



19 August 2020

POLICY & SERVICES COMMITTEE MEETING

Notice is hereby given that the **Policy & Services Committee Meeting of Council** will be held in the **Council Chambers, Stratford District Council, Miranda Street, Stratford** on **Tuesday 25 August 2020 at 3.00pm**

Timetable for 25 August 2020 as follows:

1.00pm	Workshop for Councillors - Property
1.45pm	Afternoon tea for Councillors
2.00pm	Extraordinary Meeting
3.00pm	Policy and Services Committee Meeting

Yours faithfully



Sven Hanne
CHIEF EXECUTIVE

2020 - Policy & Services Committee - August (25/08/2020)

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POLICY AND SERVICES COMMITTEE MEETING
TUESDAY 25 AUGUST 2020 AT 3.00PM

F19/13/05-D20/22151

A G E N D A

1. **WELCOME**

2. **APOLOGIES**

3. **ANNOUNCEMENTS**

4. **DECLARATIONS OF INTEREST**

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

5. **ATTENDANCE SCHEDULE**

Attendance schedule for Policy and Services Committee Meetings, including Hearings.

6. **CONFIRMATION OF MINUTES**

6.1 **Policy and Services Committee Meeting – 28 July 2020**
D20/22179 Pages 10-19

RECOMMENDATION

THAT the minutes of the Policy and Services Committee Meeting held on Tuesday 28 July 2020, including those in the public excluded section, be confirmed as a true and accurate record.

Moved/Seconded

7. **MATTERS OUTSTANDING**

D16/47 Page 20

RECOMMENDATION

THAT the matters outstanding be received.

Moved/Seconded

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

D20/19961 Pages 21-55

RECOMMENDATION

THAT the report be received.

Moved/Seconded

9. **INFORMATION REPORT – DOG CONTROL POLICY & PRACTICES REPORT – YEAR ENDED 30 JUNE 2020**

D20/19677

Pages 56-60

RECOMMENDATION

THAT the Annual Report on Dog Control Policy and Practices for the year ending 30 June 2020 be received and contents noted.

Recommended Reason

The report is required under section 10A of the Dog Control Act 1996.

/_____
Moved/Seconded

10. **INFORMATION REPORT – SUMMARY OF THE 2020 CUSTOMER SATISFACTION SURVEY RESULTS**

D20/21027

Pages 61-75

RECOMMENDATION

THAT the report be received.

Recommended Reason

This is an information report only. It gives a summary of the results of the 2019/20 Customer Satisfaction Survey.

/_____
Moved/Seconded

11. **INFORMATION REPORT – LONG TERM PLAN UPDATE**

D20/21698

Pages 76-80

RECOMMENDATION

THAT the report be received.

Recommended Reason

Elected Members are updated on the status of the Long Term Plan (LTP) 2021 – 2031.

_____/_____
Moved/Seconded

12. **DECISION REPORT – AMENDMENTS TO ON-STREET PARKING BAYS OUTSIDE 402 BROADWAY**

D20/21790

Pages 81-90

RECOMMENDATIONS

1. THAT the report be received.
2. THAT the committee endorse the recommendation to revoke four on-street parking spaces (BR041) in front of 402 Broadway.
3. THAT the committee endorse the creation of two on-street parking spaces in front of 402 Broadway to be added to BR040.
4. THAT the amendments to the Parking Bylaw schedule be endorsed.

Recommended Reason

The reason for the alterations to the on-street parking along the frontage of 402 Broadway is due to the change in use of the site. Currently this is the location of Taranaki Field Torque, an agricultural machinery supplier. The property has been purchased by Mobil to develop the site to a self-service fuel station. This will require the construction of an entry and exit to the fuel station, which will necessitate the alterations to the current on-street parking provisions.

_____/_____
Moved/Seconded

13. **DECISION REPORT – ELECTORAL SYSTEM REVIEW**

D20/21027

Pages 91-106

RECOMMENDATIONS

1. THAT the report and the attached report titled “Electoral Decisions” be received.
2. THAT pursuant to section 27 of the Local Electoral Act 2001 Council resolves for the 2022 Stratford District Council triennial elections to either:
 - I. Retain the First Past the Post electoral system, or
 - II. Change to the Single Transferable Voting electoral system, or
 - III. Undertake a poll of electors on the electoral system to be used for the 2022 and 2025 elections.

And that public notice be given by 19 September 2020 of the decision and of the right of electors to demand a poll on the electoral system to be used.

3. THAT pursuant to section 19ZA of the Local Electoral Act 2001 Council considers whether or not to introduce Maori representation for the Stratford District Council for the 2022 and 2025 elections; and
4. THAT Council not undertake a representation arrangements review, as such a review is not legally required.

Recommended Reason

Consideration of the electoral system is required by 12 September 2020 under the Local Electoral Act 2001.

/_____
Moved/Seconded

14. **MONTHLY REPORTS**

14.1 **ASSETS REPORT**

D20/20696

Pages 107-129

RECOMMENDATION

THAT the reports be received.

/_____
Moved/Seconded

14.2 **COMMUNITY SERVICES REPORT**

D20/20343

Pages 130-138

RECOMMENDATION

THAT the reports be received.

/_____
Moved/Seconded

14.3 **ENVIRONMENTAL SERVICES REPORT**

D20/20502 Pages 139-145

RECOMMENDATION

THAT the reports be received.

Moved/Seconded

14.4 **CORPORATE SERVICES REPORT**

D20/21693 Pages 146-150

RECOMMENDATION

THAT the reports be received.

Moved/Seconded

15. **QUESTIONS**

16. **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: 17

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
Acquisition of Land	The withholding of the information is necessary for commercial sensitivity	The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information. Section 7(2)b(ii) of the Local Government Official Information and Meetings Act 1987.

Moved/Seconded

17. **PUBLIC EXCLUDED ITEM – LAND ACQUISITION**

RECOMMENDATION

THAT the open meeting resumes

Moved/Seconded



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 Policy & Services Committee meetings, including hearings.

<u>Date</u>	<u>26/11/19</u>	<u>26/11/19</u>	<u>28/01/20</u>	<u>25/02/20</u>	<u>24/03/20</u>	<u>14/04/20</u>	<u>28/04/20</u>	<u>28/04/20</u>	<u>26/05/20</u>	<u>26/05/20</u>	<u>23/06/20</u>	<u>14/07/20</u>	<u>28/07/20</u>	<u>25/08/20</u>	<u>22/09/20</u>	<u>27/10/20</u>	<u>24/11/20</u>
Meeting	H	P&S	P&S	P&S	H / P&S	H (AV)	H (AV)	P&S (AV)	H	P&S	P&S	H	P&S	P&S	P&S	P&S	P&S
Neil Volzke	✓	✓	✓	✓	CANCELLED DUE TO COVID-19 LOCKDOWN	✓	✓	✓	✓	✓	✓	✓	✓				
Grant Boyde	A	A	✓	A		✓	✓	✓	✓	✓	✓	✓	✓				
Rick Coplestone	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓				
Peter Dalziel	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓				
Jono Erwood	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓				
Amanda Harris	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓				
Alan Jamieson	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓				
Vaughan Jones	✓	✓	A	✓		✓	✓	✓	✓	✓	✓	✓	✓				
Min McKay	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓				
John Sandford	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓				
Gloria Webby	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓				

Key	
P&S	Policy & Services Committee Meeting
H	Hearing (heard by Policy & Services)
✓	Attended
A	Apology/Leave of Absence
AB	Absent
S	Sick
	Non Committee Member
(AV)	Meeting held by Audio Visual Link

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 28 JULY 2020 AT 3:00PM

PRESENT

The Deputy Mayor A L Jamieson (the Chairman), the District Mayor N C Volzke, Councillors M McKay, V R Jones, R W Coplestone, P S Dalziel, 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, the Director – Community Services – Ms K Whareaitu, the Director – Assets – Mrs V Araba, the Director Corporate Services – Mrs T Radich, the Executive Administration Officer – Mrs E Bishop, the Communications Manager – Ms G Gibson (*part meeting*), the Roading Asset Manager – Mr S Bowden (*part meeting*), the Services Asset Manager – Mr M Oien (*part meeting*), the Special Projects Manager – Mr N Cooper (*part meeting*), the Community Development Manager – Mr C Julie (*part meeting*), the Revenue Manager – Mrs J Erwood (*part meeting*), the Parks and Reserves Officer – Mrs M McBain (*part meeting*), the Property Officer – Mrs T Hinton (*part meeting*) and two members of the media (Stratford Press & Taranaki Daily News).

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**

An apology was noted from the Director – Environmental Services – Mr B Sutherland.

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.

The Deputy Mayor and Councillor Erwood declared an interest in item 9 – 2020 External Funding Application.

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 – 23 June 2020 D20/12016 Pages 9-16

RECOMMENDATION

THAT the minutes of the Policy and Services Committee Meeting held on Tuesday 23 June 2020, be confirmed as a true and accurate record.

