



3 December 2020

ORDINARY MEETING OF COUNCIL

Notice is hereby given that the **Ordinary Meeting of Council** will be held in the **Council Chambers, Stratford District Council, Miranda Street, Stratford** on **Tuesday 8 December 2020** at **4.00pm**.

Timetable for 8 December 2020 as follows:

2.00pm	Workshop for Councillors <ul style="list-style-type: none">- Compost & Green Waste Facility- Aerodrome Hanger- Development & Financial Contributions Policy- Tikanga – next steps
3.15pm	Afternoon tea for Councillors
3.30pm	Public Forum <ul style="list-style-type: none">- Taranaki Pioneer Village- Experience Pūrangi
4.00pm	Ordinary Meeting

Yours faithfully

Sven Hanne
CHIEF EXECUTIVE

2020 - Ordinary - December (08/12/2020)

Table of Contents:

Notice of Meeting	1
Agenda	2
Welcome	6
Attendance Schedule	7
Confirmation of Minutes	8
Ordinary Meeting of Council - 10 November 2020	8
Extraordinary Meeting - 24 November 2020	15
Policy & Services Committee (Hearing) - 24 November 2020	25
Policy & Services (Monthly) - 24 November 2020	30
Audit & Risk Committee - 1 December 2020	39
Sport New Zealand Rural Travel Fund Committee - 1 December 2020	46
District Mayor's Report	49
Decision Report - Preliminary Design Approval for New Aquatic Centre	55
Decision Report - Americarna 2021 - Proposed Road Closures	62

ORDINARY MEETING OF COUNCIL
TUESDAY 8 DECEMBER 2020 AT 4.00 PM

A G E N D A

1. **WELCOME**
 - Health and Safety Message
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**

Attendance schedule for Ordinary and Extraordinary Council meetings.
6. **CONFIRMATION OF MINUTES**
 - 6.1 **Ordinary Meeting of Council – 10 November 2020**
D20/32152 (Pages 8-14)

RECOMMENDATION

THAT the minutes of the Ordinary Meeting of Council held on Tuesday 10 November 2020 be confirmed as a true and accurate record.

Moved/Seconded

- 6.2 **Extraordinary Meeting – 24 November 2020**
D20/22815 (OPEN) (Pages 15-23)

RECOMMENDATION

THAT the minutes of the Extraordinary Meeting of Council held on Tuesday 24 November 2020 be confirmed as a true and accurate record.

Moved/Seconded

6.3 [Policy and Services Committee Meeting \(Hearing\) – 24 November 2020](#)
D20/33504 (Pages 25-29)

RECOMMENDATIONS

1. THAT the unconfirmed minutes of the Policy and Services Committee meeting, to hear and consider submissions to the draft Keeping of Animals, Poultry and Bees Bylaw, held on Tuesday 24 November 2020 be received.
2. THAT the recommendations in the minutes of the Policy and Services Committee meeting, to hear and consider submissions to the draft Keeping of Animals, Poultry and Bees Bylaw, held on Tuesday 24 November 2020 be adopted.

_____/_____
Moved/Seconded

6.4 [Policy and Services Committee Meeting – 24 November 2020](#)
D20/33578 (Pages 30-38)

RECOMMENDATIONS

1. THAT the unconfirmed minutes of the Policy and Services Committee meeting held on Tuesday 24 November 2020 be received.
2. THAT the recommendations in the minutes of the Policy and Services Committee meeting held on Tuesday 24 November 2020 be adopted.

_____/_____
Moved/Seconded

6.5 [Audit and Risk Committee Meeting – 1 December 2020](#)
D20/35439 (Pages 39-45)

RECOMMENDATIONS

1. THAT the unconfirmed minutes of the Audit and Risk Committee meeting held on Tuesday 1 December 2020 be received.
2. THAT the recommendations in the minutes of the Audit and Risk Committee meeting held on Tuesday 1 December 2020 be adopted.

_____/_____
Moved/Seconded

6.6 **Sport NZ Rural Travel Fund Committee Meeting – 1 December 2020**
D20/34889 (Pages 46-48)

RECOMMENDATIONS

1. THAT the unconfirmed minutes of the Sport New Zealand Rural Travel Fund Committee meeting held on Tuesday 1 December 2020 be received.
2. THAT the recommendations in the minutes of the Sport New Zealand Rural Travel Fund Committee meeting held on Tuesday 1 December 2020 be adopted.

_____/_____
Moved/Seconded

7. **DISTRICT MAYOR'S REPORT**
D20/35300 (Pages 49-54)

RECOMMENDATIONS:

1. THAT the District Mayor's report be received.
2. THAT Council supports the Governments stated intention to remove the provision for public poll in regard of the establishment of Māori Wards aligning with Local Government New Zealand's position.

_____/_____
Moved/Seconded

8. **DECISION REPORT – PRELIMINARY DESIGN APPROVAL FOR NEW AQUATIC CENTRE**
D20/34151 (Pages 55-61)

RECOMMENDATIONS

1. THAT the report be received.
2. THAT the preliminary design for the new aquatic centre as outlined on Apollo Projects plan A1.05 P0 (**Appendix 1**) attached to this report be approved and officers authorised to proceed with detail design.

Recommended Reason

This design and build project is moving at pace due to funding conditions and a final decision in this matter is required as a matter of urgency to enable this project to move to the next stage.

_____/_____
Moved/Seconded

9. **DECISION REPORT – AMERICARNA 2021 – PROPOSED ROAD CLOSURES**

D20/34101 (Pages 62-77)

RECOMMENDATIONS

1. THAT the report be received.
2. THAT pursuant to Section 342(1) (b) in accordance with Schedule 10 clause 11(e) of the Local Government Act 1974, notice is hereby given that the Stratford District Council proposes to close the following roads on Friday 26 February 2021, between the hours of 7.00am and 1.30pm for the purpose of the 2021 Americarna event.
 - SH3 Broadway between Seyton Street and Fenton Street;
 - Miranda Street between the Seyton Street and Fenton Street;
 - Fenton Street between Juliet Street and SH3 Broadway and
 - Regan Street between Miranda Street and Juliet Street which will be closed between the hours of 9am to 1:30pm.
3. THAT the Council approves the alternative routes detailed below:
 - Southbound traffic – Left into Seyton Street, right into Juliet St, left onto Celia Street and right onto Orlando St to return to SH3 via Hills Road to the south of Stratford.
 - Northbound traffic - Left onto Fenton Street, right onto Portia St, right onto Seyton Street and left to re-join SH3 at Seyton St/SH3 intersection.

Recommended Reason

In order for the Stratford Business Association to host Americarna, it is necessary to close the roads listed above for safety reasons and for the participants to exhibit their vehicles via a static display. The proposed road closures require formal endorsement by a Council resolution.

Moved/Seconded

10. **PUBLIC FORUM RESPONSE**

Name: John Campbell
Subject: Taranaki Pioneer Village
Response:

Name: Chris French & Rebecca Somerfield
Subject: Experience Pūrangi
Response:

11. **QUESTIONS**



Health and Safety Message

In the event of an emergency, please follow the instructions of Council Staff.

Please exit through main entrance.

Once you reach the footpath outside please turn left and walk towards the Bell tower congregating on lawn outside the Council Building.

Staff will guide you to an alternative route if necessary.

If there is an earthquake – drop, cover and hold where possible. Stay indoors till 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 2019-2020 Ordinary and Extraordinary Council meetings.

Date	29/10/19	12/11/19	10/12/19	11/02/20	10/03/20	14/04/20	12/05/20	09/06/20	14/07/20	11/08/20	25/08/20	08/09/20	13/10/20	10/11/20	24/11/20	08/12/20
Meeting	I	O	O	O	O	O (AV)	O (AV)	O	O	O	E	O	O	O	E	O
Neil Volzke	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Grant Boyde	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Rick Coplestone	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Peter Dalziel	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	AV	
Jono Erwood	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Amanda Harris	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Alan Jamieson	✓	✓	✓	A	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Vaughan Jones	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Min McKay	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
John Sandford	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Gloria Webby	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	

Key	
O	Ordinary Meeting
E	Extraordinary Meeting
I	Inaugural Meeting
✓	Attended
A	Apology/Leave of Absence
AB	Absent
S	Sick
(AV)	Meeting held, or attended by, by Audio Visual Link

MINUTES OF THE ORDINARY MEETING OF THE STRATFORD DISTRICT COUNCIL HELD IN THE COUNCIL CHAMBERS, STRATFORD DISTRICT COUNCIL ON TUESDAY 10 NOVEMBER 2020 AT 4.00PM

PRESENT

The District Mayor N C Volzke (the Chairman), the Deputy Mayor A L Jamieson, Councillors G W Boyde, R W Coplestone, P S Dalziel, J M S Erwood, A K Harris, V Jones, M McKay, W J Sandford and G M Webby.

IN ATTENDANCE

The Chief Executive – Mr S Hanne, the Director Community Services – Ms K Whareaitu, the Director Assets – Mrs V Araba, the Director Environmental Services – Mr B Sutherland, the Director Corporate Services – Mrs T Radich (*part meeting*), the Executive Administration Officer – Mrs E Bishop, the Communications Manager – Ms G Gibson, the Roading Asset Manager – Mr S Bowden, one member of the public and one member of the media (Stratford Press).

1. **WELCOME**

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

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

2. **APOLOGIES**

There were no apologies.

3. **ANNOUNCEMENTS**

The District Mayor reminded Councillors to remain behind for a discussion following the conclusion of the meeting and reminded them that at 5pm a thank you meeting for contractors and staff involved with the subdivision project would be held.

4. **DECLARATIONS OF MEMBERS INTEREST**

The District Mayor requested Councillors to declare any real or perceived conflicts of interest relating to items on this agenda.

The declaration of member's interest was circulated for updating.

Councillor McKay noted her conflict for Item 9 – Road Closure – 2020 Christmas Parade.

5. **ATTENDANCE SCHEDULE**

The Attendance Schedule for Ordinary and Extraordinary Council meetings was attached.

6. **CONFIRMATION OF MINUTES**

6.1 **Audit and Risk Committee – 6 October 2020**
D20/28222 (Pages 7-17)

6.1

RECOMMENDATIONS

1. THAT the unconfirmed minutes of the Audit and Risk Committee meeting held on Tuesday 6 October 2020 be received.
ERWOOD/BOYDE
Carried
CL/20/120

2. THAT the recommendations in the minutes of the Audit and Risk Committee meeting held on Tuesday 6 October 2020 be adopted.
BOYDE/DALZIEL
Carried
CL/20/121

Points noted in discussion:

- It was noted that the Committee had requested the second valuation for the A&P Association proposal be provided at the A&P Associations expense. Concern was noted that this was not reflected in the resolution for item 10, resolution 2.2 and therefore did not accurately reflect the discussion that was noted correctly.

RECOMMENDATIONS

THAT the words “*to be paid for by the A&P Association*” be added to the resolution for item 10, resolution 2.2.

DALZIEL/ERWOOD
Division
For 3
Against 7
1 abstained
Lost

- Councillor Dalziel noted his concern that the omission of the words clarifying the payment for the valuation did not mean the minutes were correct.
- The Chief Executive noted that the expense could be paid for out of the Economic Development budget as it was towards encouraging development within the District.
- It was clarified that should this recommendation be adopted then the ownership of the expense was put back on the A&P Association. If the resolution was left as it was in the minutes then Council could cover the expense. It was noted the association had already paid for full valuations.
- The Deputy Mayor noted his support that Council cover the expense as it was a material cost and Council’s request. Councillor Boyde supported this comment as Council should support Economic Development.

*Ordinary Meeting of Council 10/11/2020
D20/32152*

- The Director – Corporate Services noted that in a normal lending situation the association would not have been asked to provide a second valuation.

A division was called:

Those voting for the motion were: Councillors: Dalziel, Erwood and Webby.

Those voiting against the motion were: Councillors: Boyde, Coplestone, Harris, Jones, McKay, Sandford and the Deputy Mayor.

The District Mayor abstained from voting.

The Amendment was lost.

- It was noted that the resolution may not reflect the discussion correctly but Council noted its approval to leave it as it was to reflect its decision to cover the expense of the valuation. It was clarified that should this have been in the resolution Council could have overturned the recommendation and agreed on the same decision to not expect the A&P Association to cover the cost of this second valuation.

6.2 Ordinary Meeting – 13 October 2020

6.2.1 Ordinary Meeting – 13 October 2020

D20/28764 (Pages 18-28)

RECOMMENDATION

THAT the minutes of the Ordinary Meeting of Council held on Tuesday 13 October 2020 be confirmed as a true and accurate record.

VOLZKE/SANDFORD

Carried
CL/20/122

6.2.2 Public Forum – 13 October 2020

D20/28765 (Pages 32-44)

RECOMMENDATION

THAT the notes of the Public Forum held Tuesday 13 October 2020 be received.

JAMIESON/JONES

Carried
CL/20/123

6.3 **Policy and Services Committee Meeting – 27 October 2020**
D20/30218 (PE) D20/31251 (open) (Pages 45-49)

RECOMMENDATIONS

1. THAT the unconfirmed minutes of the Policy and Services Committee meeting held on Tuesday 27 October 2020 be received.

HARRIS/WEBBY
Carried
CL/20/124
2. THAT the recommendations in the minutes of the Policy and Services Committee meeting, including those in the public excluded section, held on Tuesday 27 October 2020 excluding item 9, resolution 2a, be adopted.

McKAY/DALZIEL
Carried
CL/20/125
3. THAT the Delegations Policy, item 9, resolution 2a, be adopted with minor amendments as noted and with section 3 (Building Control) of the sub-delegations being duplicated in full under the Chief Executive delegations to fulfil the delegation process.

HARRIS/JAMIESON
Carried
CL/20/126

The District Mayor noted the alteration to resolution 2 and the addition of resolution 3 to cover a minor amendment to be made to the Delegations Policy as adopted in item 9.

The Chief Executive noted the Committee had approved the Delegations Policy with the addition of the Building Control delegations as requested through the IANZ audit. These delegations need to be delegated by Council to the Chief Executive and then sub-delegated to the Officers. The section had been missed from the Chief Executive's delegations. He noted the Committee had approved the content and this would remain unchanged with the exception of a minor amendment to S95a in the same section being amended to S95A.

7. **DISTRICT MAYOR'S REPORT**
D20/31572 (Pages 52-70)

RECOMMENDATION

THAT the District Mayor's report be received.

VOLZKE/SANDFORD
Carried
CL/20/127

The District Mayor noted that each of the Mayors at the Zone 3 Meeting had made speeches on their areas. A common theme was the amount of housing and subdivision development going on throughout the Districts in the Lower North Island. Some subdivisions had approximately 500 sections in the plans. He noted most of these developments were private and not Council led.

