved/Seconded

14. Public Excluded Item

Recommendation

THAT the open meeting resume.

/_____
Moved/Seconded

15. Questions

16. Closing Karakia

D21/40748

Page 143



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 2026 Policy & Services Committee meetings.

Date	27/01/26	24/02/26	24/03/26	28/04/26	26/05/26	23/06/26	21/07/26	25/08/26	22/09/26	27/10/26	24/11/26
Meeting	PS	PS	PS	PS	PS	PS	PS	PS	PS	PS	PS
Neil Volzke	✓	✓	✓	✓	✓	✓	✓				
David Chadwick	✓	✓	✓	✓	✓	✓	A				
Steve Beck	✓	✓	✓	✓	✓	✓	✓				
Jaimie Bertie	✓	✓	✓	✓	✓	✓	✓				
Josh Best	✓	A	✓	✓	✓	✓	✓				
Grant Boyde	✓	A	✓	✓	✓	✓	✓				
Annette Dudley	✓	✓	✓	✓	✓	✓	✓				
Jono Erwood	✓	✓	✓	✓	✓	A	AV				
Ellen Hall	✓	✓	✓	✓	✓	✓	✓				
Amanda Harris	✓	✓	✓	✓	A	✓	✓				
Katherine Sextus	✓	✓	✓	✓	✓	✓	✓				
Mathew Watt	✓	✓	✓	✓	✓	✓	✓				

Key	
PS	Policy & Services Committee Meeting
✓	Attended
A	Apology/Leave of Absence
AB	Absent
S	Sick
AV	Meeting held, or attended by, by Audio Visual Link

MINUTES

Policy and Services Committee



F25/96/005 – D26/27310

Date: Tuesday 21 July 2026 at 3.00 pm

Venue: Council Chambers, 63 Miranda Street, Stratford

Present

The Deputy Mayor Amanda Harris (the Chairperson), the District Mayor Neil Volzke, Councillors: Steve Beck, Jaimie Bertie, Josh Best, Grant Boyde, Annette Dudley, Jono Erwood (Audio Visual Link), Ellen Hall, Katherine Sextus and Mathew Watt.

In attendance

The Chief Executive – Sven Hanne, the Director – Community Services – Kate Whareaitu, the Director – Corporate Services – Raelene Johnson, the Director – Assets – Victoria Araba, the Director – Environmental Services – Blair Sutherland, the Governance Advisor and Executive Assistant – Gareth Hancock, Policy Analyst - Rebecca Dearden.

1. Welcome

The opening karakia was read. The Deputy Mayor reiterated the emergency procedures.

2. Apologies

Apologies were noted from Councillor Chadwick who had an approved leave of absence.

Recommendation

THAT Councillor Chadwick's apology be received.

BOYDE/HALL
Carried
P&S/26/80

3. Announcements

The District Mayor noted that it was the birthday of the Director of Community Services.

4. Declarations of members interest

Elected members were asked to declare any real or perceived conflicts of interest relating to items on this agenda. Councillor Erwood noted a conflict of interest in relation to Item 11. It was agreed to defer consideration of this item to Item 12, allowing the councillor to leave the meeting.

5. Attendance Schedule

The Attendance schedule for Policy and Services Committee meetings was attached and noted.

6. Confirmation of Minutes

6.1 Policy & Services Committee - 23 June 2026
D26/23152 Page 11

Recommendation

THAT the minutes of the Policy and Services Committee meeting held on Tuesday 23 June 2026 be confirmed as a true and accurate record.

HALL/BERTIE
Carried
P&S/26/81

7. Matters Outstanding

D16/47 Page 18

Recommendation

THAT the Matters Outstanding be received.

DUDLEY/BECK
Carried
P&S/26/82

8. Decision Report - Delegations Policy Review

D26/21278 Page 20

Recommendations

1. THAT the report be received.

SEXTUS/VOLZKE
Carried
P&S/26/83

2. THAT Council adopt the revised Delegations Policy.

HALL/BOYDE
Carried
P&S/26/84

Recommended Reason

It is recommended that Council adopt the updated Delegations Policy to provide a clear, contemporary governance framework that supports consistent application of delegations and alignment with legislative requirements and best practice.

The CE noted the following:

- Noted the significant size of the previous version. Council, as a governing body, receives a large number of powers under the Local Government Act and other legislation. Many of these powers are too routine or procedural to be brought to elected members for decision-making each time. To be exercised lawfully, these powers must be delegated.
- The CE role is established under the Local Government Act and is not subject to restructuring so powers are delegated to that role. In some cases, however, powers cannot be sub-delegated.
- Historically, delegations have generally been developed on an as-needed basis. The new electronic system is a product developed by LGNZ. It is used by councils and has been reviewed by Simpson Grierson.
- As part of this work, the Delegations Policy has been separated from the Delegations Register. This aligns with best practice.
- The Policy Advisor provided a demonstration of the new system to elected members.

Questions/points of clarification:

- Councillor Beck asked whether the proposed changes were altering the governance structure or simply the operational arrangements. The CE advised that the review separates the policy from the delegations register. Delegations can be located through the system, and Locosoft records who holds each delegation, when the delegation was granted by Council, and provides a wayfinding tool. Councillor Beck sought further advice regarding any potential risks associated with software updates. The CE clarified that the system is maintained appropriately, noting that it is hosted on an external platform.
- Councillor Boyde sought clarification regarding accountability. An example under the Resource Management Act was discussed, where decisions may be made at officer level, while the CE and management retain responsibility through the organisational performance. A question was raised as to whether matters referred to the CE should instead be referred to the Executive Committee. It was clarified that the wording provides that, where a decision is required and it is unclear whether a delegation exists, the matter must be referred to Council.
- The District Mayor asked whether the policy would continue without a list of delegations attached to it. It was clarified that delegations register would be activity-based. The Mayor further asked whether the existing policy contained the committee structure and associated delegations. It was noted that the committee Terms of Reference are contained in a separate document, which has already been adopted by Council.

Points noted in discussion:

- Councillor Hall expressed appreciation for the work undertaken and noted that she was reassured by the legal review. She commented that the revised approach was a governance dream and would also provide benefits from an audit perspective.

9. Decision Report - Environmental Services - New and amended delegations
D26/23411 Page 88

Recommendations

1. THAT the report be received.

DUDLEY/WATT
Carried
P&S/26/85

2. THAT Council approve the delegations to Council Officers under the legislation listed in Appendix 1 of this report.

VOLZKE/WATT
Carried
P&S/26/86

Recommended Reason

The proposed delegations will enable Council Officers to efficiently and lawfully exercise statutory powers and functions, support timely decision-making, and ensure Council's delegations framework remains legally compliant and aligned with operational responsibilities.

The Policy Advisor noted the following:

- Delegations have undergone a significant review that provides greater legal oversight. Through this process, a number of gaps were identified, predominantly affecting the Environmental Services team. The review found that certain powers should be formally delegated to officers, and these proposed delegations are being presented for consideration today.

Questions/points of clarification:

- The Deputy Mayor sought clarification regarding matters delegated to the Director of Assets. It was explained that these delegations relate to responsibilities under the Litter Act and are distributed across departments.
- The Mayor noted that the executive summary and approximately 90 clauses had been reviewed. He commented that the review highlighted the need for a modern electronic system and represented a significant step forward.

10. Decision Report - Mana Whakahono a Rohe - Te Kahui o Maru
D26/25835 Page 187

Recommendations

1. THAT the report be received.

HALL/BEST
Carried
P&S/26/87

2. THAT the draft Te Kahui o Maru Mana Whakahono a Rohe in Appendix 1 be adopted.

BOYDE/BERTIE
Division
8 For 3 Against
Carried
P&S/26/88

Recommended Reason

Te Kahui o Maru has initiated a Mana Whakahono a Rohe with the Council and the agreement in Appendix 1 of this report meets the requirements in the Resource Management Act 1991 for a Mana Whakahono a Rohe.

The Director - Environment noted the following:

- Noted that a workshop held earlier today had provided members with detailed information on the matter. Further communication had since been received from the Minister's office in the form of the Minister's press release, issued on official letterhead. The communication did not provide a timeline for the Government's planned stop work on the agreements. It was also noted that a regional meeting would be held next week to discuss future agreements and plans in light of the Government's announcement.
- The Chief Executive provided a brief update for Councillor Erwood who was absent for the workshop.

Questions/points of clarification:

- Councillor Boyde sought clarification on the risks to Council if it did not approve the agreement. It was explained that the primary risk relates to Council's relationship with iwi.
- Councillor Watt further queried the risks associated with adopting the agreement in light of the Government's decision. The Chief Executive advised that the Government is proposing to discontinue the agreement framework, effectively rescinding agreements.
- Councillor Boyde sought information regarding Treaty settlements. It was explained that the Regional Council has additional responsibilities and requirements from Treaty settlement legislation.
- Councillor Beck asked what the purpose of progressing the agreement was if the Government had decided to remove such arrangements. The Director advised that the Government has not yet phased them out and that they remain a requirement under current legislation.
- Councillor Watt asked when the process had been initiated, noting that Council had 18 months from the date of request to respond. It was noted that the request was received in December, and that Council has until mid-next year to complete the process.

Points noted in discussion:

- Councillor Boyde noted it is the right thing to be doing, even though the Government is proposing to do away with them, and that we have a great relationship with iwi.
- Councillor Hall noted, I am about building and maintaining relationships with iwi, rather than crude tools from central government. I am very supportive of cementing this agreement with our partners.
- Councillor Beck noted, I am against it and don't want to see staff resources wasted when it will be buffed out by the Government. Agreements will come across from the Regional Council when they come across.
- Councillor Watt noted, I am against it. I don't think it makes sense, and the Government is going to throw this out. We have seven months to sign this and should wait for the legislation. I don't think it is unreasonable to wait at this stage. It might be replaced with something that works better, and it is not worth doing yet.

- Councillor Sextus noted, I am leaning the same way. Iwi do have a good relationship through already existing arrangements in the RMA and good, strong existing relationships there. I believe we should push pause while we determine the Government's position.
- The District Mayor noted, I understand the different positions, but it is the law under which we are currently operating. It may be speculative that it will be removed. Labour will not be supporting the changes to the RMA, and there could be a change in Government. The money has already been spent, and there are no extra costs associated with approving it, as the work has already been done. I struggle with the suggestion to pause based on the information available to date. I am concerned about the message it would send to iwi if it was not adopted when we had the opportunity to pass it but chose not to. Whether you like it or not there is always going to be a role for iwi within it. I am not going to be the bad guy here.
- The Deputy Mayor noted, I am in favour of the motion. In reading the document, what struck me were the guiding principles and what they speak to. It is about confirming and valuing relationships that are already established. I believe this issue is different to the broader discussion around simplifying local government.
- A Division was called for recommendation two.
Voting Yes: Cr Bertie, Best, Boyde, Erwood, Hall, Deputy Mayor Harris, the District Mayor.
Voting No: Cr Beck, Sextus, Watt.

11. Monthly Reports

11.1 Assets Report

Recommendation

THAT the report be received.

WATT/HARRIS
Carried
P&S/26/89

The Director noted the following:

- Noted a correction to the report on page one, and an update was provided on the Portia Street speed reduction rules.

Questions/points of clarification:

- The Deputy Mayor noted a performance measure relating to water flow and firefighting requirements, and an explanation was provided regarding how and when these measures are assessed.
- It was also noted that the number of complaints relating to Parks and Sport was reported. Previously, a table was provided that broke these complaints down into categories. It was agreed that this table would be reinstated.

11.2 Community Services Report

Recommendation

THAT the report be received.

BOYDE/DUDLEY
Carried
P&S/26/90

The Director noted the following:

- Acknowledged the Mayoral Taskforce for Jobs programme and the work Sam has done to exceed the KPI. Also acknowledged the successful Puanga event and Youth Council event.

Questions/points of clarification:

- The District Mayor acknowledged the success of the Mayors Taskforce for Jobs programme, noting that it had exceeded its contractual targets despite the current economic climate. While the overall number may not appear extraordinary, it is significant for the district and reflects the challenges associated with meeting MSD eligibility criteria. It was also noted that casual employment are not counted towards the programme's targets.
- At present, a contract for the current financial year has not yet been received. The Mayor advised that he has spoken with Mayor Ben Bell and raised concerns with the MSD Regional Commissioner. The Mayor has continued to advocate for the contract to be finalised and issued as soon as possible.
- Councillor Erwood asked whether there are any plans to hold a graduate party. It was confirmed that there was no funding available last year. Previously, the event had been funded through a grant received by the Council; however, this funding was discontinued. As there are costs associated with running such an event, further consideration will need to be given.
- Councillor Dudley provided an update on the Broadway Enhancement Group, noting that it has held two meetings to date. Drone mapping services have been offered to support the group's work. The group is aiming to enhance the appearance of Broadway in time for the 150th celebrations and will require funding to help achieve this.
- Councillor Bertie provided an update on the Youth Council trip. The visit to Parliament was highly engaging, and the youth council had the opportunity to participate in a debate with the Mayor serving as Speaker. Anna and Saba were acknowledged for doing an excellent job organising the event.

11.3 Corporate Services Report

Recommendation

THAT the report be received.

ERWOOD/BEST
Carried
P&S/26/91

The Director noted the following:

- This report is shorter than usual because of year-end closing processes. Regular reporting will recommence next month. An update was provided on the arrival of bird flu, and it was noted that work is being undertaken behind the scenes to prepare for and respond to any impacts.

Questions/points of clarification:

- The Deputy Mayor noted a date in the LGOIMA section.

11.4 Environmental Services Report

Recommendation

THAT the report be received.

BEST/HARRIS
Carried
P&S/26/92

The Director noted the following:

- The Environment Court hearing on the solar farm proposal is scheduled to be held online on Friday. No timeline has been provided for a decision following the hearing. The move to the online building consent system has been delayed and is now expected to occur on 21 August.

Councillor Erwood left at 4.11pm.

12. Decision Report - TET Funding Report
D26/25223 Page 216

Recommendations

1. THAT the report be received.

BOYDE/DUDLEY
Carried
P&S/26/93

2. THAT Council's funding application to the Taranaki Electricity Trust (TET) for \$287,400 is approved to be submitted *as well as seed funding of \$30,000 for the Broadway Enhancement Group and an economic development contribution of \$150,000 towards Venture Taranaki.*

BOYDE/HALL
Carried
P&S/26/94

Recommended Reason

Projects externally funded will reduce the rating impact for ratepayers.

The Director Community Services noted the following:

- The 150th Jubilee celebration and the need for seed funding were discussed and the proposed solar initiative. Feasibility studies are underway for the solar projects and are being closely aligned to ensure funding opportunities are not missed. However, advice has since been received regarding a potential new funding pathway, and the matter does not require consideration at this time.

Questions/points of clarification:

- The District Mayor noted support for the proposals as presented but sought clarification on whether sufficient funding was being requested and whether a larger amount could potentially be sought. It was also suggested that the cost of economic development initiatives, such as Venture Taranaki (approximately \$150,000), could be included.
- Councillors Dudley and Boyde noted that seed funding for the Broadway Enhancement Group, could be added at approximately \$30,000.
- Councillor Beck asked what the funding figure was last year. It was confirmed that the amount was \$516,000.
- Councillor Hall sought clarification on whether discussions with TET had included projects other than the solar initiative, and whether adding additional projects would increase or decrease the chance of success. It was advised that there had been no discussion of projects other than the solar initiative.
- The Deputy Mayor sought clarification on whether adding other elements to the proposal would interfere with the new funding pathway. It was noted that the new funding pathway is the Strategic Pathway Fund.
- The Deputy Mayor also enquired about the Council's operational contribution to the pool, and clarification was provided.

13. Questions

- None.

14. Closing Karakia

The closing karakia was read.

The meeting closed at 4.23pm.

A K Harris

Chairman

Confirmed this 25 day of August 2026.

N C Volzke

District Mayor

MATTERS OUTSTANDING

Policy and Services Committee



ITEM OF MATTER	MEETING RAISED	RESPONSIBILITY	CURRENT PROGRESS	EXPECTED RESPONSE
Accessibility Parking Spaces review	Hearing – 25 February 2025	Victoria Araba	Review Underway	Update provided – Item 18.1 – Assets Monthly Report (section 2.7) – P&S May 2026
Community Group relationship/funding policy	29 April 2025	Kate Whareaitu		A report will be provided end of August
Dog control	Ordinary – 14 April 2026	Blair Sutherland		Requested a report on incidents, dog control, and advice on the bylaw

DECISION REPORT



F25/96/004– D26/31326

To: Policy and Services Committee
From: Policy Analyst
Date: 25 August 2026
Subject: Local Government Act 2002 delegations

Recommendations

1. THAT the report be received.
2. THAT Council approve the delegations to Council Officers under the Local Government Act 2002 listed in Appendix 1 of this report.

Recommended Reason

The proposed delegations will enable Council Officers to efficiently and lawfully exercise statutory powers and functions, support timely decision-making, and ensure Council's delegations framework remains legally compliant and aligned with operational responsibilities.

/
Moved/Seconded

1. Purpose of Report

- 1.1 This report recommends that Council approve the proposed delegations to Council Officers under the Local Government Act (LGA) 2002, to enable the efficient exercise of statutory powers, functions and duties under this legislation.

2. Executive Summary

- 2.1 This report seeks Council approval for several operational delegations required under the LGA 2002. The delegations have been identified through the migration of Council's Delegations Register to the LocoDelegations (LD) system, which has strengthened the management and legal oversight of Council delegations. The review identified 23 clauses of the LGA 2002 where delegated authority is required to enable Council Officers to undertake statutory and business-as-usual functions efficiently and within prescribed legislative timeframes. Approval of the proposed delegations will support effective administration, legal compliance, and timely operational decision-making.

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
✓	✓	✓	✓

This matter directly supports the 4 well-beings of the community by ensuring legislative compliance with central government's regulatory framework for Council activities. The recommended option supports Council to achieve this efficiently and effectively.

4. Background

- 4.1 Council is responsible for a wide range of legislative functions, duties, and powers. It is not always practical or efficient for elected members to exercise all of these responsibilities directly. Accordingly, various statutes provide legal authority for Council to delegate certain powers to Council Officers. Delegated authority supports administrative efficiency and enables timely decision-making in Council's day-to-day operations.
- 4.2 The migration of the Delegations Register from the Delegations Policy to the online LocoDelegations (LD) system has provided Council with a more robust and legally compliant framework for managing delegations. The LD system is subject to quarterly legal review by Simpson Grierson, with any updates communicated to subscribing councils for implementation as required.
- 4.3 As part of the migration process, a number of additional delegations have been identified as necessary to ensure Council Officers have the appropriate authority to undertake operational functions and support efficient decision making. Further information on the migration process and broader changes to the Delegations Policy and Register was provided in Decision Report D26/21278 in July 2026.
- 4.4 This report seeks approval for delegations required by Council Officers under the LGA 2002. The full list of LGA 2002 clauses and Council Officer delegations is included in Appendix 1. The delegations sought are operational in nature and relate primarily to business-as-usual (BAU) functions undertaken by Council Officers.

5. Consultative Process

5.1 Public Consultation - Section 82

This matter relates to the delegation of Council functions to Council officers. It does not require public consultation.

5.2 Māori Consultation - Section 81

The delegation of authority to perform regulatory functions under these Acts to Council Officers does not have specific implications for Māori. A number of the Acts have processes which guide consultation with Māori. The content of this report would not give rise to any change to those processes.

6. Risk Analysis

- 6.1 This matter relates to risks 1 and 3 which are associated with compliance and legislation. In particular, risk 1 refers to the need to act in accordance with legislation. The recommended option would ensure that Council officers are able to act appropriately.
- 6.2 Risk 3 is also applicable to this matter. Risk 3 refers to the Council meeting statutory commitments, which include timeframes for making decisions. The recommended option would ensure that decisions are made at an appropriate level so that statutory timeframes can be complied with.

7. Sustainability Consideration

- 7.1 This matter relates to the efficient discharge of the Council's statutory responsibilities. It is not affected by the Sustainability Policy.

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 matter does not relate directly to strategic direction in the Long Term Plan or District Plan.
What relationship does it have to the communities current and future needs for infrastructure, regulatory functions, or local public services?	The proposed delegations support the efficient delivery of Council services to meet current and future community needs.

8.2 Data

There is limited statistic data available about this matter, but the recommended option is legally compliant and would enable the Council to respond appropriately within statutory timeframes.

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	No	
• creating a high level of controversy; or	No	
• possible that it could have a high impact on the community?	No	The proposed delegations are administrative in nature and are not expected to have a high impact on the community.

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

High	Medium	Low
		✓

8.4 Options

There are two options available for dealing with this situation:

Option 1 – Approve the proposed delegations (Recommended)

Council to approve the proposed delegations to Council Officers to enable the efficient, legally compliant and timely exercise of statutory powers, functions and duties under the Local Government Act 2002.

Option 2 – To do nothing.

Retain the current delegations framework. This option would leave a number of legislative powers undelegated potentially reducing administrative efficiency, creating legal compliance risks and limiting Council Officer's ability to make decisions within statutory timeframes.

These options were assessed against the following criteria:

1. Efficiency; and
2. Legislative compliance.

Option 1 – Approve the proposed delegations

This option provides the greatest level of administrative efficiency by enabling appropriately qualified Council Officers to exercise statutory powers and perform operational functions within their areas of responsibility. It supports timely decision making, reduces the need for matter to be referred to Council or the Chief Executive, and helps ensure legislative timeframes can be met efficiently.

Option 1 also supports legislative compliance by ensuring delegated authority is assigned to the appropriate Council Officers in accordance with the requirements of the relevant legislation.

Option 1 is the recommended option.

Option 2 – To do nothing

Doing nothing would require many of the decisions covered by the proposed delegations to be made by Council rather than Council Officers. This option is inefficient, as ordinary Council meetings are generally held monthly and may not align with statutory decision-making timeframes. As a result, decisions could be delayed or require extraordinary meetings to be scheduled, increasing administrative costs and reducing Council's ability to respond promptly to operational matters.

Option 2 carries the highest compliance risk as it would leave a number of legislative powers undelegated or incorrectly delegated. Delays in decision making may also increase the risk of Council not meeting statutory timeframes under certain legislative processes.

8.5 Financial

The recommended option would not have any direct financial impact.

8.6 Prioritisation & Trade-off

The recommended option does not involve any prioritisation or trade-offs and will be implemented within existing financial and operational resources.

8.7 Legal Issues

This matter relates to the delegation of authority under legislation. It does not require specific legal advice.

The Council has the authority to delegate to officers under clause 32 of Schedule 7 of the Local Government Act 2002. Clause 32 of the Local Government Act 2002 also sets out certain powers that cannot be delegated. The delegations sought do not fall within any of the powers that cannot be delegated.

8.8 Policy Issues - Section 80

The recommended option would amend and expand Council's existing delegations framework by assigning additional delegated authority to Council Officers. The proposed delegations support efficient administration and are consistent with Council's policies and statutory obligations.



Rebecca Dearden
Policy Analyst



Raelene Johnson
Director – Corporate Services



[Approved by]
Sven Hanne
Chief Executive

Date: 14 August 2026

Appendix 1 – Full list of Local Government Act 2002 Clauses with Council Officer for Delegated Powers

Act or Regulation Title		Council Officer to hold delegation
Local Government Act 2002	s54A Register of members’ pecuniary interests (1) A local authority must keep a register of the pecuniary interests of— (a) members of the local authority; and (b) members who have been elected under the Local Electoral Act 2001 to a community board that is part of the local authority; and (c) members who have been elected under the Local Electoral Act 2001 to a local board that is part of the local authority. (2) The register must comprise the pecuniary interest returns that— (a) are made by members under section 54C; and (b) contain all information in any pecuniary interest return that is required to be disclosed under sections 54E and 54F, and include any notifications made under section 54D of errors or omissions in those returns. (3) The local authority must— (a) make a summary of the information contained in the register publicly available; and (b) ensure that information contained in the register— (i) is only used or disclosed in accordance with the purpose of the register; and (ii) is retained for 7 years after the date on which a member provides the information, and is then removed from the register.	Chief Executive
Local Government Act 2002	s54G Registrar of members’ pecuniary interests (1) A local authority must appoint a Registrar to— (a) compile and maintain the register of members’ pecuniary interests; and (b) provide advice and guidance to members in connection with their obligations under this subpart. (2) The chief executive of a local authority may be the Registrar under subsection (1).	Chief Executive
Local Government Act 2002	s128 Requirement to assess certain sanitary services (1) A territorial authority must assess the provision of the following services within its district: (a) public toilets; (b) crematoria; (c) cemeteries. (2) The purpose of an assessment is to assess, from a public health perspective, the adequacy of the services referred to in subsection (1) available to communities throughout the territorial authority’s district, taking into consideration— (a) the health risks to communities arising from any absence of, or deficiency in, the services; and (b) the quality of the services currently available to communities within the district; and (c) the current and estimated future demands for any of those services. (3) One type of service may be assessed in conjunction with another.	Director - Assets

	(4) An assessment may be undertaken on behalf of the territorial authority (whether in whole or in part) by another appropriate organisation.	
Local Government Act 2002	s138 Restriction on disposal of parks (by sale or otherwise) (1) A local authority proposing to sell or otherwise dispose of a park or part of a park must consult on the proposal before it sells or disposes of, or agrees to sell or dispose of, the park or part of the park. (2) In this section,— dispose of, in relation to a park, includes the granting of a lease for more than 6 months that has the effect of excluding or substantially interfering with the public's access to the park park— (a) means land acquired or used principally for community, recreational, environmental, cultural, or spiritual purposes; but (b) does not include land that is held as a reserve, or part of a reserve, under the Reserves Act 1977.	Director - Assets
Local Government Act 2002	s140 Restrictions on disposal of endowment property (1) In this section and section 141, property— (a) means real property of every type; and (b) includes every type of estate and interest in property. (2) This section and section 141 apply to property or part of a property vested in a local authority in trust or as an endowment. (3) The property must be retained by the local authority for the purpose for which the property was vested in the local authority. (4) However,— (a) the Minister may approve in writing additional or different purposes— (i) for which the property may be used; or (ii) for which income derived from the property may be used; or (b) unless expressly prohibited by the instrument that vested the property in the local authority, the local authority may sell or exchange the property and use the proceeds of the sale or exchange for a purpose identified by the local authority in accordance with section 141.	Director - Assets
Local Government Act 2002	s162 Injunctions restraining commission of offences and breaches of bylaws (1) The District Court may, on the application of a local authority, grant an injunction restraining a person from committing a breach of a bylaw or an offence against this Act. (2) An injunction may be granted under subsection (1)— (a) despite anything in any other enactment: (b) whether or not proceedings in relation to the breach or offence have been commenced: (c) if a person is convicted of the breach or offence,— (i) in substitution for, or in addition to, any other penalty; or (ii) in subsequent proceedings	Director - Environmental Services, Environmental Health Manager, Environmental Health Compliance Officer, Environmental Health Officer
Local Government Act 2002	s163 Removal of works in breach of bylaws (1) If authorised by a bylaw to do so, a local authority may— (a) remove or alter a work or thing that is, or has been, constructed in breach of a bylaw; and (b) recover the costs of removal or alteration from the person who committed the breach.	Director - Environmental Services, Environmental Health Manager,

	(2) Nothing done under subsection (1) or in a bylaw referred to in that subsection relieves the person who committed the breach from any other liability for the breach of the bylaw.	Environmental Health Compliance Officer, Environmental Health Officer
Local Government Act 2002	s167 Return of property seized and impounded (1) The owner of property that has been seized and impounded under section 164, or the person from whom the property was seized, may request the local authority concerned to return the property. (2) The local authority must return the property if— (a) the property is not likely to be involved in an offence for which it was seized; and (b) the owner or person has paid, or tenders with the request payment of, the costs of the local authority in seizing, impounding, transporting, and storing the property. (3) If the local authority refuses to return the property, the owner or person from whom it was seized may apply to the District Court to review the local authority's decision. (4) The District Court may— (a) confirm the local authority's decision; or (b) order that the property be returned.	Director - Environmental Services, Environmental Health Manager
Local Government Act 2002	s168 Power to dispose of property seized and impounded (1) A local authority may dispose of property seized and impounded under section 164 that has not been returned within 6 months after it was seized and impounded. (2) A local authority must not dispose of property before giving the owner of the property and the person it was seized from not less than 14 working days' notice of the authority's intention to do so. (3) A local authority may dispose of the property by way of sale or otherwise as it thinks fit. (4) Any proceeds from the disposal of the property must be applied to pay,— (a) first, the costs incurred in seizing, impounding, transporting, and storing the property; (b) second, the costs of disposing of the property; (c) third, any surplus to the owner of the property or the person from whom it was seized	Director - Environmental Services, Environmental Health Manager
Local Government Act 2002	s171 General power of entry (1) For the purpose of doing anything that the local authority is empowered to do under this Act or any other Act, a local authority may enter any land or building other than a dwellinghouse. (2) [Repealed] (3) [Repealed] (4) If a local authority exercises the power under subsection (1) to enter unoccupied land or unoccupied buildings, the local authority must notify the owner— (a) not less than 24 hours in advance of the intended entry if it is reasonably practicable to do so; or (b) as early as reasonably practicable, whether before or after entry has been made. (5) This section does not limit section 172 or section 173. (6) However, this section and sections 172 and 173 do not apply to a local authority that is a water service provider exercising powers under subpart 4 of Part 3 of the Local Government (Water Services) Act 2025.	Director - Environmental Services, Environmental Health Manager

Local Government Act 2002	s173 Power of entry in cases of emergency (1) A local authority may, for the purpose of doing anything that it is authorised to do under this Act or any other enactment, enter occupied land or buildings without giving prior notice, if— (a) there is a sudden emergency causing or likely to cause— (i) loss of life or injury to a person; or (ii) damage to property; or (iii) damage to the environment; or (b) there is danger to any works or adjoining property. (2) The provisions of Part 4 of the Search and Surveillance Act 2012 (except subparts 2 and 3, and sections 118 and 119) apply. (3) A local authority may also use the powers in subsection (1) for the purpose of accessing eligible infrastructure under the control of an SPV under the Infrastructure Funding and Financing Act 2020.	Director - Environmental Services, Environmental Health Manager
Local Government Act 2002	s175 Power to recover for damage by wilful or negligent behaviour A person who wilfully or negligently destroys, damages, stops, obstructs, or otherwise interferes with any works or property owned, constructed, acquired, or used by a local authority is liable for, as the case may be,— (a) the amount of the destruction or damage; or (b) the cost incurred by the local authority in removing the stoppage or obstruction; or (c) any loss or expenses incurred by the local authority by the stoppage or obstruction or interference.	Director - Assets, Director - Environmental Services, Director Community Services, Director- Corporate Services
Local Government Act 2002	s181 Construction of works on private land (1) A local authority may construct works on or under private land or under a building on private land that it considers necessary for— (a) [Repealed] (b) the supply of water through water races; (c) [Repealed] (d) land drainage and rivers clearance. (2) A territorial authority may construct works on or under private land or under a building on private land that it considers necessary for sewage and stormwater drainage. (3) A local authority or a territorial authority, as the case may be, must not exercise the power in subsection (1) or subsection (2) unless it has— (a) the prior written consent of the owner of the land to the construction of the work; or (b) complied with the requirements of Schedule 12. (4) A local authority may enter the land to inspect, alter, renew, repair, or clean any work constructed under this section or under the corresponding provision of a former Act. (5) The power in subsection (4) must not be exercised without first giving reasonable notice of the intention to enter the land to the owner and occupier (if any). (6) This section applies subject to the Public Works Act 1981 as to compensation for injurious affection to land. (7) This section does not apply to a local authority that is a water service provider exercising powers under subpart 4 of Part 3 of the Local Government (Water Services) Act 2025.	Director - Assets