ERWOOD/HARRIS
Carried
P&S/20/95

6.1

6.1 Policy and Services Committee Meeting (Hearing – Control of Dogs Bylaw and Dog Control Policy) – 14 July 2020 D20/118857 Pages 17-21

RECOMMENDATION

THAT the minutes of the Policy and Services Committee Meeting, to hear and consider submissions to the Control of Dogs Bylaw and Dog Control Policy, held on Tuesday 14 July 2020, be confirmed as a true and accurate record.

SANFORD/BOYDE
Carried
P&S/20/96

The Executive Administration Officer undertook to make the following amendment:

- Page 19 – amend last paragraph to finish “*with safety being paramount*”

7. MATTERS OUTSTANDING D16/47 Page 22

RECOMMENDATION

THAT the matters outstanding be received.

McKAY/JONES
Carried
P&S/20/97

The Chief Executive noted the following points:

- The bike park is now fully funded with the economic stimulus grant for \$2million having been approved. This includes the whole package of works planned for Victoria Park (e.g. half basketball court, pump track and fitness equipment). Contractors will be engaged asap due to the requirements of the grant. This matter will now be marked as complete.

Points noted in discussion:

- It was clarified that the changes requested to the Farm and Aerodrome Committee Terms of Reference would be brought back to Council for adoption.

8. **DECISION REPORT – RECYCLING OPTIONS FOR PLASTICS 3, 4, 6 & 7**

D20/9844

Pages 23-49

RECOMMENDATIONS

1. THAT the report be received.

BOYDE/DALZIEL
Carried
P&S/20/98

2. THAT the Council resolve to reduce collection services of grades of plastic to only Plastics 1, 2 & 5 in our kerbside recycling and at the Transfer Station from 1 September 2020.

BOYDE/JONES
Carried
P&S/20/99

Recommended Reason

To acknowledge there is no recycling market for mixed plastics grades 3, 4, 6 & 7 for the short to medium term and a need to alternatively manage the collection and/or disposal of these grades of plastics.

6.1

The Asset Management Coordinator noted the following points:

- At their meeting on 21 July 2020 the New Plymouth District Council made changes to the collection from the kerbside collection and by the transfer station of what plastics will now be accepted.
- Plastics with grades 3, 4, 6 and 7 will no longer be accepted. This affects the entire region's recycling collection and is due to there being no market for these plastics.
- Residents will now be asked to separate out these grade of plastics with a comprehensive communication strategy being developed now.
- The reduction in the collection will be enforced from 14 September 2020.

Questions/Points of Clarification:

- It was noted that for the first two weeks following the change, if a bin is audited that contains these plastics then they will be accepted, following this a red tag will be issued and a letter will be sent. Non-audited bins will continue to be sorted at the recycling facility.
- It was clarified that the plastics (3, 4, 6 & 7) would now go to landfill.
- It was clarified there was no other option at this stage than to follow the direction of New Plymouth as the operators of the recycling facility.
- It was noted that plastics can have the same energy level as diesel but there was environmental issues around this process.
- It was noted the plastics no longer accepted only make up 3% of all plastics collected in our District.
- It was questioned if the Central Landfill could be used to store plastics underground until the market resurfaced, however it was noted that plastics deteriorate very rapidly and it is unknown when there will be a market for these again.
- It was requested that the campaign to communicate these changes include visual displays – such as an empty shop along Broadway, at the A&P Show and flyers. It was noted that radio advertising, advertising on news apps, newspaper articles and relabelling of bins were amongst the planned activities already.
- The District Mayor noted the Government had increased the waste levy from \$10 a tonne to \$60 a tonne and it would have been expected it would have shadowed a move to less waste and noted he would like to see a move towards encouragement to not use these plastics to avoid the creation of waste.

- It was questioned if supermarkets would be approached regarding their products and noted that promotion would be undertaken in supermarkets. A lot of meat plastics are an easily recyclable plastic.
- The Deputy Mayor noted that he would encourage the regional Waste Minimisation Committee to lobby government for a push of a ban on these plastics.

The Assets Management Coordinator and Services Asset Manager departed the meeting at 3.23pm. The Deputy Mayor and Councillor Erwood vacated the table at 3.23pm.

6.1

RECOMMENDATION

THAT the District Mayor chair the meeting for Item 8 – 2020 External Funding Application.

SANDFORD/BOYDE
Carried
P&S/20/100

9. **DECISION REPORT – 2020 EXTERNAL FUNDING APPLICATION**
D20/12553 Pages 50-56

RECOMMENDATIONS

1. THAT the report be received.

BOYDE/JONES
Carried
P&S/20/101

2. THAT Council’s funding application to the Taranaki Electricity Trust (TET) for ~~\$2,485,600~~ \$1,984,600 is approved to be submitted.

McKAY/HARRIS
2 abstained
Carried
P&S/20/102

Recommended Reason

The opportunity to have projects externally funded will reduce the rating impact for ratepayers.

The Director – Community Services noted the following points:

- This report seeks a recommendation from Council to apply to the Taranaki Electricity Trust (TET) for funding as this is a requirement by the TET.
- It was noted that the TSB Community Trust is not considering applications from Local Authorities until at least the end of September. Historically a number of the summer projects have been supported by the TSB Community Trust, however they have been included in this application to the TET due to the current position of the TSB.
- A Projects Update report will be brought to Council soon.
- There are three changes for the Committee to consider:
 - An addition of an LED sign at Broadway South (the same as the one at the northern entrance) - \$75,000
 - Prospero Place and Broadway activation – to purchase a speaker system for the markets, gazebos, signage and Christmas festivities (installation of the tree and Christmas lights along Broadway) - \$25,000
 - Removal of the Bike Park due to this project now being fully funded.
 - The application total with these amendments would now be \$1,984,600.

Questions/Points of Clarification:

- It was clarified that the pool project had been left in the application as the \$8 million received from the government funding would not fund the whole project. Currently the budget in the Long Term Plan was at \$15 million and with additions and requests from the community the indicative pricing was sitting around \$21 million.
- It was clarified that the Economic Development Services were budgeted and rated for to ensure the services would continue should external funding not be obtained.
- It was questioned if thought had been given to the size of the application potentially having an impact on other group applications and clarified that this would be the responsibility of the TET Trustees to balance the needs of all applicants.

Points noted in discussion:

- It was clarified the projects were not up for discussion today and that these had all been budgeted for an approved during the Long Term Plan. This was just a request for external funding to cover these projects.
- It was clarified that the TET is very precise in what funding has been allocated towards if approved.
- It was noted that if the projects had been budgeted for and do not receive funding they will still go ahead, however if they have been fully reliant on external funding and funding is declined then they will not.
- Councillor Jones noted his objection to Project 2, Project 5 and Project 6 – there was no support to remove these from the application.
- It was noted that all projects were of equal priority to Council in this application.

The Deputy Mayor and Councillor Erwood re-joined the table at 3.44pm. The District Mayor vacated the chair.

10. **DECISION REPORT – LAND ACQUISITION – KOHURATAHI ROAD**

D20/19225

Pages 57-63

RECOMMENDATIONS

1. THAT the report be received.

McKAY/BOYDE
Carried
P&S/20/103

2. THAT Council consent to the acquisition for road pursuant to Section 17 of the Public Works Act 1981 of the land described as Part Lot 1 DP 19619 containing approximately 185 square metres as shown marked ‘A’ on Plan 155 attached to this report.

3. THAT compensation for the acquisition of this area of land be agreed at \$1.00 plus GST (if demanded).

BOYDECOPELSTONE
Carried
P&S/20/104

Recommended Reason

The road formation of Kohuratahi Road ceases at this location, necessitating a widening of the road to beyond the current road boundaries in order to develop a vehicle turning circle.

The Special Projects Manager noted that this report seeks approval for the acquisition of a small area at the end of the formed Kohuratahi Road. Options for vehicles turning around is limited with heavy vehicles unable to cross the bridge and some lighter vehicles being unwilling to. The intention will be to construct a turn around area for vehicles to safely turn back.

The Parks and Reserves Officer and the Property Officer joined the meeting at 3.47pm.
The Special Projects Manager departed the meeting at 3.49pm.

11. MONTHLY REPORTS

11.1 ASSETS REPORT

D20/12537 Pages 64-87

RECOMMENDATION

THAT the reports be received.

DALZIEL/COPELSTONE
Carried
P&S/20/105

The Director - Assets noted the following points:

- Three errors in the report were noted:
 - Page 64, Solid Waste, second bullet – should read 11% not 25%.
 - Page 73, recycled waste (in table) should be – not achieved 11%. This was due to COVID-19 and the redirection of recyclables to landfill.
 - Page 69, minor disruptions – should read Achieved - 5.
- No issues during June at the Water Treatment Plant or to operation of the waste water or storm water systems.

Questions/Points of Clarification:

- It was noted that conversations had occurred with South Taranaki District Council, NZTA and Stratford District Council regarding Opunake Road as our highest risk road. Options had been presented for improvements but it was recommended by NZTA that the best result would be from a speed limit reduction to 60km/hr. The average speed along this road is currently between 80 and 85 km/hr therefore it will be taken for community feedback – if it is well supported then a report will be brought back to the Policy and Services Committee for consideration.
- It was noted the traffic management plan was no longer in place at the Transfer Station.