6.1

8. **DECISION REPORT – ADOPTION OF 2020/21 MEETING SCHEDULE**
D20/28024 (Pages 50-60)

RECOMMENDATIONS

1. THAT the report be received.

BOYDE/DALZIEL
Carried
CL/20/128

2. THAT Council adopts the 2020/21 Meeting Schedule with the amendments as noted.

ERWOOD/DALZIEL
Carried
CL/20/130

Recommended Reason

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

It is the intention of this resolution to hold two-monthly Audit and Risk Committee Meetings, monthly Ordinary Council meetings, monthly Policy and Services Committee meetings and quarterly Farm and Aerodrome Committee meetings to ensure efficiency of implementing decisions made by all Committees.

The Executive Administration Officer noted the following points:

- Council’s standing orders allow Council to adopt a meeting schedule for a timeframe deemed appropriate by themselves. This report covers November 2020 to December 2021 – a full calendar year which allowed meetings to be set and circulate prior to the end of the year.
- The meeting dates reflect each committee’s frequency in the individual terms of reference. There are two instances where the Farm and Aerodrome Committee and Audit and Risk Committee fall on the same day but at different times these can be amended in the adoption of this report.
- If there are any changes to this schedule throughout the year then an amended meeting schedule will be brought to Council for adoption and will constitute notification to its members. Public hearings that have been noted ‘subject to change’ can be amended and email notification to the members and public notification will be sufficient.
- The start time for the Audit and Risk Committee Meetings for 2021 has been amended to 2.00pm to assist with the external Chair’s availability and has therefore secured the committee’s meeting dates within the usual pattern.

Questions/Points of Clarification:

- The District Mayor questioned if the Ordinary Meeting of Council could be amended to start earlier given the length the meetings have been recently. It was clarified that an earlier start date would also mean an earlier start date for workshops and public forums. Workshops would then start at 1.00pm and Public Forums at 2.30pm.
- It was requested that the Farm and Aerodrome Committee meeting begin at 12noon throughout the year. This would allow the Committee Members to then proceed to the Audit and Risk Committee following the conclusion of the Farm and Aerodrome.

6.1

RECOMMENDATIONS

THAT the Ordinary Meeting of Council start at 3.30pm and the Farm and Aerodrome Committee start at 12noon.

DALZIEL/SANDFORD
Carried
CL/20/129

6.1

It was confirmed the full meeting schedule would be circulated to Council.

Councillor McKay left the table at 4.39pm.

9. **DECISION REPORT – ROAD CLOSURE – 2020 CHRISTMAS PARADE**

D20/31258 (Pages 61-71)

RECOMMENDATIONS

1. THAT the report be received.

JONES/JAMIESON
Carried
1 abstained
CL/20/131

2. THAT pursuant to Section 342(1) (b) in accordance with Schedule 10 clause 11(e) of the Local Government Act 1974, notice is hereby given that the Stratford District Council proposes to close the following roads on Friday 4 December 2020, between the hours of 4.30pm and 7.30pm for the purpose of the 2020 annual Christmas Parade:

- Miranda Street between Regan Street and Fenton Street
- Fenton Street between Portia Street and Broadway (State Highway 3)
- Broadway (State Highway 3) between Seyton Street and Page Street

3. THAT Council approves the use of Seyton Street, Juliet Street, Celia Street, Orlando Street and Hills Road as the alternative route for SH3 traffic for both northbound and southbound traffic, whilst the Christmas Parade is in progress.

BOYDE/WEBBY
Carried
1 abstained
CL/20/132

Recommended Reason

In order for the Stratford Business Association to hold its annual Christmas Parade, it is necessary to close the roads listed above. The proposed road closures require formal endorsement by a Council resolution.

The Roading Assets Manager noted the following points:

- This report seeks approval for the closure for Broadway, Miranda Street and parts of Fenton Street for the Stratford Christmas Parade on 4 December 2020.
- Provisions have been made to allow the Connector Bus to complete its route and the 5.55pm drop off which is usually at the Miranda Street bus stop. The service will still operate and Traffic Management will let the bus through but it will complete the pick up and drop off from Portia Street.
- There have been no objections received.
- The letter drop has been completed.

Councillor McKay joined the table at 4.41pm

10. **QUESTIONS**

The meeting closed at 4.42pm

N C Volzke
CHAIRMAN

Confirmed this 8th day of December 2020.

N C Volzke
DISTRICT MAYOR

MINUTES OF THE EXTRAORDINARY MEETING OF THE STRATFORD DISTRICT COUNCIL HELD IN THE COUNCIL CHAMBERS, STRATFORD DISTRICT COUNCIL ON TUESDAY 24 NOVEMBER 2020 AT 12.30PM

PRESENT

The District Mayor N C Volzke (the Chairman), the Deputy Mayor A L Jamieson, Councillors G W Boyde, R W Coplestone, J M S Erwood, A K Harris, V Jones, M McKay, W J Sandford, G M Webby and P S Dalziel (*via audio visual link*)

IN ATTENDANCE

The Chief Executive – Mr S Hanne, the Director Community Services – Ms K Whareaitu, the Director Assets – Mrs V Araba, the Director Environmental Services – Mr B Sutherland, the Director – Corporate Services – Mrs T Radich, the Executive Administration Officer – Mrs E Bishop, the Communications Manager – Ms G Gibson, the Corporate Accountant – Mrs C Craig, the Administration and Communications Support Officer – Ms R Vanstone, 68 members of the public and four members of the media (Stratford Press, Taranaki Daily News and Hokonui Radio).

1. **WELCOME**

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

He read the health and safety message in full to reiterate its instructions in an emergency to those in attendance.

2. **APOLOGIES**

There were no apologies received.

3. **ANNOUNCEMENTS**

The District Mayor noted a request for a deputation had been received from Neil McDonald. This had been approved. Mr McDonald will address the meeting before receiving Item 6. He will have five minutes to speak to Council with additional time permitted for questions at the conclusion of his deputation.

He noted permission had been granted to the Taranaki Daily News to take photos during meeting.

4. **DECLARATIONS OF MEMBERS INTEREST**

The District Mayor requested Councillors to declare any real or perceived conflicts of interest relating to items on this agenda.

There were no real or perceived conflicts of interest relating to the items on the agenda.

5. **ATTENDANCE SCHEDULE**

The attendance schedule for Ordinary and Extraordinary Meetings was attached.

6. **INFORMATION REPORT – DECISION ON COUNCIL LOAN TO
A&P ASSOCIATION IN SUPPORT OF STRATFORD PARK PROJECT**

D20/32962

(Pages 7-177)

Neil McDonald presented his deputation to Council:

- Council was thanked for letting this proposal get to this stage.
- He noted the 5 options presented for public consultation returned with 95% supporting the project.
- He introduced Peter Gilbert who had arrived from Ashburton this morning for the A&P Show this weekend. With him he had brought 9 cows and 7-8 people. All of which will be housed and fed during their stay this week. This is a good example of how this project will bring people to the District. He noted there were 107 exhibitors booked in for the show from out of Taranaki.
- This project will tick a lot of regional boxes. Motorsports is a large industry and currently there is not a home for this regionally. This project will provide this.
- Equestrian currently does not have an adequate home.
- Driver training is an extremely important element to bring to Taranaki.
- There is no large outdoor event area which results in missing out on a number of events.
- Stratford has a conservative reputation but this project provides the opportunity to reinvent Stratford. People are tired of being conservative and have embraced this project to move forward on a big scale.
- Ratepayers in New Plymouth and South Taranaki believe Stratford has the most progressive Council in the region and are envious of the support that is being shown.
- The timing for this is good with such low interest rates to undertake a project like this.
- It has been difficult to build a business case, as highlighted in the submissions, the strength of this project is its diversity and the diversity of opportunities it can encompass. It is difficult to put in writing because of all the moving parts. He noted he hoped the information was sufficient and that two elements required further time to work on.
- He noted the Officers report did not tick the environmental box in the 4 well-beings. He noted this hadn't been covered much in discussions but noted there were strong environmental plans being worked on and an application had been made to a local endowment trust to help landscape the park. He noted Diana Wynyard had likened the project to Central Park in New York for green space within a urban area, he noted this was the opportunity to have a similar area for when Stratford grows and an opportunity to enhance the northern entrance.
- He noted the children of Stratford want to see their leaders be brave and courageous. They will be inspired and remember this when they are our age. This will encourage them to be entrepreneurial and visionary. This project will increase the self-esteem of its residents and children will become proud of their town. It will give school leavers a reason to stay in Stratford.
- He felt the A&P Association was the perfect parent to this project which can allow other interests to thrive under the security of the A&P land ownership. The New Plymouth Racecourse cannot plan for its future with its current ownership issues.
- The Association, along with Council financing, will allow speedway, motorsport, equestrian and any other ideas that arise, to thrive.
- He believed this was low risk for Council as it would not affect the rate payers.
- He noted he had support from a former mayor.
- He thanked the supporters for attending today. He noted this project had inspired and enthused older people as well who were just as excited as the younger generation.

RECOMMENDATIONS

1. THAT the report be received.

BOYDE/McKAY
Carried
CL/20/133

2. THAT the following information be received, in relation to the conditional decision made by Policy and Services Committee on 17 November 2020:

- Business Case for Stratford Park Project (prepared by Stratford Agricultural and Pastoral Association “A&P Association” Steering Committee)
- Valuation Reports for 9 Flint Road, 26 Flint Road, and 47 Flint Road Stratford (prepared by Roger Malthus & Associates (2008) Ltd.

BOYDE/ERWOOD
Carried
CL/20/134

Recommended Reason

Council requires the information presented with this report to make a final decision on whether or not to adopt the conditional recommendation from Policy and Services Committee to approve the loan of \$7,180,000 to the A&P Association.

The Chief Executive noted the following points:

- This agenda is following a different process than normal. Both reports relate to the decision regarding the potential loan to the A&P Association.
- This report brings the information to Council as requested by the Audit and Risk and Policy and Services Committees to allow this decision to be made. This report formally provides Council with this information to allow it to proceed with making an informed decision.
- Council may discuss the content under this item or when discussing the adoption of the minutes and subsequent resolutions by the Policy and Services Committee.

7. CONFIRMATION OF MINUTES**7.1 Policy and Services Committee Meeting – 17 November 2020**
D20/32898 (Pages 178-202)**RECOMMENDATIONS**

1. THAT the unconfirmed minutes of the Policy and Services Committee meeting held on Tuesday 17 November 2020 be received.

JAMIESON/SANDFORD
Carried
CL/20/135
2. THAT the Council confirms the additional information requested from the A&P Association was received and is deemed sufficient to fulfil the requirements of the recommendation from the Policy and Services Committee.

BOYDE/WEBBY
Carried
CL/20/136
3. THAT the recommendations in the minutes of the Policy and Services Committee meeting held on Tuesday 17 November 2020 be adopted.

SANDFORD/BOYDE
Division
For 10
Against 1
Carried
CL/20/137

The Chief Executive noted that this was the opportunity for Council to collectively come to a decision if it will provide the loan for this project.

The Director – Corporate Services noted that this decision had not been made lightly. This item had been discussed at three previous meetings. The Local Government Act states Council needs to consider the current and future needs of the community and its ratepayers. She noted she had presented all risks that had been identified but was happy to clarify anything from previous reports to assist in making this decision.

Points noted in discussion:

- Councillor Sandford commended the A&P Association and Neil McDonald. He noted projects lack in their final analysis and he thanked them for thinking outside of the square and bringing this idea to Council. He could not fault the information provided and noted they had been available at all times to answer questions. He agreed Stratford had stagnated at times and felt this project would put it on the map. He supported the motion to approve the loan.
- Councillor Boyde noted that sometimes the biggest risk was not taking one at all. Councils are risk adverse but the role of Council short, medium and long term is to ensure intergenerational benefits for our community. He felt the biggest risk was not supporting this project. The Association has provided everything they have been asked for. He noted the clarification that this loan would not impact on the net debt of Council if the third party is a self-supporting entity and does not rely on future Council support to pay the interest as it falls due. He believed the project can do this and that this has been

demonstrated. He commended the association on the work that has been undertaken and felt this project was a game changer. He noted his support.

- The Deputy Mayor noted the removal of the implications on Councils debt meant he would lend his support to this project. It will be fantastic for Stratford and he congratulated Neil McDonald and the team.
- Councillor Jones noted his support of the project and acknowledged the huge amount of support shown for it, however he still had concerns. He felt the major difference between the loan and the valuation was of concern. He struggled to see how they would reach \$4,500 per hectare for revenue from bales and grazing and did not think the budget was right. He noted he would support an amendment to lend only what the valuations are. He felt the risk was too high to support the motion.
- Councillor Dalziel noted he had gone over the past points, a lot of which were noted in the first report. He had weighed up the opportunities vs risk and felt that it was not low risk as the Association was paying \$3.2 million over the valuation for the Lilley block, this can be bolstered through the security over the showgrounds but there was still a shortfall of \$800,000. He noted his concern that when the facilities were partly built the farmland wouldn't be servicing too much and the value would be lessened then. He felt there were massive risks for both parties. He commended the Association for the work on the budget and acknowledged it was not finished but there had been a lot of work in building these from the bottom up. He felt the funding projections were far too optimistic and the plan for speedway to pay back over 40 years with land rental would leave nothing for its operation costs. He felt it was not a bankable deal and would rely heavily on private investment. However he noted his support for the benefit to Stratford and the opportunities it could provide. He noted Council was backing a group of individuals to make this work, to surround themselves with credible and successful business people and potential investors and to test the theory that capital will follow a good project. He noted he would like to recommend conditions to be included in the loan document being no debt repayment for first five years, a 25 year term, a condition that certain progress has to have been made after 5 years with a penalty if it has not been met to incentivize this to happen and that if Council has to get a credit rating the A&P Association will pay \$25,000 towards this cost per year.
- The District Mayor noted his feeling that if the project was not successful in the first five years then the condition noted would just make it more difficult.
- Councillor McKay noted she had looked through this proposal through many lenses over the last couple of months and some of those lenses had not been favourable, but some where. The key areas for her were risk, economic potential and did our community want this? There is a huge risk for the A&P Association as this would be the first step and the following steps are considerable. When looking through the lens of our ratepayers then they need to know Council is in this for the long run and this is not a short term project, and be clear that the ownership of the land will come back to Council if this fails to ensure the servicing of the loan does not come back onto the ratepayers. She felt the security did not stack up and exposed Council as a lender. But there was a risk to our District, community and future economic growth if someone did not do something to attract investment, new people and new jobs. The potential for economic growth is huge with this project with many jobs that will be created and new commercial operators will be attracted to Stratford. There has been a large focus on youth involvement, leisure and driver training through the discussions. She noted the passion from the speakers last week and from the written submissions and she felt the community and wider region want this. She was nervous with the figures and risk but felt more nervous with a downturn in economic growth and without a game changing plan we will not see Stratford grow. She admired the commitment of the people involved in this project and wants to be a part of a Council that backs these sort of people. She will be supporting the loan but noted the community is backing the association, but they are also watching it.
- Councillor Erwood spoke in favour of the recommendation having considered all information provided. He felt this Council should be proactive and support this project. It

Extraordinary Meeting of Council 24/11/2020
D20/34219

is an exciting venture and will put Stratford on the map. A future, forward thinking Council is exciting. There was an unprecedented amount of submissions received with 84% in favour of Option 4. All speakers that were in favour had their reasons and those opposed had good points as well and he noted he had considered these in depth. The A&P Association has a lot of work to do and a large financial burden to bear. There is good structure, foresight and open minds needed to make this work. He noted he was impressed with the dedication of Neil McDonald and the team. Words highlighted from the submissions to him included potential for jobs, growth in the economy, reinvigorating, central hub for motor sports and equine activities. Thinking for the future and future generations he endorsed the recommendation. He felt Council was being brave and courageous and noted similar size Councils would be jealous of this opportunity. If we always do what we always did, we will always get what we always got.