Local Government Act 2002	s186 Local authority may execute works if owner or occupier defaults (1) This section applies if an owner or occupier of private premises is required to execute, provide, or do any works, materials, or things on, or in connection with, any premises or other matter, and— (a) the owner or occupier, after notice requiring him or her to do so, defaults in commencing to comply within the time specified in the notice or, if no time is specified in the notice, within a reasonable time; or (b) the work is certified in writing by an officer of the local authority to be urgent, and the contents of the certificate have been communicated to the owner or occupier, and the default is made for 24 hours after the time of the communication; and (c) in either case, the owner or occupier does not proceed with the work with all reasonable expedition. (2) The local authority may, if it thinks fit,— (a) itself execute, provide, or do the works, materials, and things; and (b) recover from the owner or occupier as a debt the cost of doing so. (3) Money payable to the local authority under subsection (2) is recoverable from the owner or occupier, as the case may be, together with reasonable administration charges. (4) However, the person primarily liable under subsection (3) is the owner or occupier in default, as the case may be. (5) The local authority— (a) may destroy, sell, or otherwise dispose of any materials resulting from doing any work under this section; and (b) must apply the proceeds of sale towards payment of the amount payable under subsection (2) and pay the surplus (if any) to the owner. (6) The exercise of powers under this section by the local authority does not relieve any person from any penalty for failing to comply with the requirements of a notice under this Act. (7) Any work done or to be done by the local authority under this section is a public work for the purposes of the Public Works Act 1981.	Chief Executive
Local Government Act 2002	s187 Recovery of cost of works by local authority If the default of a person in doing an act is an offence under this Act and the local authority or any officer of the local authority is authorised to do the act in default, the local authority may recover from the person in default the cost of doing the work, together with reasonable administrative and supervision charges.	Director - Assets, Director - Environmental Services, Director Community Services, Director- Corporate Services
Local Government Act 2002	s198 Power to require contributions for developments (1) A territorial authority may require a development contribution to be made to the territorial authority when— (a) a resource consent is granted under the Resource Management Act 1991 for a development within its district: (b) a building consent is granted under the Building Act 2004 for building work situated in its district (whether by the territorial authority or a building consent authority): (ba) a project information memorandum is issued under the Building Act 2004 for building work in connection with a non-consented small stand-alone dwelling within its district: (c) an authorisation for a service connection is granted. (2) A territorial authority may only require the development contribution as provided for in a policy adopted under section 102(1) that is consistent with section 201.	Director – Assets, Director - Environmental Services

	(2A) For the purposes of subsection (2), a development contribution must be consistent with the content of the policy adopted under section 102(1) that was in force at the time that the application for a resource consent, building consent, or service connection was submitted, accompanied by all required information. (3) A requirement for a development contribution under subsection (1)(a) or (1)(b) is not— (a) a condition of a resource consent that gives rise to any right of objection or appeal; or (b) as the case may be, a matter that gives rise to any right to apply to the chief executive for a determination under the Building Act 2004. (4) Subsection (3) is for the avoidance of doubt. (4A) If a development contribution policy provides for a development contribution under subsection (1)(b), the territorial authority may require that development contribution to be made when granting a certificate of acceptance under section 98 of the Building Act 2004 if a development contribution would have been required had a building consent been granted for the building work in respect of which the certificate is granted. (4B) Subsection (4C) applies if Kāinga Ora—Homes and Communities irresponsible for granting the consent, authorisation, or certificate referred to in subsection (1) or (4A). (4C) Kāinga Ora—Homes and Communities may, as appropriate and by agreement with the local authority, exercise the power under the relevant subsection on the local authority's behalf. (5) In this section,— building consent authority means a person whose name is entered in the register referred to in section 273(1)(a) of the Building Act 2004 chief executive has the meaning given to it in section 7 of the Building Act 2004.	
Local Government Act 2002	s199H Who may decide development contribution objections (1) Any person named in the register of approved development contributions commissioners and selected by a territorial authority in accordance with clause 3 of Schedule 13A to decide a development contribution objection may hear and decide the objection. (2) A person who is not named in the register of approved development contributions commissioners may hear and decide a development contribution objection only if— (a) the territorial authority is satisfied that— (i) the objection relates to matters that require skills or knowledge that is not available from persons named in the register who are available to deal with the objection; and (ii) another suitable person with such skills or knowledge is available to deal with the objection; and (b) the Minister approves the territorial authority's selection of that other person to decide the objection. (3) A person approved by the Minister under subsection (2)(b) must be treated as a development contributions commissioner for the period necessary to enable the person to decide the relevant objection.	Director - Assets
Local Government Act 2002	s201A Schedule of assets for which development contributions will be used (1) If a territorial authority has determined to seek funding for community facilities under this subpart, the policy required by section 102 must include, in addition to the matters set out in sections 106 and 201, a schedule that lists— (a) each new asset, additional asset, asset of increased capacity, or programme of works for which the development contributions requirements set out in the development contributions policy are intended to be used or have already been used; and (b) the estimated capital cost of each asset described in paragraph (a); and	Director - Assets

	(c) the proportion of the capital cost that the territorial authority proposes to recover through development contributions; and (d) the proportion of the capital cost that the territorial authority proposes to recover from other sources; and (e) if the asset is eligible infrastructure that has been, or is intended to be, transferred by a responsible SPV to a responsible infrastructure authority under section 90 of the Infrastructure Funding and Financing Act 2020, the proportion of the capital cost to be funded by a levy under that Act and from other sources. (2) For the purposes of subsection (1), assets for which development contributions are required can be grouped together into logical and appropriate groups of assets that reflect the intended or completed programmes of works or capacity expansion. (3) A schedule under subsection (1) must also include assets for which capital expenditure has already been incurred by a territorial authority in anticipation of development. (4) Information in the schedule under subsection (1) must group assets according to the district or parts of the district for which the development contribution is required, and by the activity or group of activities for which the development contribution is required. (5) A territorial authority may make changes to the schedule required by subsection (1) at any time without consultation or further formality, but only if— (a) the change is being made to reflect a change of circumstances in relation to an asset that is listed in the schedule or is to be added to the schedule; and (b) the change does not increase the total or overall development contribution that will be required to be made to the territorial authority. (6) If the territorial authority is satisfied that the schedule or any part of it is too large or impractical to print in hard copy form, the territorial authority may— (a) provide the schedule in a publicly accessible electronic format; and (b) provide and maintain an electronic link from the development contributions policy to the schedule (if the policy is on the Internet) or state where a hard copy of the schedule can be found and inspected. (7) Subject to sections 204, 205, and 206, a territorial authority may use a development contribution for or towards any assets other than those set out in the schedule required by subsection (1) as at the time the development contribution was required, if— (a) the assets are for the same general function and purpose as those that were set out in the schedule required under subsection (1) as at the time the development contribution was required; and (b) the schedule required by subsection (1) has been updated in accordance with subsection (5), or will be updated when the development contributions policy is next changed or reviewed, to identify the assets that the development contribution has been, or is intended to be, used for or towards.	
Local Government Act 2002	s207A Request to enter development agreement (1) A territorial authority may enter into a development agreement with a developer if— (a) the developer has requested in writing that the territorial authority enter into a development agreement with the developer; or (b) the territorial authority has requested in writing that the developer enter into a development agreement with the territorial authority.	Director - Assets

Local Government Act 2002	s207B Response to request for development agreement (1) A territorial authority that receives a written request from a developer to enter into a development agreement must consider that request without unnecessary delay. (2) The territorial authority may— (a) accept the request in whole or in part subject to any amendments agreed to by the territorial authority and the developer; or (b) decline the request. (3) The territorial authority must provide the developer who made the request with a written notice of its decision and the reasons for its decision.	Director - Assets
Local Government Act 2002	s208 Powers of territorial authority if development contributions not paid or made (1) Until a development contribution required in relation to a development has been paid or made under section 198, a territorial authority may,— (a) in the case of a development contribution required under section 198(1)(a),— (i) withhold a certificate under section 224(c) of the Resource Management Act 1991: (ii) prevent the commencement of a resource consent under the Resource Management Act 1991: (b) in the case of a development contribution required under section 198(1)(b), withhold a code compliance certificate under section 95 of the Building Act 2004: (ba) in the case of a development contribution required under section 198(4A), withhold a certificate of acceptance under section 99 of the Building Act 2004: (c) in the case of a development contribution required under section 198(1)(c), withhold a service connection to the development: (d) in each case, register the development contribution under subpart 5 of Part 3 of the Land Transfer Act 2017, as a charge on the title of the land in respect of which the development contribution was required.	Director – Assets, Director - Environmental Services
Local Government Act 2002	s215 Application for removal order (1) A territorial authority or constable may, without notice, apply to the District Court in the form prescribed in Subpart 4 of Part 20 of the District Court Rules 2014 for a removal order requiring an owner or occupier of any property to remove or alter a fence, structure (whether or not forming part of a dwellinghouse or other building), or vegetation.	Director - Environmental Services, Building Consent Manager, Environmental Health Manager
Local Government Act 2002	s252 Recovery of debts Money payable by a person to the local authority for works, material, or things provided or done by the local authority, and money payable by a person to the local authority as a development contribution, is recoverable by the local authority as a debt.	Director - Corporate Services, Revenue Manager

DECISION REPORT



F25/96/004– D26/30204

To: Policy and Services Committee
From: Policy Analyst
Date: 25 August 2026
Subject: New delegations for Corporate Services and Community Services

Recommendations

1. THAT the report be received.
2. THAT Council approve the delegations to Council Officers under the legislation listed in Appendix 1 of this report.

Recommended Reason

The proposed delegations will enable Council Officers to efficiently and lawfully exercise statutory powers and functions, support timely decision-making, and ensure Council's delegations framework remains legally compliant and aligned with operational responsibilities.

/
Moved/Seconded

1. Purpose of Report

- 1.1 This report recommends that Council approve the proposed delegations to Council Officers for Corporate Services functions and one Community Services Directorate (Library) function, to enable the efficient exercise of statutory powers, functions and duties under relevant legislation.

2. Executive Summary

- 2.1 This report seeks Council approval for a suite of operational delegations required by the Corporate Services Directorate and one Library delegation for the Community Services Directorate. The delegations have been identified through the migration of Council's Delegations Register to the LocoDelegations (LD) system, which has strengthened the management and legal oversight of Council delegations. The review identified a number of legislative provisions across Acts and Regulations, where delegated authority is required to enable Council Officers to undertake statutory and business-as-usual functions efficiently and within prescribed legislative timeframes. Approval of the proposed delegations will support effective administration, legal compliance, and timely operational decision-making.

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
✓	✓		

This matter directly supports the social and economic wellbeing of the community by ensuring legislative compliance with central government's regulatory framework for Council activities. The recommended option supports Council to achieve this efficiently and effectively.

4. Background

- 4.1 Council is responsible for a wide range of legislative functions, duties, and powers. It is not always practical or efficient for elected members to exercise all of these responsibilities directly. Accordingly, various statutes provide legal authority for Council to delegate certain powers to Council Officers. Delegated authority supports administrative efficiency and enables timely decision-making in Council's day-to-day operations.
- 4.2 The migration of the Delegations Register from the Delegations Policy to the online LD system has provided Council with a more robust and legally compliant framework for managing delegations. The LD system is subject to quarterly legal review by Simpson Grierson, with any updates communicated to subscribing councils for implementation as required.
- 4.3 As part of the migration process, a number of additional delegations have been identified as necessary to ensure Council Officers have the appropriate authority to undertake operational functions and support efficient decision making. Further information on the migration process and broader changes to the Delegations Policy and Register was provided in Decision Report D26/21278 in July 2026.
- 4.4 This report seeks approval for delegations required by Council Officers. A summary of the legislation and number of clauses requiring delegated authority is provided in the below table. The full list of legislative clauses and Council Officer delegations is included in Appendix 1.

Act or Regulation	# of clauses	Act or Regulation	# of clauses
Civil Defence Emergency Management Act 2002	1	Electoral Act 1993	1
Local Electoral Act 2001	2	Local Government (Rating) Act 2002	30
Local Government Official Information and Meetings Act 1987	13	Privacy Act 2020	2
Protected Disclosures (Protection of Whistleblowers) Act 2022	6	Public records Act 2005	3
Rating Valuation Regulations 1998	4	Rating Valuations Act 1998	9
New Zealand Library Association Act 1939	1		

- 4.5 The delegations sought are operational in nature and relate primarily to business-as-usual functions undertaken by Council Officers. Several of the relevant statutes contain prescribed decision-making timeframes, making officer delegations necessary to ensure statutory obligations can be met without the need for extraordinary Council meetings or compressed agenda timeframes.

5. Consultative Process

5.1 Public Consultation - Section 82

This matter relates to the delegation of Council functions to Council officers. It does not require public consultation.

5.2 Māori Consultation - Section 81

The delegation of authority to perform regulatory functions under these Acts to Council Officers does not have specific implications for Māori. A number of the Acts have processes which guide consultation with Māori. The content of this report would not give rise to any change to those processes.

6. Risk Analysis

- 6.1 This matter relates to risks 1 and 3 which are associated with compliance and legislation. In particular, risk 1 refers to the need to act in accordance with legislation. The recommended option would ensure that Council officers are able to act appropriately.
- 6.2 Risk 3 is also applicable to this matter. Risk 3 refers to the Council meeting statutory commitments, which include timeframes for making decisions. The recommended option would ensure that decisions are made at an appropriate level so that statutory timeframes can be complied with.

7. Sustainability Consideration

- 7.1 This matter relates to the efficient discharge of the Council's statutory responsibilities. It is not affected by the Sustainability Policy.

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 matter does not relate directly to strategic direction in the Long Term Plan or District Plan.
What relationship does it have to the communities current and future needs for infrastructure, regulatory functions, or local public services?	The proposed delegations support the efficient delivery of Council services to meet current and future community needs.

8.2 Data

There is limited statistic data available about this matter, but the recommended option is legally compliant and would enable the Council to respond appropriately within statutory timeframes.

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	No	
• creating a high level of controversy; or	No	
• possible that it could have a high impact on the community?	No	The proposed delegations are administrative in nature and are not expected to have a high impact on the community.

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

8.4 Options

There are two options available for dealing with this situation:

Option 1 – Approve the proposed delegations (Recommended)

Council to approve the proposed delegations to Council Officers to enable the efficient, legally compliant and timely exercise of statutory powers, functions and duties under relevant legislation.

Option 2 – To do nothing.

Retain the current delegations framework, this option would leave a number of legislative powers undelegated or incorrectly delegated, potentially reducing administrative efficiency, creating legal compliance risks and limiting Council Officer's ability to make decisions within statutory timeframes.

These options were assessed against the following criteria:

1. Efficiency; and
2. Legislative compliance.

Option 1 – Approve the proposed delegations

This option provides the greatest level of administrative efficiency by enabling appropriately qualified Council Officers to exercise statutory powers and perform operational functions within their areas of responsibility. It supports timely decision making, reduces the need for matter to be referred to Council or the Chief Executive, and helps ensure legislative timeframes can be met efficiently.

Option 1 also supports legislative compliance by ensuring delegated authority is assigned to the appropriate Council Officers in accordance with the requirements of the relevant legislation.

Option 1 is the recommended option.

Option 2 – To do nothing

Doing nothing would require many of the decisions covered by the proposed delegations to be made by Council rather than Council Officers. This option is inefficient, as ordinary Council meetings are generally held monthly and may not align with statutory decision-making timeframes. As a result, decisions could be delayed or require extraordinary meetings to be scheduled, increasing administrative costs and reducing Council's ability to respond promptly to operational matters.

Option 2 carries the highest compliance risk as it would leave a number of legislative powers undelegated or incorrectly delegated. Delays in decision making may also increase the risk of Council not meeting statutory timeframes under certain legislative processes.

8.5 Financial

The recommended option would not have any direct financial impact.

8.6 Prioritisation & Trade-off

The recommended option does not involve any prioritisation or trade-offs and will be implemented within existing financial and operational resources.

8.7 Legal Issues

This matter relates to the delegation of authority under legislation. It does not require specific legal advice.

The Council has the authority to delegate to officers under clause 32 of Schedule 7 of the Local Government Act 2002. Clause 32 of the Local Government Act 2002 also sets out certain powers that cannot be delegated. The delegations sought do not fall within any of the powers that cannot be delegated.

8.8 Policy Issues - Section 80

The recommended option would amend and expand Council's existing delegations framework by assigning additional delegated authority to Council Officers. The proposed delegations support efficient administration and are consistent with Council's policies and statutory obligations.



Rebecca Dearden
Policy Analyst



Raelene Johnson
Director – Corporate Services



[Approved by]
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Chief Executive

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Appendix 1 – Full list of Act and Regulation Clauses with Council Officer for Delegated Powers

Act or Regulation Title		Council Officer to hold delegation
New Zealand Library Association Act 1939	s5 Local authorities may become members of Association (1) Any local authority that has established or has power to establish a public library may be admitted to and become a member of the Association in the name and on behalf of the corporation represented by it. (2) Any local authority, being a member of the Association as aforesaid, may pay any subscriptions, dues, or other moneys payable by it to the Association (including donations to the funds of the Association) out of any of its moneys available for library purposes.	Director - Community Services
Civil Defence Emergency Management Act 2002	s64 Duties of local authorities (1) A local authority must plan and provide for civil defence emergency management within its district. (2) A local authority must ensure that it is able to function to the fullest possible extent, even though this may be at a reduced level, during and after an emergency.	Director - Corporate Services, Health & Safety / Civil Defence Advisor
Electoral Act 1993	s113 Supply of computer-compiled lists and electronic storage media to local authorities (1) Subject to this section, if an electoral official of a local authority (as defined in section 5 of the Local Electoral Act 2001) wishes to obtain specified information for the purposes of any election, by-election, or poll that is required by or under any Act, the electoral official is entitled to obtain from the Electoral Commission a computer-compiled list or electronic storage medium containing that information.	Electoral Officer
Local Electoral Act 2001	s12 Electoral officer (1) For every local authority there must at all times be an electoral officer appointed by the local authority to exercise the powers and carry out the duties conferred on the electoral officer by this Act and any other enactment, in relation to that local authority. (2) The electoral officer may— (a) delegate to any person or class of persons any power or duty under this Act or regulations made under this Act (except this power of delegation); (b) appoint or engage any person or class of persons for the purposes of carrying out any of those powers or duties. (3) An electoral officer, unless he or she dies, resigns, is dismissed from office, or becomes incapable of acting, remains in office until his or her successor comes into office.	Chief Executive
Local Electoral Act 2001	s147 Cost of elections and polls (1) If the electoral officer of a local authority conducts an election or poll, the reasonable costs and expenses of conducting that election or poll (except expenses of scrutineers and other expenses incurred by or on behalf of candidates) must be paid by the local authority. (2) If an electoral officer of a local authority conducts an election or poll using the services of any electoral official employed by or engaged by or on behalf of another local authority, the local authority for whom the election or poll is	Director - Corporate Services

	conducted must pay to the local authority whose employees or contractors have provided services the reasonable costs and expenses incurred by that local authority, as agreed by or on behalf of the local authorities concerned. (3) Any dispute about the amount to be paid under subsection (2) must be determined by the Auditor-General after any inquiry that the Auditor-General thinks fit.	
Local Government (Rating) Act 2002	s108 Māori Land Court may enforce charging order (1) If a charging order made under section 101 remains unsatisfied for 6 months, the local authority may apply to the Māori Land Court to enforce the charging order under subsection (2).	Director - Corporate Services
Local Government (Rating) Act 2002	s111 Māori Land Court may make order for payment (1) If the Māori Land Court has made a charging order under section 101, the court may, on application from the local authority, make an order for the payment of unpaid rates by the Māori Trustee or any other person who holds, or is entitled to receive, on trust for the owners of the land, any money derived from the land. (2) Before making an order under subsection (1), the court must be satisfied that there is a person liable for the satisfaction of the charging order and must give notice to that person of the application by the local authority for an order for payment under subsection (1). (3) An order made under subsection (1) may require any money that is held in trust for the liable person to be applied in payment of the rates to which the charging order relates.	Director - Corporate Services
Local Government (Rating) Act 2002	s114 Remission of rates on Māori freehold land generally (1) A local authority may remit all or part of the rates (including penalties for unpaid rates) on Māori freehold land if— (a) its policy on the remission and postponement of rates on Māori freehold land adopted under section 102(1) of the Local Government Act 2002 includes provision for the remission of the rates; and (b) the local authority is satisfied that the conditions and criteria in the policy are met.	Chief Executive
Local Government (Rating) Act 2002	s114A Remission of rates for Māori freehold land under development (1) The purpose of this section is to facilitate the occupation, development, and utilisation of Māori freehold land for the benefit of its owners. (2) A local authority must consider an application by a ratepayer for a remission of rates on Māori freehold land if— (a) the ratepayer has applied in writing for a remission on the land; and (b) the ratepayer or another person is developing, or intends to develop, the land. (3) The local authority may, for the purpose of this section, remit all or part of the rates (including penalties for unpaid rates) on Māori freehold land if the local authority is satisfied that the development is likely to have any or all of the following benefits: (a) benefits to the district by creating new employment opportunities; (b) benefits to the district by creating new homes; (c) benefits to the council by increasing the council's rating base in the long term; (d) benefits to Māori in the district by providing support for marae in the district; (e) benefits to the owners by facilitating the occupation, development, and utilisation of the land. (4) The local authority may remit all or part of the rates— (a) for the duration of a development; and (b) differently during different stages of a development; and (c) subject to any conditions specified by the local authority, including conditions relating to— (i) the commencement of the development; or	Chief Executive

	(ii) the completion of the development or any stage of the development. (5) In determining what proportion of the rates to remit during the development or any stage of the development, the local authority must take into account— (a) the expected duration of the development or any stage of the development; and (b) if the land is being developed for a commercial purpose, when the ratepayer or ratepayers are likely to generate income from the development; and (c) if the development involves the building of 1 or more dwellings, when the ratepayer or any other persons are likely to be able to reside in the dwellings.	
Local Government (Rating) Act 2002	s115 Postponement of requirement to pay rates (1) A local authority must postpone the requirement to pay all or part of the rates on Māori freehold land (including penalties for unpaid rates) if— (a) its policy on the remission and postponement of rates on Māori freehold land adopted under section 102(1) of the Local Government Act 2002 includes provision for the postponement of the requirement to pay rates; and (b) the ratepayer has applied in writing for a postponement; and (c) the local authority is satisfied that the conditions and criteria in the policy are met.	Chief Executive
Local Government (Rating) Act 2002	s135 Evidence of certain matters (1) In any proceedings, a document that appears to be a copy of a resolution that sets a rate or a copy of an extract from a district valuation roll, a rating information database, or the rates records of a local authority must be received as evidence of the correctness of the content of the document unless the contrary is proved. (2) The document must be signed by the chief executive officer or another person who is authorised by the local authority to do so, and it is not necessary to prove the signature of the officer or person.	Chief Executive
Local Government (Rating) Act 2002	s38 Inspection of rates records (1) The following persons may inspect the rates record for a rating unit or separate rating area: (a) the ratepayer; (b) a person who is authorised by the ratepayer to do so; (c) a person who has become liable to pay the rates in respect of the unit under section 61 or section 62; (d) a solicitor, a person (not being a lawyer) who provides conveyancing services, a real estate agent, or any other person, who— (i) is a party to (or acting as an agent for a party to) a transaction relating to the rating unit or separate rating area; and (ii) reasonably requires the information in the rates record for the purposes of the transaction; (e) any member of the public with respect to rates assessed, but not including arrears, remissions, or postponed rates. (2) The rates records must be available for inspection— (a) at the principal public office of the local authority and any other place that the local authority considers necessary in order to provide reasonable access to all ratepayers and residents of the district; and (b) during ordinary office hours or the hours at which the place is open to the public. (3) For the purposes of this section, a local authority may request from a person, by any reasonable means that the local authority considers appropriate, confirmation that he or she— (a) falls within the class of people described in subsection (1)(d)(i); and (b) reasonably requires the information in the rates record for the purposes of subsection (1)(d)(ii)	Director - Corporate Services, Revenue Manager

Local Government (Rating) Act 2002	s41 Amended assessment if error in rating information database or rates record is corrected (1) A local authority must issue an amended rates assessment in substitution for the original assessment if it has delivered a rates assessment for a financial year and, within 5 years after the last day of that year,— (a) an error in the rating information database or rates record in respect of the rating unit or separate rating area concerned is corrected in accordance with section 29, section 39, or section 40; and (b) the correction gives rise to a difference between the amount of rates that was originally assessed and the amount that would have been payable if the information entered in the rating information database or on the rates assessment had been correct. (2) If the amended rates assessment under subsection (1) is for an amount of rates that is less than the amount originally assessed, the local authority must refund to the person who paid the rates any rates paid in excess of the amount payable on the amended assessment. (3) If the amended rates assessment under subsection (1) is for an amount of rates that is more than the amount originally assessed and is issued in the same financial year, and to the same person, as the original assessment, that person is liable to pay the amount of the excess rates. (4) No person is liable for the payment of excess rates except in accordance with subsection (3)	Director - Corporate Services, Revenue Manager
Local Government (Rating) Act 2002	S41A Amended assessment to give effect to objection to valuation under Rating Valuations Act 1998 (1) A local authority must issue an amended rates assessment for a rating unit or separate rating area if— (a) it has issued a rates assessment in respect of the rating unit or separate rating area for a financial year; and (b) after issuing the assessment, it has— (i) altered information in its district valuation roll under section 39 of the Rating Valuations Act 1998 for that year; and (ii) consequentially altered the information in relation to the rating unit or separate rating area in its rating information database for that year; and (c) the alteration in the database gives rise to a difference between the amount of rates that was originally assessed and the amount that would have been payable for that year if the information entered in the database had been the information referred to in paragraph (b)(ii). (2) An amended assessment must be issued— (a) no later than 1 month after the alteration concerned was made to the rating information database; or (b) in the case of a regional council to which section 27(7) applies, no later than 1 month after the regional council receives notification of the alteration from the territorial authority concerned. (3) If the amended assessment is for an amount that is less than the amount originally assessed, the local authority must refund to the person who paid the rates any rates paid in excess of the amount payable on the amended assessment. (4) However, a local authority is not required to make a refund if it does not have the contact details of the person who paid the rates. (5) If the amended assessment is for an amount that is more than the amount originally assessed, the local authority may recover the excess rates payable on the amended assessment. (6) However, a local authority may only recover the amount if the person who paid the original assessment is also the person to whom the amended assessment is issued.	Director - Corporate Services, Revenue Manager

Local Government (Rating) Act 2002	s44 – Notice of Rates assessment (1) A local authority must deliver a rates assessment to a ratepayer to give notice of the ratepayer's liability for rates on a rating unit or separate rating area.	Director - Corporate Services, Revenue Manager
Local Government (Rating) Act 2002	s45 Contents of rates assessment (1) A rates assessment must clearly identify all of the following: (a) the name and address of the local authority; (b) the name and address of the ratepayer; (c) the number on the district valuation roll of the rating unit; (d) the legal description and location of the rating unit; (e) the rateable value of the rating unit; (f) the amount and a description of each rate; (g) the activities or groups of activities of the local authority that will be funded from each rate; (h) the relevant matters in Schedule 2 that are required to determine— (i) the category (if any) to which the rating unit belongs for the purposes of setting general rates differentially under section 13(2)(b): (ii) the category (if any) to which the unit belongs for the purposes of setting a targeted rate under section 16(3)(b) or (4)(b): (i) information on the factors used to calculate the amount of the liability of a rating unit in respect of each targeted rate: (j) the financial year for which the rates are payable; (k) the total amount of rates payable on the rating unit for the financial year; (l) whether or not the local authority has a remission policy, a postponement policy, or a rates relief policy for Māori freehold land and, if so, a brief description of the criteria for rates relief under each policy; (m) the methods by which rates may be paid and the date or, if the rates are payable by instalments, the dates by which specified amounts must be paid; (n) if applicable,— (i) the penalty regime of the local authority; and (ii) a warning that, if rates are not paid on time, a penalty may be added under that regime; (o) if an early payment of rates has been made in accordance with a policy adopted under section 56(1),— (i) the rates paid and any balance remaining to be paid; and (ii) the amount of any discount allowed for the early payment of the rates; and (iii) any credit balance remaining after payment of all rates due, adjusted for any discount allowed; (p) the right of ratepayers to— (i) inspect the rating information database and rates records; and (ii) object to any of the information included in the rating information database and rates records. (1A) If the ratepayer has elected to make a lump sum contribution to a local authority's capital project, the rates assessment must also identify the targeted rates for the financial year for which, as a result of the election, no liability attaches to the rating unit. (2) A rates assessment may include any other information that the local authority thinks fit.	Director - Corporate Services, Revenue Manager

	(3) A rates assessment may be in 2 or more parts to identify the different treatment, for rating purposes, of different parts of a rating unit. (4) If subsection (3) applies,— (a) the information required under subsection (1) must be given for each part of the assessment as if each part were a separate assessment; and (b) each part must state that it is part of the rates assessment for the rating unit and identify the number of other parts that are included in the assessment. (4A) If subsection (3) applies because 1 or more separate rating areas have been divided from a rating unit,— (a) the information required by subsection (1) must be provided for the residual rating area (if any) of the rating unit; and (b) a separate rates assessment must be provided for each separate rating area in the rating unit in accordance with section 98C.	
Local Government (Rating) Act 2002	s46 – Rates Invoice (1) If a rates payment is due for a particular period, the local authority must deliver to the ratepayer a rates invoice for the rating unit or separate rating area for that period. (2) A rates invoice must clearly identify all of the following: (a) the name and address of the local authority; (b) the name and address of the ratepayer; (c) the legal description and location of the rating unit or separate rating area; (d) the total amount of rates payable for the financial year for the rating unit or separate rating area; (e) the amount of rates that have been paid to date for the financial year; (f) the amount payable on the current rates invoice; (g) the date on which the payment is due on the current rates invoice; (h) where the rates may be paid; (i) if the local authority has a penalty regime,— (i) a warning that, if the rates are not paid on time, a penalty may be added; and (ii) if a penalty has been added in the current financial year, the amount of the penalty on any unpaid rates for the rating unit or separate rating area; (j) the amount of any unpaid rates owing from a previous financial year for the rating unit or separate rating area. (3) A rates invoice may include any other information that the local authority thinks fit. (4) A local authority may deliver a separate rates invoice for any targeted rate in accordance with subsection (1). (5) A rates invoice delivered under subsection (4) must— (a) set out the matters required by subsection (2); and (b) specify the rate covered by the invoice; and (c) if the invoice covers a rate set under section 43(1)(c), the invoice must specify the basis of that assessment and the period for which the assessment applies.	Director - Corporate Services, Revenue Manager
Local Government (Rating) Act 2002	s47 – Issue of amended rates invoice (1) If a rates invoice is incorrect as to the amount of rates payable by a ratepayer in respect of a rating unit or separate rating area, an amended invoice must be delivered to the ratepayer in accordance with section 46 setting out the correct liability of the ratepayer as to the amount of rates due for the rating unit or separate rating area.	Director - Corporate Services, Revenue Manager

	(2) The ratepayer's liability to pay is not affected by the fact that correction of the rates invoice is required. (3) If an amended rates invoice is required under subsection (1),— (a) there is no limit as to the time by which delivery must be made: (b) penalties must not be charged on the difference between the amount stated on the incorrect rates invoice and the amount stated on the amended invoice before a date 14 days after delivery of the amended invoice.	
Local Government (Rating) Act 2002	s48 – Delivery of rates assessment and rates invoice (1) The rates assessment for a rating unit or separate rating area must be delivered to the ratepayer of the unit or separate rating area in accordance with section 136 before the rates invoice for any particular rates is delivered. (2) However, a local authority may deliver the rates invoice with the rates assessment, and is not required to deliver a separate rates invoice, if the rates assessment includes all the information required by section 46. (3) A rates invoice must be delivered to the ratepayer of a rating unit or separate rating area at least 14 days before the date on which a rates payment is due.	Director - Corporate Services, Revenue Manager
Local Government (Rating) Act 2002	s49 – late delivery of rates invoice If the rates invoice is not delivered at least 14 days before the due date, the rates payment is not due until 14 days after the rates invoice has been delivered to the ratepayer of the rating unit or separate rating area.	Director - Corporate Services, Revenue Manager
Local Government (Rating) Act 2002	s51 – Combined rates assessment and rates invoice (1) If a ratepayer is liable for the payment of rates on 2 or more rating units or separate rating areas within the same district or region, the local authority may deliver a combined rates assessment and a combined rates invoice for those rating units or separate rating areas. (2) The combined rates assessment must clearly set out all the information required by section 45 as it relates to each rating unit or separate rating area. (3) The combined rates invoice must clearly distinguish the rates for each rating unit or separate rating area and set out all the information required by section 46 as it relates to each unit or separate rating area.	Director - Corporate Services, Revenue Manager
Local Government (Rating) Act 2002	s53 One or more local authorities may appoint collector (1) One or more local authorities may appoint a person or a local authority to collect the rates they assess. (2) A collector who acts on behalf of 2 or more local authorities may, in a single rates assessment, combine all the rates for which a ratepayer is liable to each local authority, but the rates assessment must— (a) clearly distinguish the rates that are payable to each local authority; and (b) set out the information required by section 45 as it relates to each local authority. (3) A collector who acts on behalf of 2 or more local authorities may combine in a single rates invoice all the rates payments payable by a ratepayer to each local authority for a particular period, but the rates invoice must— (a) clearly distinguish the rates that are due to each local authority; and (b) set out the information required by section 46 as it relates to each local authority. (4) A local authority and a collector may agree to any other arrangement for the delivery of rates assessments and rates invoices, and for the collection of rates, but only if the rates assessments and rates invoices meet the requirements of subsections (2) and (3) respectively.	Director - Corporate Services, Revenue Manager
Local Government (Rating) Act 2002	s58 Imposition of penalty (1) A local authority may impose the following types of penalty:	Director - Corporate Services, Revenue Manager