The Roading Asset Manager, the Parks and Reserves Officer and the Property Officer departed the meeting at 3.56pm.

11.2 COMMUNITY SERVICES REPORT

D20/19162 Pages 88-96

RECOMMENDATION

THAT the reports be received.

McKAY/HARRIS
Carried
P&S/20/106

The Director – Community Services noted the following points:

- The main highlight for the department was services being able to restart post lockdown.
- In terms of performance the department is on target for year end figures, however facilities were mostly below target with lockdown and the natural decrease across the library and iSITE being responsible for this.
- Citizen Awards nominations close this Friday.

- Creative Communities funding opens for applications next week.

The Revenue Manager joined the meeting at 3.59pm.

Council Organisations and Council Representatives on Other Organisations

- Councillor McKay noted the Go Local campaign was about to come to an end. This has gone really well with the Stratford Business Association giving away vouchers every week resulting in great feedback from the community and from Venture Taranaki. There is another shop local campaign on it's way. BA5's started again last month with Council hosting with Venture Taranaki and boasted a massive turn out. The Social Media workshop had such a high demand a second had to be held and the Prospero Markets restarted last weekend.
- Councillor Boyde noted it was the Taranaki Hockey finals in Stratford this weekend and extended an invitation to attend. This is free entry.
- Councillor Sandford noted he had attended the last Youth Council meeting and noted it was a great bunch of kids with great ideas and expressed his pride in them.
- Councillor Webby noted the latest exhibition of Taranaki's young people's art had begun at the Gallery with over 200 people in attendance for the opening and Emergence Awards evening. This will be open for three weeks.
- Councillor Webby also noted that Positive Ageing held its first forum since COVID and was very successful. She complimented Di Gleeson of the Central Taranaki Safe Community Trust's and stated the presentation was exceptional.

11.3 ENVIRONMENTAL SERVICES REPORT

D20/12472

Pages 97-103

RECOMMENDATION

THAT the reports be received.

HARRIS/JONES
Carried
P&S/20/107

The Chief Executive noted the following points:

- The building consent accreditation is being undertaken this week by IANZ.
- There has been a drop of building consents from month to month. There is usually an increase in consents at this time of year due to fire installations, however more people are trending towards heat pump that do not require a consent. General building consents overall, compared to year on year, is still very positive.
- Work has been continuing on the District Plan in the background. The budget for this will be set in the Long Term Plan. The speed of which this progresses will be impacted on how much is budgeted for the project.

Questions/Points of Clarification:

- Councillor Boyde noted it was fantastic to see the digital consents. The Chief Executive noted that due to COVID-19 a number of processes were digitised and these have all been retained. As a result of these improvements Council has submitted an application for a SOLGM award for improvements made under COVID-19.

11.4 **CORPORATE SERVICES REPORT**

D20/19162

Pages 104-122

RECOMMENDATION

THAT the reports be received.

ERWOOD/DALZIEL
Carried
P&S/20/108

6.1

The Director – Corporate Services noted the following points:

- This report provides the preliminary year-end financial results. It is hoped to have financials completed by the end of this year so work can be progressed on the annual report.
- It is looking like revenue has not been affected at all and rate collections are up from the previous year. Stratford is in a very good position financially compared to a lot of other councils.
- A number of performance measures for different activities appear to have not been achieved this year. A separate report will be brought to Council with an explanation as to why they have not been achieved, this is also detailed in the annual report.
- There is a potential profit of \$100,000 and it was suggested that this be put into a reserve possibly for Civil Defence instead of letting it roll over. A report can be brought back to Council to tag any year end profit.

Questions/Points of Clarification:

- Councillor Dalziel questioned the variance in the revaluation budget. It was noted that this had been in the Long Term Plan budget and was brought forward on audit instruction. Valuations are undertaken every three year unless it is brought forward on request by audit.
- Councillor Boyde noted that the revaluations of properties would be undertaken in September and as the average prices of houses has increased it will be very interesting to see what the valuations return at.
- Councillor Sandford requested a report be brought to Council to discuss the options for the use of the \$100,000 profit.

12. **QUESTIONS**

There were no questions.

13. **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: 14 and 15

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
Rates Remission	The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons.	That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist, under section 6 and section 7 of the Act - specifically Section 7(2)(a). (Section 48(1)(a) Local Government Official Information and Meetings Act 1987.
Broadway WiFi partnership	The withholding of the information is necessary for commercial sensitivity	The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information. Section 7(2)(ii) of the Local Government Official Information and Meetings Act 1987.

McKAY/BOYDE
Carried
P&S/20/109

The media left the meeting at 4.13pm

6.1

14. **PUBLIC EXCLUDED ITEM**

15. **PUBLIC EXCLUDED ITEM**

RECOMMENDATION

THAT the open meeting resumes.

BOYDE/McKAY
Carried
P&S/20/114

6.1

The Community Development Manager and the Communications Manager departed the meeting at 4.26pm.

It was noted that the public feedback process on the pool location had now been completed. A report would be brought back at the next Council meeting for discussion. There had been no drawings produced for alternative locations as there is a cost of approximately \$10,000 each time a floor plan is created, however a decision needs to be reached due to the requirements of the shovel ready funding received. The drawing in front of the TET Multi-sports stadium had only been completed to prove the facility could fit there.

It was felt by some Councillors had been some miscommunication with the community by other Councillors in regards to the locations.

Feedback is required under the Reserves Management Act, Council will then make a decision and final approval will be required from the Minister. The Chief Executive will seek clarification on the process of changing the decision in the previous report to Council (April 2020) if the location is amended as a result of the public feedback.

The meeting closed at 4.37pm.

A L Jamieson
CHAIRMAN

Confirmed this 25th day of August 2020.

N C Volzke
DISTRICT MAYOR

POLICY & SERVICES COMMITTEE MATTERS OUTSTANDING INDEX

ITEM OF MATTER	MEETING RAISED	RESPONSIBILITY	CURRENT PROGRESS	EXPECTED RESPONSE
Street Numbering - Pembroke Road - Ariel Street (raised 26 May 2020)		Blair Sutherland	Workshop 11/02/20	Update in Environmental Services Monthly Report item 14.3
Percy Thomson Trust investments – position statement	Policy & Services – 24 April 2020	Tiffany Radich	Chair to update in meeting at Annual Report.	P&S September 2020
Other options of support be investigated by Council Officers for heritage structures.	Rates Remission Policy Hearing – 28 April 2020	Kate Whareaitu		To be removed and added to the LTP Projects list.
Detail of Reserve Balance	Policy & Services – 23 June 2020	Tiffany Radich		To be brought to Council when annual report audit is complete

INFORMATION REPORT



TO: Policy and Services Committee

F19/13/04-D20/19961

FROM: Director – Community Services

DATE: 25 August 2020

SUBJECT: ECONOMIC DEVELOPMENT QUARTERLY REPORT – QUARTER FOUR

8

RECOMMENDATION

THAT the report be received.

_____/_____
Moved/Seconded

1. **EXECUTIVE SUMMARY**

This report provides a combined summary of Economic Development activity over the past quarter in the Stratford District, a report on projects, and the quarterly Venture Taranaki report.

2. **VENTURE TARANAKI**

The quarterly report from Venture Taranaki is attached as **Appendix 2**.

Key Highlights:

2 - Quarter 4	1 – Quarter 4	
16 - Year End	5 – Year End	9
Referrals and connections between Stratford District people and enterprises	Mentor matches made in Stratford	Startup clients met in Stratford

517 – Quarter 4		
1,072 – Year End	\$32,183.75 – Year End	\$15,479.00 – Year End
Client support engagements with Stratford District people and enterprises	Capability Development Vouchers distributed to Stratford enterprises	Callaghan grants and funding distributed to Stratford enterprises

- 309 new jobs listed in Taranaki for Quarter 4, 16 of those in Stratford.
- Visitor spend in Stratford District decreased 5.88% to \$20 million in the 12 months to end May 2019.
- International visitors made up 27.87% of all visitor spend in Stratford so far in 2020, with visitors from Auckland in second contributing 12.94%.
- Retail spend in Stratford totalled \$109m in the 12 months to end June 2020, an increase of 0.28% on the previous 12 months*
- Regional Events Strategy: recorded 226 engagements relating to this project, including 22 stakeholder meetings. The Strategy will be launched in August.