- Councillor Harris noted a lot of her points had been addressed. The overriding key aspects with this project was that the need for these facilities was overwhelming from local, regional and outside the region. The passion and drive from the people in the community has stuck with her and the energy and acceleration from this group is incredible. Many people and communities wish they could have done this or could do this. She noted that Council were not lenders and had the opportunity to look at this from a community lens and the community benefits are far greater than any benefits a bank would see. She supported the decision to loan the money.
- Councillor Webby noted she was totally impressed by the submissions received last week and that they had been from people of all ages showing the range of people interested in this project. It will be a multi-generational project and it will be the best thing for Stratford. She would vote in favour of the recommendation.
- Councillor Coplestone noted there was every right to be cautious. This is a very important project that will take a lot of voluntary work to get underway. He noted he believed Neil McDonald was the right person to lead this project having gotten everyone on board. He gave the project his full backing and noted that he would help in anyway he could.
- Councillor Jones noted his intent to move a motion to loan a smaller amount closer to the valuation but without support he withdrew this.
- The District Mayor noted that when he had first been approached about this project he was excited, blown away and disbelieving. It was so large and ambitious that it couldn't possibly happen. He did note his concern that since then it has gotten even larger but given that it is a number of smaller projects over a period of time will help make it achievable. The risk on ratepayers was a major component for him and wanted to make sure there were no negative impacts on them. He felt the variations in the valuations were dependent on the methodology used but with the two properties combined then the numbers were closer to the value of the loan. He agreed it was not a bankable option but that as Council could facilitate a loan it would give it skin in the game and gives the project credibility which is important for various groups for future funding. He noted Council was not looking to make a profit off the interest as a bank would and could sell the property to recoup the costs if need be. Council has a broader responsibility and this project needs to be looked at in terms of job creation, social enjoyment, participation, road safety improvements and economic development – all of which are hard to quantify. He supported the proposal and will be voting for the loan.
- It was noted that conditions would be set following the adoption of the resolution to proceed with the loan.

A division was called:

Those voting for the motion: Councillors: Boyde, Coplestone, Dalziel, Erwood, Harris, McKay, Sandford, Webby, the Deputy Mayor and the District Mayor.

Voting against the motion was Councillor Jones.

The following conditions were moved by Council to include in the loan documents:

RECOMMENDATION

THAT the A&P Association contribute \$25,000 annually should the Stratford District Council be required to obtain a credit rating to access further lending.

DALZIEL/JAMIESON

1 against

Carried

CL/20/138

RECOMMENDATION

THAT no debt (capital) repayments should be required to be made for the first five (5) years except for servicing of the interest, with the option for payments to be made if the association is able at any time.

DALZIEL/JAMIESON

1 against

Carried

CL/20/139

Points noted in discussion:

- It was noted that the Officers had been working on a loan contract and anticipated that the interest repayment was mandatory over the term of the loan with any capital payments at the choice of the A&P Association. This term of five (5) years can be reviewed at that point and could be extended by a decision of the Council at that point. Nothing restricts the sitting Council at that time to override a past decision.
- Councillor Dalziel noted his concern that the 40 year term of loan within the A&P Association's budget was too long. He suggested the 5 year interest only term and a 25 year amortising arrangement to follow.
- The Director – Corporate Service noted that leaving the repayment option open meant the Association could commit to loan repayments as and when they were able. Their goal is to scale back security over time which creates an incentive to make those payments. Council did not want to put pressure on the Association due to the community outcomes that will come out of this project.

RECOMMENDATION

THAT the loan term be set at 30 years.

DALZIEL/JONES

Division

For 1

Against 10

Lost

CL/20/140

6.2

Points noted in discussion:

- The District Mayor felt that changing the term to what was in the budget would cause difficulty for the A&P Association.
- Councillor Dalziel noted his preference for a shorter term.
- Councillor Boyde felt if too many conditions then it would restrict what is trying to be achieved. He was comfortable with how the document was worded now. He felt putting a term against the loan only adds more pressure.
- The Deputy Mayor noted he did not support this motion and felt it could be kept rolling as long as interest payments were met.
- Councillor Sandford noted this would put a hindrance on the project.
- The District Mayor noted he did not support this motion. It would put pressure on the repayments as they would increase from what it is within the budget and he would rather see this money go into developing the project.
- It was clarified that all interest incurred would be passed onto the association regardless of the rate.

A division was called:

Those voting for the motion: Councillors: Boyde, Coplestone, Erwood, Harris, Jones, McKay, Sandford, Webby, the Deputy Mayor and the District Mayor.

Voting against the motion was Councillor Dalziel.

- The condition to ensure the speedway relocation is completed and work has begun on equestrian and motorsport within 5 years was withdrawn.
- It was clarified that this would be reflected within the Long Term Plan but not as a discussion item as it would be complete before the adoption of the LTP.
- It was clarified that if any issues arose it would be brought back to Council.

The meeting was adjourned at 1.52pm and reconvened at 1.58pm.

The media, members of the public, staff (including Directors) departed the meeting at 1.52pm.

8. **RECOMMENDATION TO EXCLUDE THE PUBLIC****RECOMMENDATION**

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

Agenda Items No: 9

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
Performance Review	To allow free and frank expression of opinions	The withholding of the information is necessary to maintain the effective conduct of public affairs through the free and frank expression of opinions by or between or to members or officers or employees of any local authority, or any persons to whom section 2(5) of this Act applies, in the course of their duty Section 7(2)(f)(i) of the Local Government Official Information and Meetings Act 1987.

ERWOOD/McKAY

Carried
CL/20/141

6.2

9. **PUBLIC EXCLUDED ITEM**

RECOMMENDATIONS

THAT the open meeting resumes.

JONES/WEBBY

Carried

CL/20/146

6.2

The meeting closed at 2.19pm.

N C Volzke
CHAIRMAN

Confirmed this 8th day of December 2020.

N C Volzke
DISTRICT MAYOR

MINUTES OF THE POLICY AND SERVICES COMMITTEE MEETING OF THE STRATFORD DISTRICT COUNCIL HELD IN THE COUNCIL CHAMBERS, STRATFORD DISTRICT COUNCIL, MIRANDA STREET, STRATFORD ON TUESDAY 24 NOVEMBER 2020 AT 2.24PM TO HEAR AND CONSIDER SUBMISSIONS TO THE KEEPING OF ANIMALS, POULTRY AND BEES BYLAW

6.3

PRESENT

The Deputy Mayor A L Jamieson (the Chairman), the District Mayor N C Volzke, Councillors M McKay, V R Jones, R W Coplestone, G W Boyde, W J Sandford, A K Harris, J M S Erwood, and G M Webby.

IN ATTENDANCE

The Director – Corporate Services – Mrs T Radich (acting Chief Executive during the meeting), the Director – Environmental Services – Mr B Sutherland, the Director – Assets – Mrs V Araba, the Executive Administration Officer – Mrs E Bishop, the Communications Manager – Ms G Gibson, the Environmental Health Manager – Ms R Otter the Environmental Health Officer – Mrs S Horton, one member of the media (Stratford Press) and one submitter A Geary (NZ Forest and Bird *via audio visual link*).

1. **WELCOME**

The Deputy Mayor welcomed the District Mayor, the Chief Executive, Councillors, staff, and the media. He reminded Councillors to ensure they are familiar with the health and safety message including evacuation procedures.

2. **APOLOGIES**

A leave of absence was noted for Councillor P S Dalziel and apologies noted from the Chief Executive – Mr S Hanne and the Director – Community Services – Ms K Whareaitu.

RECOMMENDATION

THAT the apology be received.

JAMIESON/SANDFORD
Carried
P&S/20/178

3. **ANNOUNCEMENTS**

The Chairman welcomed everyone to the Policy and Services Committee meeting. It was reinforced to Councillors that the purpose of this meeting is to hear submissions on the Keeping of Animals, Poultry and Bees Bylaw. Councillors were asked to hear submissions with an open mind and to restrict their question time to the submitters to points of clarification or issues pertaining to subject matter. Councillors were requested not to get into direct dialogue with the submitter.

4. **DECLARATIONS OF MEMBERS' INTEREST**

The Deputy Mayor requested Councillors to declare any real or perceived conflicts of interest relating to items on this agenda.

There were no declarations of interest.

5. **ATTENDANCE SCHEDULE**

The Attendance Schedule for Policy and Services Committee meetings, including hearings, was attached.

6. **ACKNOWLEDGEMENT OF SUBMISSIONS**

Submissions pages 21-50

Attached were the thirteen (13) submissions received. A fourteenth submission, Mrs J Clarkson, was pre-circulated to Councillors and formally received by this Committee and included management response and summary.

RECOMMENDATIONS

1. THAT each of the fourteen (14) submissions to the Keeping of Animals, Poultry and Bees Bylaw be received.

HARRIS/ERWOOD
Carried
P&S/20/179

2. THAT each submitter be individually thanked for their submission, and a copy of the minutes of this Policy & Services Committee Meeting and subsequent meetings be provided to each submitter.

WEBBY/COPESTONE
Carried
P&S/20/180

Recommended Reason

Each submission is formally received and the submitter provided with information on decisions made.

7. **SUBMITTERS TO BE HEARD**

(No report)

There is one (1) submitter wishing to be heard.

Submitters are given 5 minutes to speak to the Committee. Five minutes is also allocated for questions from the Committee.

Name	Organisation	Sub No.
Amelia Geary	North & South Taranaki Branches - Forest and Bird Protection Society (Forest and Bird)	4
<p>Points noted in discussion:</p> <ul style="list-style-type: none"> • The points presented to focus on within this presentation were limiting cats to three (3) per household, mandatory microchipping and compulsory desexing. • Limiting the number of cats is an attempt to reconcile a conflicting issue to cat and property owners and an overall attempt to manage cat numbers. Fewer cat numbers per property would have a better impact on Taranaki's predator free ambitions. • The officers points in the report stating there are studies supporting restricted numbers does not mean the impact cats have on human and environmental health is not well documented. Absence of evidence does not mean there are not issues. • Cat welfare is impacted by multi cat households as those environments can be stressful on the cats. • Microchipping is a well-supported management tool. Wellington City Council passed mandatory microchipping in 2016 and this received 89% of submissions in support of this being introduced with 82% of those in support being cat owners. Referring to the Privacy Act in regards to this is a red herring, Wellington City Council confirmed they did not have to go to vets to enforce the bylaw. She noted the absence of national legislation in regards to this does not dissolve Councils of its responsibilities. A message needs to be sent to Central Government from grass roots level. • It was noted that microchipped animals were able to be reconnected with their owners in just three hours after the Christchurch earthquakes, with non-microchipped animals taking seven days. • She noted their strong support for compulsory desexing to be included in the bylaw and noted a female can breed 300 kittens within their lifetime with males producing well above that. Overpopulation of cats results in thousands of cats and kittens being abandoned. • The National Cat Management Strategy has been updated this year and co-written by Local Government New Zealand and relevant associations nationwide. This is a core document for use in lobbying central Government to get national direction. 		

8. DECISION REPORT - ADOPTION KEEPING OF ANIMALS, POULTRY AND ANIMALS BYLAW

D20/27273 (Pages 6-58)

Discussion

Council needs to consider submissions to the Dog Control Policy as part of the consultation process.

6.3

RECOMMENDATIONS

1. THAT the report be received.

COPLESTONE/BOYDE
Carried
P&S/20/181

2. THAT The council considers submissions received as part of the public consultation process of the bylaw and the subsequent adoption of the Keeping of Animals, Poultry and Bees Bylaw 2020 (attached).

3. THAT the commencement date of the Keeping of Animals, Poultry and Bees Bylaw 2020 be Wednesday 9 December 2020.

ERWOOD/HARRIS
Carried
P&S/20/182

Recommended Reason

The *draft* Keeping of Animals, Poultry and Bees Bylaw 2020 has gone through the public consultation process, required by Sections 82 and 83 of the Local Government Act 2002. Five submissions were received as a result of the public consultation process.

Points Noted in Discussion:

- The District Mayor noted there are a number of people who have submitted on making the bylaw tougher including implementing a restriction of the number of cats. This is largely due to the environmental harm caused by cats and the effect on native birdlife. He noted the purpose of the bylaw is to address health related and nuisance issues and to introduce a cap on the number of cats would be a fundamental change to this direction. He noted there were 13 councils nationwide that have restrictions for the number of cats in their bylaws, there are then 54 that do not. He noted he did not support a cap being put on cat ownership.
- The Deputy Mayor noted littering and loitering was also an issue raised in submissions.
- Councillor Coplestone noted the impact of campylobacter and toxoplasmosis on young families and women wanting to get pregnant or who are pregnant. He noted this was a huge problem in farming and supported restricting cat numbers. It was noted the wording amendment suggested by the Medical Officer of Health would help cover some of these health related issues.
- It was clarified that unless there was some government legislation to allow for enforcement it would be difficult for Council to implement compulsory microchipping, desexing or registration of cats. The Dog Control Act allows for management of dogs, registration and collation of data. The bylaw currently allows for abatement of the nuisance but not for infringements.
- Councillor Sandford noted his support for compulsory microchipping but acknowledged there is no legislation to assist with restrictions or rules. He noted a friend outside of the district had had 28 cats dumped near their property and this is an ongoing issue.