	(a) a penalty on rates assessed in the financial year for which the resolution is made and that are unpaid after the due date for payment (or after a later date if so specified); (b) a further penalty on rates assessed in any financial year and that are unpaid on whichever day is the later of— (i) the first day of the financial year for which the resolution is made; or (ii) 5 working days after the date on which the resolution is made; (c) a further penalty on rates to which a penalty has been added under paragraph (b), if the rates are unpaid 6 months after that penalty was added. (2) The amount of unpaid rates to which a penalty may be added includes— (a) a penalty previously added to unpaid rates under this section; or (b) additional charges added to unpaid rates under section 132 of the Rating Powers Act 1988; or (c) rates levied under the Rating Powers Act 1988 that remain unpaid.	
Local Government (Rating) Act 2002	s67 Enforcement of judgment (1) If payment is not made to satisfy a judgment for rates (including any costs, interest, and disbursements) within 3 months after the date of the judgment, the local authority may apply, in accordance with subsection (2), to the Registrar of the High Court to have the judgment enforced by sale or lease of the rating unit. (2) The local authority must forward to the Registrar— (a) a certificate, signed and dated by the chief executive officer of the local authority, stating— (i) the date of the judgment; (ii) the amount of the judgment given against the ratepayer or other person; (iii) the name of the ratepayer or other person; (iv) the address of the rating unit that is subject to the judgment and its legal description and location; and (b) the fee as fixed by regulations made under section 156 of the Senior Courts Act 2016; and (c) evidence that the land is not land described in section 62A(1)(a) and (b). (3) Subsection (1) does not apply to— (a) land that is subject to enactments that prohibit the alienation or transfer of that land; or (b) land described in section 62A(1). (4) However, the local authority may, in respect of land described in subsection (3)(a),— (a) offer that land, or part of it, for lease under this section on terms that produce a yearly rent equivalent to the amount of rates payable on the whole of the land, together with 5% added for the recovery of expenses; or (b) if the ratepayer has an estate or interest in other land that is not subject to an enactment of the kind referred to in subsection (3), register a charging order on, and transfer the power to sell, that other land, or part of it, to produce the amount required to recover the unpaid rates, together with 5% added for the recovery of expenses. (5) Despite any other enactment, in the case of land that requires the consent of a Minister of the Crown before it may be leased, consent is not required for a lease under this section.	Chief Executive
Local Government (Rating) Act 2002	s72 Further powers and duties of Registrar (in relation to rating sale or lease) (1) Despite section 71, if the Registrar has placed a reserve on the rating unit and the unit is not sold or leased by public auction or public tender, the Registrar may, with the consent of the local authority, sell or lease the unit by private treaty for any consideration that the Registrar thinks reasonable. (2) The Registrar must fix the term of a lease under this section, the total term of which (including any renewals) must not exceed 14 years.	Chief Executive

	(3) The Registrar may include covenants and conditions that he or she considers are fair and equitable.	
Local Government (Rating) Act 2002	s85 Remission of rates (1) A local authority may remit all or part of the rates on a rating unit (including penalties for unpaid rates) if— (a) the local authority has adopted a rates remission policy under section 109 of the Local Government Act 2002; and (b) the local authority is satisfied that the conditions and criteria in the policy are met. (2) The local authority must give notice to the ratepayer identifying the remitted rates.	Chief Executive
Local Government (Rating) Act 2002	s87 Postponement of requirement to pay rates (1) A local authority must postpone the requirement to pay all or part of the rates on a rating unit (including penalties for unpaid rates) if— (a) the local authority has adopted a rates postponement policy under section 110 of the Local Government Act 2002; and (b) the ratepayer has applied in writing for a postponement; and (c) the local authority is satisfied that the conditions and criteria in the policy are met. (2) The local authority must give notice to the ratepayer— (a) identifying the postponed rates; and (b) stating when, or in which circumstances, the rates will become payable.	Chief Executive
Local Government (Rating) Act 2002	s88 Postponement fee may be added to postponed rates (1) A local authority may, in accordance with its postponement policy, add a postponement fee to the postponed rates for the period between the due date and the date that they are paid. (2) A postponement fee must not exceed the administrative and financial costs to the local authority of the postponement. (3) A postponement fee must be treated, for all purposes, as part of the rates on a rating unit.	Chief Executive
Local Government (Rating) Act 2002	s89 Recording postponed rates (1) Subsection (2) applies if— (a) a postponement fee is not added to the postponed rates; or (b) a postponement fee is added to the postponed rates that is less than the maximum set out in section 88(2). (2) The local authority must record the net cost of a postponement in accounting documents as paid by the local authority on behalf of the ratepayer in accordance with the relevant objective in the postponement policy.	Director - Corporate Services, Revenue Manager
Local Government (Rating) Act 2002	s90 Postponed rates may be registered as charge on rating unit (1) A local authority may register a notice of charge on a rating unit if the local authority has postponed the requirement to pay rates for the rating unit under section 87(1). (2) If subsection (1) applies,— (a) a charge on the rating unit is created for the amount owing from time to time to the local authority under section 87(2); and (b) except with the consent of the local authority, the Registrar must not register any dealing by the owner of the rating unit, of the land comprising the rating unit.	Chief Executive

	(3) A notice of charge must— (a) be signed by the chief executive of the local authority; and (b) identify— (i) the rating unit (for example, by its street address or rates record identifier); and (ii) the land comprising the rating unit; and (iii) the owner of the rating unit; and (c) give a summary of how the amount of the charge is determined under section 87(2). (4) A local authority must register a notice of release of charge if all postponed rates for a rating unit are paid. (5) A notice of release of charge must— (a) be signed by the chief executive officer of the local authority; and (b) identify the notice of charge to which it relates. (6) For the purposes of subsection (3)(b)(ii), the land comprising a rating unit is sufficiently identified— (a) in the case of land for which there is a record of title (as defined in section 5A of the Rating Valuations Act 1998) or an instrument (as defined in section 5C(7) of the Rating Valuations Act 1998), by reference to the record of title or instrument; and (b) in any other case, by a description adequate for the purposes of this section which may include a plan. (7) For the purposes of this section, Registrar means the Registrar-General of Land.	
Local Government (Rating) Act 2002	s98A How rating unit on Māori freehold land divided into separate rating areas (1) A local authority may divide a separate rating area from a rating unit on Māori freehold land on the request of a person in accordance with this section. (2) A local authority must determine a part of a rating unit to be a separate rating area if the identified part of the rating unit— (a) comprises a dwelling; and (b) is used separately from the other land in the rating unit. (3) If the rating unit is managed by a trustee, the request for a separate rating area— (a) must be made by the trustee with the consent of the person actually using the identified part of the rating unit; and (b) must include the full name and postal address of the person actually using the identified part of the rating unit and evidence that they consent to the request. (4) If the rating unit is not managed by a trustee, the request for a separate rating area may be made by the person actually using the identified part of the rating unit. (5) On receiving a request under subsection (4), a local authority must notify the ratepayer or ratepayers for the rating unit of the request. (6) Requests for separate rating areas may be made at any time during the financial year. (7) The division of a separate rating area from a rating unit under this section does not create any right of occupancy or interest in the land.	Chief Executive
Local Government (Rating) Act 2002	s98B Apportionment of rates for separate rating areas The local authority must apportion the rates assessed for the underlying rating unit between each separate rating area and any residual rating area in the unit as follows: (a) the apportionment of any rate must be assessed in accordance with the same values and factors that were used to assess the total rates for the underlying rating unit under section 43; and	Chief Executive

	(b) any general rate must be apportioned between separate rating areas and any residual rating area by apportioning the rateable valuation of the underlying rating unit between each separate rating area and any residual rating area, but always using the same category of rateable land under section 14 that applies to the underlying rating unit; and (c) any uniform annual general charge set under section 15(1)(a) for the underlying rating unit must be apportioned equally between each separate rating area and any residual rating area in the underlying rating unit; and (d) any uniform annual general charge set under section 15(1)(b) for the underlying rating unit must be apportioned equally between each separate rating area and any residual rating area in the underlying rating unit that is a separately used or inhabited part of the rating unit according to the local authority's definition (see clauses 15 and 20 of Schedule 10 of the Local Government Act 2002); and (e) any targeted rate must be apportioned between each separate rating area and any residual rating area in the underlying rating unit by apportioning the factors under section 18 that apply to the underlying rating unit between each separate rating area and any residual rating area, but always using the same category of rateable land under section 17 that applies to the underlying rating unit; and (f) to avoid doubt, the sum of the apportionments of all rates for the separate rating areas and any residual rating area must equal the sum of all rates that would apply to the underlying rating unit without apportionment.	
Local Government (Rating) Act 2002	s98C – Content of rates assessment for separate rating area (1) A rates assessment for a separate rating area must clearly identify all of the following: (a) the name and address of the local authority: (b) the name and address of the ratepayer: (c) the number on the district valuation roll of the underlying rating unit: (d) the legal description of the underlying rating unit: (e) the location of the separate rating area: (f) the rateable value of the separate rating area: (g) the amount and description of each rate: (h) the activities or groups of activities of the local authority that will be funded from each rate: (i) the relevant matters in Schedule 2 that are required to determine— (i) the category (if any) to which the separate rating area belongs for the purposes of setting general rates differentially under section 13(2)(b): (ii) the category (if any) to which the separate rating area belongs for the purposes of setting a targeted rate under section 16(3)(b) or (4)(b): (j) the information on the factors used to calculate the amount of the liability of the separate rating area in respect of each targeted rate: (k) the total amount of rates payable on the separate rating area for the financial year: (l) the information set out in section 45(1)(l) to (p). (2) If the ratepayer has elected to make a lump sum contribution to a local authority's capital project, the rates assessment must also identify the target rates for the financial year for which, as a result of the election, no liability attaches to the separate rating area.	Chief Executive
Local Government (Rating) Act 2002	s98D – When separate rating area divided from rating area (1) A determination by a local authority that a part of a rating unit is a separate rating area applies on and from the commencement of—	Chief Executive

	(a) the financial year following the financial year in which the request for the determination is made; or (b) if the requestor and the local authority agree, the financial year in which the request is made. (2) Subsection (3) applies if, before a rating unit is divided or ceases to be divided into separate rating areas for a financial year, a local authority has sent a notice, a ratepayer has made a payment, or either has done anything else that affects who is liable for rates (or apportionments of rates) under this Act for that financial year. (3) The local authority may do anything required to adjust who is liable for rates (or apportionments of rates), and anything required to adjust any related matters, under this Act for that financial year to reflect the division or removal of the division.	
Local Government (Rating) Act 2002	s98E – How separate rating area ceases to be a separate rating area (1) A local authority may determine that a separate rating area divided from a rating unit is no longer a separate rating area— (a) on the request of the trustee of the rating unit; or (b) if the rating unit is not managed by a trustee, on the request of the person actually using the separate rating area; or (c) on its own initiative if— (i) the dwelling on the separate rating area has been removed or demolished, or is no longer habitable; or (ii) there is no person actually using the separate rating area. (2) A determination by a local authority that a separate rating area is no longer a separate rating area applies on and from the commencement of— (a) the financial year following the financial year in which an application is made by the trustee of the underlying rating unit; (b) if the trustee and the local authority agree, the financial year in which the request is made; (c) if the local authority makes the determination on its own initiative, the financial year following the financial year in which the determination is made. (3) The local authority must write off any rates outstanding in respect of a separate rating area when the local authority ceases to apportion the rates between separate rating areas under subsection (2).	Chief Executive
Local Government Official Information and Meetings Act 1987	s 10 Requests (1) Any person may request any local authority to make available to that person any specified official information. (1AA) A request under subsection (1)— (a) may be made in any form and communicated by any means (including orally); and (b) does not need to refer to this Act. (1A) Notwithstanding subsection (1), a request made, on or after the date of commencement of this subsection, by or on behalf of a natural person for access to any personal information which is about that person shall be deemed to be a request made pursuant to information privacy principle 6(1)(b) set out in section 22 of the Privacy Act 2020, and shall be dealt with accordingly, and nothing in this Part or in Part 5 shall apply in relation to any such request. (2) The official information requested shall be specified with due particularity in the request. (3) If the person making the request asks that that request be treated as urgent, that person shall give that person's reasons for seeking the information urgently. (4) A local authority to which an oral request is made under subsection (1) may, if written clarification is reasonably necessary, ask the person requesting the information to put the request in writing to clarify the request.	Chief Executive

	(5) If the person requesting the information declines or is unable to put the oral request in writing, the local authority must record its understanding of the request, and provide a copy of the record to the person.	
Local Government Official Information and Meetings Act 1987	s13 Decisions on requests (1) Subject to this Act, the local authority to which a request is made in accordance with section 10, or is transferred in accordance with section 12 of this Act or section 14 of the Official Information Act 1982, shall, as soon as reasonably practicable, and in no case later than 20 working days after the day on which the request is received by that local authority,— (a) decide whether the request is to be granted and, if it is to be granted, in what manner and for what charge (if any); and (b) give or post to the person who made the request notice of the decision on the request. (1A) Subject to section 23, every local authority (including a local authority whose activities are funded in whole or in part by another person) may charge for the supply of official information under this Act. (2) Any charge for the supply of official information under this Act shall not exceed the prescribed amount. (3) Where no such amount is prescribed, any charge fixed shall be reasonable, and regard may be had to the cost of the labour and materials involved in making the information available and to any costs incurred pursuant to a request of the applicant to make the information available urgently. (4) The local authority may require that the whole or part of any charge be paid in advance. (5) Where a request in accordance with section 10 is made or transferred to a local authority, the decision on that request shall be made by the chief executive of that local authority or an officer or employee of that local authority authorised by that chief executive unless that request is transferred in accordance with section 12 to another local authority or to a department, Minister of the Crown, or organisation. (6) Nothing in subsection (5) prevents the chief executive of a local authority or any officer or employee of a local authority from consulting a local authority or any other person in relation to the decision that the chief executive or officer or employee proposes to make on any request made to the local authority in accordance with section 10 or transferred to the local authority in accordance with section 12 of this Act or section 14 of the Official Information Act 1982. (7) If a request (the original request) is amended or clarified after the date on which it is received, the local authority that receives the request may treat the amended or clarified request as a new request that, for the purposes of subsection (1), replaces the original request. (8) However, subsection (7) does not apply if— (a) the original request is amended or clarified because the local authority sought an amendment to, or a clarification of, the request; and (b) the local authority did not seek that amendment or clarification within 7 working days after receiving the original request.	Chief Executive
Local Government Official Information and Meetings Act 1987	s15 Documents (1) Where the information requested by any person is comprised in a document, that information may be made available in 1 or more of the following ways: (a) by giving the person a reasonable opportunity to inspect the document; or (b) by providing the person with a copy of the document; or	Chief Executive

	(c) in the case of a document that is an article or thing from which sounds or visual images are capable of being reproduced, by making arrangements for the person to hear or view those sounds or visual images; or (d) in the case of a document by which words are recorded in a manner in which they are capable of being reproduced in the form of sound or in which words are contained in the form of shorthand writing or in codified form, by providing the person with a written transcript of the words recorded or contained in the document; or (e) by giving an excerpt or summary of the contents; or (f) by furnishing oral information about its contents. (1A) Subject to subsections (2) and (3), information made available in any of the ways listed in subsection (1) may be made available in electronic form or by electronic means. (2) Subject to section 16, the local authority shall make the information available in the way preferred by the person requesting it unless to do so would— (a) impair efficient administration; or (b) be contrary to any legal duty of any local authority in respect of the document; or (c) prejudice the interests protected by section 6 or section 7 and (in the case of the interests protected by section 7) there is no countervailing public interest. (3) Where the information is not provided in the way preferred by the person requesting it, the local authority shall, subject to section 8, give to that person— (a) the reason for not providing the information in that way; and (b) if that person so requests, the grounds in support of that reason, unless the giving of those grounds would itself prejudice the interests protected by section 6 or section 7 and (in the case of the interests protected by section 7) there is no countervailing public interest.	
Local Government Official Information and Meetings Act 1987	s16 Deletion of information from documents (1) Where the information requested is comprised in a document and there is good reason for withholding some of the information contained in that document, the other information in that document may be made available by making a copy of that document available with such deletions or alterations as are necessary. (2) Where a copy of a document is made available under subsection (1), the local authority shall, subject to section 8, give to the applicant— (a) the reason for withholding the information; and (b) if the applicant so requests, the grounds in support of that reason, unless the giving of those grounds would itself prejudice the interests protected by section 6 or section 7 and (in the case of the interests protected by section 7) there is no countervailing public interest	Chief Executive
Local Government Official Information and Meetings Act 1987	s17 Refusal of requests A request made in accordance with section 10 may be refused only for 1 or more of the following reasons, namely: (a) that, by virtue of section 6 or section 7, there is good reason for withholding the information: (b) that, by virtue of section 8, the local authority does not confirm or deny the existence or non-existence of the information requested: (c) that the making available of the information requested would— (i) be contrary to the provisions of a specified enactment; or (ii) constitute contempt of court or of the House of Representatives: (d) that the information requested is or will soon be publicly available:	Chief Executive

	(da) that the request is made by a defendant or person acting on behalf of a defendant and is— (i) for information that could be sought by the defendant under the Criminal Disclosure Act 2008; or (ii) for information that could be sought by the defendant under that Act and that has been disclosed to, or withheld from, the defendant under that Act: (e) that the document alleged to contain the information requested does not exist or, despite reasonable efforts to locate it, cannot be found: (f) that the information requested cannot be made available without substantial collation or research: (g) that the information requested is not held by the local authority and the person dealing with the request has no grounds for believing that the information is either— (i) held by another local authority or a department or Minister of the Crown or organisation; or (ii) connected more closely with the functions of another local authority, or a department or Minister of the Crown or organisation: (h) that the request is frivolous or vexatious or that the information requested is trivial.	
Local Government Official Information and Meetings Act 1987	s17A Requests involving substantial collation or research (1) In deciding whether to refuse a request under section 17(f), the local authority must consider whether doing either or both of the following would enable the request to be granted: (a) fixing a charge under section 13: (b) extending the time limit under section 14. (2) For the purposes of refusing a request under section 17(f), the local authority may treat as a single request 2 or more requests from the same person— (a) that are about the same subject matter or about similar subject matters; and (b) that are received simultaneously or in short succession.	Chief Executive
Local Government Official Information and Meetings Act 1987	s17B Duty to consider consulting person if request likely to be refused If a request is likely to be refused under section 17(e) or (f), the local authority must, before that request is refused, consider whether consulting with the person who made the request would assist that person to make the request in a form that would remove the reason for the refusal	Chief Executive
Local Government Official Information and Meetings Act 1987	s18 Reason for refusal to be given Where a request made in accordance with section 10 is refused, the local authority shall— (a) subject to section 8, give to the applicant— (i) the reason for its refusal; and (ii) if the applicant so requests, the grounds in support of that reason, unless the giving of those grounds would itself prejudice the interests protected by section 6 or section 7 and (in the case of the interests protected by section 7) there is no countervailing public interest; and (b) give to the applicant information concerning the applicant's right, by way of complaint under section 27(3) to an Ombudsman, to seek an investigation and review of the refusal.	Chief Executive
Local Government Official Information and Meetings Act 1987	s21 Right of access to internal rules affecting decisions (1) Subject to sections 6, 7(2)(a), (b), (c), (h), and (i), 8, and 44, every person has a right to and shall, on request made under this section, be given access to any document (including a manual) which is held by a local authority and which contains policies, principles, rules, or guidelines in accordance with which decisions or recommendations are made in respect of any person or body of persons in that person's or that body of persons' personal capacity.	Chief Executive

	(2) Sections 10(2) and (3), 11 to 14, and 18 shall apply, with all necessary modifications, to a request made under subsection (1). (3) Where by virtue of any of the provisions of section 6 and section 7(2)(a), (b), (c), (h), and (i), there is good reason for withholding some of the information contained in a document to which subsection (1) relates, the local authority shall, unless it is impracticable to do so, either— (a) make a copy of that document available with such deletions or alterations as are necessary; or (b) provide another document stating the substance and effect of the document except as it relates to the information withheld. (4) Where a document is made available under subsection (3), the local authority shall, subject to section 8, give to the applicant— (a) the reason for withholding the information; and (b) if the applicant so requests, the grounds in support of that reason, unless the giving of those grounds would itself prejudice the interests protected by section 6 or section 7(2)(a) or (b) or (c) or (h) or (i) and (in the case of the interests protected by section 7(2)(a) or (b) or (c) or (h) or (i)) there is no countervailing public interest.	
Local Government Official Information and Meetings Act 1987	s24 Precautions Where a request is made under section 23(1), the local authority— (a) shall not give access to that information unless it is satisfied concerning the identity of the person making the request; and (b) shall ensure, by the adoption of appropriate procedures, that any information intended for a person is received— (i) only by that person; or (ii) where the request is made by an agent of the person, only by that person or that person's agent; and (c) shall ensure that, where the request is made by an agent of the person, the agent has the written authority of that person to obtain the information or is otherwise properly authorised by that person to obtain the information.	Chief Executive
Local Government Official Information and Meetings Act 1987	s25 Correction of information (1) Every person who is given access under section 23(1) to personal information may, by letter addressed to the local authority,— (a) request correction of the personal information where the person believes that the information— (i) is inaccurate; or (ii) is incomplete and gives a misleading impression; and (b) require that a notation be attached to the information indicating the nature of any correction requested but not made. (2) Where a local authority receives a letter pursuant to subsection (1), it shall inform the person by whom or by which the letter was sent of the action taken by the local authority as a result of the letter.	Chief Executive
Local Government Official Information and Meetings Act 1987	s26 Reasons for refusal of requests for personal information (1) A local authority may refuse to disclose any personal information requested under section 23(1), if, and only if,— (a) the disclosure of the information would be likely to prejudice any of the interests protected by section 6 or section 7(2)(b) and (in the case of the interests protected by section 7(2)(b)) there is no countervailing public interest; or (b) the disclosure of the information would involve the unwarranted disclosure of the affairs of another person or of a deceased person; or	Chief Executive

	(c) the disclosure of the information or of information identifying the person who supplied it, being evaluative material, would breach an express or implied promise— (i) which was made to the person who supplied the information; and (ii) which was to the effect that the information or the identity of the person who supplied it or both would be held in confidence; or (d)[Repealed] (e)[Repealed] (f)[Repealed] (g) the disclosure of the information would breach legal professional privilege; or (h) the request is frivolous or vexatious, or the information requested is trivial. (2) No reasons other than 1 or more of the reasons set out in subsection (1) justifies a refusal to disclose any personal information requested under section 23(1). (3) For the purposes of subsection (1)(c), the term evaluative material means evaluative or opinion material compiled solely— (a) for the purpose of determining the suitability, eligibility, or qualifications of the person to whom the material relates for the awarding of contracts, awards, or other benefits; or (b) for the purpose of determining whether any contract, award, or benefit should be continued, modified, or cancelled.	
Local Government Official Information and Meetings Act 1987	s44A Land information memorandum (1) A person may apply to a territorial authority for the issue, within 10 working days, of a land information memorandum in relation to matters affecting any land in the district of the authority. (2) The matters which shall be included in that memorandum are— (a) the information about natural hazards that is required by section 44B: (aa) information about other special features or characteristics of the land concerned, including information about the likely presence of hazardous contaminants, that— (i) is known to the territorial authority; but (ii) is not apparent from a district plan under the Resource Management Act 1991: (b) information on private and public stormwater and sewerage drains as shown in the territorial authority's records: (ba)[Repealed] (bb) information on— (i) whether the land is supplied with drinking water and if so, whether the supplier is the owner of the land or a drinking water supplier: (ii) if the land is supplied with drinking water by a drinking water supplier, any conditions that are applicable to that supply: (iii) if the land is supplied with water by the owner of the land, any information the territorial authority has about the supply: (iv) any exemption that has been notified by the Water Services Authority to the territorial authority under section 57 of the Water Services Act 2021: (c) information relating to any rates owing in relation to the land: (ca) if the land concerned is located in a levy area that is subject to a levy order under the Infrastructure Funding and Financing Act 2020, information about—	Chief Executive, Director - Environmental Services

	(i) the levy period: (ii) how liability for a levy on the land is assessed: (iii) amounts of any unpaid levy: (cb) if the land concerned is located in a project area that is subject to a targeted rates order under the Urban Development Act 2020, information about— (i) the financial years to which the order applies; and (ii) how liability for targeted rates under that Act on the land is calculated; and (iii) amounts of any unpaid targeted rates under that Act: (d) information concerning any consent, certificate, notice, order, or requisition affecting the land or any building on the land previously issued by the territorial authority (whether under the Building Act 1991, the Building Act 2004, or any other Act): (daa) information relating to non-consented small stand-alone dwellings: (da) the information required to be provided to a territorial authority under section 362T(2) of the Building Act 2004: (e) information concerning any certificate issued by a building certifier pursuant to the Building Act 1991 or the Building Act 2004: (ea) information notified to the territorial authority under section 124 of the Weathertight Homes Resolution Services Act 2006: (f) information relating to the use to which that land may be put and conditions attached to that use: (g) information which, in terms of any other Act, has been notified to the territorial authority by any statutory organisation having the power to classify land or buildings for any purpose: (h) any information which has been notified to the territorial authority by any network utility operator pursuant to the Building Act 1991 or the Building Act 2004. (3) In addition to the information provided for under subsection (2), a territorial authority may provide in the memorandum such other information concerning the land as the authority considers, at its discretion, to be relevant. (4) An application for a land information memorandum shall be in writing and shall be accompanied by any charge fixed by the territorial authority in relation thereto. (5) In the absence of proof to the contrary, a land information memorandum shall be sufficient evidence of the correctness, as at the date of its issue, of any information included in it pursuant to subsection (2). (6) Notwithstanding anything to the contrary in this Act, there shall be no grounds for the territorial authority to withhold information specified in terms of subsection (2) or to refuse to provide a land information memorandum where this has been requested.	
Privacy Act 2020	All Sections All powers, duties and responsibilities conferred by the Privacy Act 2020	Director - Corporate Services
Privacy Act 2020	All of the Councils powers, duties and responsibilities as an agency and public sector agency under the Act A Council (and its officers, employees and members) must comply with the Privacy Act 2020 in its day-to-day functions. Dealing with personal information in accordance with the information privacy principles, dealing with requests for information, the appointment of privacy officers, assessment and notification of breaches and other functions and decisions to be made by an 'agency' under the Act are operational functions of the Council organisation,	Privacy Officer

	not governance functions. If there are any functions that elected members want to exercise the decision-making themselves these can be noted as an exception to the general delegation of all other powers in the Act.	
Protected Disclosures (Protection of Whistleblowers) Act 2022	s13 Guidance: what receiver should do (1) Within 20 working days of receiving a protected disclosure, the receiver of the disclosure should— Acknowledge receipt (a) acknowledge to the discloser the date the disclosure was received (and, if the disclosure was made orally, summarise the receiver's understanding of the disclosure); and Consider (b) consider the disclosure and whether it warrants investigation; and Check (c) check with the discloser whether the disclosure has been made elsewhere (and any outcome); and Deal with (d) deal with the matter by doing 1 or more of the following: (i) investigating the disclosure; (ii) addressing any serious wrongdoing by acting or recommending action; (iii) referring the disclosure under section 16; (iv) deciding that no action is required (under section 15); and Inform discloser (with reasons) (e) inform the discloser (with reasons) about what the receiver has done or is doing to deal with the matter in accordance with paragraph (d). (2) However, when it is impracticable to complete these actions within 20 working days, the receiver should do the actions described in subsection (1)(a) to (c) within 20 working days and then should— Inform discloser (a) inform the discloser how long the receiver expects to take to deal with the matter; and Update (b) appropriately update the discloser about progress; and Deal with (c) deal with the matter as described in subsection (1)(d); and Inform discloser (with reasons) (d) inform the discloser (with reasons) about what the receiver has done or is doing to deal with the matter in accordance with subsection (1)(d). (3) This section is guidance only. It does not confer a legal right (apart from the entitlements under sections 14, 32, and 33) or impose a legal obligation on any person that is enforceable in a court of law.	Director - Corporate Services
Protected Disclosures (Protection of Whistleblowers) Act 2022	s15 Receiver may decide no action is required (1) A receiver of a protected disclosure may decide that no action is required and, if so, must inform the discloser (with reasons). (2) Reasons that may be appropriate for deciding that no action is required include that— (a) the requirements of sections 8 to 10 are not met:	Director - Corporate Services

	(b) the length of time between the alleged serious wrongdoing and the disclosure makes an investigation impracticable or undesirable; (c) the matter is better addressed by other means.	
Protected Disclosures (Protection of Whistleblowers) Act 2022	s16 Receiver may refer disclosure (1) A receiver that is the organisation concerned may refer a protected disclosure to an appropriate authority. (2) A receiver that is an appropriate authority may refer a protected disclosure to— (a) the organisation concerned; or (b) another appropriate authority. (3) Before referring a protected disclosure, the receiver must consult the discloser and the intended recipient of a referral. (4) The organisation or authority that has received a referral becomes the receiver of the disclosure and this Act applies accordingly. (5) If an appropriate authority refers a disclosure to the organisation concerned, the organisation must inform the authority about what the organisation has done or is doing to deal with the matter (at the same time as the organisation informs the discloser of that (see section 13(1)(e) or (2)(d))). (6) A disclosure may be referred on more than 1 occasion. (7) The Inspector-General of Intelligence and Security may refer a disclosure under this section in a way that is consistent with section 27(1). (8) The Inspector-General of Defence may refer a disclosure under this section in a way that is consistent with section 27A(1).	Director - Corporate Services
Protected Disclosures (Protection of Whistleblowers) Act 2022	s17 Confidentiality (1) Every receiver of a protected disclosure must use their best endeavours to keep confidential information that might identify the discloser. (2) However, a receiver need not keep a discloser's identity confidential if— (a) the discloser consents to the release of the identifying information; or (b) there are reasonable grounds to believe that the release of the identifying information is essential— (i) for the effective investigation of the disclosure; or (ii) to prevent a serious risk to public health, public safety, the health or safety of any individual, or the environment; or (iii) to comply with the principles of natural justice; or (iv) to an investigation by a law enforcement or regulatory agency for the purpose of law enforcement. (3) Before releasing identifying information for a reason described in subsection (2)(b),— (a) if the release is for the reason described in subsection (2)(b)(i) or (iii), the receiver must consult the discloser about the release; or (b) if the release is for the reason described in subsection (2)(b)(ii) or (iv), the receiver must, if practicable, consult the discloser about the release. (4) After releasing identifying information for a reason described in subsection (2)(b), the receiver must inform the discloser. (5) Anyone may seek information and guidance from an Ombudsman about the duty of confidentiality in this section. (6) In this section, law enforcement or regulatory agency includes bodies within the meaning of law enforcement agency given in section 3(1) of the Search and Surveillance Act 2012.	Director - Corporate Services