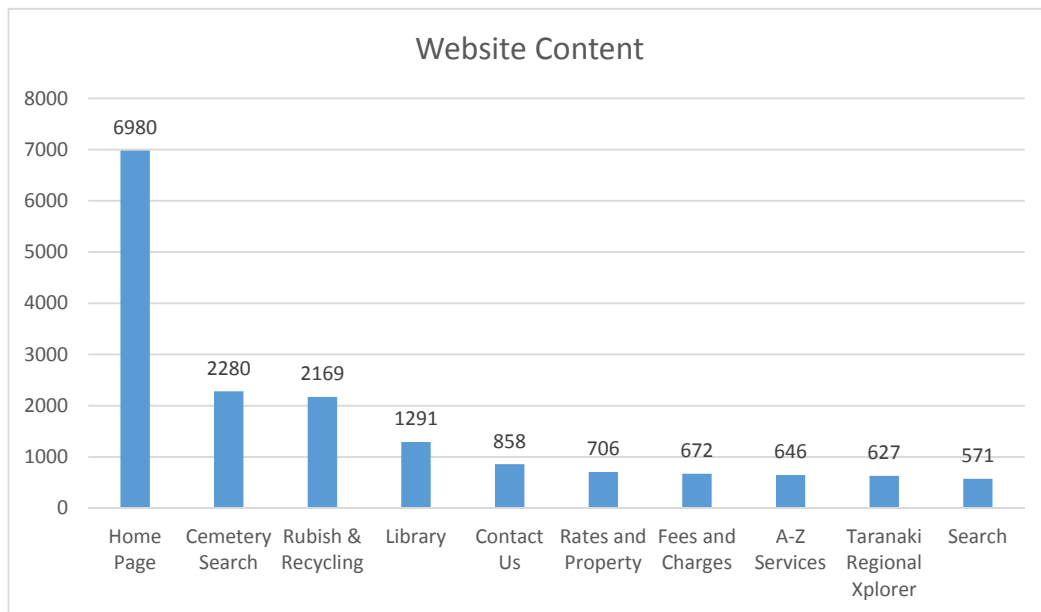
3. LOCAL TOURISM AND PROMOTION

3.1 Website Engagement

Website visits	Q4	YTD 2019/2020
New visitor	9,597	49,227
Returning visitor	2,951	10,156

Nineteen media releases were published on the website this quarter covering a range of topics. These included; COVID-19 updates, Anzac Day, Go Local campaign, Puanga activity, Citizen Award Mayoral Columns, Annual Plan adoption, Funding announcements, and Customer Satisfaction Survey.

Alongside the website content, articles were also regularly published through social media channels and print media.



3.2 Stratford Visitor Information Centre i-SITE

Performance Measures

	Target	Q4 2019/2020	YTD 2019/2020	Total 2018/2019
Number of people to the Information Centre is measured	>40,000	5,250	33,008	33,008
Number of users of AA Agency Services is measured	>10,000	1,540	8,842	8,842
Percentage customers are satisfied	>80%	N/A	96%	97.55%

3.3 Events

Events completed during Quarter Three:

- Due to Covid-19 events during this quarter were either postponed or cancelled

Events postponed/Cancelled due to Covid-19:

- Easter Hunt
- Stratford Careers Expo: 22 May 2020
- Anzac Day Commemorations: 25 April 2020
- Youth Week: 9 – 17 May 2020
- BA5 events (Apr, May, June)
- Stratford Business Association Romeo Awards (Postponed until 2021)

Events for 2020 Quarter One:

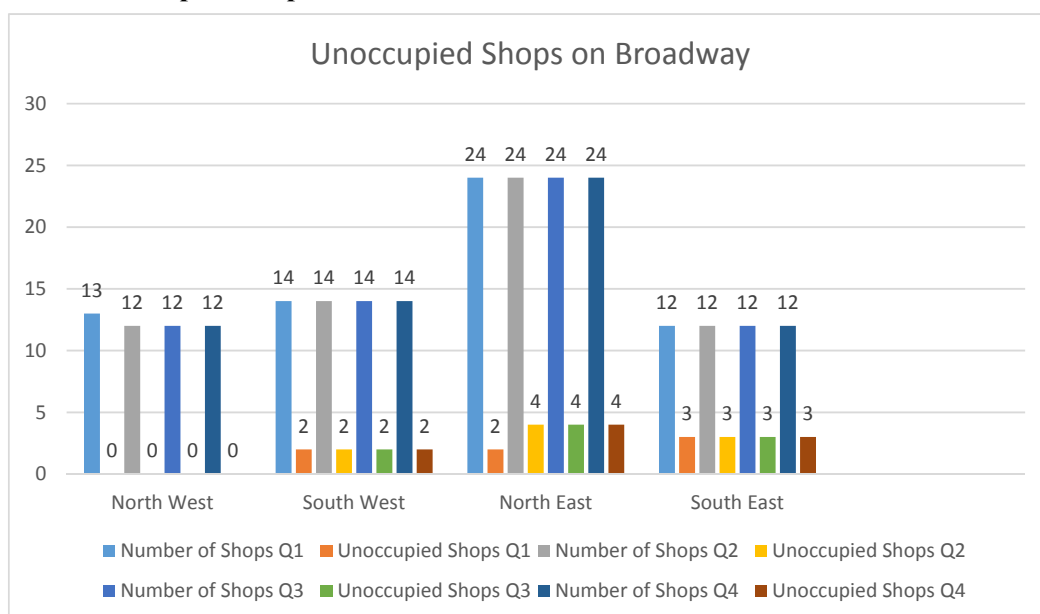
- Puanga: 13 – 20 July 2020
- Stratford District Council and Venture Taranaki BA5: 22 July
- Farmers Market: 25 July 2020
- School Holiday Programme July

4. DEVELOPMENT

4.1 **The Connector Bus**

7,657 trips were recorded for patrons travelling from Stratford for the quarter. Approximately 75 per cent of patrons travelled to and from New Plymouth, followed by Hāwera 11 per cent, Eltham 10 per cent and Inglewood 4 per cent. A small portion of trips were recorded between Egmont Village, Normanby and Opunake.

4.2 Unoccupied Shops



The above table provides data on unoccupied buildings along Broadway (between the round-a-bouts) up until 30 June 2020.

4.3 2035 Projects as at 30 June 2020

As this report covers Quarter Four of the year (up to 30 June 2020) some figures and statuses may differ to the update in the Assets Monthly Report which covers July.

Pembroke Road Subdivision

To date 12 sale and purchase agreements have been completed, 11 of which have settled and one further in under contract since COVID 19 with agents advising enquiry is slowly returning. Completion of Stage 2 has recommenced with the major earthworks completed and only some concrete work, road sealing and the finishing touches to finish the project.

Children's Bike Park

Detailed design has been completed for the combined bike park/pump track/half basketball court/BBQ area development and the half basketball court component was put out for tender just prior to lockdown. This resulted in tender prices substantially in excess of the current grant funding, resulting in a review of the project priorities, timelines and funding strategy. This project was included in Council's Shovel Ready Projects Funding Application.

Whangamomona walkways

These walkways (Te Awa o Maru) have been constructed through the Kingheim forestry block at Whangamomona. We continue to be waiting on the Walking Access Commission to formalise the easements and appoint Council as the controlling authority but in the meantime, signage is ready for erection with a view to officially opening the first track as soon as the above formalities have been enacted. A Memorandum of Understanding relative to their maintenance obligations has recently been concluded with the land owner to supplement the easement agreement with the Walking Access Commission.

i-SITE relocation

A floorplan has been adopted for the accommodation of the i-SITE within the library (**Appendix 1**) and detailed design work is underway. The intent was to endeavour to complete the relocation by 1 July but this is likely to be delayed due to the COVID-19 lockdown and October is now a more likely date.

Replacement Aquatic Facility

The proposed location of this new facility adjacent the TET Multi Sports Centre has been approved by Council and is currently seeking public feedback in accordance with the King Edward Park Reserve Management Plan and to meet the requirements of the Reserves Act 1977, with consultation with the relevant bodies in regard to replacement netball and cricket facilities. This project was included in Council's Shovel Ready Projects Funding Application.

Shovel Ready Infrastructure Projects

Council made a total of ten applications to central government in response to their call for shovel ready infrastructure projects from the public sector, impacted by COVID-19. The applications were for;

- Brecon Road Extension;
- Drinking Water Reservoir at the Water Treatment Plant (WTP) – New;
- Secondary Trunk Water Main – New;
- Renewal of Existing Trunk Main;
- Children's Cycling Educational Park and Basketball Court;
- Monmouth Road Pavement Strengthening Stage 2;
- Beaconsfield Road Pavement Strengthening and Safety Improvements;
- Road Safety Improvements;
- Retaining Wall Replacement; and
- Replacement Aquatic Indoor Facility.

From the list above, Council was successful in receiving funding from the Provincial Growth Fund for safety improvements to Monmouth, Beaconsfield, Manaia, Opunake, and Palmer Roads.

A decision on the Children's Cycling Educational Park and Basketball Court and the Replacement Aquatic Indoor Facility has yet to be received.