- Councillor Harris acknowledged the education and promotion undertaken by vets including incentives for desexing but felt there could be more done in these areas.
- It was clarified the bylaw allows Officers to reduce the number of cats on a property where there is a health related issue or perceived problem. There is an issue where the amount of cats on a property is unknown.
- It was agreed to amend the wording in the bylaw to those suggested by the Medical Officer of Health.
- It was noted there was one submission relating to bees which supported the bylaw and helped maintain bee keeping standards. The submissions regarding roosters supported the decision to ban roosters within the urban area.
- It was clarified that the current wording in the bylaw would give Officers the ability to reduce the number of cats on a property to zero if a health related issue required this action. This work would generally be undertaken in conjunction with the Taranaki District Health Board or vets.
- It was noted that Council would support national initiatives to bring about more controls regarding cats and would support enforcement on a local level. It was noted dog control works well as it is uniformed throughout the country.

The meeting closed at 2.51pm.

A L Jamieson
CHAIRMAN

Confirmed this 26th day of January 2021.

N C Volzke
DISTRICT MAYOR

**MINUTES OF THE POLICY AND SERVICES COMMITTEE MEETING OF
THE STRATFORD DISTRICT COUNCIL HELD IN THE COUNCIL
CHAMBERS, STRATFORD DISTRICT COUNCIL, MIRANDA STREET,
STRATFORD ON TUESDAY 24 NOVEMBER 2020 AT 3.10PM**

PRESENT

The Deputy Mayor A L Jamieson (the Chairman), the District Mayor N C Volzke, Councillors M McKay, V R Jones, R W Coplestone, G W Boyde, W J Sandford, A K Harris, J M S Erwood, and G M Webby.

IN ATTENDANCE

The Chief Executive – Mr S Hanne (*part meeting*), the Director – Community Services – Ms K Whareaitu (*part meeting*), the Director – Environmental Services – Mr B Sutherland, the Director – Corporate Services – Mrs T Radich, the Director – Assets – Mrs V Araba, the Executive Administration Officer – Mrs E Bishop, the Communications Manager – Ms G Gibson, the Environmental Health Manager – Ms R Otter (*part meeting*), the Compliance Officer – Mr K Best (*part meeting*), the Corporate Accountant – Mrs C Craig (*part meeting*), one member of the media (Stratford Press) and three representatives from Venture Taranaki.

1. **WELCOME**

The Deputy Mayor welcomed the District Mayor, Councillors, staff, and the media. He reminded Councillors to ensure they are familiar with the health and safety message including evacuation procedures.

2. **APOLOGIES**

A leave of absence was approved for Councillor P S Dalziel and apologies for lateness received from the Chief Executive – Mr S Hanne and the Director – Community Services – Ms K Whareaitu.

RECOMMENDATION

THAT the apology be received.

BOYDE/COPLESTONE
Carried
P&S/20/183

3. **ANNOUNCEMENTS**

There were no announcements.

4. **DECLARATIONS OF MEMBERS' INTEREST**

The Deputy Mayor requested Councillors to declare any real or perceived conflicts of interest relating to items on this agenda.

There were no declarations of interest.

5. **ATTENDANCE SCHEDULE**

The Attendance Schedule for Policy and Services Committee meetings was attached.

6. **CONFIRMATION OF MINUTES**

6.1 **Policy and Services Committee Meeting – 27 October 2020**

D20/30218 PE – D20/31251 OPEN Pages 7-19

RECOMMENDATION

THAT the minutes of the Policy and Services Committee Meeting held on Tuesday 27 October 2020, including those in the public excluded section, be confirmed as a true and accurate record.

McKAY/COPLESTONE
Carried
P&S/20/184

6.2 **Policy and Services Committee Meeting (Hearing) – 17 November 2020**

D20/32898 Pages 20-44

RECOMMENDATION

THAT the minutes of the Policy and Services Committee Meeting held on Tuesday 17 November 2020 be confirmed as a true and accurate record.

ERWOOD/HARRIS
Carried
P&S/20/185

The District Mayor acknowledged the Committee Secretary on the turn around of the minutes from this hearing to be included for adoption today. He noted the work that had also been undertaken in summarising and collating the submissions for the agenda.

7. **MATTERS OUTSTANDING**

D16/47 Page 45

RECOMMENDATION

THAT the matters outstanding be received.

WEBBY/COPLESTONE
Carried
P&S/20/186

8. **INFORMATION REPORT – ECONOMIC DEVELOPMENT**
QUARTERLY REPORT – QUARTER ONE

D20/31304

Pages 46-79

RECOMMENDATIONTHAT The report be receivedCOPLESTONE/McKAY
Carried
P&S/20/187

6.4

The Communications Manager noted that the Summer Nights Movie Event had changed from what was in this report and will now be held on 28 February 2021.

Ms Gilliland and Mr Davis joined the table to report on the Quarter One report.

Points noted in discussion:

- Shaan Davis was introduced to Council. He is the enterprise advisor for the Stratford District and currently spends 1-2 days here each week.
- Nadia Phillips was introduced to Council as the Māori Partnership Lead and will be responsible for māori engagement framework and imbedding Te Reo Māori into Venture Taranaki.
- A presentation highlighted the updated figures for the Stratford District for the allocated funding support - following the report having been produced. There have been 3,000 interactions throughout Taranaki since July.
- It is useful to note that Taranaki spend is up with the average transaction increasing by 8.5% even though the amount of transactions is down. The total Taranaki spend is tracking well with Taranaki responding well to the Go Local campaign.
- Power Up was launched last week during the Global Entrepreneurship Week. This is to power up the entrepreneur ecosystem within Taranaki. Support and shine a light on people already doing great things, including the high number of volunteers achieving things, grow and tell to investment opportunities and connect all the pieces to provide a fully supported ecosystem. This programme will run until mid 2021.
- Branching Out event was held in October and was a Kiwifruit event which showcased the whole value chain describing the potentials and challenges. There were great presentations and a lot of interest.
- A soft launch was completed for the Land and Climate analysis highlighting the eight most common horticulture crops in New Zealand and what potential there is in Taranaki including an overall need requirement.
- A stall was held at the Auckland Food Show with eight vendors at the Venture Taranaki site. There were also three other Taranaki sites – some of which had attended previously with Venture Taranaki. There were attendees actively seeking out the Taranaki stand but it was noted there was slower foot traffic due to COVID-19. Buyers at the Auckland Food Show include those for Foodstuff, Countdown and large takeaway outlets.
- The Offshore Wind forum will be a focus during Quarter 2 as a result of the interest from the discussion paper produced this year. Other focuses include the Taranaki 2050 budget bid for the Government's May budget, Power Up initiative, ongoing enterprise advice and support, the Taranaki story and summer events.

Questions/Points of Clarification:

- It was questioned how farmers and land owners can find the information on alternative land uses as mentioned. It was clarified that there is work being done on the economic and wider analysis for all the supply and value chains from the grower to the end market. This will be a valuable tool to draw out skills and capabilities. There will be 10-12 blueprints created to set out all the information from what soil is needed, what capital investment is needed, where items will thrive in Taranaki and who the landowner needs to connect to. The database currently has 800 of our food producers and processors on it and is expanding daily. The information is also available online and can be accessed by anyone. There was a comment from a farmer made at the Egmont A&P Show who had heard about the kiwifruit presentation through word of mouth. It was noted there were now kiwifruit going in at Waitotara and in North Taranaki and hops in our region as well.
- It was noted that Venture Taranaki were watching the fresh water reforms closely and liaise with the Taranaki Regional Council in regards to a better understanding of the impacts.
- It was clarified that with the branching out programme it was important to note it was to be about joining up the value chain as the buyers are needed to purchase the produce.
- An offer was extended for Venture Taranaki to hold a workshop on its programmes for Councillors and also support with any economic development sections in the Long Term Plan process.

Venture Taranaki departed the meeting at 3.30pm

9. INFORMATION REPORT – FINANCIAL RESERVES BALANCES AND MOVEMENTS - 2020

D20/31945

Pages 80-85

RECOMMENDATIONS

THAT the report be received.

BOYDE/McKAY
Carried
P&S/20/188

Recommended Reason

To inform the Policy and Services Committee of the current reserves balances and a summary of the movements from the previous year.

The Corporate Accountant noted the following points:

- This is a standard report brought to Council annually following the audit sign off of the Annual Report.
- It summarises the movements in and out of the reserve balances which have been rated for and then put aside for specific purposes.
- It was noted the Orlando Street industrial subdivision is now complete with the remaining \$253,537 for that land going into reserves. The last sale is following a fair bit of remedial work that was required but this has resulted in a \$28,000 surplus for the project.

Questions/Points of Clarification:

- The District Mayor noted the balance of the Asset Sale Proceeds reserve. It was questioned if Council could use this reserve for the purchase of land for a further residential subdivision prior to the Long Term Plan coming into effect as long as it complied with the Significance and Engagement Policy? Mrs Craig noted that this could be done however it would require a report to Council. Mrs Radich clarified that this would be clearer if it went through the LTP process and be included in Year 1.

- It was clarified the Turf Replacement Reserve was established after a request from the Turf Trust at the last LTP to contribute towards the replacement of the turf when required. Councillor Jones questioned when it would be an appropriate time to review these as he questioned the relevance of some and if they were still fit for purpose. Councillor Sandford did not feel that the turf reserve would be ready for a review after only two years. It was noted there was not support for a workshop on the reserves at this time.

The Corporate Accountant departed the meeting at 3.39pm.

10. **DECISION REPORT – DRAFT CONTROL OF ADVERTISING SIGNS BYLAW 2020**

D20/6447 Pages 86-105

RECOMMENDATIONS

1. THAT the report be received.

BOYDE/McKAY
Carried
P&S/20/189

2. THAT the *draft* Control of Advertising Signs Bylaw 2020 be adopted and released for public consultation.

McKAY/COPLESTONE
Carried
P&S/20/190

Recommended Reason

The recommendation of the Council is required to initiate the public consultation process required by Sections 82 and 83 of the Local Government Act 2002 to seek comments from the public on the amendments to the *draft* Control of Advertising Signs Bylaw 2020.

The Environmental Health Manager noted the following points:

- This report seeks Committee’s approval to release the draft bylaw for public consultation.
- The scope of the bylaw has been amended to address comments made by the Committee at a previous workshop and includes measures for the control of real estate signs, heritage signs and election signage which aligns Council with other bylaws throughout the Country.
- It was noted that the Compliance Officer, Mr K Best, was present to answer questions.

Questions/Points of Clarification:

- It was clarified that this bylaw meant real estate signs could be displayed while a property was on the market, a sold sticker could be attached when unconditional and the full sign would need to be removed within 48 hours of settlement.
- It was noted delegating authority to the Chief Executive was a good move as it would assist in situations where signs may not fit the conventional descriptions.
- It was noted the ban of signs on the round-a-bouts and stone walls was appropriate and it was pleasing to see that included.
- It was clarified that mobile businesses signage was restricted to one but this could be a double-sided board. This would be amended in the bylaw to read “*no more than one double-sided sign*”.
- It was clarified that it was a requirement under the District Plan that a consent would be needed to erect a sign on a property that is not yours. This does not need to be duplicated within this bylaw.

- It was noted that this bylaw would address the issue of the seasonal businesses on Broadway and their related signage – e.g. fireworks pop up shop.
- It was noted that Stratford can not have signs on corners, especially election signs, which is different to the neighbouring Districts. Mr Best clarified that this was a matter of safety. NZTA will not permit signs within 50m of an intersection that may interfere with road signage. He noted no election signs were permitted on public land in the Stratford District either.

11. MONTHLY REPORTS

11.1 ASSETS REPORT D20/31559 Pages 105-128

RECOMMENDATION

THAT the reports be received.

ERWOOD/JONES
Carried
P&S/20/191

The Director – Assets noted the following points:

- The roading shovel ready projects have now all been completed.
- An application has been made to the Taranaki Regional Council for the review of the expiring Midhirst water take.
- The Trade Waste officers are working with operators who discharge to the Esk Road facility as well as working on the back flow prevention policy.
- Work on the community hall projects is on-going with three to four now completed.

The Chief Executive and the Director – Community Services joined the meeting at 3.51pm.

Questions/Points of Clarification:

- It was clarified that the composting facility planned in South Taranaki would be brought to Council at a later date. This information was purely to let Councillors know planning was underway and Stratford committing to this project would need to be discussed.
- Concern was noted regarding the \$200,000 spent on Puniwhakau Road as a result of forestry work. Councillor Boyde noted this needs to be included in our District Plan soon to future proof ourselves against these costs due to this activity.
- The Deputy Mayor noted that recycling trucks have cameras which will be able to identify which bins had contamination in their recycling bins.
- It was noted there was only one complaint regarding the water outages as it was fixed reasonably quickly and had little impact.
- It was noted backflow preventers for businesses identified range in cost from \$30 to \$1000 depending on the level of risk identified by the officers. There is currently a list of 100 businesses that is being worked through and advised they are required to install a backflow preventer at the boundary. There will be more added to this list as this process progresses.
- Councillor Boyde noted the Holiday Park was performing outstandingly and asked that his comments be passed onto the operators.

11.2 COMMUNITY SERVICES REPORT

D20/31246

Pages 129-137

RECOMMENDATIONTHAT the reports be received.ERWOOD/HARRIS
Carried
P&S/20/192**6.4**

The Director – Community Services noted the following points:

- The report notes that the Mayors Taskforce for Jobs programme had resulted in three people put into jobs during this reporting period.
- The Scarecrow Trial is now complete and was well received.
- The free wifi along Broadway in the CBD has now been launched.
- The Christmas Tree is being erected in Prospero Place today and is located on the grassed area where the ANZ building was.
- Council has been successful in its application through the Library National Partnership fund to enable two new fixed term (18 months) positions to be created to focus on community engagement.

Questions/Points of Clarification:

- Councillor McKay noted the Stratford Business Association was working alongside Council to get outdoor furniture for the grassed area in Prospero Place which will include a structure that will house Santa's Cave and provide storage. This structure will have power connected to it. The next women in business networking event is scheduled for December and 18 tickets have already been sold. The Christmas Market, Parade and Carols are all going full steam ahead. The prize money for floats has been increased to \$1,000 for first, \$750 for second, \$500 for third and \$1,000 for best school and will be paid in SBA vouchers to ensure the money stays in the community. The committee is looking to rebrand the logo to achieve a more cohesive look and help the public associate the work undertaken by the association correctly.
- Councillor Webby noted the Stratford Art Society Exhibition was now on at the Percy Thomson Gallery. The Positive Ageing Forum held last week focused on health and was well attended.
- The District Mayor noted the blessing and turning of the sod for the Children's Bike Park went well with a good turnout of kids from adjoining day-cares and kindergartens. He noted the security fence had been pushed over during the weekend.
- Councillor Harris noted Te Wera had been very busy with a lot of horticulture groups staying, she reminded Councillors the Campsite was hosting the BA5 on 9 December and welcomed all to attend.
- Councillor Jones noted the Stratford Golf Club was holding the New Zealand National Veterans between 7-11 December which was attracting a large number of visitors to the District with approximately 35 motorhomes staying around the area.