	(7) See section 27 for special rules relating to intelligence and security information and section 27A for special rules relating to defence information.	
Protected Disclosures (Protection of Whistleblowers) Act 2022	s29 Public sector organisations must have internal procedures (1) Every public sector organisation must have appropriate internal procedures. (2) The internal procedures must— (a) comply with the principles of natural justice; and (b) set out a process that is consistent with section 13; and (c) identify who in the organisation a protected disclosure of serious wrongdoing in or by that organisation may be made to; and (d) include, in relation to a protected disclosure of serious wrongdoing in or by that organisation,— (i) a reference to the requirement in section 21 that the organisation not retaliate, or threaten to retaliate, against a discloser; and (ii) a reference to the requirement in section 22 that the organisation not treat, or threaten to treat, a discloser less favourably than others; and (iii) a description of the circumstances in which the disclosure may be referred under section 16; and (iv) a description of how the organisation will provide practical assistance and advice to disclosers (for example, by having a support person assess any risks to a discloser); and (v) a description of how the organisation will meet the duty of confidentiality in section 17. (3) The organisation must publish widely (and republish at regular intervals)— (a) information about the existence of the internal procedures; and (b) adequate information about how to use the procedures.	Chief Executive
Protected Disclosures (Protection of Whistleblowers) Act 2022	s34 Ombudsmen may review and guide investigations by public sector organisations (1) An Ombudsman may review and guide an investigation of a protected disclosure by a public sector organisation (either at the organisation's request or at the Ombudsman's discretion). (2) However,— (a) subsection (1) does not apply to a disclosure that is or includes intelligence and security information (and section 27 applies instead); and (b) subsection (1) does not apply to a disclosure that is or includes defence information (and section 27A applies instead). (3) Subsection (1) does not authorise an Ombudsman to issue a direction to a public sector organisation requiring it to act in a particular manner in relation to an investigation.	Director - Corporate Services
Public Records Act 2005	s17 Requirement to create and maintain records (1) Every public office and local authority must create and maintain full and accurate records of its affairs, in accordance with normal, prudent business practice, including the records of any matter that is contracted out to an independent contractor. (2) Every public office must maintain in an accessible form, so as to be able to be used for subsequent reference, all public records that are in its control, until their disposal is authorised by or under this Act or required by or under another Act.	Chief Executive

	(3) Every local authority must maintain in an accessible form, so as to be able to be used for subsequent reference, all protected records that are in its control, until their disposal is authorised by or under this Act.	
Public Records Act 2005	s30 Exemptions (1) The Chief Archivist may, on such terms and conditions (if any) that the Chief Archivist thinks appropriate, exempt a public office or a local authority that has requested the exemption from compliance with a standard or instruction issued by the Chief Archivist. (2) The administrative head of the public office or local authority in respect of which a decision is taken under subsection (1) may appeal against the decision under section 51.	Chief Executive
Public Records Act 2005	s40 Protected records of local authorities (1) The Chief Archivist may, by notice in the Gazette made after consultation with any local authority concerned, declare that a local authority record is a protected record for the purposes of this Act. (2) A local authority must provide for the adequate protection and preservation of a protected record it holds, in accordance with any applicable standards or instructions issued by the Chief Archivist. (3) A local authority must not dispose of a protected record unless the administrative head of the local authority has— (a) given written notice to the Chief Archivist of his or her intention to dispose of the protected record; and (b) identified the protected record concerned; and (c) specified how he or she intends to dispose of the protected record. (4) Not later than 3 months after receiving written notice under subsection (3), the Chief Archivist must— (a) direct the local authority in writing to transfer the protected record to the control of the Chief Archivist, subject to conditions (if any) agreed by the administrative head of the local authority and the Chief Archivist; or (b) authorise the disposal of the protected record identified under subsection (3)(b).	Chief Executive
Rating Valuation Regulations 1998	reg10 Local authority may refuse to consider objection in certain cases A local authority may refuse to consider an objection if— (a) the objection is received after the due date; or (b) the objection does not contain all the information required by regulation 7 and, despite notification under regulation 8, the objector has failed to provide the further information needed within the required timeframe.	Director - Corporate Services, Revenue Manager
Rating Valuation Regulations 1998	reg12 Certified copies of entries in district valuation roll Every certified copy of an entry in a district valuation roll that is supplied by a local authority must— (a) include the details required by rules made under section 5 of the Act to be entered on a district valuation roll in relation to the type of property concerned; (b) be endorsed as accurate by an officer of the local authority.	Director - Corporate Services, Revenue Manager
Rating Valuation Regulations 1998	reg6 Local authority may extend due date for objection A local authority may extend the due date for lodging an objection in any case where, whether by reason of non-receipt of the notice of valuation or for other good reason, the owner or ratepayer concerned did not have a sufficient opportunity to lodge the objection.	Director - Corporate Services, Revenue Manager
Rating Valuation Regulations 1998	reg8 Procedure where insufficient information supplied with objection If an objection does not contain all the information required by regulation 7, the local authority must notify the objector— (a) of the further information needed if the objection is to proceed; and	Director - Corporate Services, Revenue Manager

	(b)that the objector has 15 working days from the date of the notification to send the further information to the local authority if the objector wishes the objection to be considered.	
Rating Valuations Act 1998	s14 Alterations during currency of rolls (1) A territorial authority may at any time, of its own motion or on the application of the owner of, or ratepayer for (if different), a rating unit appearing on the roll, make alterations to its current district valuation roll in order to readjust and correct valuations and entries and bring them up to date,— (a) in the manner and circumstances specified in rules made under this Act; and (b) in accordance with any procedure specified in the rules. (2) Any change in the valuation of a rating unit under this section— (a) must preserve uniformity with existing roll values of comparable parcels of land; and (b) must be notified to the affected owner or ratepayer under section 17, and is subject to objection under section 32. (3) A territorial authority that alters its district valuation roll under subsection (1) must as soon as is reasonably practicable notify that alteration to all other local authorities that use the roll for the purpose of their rating information database.	Director - Corporate Services, Revenue Manager
Rating Valuations Act 1998	s15 Alteration may be backdated in case of certain omissions (1) Subsection (2) applies if, for any reason,— (a) the value of the rating unit does not appear in a current district valuation roll, either separately or as part of a larger area; or (b) the value of a rating unit, or of anything forming part of the unit, has not been included in the value of the unit as it appears in the current district valuation roll. (2) The value for the unit or thing must be entered on the valuation roll as from the end of the financial year that precedes the date on which the value is actually entered on the roll. (3) Nothing in subsection (2) authorises the entry on a district valuation roll of anything as at a date earlier than the existence or commencement of the thing.	Director - Corporate Services, Revenue Manager
Rating Valuations Act 1998	s16 New valuation on request (1) An owner of, or a ratepayer for (if different), a rating unit may, by written notice to a territorial authority, request the territorial authority to make a new valuation of the unit for the purpose of the district valuation roll. (2) The reasonable costs of the valuation are payable by the applicant, and the territorial authority may require those costs to be paid before undertaking the valuation. (3) The new valuation— (a) is to be made so as to preserve uniformity with existing roll values of comparable parcels of land; and (b) is otherwise to be made in accordance with rules made under this Act. (4) A new valuation under this section, or any refusal to make or alter a valuation under this section, must be notified to the owner and the ratepayer (if different) under section 17, and is subject to objection under section 32. (5) For the purposes of section 6(2), a new valuation under this section, and any new valuation made by a Land Valuation Tribunal on objection from the new valuation, is to be treated as having been entered on the district valuation roll on the last day of the financial year in which the notice under subsection (1) was given, whether or not the new valuation has been actually made and entered on or before that date.	Director - Corporate Services, Revenue Manager

Rating Valuations Act 1998	s34 Objection to be initially reviewed by valuer (1) The territorial authority must refer an objection made under section 32 or section 33 to a registered valuer or other person of a class specified in rules made under this Act for review. (2) The person to whom the objection is referred may be the same person who undertook the valuation or made the decision objected to. (3) Any review under this section must be conducted in accordance with any rules made under this Act. (4) On conclusion of the review, the territorial authority may determine to— (a) alter the valuation; or (b) decline to alter the valuation. (5) Where the territorial authority determines to alter the valuation— (a) it is to alter the district valuation roll accordingly; and (b) the alteration takes effect on and from the date on which the valuation objected to would have taken effect had no objection been made.	Director - Corporate Services, Revenue Manager
Rating Valuations Act 1998	s36 Persons affected may require objection to be heard by Land Valuation Tribunal Any affected person (including the territorial authority) who is dissatisfied with a review under section 34 may, within 20 working days after service of the notice under section 35, require the objection to be heard by a Land Valuation Tribunal by— (a) filing the objection in the office of the District Court in which the objection is required by section 21 of the Land Valuation Proceedings Act 1948 to be filed; and (b) serving a copy of the objection on the territorial authority (except where it is the territorial authority that is dissatisfied with the review); and (c) if appropriate, serving a copy of the objection on the owner of, and ratepayer for (if different), the rating unit concerned.	Director - Corporate Services, Revenue Manager
Rating Valuations Act 1998	s40 Valuation may be acted on while appeal pending The fact that an appeal is pending does not in the meantime interfere with or affect the decision of the Land Valuation Tribunal that is the subject of the appeal, and rates may be set, assessed, and recovered on the valuation fixed by the decision of the Tribunal as if no appeal were pending.	Director - Corporate Services, Revenue Manager
Rating Valuations Act 1998	s43 Regional councils to share costs of maintaining district valuation rolls (1) A regional council must pay annually to each of its constituent territorial authorities a share of the costs of the territorial authority in preparing and maintaining its district valuation roll. (2) The regional council's annual share of the costs in any particular case is to be an amount determined having regard to the formula in subsection (3), or such other amount as is agreed between the council and the relevant territorial authority. (3) The formula referred to in subsection (2) is as follows: $[b \div (a + b)] \times c$ where— a is the average annual gross revenue generated from rates for the last 3 financial years by the territorial authority; and b is the average annual gross revenue generated from rates for the last 3 financial years by the regional council within the district of the territorial authority; and	Director - Corporate Services, Revenue Manager

	c is all the costs incurred by the territorial authority in the relevant year in preparing and maintaining its district valuation roll in respect of the information that is required by, or requested by, the regional council or necessary for the preparation or maintenance of that information. (4) In determining generally how to undertake its valuation services, a territorial authority must— (a) consult with the relevant regional council; and (b) have regard to the views of the regional council in its choice of service provider. (5) A territorial authority must, without charge, provide a copy of its district valuation roll that contains the information that is required by, or requested by, a regional council to that regional council on request. (6) If the territorial authority and the regional council cannot agree on the amount of the share of costs determined having regard to the formula in subsection (3), that amount is to be determined by arbitration in accordance with the Arbitration Act 1996.	
Rating Valuations Act 1998	s8 Persons who may provide valuations (1) All valuation services required by this Act must be carried out by a registered valuer or by some other person or body of a class approved for the purpose by rules made under this Act. (2) A local authority must notify the Valuer-General of each person or body who is to undertake valuation services for it in the manner specified in rules made under this Act.	Director - Corporate Services
Rating Valuations Act 1998	s9 General revaluation of rolls at 3-yearly intervals (1) A territorial authority must revise its district valuation roll at intervals of not more than 3 years by revaluing every rating unit within its district to ensure that the roll represents values current as at the date of the revaluation. (2) Any such general revaluation is to be undertaken on the basis of values as at such date as is determined by the territorial authority and advised to the Valuer-General. (3) Any such general revaluation must comply with rules made by the Valuer-General for the purpose.	Director - Corporate Services, Revenue Manager

DECISION REPORT



F25/96/004- D26/30942

To: Policy and Services
From: Governance Advisor
Date: 25 August 2026
Subject: Establishment of a Waste Services Joint Committee

Recommendations

1. THAT the report be received.
2. THAT Council approves the Waste Services Joint Committee Agreement (Appendix 1), including the establishment of the Waste Services Joint Committee, and approves the Joint Committee's Terms of Reference (Appendix 2).

Recommended Reason

Approval of the Waste Services Joint Committee Agreement and Terms of Reference will enable Stratford District Council to participate in regional governance for waste management, supporting collaboration, efficiency, and the delivery of regional waste minimisation initiatives.

/
 Moved/Seconded

1. Purpose of Report

- 1.1 In September 2024, the Mayoral Forum agreed to establish a new Waste Services Joint Committee comprising the three territorial authorities following the disestablishment of the existing arrangement. This report presents the proposed Waste Services Joint Committee Agreement and Terms of Reference for Council approval.

2. Executive Summary

- 2.1 In September 2024, the Mayoral Forum identified a misalignment between the existing Solid Waste Management Joint Committee structure and the scope of work required. At the same time, Taranaki Regional Council disestablished the joint committee it had previously led, recognising that regional councils do not hold statutory responsibilities for solid waste management. The Mayoral Forum therefore agreed to establish a single joint committee comprising the three territorial authorities to provide coordinated governance oversight of solid waste activities and to support future regional initiatives, including organic waste solutions.
- 2.2 This report provides a copy of the Waste Services Joint Committee Agreement (Appendix 1) and Terms of Reference (Appendix 2) for Council to consider and approve. The Terms of Reference outline the members for each council. Councillor Ellen Hall has been nominated by the District Mayor as the Council representative on the Joint Committee. South Taranaki District Council adopted these documents on 15 July 2026.

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:		<i>This report impacts the overarching governance structure for Stratford and Taranaki, therefore directly impacts the delivery against the 4 wellbeings across the district</i>	
Social	Economic	Environmental	Cultural
	X	X	

The Waste Services Joint Committee promotes the economic and environmental well-beings of the region.

4. Background

- 4.1 In September 2024, the Mayoral Forum identified a misalignment between the existing Solid Waste Management Joint Committee structure and the scope of work required. This included duplication across current governance arrangements, limiting efficiency and clarity in decision-making. At the same time, Taranaki Regional Council disestablished the joint committee it had previously led, recognising that regional councils do not hold statutory responsibilities for solid waste management.
- 4.2 The Mayoral Forum agreed to transition to a single joint committee model comprising the three territorial authorities. This revised structure is intended to provide clearer, more cohesive governance oversight across all solid waste activities. It also supports a more coordinated regional approach, positioning councils to respond effectively to future initiatives, including the development of organic waste solutions and other region-wide opportunities.
- 4.3 The Committee agreement sets out the structure, functions and operating procedures of the Joint Committee. The Committee's primary role is advisory, making recommendations to member councils on waste strategies, service delivery, contracts and Waste Management and Minimisation Plans, as well as facilitating collaboration and advocating on regional waste issues.
- 4.4 The South Taranaki District Council is the administering authority for the Committee. Membership includes elected representatives from each council and a representative of Taranaki iwi, with defined governance arrangements such as voting, quorum and meeting frequency. The Committee does not hold financial delegation, with all funding decisions remaining with the individual councils. The Committee includes voting membership of one elected representative and one alternate representative from New Plymouth District Council, South Taranaki District Council, Stratford District Council and one appointed representative plus one alternate as agreed across the right recognised iwi authorities of Taranaki. Each member will have one vote on all resolutions. The quorum will consist of half the members. The Committee will meet quarterly and on occasions when a need for decision-making occurs.
- 4.5 The terms of reference sets out the purpose of the Joint Committee which will be to coordinate and oversee the effective management of solid waste and the implementation of waste reduction initiatives. The Committee aims to collaborate in the delivery of waste minimisation solutions and disposal of waste where there is efficiency and effectiveness in doing so.
- 4.6 The purpose of this report is to approve the agreement and terms of reference, and to note that the District Mayor has previously nominated Councillor Ellen Hall as Stratford District Council's representative. South Taranaki District Council adopted these documents on 15 July 2026.

5. Consultative Process

5.1 Public Consultation - Section 82

Not required.

5.2 Māori Consultation - Section 81

The proposed structure of the Joint Committee includes one appointed representative plus one alternate as agreed across the eight recognised iwi authorities of Taranaki.

6. Risk Analysis

There are no major risks associated with this proposal. While there are no major risks associated with this decision, if the Council was to decide not to be a part of the Joint Committee it may miss opportunities to collaborate and provide services for Waste for South Taranaki residents.

7. Sustainability Consideration

Not applicable to the Terms of Reference, but relevant to the work the Committee will consider.

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?	The establishment of a joint committee would not affect the Council's ability to deliver the stated levels of service in the LTP.
What relationship does it have to the communities current and future needs for infrastructure, regulatory functions, or local public services?	The Joint Committee plays a role in shaping how waste services are delivered to our community.

8.2 Data

Data from the committee reporting and oversight will inform the development and ongoing refinement of the Terms of Reference.

8.3 Significance

	Yes/No	Explain
Is the proposal significant according to the Significance and Engagement Policy in the Long Term Plan?	YES	The Committee will support the delivery of the LTP.
Is it:	NO	
• considered a strategic asset; or	NO	
• above the financial thresholds in the Significance and Engagement 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	There is no evidence that the establishment of or appointment to joint committees has generated public interest.
• possible that it could have a high impact on the community?	NO	All residents are affected by the decisions made through committees and boards, however having South Taranaki representatives on a joint committee will have positive impacts.

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

8.4 Options

Option One: Approves the Waste Services Joint Committee Agreement (Appendix 1) and the establishment of the Joint Committee; approves the Terms of Reference (Appendix 2) for the Waste Services Joint Committee; and notes that the District Mayor has appointed Councillor Hall as the member of the Waste Services Joint Committee. This is the preferred option.

Option Two: Declines to approve the Waste Services Joint Committee Agreement (Appendix 1) and the establishment of the Joint Committee.

8.5 Financial

The Committee will be administered by South Taranaki District Council, and meetings will be accommodated within existing budgets.

8.6 Prioritisation & Trade-off

This will be considered through the LTP and other Council plans.

8.7 Legal Issues

None.

8.8 Policy Issues - Section 80

This report is consistent with the Council's 2024-2034 Long Term Plan, and Waste Management and Minimisation Policy.

Attachments:

Appendix 1 - Waste Services Joint Committee Agreement

Appendix 2 – Waste Services Joint Committee Terms of Reference



Gareth Hancock
Governance Advisor

Date 11 August 2026



[Approved by]
Sven Hanne
Chief Executive

Date 18 August 2026



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 Councils 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 as agreed across the eight recognised iwi authorities of Taranaki.

Each entity will have one vote on all resolutions.

Officer representatives

Each council 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 iwi of Taranaki (through Post-Settlement Governance Entities) 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 Administering Authority will be responsible for the remuneration and expenses of the appointed iwi representative within their relevant policy on remuneration of external members.

Review and Amendments

The terms of reference will be 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.



Waste Services Joint Committee Agreement

1. Parties

- New Plymouth District Council (NPDC)
- South Taranaki District Council (STDC)
- Stratford District Council (SDC)

2. Purpose

The purpose of the Waste Services Joint Committee (WSJC) is to contribute to the planning, implementation, monitoring, and reviewing of waste management and minimisation services across the participating districts.

3. Responsibilities

Local authorities have statutory responsibilities for waste management and minimisation under the Waste Minimisation Act 2008, the Local Government Act 2002, and the Resource Management Act 1991. Under the Waste Minimisation Act 2008, councils must promote effective and efficient waste management and minimisation within their districts, including the preparation and regular review of Waste Management and Minimisation Plans. The Local Government Act 2002 empowers councils to provide waste services and infrastructure, and make bylaws. The Resource Management Act 1991 requires councils to comply with environmental standards, issue resource consents for waste facilities, and monitor and enforce pollution control measures. Collectively, these legislative frameworks require councils to plan, deliver, and oversee waste services in a manner that protects public health, the environment, and community interests.

Local authorities have statutory responsibilities to enable Māori to participate in council decision-making as set out in the Local Government Act 2002, and the Waste Minimisation Act 2008 requires councils to consult with iwi and the wider Māori community when preparing and reviewing Waste Management and Minimisation Plans. This committee will include representation, collectively nominated by the eight recognised iwi of Taranaki.

4. This Agreement records that:

Waste Services Joint Committee

1. **Establishment:** The WSJC is established with effect from **XXXX** [date once all Councils have adopted agreement] as a Joint Committee of the Parties in accordance with clause 30A of the Local Government Act 2002.
2. **Functions:** The WSJC's primary function is to make recommendations on all matters impacting the planning and delivery of waste services. Specifically, the WSJC will:

- Develop and implement strategies to reduce waste generation and improve solid waste management across the participating districts.
- Advise on service contracts, waste disposal and minimisation strategies, and the implementation of each District Council's Waste Management and Minimisation Plan.
- Facilitate collaboration among stakeholders, including government bodies, businesses, and community organisations, to achieve shared waste minimisation goals.
- Identify and adopt innovative technologies and practices that support sustainable waste solutions.
- Advocate on behalf of Taranaki communities to central government and other agencies on waste management and minimisation matters of common interest.

5. Voting membership

WSJC will consist of the following voting members:

- One elected representative plus one alternate from the New Plymouth District Council – appointed by NPDC;
- One elected representative plus one alternate from the South Taranaki District Council – appointed by STDC;
- One elected representative plus one alternate from the Stratford Council appointed by SDC; and

One appointed representative, collectively nominated by the eight recognised iwi of Taranaki, plus one alternate – appointed through a process agreed by the iwi entities.

In accordance with the Local Government Act 2002, the Mayor is deemed to be an ex officio member of all committees. Recognising that Mayors may not always be available to attend committee meetings, the Joint Terms of Reference provide for each Council to appoint an alternate member. The attendance of an alternate ensures that the Mayor's absence does not affect the quorum.

Each entity will have one vote on all resolutions.

Officer representatives

Each council and recognised iwi of Taranaki (through their Post-Settlement Governance Entities) 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.

6. Proceedings

WSJC will operate with the following structure:

Chairperson

A Committee member (elected by WSJC in accordance with the Adminstrating 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 Adminstrating 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.

Resolutions

WSJC may make recommendations to the New Plymouth, South Taranaki, and Stratford District Councils. All recommendations shall be determined by resolution of the Committee members at a convened meeting of the Committee.

Timing

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

7. Terms of Reference

The terms of reference of the WSJC are attached to this Agreement.

8. Financial Delegations

WSJC does not hold financial delegation. Any financial commitments, including the allocation or expenditure of funds, must be referred to and approved by the respective member councils, New Plymouth, South Taranaki, and Stratford District Councils. The Committee may make recommendations regarding financial matters, but final decisions and authorisations rest solely with each council in accordance with their own policies and procedures.

9. 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 iwi representatives with their relevant policy on remuneration of external members.

Review and Amendments

The terms of 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.

10. Signatures

Signed on behalf of the **New Plymouth District Council** by:

Signature

Name/Title

Signed on behalf of the **South Taranaki District Council** by:

Signature

Name/Title

Signed on behalf of the **Stratford District Council** by:

Signature

Name/Title

DECISION REPORT



F25/96/004 – D26/31532

To: Policy and Services Committee
From: Director - Corporate Services
Date: 25 August 2026
Subject: Electoral System - First Past the Post or Single Transferable Vote

Recommendations

1. THAT the report be received.
2. THAT the Committee resolves for the 2028 Stratford District Council triennial elections to either:
 - I. Retain the First Past the Post electoral system;
 - II. Change to the Single Transferable Voting electoral system; or
 - III. Undertake a poll of electors on the electoral system;

And that public notice be given by 19 September 2026 of the decision and of the right of electors to demand a poll on the electoral system to be used.

Recommended Reason

Consideration of the electoral system is required by 12 September 2026, with a public notice required by 19 September 2026, under the Local Electoral Act 2001.

/
Moved/Seconded

1. Purpose of Report

- 1.1 The purpose of this report is to consider the electoral system options of First Past the Post (FPP) or Single Transferable Vote (STV) for the 2028 local election.

2. Executive Summary

- 2.1 Council can resolve to retain the current electoral system (FPP) or resolve to change the electoral system to STV. Such a resolution must be made no later than 12 September 2026 (two years prior to the next triennial election) unless it decides to hold a poll of electors prior to the 2028 triennial elections. Although Council officers do not make recommendations on electoral decisions, the current electoral system is easily understood by the electors in the Stratford district and has been the only electoral system used.

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 – enables democratic local decision making.	
Social	Economic	Environmental	Cultural

4. Background

- 4.1 Council has historically used the FPP electoral system, which is where the candidates with the most votes are elected. Electors can vote for up to as many candidates as there are vacancies. It is a very simple method of electing candidates and is the most widely used in New Zealand local government. It is often considered the best choice when there are a lower number of candidates to choose from.
- 4.2 Under STV, voters rank candidates in their order of preference. For example, if there were four seats in a ward, you would write '1' next to your preferred candidate, all the way down to '4' for your 4th preferred candidate. First preferences (1's) are counted first, and any candidate who reaches the quota is elected. If a candidate is elected and there is still one or more vacancies, surplus votes for the elected candidate are transferred to the next preference(s). Electoral research indicates that STV encourages minority representation and is considered to work best with larger wards with multiple vacancies.
- 4.3 Election Services Limited presented to elected members on 21 July 2026 on the details of both the FPP and STV systems, to improve understanding ahead of deciding which electoral system is preferred for the 2028 local election.
- 4.4 In the 2025 local elections, New Plymouth District Council was the only council in Taranaki to use STV, along with only 14 other Councils nationwide.
- 4.5 Further to this electoral system decision, the Council is due and required to complete a full representation review in 2027. Officers will start planning this process following the government cabinet decision on the Council *Simplifying Local Government* joint outline proposal next month.

5. Consultative Process

5.1 Public Consultation - Section 82

The public have not been consulted on the electoral system, but electors have the right (at least 5% of electors) to demand a poll on the electoral system to be used, and Council will ensure the public notice informs the community of this right.

5.2 Māori Consultation - Section 81

Māori have not been consulted with on the preferred electoral system.

6. Risk Analysis

- 6.1 The main risk identified is that a change in the electoral system may lead to confusion with electors (voters), and the results of the election may not be reflective of the community's preferences. However, the STV electoral system has been implemented across New Zealand and is considered to work well for Councils with larger wards and multiple vacancies.
- 6.2 There is minimal legislative or compliance risk associated with this decision. However, a public notice must be issued by 19 September 2026 advising electors they may demand a poll at any time on this matter and advising of the decision by Council if one is made.

7. Sustainability Consideration

- 7.1 This matter relates to the election process. It is not affected by the Sustainability Policy.

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?	No
What relationship does it have to the communities current and future needs for infrastructure, regulatory functions, or local public services?	No direct link, this is an election process decision.

8.2 Data

FPP and STV are established electoral systems in New Zealand.

Elected members attended a workshop and presentation on 21 July, which outlined both options in detail and supported informed decision-making.

8.3 Significance

	Yes/No	Explain
Is the proposal significant according to the Significance Policy in the Long Term Plan?	No	Not significant, but a public notice is required.
Is it:		
• 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	Yes	A change in election system, can create debate in the community.
• 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
		✓

8.4 Options

There are three options available for choosing Council's 2028 electoral system:

- Option 1** Retain the existing First Past the Post (FPP) electoral system. FPP is simple to understand and is well known by the Stratford community.
- Option 2** Change to the Special Transferable Voting (STV) electoral system. Vote counting is harder to understand than FPP, but the system is considered to work well in larger wards with multiple vacancies.
- Option 3** Undertake a poll of electors on the electoral system to be chosen. This would be an unbudgeted cost to Council.

8.5 Financial

Retaining FPP would not incur any additional costs. An STV election process is expected to cost slightly more than an FPP process, while a poll of electors would create additional unbudgeted costs.

8.6 Prioritisation & Trade-off

Options 1 and 2 do not involve any prioritisation or trade-offs and will be implemented within existing financial and operational resources. Option 3 is unplanned for and would require some budget and resourcing reallocations.

8.7 Legal Issues

A legal opinion is not required. The recommendations in this report comply with the statutory requirements imposed on Council.

8.8 **Policy Issues - Section 80**

No policy issues have been identified with an electoral system decision.



Raelene Johnson
Director – Corporate Services



[Approved by]
Sven Hanne
Chief Executive

Date 14 August 2026

MONTHLY REPORT

Assets Department



F25/96/004 – D26/26646

To: Policy and Services Committee
From: Director - Assets
Date: 25 August 2026
Subject: Assets Monthly Report for July 2026

Recommendation

THAT the report be received.

/_____
Moved/Seconded

1. Highlights

Planning General

- Early Conversation workshops are ongoing. While the Roding workshops are complete, there remain 16x 3-Waters, 8x Property, 3x Waste, and 4x Parks & Reserves workshops.
- These workshops will inform the Asset Management Plans (AMPs) being developed across 7x activity areas.
- The outputs are key inputs into key documents required by legislative including the Roding Infrastructure Strategy (RIS), 3-Waters Strategic Asset Management Plan (SAMP), Water Services Strategy (WSS), Investment and Delivery Plan (IDP) and Long Term Plan (LTP).

Roding

- Retreats continued on Junction Road due to underslips.
- Grading completed on Denbigh, Douglas North, Junction, Mangaoapa, Radnor, Raupuha, Tawhiwhi and York Roads.
- Water tables cleared on Kirai, Kohuratahi, Raupuha, Upper Mangaehu and Whangamomona South Roads.
- Works continued on the new retaining walls on Whitianga Road.

3-Waters

- The Grit tank project construction is nearing completion..
- The desludging project continued in July.
- The electrical connection works for the automated fluoride day tank system is nearing completion.
- Monthly influent and effluent composite sampling of the wastewater treatment ponds is ongoing in accordance with resource consent condition; good compliance is being maintained.

Solid Waste

- Battery Disposal plan is now approved and rolled out. Residents can now dispose of all batteries safely at the Stratford Transfer Station.
- Overall contamination pass rates lifted from 89.8% June 2026 to 90% in July 2026.
- Bin-tainers (recycling stations) are now located at Victoria Park.

Property and Parks and Reserves

- Replacement seats for Parks and Reserves have been delivered and will be installed over the next month.
- Open Space Maintenance contractors installed the bin-tainers (recycling stations) at Victoria Park.

Capital Projects

- Year to date July 2026, 2 (of 73) budget lines have been completed.
- It is anticipated 95.2% of the capital works budget will be spent, with a net underspend of 0.5%;
- 1 budget line (Flint Road Subdivision) is projected to be included in the 2027/37 LTP discussions – approximately 4.2% of the capital budget.

2. Roothing

- Level of Service and Performance Measure

The Levels of Service for the Roothing Activity are measured using several performance indicators as shown in the table below.

Table 1: Roothing Level of Service (LoS) and Performance Measures

Level of Service	Performance Measure		Target	2026/2027 YTD
To Provide a Safe Roothing Network	Road safety - The reduction from the previous financial year in the number of deaths and serious injury crashes (DSI) on the local road network, expressed as a number. ¹		A reduction of at least 1	Not yet measured (DSI for 2025/26 = 5)
To provide a well-maintained rooding network	Road Condition - The average quality of ride on sealed road network, measured by smooth travel exposure.	Urban	≥ 60%	Not yet measured (54% - Not achieved in 2025/26)
		Rural	≥ 91%	Not yet measured (94% - Achieved in 2025/26)
	Sealed road maintenance – The percentage of the sealed road network that is resurfaced:		≥5%	Not yet measured
	Unsealed road maintenance - The percentage of the unsealed road network that has been metal dressed.		≥7%	Not yet measured
To provide a well-maintained rooding network	Footpaths - The percentage of footpaths within a territorial authority district that fall within the level of service or service standard for the condition of footpaths that is set out in the territorial authority's relevant document (annual plan, activity management plan, asset management plan, annual works programme or long-term plan)		>72.5%	Not yet measured (95% - Achieved in 2025/26)
	Response to service requests - The percentage of customer service requests relating to roads and footpaths to which the territorial authority responds within the time frame specified in the long-term plan (note: this information is held in the asset management plan not the long term plan).		>88%	Not yet measured (100% - Achieved in 2025/26)
	Percentage of residents who are satisfied with Roothing Network	Urban Road Networks	>50%	Not yet measured
		Rural Road Networks	>50%	Not yet measured
		Footpaths	>80%	Not yet measured

¹ The number of DSI's for 2021/2022 was 6; 2022/23 was 3; 2023/24 was 1; and 2024/25 was zero (0). Given that the 2024/25 target was not met having achieved 4 DSI's, our target for 2025/26 is 3. During the month of May we had 13 DSI's.

- Customer Requests

There are no outstanding CRMs for the month of July.

- Routine Maintenance

Completed works for the month of July is summarised in **Table 1** below.