4.4 Stratford Business Association

Membership numbers for at the end of the quarter were: 145

Events completed for the quarter were:

- Launched a 10 week Go Local Campaign
- Go Local Window Competition
- BA's were put on hold due to Covid-19

Events for the next quarter include:

- Daffodil Day Window Competition
- Social Media Workshop x 2
- BA5 x 3 (Jul, Aug, Sep)

4.5 Consents Granted

Type	Q4	2019/20 YE	2018/19 Total
New Dwellings	11	29	19
Relocated dwellings	2	9	7
Relocated buildings other than dwellings	0	0	0
Fires	31	49	60
Pole sheds/accessory buildings	2	39	42
Additions and alterations – residential	11	45	35
New Commercial buildings	2	2	8
Additions and alterations – commercial	4	14	7
Other/miscellaneous	8	17	12

4.6 **Ultra-Fast Broadband**Stratford

Premises ready to connect	Connected	Fibre Uptake
3,203	1,622	50.64%

Covid-19 impacted the uptake of UFB which saw only 30% of normal order volumes in April with a current recovery rate sitting at of 75%.

Midhirst

The roll out of Ultra-Fast Broadband has been undertaken.

4.7 **Property sales**

Location	Median Price		Volume Sold	
	18/19 Q4	19/20 Q4	19/20 Q4	19/20 YE
New Plymouth District	April		218	1,126
	\$430,000	\$469,000		
	May			
	\$445,000	\$480,000		
South Taranaki	April		91	453
	\$220,000	\$300,000		
	May			
	\$230,000	\$282,000		
Stratford District	June		31	155
	\$396,000	\$485,000		
	April			
	\$315,000	N/A		
Stratford District	May		31	155
	\$206,000	\$290,000		
	June			
	\$310,000	\$330,000		

Information obtained from Real Estate Institute of New Zealand Inc (REINZ).

Attachments:

Appendix 1 – i-SITE Floor Map

Appendix 2 - Venture Taranaki - Quarter Four Report



Chade Julie
COMMUNITY DEVELOPMENT MANAGER



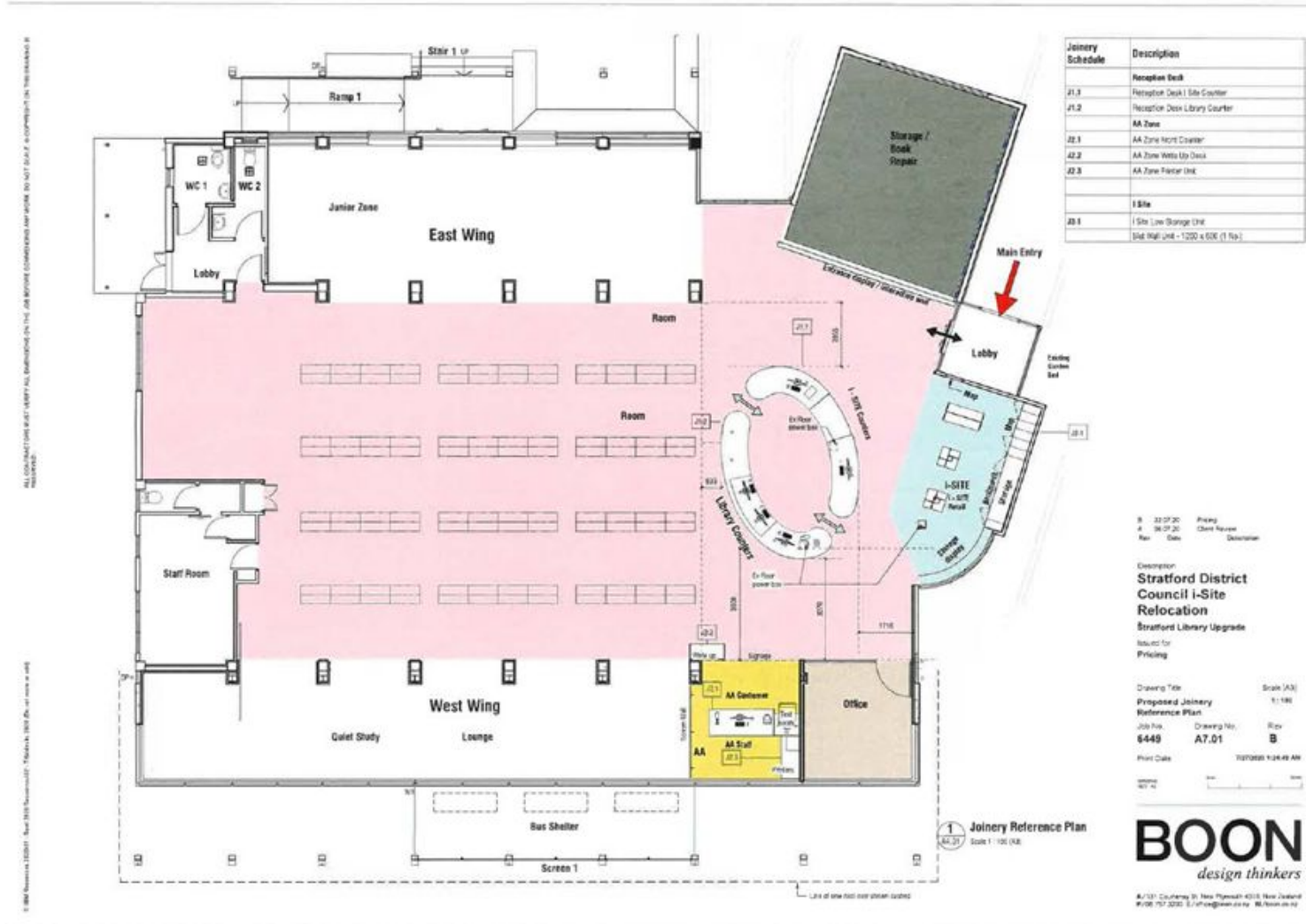
Kate Whareaitu
DIRECTOR – COMMUNITY SERVICES



Approved by
Sven Hanne
CHIEF EXECUTIVE

DATE: 19 August 2020

APPENDIX 1



APPENDIX 2

Venture Taranaki Trust Quarterly Report



Stratford District Council

Quarter Four 2019-2020





Message from the Chief Executive

In recent months we have experienced some of the most challenging times our region has faced. Our latest quarter has been dominated by our COVID-19 response, alongside recovery planning that saw the development of our tactical “return to better” plan, as well as the execution of our regional “Go Local” campaign as we began to focus on economic recovery and ramp up.

COVID-19 has had an enormous impact worldwide, and even as we enjoy the regeneration of our lockdown economy, we remain unsure of the medium and long-term outcomes, both economic and social. Feedback from our recent Business Survey showed more than half of respondents expect the national economy to deteriorate within the next 12 months, and many others answering “don’t know yet” to questions about the future of their enterprise, and prospects for the regional economy.

Taranaki is faring better so far than many other regions in New Zealand. Retail spend is showing a rebound to pre-COVID-19 levels, the construction sector is in a growth phase, and our visitor industry is holding on to its share of domestic and local tourism.

Activity within the Venture Taranaki team leaped to unprecedented levels over Q4. Our team recorded more than double our usual client interactions over Q4, with 4,022 COVID-19 interactions alone. Our team continued to work from home throughout lockdown, designing and delivering enterprise support funding and programmes, while also delivering our core activities and shaping a recovery plan.

Taranaki Trends was published in Q4, along with our annual Business Survey, including a special section on COVID-19. In addition to this, Venture Taranaki has been working with the regional recovery group to provide important insights, from our own research and information provided by external agencies, in order to help plan our regional recovery.

Our team will continue to adapt and respond to the needs of our region over the coming quarter, as we support enterprise resilience, and put into action our “return to better” tactical plan to help secure both our short-term recovery and the long-term prosperity of Taranaki. –

Justine Gilliland



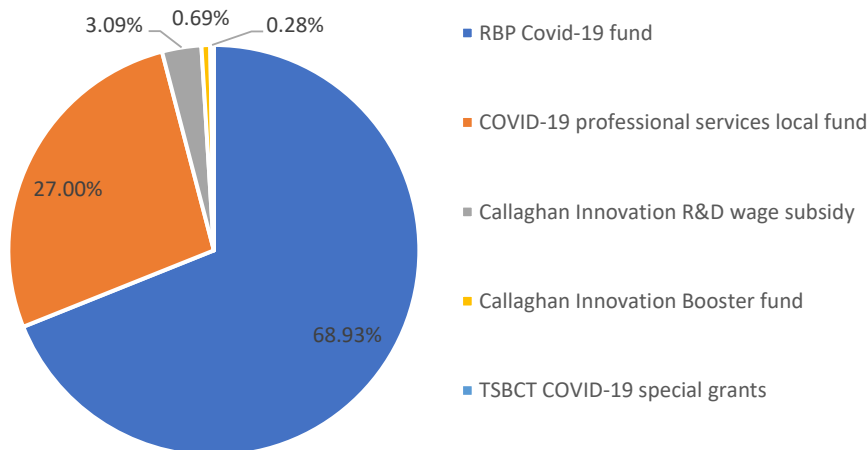


COVID-19 | Response

As of 30 June, Venture Taranaki had recorded 4022 Covid-19 related interactions and enquiries, and distributed \$727,364 in COVID-19-related enterprise support funding.