11.3 ENVIRONMENTAL SERVICES REPORT

D20/31361

Pages 138-145

RECOMMENDATION

THAT the reports be received.

McKAY/COPELSTONE
Carried
P&S/20/193

6.4

The Director – Environmental Services noted the following points:

- This is traditionally a busy time for the building team leading up to Christmas in terms of the consenting activity and is currently tracking similarly to other years. The consistent trend post lockdown is continuing in terms of being busier than usual.
- There has been a wave of liquor license applications received and is a result of seasonal activity.
- The infringement notices for dog registrations were sent out and have resulted in a number of forms being returned amending the status of a dog.

Questions/Points of Clarification:

- It was clarified that work is being undertaken on the street numbering projects but that Pembroke Road is a significant amount of work and will not be looked at until the new year.

11.4 CORPORATE SERVICES REPORT

D20/32466

Pages 146-164

RECOMMENDATION

THAT the reports be received.

McKAY/BOYDE
Carried
P&S/20/194

The Director – Corporate Services noted the following points:

- Revenue is currently above budget and is largely due to the provincial growth funding that was not budgeted for.
- Operating expenditure is slightly under budget.
- Capital expenditure is significantly under with only 7% spent. An update has been requested on those projects and it was acknowledged some of those will need to be carried over into the next financial year.
- The process has begun on the additional \$7.18million of borrowing to ensure the funds are accessible by mid December. It will most likely be a 10 year term and will be classified under the 5+ year section of the covenants within the Treasury policy. The Treasury Policy will be brought back to Council as this new loan will breach the terms in the current policy.

Questions/Points of Clarification:

- It was clarified that the valuations are now available on Quotable Value's website and the hard copies will be sent out on 2 December. Council will put a notice on its website regarding what these values mean in terms of rates.

12. **QUESTIONS**

There were no questions.

The meeting closed at 4.11pm.

A L Jamieson
CHAIRMAN

Confirmed this 26th day of January 2021.

N C Volzke
DISTRICT MAYOR

6.4

MINUTES OF THE AUDIT & RISK COMMITTEE MEETING OF THE STRATFORD DISTRICT COUNCIL HELD IN THE COUNCIL CHAMBERS, STRATFORD DISTRICT COUNCIL ON TUESDAY 1 DECEMBER 2020 AT 3PM

PRESENT

P Jones (the Chair) [by audio visual link], the District Mayor N C Volzke, the Deputy Mayor A L Jamieson, Councillors J M S Erwood and M McKay.

IN ATTENDANCE

The Chief Executive – Mr S Hanne, the Director Community Services – Ms K Whareaitu, the Director Corporate Services – Mrs T Radich, the Director Environmental Services – Mr B Sutherland, the Director Assets – Mrs V Araba, Councillors G W Boyde, G M Webby, W J Sandford and A K Harris, the Administration & Communication Support Officer – Ms R Vanstone, the Health & Safety and Emergency Management Advisor – Mr M Bestall, the Information Management Specialist – Ms Anna Officer and one member of the media (the Daily News).

1. WELCOME

The Chair welcomed the District Mayor, Councillors and staff to the meeting.

2. APOLOGIES

An apology was noted from Councillor P S Dalziel.

RECOMMENDATION

THAT an apology be received from Councillor Dalziel.

JAMIESON/McKAY
Carried
A&R/20/45

3. ANNOUNCEMENTS

No announcements were made.

4. DECLARATION OF MEMBERS INTEREST

The Chair requested councillors to declare any real or perceived conflicts of interest relating to items on this agenda.

There were no declarations of interest relating to items on this agenda.

5. **ATTENDANCE SCHEDULE**

The attendance schedule for Audit and Risk Committee meetings was attached.

6. **PROGRAMME OF WORKS**

D20/33069 Page 7

RECOMMENDATION

THAT the Audit and Risk Committee's rolling programme of works up to the end of 2022 be received.

ERWOOD/McKAY
Carried
A&R/20/46

The Director – Corporate Services noted that the updated programme of works provides for more visibility in the coming years of what the Committee will be focusing on. The LTP – Infrastructure Delivery is currently under preparation and will be brought to the next council workshop. The committee self-review will be informally discussed at the next Audit and Risk committee, at the Chair's suggestion.

Questions/Points of clarification:

- It was clarified that Council had not yet received Audit NZ's letter of engagement for the LTP and that this would be circulated via email amongst committee members when it is received.

7. **CONFIRMATION OF MINUTES**

7.1 **Audit and Risk Committee Meeting Minutes – 6 October 2020**

D20/28222 Pages 8-18

RECOMMENDATION

THAT the minutes of the Audit and Risk Committee Meeting held on Tuesday 6 October 2020 be confirmed, with any amendments, as a true and accurate record.

JAMIESON/ERWOOD
Carried
A&R/20/47

8. **MATTERS OUTSTANDING**

D18/27474 Page 19

RECOMMENDATION

THAT the matters outstanding be received.

JONES/McKAY
Carried
A&R/20/48

6.5

9. **INFORMATION REPORT – HEALTH AND SAFETY REPORT**

D20/32914 Pages 20-23

RECOMMENDATION

THAT this report be received.

McKAY/JAMIESON
Carried
A&R/20/49

The Health & Safety and Emergency Management Advisor noted that the long year had taken its toll on staff and was notable in council officer's demeanour.

Questions/Points of clarification:

- It was noted that near miss reporting at the Council farm was not reported to this forum. Councillor Boyde undertook to pass this data on to Mr Bestall following the bi-monthly Farm & Aerodrome Committee meetings.
- The Chief Executive noted, in response to a question from the Chair, that staff took a break during Council's mandatory shutdown period between Christmas and New Year (with the exception of a skeleton crew providing essential services). Mr Hanne was not convinced that this is sufficient time enough for key staff to recover however, there were a number of external pressures following reviews or funding streams. While external consultants were considered, Mr Hanne's view was that they would not assist to mitigate the workload. The Chair noted that knowledge was held reasonably closely in small councils and this was part of the challenge (of staff management).

10. **INFORMATION REPORT – RISK REVIEW**

D20/33057

Pages 24-28

RECOMMENDATION

THAT the report be received.

RECOMMENDED REASON

To provide an update to the Audit and Risk Committee of any changes to the Council Risk Register and advise the Committee of any incidents in relation to the Top Ten Risk Register from the previous quarter.

VOLZKE/McKAY
Carried
A&R/20/50

6.5

The Director – Corporate Services noted the following:

- With regards to the Top 10 Risks, it was discussed at the last meeting whether Council had any top 10 risks with an equal residual risk score and raw risk score. Risk 73 (water supply network is contaminated) fits into this category as the risk mitigation (back flow prevention device installation) is not yet complete. The risk remains as a raw risk in the meantime.
- There have been a few occurrences which fit within the Top 10 Risks – the contractor truck near miss, Covid, elected members decision making and the liquor bylaw lapse.

Questions/Points of clarification:

- Mayor Volzke, in referring to page 26, risk 72 (elected members decision making) asked whether there was an intention to note the loan to the Stratford A&P Association as a separate risk. Mrs Radich clarified that the A&P Association’s ability to service the loan would be added as a separate risk, to the risk register. Councillor Erwood supported this suggestion as did the Chair. Mrs Radich added that she would bring a risk analysis back before this committee in March and this was added to matters outstanding.
- The Chair, commenting on workload and stress, asked whether in the current environment, the residual risk is too low. Mr Hanne clarified that a risk assessment would be completed. This matter has been added to the matters outstanding.
- Mayor Volzke, in referring to page 27, risk 78 (liquor bylaw lapse) asked whether a need to review the bylaw had been established. The Director – Environmental Services clarified that this assessment was currently underway and he expected that need could be demonstrated as had previously been done.

11. **INFORMATION REPORT – FINANCIAL RISK MANAGEMENT REPORT**

D20/33009

Pages 47-53

RECOMMENDATION

THAT the report be received and the Audit and Risk Committee acknowledge that the Council is operating outside of the Treasury Management Policy with regards to investments.

JONES/JAMIESON
Carried
A&R/20/51

The Director – Corporate Services noted the following points:

- Seven per cent of the capital expenditure budget has been spent to date. It is unlikely to reach 100% as the swimming pool, for example, is a two year project.
- In terms of investment, the Council is operating outside of its Treasury Management Policy by investing \$7 million with one bank (currently providing the highest consistent interest rates).

Questions/Points of clarification:

- The Chair considered that this committee should note that Council is operating outside of its Treasury Management Policy and a change to the wording of the drafted recommendation was suggested. There was no further discussion on the resolution.

12. **INFORMATION REPORT – PRIVACY ACT CHANGES**

D20/31415

Pages 54-57

RECOMMENDATION

THAT the report be received.

Recommended Reason

To provide an update to the Audit and Risk Committee of how Council has prepared for the upcoming changes to the Privacy Act. These come into effect on 1 December 2020.

ERWOOD/VOLZKE
Carried
A&R/20/52

The Information Management Specialist noted the following points:

- Of the notable changes to the Act, it is the new rules around breach notifications which will affect us the most. It is now compulsory for us to alert the Privacy Commissioner and affected parties of any breach that we will or may cause serious harm. To that end, policy updates, guidelines and training around privacy breaches have been developed for staff.

6.5

- The Association of Local Government Information Management (ALGIM) had requested Stratford District Council to sit on a Privacy Act 2020 Local Government Panel Discussion as one of the few councils in the country to have produced guidelines in time for the commencement of the new Act.

Questions/Points of clarification:

- It was clarified that a breach had only to be notified (to the person) after consideration to risk of reputation and breach severity, following a question from Councillor McKay. Mrs Officer confirmed that it was a business decision but legislation states that notification only needs to be made in a serious breach situation, possibly to avoid the risk of loss of reputation for non-serious breaches which do not cause harm. She gave the example of cancelled library membership forms being deleted from the library system but not council’s content management system. In this situation, we are holding the information for longer than the purpose it was collected for, however it was considered that no benefit would be gained to notifying each affected party. Instead, the organisation has created a process going forward to ensure personal information is not held for longer than is required for the specific purpose for which it was collected.
- Councillor McKay sought clarification about who makes the assessment about whether a breach had occurred. Mrs Officer clarified that this decision was made by the Privacy Officer based on the guidelines produced by the Privacy Commissioner.
- The Chair asked for clarification around the process for managing the risk of reputational damage as a consequence of a serious privacy breach. The Chief Executive responded that the factual, open and honest approach on such matters is the ideal way of dealing with damage which is likely to cause very public harm to the council. This would include notifying elected members.

13. INFORMATION REPORT – IANZ AUDIT

D20/32892

Pages 70-73

RECOMMENDATION

THAT the report be received.

Recommended Reason

As an accredited Building Consent Authority the Stratford District Council must ensure its procedures and practices for building consent matters meet legal requirements.

McKAY/JAMIESON
Carried
A&R/20/53

The Director – Environmental Services noted the following points:

- The audit was completed during a very busy period for the team. Several areas for improvement have been identified however these non-compliances are general rather than serious. An action has been approved and half of the non-compliances have been finalised with the remainder in progress and the team is on track to achieve the 23 December deadline.

Questions/Points of clarification:

- The Chair sought clarification on the notified 11 January 2021 deadline, referred to on page 26. Mr Sutherland clarified that the initial plan was 11 January but this had been pushed back to 23 December by the council team and agreed to by IANZ.

14. GENERAL BUSINESS

No general business was discussed.

The meeting closed at 3.44pm.

P Jones

CHAIRMAN

Confirmed this 1st day of December 2020.

N Volzke

DISTRICT MAYOR

MINUTES OF THE MEETING OF THE STRATFORD DISTRICT COUNCIL SPORT NEW ZEALAND RURAL TRAVEL FUND ASSESSMENT COMMITTEE HELD IN THE COMMITTEE ROOM, STRATFORD DISTRICT COUNCIL, MIRANDA STREET, STRATFORD ON TUESDAY 1 DECEMBER 2020 AT 4.30 PM.

6.6

PRESENT

Councillor John Sandford (the Chairman), the District Mayor N Volzke, Councillor Jono Erwood, Councillor Amanda Harris, Councillor Vaughan Jones, Mr Brendan Haami and Mr Gary Vincent.

IN ATTENDANCE

The Administration & Communication Support Officer – Ms Rhonda Vanstone (the Committee Secretary).

1. **APOLOGIES**

An apology was received from Mr Aaron Moore.

THAT an apology from Mr Aaron Moore be received.

ERWOOD/VINCENT
Carried

2. **ANNOUNCEMENTS**

Members were asked to disregard page 38 of the agenda as it was not required for this meeting.

3. **CONFIRMATION OF MINUTES**

THAT the minutes from the Sport New Zealand Rural Travel Fund Assessment Committee Meeting on 16 June 2020 be confirmed, with the following amendment:

- The allocation to Taranaki Diocesan School for Girls be amended from \$1,400 to \$933.34 (page 5 refers).

HARRIS/VINCENT
Carried

4. **CRITERIA AND FUNDING**

The current status of available funding is as follows:

Received November 2020	\$9,500.00
Funds returned	\$0.00
Unused portion 2019/20 (round 2)	\$1,069.66
TOTAL	\$10,569.00

Less

Advertising	<i>Nil</i>
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TOTAL AVAILABLE FOR DISTRIBUTION	\$10,569.00
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5. **CORRESPONDENCE**

5.1 **Inwards**

Accountability Forms - Eastern Districts Raw Touch Rugby; Eastern Districts Junior Hockey Club; Toko School (basketball) and Eastern Districts Basketball.

5.2 **Outwards**

Successful letters sent to applicants – Stratford High School (basketball, football, hockey, netball), Eastern Districts Raw Touch Rugby, Eastern Districts Netball, Eastern Districts Junior Hockey Club, Toko School (basketball) and Taranaki Diocesan School (rugby and hockey).

Email – Toko School (Toko Junior Rugby Club – no accountability form received for April 2019 funding).

THAT the correspondence be received.