Table 2: Routine Maintenance Works – July 2026

Item	Activity Class	Completed Works
1	Unsealed Roads	• Potholes filled on Arnold Rd, Mangaowata Rd, Mangare Rd, Moki Rd, Prospect Rd, Radnor Rd, Raekohua Rd, Upper Mangaehu Rd and Whangamomona Rd South • Grading completed on Denbigh Rd, Douglas North Rd, Junction Rd, Mangaoapa Rd, Radnor Rd, Raupuha Rd, Tawhiwhi Rd and York Rd • Aggregate loss on Junction Rd, Kirai Rd and Upper Mangaehu Rd
2	Signs/Furniture & Structures	• Sign Straightening done on Beaconsfield Rd x 4, Cardiff Rd, Hamlet Str North, Makara Rd, Manganui Rd, Mangaotuku Rd x 3, Oberon Str, Old Mountain Rd, Opunake Rd x 2, Pembroke Rd west x 2, Regan Str West, Salisbury Rd, Stanley Rd and Swansea Rd • Post Down/Reinstatement completed on Cardiff Rd Extension and Oberon Str • New Installation on Cheal Rd x 2 (trucks crossing), BEM on Vera Rd • Dirty Post/Signs cleaned on Ahuroa Rd, Beaconsfield Rd, Croydon Rd, Makara Rd, Makuri Rd, Mangaotuku Rd, Old Mountain Rd, SH43 (3 Ohura Rd), Skinner Rd, Soldiers Rd, Stanley Rd, Tahora Rd and Waiau Rd • Missing signs replaced on Brewer Rd, Finnerty Rd, Mangaoapa Rd, Pukengahu Rd, Puniwhakau Rd x 6 and Putikituna Rd • Damaged Signs repaired on Kaiapoi Rd, Manaia Rd (SPT) x 2, Puniwhakau Rd x 3 and SH 3 (1 Mountain Rd North) • Posts painted on Mangaehu Rd • Edge Marker Posts installed on Mangaowata Rd and Pembroke Rd SPR • Incorrect sign adjusted on SH3 (2 Broadway) Put LODGE sticker over House sticker
3	Environmental	• Detritus cleared on Salisbury Rd – silage spillage, Cardiff Rd – inspected for Stones and rocks and broken glass cleared on Waingongoro Rd, Skinner Rd loose material and mud put up a slippery surface sign – CRM 32482/2026 • Illegal dumping on Opunake3 Rd x 2 (Mattress and dumped tyres) Possum collected on Cordelia Str North • Minor slips cleared on Upper Mangaehu Rd x 10, Whangamomona Rd South • Trees/branches removed on Manaia Rd North, Manaia Rd SPR x 2, Mangaotuku Rd x 2, Soldiers Rd and Tauwharenikau Rd
4	Pavement	• Potholes Sealed Various sites. • Levelling completed on Mangapapa Rd and Moki Rd
6	Surface Water Channels	• Cleared Detritus Gutters cleared from weeds, debris, silt and leaves on SH3 2 Broadway, Hamlet Str North & Juliet Str • Clear water channels on cleared on Fenton Str, Juliet Str, SH 3 (2 Broadway) and SH43 (1 Regan Str)
7	Shoulders	• Edge Break repairs done on Croydon Rd, Kahouri Rd, Manaia Rd SPR, Mangaehu Rd, Mangaotuku Rd, Salisbury Rd and Tuna Rd
8	Drainage	• Cleared inlet/Outlets on Brewer Rd, Cross Rd, Croydon Rd, Douglas North Rd, Kota Rd, Makuri Rd, Manganui Rd, Mangaowata Rd, Miranda Str North, Pembroke Rd west, Pukengahu Rd, Raekohua Rd, SH3 (2 Broadway) Tahora Rd, Tahunaroa Rd, Upper Mangaehu Rd, Wawiri Rd and Whangamomona Rd South • Culvert markers replaced on Beaconsfield Rd, Croydon Rd, Makuri Rd, Manaia Rd SPR, Mangaowata Rd, Pembroke Rd West, Pukengahu Rd and Rutland Rd • New/Upgrade Culverts 2 on Vera Rd – one 375mm RP 604 and one 450mm at RP1197 • Water tables cleared on Kirai Rd, Kohuratahi Rd, Raupuha Rd, Upper Mangaehu Rd and Whangamomona Rd South
9	Emergency Work	• Fallen Trees/Branches cleared on Tauwharenikau Rd, Puniwhakau Rd and Upper Mangaehu Rd • Landslips cleared on Mangapapa Rd, Upper Mangaehu Rd and Whangamomona Rd South

Item	Activity Class	Completed Works
		• Spillage cleaned up on Makuri Rd (mud from logging trucks), Barclay Rd – call out mud and debris and Miranda Str South – accident @ cnr Page and Miranda Str • Snow Fall checked on Pembroke Rd SPR and Manaia Rd SPR on 6/07/2026 & 26/07 • Road Realignment worked on Junction Rd • Road dropouts worked on 3 x Junction Rd 2 x Upper Mangaehu Rd • Vehicle Accidents on Cardiff Rd x 2 CRM 32535/2026
10	Bridges	• Debris Clearing completed on Mangaowata Rd, Putikituna Rd, Kohuratahi Rd, Mangare Rd, Makuri Rd and Kohuratahi Rd
11	Railings	• Paint only on Skinner Rd and Makuri Rd • Repair and Paint completed on Manaia Rd SPR x 2, Mangaowata Rd • Edge Marker posts installed at 8 railings on Manaia Rd SPR, 2 railings on Pembroke Rd SPR • Concrete railing sprayed with 30 Seconds on Tahunaroa Rd
12	Vegetation	• Hazardous tree/limb cut back on Mangaotuku Rd • Reach mowing on Bredow Rd, Gordon Rd, Douglas North Rd, & Crown Rd
15	Footpath	• Lip-pavers fixed on SH3 2 Broadway • Uneven surface fixed on Portia Str South and SH3 (2 Broadway) • Graffiti – removed covid sheet
	Call Outs	• 16/07 Skinner / Cheal Intersection mud spread along road by Farmer/Developer • 18/07 Accident Cardiff • 21/07 Barclay Rd Spill – mud spread along large section of road by Farmer/Developer • 24/07 Accident Cardiff • 26/07 Snow Pembroke Rd SPR
	Index: • Rd – Road; • Str – Street; • SPR – Special Purpose Road	

- Maintenance Work
- Grading, footpaths and edge break repairs are shown in **Figure 1:**
- Surfacing, dropouts and slip repairs are shown in **Figure 2:**
- Kirai, Kohuratahi, Raupuha, Upper Mangaehu and Whangamomona South Roads water tables were improved this month – **Figure 3.**
- Capital Works
- Works continued on the three new retaining walls on Whitianga Road – **Figure 4.**
- Monthly Programme Works
- July programmed work updates are shown in **Figure 5.**

Footpath uneven surface Dispatch 70256



Salisbury Rd Edge break Dispatch 69629



July Grading Photos York and Denbigh Rd's



Figure 1: Footpath, edge breaks and grading

Mangapapa Rd Level – Uneven Surface Dispatch 69733



Bund Wall around Drop out Upper Mangaehu Rd Dispatch 69281



Slip Upper Mangaehu Rd Dispatch 69216



Figure 2: Surfacing, drop outs, slips



Figure 3: Upper Mangaehu Road water tables



Figure 4: A new retaining wall under construction on Whitianga Road



Figure 5: Monthly Programme Achievement Chart – July 2026

3 Services

- Water Supply

The Levels of Service for the Water Supply Activity are measured using several performance indicators as shown in the table below.

Table 3: Water Supply LTP and AP Level of Service (LoS) and Performance Measures

Level of Service	Performance Measure	Target	2025/2026 YTD
Water is Safe to Drink	The extent to which the local authority’s drinking water supply complies with the drinking Water Services Regulations 2022 and the Drinking Water Quality Assurance Rules 2022.		
	Stratford	100%	Achieved - 100%
	T3 Bacterial Rules		Achieved - 100%
	D3.29 Microbiological Monitoring Rules		Achieved - 100%
	T3 Protozoal Rules		Achieved - 100%
	Midhirst:	100%	Achieved - 100%
	T2 Treatment Monitoring Rules		Achieved - 100%
	T2 Chlorine Rules		Achieved - 100%
	D2.1 Distribution System Rules		
	T2 Filtration Rules		
	T2 UV Rules		
	Toko:	100%	Achieved - 100%
	T1 Treatment Rules		Achieved - 100%
	D1.1 Distribution System Rules		Achieved - 100%
A Reliable Water Supply is Provided	Fault response times - Where the local authority attends a call-out in response to a fault or unplanned interruption to its networked reticulation system, the following median response times are measured:		
	Attendance for urgent call-outs: from the time that council receives notification to the time that service personnel reach the site.	2 hours	Achieved - 0 hr 0 mins
	Resolution of urgent call-outs: from the time that council receives notification to the time the service personnel confirm resolution of the fault or interruption	9 hours	Achieved - 0 hr 0 mins

Level of Service	Performance Measure	Target	2025/2026 YTD	
	Attendance for non-urgent call-outs: from the time that council receives notification to the time that service personnel confirm resolution of the fault or interruption	2 working days	Achieved - 0 day 11 hrs 7 mins	
	Resolution of non-urgent call-outs: from the time that council receives notification to the time the service personnel confirm resolution of the fault or interruption	5 working days	Achieved - 0 day 23 hrs 43 mins	
	Number of un-planned disruptions			
	Minor disruptions (between 5 and 50 connections affected)	< 6	Achieved - 0	
	Major disruptions (more than 50 connections affected)	< 3	Achieved - 0	
Water has a pleasant taste and odour	Customer Satisfaction - Total number of complaints received for any of the below: • Drinking water clarity • Drinking water taste • Drinking water odour • Drinking water pressure or flow • Continuity of supply Council's response to any of these issues expressed per 1000 connections to council's networked reticulation system.	<32	0	Achieved - 0
			0	
			0	
			0	
			0	
			0	
Demand Management	Demand management - The average consumption of drinking water per day per resident within the district (in litres).	<275L / resident / day	Not yet measured	
Water flow and pressure is appropriate for its intended use.	Water Pressure – The average water pressure at 50 properties within the water supply zone, including any that have complained about pressure and or flow meets Council specifications (flow>10l/min & pressure>350kpa)	100%	Not yet measured	
Water supply meets fire fighting requirements.	Fire hydrants meet NZFS Code of Practice conditions regarding supply	100%	Not yet measured	

Water Treatment

- No major water treatment plant issues were experienced during this reporting period.
- Construction of the new grit tank and raw water delivery line is ongoing during this reporting period, see **Figure 6** below.



Figure 6: Grit Tank – Ongoing Construction

Water Reticulation

- No major water reticulation issues were experienced during this reporting period.
- Wastewater

The Levels of Service (LoS) for Wastewater Activity are measured using several performance indicators as shown in the table below. The overarching LoS is the management of wastewater without risk to public health.

Table 4: Wastewater Level of Service (LoS) and Performance Measures

Level of Service	Performance Measure	Target	2025/2026 YTD
Wastewater is managed without risk to public health	System and adequacy - The number of dry weather sewerage overflows from the territorial authority's sewerage system, expressed per 1000 sewerage connections to that sewerage system.	<6 per 1,000	Achieved – 0.37
	Discharge compliance - Compliance with the territorial authority's resource consents for discharge from its sewerage system measured by the number of • Abatement notices • Infringement notices • Enforcement orders; and • Convictions, Received by the territorial authority in relation to those resource consents.	<1	Achieved - 0

Level of Service	Performance Measure	Target	2025/2026 YTD
Fault Response Times	Where the territorial authority attends to sewerage overflows resulting from a blockage or other fault in the territorial authority's sewerage system, the following median response times measured:		
	Attendance time: from the time that the territorial authority receives notification to the time that service personnel reach the site; and	2 hrs	Achieved - 0 hrs 24 Mins
	Resolution time: from the time that the territorial authority receives notification to the time that service personnel confirm resolution of the blockage or other fault.	9 hrs	Achieved - 1 hr 23 mins
Customer satisfaction	Complaints - The total number of complaints, expressed per 1000 connections to the territorial authority's sewerage system, received by the territorial authority about any of the following: • Sewage odour • Sewerage system faults • Sewerage system blockages • The territorial authority's response to issues with its sewerage system.	<6	Achieved - 0
Trade Waste Complaints Response Times	Attendance time: from the time the Council receives notification to the time that a Trade Waste Officer arrives on site.	<2 working days	Achieved - 0d 0hr 0min
Trade Waste Consent Processing	Percentage of trade waste consent applications processed within 15 working days.	100%	Achieved - 100%

Wastewater Treatment

- No major wastewater treatment plant issues were experienced during this reporting period.

Wastewater Reticulation

- No major wastewater reticulation issues occurred during this reporting period.

Capital Projects

- Works continuing to dredge pond 1 – **Figure 7**.

Matters Outstanding

- There are no matters outstanding for this reporting period.



Figure 7: Geotextile Bag Filling Ongoing During Dredging Operations

- Trade Waste

Trade Waste Consent Holders –

- All conditional consents have now been renewed for a further 5 years. A round of annual inspections will be undertaken over the next reporting period.

Permitted Activities -

- Nil to report. High risk grease traps ongoing monitoring over the next reporting period.

General -Trade waste plan to be implemented before August 2027. Work underway by Officers.

- Stormwater

The Levels of Service for the Stormwater Activity are measured using several performance indicators as shown in the table below.

Table 5: Stormwater Level of Service (LoS) and Performance Measures

Level of Service	Performance Measure	Target	2025/2026 YTD
Stormwater system protects property from impacts of flooding.	System adequacy		
	The number of flooding events that occur in a territorial authority district. "Flooding" in this context means Stormwater entering a habitable floor	0	Achieved YTD - 0
	For each flooding event, the number of habitable floors affected. (Expressed per 1000 properties connected to the territorial authority's Stormwater system.)	0	Achieved YTD - 0

Level of Service	Performance Measure	Target	2025/2026 YTD
	For each flooding event, the number of buildings in the central business zone affected by flooding.	0	Achieved YTD - 0
Discharge Compliance	Compliance with the territorial authority's resource consents for discharge from its stormwater system, measured by the number of: • Abatement notices • Infringement notices • Enforcement orders, and • Convictions; received by the territorial authority in relation to those resource consents.	N/A	N/A <i>(Council does not hold discharge consents for discharge from its stormwater system.)</i>
Response Times	The median response time to attend a flooding event, measured from the time that the territorial authority receives notification to the time that service personnel reach the site.	2 hours	Achieved YTD - 0 hrs
Customer satisfaction	The number of complaints received by a territorial authority about the performance of its Stormwater system, expressed per 1000 properties connected to the territorial authority's Stormwater system.	< 9	Achieved YTD - 0

Stormwater Reticulation

- No major stormwater reticulation issues occurred during this reporting period.
- The Stormwater model which Council commissioned has been provided and Council staff are validating network data in areas of concern identified by the model. Council staff are supplying updated data before the model is recalibrated.



Figure 8: Stormwater Tunnels - Juliet Street & Pembroke Road

- Solid Waste

The Levels of Service for the Solid Waste Collection Activity are measured using the performance indicators shown in the table below.

Table 6: Solid Waste Level of Service (LoS) and Performance Measures

Level of Service	Performance Measure	Target	2025/2026 YTD
The levels of waste generated are reducing	Waste to landfill per household (municipal kerbside collection only)	<500kg kg/hh/annum	Achieved – 376.3kg
	Percentage (by weight) of council-controlled waste stream that is diverted from council-controlled waste streams.	>20%	Not Achieved YTD - 20%
The waste collection service meets the needs of the community.	Percentage of customers satisfied with the service provided.	>80%	Not yet measured (Achieved - 80% - Rubbish. 2025/26) Not yet measured (Not achieved - 81% - Recycling 2025/26)

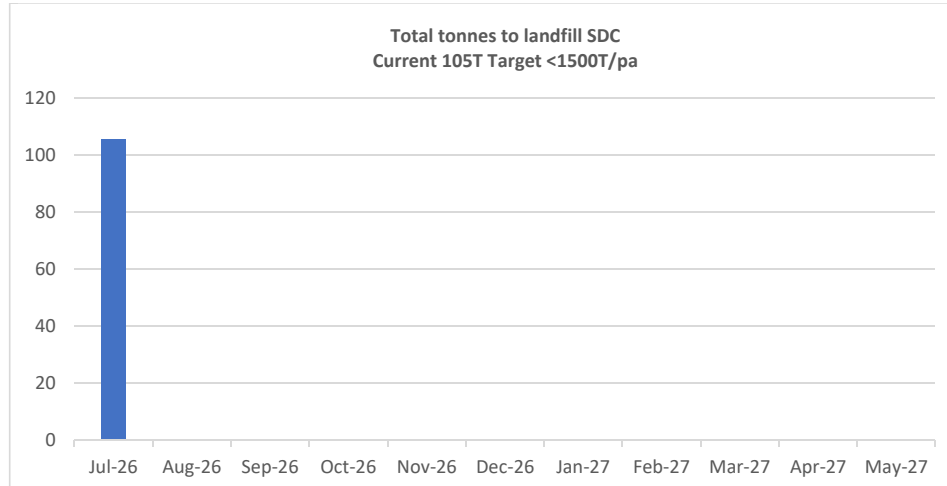


Figure 9: Total Waste to Landfill – Kerbside and Transfer Station Combined)

- Organic and Green waste remains as a high contributor as this is combined with general waste.

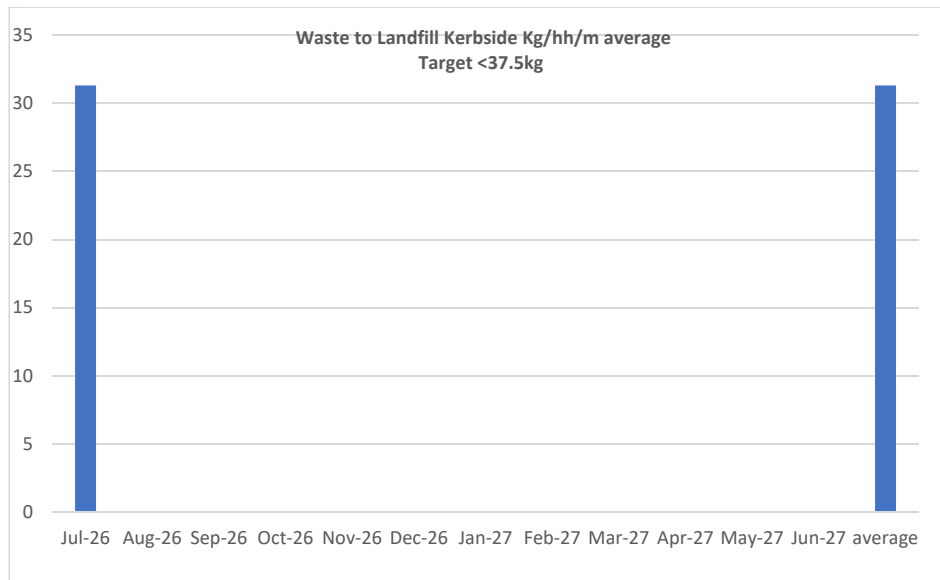


Figure 10: Annual Waste to Landfill - Kerbside (Kg per household per month)

- The annual average of 31 kg per household per month is currently below the WMMP target of 37.5 kg

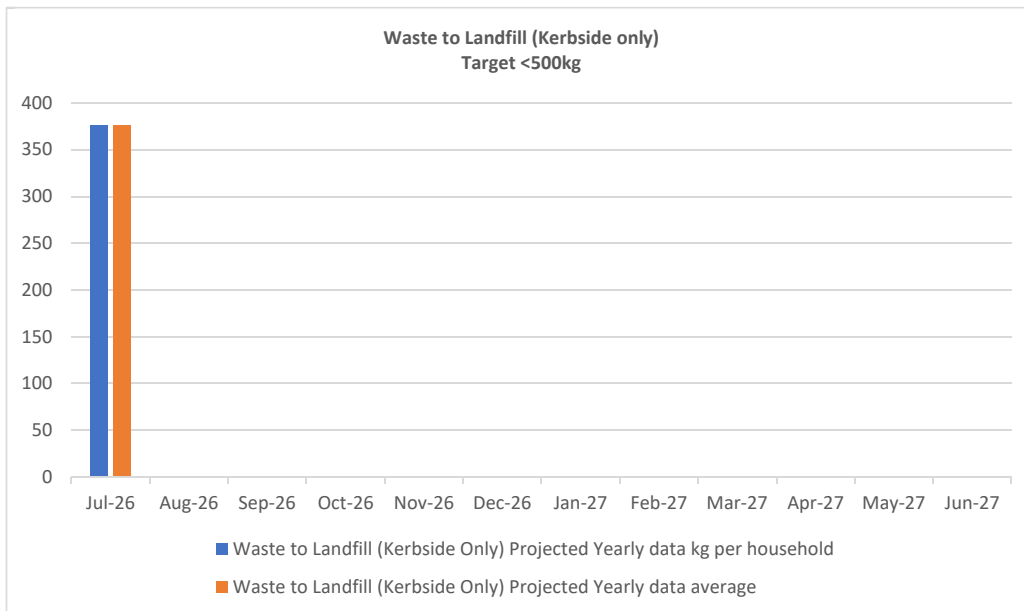


Figure 11: Total Waste to Landfill – Kerbside (Kg per Household)

- Projected annual kerbside waste to landfill is below WMMP target of 500kg (Figure 14).

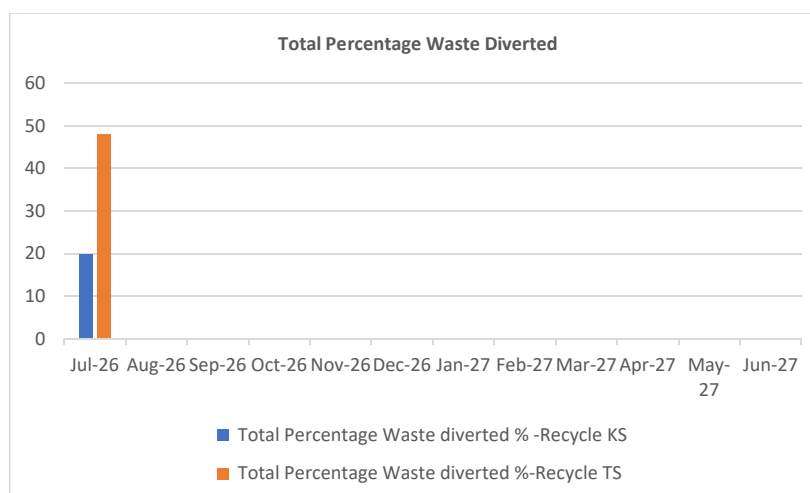


Figure 12: Monthly % waste diverted to recycling

- Kerbside Recycling rates is 20% (Figure 15)
- A series of education campaigns will be needed to help increase this rate to 27% by 2029 as set in WMMP.

Waste Minimisation - Planning and Actions

- June 2026 – A total of 464 bin audits completed which saw overall increase in performance to 90.9%. Low contamination reduced to 3.9% while high contamination increased to 5.2%.
- July 2026 – A total of 380 bin audits completed which saw a performance of 90%. Low contamination increased to 6.6 while high contamination decreased to 3.4%
- Awareness will continue to be raised through targeted educational letters and the issuing of notices where required. To date, delivery of these letters has prompted positive discussions with residents and provided valuable opportunities to educate households on correct recycling practices. Several bin suspensions are currently in place.

• Development Engineering

- Assessments were made for a total of:
 - Eight (8) Building Consent applications;
 - One (1) Land Use application;
 - Ten (10) LIM reports; and
 - Three (3) new subdivision applications.

• Property

- Responsibilities are the management of several community facilities, including the Aerodrome; Civic Amenities; Rental and Investment properties and land.
- The 2026/27 customer-service complaints for properties is detailed in Figure 13 and covers all associated facilities, including buildings and toilets.
- There were no customer service complaints for July 2026.

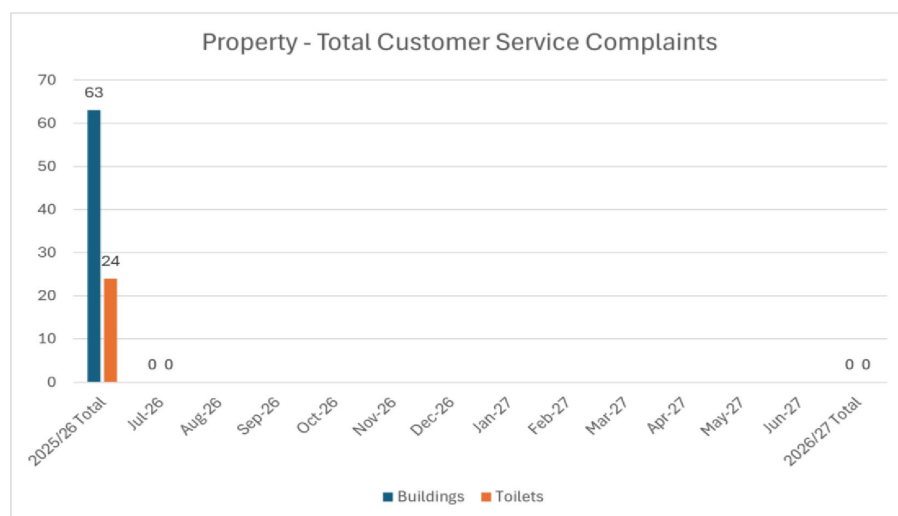


Figure 13: Customer service complaints – July 2026

(NB: The 2025/26 data contains all complaints, concerns, observations and suggestions from the public, hence the figures above do not relate only to complaints received.)

4.1 Aerodrome

Performance Measures below relate to yearly targets which are measured annually.

Table 7: Aerodrome Level of Service (LoS) and Performance Measures

	Performance Measure	Target	2026/2027 YTD
To maintain the Aerodrome for use by the Stratford community and other users	Engage and meet regularly with Aerodrome users by attending formal meetings.	>3 meetings attended annually	Not yet measured
The aerodrome is used by the Stratford community and visitors.	Number of aircraft movements for the year.	>1,750	Unable to measure – no measuring device installed

Airspace Activity Reporting

- The aerodrome is unable to undertake direct measurement of airspace activity, as the specialised monitoring equipment previously used for this purpose was removed due to the high operational costs.

4.2 Civic Amenities

The Civic Amenities Performance Measures are provided below, many of which are based on annual targets. The Council's Amenities portfolio include:

- Housing for Older Person;
- TET Stadium;
- War Memorial Centre;
- Centennial Restrooms;
- Wai o Rua – Stratford Aquatic Centre;
- Stratford Library; and
- Public toilets

Table 8: Civic Amenities Level of Service (LoS) and Performance Measures

Level of Service	Performance Measure	Target	2026/2027 YTD
To provide well maintained and utilised facilities.	Buildings legally requiring a Building Warrant of Fitness (WoF) have a current Building WoF at all times.	100%	Achieved to date
	Annual daily usage of War Memorial Centre measured by the percentage of days in a year there is a booking.	>75%	100% Achieved to date
	Annual daily usage of Centennial Restrooms measured by the percentage of days in a year there is a booking.	>50%	Achieved - 58%
	Booking cancellations as a percentage of total annual bookings for the War Memorial Centre and Centennial Restrooms.	<20%	Achieved - WMC 12%
			Achieved - CRR 4 %
To maintain the housing pool to ensure compliance with the relevant legislation.	All rental units comply with legislative requirements arising from Residential Tenancies Act, Health Homes Standards and any other applicable legislation.	Legislative requirements all met.	Achieved
Maintain existing toilet facilities and ensure regular scheduled cleaning.	Percentage of Stratford District residents satisfied with overall level of service of toilets.	>80%	Not yet measured for this financial year.

The Civic amenities patronage / occupancy rates are presented below.

4.3 Housing for Older Persons

- The occupancy rate for the period ending 31 July 2026 was 100%.

4.4 War Memorial Centre

- The building was used daily with a total number of bookings was 51 during the month of July 2026:
 - 45 bookings honoured.
 - 6 bookings were cancelled

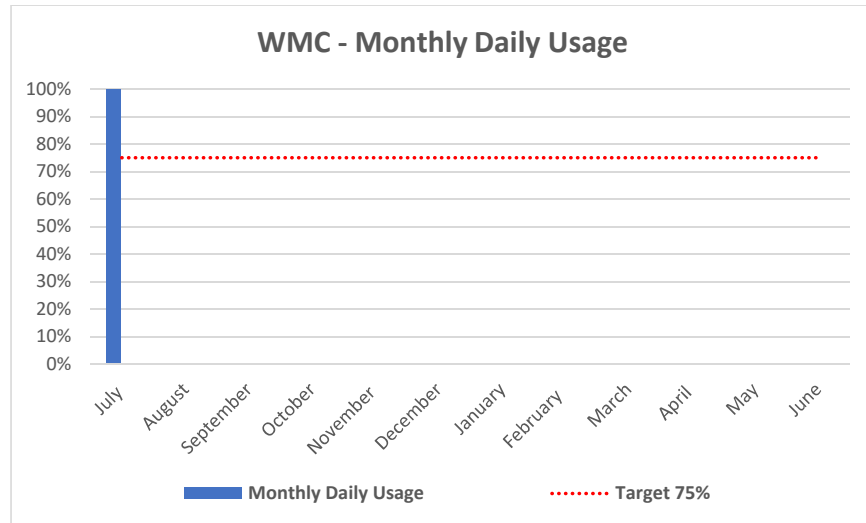


Figure 14: War Memorial Centre Monthly Daily Usage July 2026

4.5 Centennial Restrooms

- Total number of bookings was 25 during the month of July 2026:
 - 24 bookings honoured.
 - 1 booking was cancelled.

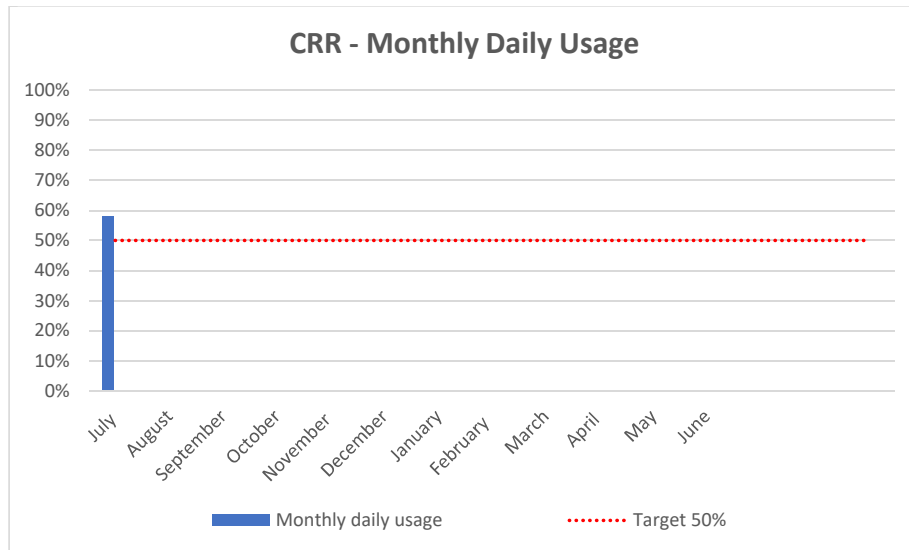


Figure 15: Centennial Rest Rooms - Monthly Daily Usage

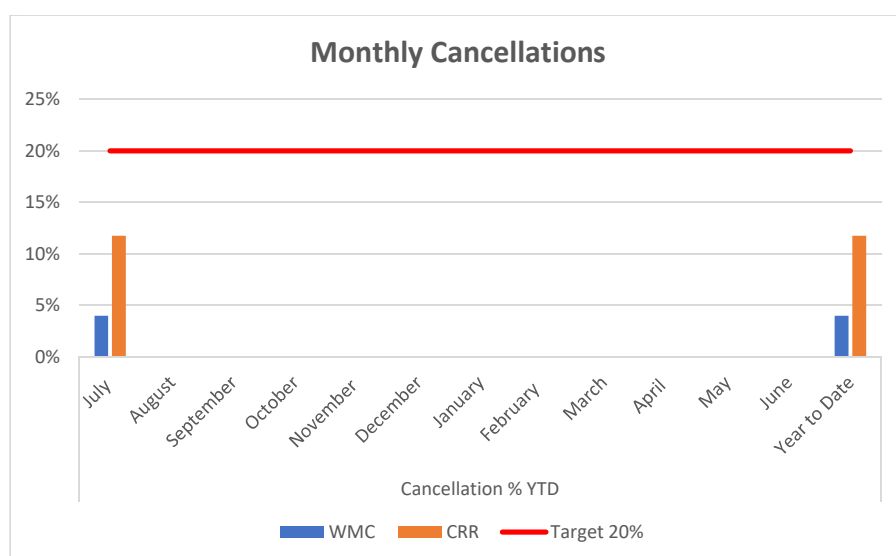


Figure 16: War Memorial Centre/ Centennial Rest Rooms Monthly Cancellations

4.6 Rental and Investment Properties

The Council's Rental and Investment Properties are:

- the Farm;
- the Holiday Park (operated by a third party, with a formal lease on the land); and
- Rental properties (urban and rural land, and commercial properties).