During the period Venture Taranaki worked with the three TLAs and local firms to design and offer a local fund to support ready access to professional services advice by Taranaki enterprises, including collaborating with TSB Community Trust to ensure similar support was available for non-profit enterprises.

Additionally, Venture Taranaki ensured the central government-funded Regional Business Partner COVID-19 funding for small-to-medium businesses was delivered across Taranaki enterprises in need, as well as the Callaghan Innovation R&D COVID-19 support. Venture Taranaki also designed and delivered the very popular Ahead of the Curve webinar series to provide Taranaki SMEs with practical tips and advice across a range of business needs including financial, HR, mental health and much more, with this series continuing for the foreseeable future (see project update).



"Venture Taranaki has been invaluable to us and has been such a huge impact for our business especially during this Covid 19 pandemic."

"Thanks for your help at this tough time, it will be really useful for us to focus on our business plan to support continuity of the business post covid."

"It is awesome how we are able to get this support. Really appreciate being able to get some much needed help at this time. Thank you!"



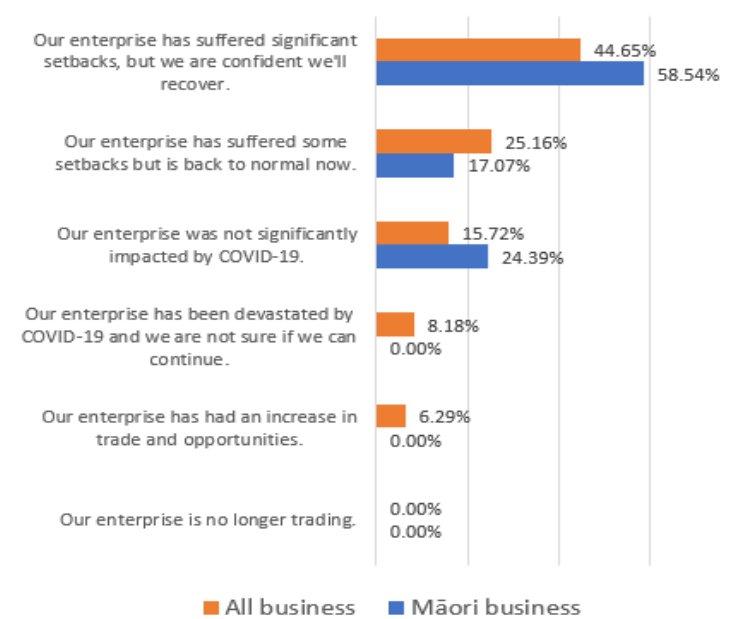
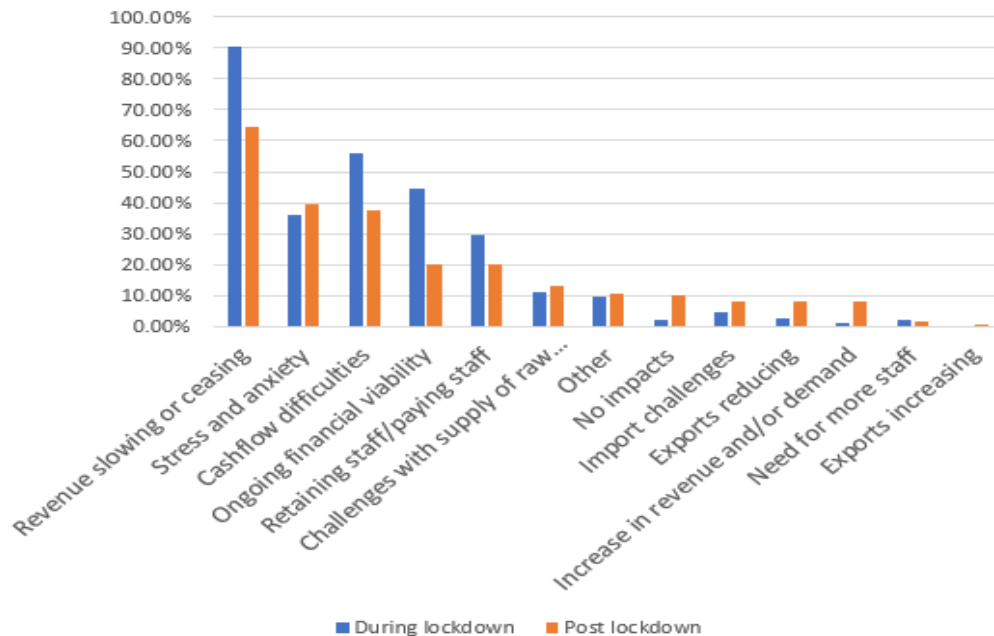
COVID-19 | Recovery



Understanding impacts and planning ahead

Venture Taranaki ran three surveys of Taranaki enterprises during Q4, including an Impact Survey during lockdown, a Māori Business Survey run in June, in partnership with He Toronga Pakihi ki Taranaki, and our regular Business Survey, with an additional COVID-19 focus section. The results of these have been compiled to provide insight to the Regional Recovery Group, and support the regional recovery planning process.

We also developed a tactical “return to better” plan, that consolidates actions from Tapuae Roa and Taranaki 2050 (using a C-19 lens), and will feed into the region’s wider recovery plan.



COVID-19 | Return to Better tactical plan 2020-2023 (near final)

	Ramp Up Phase	Create Smart Connected Communities & Enterprises	Food and Fibre Value Acceleration	Advance energy transition	Better tomorrow
DESCRIPTION	Prime focus on infrastructure and stimulus phase to rapidly get the economy going, attract/circulate monies, retain jobs, get spend underway, kick start vibrancy and confidence	COVID-19 has created a shift – the future will necessitate new skills/ different ways of working/ digital platforms and enablement/ innovation that has never been seen before. Entrepreneurship will be critical for rapid sustained resilience/recovery - without it enterprises will struggle, fail to adjust to new paradigms and grasp growth prospects.	Now is the time to realise the unmet potential of Taranaki world-class climatic conditions, fertile soils, ability to grow terrific food, and leverage existing companies and entrepreneurial talent. New appreciation of local food industry – including farming community. Time to use this as a key plank and accelerate forward opportunities.	It's time to really advance and capitalise Taranaki as the country's epicentre for low emission energy innovation. Continue work and follow through on vision, actions and commitments – Taranaki/Govt/NZ	Disruption – catalyst to really rethink and shape our future in ambitious ways. Get major projects on the table: Projects with high value, that target our unmet potential, that may have a high risk but high return possibility, or that have a step change consistent with our long-term vision.
Underpinning all pillars is a commitment to linking with Iwi COVID-19 planning and actions					
ACTIONS	<ul style="list-style-type: none"> Infrastructure proposals to Govt, Local Government spend and private sector work* – advocate mix of ‘no regrets’ infrastructure and ‘next horizon’ work (once in a lifetime opportunities which will transform region). Biodiversity/conservation - collate/advocate to Govt ‘ready-to-go’ projects that advance environmental goals and create jobs. Also ensure projects in the pipeline (e.g. PGF, NZTA) are green lit/not frustrated. Advocate and support local procurement and consequent upskilling “Go Local” campaign and domestic tourism campaign ‘Bring it Home/Procure Local’ – Maximising local content of regional work and manufacturing/engineering work undertaken internationally or nationally that could be undertaken in the region to be targeted Enterprise support/resilience: enterprise advice and support (cashflow, survival etc) 	<ul style="list-style-type: none"> Job/skills redeployment – Required skills mix has changed; unemployment and new skills and jobs may emerge – job/skills matching. Particular focus on youth and Māori. Ensure education and training that will raise future jobs prospects. High level skill attraction and retention initiatives targeting key needs and capabilities. Taranaki Regional Skills Leadership Group establishment, action plan development and delivery. Retraining/new skills – focus on WITT and new education and training environment Digital environment and enablement - accelerated due to COVID 19 (e.g. digital infrastructure, connections, digital skills, working environment and online markets) Innovation/R&D/Entrepreneurship focus – enterprises who will survive and prosper will be those who see opportunity in change/readjust. Opportunities to ‘fast-scale’ start-ups and early-stage enterprises by supporting incubation, acceleration and investment alongside innovation in existing enterprises. 	<ul style="list-style-type: none"> Farmer-led: Accelerate initiatives to support Taranaki being at the forefront of biodiversity, animal welfare, low emissions, sustainability, resource use, and technology etc. Best practice, learning systems, demonstrations, promotion, evidence. Regenerative Farming – foster discussion/debate, trialling, evidence, new thinking. Branching Out - Roll out and success in diversification, extension of F&F value chain. Potential programme expansion or acceleration. Food tourism development Future Food programme acceleration: high value innovative/sustainable food – local access/digital shop front (linked to tourism). Taranaki on the food map Foster transformative investments in Taranaki’s food industry Step-change for Māori-land (where desired by land-owners) Forestry, wood processing and fibre opportunities – capitalising on biodiversity, skill development entrepreneurship and value add. Not just land – explore aquaculture/marine food and fibre opportunities. 	<ul style="list-style-type: none"> Leverage the NNEDC and develop the ecosystem that wraps around it National and international partnerships fostered e.g. NEC - Netherlands WITT becoming the new energy and engineering training hub Champion energy pilots, projects and roadmaps that advance the low emission economy. Promote/attract low emission energy investments within/to the region. Foster and showcase capability and specialism in energy. Advance collaborations with Councils, business, community on energy transition 	<ul style="list-style-type: none"> Biodiversity – Capitalising on Taranaki’s unique advantages, achievements and projects e.g. riparian planting, predator-free and conservation initiatives by advancing further aligned opportunities and national/international positioning. WITT Masterplan Big CBD multifaceted Innovation development Major manufacturing, processing or specialist industry development. Impact Investments. Iconic art/cultural/engineering or other development, attraction, event/s.
Vibrancy					
DESCRIPTION	Having vibrant arts/creative, hospitality and visitor sectors attract and support investment, talent and innovation.				
ACTIONS	Rollout regional events strategy; support creative sector initiatives; support Māori culture and history-telling; continue investment in visitor attractions and attraction (particularly Iwi/hapu initiatives); including infrastructure (see above ‘ramp up phase’)				