HARRIS/JONES
Carried

- It was noted that the following accountability forms for round two of funding in 2019/20 were tabled at the meeting as they were received after the agenda was finalised:
 - Eastern Districts Netball (received \$1,300 and distributed \$1,180 – unused funds of \$120 yet to be returned);
 - Taranaki Diocesan (received \$1073.34 and distributed \$958.39 – unused funds of \$114.95 yet to be returned).
- The following updates regarding outstanding accountability forms for round two of funding in 2019/20 were noted:
 - Stratford High School informed that the accountability form is in process;
 - Stratford Eltham Junior Rugby Club is yet to receive their allocation following a banking error that saw their allocation of \$1,600 deposited to a club jubilee account. Council officers are currently tracking down the account signatories of the jubilee account so that a transfer can be arranged.
- It was noted that Ms Vanstone had done as much as possible to track down the long overdue accountability form from the Toko Junior Rugby Club (\$1,035 allocated in April 2019) including approaching the Toko School whom she hoped would communicate the message to the club's convenor. Councillor Jones added that he may be able to track down club contacts. The next step would be to seek a return of the unused funds.
- Mayor Volzke noted that these particular circumstances gave confidence that the accountability forms work.

4. **DECLARATIONS OF INTEREST**

The Chair requested committee members to declare any real or perceived conflicts of interest relating to items on this agenda.

No declarations of interest were received.

5. **CONSIDERATION OF APPLICATIONS**

5.1 **Application Index**

The application index was attached.

5.2 **Information Report**

The information report was attached.

5.3 **Applications for funding**

Eastern Districts Raw Touch Rugby (T4 - 2020) \$700

Eastern Districts Raw Touch Rugby (T1 – 2021) \$700

On proviso that competition actually occurs.

Toko School (touch) (T4 – 2020) \$400

Stratford Secondary Cricket \$400

THAT the above funding allocations be approved.

VINCENT/ERWOOD
Carried

- It was noted that Mr Moore, in notifying his apology at today's meeting, had confirmed that while the touch competition for term 1 (2021) had not been confirmed as yet, it would likely proceed.

6. **GENERAL BUSINESS**

No general business was discussed.

7. **NEXT MEETING**

The next round of the Sport New Zealand Rural Travel Fund will open Monday 22 February 2021 and close Friday 19 March 2021. The Assessment Committee meeting will be held on Tuesday 6 April 2021 at 3pm.

The meeting concluded at 4.57pm.

Councillor John Sandford
CHAIRMAN

MONTHLY REPORT



F19/13/04-D20/35300

TO: District Council

FROM: District Mayor

DATE: 8 December 2020

SUBJECT: REPORT FOR THE MONTH OF NOVEMBER 2020

RECOMMENDATIONS:

1. THAT the District Mayor's report be received.
2. THAT Council supports the Governments stated intention to remove the provision for public poll in regard of the establishment of Māori Wards aligning with Local Government New Zealand's position.

_____/_____
Moved/Seconded

1. PRIME MINISTERS VISIT

Sometimes it's nice to be surprised. The unannounced November visit by Prime Minister Ardern was one of those special surprises that the students of Stratford High School especially, will never forget. The PM arrived at the senior prize-giving much to the elation of students, delivered a short speech, presented prizes and afterwards was mobbed by students wanting selfies, for which she duly obliged.

Watching this play out, I asked myself where else in the world would this happen? Answer, only in New Zealand. How lucky we are to still maintain access to our political leaders in a way that would be unthinkable in most countries.

Later that day, myself and a small group of other regional leaders met with the PM. This was a great opportunity to share our thoughts on important issues. As the Mayor of a rural District I took the opportunity to re-iterate the concerns of farmers particularly around fresh water reforms. While there has been some government movement and compromise in recent months, the costs associated with compliance and monitoring of the fresh water reforms are significant and the rural community will bear the brunt of those costs.

It is a gnarly issue with the environmentalists pushing to do more and do it quicker, while those paying for the changes are saying take it easy and make it affordable. The fresh water reforms along with the three waters reforms for councils will be two of the defining discussion points and actions for the government over this three year term.

2. REMOVAL OF PUBLIC POLLS IN RELATION TO THE ESTABLISHMENT OF MĀORI WARDS

Local Government New Zealand are currently urging Central Government to remove the poll provisions applying to the creation of Māori wards/constituencies under the Local Electoral Act 2001. Under this Act a proposal by a local authority to create a Māori Ward/Constituency is subject to a elector poll-provision which can ultimately over-ride the decision of the Council. This provision only applies to a Māori ward and not general wards/constituencies that might be created as part of the representation review process.

LGNZ's view is that the poll provisions should be removed and amendments made to the Local Electoral Act 2001 to allow the Local Government Commissioner to consider any appeals against a local authority proposal to form a Māori Ward/Constituency using the process that currently applies to a general presentation review process.

New Plymouth District Council, South Taranaki District Council and the Taranaki Regional Council have formally endorsed LGNZ's position and will present their support to Government. In order to enable a joint letter to be sent from the Mayoral Forum, the Stratford District Council needs to formally note and commit its support to this matter. It is therefore necessary for the Stratford District Council to discuss and consider its stand on this topic at the Ordinary Meeting.

Stratford District Councillors will be given the opportunity at this meeting to discuss what this means and collectively establish a stance on whether to support LGNZ's position and participate in a collective regional message of support.

3. CHILDREN'S BIKE PARK

It was great to see the construction work on this project finally get underway. The idea for this project has been around for nearly six years after children from Great Kids day care first presented the idea to council staff.

Delivering Long Term Plan projects like the Bike Park Project would under normal circumstances be a relatively straight forward expectation, but this one had a huge hand brake attached to it. The proposal was to entirely fund the project by way of external funding and this was not easy to achieve, causing delays and almost scuttling the project. But a successful application to the governments shovel ready stimulus funding resulted in a \$2 million grant being received. With sufficient funding in place to deliver all the components of the project, we were able to press the "go" button and construction has begun.

Seasonally, the timing is really good, so we can expect few weather delays and a completion date in the middle of next year.

4. FENZ BOARD MEMBERS VISIT

Members of the FENZ Board visited the region in November and hosted a function to acknowledge and thank all those involved with emergency services, particularly within the fire service. Volunteer firefighters and their employers were given a special mention and the huge contribution they make was praised by FENZ chairman Paul Swain. The Stratford Brigade was represented at the function and it was pleasing to hear from FENZ regional leaders, the confidence they have in the ability of smaller brigades like Stratford, to continue to deliver outstanding services.

5. TRADE GRADUATION CEREMONY

Despite the prolonged disruption caused by Covid-19, we still managed to host the annual trade graduation ceremony in November. The ceremony was slightly smaller than previous years but it is still pleasing to see people achieving their training goals by upskilling and positioning themselves to enhance their careers. Over recent years it is noticeable the small numbers of apprentices coming through, especially at a time when demand for skilled trades people appears to be at an all-time high and set to remain that way for the foreseeable future. Access to the MTFJ funding package that council has available may help address this issue and facilitate some young people moving into apprenticeship training.

6. SEASONS GREETINGS

As this is the last report for the year, I take this opportunity to thank all elected members and staff for your valuable input and commitment during the 2020 year. It has truly been a year like no other. In my 20 years of service on this council I cannot recall a year that has been as busy and demanding as this one. Covid-19, government reforms, shovel ready projects, big decisions and long term plan demands have combined to make life very hectic, but definitely a job well done. Seasons' greetings to everyone.

7. CORRESPONDENCE

See attached.

8. COMMON SEAL

As per clause 5.3 of the Delegation's Policy, notice is given to members that the Common Seal was affixed in urgency to a '*consent by encumbrancer to variation of mortgage*' on Monday 30 November 2020.

9. SOME EVENTS ATTENDED

- Attended – Tracks and Trails Trust Website Launch
- Attended – Stratford District Youth Council meeting
- Attended – SCSS Committee meeting
- Hosted – Trades Graduation Ceremony
- Met with representatives of the Experience Purangi Trust
- Hosted – Residential Subdivision (Project Partners) function
- Attended – Positive Aging Committee Meeting
- Attended – Stratford High School Prize giving
- Met with Prime Minister Jacinda Ardern
- Attended CCS Disability Action Annual General Meeting
- Attended – LTP Consultation meeting at Toko Lions
- Attended Taranaki Electricity Trust meeting at Inglewood
- Attended the blessing ceremony for the Childrens Bike Park
- Filmed promo video for the Taranaki Safe Families Trust
- Attended – Venture Taranaki Economic Development Steering Group meeting
- Attended function with visiting FENZ board members
- Attended Stratford A& P Show
- Recorded Council Xmas message
- More FM Radio Interview (x3)
- Daily News Interviews (multiple)
- Stratford Press Interviews (multiple)

- Attended Regional Emergency Services meeting (x1)
- Attended Regional Mayors and Chairs meeting (x3)
- Attended Council Meetings (x5)
- Attended Council Workshops (x3)



N C Volzke JP
DISTRICT MAYOR

Stratford Volunteer Fire Brigade Call Outs November 2020

The Stratford fire brigade responded to 17 calls in November 2020

04-11-20	Investigate a smoke alarm sounding Hamlet Street
08-11-20	Motor vehicle accident, scene protection required Pembroke Road
09-11-20	Gas Leak Pembroke Road
10-11-20	Alarm Activation Countdown Broadway North accidental activation
11-11-20	Assist ambulance with medical call Brecon Road and set up landing zone at the rear of Stratford fire station for the rescue helicopter
14-11-20	Residential alarm activation Cassandra Street
14-11-20	Motor vehicle accident car vs. transformer East Road Assist Toko fire brigade
14-11-20	Power lines arcing Pembroke Road / Barclay Road
15-11-20	Alarm activation Stratford golf club Pembroke Road
15-11-20	Car vs. brick wall Broadway
17-11-20	Assist ambulance medical call Warwick Road stood down before arrival
18-11-20	Scene protection for low lying power lines Cordelia Street
20-11-20	Meter board fire Portia Street
20-11-20	Rubbish fire Celia Street
22-11-20	Vegetation fire Swansea Road
26-11-20	Assist ambulance with medical call Cassandra Street
28-11-20	Meter board fire Lincoln Road Inglewood, Assist Inglewood fire brigade with water tanker stood down before arrival

12 November 2020

Dear Prime Minister

Plastic Waste Disposal

Taranaki Quakers are deeply concerned about the difficulty New Plymouth District Council and other Councils are having recycling some grades of plastic. The Councils appear to be keen to avoid creating more waste to go to landfills but the market for disposing these plastics has been restricted through COVID-19. It is beyond the means of most councils to build waste disposal plants able to handle such plastics. Burying the problem is simply postponing the problem of plastic pollution of our land and waterways for later generations. Plastic is not biodegradable and breaks down into smaller and smaller particles which then enter the wider environment and the food chain. The ethics, effectiveness and economics of shipping our waste elsewhere is questionable especially from an environmental viewpoint.

It is the view of our members that it is important to attack this problem at its source. That is to stop the use of plastics which cannot be readily recycled.

The consumer finds it difficult to avoid purchasing goods enclosed in unrecyclable plastic as it is not always possible to see which type of plastic is used or to know if in fact it is being recycled. The plastic creators know what they are using. Any organisation creating or using any form of plastic needs to be required either to accept the plastic back for reuse or to pay the full cost of recycling it. A recycling levy could be added into the sale price of the product to reflect its true cost. It is our view that the simplest solution is for only readily recyclable plastic to be permitted for use in New Zealand.

We ask that:

1. Legislation be put in place urgently to:
 - a. Require all retailers of products with plastic packaging to undertake to take the packaging back.
 - b. All products using plastic are sold at a price which includes a levy to be used to cover the full cost to the environment of using the plastic and recycling it.
 - c. All products offered for sale have a clear statement indicating how it can be safely disposed of without harm to the environment or returned free of charge to a recycling collection point.
2. The Government uses funds earmarked for economic recovery to build two national recycling plants (one in the South and one in the North Island) to handle recycling waste which is not financially viable for local councils to provide from ratepayer funds.

We ask that the Government take radical action to make good on its promise to protect the environment.

Liz Bridgeman,

Email: Quakersintaranaki@gmail.com

Clerk of Taranaki Monthly Meeting

of the Religious Society of Friends (Quakers) in Aotearoa New Zealand, Te Hāhi Tūhauwiri

cc

Hon James Shaw, Minister of the Environment,

Hon Glenn Bennett, MP for New Plymouth

Neil Holdom, Mayor for New Plymouth

Neil Volzke, Mayor for Stratford

Matt Rilko, Taranaki Daily News Regional Editor

DECISION REPORT



F19/16/04 – D20/34151

TO: Council

FROM: Special Projects Manager

DATE: 8 December 2020

SUBJECT: PRELIMINARY DESIGN APPROVAL FOR NEW AQUATIC CENTRE

8

RECOMMENDATIONS

1. THAT the report be received.
2. THAT the preliminary design for the new aquatic centre as outlined on Apollo Projects plan A1.05 P0 (**Appendix 1**) attached to this report be approved and officers authorised to proceed with detail design.

Recommended Reason

This design and build project is moving at pace due to funding conditions and a final decision in this matter is required as a matter of urgency to enable this project to move to the next stage.

Moved/Seconded

1. PURPOSE OF REPORT

The purpose of this report is to seek Council's approval to the preliminary design for the new aquatic centre to enable the project team to proceed with detail design.

2. EXECUTIVE SUMMARY

The design and build contractor (Apollo Projects) recently presented a proposed floor plan for the aquatic centre to elected members in a workshop and in separate meetings with current pool staff, iwi and representatives of the Stratford Swimming Club and Flyers Swim School.

The plan was generally well received, however a number of changes were requested and these have been incorporated into a preliminary detail design for final approval ahead of finalising the detail design.

This is the last opportunity for elected members to request any further changes without them becoming costly variations to the construction contract.

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
✓	✓		

4. **BACKGROUND**

- 4.1 On 24 November 2020 Apollo Projects presented for comment a proposed floor plan for the new aquatic centre to elected members, staff and other stake holders. The plan indicated the proposed layout of the required water bodies (main lap pool, side-by-side programmes and learn to swim pools and a combined leisure/play/toddlers pool), lobby/reception, staff facilities, changing facilities, swimming clubroom, storage and plant rooms in accordance with the scope of works approved by Council on 13 October 2020.
- 4.2 The proposed layout received general acceptance, however concern was expressed by some Councillors in regard to the fixed depth of 1.8 metres for the main pool and the functionality of the programmes and learn to swim pools if they were combined to one pool in order to fit within the budget as was suggested as a possible need. Following discussion around these concerns it was generally agreed that the fixed depth of 1.8 metres for the main pool was acceptable and the combining of the two subsidiary pools could be considered if necessary to meet the budget constraints.
- 4.3 The Stratford Swimming Club’s main concern was in regard to the amount of permanent seating catered for, claiming there was a need for at least 400 seats for regional competition events, while the Flyers Swim School was concerned at the possibility of combining the programmes and learn to swim pools and the fixed depth of the main pool, both of which would impact negatively on its ability to run classes.