The Levels of Service are measured annually and reported at the end of the financial year, using the performance indicators shown in the table below.

Table 9: Rentals and Investment Properties Level of Service (LoS) and Performance Measures

Level of Service	Performance Measure	Target	2026/2027 YTD
To run the council farm in a way that maximises profits and meets the National Environmental Standards (NES)	Milk production is maximised.	>145,000 Kg/Ms	0 Kg/Ms
	The Council farm's Environmental Plan is reviewed annually	Achieved	Achieved
To ensure commercial properties owned are safe and legally compliant.	Commercial properties are compliant with relevant legislation.	Achieved	Achieved

- All commercial properties are compliant with the relevant legislation, including the resource consent conditions.

4.6.1 The Farm

- The farm is not yet supplying milk as at 31 July 2026

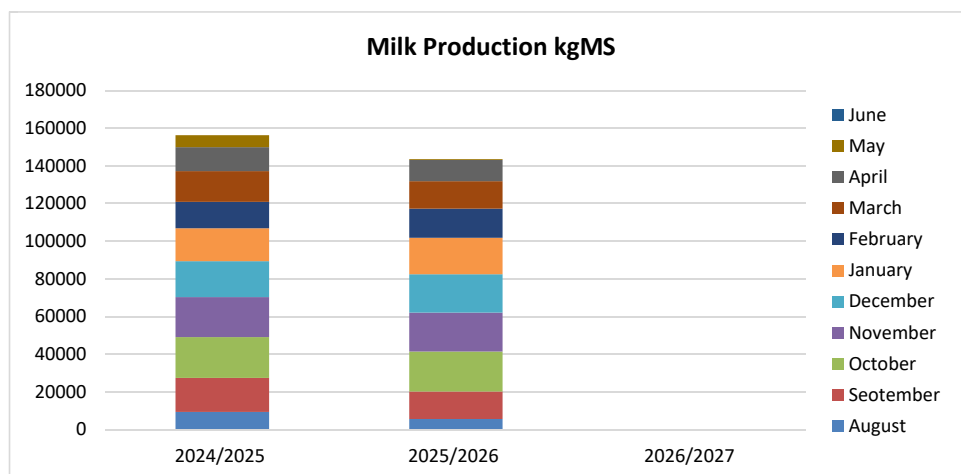


Figure 17: Monthly Milk Production Chart – to July 2026

- Parks and Reserves**

The performance of Council's parks and reserves activities are measured using the targets shown in the table below. Assessment is done annually and reporting at the end of the financial year. The customer service request history for the Parks and Reserves Activity is shown in **Figure 24**.

Table 10: Parks and Reserves Level of Service (LoS) and Performance Measures

Level of Service	Performance Measure	Target	2026/2027 YTD
To maintain parks, sports fields, cemeteries and reserves.	Number of complaints specifically relating to Council service delivery	<40	0
	Percentage of Stratford residents satisfied with:		
	Parks;	>85%	88%
	Sports fields;	>80%	76%
	Cemeteries.	>80%	84%
To provide safe playgrounds to the community.	All existing playgrounds meet NZ Safety Standards.	100%	100%
To maintain safe foot bridges to the community.	All existing foot bridges meet NZ Safety standards.	100%	100%

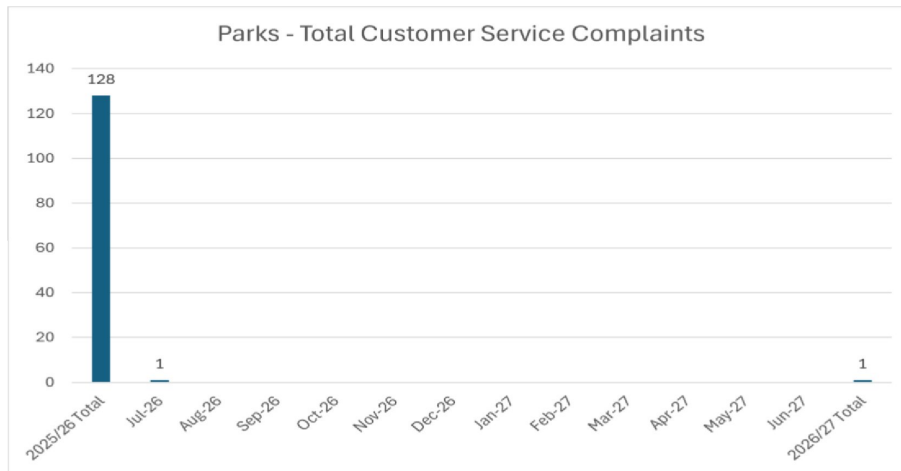


Figure 18: Customer Service Requests – to July 2026

(NB: The 2025/26 data contain all complaints, concerns, observations and suggestions from the public, hence the figures above do not relate only to complaints received.)

- Victoria Park - Installation of Seats at Skate Park



Figure 19: Seats installed at the Skate Park

- Victoria Park - Installation of Bin-tainers



Figure 20: Bin-tainers installed at the Victoria Park

- Victoria Park – Vandalised Rubbish Bins



Figure 20: Vandalised Rubbish Bins at Victoria Park

- Capital Projects

6.1 General

- Council approved a total of 54x budget lines in the Long-Term Plan for the 2026/27 financial year. A further 19x budget lines were carried over from 2025/26 financial year. The total capital expenditure of the 73x budget lines is \$23,459,138.
- Table 11 shows the breakdown of the capital expenditure budget for this financial year.
- Appendix A provides a detailed Capital Expenditure Summary by Activity as of 31 July 2026.

Table 11: Capital Expenditure Budget tracking - 2026/27 financial year

Project type		Approved Budget	Projected Spend	Projected 'Net' Underspend	Budget to be considered for 2027/37 LTP
Growth		\$5,647,066	4,647,066		\$1,000,000
LOS	Scheduled	\$5,538,495	\$5,421,550	\$116,945	\$0
Replacement	Scheduled	\$11,145,344	\$11,100,657	-\$313	\$0
	As required	\$1,128,233	\$1,173,233	\$0	\$0
TOTAL		\$23,459,138	\$22,342,506	\$116,632	\$1,000,000
Percentage Total			95.2%	0.5%	4.3%

- To date, it is forecasted that 95.2% of capital budget will be 'expended', comprising 0.5% 'net underspend' which represents savings to Council (total underspend is 0.6%).
- 1x budget line for the Flint Road subdivision is expected to be included in the 2027/37 LTP discussions, representing approximately 4.2% of the capital expenditure.
- 2x budget lines included in the 2026/27 Annual Plan will not proceed and are identified in Appendix A. why?.

Table 12: Budget Status – Savings, overspends and overspends

	No. of Projects	Budget Value	% of Total Budget
Savings	0	\$0	0.0%
Projects not proceeding	2	\$140,000	0.6%
TOTAL		\$140,000	0.6%
Projected overspend	3	-\$23,368	-0.1%
TOTAL – net underspends		\$116,632	0.5%

- Year to date July 2026, 2x budget lines have been completed.
- Progress updates on some of Council's key projects, as of 31 July 2026, are provided below:

6.2 **Three-Waters** Refer to the Section 3 of this report for project update

- **Fluoride Plant Upgrade**
The installation is 90% complete.
- **Stratford Grit Tanks**
While the contracted price is below budget, it is anticipated that the total works, including land acquisition, will be completed in this financial year within budget.
- **Stormwater Modelling**
Validation of the model is underway. Once complete, further investigation of the network will be undertaken to determine key inefficiencies.
- **Water Supply Reticulation Model**
The draft of the design model is being reviewed.
- **Desludging of Wastewater Treatment Ponds**
The desludging works for the wastewater treatment ponds is ongoing from the 2025/26 financial year. This project will continue for the entire financial year.

6.3 **Property**

- **Flint Road Subdivision**
TRC Resource Consent has been granted; SDC Land Use Resource Consent application is being prepared processed. Draft tender and contract documentation has been completed, pending conditions of the SDC consent (once approved). It is anticipated that this project will continue into the summer of 2027/28.
- **TET multi-sports Centre**
Progress is underway in continuing to remedy the building from fire safety defects.

While the Government has announced there will be changes to the Earthquake Prone provisions, the seismic strengthening design to meet Civil Defence requirements has been completed and is being reviewed by Officers.
- **Farm improvements**
The sand trap and the Drafting system projects are nearing completion. This will complete capital works for the farm in this financial year.

6.4 **Parks and Reserves**

- **Prospero Place Development**
The construction of this project is currently out for tender, with considerable interest so far. Tender close in August 2026, with anticipated physical works to begin in October 2026.
- **Kopuatama Cemetery**

Procurement planning is underway for the appointment of a specialist consultant to design the new section of the cemetery. Construction for this project will be included in the 2027/37 LTP discussions.

- Street Tree Surrounds – Due to the quote for these works exceeding the budget, Council is now going to open tender, in line with our procurement process.

6.5 Appendix A: D26/23058 Capital Expenditure Summary by Activity as at 31 July 2026



Victoria Araba
Director – Assets



[Approved by]
Sven Hanne
Chief Executive

Date: 16 June 2026

Agenda - Policy and Services Committee - August 2026 (Open) - Monthly Reports

CAPITAL EXPENDITURE SUMMARY BY ACTIVITY AS AT 31 JULY 2026

Grant funded											
Council Activity	Project Description	2026/27 Annual Plan Budget (a)	Carry-forwards and adjustments	Total Funds Available (a + b)	2026/27 Actual Expenditure YTD	Projected year end forecast	2026/27 Projected under/(over) spend	Project Completion %	Expected Start of Project Date (physical works)	Expected Project Completion Date	Status of each Project
GROWTH - to meet additional demand											
Economy	Proposed Council subdivision	835,000	4,812,066	5,647,066	0	4,647,066	1,000,000	40%		30-Apr-28	Design - Resource Consent applications are being processed Tender - Surveyor working on tender and contract documentation
Total Growth Expenditure		835,000	4,812,066	5,647,066	0	4,647,066	1,000,000				
LEVEL OF SERVICE - to improve the level of service on an existing asset or provide an additional asset to increase a service level											
Roading	Seal extensions - dust coat seals	50,000	0	50,000	0	50,000	0	0%		30-Jun-27	As part of the Rooding Maintenance Contract. Programme to be finalised.
Roading	Low cost low risk roads	380,000	0	380,000	0	380,000	0	0%		30-Jun-27	As part of the Rooding Maintenance Contract. Programme to be finalised.
Roading	Targeted Fund	300,000	0	300,000	0	300,000	0	0%		30-Jun-27	As part of the Rooding Maintenance Contract. Programme to be finalised.
Roading	Resilience Crown Funding	400,000	229,723	629,723	5,553	629,723	0	8%		30-Jun-27	Design works ongoing until budget is exhausted. 6 retaining walls under construction.
Solid Waste	Permanent recycling stations	0	15,423	15,423	0	15,423	0	0%	Carried over from 2025/26	30-Jun-27	Design procurement underway
Solid Waste	Permanent recycling stations	10,435	10,210	20,645	0	20,645	0	0%		30-Jun-27	Design procurement underway
Solid Waste	Rural mobile mini recycling stations	46,959	0	46,959	0	46,959	0	0%		30-Jun-27	Design procurement underway
Solid Waste	Organic Materials Processing Facility	104,356	0	104,356	0	104,356	0	0%		30-Jun-27	Design procurement underway
Stormwater	Modelling	0	287,175	287,175	0	287,175	0	85%	Carried over from 2025/26	31-Oct-26	Design validation underway
Stormwater	Pipework Capacity Increase	157,901	0	157,901	0	157,901	0	0%		30-Jun-27	Assigned to mitigating flooding at Brecon Road.
Wastewater	Treatment upgrade	0	200,000	200,000	0	200,000	0	0%	Carried over from 2025/26	30-Jun-27	Procurement underway
Water Supply	Stratford bore	540,000	0	540,000	0	540,000	0	0%		30-Jun-27	Procurement underway
Water Supply	Reticulation modelling	0	60,405	60,405	0	60,405	0	80%	Carried over from 2025/26	31-Oct-26	Model review underway
Water Supply	Chlorine and pressure monitoring meters	120,000	0	120,000	0	0	120,000	0%	Not proceeding at this time	Not proceeding at this time	Due to unclear government regulations, this project will not proceed. If statutory requirements change, this project will be reviewed.
Parks and Reserves	Whangamomona Septic Tank	0	0	0	0	0	0	99%	Carried over from 2025/26	30-Jun-27	Waiting for C.O.A
Civic Amenities	Prospero Place Development	0	1,148,980	1,148,980	0	1,148,980	0	72%	Carried over from 2025/26	30-Jun-27	Construction tenders closes 27 August 2026.
Civic Amenities	Administration Building access upgrade	41,337	0	41,337	0	41,337	0	0%		30-Jun-27	Procurement underway
Civic Amenities	TET Structural strengthening	1,292,111	16,035	1,308,146	0	1,308,146	0	40%		30-Jun-27	Design under review
Cemeteries	Koputama Cemetery - concept plan, design and implentation	52,500	0	52,500		52,500	0	30%	1-Jul-26	30-Jun-27	Procurement underway
Farm	Sand trap	30,000	0	30,000	0	30,000	0	0%	1-Jul-26	30-Sep-26	Installation underway
Farm	Install drafting gate system	40,000	0	40,000	0	40,000	0	0%	1-Jul-26	30-Sep-26	Installation underway
Corporate	Phone System upgrade	0	4,945	4,945	0	8,000	(3,055)	95%	Carried over from 2025/26	31-Oct-26	Installation underway
Total Level of Service Expenditure		3,565,599	1,972,896	5,538,495	5,553	5,421,550	116,945				
REPLACEMENTS - replaces an existing asset with the same level of service provided											
Roading - Financially assisted NZTA	Unsealed Road metalling (includes forestry roads)	973,489	0	973,489	78,318	973,489	0	0%		30-Jun-27	As part of the Rooding Maintenance Contract. Programme to be finalised.

Agenda - Policy and Services Committee - August 2026 (Open) - Monthly Reports

Council Activity	Project Description	2026/27 Annual Plan Budget (a)	Carry-forwards and adjustments	Total Funds Available (a + b)	2026/27 Actual Expenditure YTD	Projected year end forecast	2026/27 Projected under/(over) spend	Project Completion %	Expected Start of Project Date (physical works)	Expected Project Completion Date	Status of each Project
Roading - Financially assisted NZTA	Sealed Road resurfacing	1,416,730	0	1,416,730	5,100	1,416,730	0	0%		30-Jun-27	As part of the Roothing Maintenance Contract. Programme to be finalised.
Roading - Financially assisted NZTA	Drainage Renewals	978,833	0	978,833	19,959	978,833	0	0%		30-Jun-27	As part of the Roothing Maintenance Contract. Programme to be finalised.
Roading - Financially assisted NZTA	Pavement Rehabilitation	695,335	0	695,335	1,700	695,335	0	0%		30-Jun-27	As part of the Roothing Maintenance Contract. Programme to be finalised.
Roading - Financially assisted NZTA	Structure Components Replacement	385,900	73,058	458,958	3,683	458,958	0	0%	1-Jul-26	30-Jun-27	Programme to be finalised
Roading - Financially assisted NZTA	Bridge and structure renewals	661,500	0	661,500	116,634	661,500	0	0%		30-Jun-27	Programme to be finalised
Roading - Financially assisted NZTA	Emergency Works	0	1,136,790	1,136,790	31,617	1,136,790	0	0%	Carried over from 2025/26	30-Jun-27	As part of the Roothing Maintenance Contract. Programme to be finalised.
Roading - Financially assisted NZTA	Traffic Services Renewals	171,162	0	171,162	2,933	171,162	0	0%		30-Jun-27	As part of the Roothing Maintenance Contract. Programme to be finalised.
Roading - Financially assisted NZTA	Footpath renewals	76,100	0	76,100	105	76,100	0	0%		30-Jun-27	As part of the Roothing Maintenance Contract. Programme to be finalised.
Solid Waste	Transfer Station - Building renewals	10,435	0	10,435	0	10,435	0	8%	1-Jul-26	30-Jun-27	As required when breakages occur
Stormwater	Reticulation Renewals	105,267	117,422	222,689	0	222,689	0	8%	1-Jul-26	30-Jun-27	As part of the 3 Waters Maintenance Contract. As required when breakage occurs.
Stormwater	Safety improvements	21,053	0	21,053	0	21,053	0	5%	1-Jul-26	30-Jun-27	As part of the 3 Waters Maintenance Contract. As required when breakage occurs.
Wastewater	Step / aerate treatment renewals	36,844	0	36,844	0	36,844	0	8%	1-Jul-26	30-Jun-27	As part of the Wastewater Maintenance Contract. As required when breakage occurs.
Wastewater	Desludging ponds	0	2,772,163	2,772,163	5,821	2,772,163	0	75%	Carried over from 2025/26	30-Jun-27	Physical works underway.
Wastewater	Safety renewals	105,267	92,286	197,553	7,473	197,553	0	8%	1-Jul-26	30-Jun-27	As part of the 3 Waters Maintenance Contract. As required when breakage occurs.
Wastewater	Campervan discharge facility	10,527	0	10,527	647	10,527	0	5%		30-Jun-27	Procurement underway
Wastewater	Infiltration renewals	210,535	50,003	260,538	0	260,538	0	8%	1-Jul-26	30-Jun-27	As part of the 3 Waters Maintenance Contract. As required when breakage occurs.
Water Supply	Laterals	52,634	0	52,634	0	52,634	0	8%	1-Jul-26	30-Jun-27	As part of the 3 Waters Maintenance Contract. As required when breakage occurs.
Water Supply	Water renewals	105,268	0	105,268	0	105,268	0	8%	1-Jul-26	30-Jun-27	As part of the 3 Waters Maintenance Contract. As required when breakage occurs.
Water Supply	Infrastructure general	52,634	6,373	59,007	0	59,007	0	8%	1-Jul-26	30-Jun-27	As part of the 3 Waters Maintenance Contract. As required when breakage occurs.
Water Supply	Fluoride plant upgrade	0	188,246	188,246	0	188,246	0	90%	Carried over from 2025/26	31-Oct-26	Physical works underway.
Water Supply	Stratford Grit tanks	0	1,173,511	1,173,511	432,597	1,173,511	0	90%	Carried over from 2025/26	30-Sep-27	Physical works underway.
Water Supply	Hydrants	0	16,679	16,679	0	16,679	0	8%	Carried over from 2025/26	30-Jun-27	As part of the 3 Waters Maintenance Contract. As required when breakage occurs.
Parks and Reserves	Continued Walkway development	5,217	0	5,217	0	5,217	0	8%	1-Jul-26	30-Jun-27	As part of the Open Space Maintenance Contract. As required when breakage occurs.
Parks and Reserves	Continued Parks development	5,217	0	5,217	0	5,217	0	8%	1-Jul-26	30-Jun-27	As part of the Open Space Maintenance Contract. As required when breakage occurs.
Parks and Reserves	Street tree and tree surrounds replacement	52,173	51,050	103,223	0	103,223	0	15%		30-Jun-27	Construction procurement underway
Parks and Reserves	Replace old seats throughout all parks, reserves and walkways	20,869	10,980	31,849	9,286	31,849	0	15%		30-Jun-27	Construction procurement underway
Parks and Reserves	Replace playground equipment - King Edward and Victoria Parks	10,435	0	10,435	0	10,435	0	16%		30-Jun-27	Construction procurement underway

Agenda - Policy and Services Committee - August 2026 (Open) - Monthly Reports

Council Activity	Project Description	2026/27 Annual Plan Budget (a)	Carry-forwards and adjustments	Total Funds Available (a + b)	2026/27 Actual Expenditure YTD	Projected year end forecast	2026/27 Projected under/(over) spend	Project Completion %	Expected Start of Project Date (physical works)	Expected Project Completion Date	Status of each Project
Cemeteries	Replace boundary hedges at Midhirst Cemeteries (closed and open)	10,435	0	10,435	0	10,435	0	15%		30-Jun-27	Construction procurement underway
Wai o Rua Aquatic Centre	Infrastructure renewals	30,000	0	30,000	0	30,000	0	8%	1-Jul-26	30-Jun-27	As required when breakages occur
Civic Amenities	Public toilets infrastructure renewals	0	30,000	30,000	0	30,000	0	8%	Carried over from 2025/26	30-Jun-27	As required when breakages occur
Civic Amenities	TET Infrastructural renewals	0	19,225	19,225	0	19,225	0	90%	Carried over from 2025/26	30-Jun-27	Continued works to remedy fire safety issues
Housing for Older Persons	Replace picket fences	10,434	0	10,434	0	10,434	0	0%		30-Jun-27	Procurement underway
Housing for Older Persons	Infrastructural renewals	5,217	0	5,217	0	5,217	0	0%	1-Jul-26	30-Jun-27	As required when breakages occur
Miranda Street Office	Lift replacement in Archives room, and furniture replacements	55,000	0	55,000	0	55,000	0	0%	1-Jul-26	30-Jun-27	Lift replacement not proceeding as repairs have prolonged its use and is reported to be in good condition. Furniture replacement as required when breakages occur.
Miranda Street Office	Partial carpet replacement	31,003	0	31,003		31,003	0	0%		30-Jun-27	Replacement procurement underway
Miranda Street Office	Infrastructural renewals	5,217	0	5,217	0	5,217	0	0%	1-Jul-26	30-Jun-27	As required when breakages occur
Library Hub	Infrastructural renewals	3,100	0	3,100	0	3,100	0	0%	1-Jul-26	30-Jun-27	As required when breakages occur
Library Hub	Window graphics renewals	0	21,210	21,210	0	21,210	0	0%	Carried over from 2025/26	30-Jun-27	Waiting on signage policy
Corporate	Computers/Peripherals/ Software	50,000	0	50,000	0	50,000	0	0%	1-Jul-26	30-Jun-27	As required when breakages occur
Corporate	Disaster Recovery Onsite Server and Software Replacement	20,000	0	20,000	0	0	20,000	0%	Not proceeding	Not proceeding	
Corporate	Battery UPS replacement	8,000	0	8,000	0	8,000	0	0%		30-Jun-27	Procurement underway
Corporate	Core Server replacement	0	3,283	3,283	0	3,283	0	100%	Carried over from 2025/26	Complete	Waiting on final invoice.
Corporate	Core Switch replacement	0	642	642	955	955	(313)	100%	Carried over from 2025/26	Complete	
Corporate	ETTPoS terminal upgrades	0	3,850	3,850	0	3,850	0	80%	Carried over from 2025/26	30-Jun-27	Installation underway
Corporate	Staff cell phone fleet replacements	0	10,476	10,476	0	10,476	0	80%	Carried over from 2025/26	30-Jun-27	Replacement underway
Corporate	Large plotter and laserjet printer replacements	6,000	0	6,000	0	6,000	0	0%		30-Jun-27	Procurement underway
Corporate	ipad replacements - staff and contractors	12,000	0	12,000	0	12,000	0	0%	1-Jul-26	30-Jun-27	As required when breakages occur
Corporate	Aerial Photography	16,500	0	16,500	0	16,500	0	0%		30-Jun-27	Inconjunction with TRC. To be flown in summer months
Corporate	Vehicle Replacement (after trade in)	70,000	0	70,000	0	90,000	(20,000)	10%		30-Jun-27	Procurement underway. Budget will be offset by sale of replaced vehicle.
Total Replacement Expenditure		6,496,330	5,777,247	12,273,577	716,830	12,273,890	(313)				

MONTHLY REPORT

Community Services Department



F25/96/004-D26/30118

To: Policy and Services Committee
From: Director Community Services
Date: 25 August 2026
Subject: Community Services Monthly Report - July 2026

Recommendation

THAT the report be received.

/_____
Moved/Seconded

This report presents a summary of the monthly progress and any highlights for the main areas of activity within Community Services i.e., Community and Economic Development, Communications, Library and Visitor Information Centre, Pool and Service Centre. The Long-Term Plan 2024 - 2034 sets the performance measures for these activities and this report presents, in tabular form, the progress measured to date against the target for each performance measure.

1. Highlights

- Stratford District Youth Councillors spent 3 days in Wellington, gaining first-hand experience of Parliament and government. The trip included a visit to Parliament, a mock debate and sessions with the Ministry of Youth Development, giving them the opportunity to build their confidence, knowledge and understanding of how decisions are made. *See Appendix 1 for a full report.*
- Puanga: In July we enjoyed delivering our Puanga programme, alongside our iwi partners. We received great feedback and had increased attendance at our main event despite the dubious weather forecast.
- Local Government Reform Survey had 633 responses. *See 3.2 for more.*

2. Community and Economic Development

Performance Measures (*Performance Measures in bold*)

Level of Service	Performance Measure	Target	2026/2027 YTD
Community Services			
Enable opportunities for the community to engage, celebrate, connect and sustain local capability.	Number of major community events led by Council	>4	1
	Percentage of residents satisfied with the quality of the events and programmes offered by Council.	>80%	
Economic Development			
Develop and facilitate strategic partnerships that enable growth, attract ongoing investment, and increase diversity and capability within the local business sector.	Number of new and existing businesses accessing services and programmes offered.	>4	
	Number of promotional activities delivered or partnered with to encourage visitation to the district.	>1	

2.1 Council Organisations and Council Representatives on Other Organisations

The Wheelhouse, has provided strategic support to organisations in the Stratford community. This has included sessions with Tūtaki, Stratford Health Trust and Stratford Community House on areas such as governance and strategy.

2.2 Stratford District Youth Council (SDYC)

July School Holiday's movie at the TET Kings Theatre (Toy Story 5) on 5 July was completed with 54 children attending accompanied by over 20 parents. The Youth Councillors also assisted at the Puanga event, manning the BBQ with the Mayor and being a massive help in the packing up of the event.

SDYC travelled to Wellington between 15-17 July. This was trip, where possible is taken every 2 years, and was funded from a TET grant. Mayor Neil Volzke and Councillor Jaimie Bertie were part of the trip. Attached is a full report on the trip.

SDYC and Central Taranaki Community Safe Trust are discussing a safety project focused on the young people of Stratford. This is in the initial planning stages but the project will likely involve cyber safety. A further update will be supplied next month.

Planning for the September holidays and the youth council application process for 2027 has begun. Applications for 2027 SDYC will open on the 14 September and close on 23 October 2026.

Upcoming meetings and events:

- Ordinary Meeting – 4 August 2026
- Project Meeting – 18 August 2026
- School Holidays – September
 - On the Bus to Bowlarama (29 September)
 - Amazing Race (9 October)

2.3 Civic and Community Events

2.3.1 Puanga Events 2026

Poi workshops and Ngā Taonga Tuku Iho (The treasures passed down) were held on 4 July 2026. This was a display of Māori art, by Whakaahurangi Māori Women's Welfare League and along with the Poi workshops naturally combined into one event which had a lovely atmosphere. Whakaahurangi Māori Women's Welfare League were very happy with the event and gained two new members.

Raranga Rōpū Puanganui-o-te-Rangi was undertaken again in partnership with Ngāruahine Iwi Health Service. The event was held on 9 July 2026 from 4pm - 7pm, at the War Memorial Centre and included lighting displays, hands-on activities for tamariki, health and wellbeing stations, weaving wānanga with Māori Women's Welfare League and entertainment including fire poi by Fire and Flow and kapa haka. Attendance was felt to be an increase from last year and the feedback from the community was very positive.

Coming up:

- Chunuk Bair – 8 August 2026
- International Day of the Older Person (IDOO) 30 September

2.4.1 Mayors' Taskforce for Jobs (MTFJ)

Target

	YTD	By 30 June 2027
Contracted Outcome Placements (up to 30 June 2027)	0	unknown
Sustainable Outcomes (Placements that have been off MSD benefit for 182 days up to 29 December 2027)	0	unknown

Registrations

	July	YTD
Referrals (MSD & other)	4	4
MTFJ registered	2	2
MTFJ registration declined (referred but not registered. e.g. - not able to work fulltime, not contactable, outside of contractual target)	0	0

Employment

	July	YTD
Clients placed into full-time work	0	0
Clients placed into other employment contracts or work experience	0	0
Clients helped with upskilling & work-related support (e.g. driver training, employability training, first aid, CV creation)	2	2

Mayors Taskforce for Jobs (MTFJ) LGNZ is still in negotiations with MSD and yet to finalise the contract for the new financial year. MSD has confirmed that the Community Employment Programme contract will continue across the country in rural areas but the final quota for placement numbers and other details are still being worked through.

In the meantime, referrals from MSD continue to be accepted, working with beneficiaries to secure them into fulltime employment. Our client base will remain the same as last year with 80% of our clients being 18 to 24-year-old youth who receive MSD benefits.

2.5 **Funding**

2.5.1 Creative Communities Scheme

Round one of the 2026/27 year will open 29 June 2026, and close 14 August 2026.

2.5.2 Sport New Zealand Rural Travel Fund

Round one of the 2026/27 year will open 7 September 2026, and close 23 October 2026.

2.6 Positive Ageing

Planning for the International Day of the Older Person (IDOOOP) celebration is underway, to be held on 30 September in the War Memorial Centre. This accommodates anyone that wishes to attend the Age Concern event on the official IDOOOP date on 1 October. The Stratford event will include information tables, a light lunch, music and bingo.

2.7 Strategy and Policy Development

2.7.1 Community Relationships Policy and Framework

A workshop with Elected Members was held in June to discuss the future direction of Council's Community Relationships Policy and Framework. Elected Members supported progressing towards a Community Investment and Impact approach. A draft policy and framework are now being prepared and will be presented to Council for consideration in August/September.

2.7.2 Economic Development Strategy Update

All key stakeholder engagement has now been completed. Drafting of the Strategy is now underway, with input from across all engagement streams being incorporated.

A draft Strategy will be presented to Council for initial sign-off in August before being released to the wider community for feedback.

2.8 Broadway Enhancement Group

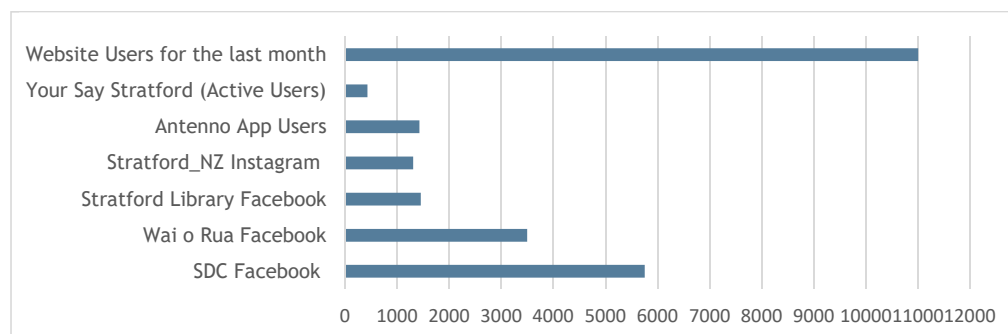
The Mayor has established the Broadway Enhancement Group, comprising three elected members, representatives from the Stratford Business Association and Council officers, to help move forward the work for beautification of Broadway.

The Group has met twice and recently held a direction-setting workshop to discuss priorities and opportunities for improving the town centre. Members have shared a range of ideas and begun identifying areas of focus that support Council's wider aspirations for Broadway.

The Group will continue to meet regularly as ideas are further developed and future enhancement opportunities are considered.