COVID-19 | Project update



Ahead of the Curve

Webinars hosted by Venture Taranaki to provide a range of practical tools that can support businesses navigating through the evolving COVID-19 pandemic.

Why: To provide a platform of professional support to our business community alongside providing reassurance that we're in this together.

Webinars: 12 (410 live viewers over all Webinars / 740 viewers of recordings) – 1150 Unique viewers

Live Events: 1 (250 attendees) Ahead of the Curve LIVE – We're Better Together



Webinar topics to date:

- Business Continuity: *Steps to operating under Level 3 with Velocite*
- Digital marketing: *Adapting your digital strategy with Done by Nine*
- People and Culture: *The Business of People with Strategy Collective*
- Business Continuity: *Business Continuity with Govett Quilliam*
- People and Culture: *Year of Two Halves with Baker Tilly*
- Mental Health: *Securing our Mental WOF with Paul Rangiwahia*
- Process: *Successful Contact Tracing with Datacom*
- Business Continuity: *Tradie Support with Sian Wingate*
- Marketing: *Go Local Campaign with Venture Taranaki*
- Process: *Adapting your Business to Remote Working with Adam Harris*
- Financial: *Banks and Businesses working Together with TSB*
- Business Health: *Energy is your Greatest Asset by Tom Schurr*
- Reemployment: *Getting ready for re-employment with Tim Carrington*

COVID-19 | Project update



Go Local, Go Taranaki

On the back of restricted trading and national travel due to COVID-19, a need arose to look to our own backyard, and support our local enterprises, encouraging our Taranaki residents to work together, and proactively choose to shop and support local.

OBJECTIVES

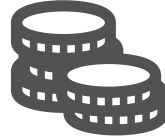
1. Encourage the Taranaki community to think about who they're spending with, and to spend local where they can.
2. Educate the Taranaki community on why it's important that they choose to support local enterprises.

The Go Local campaign was launched during Level 1, and continues to get excellent engagement throughout Taranaki.

Posters and collateral were created in both English and Te Reo Māori.



Promoting investment in Taranaki



Opportunities to attract investment

1. Discussion paper: “Offshore Wind – an Energy Opportunity for Taranaki” was completed during the year.
2. Branching Out - a complementary food and fibre value chain project, is now underway, having secured central government funding.
3. Development of the Regional Investment Prospectus is now complete – highlighting investment and high-level regional opportunities.
4. Venture Taranaki worked with BERL and attended the Parihaka hui regarding the proposed visitor centre development.
5. “Shovel Ready” – working with regional organisations to provide support through the application process for “shovel-ready” projects.

Facilitating opportunities for development



One client supported with investigating potential value-add food development facility.



Three renewable energy projects supported.

One business case planning support for a micro-transport startup seeking investment.

<i>Activity</i>	<i>Measure</i>	<i>Annual Target</i>	<i>Total</i>
Identifying opportunities to attract investment into Taranaki	Number of engagements related to attracting investment to Taranaki	5	5
Facilitating opportunities for investment into Taranaki	Number of engagements related to facilitating opportunities for investment in Taranaki	5	5

Research and thought leadership

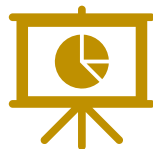


Regional monitoring updates:

- Taranaki Trends released **October 2019** and **June 2020**
- Taranaki Business Survey run in **December 2019** and **June 2020**
- Infometrics co-hosted webinar on COVID-19, held in **April 2020**
- COVID-19 Impacts Survey, run in **April 2020**.
- Māori Business Survey, in partnership with He Toronga Pakihi ki Taranaki, run in **June 2020**.



Click on the images to view and download the latest editions



Activity	Measure	Annual Target	Total
Undertaking environmental scans and regional economic monitoring	Number of regional monitoring updates released	4	7



Research and thought leadership



Fostering sector diversification and growth

1. NNEDC Establishment (see project update)
2. Support and involvement in Regenerative Agriculture events held in November and February (Inglewood)
3. Energy and Industrial Group (EIG) facilitation
4. 2020 Food Show in Auckland – (now delayed until November due to COVID-19)
5. Major Regional Food Opportunity



Championing innovation and sustainability

1. Planning for enterprise start-up and scale-up initiatives for 2020 underway, including the revamped and renamed Idea Summit Taranaki 2020.
2. Taranaki TechWeek 2020 planning underway.
3. Curious Minds Participatory Science Platform funding for Taranaki extended.
4. Branching Out Webinar and programme rollout (see project update).

<i>Activity</i>	<i>Measure</i>	<i>Annual Target</i>	<i>Total</i>
Fostering sector diversification and growth	Number of initiatives targeting sector diversification and growth	4	5
Championing innovation and sustainability	Number of initiatives targeting or supporting innovation and sustainability.	4	4

Research and thought leadership



Curious Minds Participatory Science Platform

Our 2019 projects involved close to 500 people in participatory research, and more than 20 science and tech professionals providing expertise.

Venture Taranaki approved and funded eight new projects in Q4 for the 2020 funding round, bringing the total funding allocated to date to \$820,000. Taking into account the in-kind support and co-funding, the total reaches \$1.5 million.

Projects approved this year are:

- Auroa School Sound Lures – Auroa School
- Our Green Ōpunakē Journey – Ōpunakē Kindergarten and Sustainable Taranaki
- Ground Breaking Mushrooms – The Bishop’s Action Foundation
- Haurapa Kiwi – Taranak Kiwi Trust
- He Tangata, He Whenua, He Oranga – Whiri Design
- Exploring a place for VR in Dementia – Alzheimer’s Taranaki
- Papa Pokepoke – Te Rūnanga o Ngāti Mutunga
- Seachange Surveys – Wild for Taranaki

New project teams attended a networking event on 23 June to share their project ideas and meet other people in the Curious Minds whanau.



Full project descriptions can be found in our case studies booklet (click image to view).



Project update | Branching Out: Food & Fibre Value Chain

Branching Out is a two-year initiative that investigates, explores, packages, and potentially pilots new food and fibre commercial opportunities, accelerating regional diversification and resilience which could add wealth for Taranaki's economy and help the region's food and fibre sector become more resilient, innovative and in-demand.

Key updates for this quarter include:

- RFP issued to assess the current Value Chains in region and identify gaps or opportunities
- A second RFP issued to compile, centralise and demystify the Land and Climate datasets required to inform decisions regarding land diversification to assist in feasibility assessments of Branching Out initiatives
- Webinar hosted to launch to broader community of landowners, farmers, and other interested parties
- Both the Steering Group and Expert Group met and honed the scope of the project to ensure a focus on primary produce from Taranaki was a defining attribute of initiatives being considered

The project aligns strongly with Tapuae Roa, as well as the Taranaki 2050 Roadmap.

Project funding has been secured from Taranaki's three district councils, Ministry for Primary Industries, and significant in-kind support from VT, Massey University, New Zealand's CRIs and the private sector.