4.4 Taking these and other minor concerns into consideration the architect has produced a preliminary detail design plan (attached at **Appendix 1**) for further consideration. Changes from the initial plan include:

- A combining of the programmes/hydrotherapy and learn to swim pools to meet budget constraints.
- A widening of the pool deck to the north of the main pool to accommodate additional spectator seating taking the total seating to approximately 400.
- An increase in the size of the birthday/multi-purpose room and reduction in the lobby size as a result.
- A slight reconfiguration of the staff facilities layout for better functionality.
- A potential option for variable depth to the main pool if that is Council's wish.

5. **CONSULTATIVE PROCESS**

5.1 **Public Consultation - Section 82**

At this stage of the project consultation has been limited to stakeholders in the form of the Stratford Swimming Club, the Flyers Swim School, pool staff. There has been substantial earlier public consultation in relation to this project and further is not considered necessary at this point, nor is there time for same.

5.2 **Maori Consultation - Section 81**

An initial meeting with representatives of Ngāruahine and Ngāti Maru was also held on 24 November 2020 and continued engagement is planned to ensure appropriate cultural input to the design.

6. **RISK ANALYSIS**

Please refer to the Consequence and Impact Guidelines at the front of the reports in this agenda.

- Is there a:
 - financial risk;
 - human resources risk;
 - political risks; or
 - other potential risk?
- If there is a risk, consider the probability/likelihood of it occurring.
- Is there a legal opinion needed?

It is imperative a quick decision is made in regard to this matter. Given the recent government funding made available to the project there is now an urgency to get construction underway, failing which there is a serious risk of the funding being withdrawn.

7. **DECISION MAKING PROCESS - SECTION 79**7.1 **Direction**

	Explain
Is there a strong link to Council's strategic direction, Long Term Plan/District Plan?	Council resolved to build a new pool in the 2018 – 2028 LTP
What relationship does it have to the communities current and future needs for infrastructure, regulatory functions, or local public services?	This is a strongly supported project by the community that will provide much improved local public services.

7.2 **Data**

- | |
|--|
| <ul style="list-style-type: none"> • Do we have complete data, and relevant statistics, on the proposal(s)? • Do we have reasonably reliable data on the proposals? • What assumptions have had to be built in? |
|--|

Apollo Projects has provided Council with very reliable data on which to base appropriate decisions.

7.3 **Significance**

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

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

HIGH	MEDIUM	LOW
	✓	

7.4 **Options**

An assessment of costs and benefits for each option must be completed. Use the criteria below in your assessment.

1. What options are available?
2. For **each** option:
 - explain what the costs and benefits of each option are in terms of the present and future needs of the district;
 - outline if there are any sustainability issues; and
 - explain if the outcomes meet the current and future needs of communities for good-quality local infrastructure, local public services, and performance of regulatory functions?
3. After completing these, consider which option you wish to recommend to Council, and explain:
 - how this option is the most cost effective option for households and businesses;
 - if there are any trade-offs; and
 - what interdependencies exist.

Having reached this stage of the project this is the last opportunity to make changes to the floor plan and componentry layout before embarking on the detail design.

7.5 **Financial**

- Is there an impact on funding and debt levels?
- Will work be undertaken within the current budget?
- What budget has expenditure come from?
- How will the proposal be funded? eg. rates, reserves, grants etc.

The current budget in terms of Council’s loan-funded contribution to the project cost stands at \$12 million. The recommendation herein does not impact on that provision.

7.6 **Prioritisation & Trade-off**

- Have you taken into consideration the:
- Council’s capacity to deliver;
 - contractor’s capacity to deliver; and
 - consequence of deferral?

With the Government funding provided, the capacity to deliver this project is greatly enhanced. The consequence of deferral will undoubtedly delay the start of construction and introduce the risk of this funding being withdrawn.

7.7 **Legal Issues**

- Is there a legal opinion needed?
- Are there legal issues?

No legal opinion is considered necessary in this instance.

7.8 **Policy Issues - Section 80**

- | |
|---|
| <ul style="list-style-type: none">• Are there any policy issues?• Does your recommendation conflict with Council Policies? |
|---|

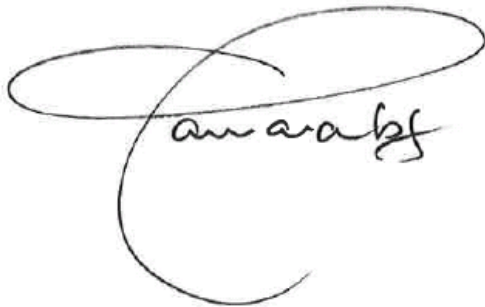
There are no policy issues inherent herein.

Attachments

Appendix 1 Ground Floor Plan



N Cooper
SPECIAL PROJECTS MANAGER



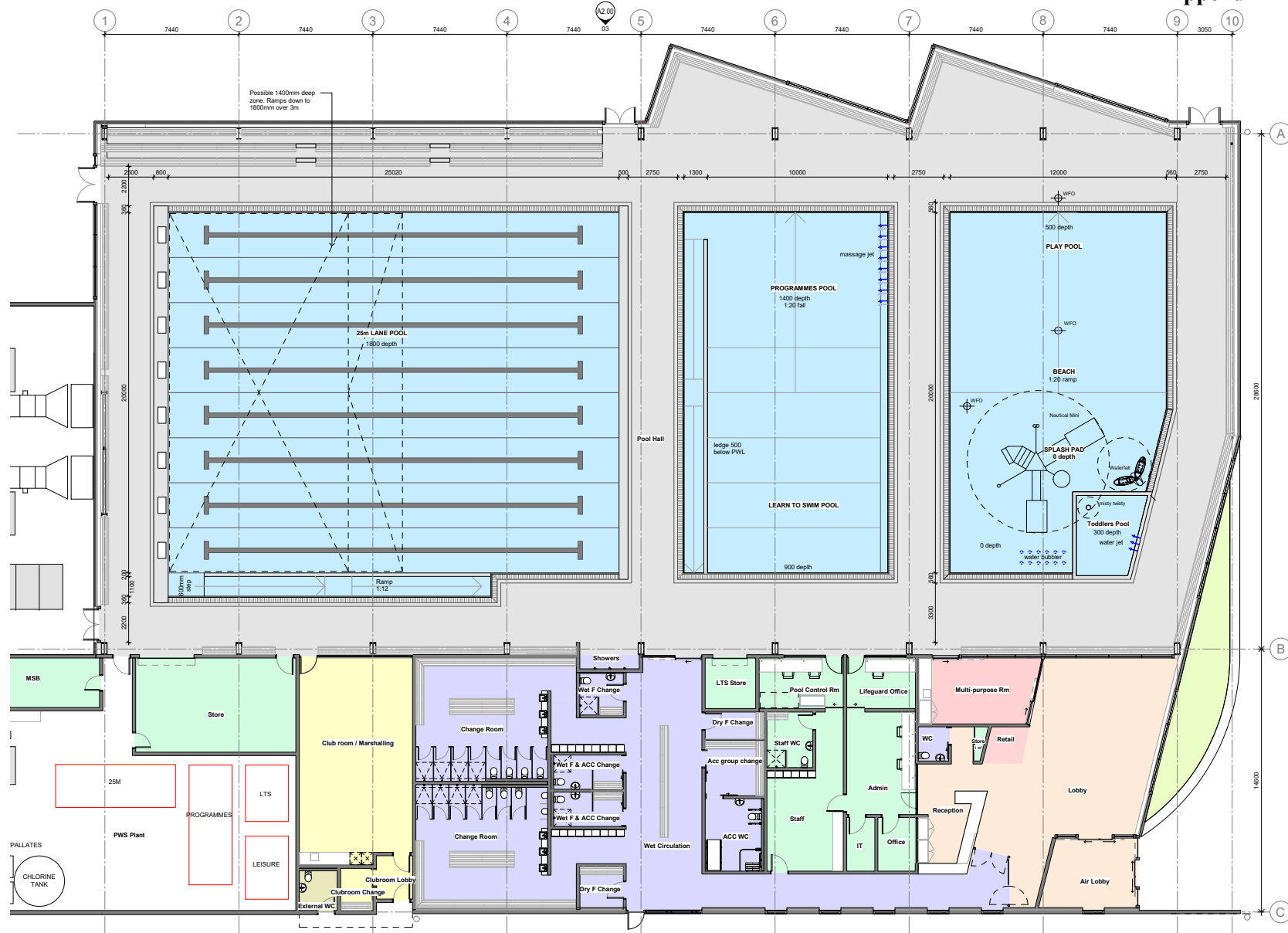
[Endorsed by]
V Araba
DIRECTOR ASSETS



[Approved by]
S Hanne
CHIEF EXECUTIVE

DATE 1 December 2020

Appendix 1



- NOTES:
1. Do not scale off this drawing. Use figured dimensions only. Drawings printed from pdf files will NOT be to scale.
 2. Contractor to verify all details and dimensions on site before commencing work.
 3. Contractor to report any apparent discrepancies to the Architect for interpretation prior to affected work proceeding.



ROOM SCHEDULE	Name	Area
Acc group change	10 m ²	
ACC WC	13 m ²	
Admin	22 m ²	
Air Lobby	21 m ²	
Change Room	54 m ²	
Change Room	55 m ²	
Club room / Marshalling	71 m ²	
Clubroom Change	4 m ²	
Clubroom Lobby	5 m ²	
Dry F Change	6 m ²	
Dry F Change	5 m ²	
External WC	5 m ²	
IT	5 m ²	
Lifeguard Office	11 m ²	
Lobby	96 m ²	
LTS Store	8 m ²	
MSB	20 m ²	
Multi-purpose Rm	24 m ²	
Office	6 m ²	
Pool Control Rm	13 m ²	
Pool Hall	1683 m ²	
PWS Plant	182 m ²	
Reception	16 m ²	
Retail	4 m ²	
Showers	3 m ²	
Staff	29 m ²	
Staff WC	4 m ²	
Store	46 m ²	
Store	1 m ²	
WC	3 m ²	
Wet Circulation	108 m ²	
Wet F & ACC Change	8 m ²	
Wet F & ACC Change	8 m ²	
Wet F Change	6 m ²	

Total GFA = 2877m²
(Excluding Service Yard)

- REVISIONS:
- PO 23.11.20 Concept
 - 28.11.20 For review

Apollo PROJECTS
Concept
ARCHITECTURE
HDT
Stafford Aquatic Centre

Regan St, Stratford, Taranaki
for Dunedin City Council

PROPOSED
GROUND FLOOR
PLAN

Scale: 1:100	Date: 2019
Revision: A1.05	PO

ARCHITECTURE HDT LTD

Phone: 30110208 516337 Fax:

DECISION REPORT



F19/13/04 – D20/34101

TO: Council

FROM: Roading Asset Manager

DATE: 8 December 2020

SUBJECT: AMERICARNA 2021 – PROPOSED ROAD CLOSURES

9

RECOMMENDATIONS

1. THAT the report be received.
2. THAT pursuant to Section 342(1) (b) in accordance with Schedule 10 clause 11(e) of the Local Government Act 1974, notice is hereby given that the Stratford District Council proposes to close the following roads on Friday 26 February 2021, between the hours of 7.00am and 1.30pm for the purpose of the 2021 Americarna event.
 - SH3 Broadway between Seyton Street and Fenton Street;
 - Miranda Street between the Seyton Street and Fenton Street;
 - Fenton Street between Juliet Street and SH3 Broadway and
 - Regan Street between Miranda Street and Juliet Street which will be closed between the hours of 9am to 1:30pm.
3. THAT the Council approves the alternative routes detailed below:
 - Southbound traffic – Left into Seyton Street, right into Juliet St, left onto Celia Street and right onto Orlando St to return to SH3 via Hills Road to the south of Stratford.
 - Northbound traffic - Left onto Fenton Street, right onto Portia St, right onto Seyton Street and left to re-join SH3 at Seyton St/SH3 intersection.

Recommended Reason

In order for the Stratford Business Association to host Americarna, it is necessary to close the roads listed above for safety reasons and for the participants to exhibit their vehicles via a static display. The proposed road closures require formal endorsement by a Council resolution.

/_____
Moved/Seconded

1. **PURPOSE OF REPORT**

For any street event that requires a road closure, Schedule 10 of the Local Government Act 1974 requires a Council resolution to endorse the proposed road closure. This report seeks this endorsement for the purposes of allowing the Stratford Business Association to close the roads in order to host Americarna on Friday 26 February 2021, between the times specified in the recommendation.

2. **EXECUTIVE SUMMARY**

2.1 In order for Americarna to be held in Stratford, the Stratford Business Association has requested that several roads are closed to enable the entrants to exhibit their vehicles for public viewing between 10:20am and 12:15pm. As SH3 Broadway has on street parking, the Stratford Business Association has requested SH3 Broadway is closed from 7am to reduce the possibility of Stratford residents parking on the street before the American cars start arriving from 10:20am. Alternative routes for northbound and southbound traffic along State Highway 3 will be sign posted for the duration of the static display.

2.2 Two temporary bus stops will be provided on Portia Street to the rear of the council building for the duration of the closure for the patrons of the Hawera to New Plymouth Connector bus service.

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
✓	✓		

The report is for the purposes of providing good regulatory function, as street events such as this, require a Council resolution to endorse a proposed road closure. This event will attract in the order of 850 entrants, bringing in the vicinity of 2000 visitors to Stratford.

4. **BACKGROUND**

4.1 The Stratford Business Association approached the organisers of Americarna to request the event is brought to Stratford for a public static display of the vehicles participating in the event. The most appropriate location for the static display is Broadway, from Seyton Street to Fenton Street.

- 4.2 At the time of writing this report, Americarna have indicated there will be in the order of 850 people who have registered their vehicles to participate in the event. Considering the expected number of vehicles, this will require a sufficient area in order to park the vehicles for the public display. The intention is to use SH3 Broadway, from Seyton Street to Fenton Street as the primary parking area. The Stratford Business Association have also requested to close Miranda Street from the Seyton Street through to Fenton Street, as an overspill area for the static display. There will be Marshalls placed at the closure points to assist with directing traffic. Access to and from the Z service station will only be available after 9:30 am via Regan Street from the west.
- 4.3 The alternative routes for SH3 traffic for the duration of the road closure are as follows:
- Southbound traffic – Left into Seyton Street, right into Juliet St, left onto Celia Street and right onto Orlando St to return to SH3 via Hills Road to the south of Stratford.
 - Northbound traffic - Left onto Fenton Street, right onto Portia St, right onto Seyton Street and left to re-join SH3 at Seyton St/SH3 intersection.