3. Communications

3.1 Audience snapshot – the latest numbers across SDC digital channels



3.2 Highlights for July

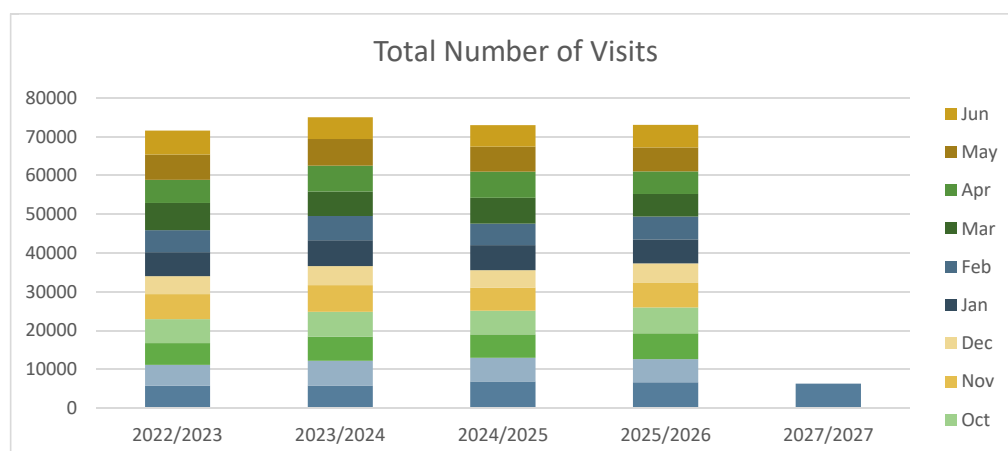
- Local Government Reform community survey received 633 responses.
- 90 Antenno users completed our recent user survey.
 - 98% said they would recommend Antenno to others.
 - 90% said the number of notices they receive is “About right”
 - 79% were happy to receive notices anytime, with 12% suggesting Monday to Friday during work hours.
 - Respondents were very interested in receiving rubbish and recycling reminders, and public notices such as road closures, with these topics also being the highest reason people download the App, alongside Council news and community events.
 - 67% were aware you need to set your address to get updates relevant to your property and only 33% were aware you could mute topics you’re not interested in.
 - We’ll be using this data to help inform our promotion of the App to the district in the coming months, and we also received some good suggestions for improvements to pass on to Datascape, the App provider.
 - In the survey we also asked respondents how they feel when they think about Council’s communication overall, with 71% choosing “Happy” and 27% choosing “Neutral”, 2% said they felt “Unhappy”.

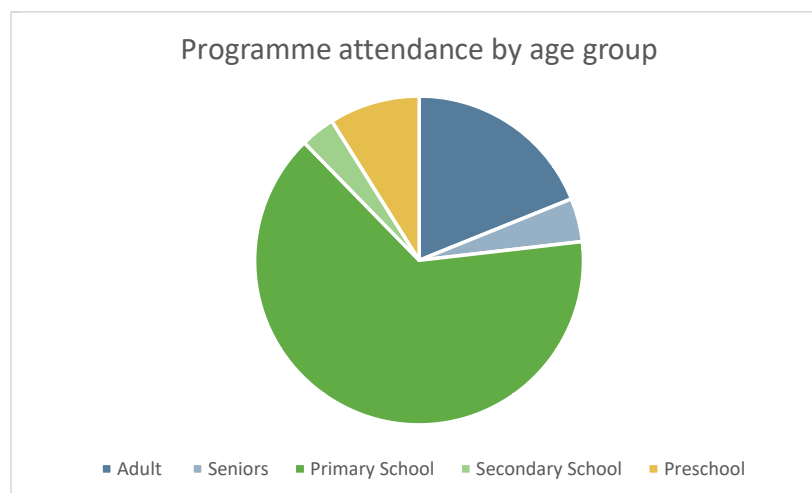
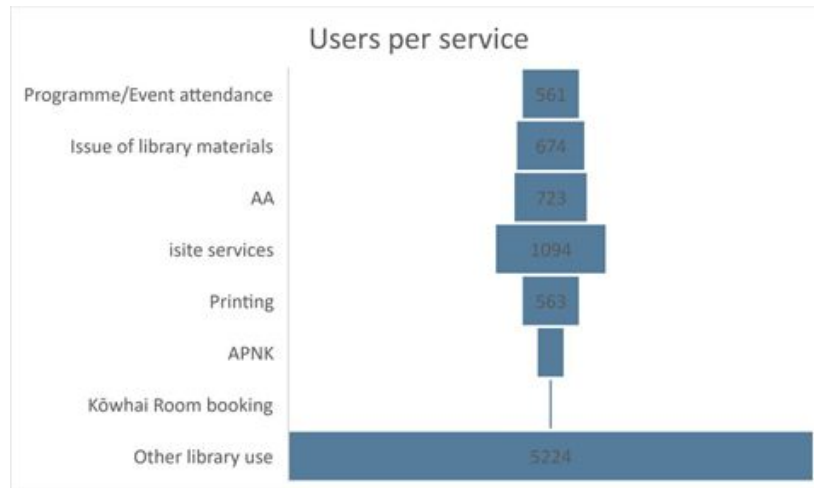
4. Library Hub

Performance Measures (*Performance Measures in bold*)

Level of Service	Performance Measure	Target	2026/27 YTD
To provide a multiuse community hub facility that is accessible, well utilised, and engaging to both residents and visitors to the Stratford District.	Number of items (including digital) issued annually.	>50,000	5,152
	Percentage of facility users satisfied with the quality of the services offered.	>80%	95%
	Number of participants in events and programmes at the facility.	>1,200	561

Visitors/Users per service





4.1 Highlights for July

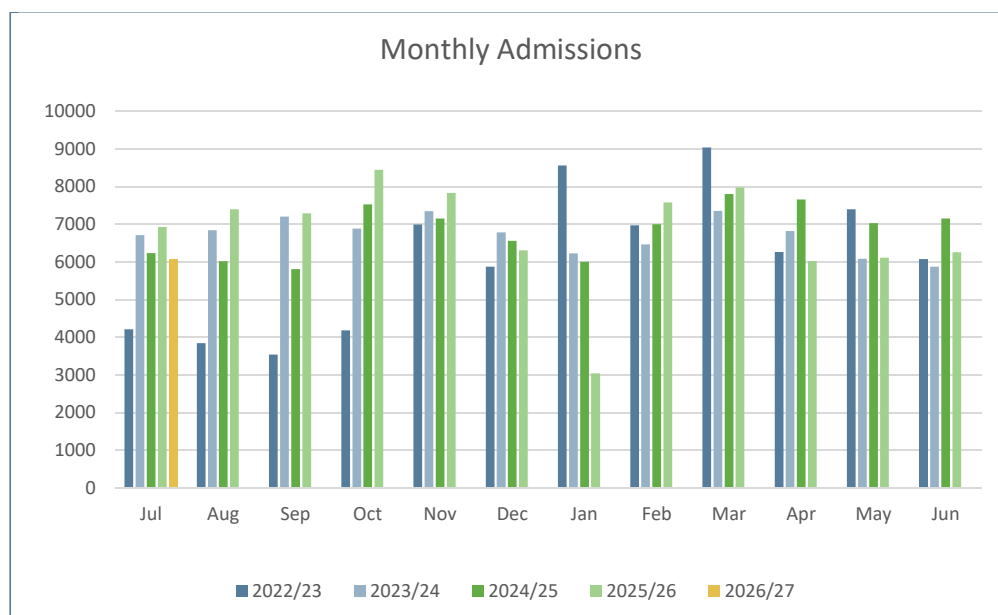
- The July School Holiday Programme in the library was well attended with most sessions at capacity. Activities included Puanga Craft, Snow Globes, Storyteller Aviv Liron and our traditional Teddy Bear Sleepover. Preschool Storytime continues in the School Holidays. We offered two events for teens – a paint and sip and a Teen Quiz.
- Staff on the AA counter have been busy getting ahead of changes to the graduated driver licensing system. An exceptionally low error rate for AA transactions has been maintained.
- Groups using the library space for meeting in July included Te Wananga o Aotearoa, Venture Taranaki, Hawera Budget Advisory Service, Hapū Wānanga ki Taranaki and PrimaryITO. During Term 3 we are having weekly sessions with children from the South & Central Taranaki Home Educators Group.

5. Aquatic Centre

Level of Service	Performance Measure	Target	2026/2027 YTD
To provide an aquatic facility that is welcoming, attractive and a safe place to swim.	Compliance with NZS5826:2010 NZ Pool Water Quality Standards.	Met	Achieved
	Poolsafe Accreditation is met.	Met	Achieved
	Percentage of facility users satisfied with the quality of the services and programmes offered.	>80%	
	Number of facility users per annum.	>55,000	6,064

5.1 Highlights for July

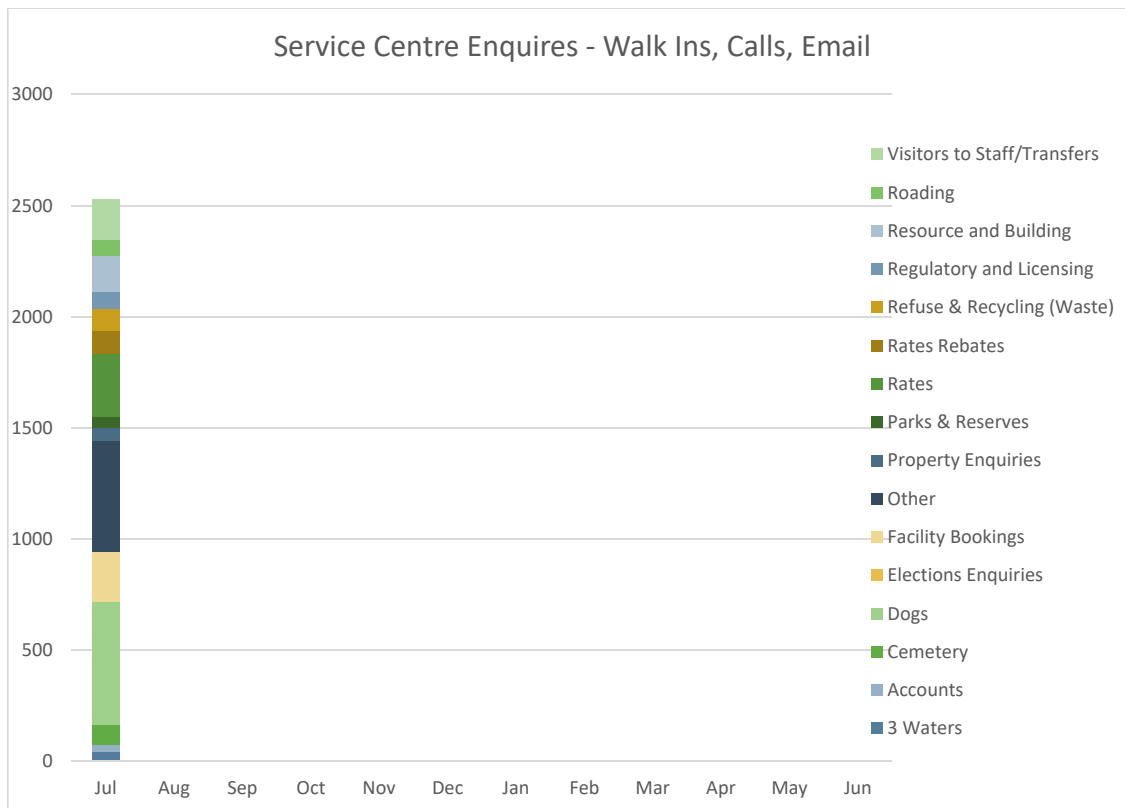
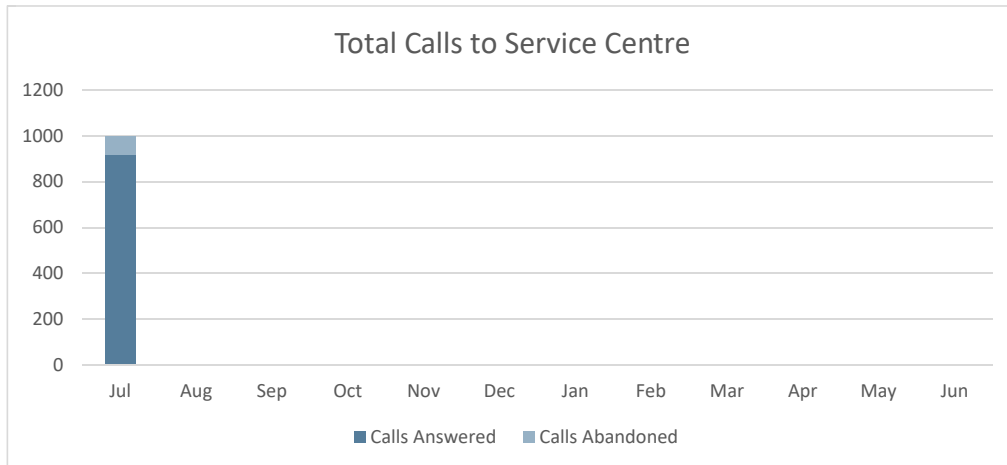
- There were **6,064** admissions during the month of July.
- Learn to Swim for Term 3 bookings: **361** booked.
- There were **9** Birthday Party bookings for July.
- Taranaki Swimming "Winters" Champs 3 day event was held.



6. Service Centre

Top 3 interactions for July were:

- Dogs: Renewal notices were sent early in June, with the late fee applied from 1 August. There are approx. 2100 active dogs in our system with close to 1800 registered by 31 July 31.
- Rates: Service Centre have been taking calls about the 2026/27 rates and encouraging rates to be received by email.
- Facility Bookings: A number of regular groups have been securing dates into the 2026/2027 year. Colder weather has been increasing one time bookings.



Kate Whareaitu
Director Community Services

[Approved]
Sven Hanne
Chief Executive

18 August 2026
Date



STRATFORD DISTRICT YOUTH COUNCIL

Report on the SDYC's trip to Wellington 15 to 17 July 2026

Between the 15 and 17 July 2026 the 15 Stratford District youth councillors, Saba Afzal, Councillor Jaimie Bertie, Mayor Neil Volzke and Anna-Louise Crane visited Wellington. The trip aimed to increase the Youth Councillors' understanding of how government and Parliament work, build their knowledge and skills, and strengthen relationships within the Youth Council.



By Anna-Louise Crane
30 July 2026

Day One – Wednesday 15 July

The Stratford District Youth Council travelled to Wellington and began the programme with a session at Parliament's Education Team. The Youth Councillors took part in a prepared mock debate, learning how parliamentary debates work and experiencing the roles of Government and Opposition.

"I found it really cool to do the debate and liked actually seeing the amount of effort everyone put into it. For a simple debate from youth and having the level of organisation and planning that came from it was just crazy, and so cool to look at. It's always great to spend time in the parliament building with people who work there that really care about the youth and enjoy having us come along." Saphire Brady.

"During the debate in parliament, I had a delightful time. The setup was extremely engaging from the start, and our guide was delightful. I enjoyed the opportunity to take parliamentary roles such as whip in the debate, however I would have preferred it if we had been able to vote like parties do in Parliament, mainly because I believe that would have been a nice experience. I think that everyone else in the debate performed spectacularly, and I enjoyed being able to prepare beforehand. I learned a lot about my side of the debate, and it was very rewarding." Romero Cranstoun

"I really enjoyed the debate in Parliament. It gave me a new respect for politicians and the work they do. I learned that a lot of thought, preparation and consideration goes into presenting ideas and debating different viewpoints." Jessie Sene-Lane

"One of the highlights of our trip was debating in the Parliamentary Debating Chamber. We argued in support of Youth Councils and experienced firsthand how parliamentary debates operate. It was an incredible opportunity to strengthen our public speaking and teamwork skills." Hunta Ngatai-Northcott.

"I found great joy in the mock debate which taught me about how parliamentary debates run and gave me personal experience with how politicians twist facts to benefit their movements." Teri Oxenham.

"This trip taught me a lot, but the thing I took out of it the most was debating. It helped me with public speaking and being clear and direct with what I'm saying." Thiemo Hanne.



The day finished with a trip on the Cable Car and time together over dinner.



Day Two - Thursday 16 July

The second day began with a session with the Ministry of Youth Development (MYD). The Youth Councillors learnt about the role of a government department, how MYD works, and how it supports the Government.

The group then returned to Parliament for a tour of the buildings and an overview of New Zealand's parliamentary system and Select Committee processes. The tour also included the Chunuk Bair painting and its significance within Parliament.

Janette, the tour guide, explained the history of the painting and the artist's perspective on war, including the message incorporated into the work about the impacts of war.



"The place I learnt the most stuff was definitely our trip to parliament and its tour. I found it cool to learn about the connections of MSD and Māori iwi because it showed the youths connection with New Zealand's culture." Violet Oxenham.

".. the lady that did our tour was fantastic. You can tell she loves her job and that's just such a cool thing to see. And being able to see the painting too, it just shows that even a small town like Stratford can be recognised in something as big as parliament. It was cool to see it in person." Sapphire Brady.

"The most beneficial part of the Wellington trip for me was the parliament tour. This was one of the best experiences in my life as our guide was just really awesome and knew heaps of information and was really engaging for me. Learning about all of parliament's history like how most of the old wooden buildings burned down in 1907 or the history about the picture of Chunuk Bair and the hidden joke was just the best. Overall the parliament tour was one of the most fun and educational things on the Wellington trip and to me the best part. At first I didn't think the parliament tour was going to be as good as it was but now I see it's one of those once in a lifetime sort of things that I will never forget. " Francis-Leon Jakeman-Sili.

"Our second day in Wellington was loaded with many different opportunities. We had a talk with Carla and her colleague about what the MYD (Ministry of Youth Development) did and how they work with MPs from Parliament to fulfil their wishes. We then returned to Parliament for a tour. My personal favourite space was the Library." Elliotte Chadwick.

The group then visited Te Papa for lunch and the Protest Aotearoa education session. The Youth Councillors explored the history of protest in Aotearoa, viewed a newly opened exhibit of badges and designed and made their own protest badges.

"The interactive aspects of the Te Papa protest workshop were highly beneficial for the connectedness of our youth council members as it gave us a relaxed space to work with and around one another." Teri Oxenham.

Back at the MYD offices, Arthur from MSD spoke about the iwi accords he manages and how these relationships are tailored to the different needs and priorities of each iwi. The session gave the Youth Councillors a better understanding of how government agencies work with iwi and other groups to achieve outcomes.

The day finished with dinner and team activities, including mini golf and arcade games.



Day Three – Friday 17 July

A scheduled session with Electoral Commission staff was postponed due to staff illness and will instead be delivered in Stratford.

At the Youth Councillors' request, the group returned to Te Papa for a general visit before beginning the journey home.

Carl Bates kindly provided Subway at his Whanganui office as the group passed through. This gave the Youth Councillors an opportunity to catch up with the local MP and learn more about his role, local issues and how his work connects with Parliament and government.

"Sharing dinner with MP Carl Bates gave us the opportunity to ask questions and discuss leadership, local issues, and youth representation in a relaxed setting. It was a valuable chance to connect and learn more about the role of an elected representative." Hunta Ngatai-Northcott.

Referring to dinner with Carl Bates *"I like how he talked about what he does and what his role is on the north island. I learnt a lot about how the electrical and road system thing works."* Arnika Warren.

Outcomes and reflections

As we attended the different sessions throughout the trip similar messages about how parliament functions and works with the government departments occurred. This meant by the time we debriefed the trip at SDYC's Project Meeting that the youth councillors had begun to have a clear understanding of this process.

The trip also strengthened relationships within the Youth Council. Spending time together outside their usual meetings gave the Youth Councillors an opportunity to build connections and become more comfortable with each other.

Two Youth Councillors have since indicated an interest in entering politics in some form, which is a positive indication of the impact of the trip.

Overall the sessions run were appreciated and provided useful learning, however for future trips there is an opportunity to have greater input into the content of sessions delivered by government agencies to help ensure sessions are more closely aligned with the Youth Council's needs.

The Youth Councillors also appreciated the involvement of Mayor Volzke and Councillor Bertie. Their participation added to the experience, including the opportunity to challenge them at mini golf, and provided additional support throughout the trip.

"All in all, this trip was extraordinary, I have learnt so much from this experience and I am very thankful that I was able to go. Thank you to Anna, Saba, Jaimie, and Neil for supervising us. I am so glad I got to go with such an amazing group of people." Elliotte Chadwick.

"One of the best parts of the trip was the balance between learning opportunities and social activities. It helped us build stronger connections as a group and get to know each other outside of meetings and council chambers." Jessie Sene-Lane



MONTHLY REPORT

Corporate Services Department



F25/96/004 – D26/31121

To: Policy and Services Committee
From: Director - Corporate Services
Date: 25 August 2026
Subject: Corporate Services Monthly Report

Recommendation

THAT the report be received.

/_____
Moved/Seconded

1. Financial Management - July 2026

Reports attached, as at 31 July 2026, are:

- 1) Statement of Comprehensive Revenue and Expense
- 2) Expenditure and Revenue by Activity
- 3) Cashflow Forecast
- 4) Treasury Report
- 5) Debtors Report

1.1 Financial Results

July 2026 is the first month of the new financial year, too early to establish any financial trends.

Roading expenditure and revenue is below budget expectations, due to timing and should return to budget levels over the next few months.

There are no other significant income and expenditure variances by activity (plus or minus \$50,000).

1.2 Treasury Balances

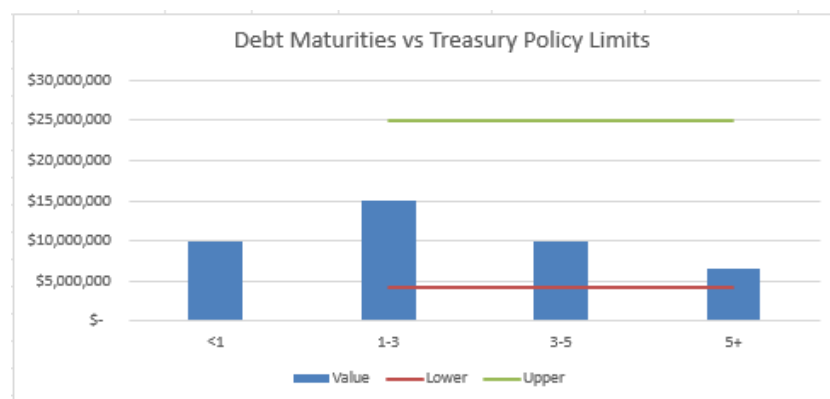
Borrowings (LGFA)	\$	41,600,000
Term Deposits	\$	5,000,000
A&P Association Loan	\$	7,016,124
Net Debt	\$	29,583,876

Net debt is \$29,583,876 after deducting financial investments comprising of: \$5,000,000 on term deposits with registered New Zealand banks, and the \$7,016,124 loan to the Stratford A&P Association.

1.3 Borrowings

Council borrowing against policy limits as at 31 July 2026 was as follows:

	<i>Actual</i>	<i>Policy</i>
Actual Fixed Debt	100%	>60%
Actual Floating Debt	0%	<60%
Fixed 1-3 years	36%	10-60%
Fixed 3-5 years	24%	10-60%
Fixed >5 years	16%	5-60%
Debt Matures 1-3 years	36%	10-60%
Debt Matures 3-5 years	24%	10-60%
Debt Matures > 5 years	16%	10-60%
Borrowing Costs to Revenue Ratio	6.1%	<10%
Borrowing Costs to Rates Revenue Ratio	9.3%	<15%
Net Debt to Revenue Ratio	87%	<115%
Liquidity Ratio	129%	>110%
Net Debt per Capita	\$ 2,771	<\$3,000
Net Debt per Ratepayer	\$ 5,556	N/A



All Council debt, made up of Local Government Funding Agency ('LGFA') loans, is 100% fixed and within Treasury Policy limits. The Council is operating well within LGFA lending covenants with no concerns to report.

The weighted average interest rate across all Council debt is 4.2% as at 31 July 2026. The interest rate used for budgeting purposes for the 2026/27 Annual Plan was 4.5%.

1.4 Investments

The weighted average interest rate of all term deposits is 3.8% as at 31 July 2026. The current \$5,000,000 is invested with ASB and TSB. The interest rate used for budgeting purposes in the 2026/27 Annual Plan was 3.5%.

1.5 Cashflow Forecast

As at 31 July, Council had \$2,523,611 (June 26: \$2,614,625) of cash on hand. Cashflow continues to be monitored closely, with no concerns to report.

2.0 Revenue Management - July 2026

2.1 Rates

Rates Arrears (owing from 2025/26 year and earlier) \$565,337 (July 2025: \$607,033).

As at 31 July 2026, 258 ratepayers had rates overdue by more than one year, compared with 326 ratepayers in 2025. This improvement reflects the significant effort made to increase the number of ratepayers using direct debit payment arrangements. However, some properties have longstanding arrears that remain a concern and will be addressed in a separate report to Council.

Current Year Rates

As at 31 July 2026, 18.57% (2025: 14.97%) of rates for the first instalment has been collected. This is so low, as the 1st instalment is not actually due till 26th August.

2.2 Outstanding Debtors

The outstanding debtors report as at 31 July 2026 is attached to this report, showing total debtors of \$2,293,892. 22% of total debtors are overdue for payment, these largely relate to rates, water charges, and infringements.

3.0 Information Technology - July 2026

Current significant projects include:

Objective Build

Since 2019, Council has used GoGet and Simpli to manage online building consent applications. These systems have reduced paper-based processing and improved communication and turnaround times for applicants.

With GoGet having reached end-of-life, Council is transitioning to Objective Build, which will replace both GoGet and Simpli. The new platform will provide a modern, supported solution with improved functionality and a more user-friendly experience for both customers and staff.

We are now in the final stages of the project preparing the live environment, including the setup of integrations between Objective Build, Authority, and Council's Document Management System. IT is also working with the Communications and Building teams to keep customers informed and support a smooth transition to the new platform.

Go Live is scheduled for late August 2026.

Cybersecurity Improvements

IT has completed the implementation of a managed Security Operations Centre (SOC) service with Datacom, replacing its previous antivirus and endpoint security solution. The new service provides 24/7 monitoring, threat detection, investigation, and response capabilities, significantly strengthening Council's cybersecurity posture.

The solution has now been successfully deployed across more than 160 workstations and servers.

3.1 Official Information Requests

LGOIMA requests for the calendar year to 31 July 2026: 53

Requests received in July 2026:

#	Date Received	Received From	Query	Due Date	Date Responded
43	1/07/26	Victoria Fox - GIS Specialist TRC	Rates Information Request - LocalMaps	30/07/26	22/07/26
44	7/07/26	Alan Jamieson	New Select Dog Owner Status Applications	5/08/26	15/07/26
45	7/07/26	Mike Procter - 48 Squadron Air Training Corps	25 Fenton - Proof of Ownership	5/08/26	15/07/26
46	13/07/26	Damien Puddle - Play Advocate Invercargill City Council	Playground Surfacing	10/08/26	16/07/26
47	13/07/26	Sean McFall	Cellphone Tower at P3012	10/08/26	30/07/26
48	7/07/26	Clint Betteridge	Resource Consent Applications	7/08/26	15/07/26
49	9/07/26	Jake Cameron - Relab	Stratford District Councils building and resource consent records	7/08/26	28/07/26
50	16/07/26	Propintel	Flood and Hazard Data	7/08/26	30/07/26
51	27/07/26	Fergus Watts - Prove	Data request — District Plan GIS Layers	24/08/26	31/07/26
52	27/07/26	Jo-anne Edser & Mark Christensen	COVID Vaccine Passports, Subdivision Process & Appeals Process	24/08/26	31/07/26
53	30/07/26	Tony Peter Massey	BC for Whangamomona Hotel	27/08/26	31/07/26

4.0 Health and Safety / Civil Defence Update - July 2026

Points of note for July 2026 include:

Health and Safety

- 9 health and safety events recorded (June 2026: 2).
- Contractor engagement has continued and has resulted in more events being reported in a timely manner.
- Bird Flu – First cases (2 – Petone and Wairarapa) reported in New Zealand. Regional work on public messaging and disposal methods being the priority of work. Council has stood up a working group that meets bi-weekly to discuss our district plans/requirements in conjunction with the regional plan.

Civil Defence

- Two Multi regional Safety function group meetings held - developing risk management tools for various events.
- D4H Training conducted with TEMO on 13 July.



Raelene Johnson
Director - Corporate Services



[Approved]
Sven Hanne
Chief Executive

Date: 14 August 2026

Statement of Comprehensive Revenue and Expense July 2026

Description	July 2026 Year to Date Actual	July 2026 Year to Date Budget	Year to Date Variance	2026/27 Full Year Budget	YTD Actuals % to Full Year Budget (8% completed)
REVENUE					
Operating Revenue					
Finance Revenue	\$46,117	\$34,000	\$12,117	\$408,000	11%
Waka Kotahi NZTA Rooding Subsidy	\$369,169	\$554,583	(\$185,414)	\$6,655,000	6%
Rates Revenue - excl water consumption rate	\$0	\$0	\$0	\$20,318,000	0%
Water Supply - Consumption Charge	\$574	\$0	\$574	\$796,000	0%
Sundry Revenue	\$725	\$3,583	(\$2,858)	\$41,000	2%
Farm Milk Proceeds	\$6,840	\$11,250	(\$4,410)	\$675,000	1%
User Charges for Services	\$433,563	\$373,442	\$60,121	\$3,251,000	13%
Total Operating Revenue	\$856,988	\$976,859	(\$119,871)	\$32,144,000	3%
Extraordinary Revenue					
Grant Funding	\$0	\$0	\$0	\$111,000	0%
Financial Contributions	\$0	\$0	\$0	\$0	0%
Other Revenue	\$16,765	\$0	\$16,765	\$0	0%
Dividends	\$0	\$0	\$0	\$20,000	0%
Total Extraordinary Revenue	\$16,765	\$0	\$16,765	\$131,000	13%
Total Revenue	\$873,753	\$976,859	(\$103,106)	\$32,275,000	3%
EXPENDITURE					
Operating Expenditure					
Personnel Costs	\$528,726	\$567,462	\$38,736	\$7,377,000	7%
Other Direct Operating Costs	\$1,255,890	\$1,384,571	\$128,681	\$14,816,000	8%
Total Operating Expenditure	\$1,784,616	\$1,952,033	\$167,417	\$22,193,000	8%
Other Operating Expenditure					
Depreciation	\$673,458	\$673,458	\$0	\$8,081,500	8%
Finance Costs	\$148,703	\$163,875	\$15,172	\$1,966,500	8%
Loss on sale of assets	\$0	\$0	\$0	\$0	0%
Sundry Expenditure	\$193	\$0	(\$193)	\$0	0%
Total Other Expenditure	\$822,354	\$837,333	\$14,979	\$10,048,000	8%
Total Expenditure	\$2,606,970	\$2,789,366	\$182,396	\$32,241,000	8%
Net Surplus (Deficit)	(\$1,733,217)	(\$1,812,508)	\$79,291	\$34,000	

Expenditure and Revenue by Activity

July 2026 Year to Date Actual

*Note: Expenditure excludes interest and depreciation allocated to each activity.