As SH3 Broadway is a designated High Productivity Mass Vehicle, (HPMV), route, Stratford District Council is required to issue a memorandum to all HPMV permit holders using SH3 providing haulage companies consent to use the alternative routes outlined above.

5. CONSULTATIVE PROCESS

5.1 Public Consultation - Section 82

The Stratford Business Association are required to liaise with all residents and traders affected by the proposed road closure. AmeriCARna's road closure was advertised in the Stratford Press on Wednesday 18 November 2020 with the objection cut-off date Friday 27 November 2020. A second notice will be placed in the Stratford Press on Wednesday 16 December 2020, subject to the recommendations outlined above being endorsed by Council. There have been no objections.

A letter drop was made to all businesses on Broadway and Miranda Streets and residents of Miranda Street on Friday 20 November 2021 informing them of the proposed road closure and AmeriCARna event. All emergency respondents have been informed.

5.2 Maori Consultation - Section 81

There are no known effects that this event is likely to have on local iwi issues.

6. **RISK ANALYSIS**

Please refer to the Consequence and Impact Guidelines at the front of the reports in this agenda.

- Is there a:
 - financial risk;
 - human resources risk;
 - political risks; or
 - other potential risk?
- If there is a risk, consider the probability/likelihood of it occurring.
- Is there a legal opinion needed?

In order for Americarna to be held in a safe manner on public roads, it is essential that these roads are closed for the times stated in the recommendation. This will safeguard the participants in Americarna as well as the public wishing to look at the vehicles in the static display.

Americarna have developed their own Safety Plan, as this is a festival which travels to several towns within the Taranaki region.

7. **DECISION MAKING PROCESS - SECTION 79**

7.1 **Direction**

	Explain
Is there a strong link to Council’s strategic direction, Long Term Plan/District Plan?	Yes. This event brings the opportunity to develop a vibrant and prosperous CBD, as well as creating a “feel good factor” during the summer months.
What relationship does it have to the communities current and future needs for infrastructure, regulatory functions, or local public services?	This report supports the performance of Council by providing a regulatory function in accordance with the Local Government Act 2002.

7.2 **Data**

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

Yes, the times of the proposed road closures are outlined in the recommendation above. The only un-known at the time of writing this report, is the number of American vehicles in the static display.

7.3 **Significance**

	Yes/No	Explain
Is the proposal significant according to the Significance Policy in the Long Term Plan?	No	
Is it:	No	
• considered a strategic asset; or	No	
• above the financial thresholds in the Significance Policy; or	No	
• impacting on a CCO stakeholding; or	No	
• a change in level of service; or	No	
• creating a high level of controversy; or	No	
• possible that it could have a high impact on the community?	Yes	Some traders may be affected by Americarna. However, the Business Association have encouraged the traders along Broadway to embrace the event as this could have some benefits by virtue of the entrants and the visitors coming to Stratford. With the impact of Covid-19 on the country, we are encouraged by the Government to travel local and spend local. This could be seen an opportunity for economic wellbeing of the region.

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

7.4 **Options**

An assessment of costs and benefits for each option must be completed. Use the criteria below in your assessment.

1. What options are available?
2. For **each** option:
 - explain what the costs and benefits of each option are in terms of the present and future needs of the district;
 - outline if there are any sustainability issues; and
 - explain if the outcomes meet the current and future needs of communities for good-quality local infrastructure, local public services, and performance of regulatory functions?
3. After completing these, consider which option you wish to recommend to Council, and explain:
 - how this option is the most cost effective option for households and businesses;
 - if there are any trade-offs; and
 - what interdependencies exist.

The options to be considered for this report are:

- Option 1** - Do not approve the closing of the roads listed above. If this is the option chosen, then the Stratford Business Association will not be able to host Americarna. This could have a negative impact on Stratford as a place to hold street events. There would also be an impact on the Business Association members and fellow traders seeing that approximately 850 vehicles plus occupants will not be stopping in Stratford for two hours.
- Option 2** - Endorse the proposed road closures as outlined in recommendation 2 above to indicate our support for this event. This will have a positive impact for Stratford.

7.5 **Financial**

- Is there an impact on funding and debt levels?
- Will work be undertaken within the current budget?
- What budget has expenditure come from?
- How will the proposal be funded? eg. rates, reserves, grants etc.

The cost of providing the traffic management will be met by the Stratford Business Association. Stratford District Council's officer time for approving the traffic management plan is met from current Roading budgets.

7.6 **Prioritisation & Trade-off**

Have you taken into consideration the:

- Council's capacity to deliver;
- contractor's capacity to deliver; and
- consequence of deferral?

The Stratford Business Association has sought the assistance of Traffic Management Solutions Limited to draft a Traffic Management Plan, along with providing and monitoring that plan throughout the event.

If the traffic management contractor cannot adequately resource the road closure, there is a real possibility that this event will not be held, unless an alternative contractor can be engaged at short notice.

7.7 **Legal Issues**

- Is there a legal opinion needed?
- Are there legal issues?

Pursuant to Section 342(1) (b) Schedule 10 of the Local Government Act 1974, provides powers to Council to formally endorse a recommendation to close a road for the purposes of a street event.

7.8 **Policy Issues - Section 80**

- Are there any policy issues?
- Does your recommendation conflict with Council Policies?

This report is consistent with the policy for Temporary Road Closures.

Attachments

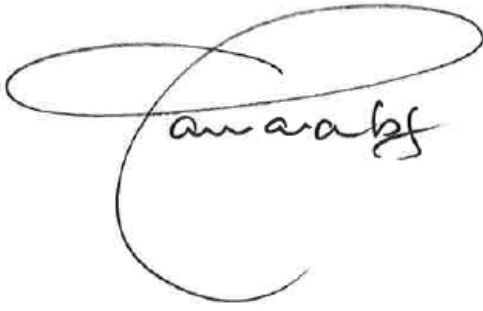
Appendix 1 Letter – request for road closures

Appendix 2 Letter – Indemnity

Appendix 3 Traffic Management Plan



Stephen Bowden
ROADING ASSET MANAGER

A handwritten signature in black ink, appearing to read 'Victoria Araba', with a large, stylized flourish above the text.

[Endorsed by]
Victoria Araba
DIRECTOR - ASSETS

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

[Approved by]
Sven Hanne
CHIEF EXECUTIVE

DATE: 1 December 2020

APPENDIX 1



25 November 2020

Stephen Bowden
Stratford District Council
PO Box 320
STRATFORD
|

Dear Stephen

AmeriCARna 2021

The Stratford Business Association is hosting the AmeriCARna cars on Friday 26 February 2021.

The AmeriCARna cars will be arriving by 10.20am and departing at 12.15pm.

The proposed road closures are:

Between the hours of 7.00am and 1.30pm:

- Broadway (SH 3) – between Seyton Street and Fenton Street
- Miranda Street – Between Seyton Street and Fenton Street

Between the hours of 9.00am and 1.30pm:

- Regan Street – Between Juliet Street and Miranda Street

North and South bound traffic will be diverted along the Juliet/Hills road route.

We have engaged Traffic Management Solutions who will be completing the Traffic Management Plan and carrying out the work on the day.

Yours faithfully,

Amy Kingston
SECRETARY

APPENDIX 2



25 November 2020

Stratford District Council
P O Box 320
STRATFORD

Attention: Stephen Bowden

|
Dear Stephen

2021 AMERICARNA

The Stratford Business Association indemnifies the Stratford District Council and New Zealand Transport Agency against any claim whatsoever arising from the event of the AmeriCARna to be held on Friday 26 February 2021.

A copy of our public liability insurance Certificate of Currency is attached.

Yours faithfully,

Amy Kingston
SECRETARY



AMP General Insurance
10 Devon Street East
PO Box 8134
New Plymouth 4342

veronewplymouthsales@vero.co.nz
T: 06 759 4750
F: 06 759 4620

HTL Insurance
New Plymouth

2 November 2020

Certificate of Currency

This certificate confirms details of the insurance cover for

Name of insured	Stratford Business Association
Interest insured	Broadform Liability \$2M
Interest insured	Statutory Liability \$2M
Address	Anywhere in NZ
Period of insurance	From 29/10/2020 to 29/10/2021 at 4pm
Policy number	BIP.4126393
Special terms and conditions	

Please refer to the policy document and schedule for the full policy terms, conditions and exclusions which may limit the scope of this insurance cover.

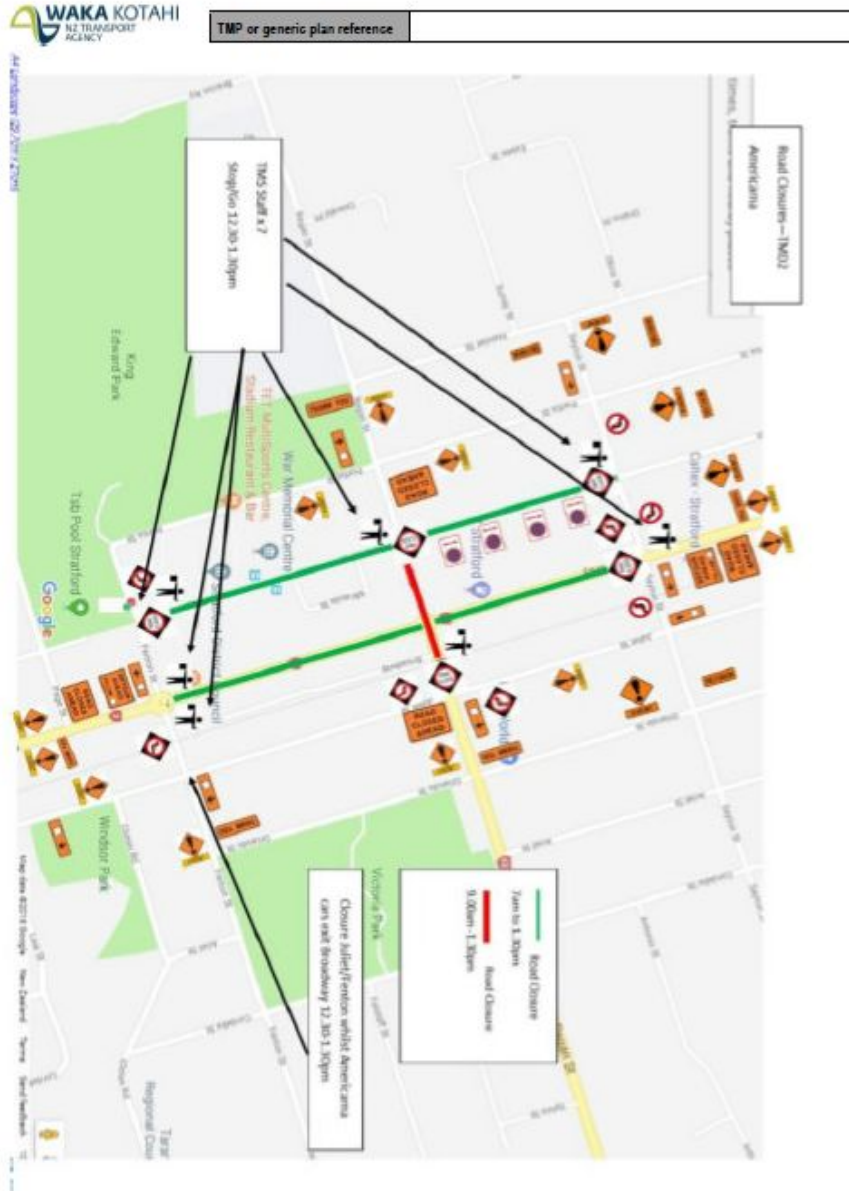
Vero Central Region Sales

APPENDIX 3



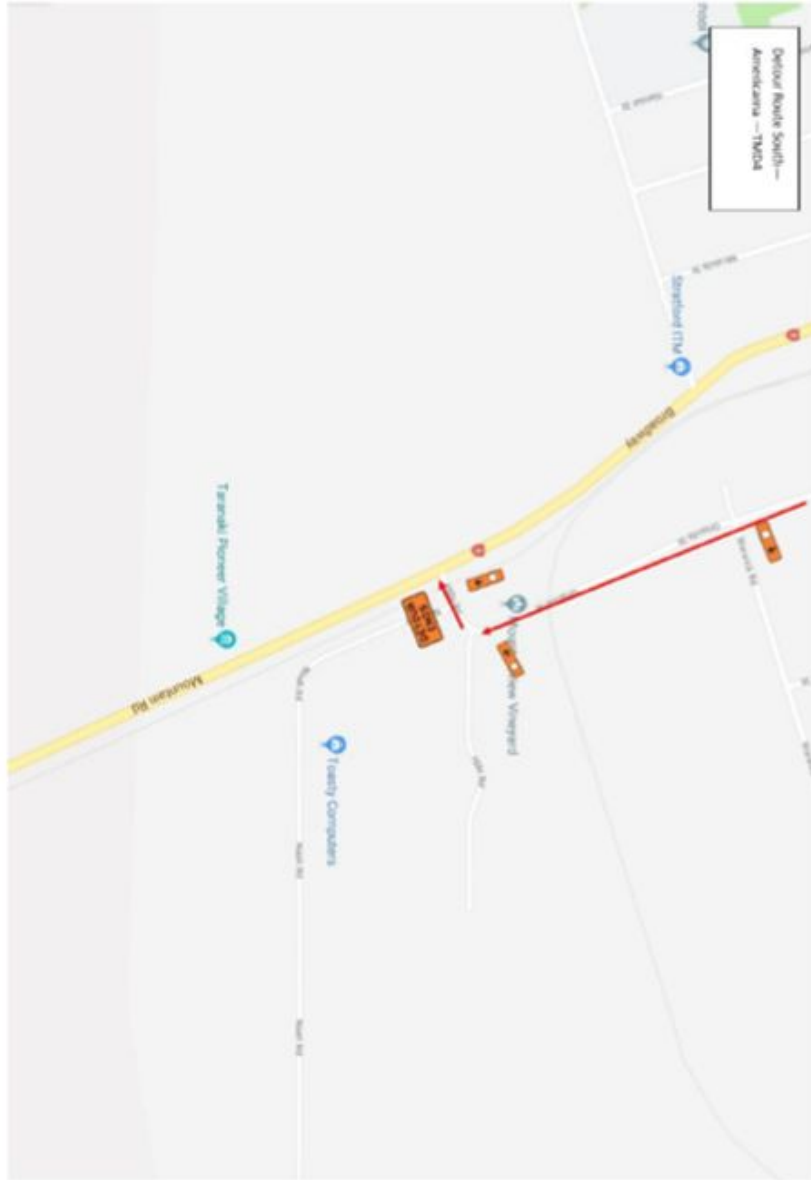
TMP or generic plan reference







TMP or generic plan reference



Page 49



TMD7 – Americarna Car Parking Layout