Revenue includes user charges, sales revenue, water revenue by meter, grants and subsidies, and sundry revenue

Description	July 2026 Year to Date Actual	July 2026 Year to Date Budget	Year to Date Variance	2026/27 Full Year Budget	YTD Actuals % to Full Year Budget (8% completed)
Recreation and Facilities					
Aerodrome					
Expenditure	\$10,454	\$13,406	\$2,952	\$160,869	6%
Revenue	\$7,456	\$2,750	\$4,706	\$33,000	23%
Net cost of activity	\$2,998	\$10,656	\$7,658	\$127,869	2%
Civic Amenities					
Expenditure	\$64,034	\$59,643	(\$4,391)	\$715,711	9%
Revenue	\$8,251	\$5,250	\$3,001	\$63,000	13%
Net cost of activity	\$55,783	\$54,393	(\$1,390)	\$652,711	9%
Housing for Older Persons					
Expenditure	\$9,297	\$11,850	\$2,553	\$142,200	7%
Revenue	\$8,502	\$9,000	(\$498)	\$108,000	8%
Net cost of activity	\$795	\$2,850	\$2,055	\$34,200	2%
Library Hub					
Expenditure	\$83,697	\$75,932	(\$7,765)	\$911,182	9%
Revenue	\$7,632	\$7,417	\$215	\$89,000	9%
Net cost of activity	\$76,065	\$68,515	(\$7,550)	\$822,182	9%
Parks and Reserves					
Expenditure	\$75,452	\$81,639	\$6,187	\$979,662	8%
Revenue	\$2,237	\$833	\$1,404	\$10,000	22%
Net cost of activity	\$73,215	\$80,805	\$7,590	\$969,662	8%
Cemeteries					
Expenditure	\$22,725	\$21,121	(\$1,604)	\$253,456	9%
Revenue	\$19,826	\$13,667	\$6,159	\$164,000	12%
Net cost of activity	\$2,899	\$7,455	\$4,556	\$89,456	3%
Wai O Rua Aquatic Centre					
Expenditure	\$217,245	\$235,466	\$18,221	\$2,825,595	8%
Revenue	\$36,121	\$60,083	(\$23,962)	\$721,000	5%
Net cost of activity	\$181,124	\$175,383	(\$5,741)	\$2,104,595	9%
Democracy					
Democracy and Corporate Support					
Expenditure	\$181,127	\$180,376	(\$751)	\$1,793,508	10%
Revenue	\$54,924	\$30,000	\$24,924	\$180,000	31%
Net cost of activity	\$126,203	\$150,376	\$24,173	\$1,613,508	8%
Community Development					
Community Services					
Expenditure	\$85,921	\$84,264	(\$1,657)	\$591,169	15%
Revenue	\$0	\$0	\$0	\$0	#DIV/0!
Net cost of activity	\$85,921	\$84,264	(\$1,657)	\$591,169	15%
Economic Development					
Expenditure	\$59,024	\$67,375	\$8,351	\$505,894	12%
Revenue	\$0	\$0	\$0	\$0	0%
Net cost of activity	\$59,024	\$67,375	\$8,351	\$505,894	12%
Rental Properties					
Expenditure	\$4,376	\$4,793	\$417	\$57,517	8%
Revenue	\$2,637	\$4,750	(\$2,113)	\$57,000	5%
Net cost of activity	\$1,739	\$43	(\$1,696)	\$517	336%

Description	July 2026 Year to Date Actual	July 2026 Year to Date Budget	Year to Date Variance	2026/27 Full Year Budget	YTD Actuals % to Full Year Budget (8% completed)
Farm					
Expenditure	\$13,709	\$38,442	\$24,733	\$461,309	3%
Revenue	\$6,840	\$11,250	(\$4,410)	\$695,000	1%
Net cost of activity	\$6,869	\$27,192	\$20,323	(\$233,691)	-3%
Holiday Park					
Expenditure	\$242	\$285	\$43	\$3,418	7%
Revenue	\$0	\$0	\$0	\$4,000	0%
Net cost of activity	\$242	\$285	\$43	(\$582)	-42%
Environmental Services					
Building Control					
Expenditure	\$82,122	\$98,803	\$16,681	\$1,185,639	7%
Revenue	\$70,225	\$50,333	\$19,892	\$604,000	12%
Net cost of activity	\$11,897	\$48,470	\$36,573	\$581,639	2%
District Plan					
Expenditure	\$11,326	\$33,937	\$22,611	\$407,249	3%
Revenue	\$0	\$0	\$0	\$0	0%
Net cost of activity	\$11,326	\$33,937	\$22,611	\$407,249	3%
Resource Consents					
Expenditure	\$36,385	\$39,802	\$3,417	\$477,629	8%
Revenue	\$6,530	\$11,667	(\$5,137)	\$140,000	5%
Net cost of activity	\$29,855	\$28,136	(\$1,719)	\$337,629	9%
Food and Health					
Expenditure	\$14,120	\$14,748	\$628	\$176,975	8%
Revenue	\$3,967	\$3,333	\$634	\$40,000	10%
Net cost of activity	\$10,153	\$11,415	\$1,262	\$136,975	7%
Alcohol Licensing					
Expenditure	\$14,564	\$14,465	(\$99)	\$173,581	8%
Revenue	\$1,457	\$3,083	(\$1,626)	\$37,000	4%
Net cost of activity	\$13,107	\$11,382	(\$1,725)	\$136,581	10%
Parking and Other Bylaws					
Expenditure	\$16,503	\$14,497	(\$2,006)	\$173,960	9%
Revenue	\$5	\$83	(\$78)	\$1,000	1%
Net cost of activity	\$16,498	\$14,413	(\$2,085)	\$172,960	10%
Animal Control					
Expenditure	\$35,158	\$32,128	(\$3,030)	\$385,541	9%
Revenue	\$100,920	\$102,609	(\$1,689)	\$177,000	57%
Net cost of activity	(\$65,762)	(\$70,480)	(\$4,718)	\$208,541	-32%
Civil Defence					
Expenditure	\$39,559	\$37,092	(\$2,467)	\$587,634	7%
Revenue	\$0	\$0	\$0	\$0	0%
Net cost of activity	\$39,559	\$37,092	(\$2,467)	\$587,634	7%
Assets					
Roading					
Expenditure	\$357,955	\$427,483	\$69,528	\$5,129,801	7%
Revenue	\$398,554	\$596,500	(\$197,946)	\$7,158,000	6%
Net cost of activity	(\$40,599)	(\$169,017)	(\$128,418)	(\$2,028,199)	2%
Stormwater					
Expenditure	\$20,458	\$17,048	(\$3,410)	\$204,581	10%
Revenue	\$0	\$0	\$0	\$0	0%
Net cost of activity	\$20,458	\$17,048	(\$3,410)	\$204,581	10%

Description	July 2026 Year to Date Actual	July 2026 Year to Date Budget	Year to Date Variance	2026/27 Full Year Budget	YTD Actuals % to Full Year Budget (8% completed)
Wastewater (Sewerage)					
Expenditure	\$44,730	\$60,268	\$15,538	\$723,212	6%
Revenue	\$6,968	\$2,667	\$4,301	\$32,000	22%
Net cost of activity	\$37,762	\$57,601	\$19,839	\$691,212	5%
Solid Waste					
Expenditure	\$141,909	\$134,177	(\$7,732)	\$1,610,121	9%
Revenue	\$66,520	\$21,500	\$45,020	\$258,000	26%
Net cost of activity	\$75,389	\$112,677	\$37,288	\$1,352,121	6%
Water Supply					
Expenditure	\$142,524	\$152,992	\$10,468	\$1,835,909	8%
Revenue	\$574	\$2,500	(\$1,926)	\$826,000	0%
Net cost of activity	\$141,950	\$150,492	\$8,542	\$1,009,909	14%
Total Activity Expenditure	\$1,784,616	\$1,952,033	\$167,417	\$22,473,322	8%
Total Activity Revenue	\$810,146	\$939,275	(\$129,129)	\$11,397,000	7%
Net Cost of Activities	\$974,470	\$1,012,758	\$38,288	\$11,076,322	9%

CASHFLOW FORECAST FOR THE YEAR ENDED JULY 2026

	Jul-26 \$	JULY 26 ACTUAL	Aug-26 \$	Sep-26 \$	Oct-26 \$	Nov-26 \$	Dec-26	Jan-27	Feb-27	Mar-27	Apr-27	May-27	Jun-27	Jul-27	12 Month \$
OPENING BALANCE	2,614,625	2,614,625	2,523,611	4,831,991	2,681,991	1,738,180	3,843,554	3,593,554	2,621,804	5,261,804	2,091,804	2,262,207	3,323,327	2,290,951	-
Rates	700,000	832,079	4,690,000	800,000	800,000	4,690,000	800,000	800,000	4,690,000	800,000	800,000	4,690,000	800,000	700,000	25,060,000
NZTA Refunds	614,376	659,485	424,544	450,000	450,000	500,000	825,000	825,000	700,000	550,000	550,000	550,000	450,624	600,000	6,875,168
Fees and Charges	550,000	599,600	550,000	450,000	350,000	490,000	450,000	350,000	500,000	450,000	450,000	250,000	350,000	550,000	5,190,000
Interest Revenue	45,000	87,000	0	30,000	53,250	0	30,000	53,250	0	30,000	16,241	0	0	63,600	276,341
Other Note 1	695,496	94,763	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Cash In	2,604,872	2,272,927	5,664,544	1,730,000	1,653,250	5,680,000	2,105,000	2,028,250	5,890,000	1,830,000	1,816,241	5,490,000	1,600,624	1,913,600	37,401,509
Salaries and Wages / Elected Members	650,000	725,434	580,000	580,000	600,000	600,000	750,000	600,000	600,000	600,000	600,000	600,000	600,000	750,000	7,460,000
Payments to Suppliers - Operating	1,000,000	806,313	1,000,000	900,000	800,000	800,000	1,100,000	700,000	750,000	1,000,000	1,000,000	1,000,000	1,000,000	850,000	10,900,000
Major contract payments	1,800,000	964,816	1,800,000	2,000,000	1,100,000	1,100,000	2,000,000	2,000,000	2,200,000	3,000,000	3,000,000	3,000,000	3,500,000	1,000,000	25,700,000
Interest Expense	-	-	-	-	347,061	334,626	105,000	-	-	-	345,838	28,880	93,000	-	1,254,405
GST Paid / (Received)	(95,919)	(132,622)	(23,836)	400,000	(250,000)	(260,000)	400,000	(300,000)	(300,000)	400,000	(300,000)	(200,000)	440,000	-	93,836
Total Cash Out	3,354,081	2,363,941	3,356,164	3,880,000	2,597,061	2,574,626	4,355,000	3,000,000	3,250,000	5,000,000	4,645,838	4,428,880	5,633,000	2,500,000	45,220,569
(Increase)/Reduce Financial Investments	-	-	-	-	-	(1,000,000)	-	-	-	-	-	-	-	-	1,000,000
Borrowing /(Repaying) Loans	-	-	-	-	-	-	2,000,000	-	-	-	3,000,000	-	3,000,000	-	8,000,000
Borrower Notes	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
CLOSING BALANCE	1,865,416	2,523,611	4,831,991	2,681,991	1,738,180	3,843,554	3,593,554	2,621,804	5,261,804	2,091,804	2,262,207	3,323,327	2,290,951	1,704,551	
Net Debt	29,583,876	29,583,876	29,583,876	29,583,876	29,583,876	28,583,876	30,583,876	30,583,876	30,583,876	30,583,876	33,583,876	33,583,876	36,583,876	36,583,876	
Gross Debt	41,600,000	41,600,000	41,600,000	41,600,000	41,600,000	41,600,000	43,600,000	43,600,000	43,600,000	43,600,000	46,600,000	46,600,000	49,600,000	49,600,000	
Investments - Term Deposits	5,000,000	5,000,000	5,000,000	5,000,000	5,000,000	6,000,000	6,000,000	6,000,000	6,000,000	6,000,000	6,000,000	6,000,000	6,000,000	6,000,000	
Investments - A & P Loan	7,016,124	7,016,124	7,016,124	7,016,124	7,016,124	7,016,124	7,016,124	7,016,124	7,016,124	7,016,124	7,016,124	7,016,124	7,016,124	7,016,124	

Note 1

Grant Funding - Capital expenditure
Sale of Mayors Vehicle

LIABILITIES AND INVESTMENTS STATEMENT AS AT 31 JULY 2026

Public Debt Statement

Lender	Amount	Interest Rate	Term (Years)	Date Drawn	Maturity Date
LGFA	\$ 1,000,000	1.38%	7	11/05/2020	15/04/2027
LGFA	\$ 2,000,000	4.51%	3	16/10/2024	15/04/2027
LGFA	\$ 2,000,000	4.17%	5	14/04/2022	15/04/2027
LGFA	\$ 1,500,000	3.65%	9	27/08/2018	15/04/2027
LGFA - A&P	\$ 3,500,000	3.51%	1.5	16/12/2025	15/06/2027
LGFA	\$ 2,000,000	5.32%	3	30/01/2024	15/05/2028
LGFA	\$ 1,000,000	5.41%	4	12/04/2024	15/05/2028
LGFA	\$ 1,000,000	2.12%	7	19/04/2021	15/05/2028
LGFA	\$ 1,000,000	4.23%	6	12/08/2022	15/05/2028
LGFA	\$ 1,600,000	4.01%	1	15/06/2026	15/05/2028
LGFA	\$ 2,000,000	4.26%	6	14/04/2022	15/05/2028
LGFA	\$ 1,000,000	5.50%	5	24/05/2023	15/05/2028
LGFA	\$ 2,000,000	4.45%	5	15/04/2025	15/05/2028
LGFA	\$ 1,000,000	5.49%	6	24/05/2023	20/04/2029
LGFA	\$ 1,500,000	4.14%	3	25/06/2026	20/04/2029
LGFA	\$ 1,000,000	5.66%	6	10/07/2023	20/04/2029
LGFA	\$ 2,000,000	5.56%	6	15/05/2024	15/05/2030
LGFA	\$ 3,000,000	4.25%	4	15/04/2026	15/05/2030
LGFA	\$ 3,000,000	5.67%	7	10/07/2023	15/05/2030
LGFA	\$ 2,000,000	4.30%	9	14/04/2022	15/05/2031
LGFA	\$ 3,000,000	4.70%	6	15/04/2026	14/05/2032
LGFA - A&P	\$ 3,500,000	1.87%	12	21/12/2020	21/12/2032
	\$ 41,600,000	4.22%			

Internal Debt Register

Activity	Amount	Start Date	Term	Interest Rate	Details
Water Supply	\$ 1,030,795	2013	N/a	4.22%	Water treatment plant
Farm	\$ 1,806,574	2016	N/a	4.22%	As at 1 July 2025
	\$ 2,837,369				

Committed Cash Facilities

Lender	Facility Value	Outstanding	Rate
TSB Bank	\$ 1,000,000	\$ -	BKBM* + 3%
	\$ 1,000,000		

Investment Statement

Investee	Amount	Interest Rate	Term (Days)	Start	End
ASB	\$ 1,500,000	4.24%	365	17/07/2026	17/07/2027
TSB	\$ 1,500,000	3.55%	365	14/10/2025	14/10/2026
TSB	\$ 1,500,000	3.55%	365	23/01/2026	23/01/2027
ASB	\$ 500,000	3.90%	304	26/06/2026	26/04/2027
	\$ 5,000,000	3.79%			
A&P Association	\$ 3,516,124	3.51%	540	22/12/2025	15/06/2027
A&P Association	\$ 3,500,000	2.12%	4383	22/12/2020	22/12/2032
	\$ 7,016,124	2.82%			

Shareholdings Statement

	No. of Shares	Share Price	Value of Shares
Fonterra	158,716	\$ 4.25	\$ 674,543
Ravensdown	21,820	\$ 1.00	\$ 21,820
Civic Financial	65,608	\$ 0.95	\$ 62,328
			\$ 758,691

*BKBM - The Bank Bill Market Rate is a short term interest rate used widely in NZ as a benchmark for pricing debt.

Outstanding Debtors as at 31 July 2026

Category	Total Outstanding	Overdue > 3 months	Notes relating to outstanding balances
Rates	\$565,337	\$388,930	The overdue balance for rates debtors is what is owed for the previous financial year. All outstanding rates arrears are charged a 10% penalty on what is outstanding in July and January.
Transfer Station	\$479	\$0	
Cemeteries	\$20,995	\$4,855	Overdues relate to 6 debtors, They all have payment arrangements with council.
Rental Properties	\$14,380	\$0	
Housing for the Older Persons	-\$8,182	\$0	Rent in advance.
Planning and Regulatory	\$8,500	\$0	
Facility Hire	\$7,961	\$0	
Sundry Debtors	\$376,358	\$16,640	Overdues are made up of a variety of debts. 1 debtor has been send to the debt collector.
Legal Fees	\$3,757	\$3,757	Overdues relate to 1 debtor which is with the solicitor.
Targeted Rates after Strike	\$2,669	\$2,619	Overdue relates to 5 debtors. 1 has been sent to the debt collector. Working through the 4 remaining debtors.
Debtors Accruals	\$435,303	\$0	Significant items are: Fonterra milk revenue accrued (not yet paid) and interest revenue receivable upon maturity.
NZTA	\$424,545	\$0	
Wai O Rua Aquatic Centre	-\$55,867	\$0	Prepayments on Swim Schools.
Resource Consents	\$222,776	\$4,365	Overdue made up of 3 debtors. 2 have been sent to the debt collectors. Council have been in contact with the other debtor,
Building Consent Revenue	\$3,051	\$220	Relates to 1 debtor.
Earthquake Prone Buildings	\$1,080	\$1,080	Overdue relates to 2 debtors who council have sent to the debt collector.
Infringements	\$27,843	\$26,725	Majority of debtors are < 3 years overdue and with the Ministry of Justice for collection. These are largely made up of dog registrations.
MPI Food Business Levy	\$605	\$236	Overdue relates to 3 debtors.
Wastewater Discharge	\$250	\$0	
Water Billing	\$242,053	\$51,080	The overdue balance is for water billing made up by 10 debtors. The largest debtor has a payment arrangement which accounts for nearly 50% of the total overdue. Council are working through the remaining debtors.
TOTAL	\$2,293,892	\$500,507	

MONTHLY REPORT

Environmental Services Department



F25/96/04– D26/27602

To: Policy and Services Committee
From: Director - Environmental Services
Date: 25 August 2026
Subject: Environmental Services Monthly Report - July 2026

Recommendation

THAT the report be received.

/_____
 Moved/Seconded

This report presents a summary of the monthly progress and highlights for the main areas of activity within the Environmental Services department. The Long-Term Plan 2024-2034 sets the performance measures, and this report presents progress to date against the target for each performance measure.

1. Overview

Fifteen applications for building consent were received in July 2026. These included, five fires, one accessory building (garage), three new residential dwellings, one relocated building and five alterations to commercial buildings. There were also a further two amendments to existing building consents, two Certificates of Public Use and one exemption from obtaining a building consent.

The number of applications for building consent was relatively consistent with June's total. The total for both months reflects the cooler winter weather and corresponding lower level of construction work taking place. The number of applications for resource consent reduced slightly from June. Bylaw-related calls were slightly higher than in May.

2. Strategic/Long Term Plan Projects

Local Alcohol Policy

The South Taranaki District Council has decided to develop a regional LAP with the New Plymouth District Council and Stratford District Council. A regional policy will support consistency in applying the rules across Taranaki as well as providing applicants with clear expectations and guidance when applying for an alcohol licence in each district. The regional working group has recently met and we are hoping to have a draft policy prepared by the end of this year.

Resource Management Legislation reform

The Government's work on the new resource management legislation has reached another milestone. The Planning and Natural Environment Bills both passed their second reading in Parliament on 4 August. The changes recommended by the Environment Select Committee have been adopted without any amendment papers being presented, although Minister Bishop has stated that further amendments will be introduced soon. At this stage we are still expecting the new legislation to be passed before the house rises for the election on 24 September which is in seven weeks' time.

Building Act reform

Most of the Government's changes to building legislation have been implemented now. The most recent change is the introduction of the Building Amendment Bill 2026 which includes several of the remaining changes. The most significant of these relate to improving accountability and shifting risk. This is significant for Councils because the proposal is to introduce a proportionate liability system which means that parties will only be liable for their contribution to building defects. The current system allows claimants to recover the entire cost of defective building work from any one liable party. The proposed change is positive for Councils. Other changes included in the Bill relate to making it easier for Building Consent Authorities to consolidate and collaborate, streamlining funding and simplifying processes relating to solar electricity systems. The Bill is open for submissions until 15 November and officers will be considering whether to submit.

Application for Resource Consent – Stratford Solar Farm

Since the last meeting the Environment Court has held a short hearing to work through some questions about the proposed conditions of consent. At the time of writing this report a formal response to some questions provided at the hearing is being prepared and we are hoping that a decision on the proposal will be released soon.

Mana Whakahono a Rohe

We currently have Mana Whakahono a Rohe (MWAR) initiated with Te Topuni Ngarahu, Te Runanga o Ngati Ruanui Trust, Te Kotahitanga o Te Atiawa and Te Korowai o Ngaruahine Trust. The Ngāti Maru MWAR was recently approved by Elected Members. As well as the MWAR that involve our Council several others that we are not involved with have also been initiated within the region.

Work is at different stages for the different MWAR. We have a draft agreement for review from Te Runanga o Ngati Ruanui which is currently being legally reviewed, while the others are in earlier stages of drafting. We have not yet formalised any decisions around continuing or pausing this work.

Neither the Planning Bill or the Natural Environment Bill have provisions enabling new MWAR and the Government has indicated that existing MWAR may not carry through into the new legislation. At this stage we are expecting the new legislation to replace MWAR with a new type of agreement with a narrower scope, although detail about these new agreements is not yet available. It is likely that at least some of the work done on MWAR will be relevant to the new agreements but we won't know how until more detail on the new agreements is available.

3. Dashboard - All Business Units

- 3.1 The following table summarises the main licencing, monitoring, and enforcement activity across the department for the month:

Activity	Result Jul
Building Consent Authority	
Building Consent Applications	15
Building Consent Amendment Applications	2
Building Consents Issued	24
Building Consent Amendments Issued	5
Inspections completed	102
Code Compliance Certificate Applications	17
Code Compliance Certificates Issued	17
Code Compliance Certificates Refused	1
Building Act Complaints received and responded to	0
Planning	
Land Use Consents Received	1
Land Use Consents Granted	2
Subdivision Consents Received	3
Subdivision Consents Granted	2
223/224 Applications Received	0
223/224 Applications Granted	3
LIM's Received	11
LIM's Granted	11
Environmental Health	
Registered Premises Inspected for Compliance under the Food or Health Act	2
Health or Food Act Complaints Received and responded to	0
Licensed Premises Inspected for Compliance under the Sale & Supply of Alcohol Act.	0
Certificates and Licence Applications received under the Sale and Supply of Alcohol Act	6
Bylaw Complaints Received and responded to	22
Dog Complaints Received and responded to	33

4. Key Performance Indicators - All Business Units

4.1 Building Services

Level of Service	Performance Measures	Targets	Status Monthly	Year to date
To process applications within statutory timeframes.	Percentage of building consent applications processed within 20 days.	100%	Achieved. 17 of the 17 (100%) applications processed in July were processed within 20 working days.	Achieved. 17 of the 17 (100%) applications were processed within 20 working days.
	Percentage of inspection requests completed within 24 hours of request.	100%	Achieved. 102 of the 102 (100%) inspections completed in July were completed within 24 hours of the request.	Achieved. 102 of the 102 (100%) inspections were completed within 24 hours of the request.
	Percentage of code compliance certificate applications determined within 20 working days.	100%	Not Achieved. 16 of the 17 (94.12%) CCCs issued in July were issued within 20 working days.	Not Achieved. 16 of the 17 (94.12%) CCCs issued were within 20 working days.
To process LIMs within statutory timeframes	% of LIMs processed within timeframes.	100%	Achieved. 11 of the 11 (100%) LIMs processed in July were processed within 10 working days.	Achieved. 11 of the 11 (100%) LIMs were processed within 10 working days.
To retain registration as a Building Consent Authority.	Current registration	Confirmed	Achieved	Achieved

4.2 Planning and Bylaws

Level of Service	Performance Measure	Target	Status	Year to date
To promote the sustainable management and use of land and public spaces.	To undertake a comprehensive review of the district plan, with notification within statutory timeframes.	To undertake a comprehensive review of the district plan in accordance with an agreed timeframe.	Not applicable. We are currently operating under a Plan Stop direction from the Government.	Not applicable. We are currently operating under a Plan Stop direction from the Government.
	To undertake a systematic review of bylaws and related policies as they reach their statutory review dates.	100% within review timeframes	Achieved. There are no bylaws or policies currently outside their statutory review periods.	Achieved. There are no bylaws or policies currently outside their statutory review periods.
To process resource consents within statutory timeframes.	% of non-notified applications processed within 20 working days.	100%	Achieved. 4 of the 4 (100%) applications processed in July were processed within 20 working days.	Not achieved. 4 of the 4 (100%) applications were processed within 20 working days.
	% of notified applications processed within legislated timeframes for notification, hearings and decisions.	100%	Not applicable.	Not applicable.
	% of S223 applications processed within 10 working days.	100%	Achieved. 3 of 3 (100%) applications processed in July were processed within 10 working days	Achieved. 3 out of 3 (100%) applications were processed within 10 working days.

4.3 Community Health and Safety

Level of Service	Performance Measure	Target	Status	Year to date
To fulfil obligations to improve, promote and protect public health	Percentage of premises registered under the Food Act, Health Act, Beauty and Tattoo Bylaw, to be inspected for compliance.	100%	On target. 2 of 36 (5.6%) premises were inspected for compliance in August.	On target. 2 of 36 (5.6%) premises were inspected for compliance.
	Health nuisance and premise complaints are responded to within 1 working day.	100%	Achieved. 0 of 0 (100%) complaints received in August were received and responded to in 1 working day.	Achieved 0 of 0 (100%) complaints received have been responded to in 1 working day.
To fulfil obligations as a District Licensing Committee	Percentage of licensed premises inspected.	100%	On target. 0 of 29 of licensed premises were inspected for compliance in July.	On target. 0 of 29 premises were inspected.
	Percentage of applications processed within 35 working days (excluding hearings).	100%	Achieved. 8 of 8 (100%) applications processed in July were processed within 35 working days.	Achieved. 8 of 8 (100%) of applications processed were processed within 35 working days.
To monitor and enforce bylaws	Percentage of complaints responded to within 2 hours.	100%	Achieved. 22 of 22 (100%) complaints received in July were responded to within 2 hours.	Achieved 268 of 268 (100%) complaints received were responded to within 2 hours.
To ensure dogs are controlled	Percentage of known dogs registered	98%	On target. 1644 of 2045 Dogs (80%) were registered in July for the 2026/27 year.	On target. 1644 of 2045 (80%) known dogs are currently registered.
	Percentage of dog complaints responded to within an hour	100%	Achieved. 33 of 33 (100%) complaints received in July were responded to within 1 hour.	Achieved 33 of 33 (100%) complaints received were responded to in 1 hour.

5. Detailed Reporting Building Services

5.1 Building Consent Authority (“BCA”)

5.1.1 Compliance/Notices to Fix issued as a BCA.

No Notices to Fix were issued by the BCA in July 2026.

5.1.2 Lapsed Consents

Section BC5 of the Quality Management System requires the BCA to check the files to identify consents issued 11 months previously, against which no inspections have been recorded. The check has been undertaken, and one consent was lapsed in July 2026.

5.1.3 Regulation 6A Compliance Dashboard

Clause 6A of the Accreditation Regulation requires BCAs to notify the Ministry of Business, Innovation and Employment (“MBIE”) if any of the following incidents occur:

Incident	Occurrence this month
A significant change in the legal, commercial, or organisational status of the building consent authority or the wider organisation in which it operates:	Nil
The departure of the building consent authority's authorised representative or responsible manager:	Nil
In any one quarter of a calendar year, a reduction of 25% or more of employees doing technical jobs who are not replaced with employees who have equivalent qualifications and competence:	Nil
A transfer under section 233 or 244 of the Act of (i) 1 or more functions of the building consent authority to another building consent authority: (ii) 1 or more functions of another building consent authority to the building consent authority:	Nil
An arrangement being made under section 213 of the Act for—(i) another building consent authority to perform a significant amount of the functions of the building consent authority: (ii) the building consent authority to perform a significant amount of the functions of another building consent authority:	Nil
A material amendment to the building consent authority's policies, procedures, or systems required by these regulations.	Nil

5.1.4 Training needs analysis

Currently the BCA is recruiting for multiple staff. Once the vacant positions have been filled the BCA will undertake a complete training analysis.

We are also transferring to a new software system, Objective Build due, to our current system, GoGet, reaching its end-of-life. The new system is scheduled to go live on 24 August 2026.

5.1.5 Internal audit/external audit timetable

There were no internal audits scheduled for July.

5.2 Territorial Authority

5.2.1 Audits

There is currently one outstanding matter that requires further attention. That is the review of our Dangerous and Insanitary Buildings Policy. The new policy has been drafted, and we are currently working on the Statement of Proposal that will accompany it. Both documents will be brought to elected members for approval to release for consultation at an upcoming meeting.

5.2.2 Swimming Pools

There are 88 swimming pools on the Council's swimming pool register. The next round of swimming pool inspections will be in 2026 once current resourcing pressures have been relieved.

5.2.3 Earthquake-Prone Buildings

No new building assessments were provided in July 2026.

5.2.4 Non-Standard Site Register Maintenance

No new sites were added to the non-standard sites register in July 2026.

5.2.5 Notices to Fix/Other Compliance as a Territorial Authority

One Notice to Fix was issued by the Territorial Authority during July 2026.

5.2.6 Infringement Fines

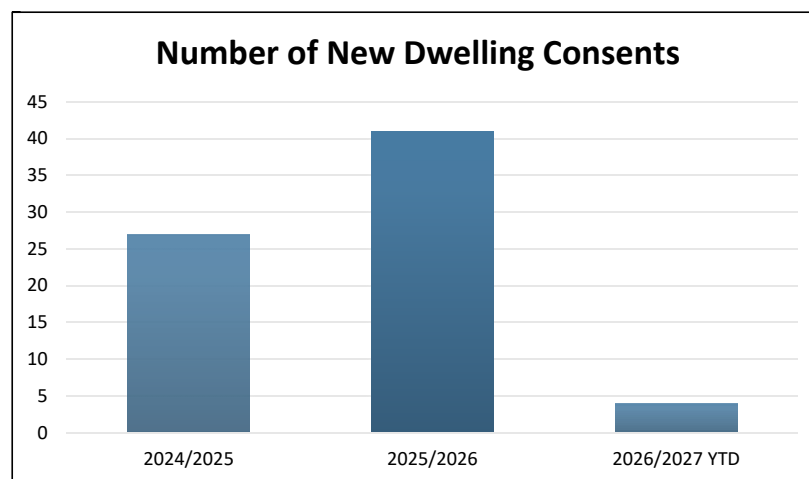
Two infringement fines were issued by the Territorial Authority during July 2026.

5.3 Trends Analysis

5.3.1 Consents applied for by type:

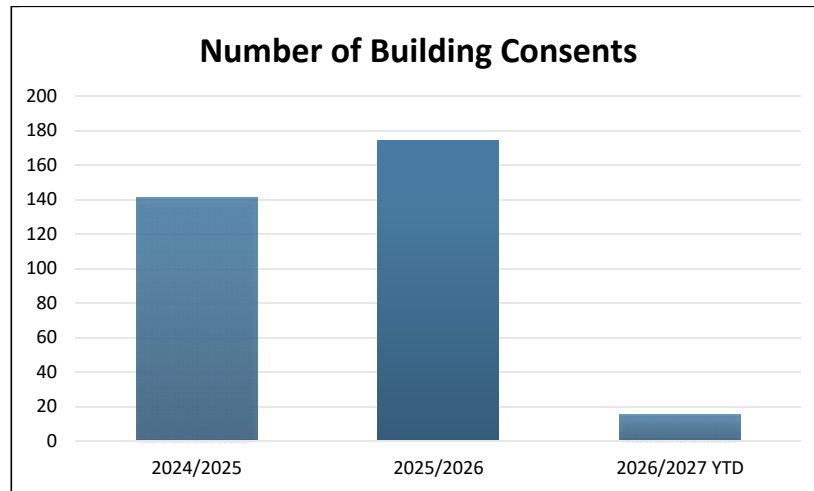
Type	Jul 2026	Jul 2025	2026/2027	2025/2026 Whole Year
New residential dwellings	3	1	3	26
New duplex dwellings	0	0	0	3
Relocated dwellings	1	0	1	10
Relocated buildings other than dwellings	0	0	0	0
Fires	5	4	5	52
Pole sheds/accessory buildings	1	4	1	33
Additions/alterations – residential	0	3	0	18
New Commercial buildings	0	0	0	9
Additions/alterations – commercial	5	1	5	16
Other/miscellaneous	0	1	0	7
Total/s	15	14	15	174

Number of New Dwelling Consent indicator by year



Year	New Dwellings
2024/2025	27
2025/2026	41
2026/2027 YTD	4

Consent numbers by year



Year	Building Consents
2024/2025	141
2025/2026	174
2026/2027 YTD	15

Blair Sutherland
Director - Environmental Services

[Approved]
Sven Hanne
Chief Executive

Date: 14 August 2026



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.