Further details here: www.branchingout.org.nz





Project update | National New Energy Development Centre

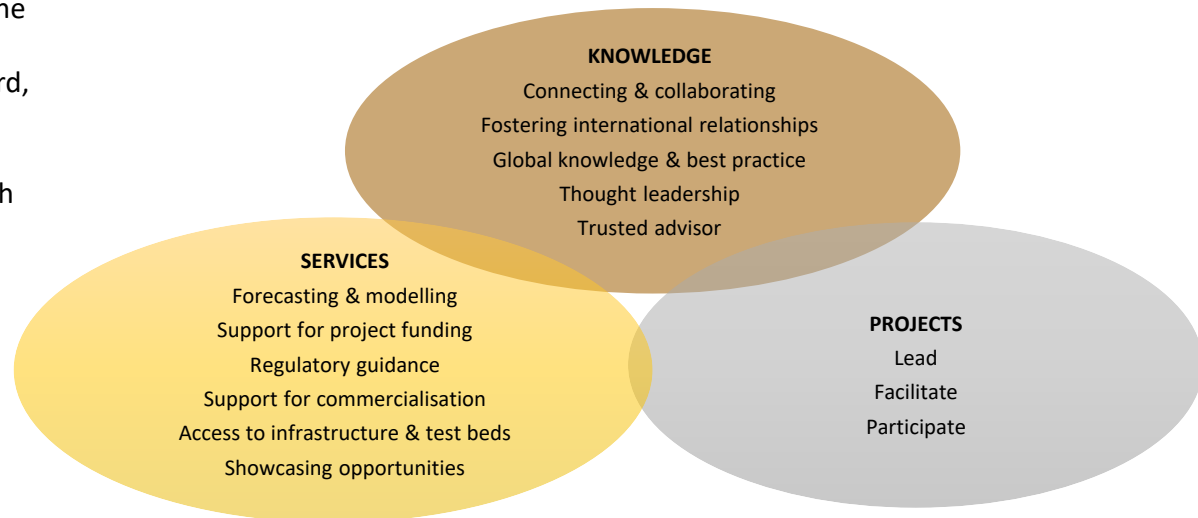
Venture Taranaki's NNEDC Establishment Project made positive progress in Q4. The MBIE long-term funding agreement was executed and signed. The operating model and work programme were completed and a new name and brand developed. The initial Board Directors were selected and a CE was appointed in late June. Shareholder agreement negotiations progressed, ready for incorporation. While the impact of COVID-19 led to some delays, the NNEDC will be established as planned and on time with the incorporation of the company happening in early July. A launch is planned on 23 July to announce the NNEDC Board, CE and company name.

Positive stakeholder engagement continued, with a number of speaking engagements undertaken and upcoming.

The NNEDC will accelerate New Zealand's journey to a low-emissions energy future through advancing the development of low-emissions energy innovation.

The NNEDC's area of impact is the demonstration and commercialisation stage of the energy innovation lifecycle. Through its network of local and global connections, it will identify opportunities and technology with change-making potential and collaborate with the right expertise, infrastructure and capital to develop, test and commercialise low-emissions energy solutions.

NNEDC Activities





Enterprise support and enablement



Enterprise support has been a priority across Venture Taranaki, with the team providing intensive levels of support to Taranaki enterprises since the impacts of COVID-19 began to be felt. The vast majority of enterprise activity during quarter four was dedicated to supporting enterprises as they navigated the effects of COVID-19.

Support included advisory and guidance, forward planning, funding support, mentoring programmes and providing a range of credible information to support the decisions and activities of local enterprises. Venture Taranaki staff also spoke regularly at webinars to ensure awareness of support on offer was as high as possible across the region including speaking at two BIZLink webinars, Opunake Business Association and other events.

Coming up in July, Venture Taranaki will be co-hosting the Stratford Business Association BA5 at Stratford District Council, showcasing some of the Stratford enterprises that have been working with Venture Taranaki, to tell their stories of growth and support.

16

Referrals and connections between Stratford District people and enterprises, including those operating Taranaki-wide, for the twelve months ending 30 June 2020.

1072

Client support engagements with Stratford District people and enterprises, including those operating Taranaki-wide, for the twelve months ending 30 June 2020.

Activity	Measure	Annual Target	Q1	Q2	Q3	Q4	Total
Enterprise Connection and Signposting	Number of referrals and connections made by Venture Taranaki staff	200	54	104	64	41	264
Stratford			7	4	3	2	16
Enterprise Support	Number of support engagements	4000	1688	1460	2298	5629	11075
Stratford			135	114	306	517	1072



Enterprise support and enablement



1 startup client met in Stratford in Q4, totalling **9** clients in the 12 months ending 30 June 2020. A total of **182** startup clients met throughout Taranaki in the year.



309 new jobs listed in Taranaki in Q4, of which **16** in Stratford, and an average of **63** live jobs, of which **3** in Stratford.



15 mentor matches made in Q4, of which **1** was a client in Stratford, totalling **5** Stratford matches in the twelve months ending 30 June 2020. A total of **51** mentor matches made in Taranaki for the year.

Enterprise support activities include, but are not restricted to;

1. enterprise advisory
2. start-up guidance
3. mentoring programme
4. Export Taranaki programme
5. talent services
6. investment ready support
7. innovation support
8. connections and signposting
9. Capability Development Voucher Scheme facilitation
10. research and development support and funding facilitation.
11. COVID-19 Enterprise Support Fund advisory and funding facilitation

Activity	Measure	Annual Target	YTD
Enterprise support	Breadth of enterprise support activity undertaken (number of different support initiatives)	5	11



Enterprise support and enablement

Enterprise engagement has been across many sectors in the last quarter, reflecting the diversity of need in the face of Covid-19 impacts.

The exception to this has been a lesser relative demand from the farming community, perhaps reflective of the slightly lesser impact of Covid-19 on this sector although this has not extended to agri-support enterprises.

VT advisors supported five businesses to obtain grant extensions for their R&D projects, due to being delayed through COVID-19. All five were approved, which provided these businesses with more breathing space to complete their R&D projects in a more realistic timeframe.

\$393,920.06

Capability Development Vouchers distributed throughout Taranaki in the 12 months ending 30 June 2020.

\$32,183.75

Capability Development Vouchers distributed to Stratford enterprises in the 12 months ending 30 June 2020.

\$1,920,105.80

Callaghan grants and funding distributed throughout Taranaki in the 12 months ending 30 June 2020.

\$15,479.00

Callaghan grants and funding distributed to Stratford enterprises in the 12 months ending 30 June 2020, including those operating Taranaki-wide.

<i>Activity</i>	<i>Measure</i>	<i>Annual Target</i>	<i>YTD</i>
Enterprise Support	The level of annual investment in regional businesses (subject to central government policy).	\$1m	\$1.9m
Enterprise Support	The level of annual investment in the management capability of Taranaki's small and medium sized businesses.	\$240K	\$290K

Promoting Taranaki as a great place to learn, live, work, play, visit and create



Visitor spend

- Visitor spend in Taranaki decreased 8.05% to \$382m in the 12 months to end May 2020*.
- Visitor spend in Stratford decreased 5.88% to \$20m in the 12 months to end May 2020*.
- International visitors have made up 27.87% of all visitor spend in Stratford so far in 2020, with visitors from Auckland in second, contributing 12.94%.
- Visitors from Manawatu-Whanganui were the second largest domestic visitor group, accounting for 10.14% of visitor spend in Stratford in 2020 to date.

Sources:

***MBIE monthly regional tourism estimates (MRTE)**

Regional events strategy

Venture Taranaki recorded 226 engagements relating to this project, including 22 stakeholder meetings.



Activity	Measure	Annual Target	Total
Lead regional events strategy	Number of engagements related to the development and implementation of a regional events strategy	25	226
Destination promotion	Number of engagements with visitor industry operators (including local operators, other RTOs, national and international tourism agencies)	100	766

Promoting Taranaki as a great place to learn, live, work, play, visit and create



Major events funded

In total, ten events have been funded during the financial year:

1	AmeriCARna 2020	February 19-22	6	Taranaki Garden Festival 2020	30 October – 8 November
2	WOMAD 2020	March 13-15	7	Taste & Tales 2020	5 September
3	ANBL – NZ Breakers vs Sydney Kings 2020	January 17	8	Reset 2020	5-15 November
4	PSP NZ Jetsprint Championship Round 5 2020	March 8	9	Oxfam Trailwalker 2021	20-21 March
5	Triathlon Festival 2020 (including the NZ Sprint Distance Champs, the Oceania Junior Championships and the Oceania Mixed relay)	March 28-29 CANCELLED DUE TO COVID-19	10	AmeriCARna 2021 (to enable event continuation post COVID-19)	24-27 February



Activity

Measure

Annual Target

Total

Administer the Major Events Fund	Number of events funded in accordance with the criteria of NPDC's major events fund	4	10
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Promoting Taranaki as a great place to learn, live, work, play, visit and create



Retail spend

Retail spend in Taranaki totalled \$1,355m in the 12 months to end June 2020, a decrease of 0.95% on the previous 12 months.

Retail spend in Stratford totalled \$109m in the 12 months to end June 2020, an increase of 0.28% on the previous 12 months*.

Source:

***Verisk/Marketview (NB: Spend includes EFTPOS and Credit Card analysis but excludes cash)**



Lockdown closeup: retail spend overall rebounded strongly in Taranaki (and well above NZ average levels) once businesses were able to trade at Level 2, but the trend line now shows a return to normal levels.



Promoting Taranaki as a great place to learn, live, work, play, visit and create



Attraction campaigns

1. An holistic attraction campaign comprising three integrated focus areas was scheduled for 2019-2020:
 - Visitor – launched November 2019
 - Live & Work – launched February 2020 (reduced due to COVID-19)
 - Investment – on hold
2. **Do Something New, New Zealand** collaboration with Tourism New Zealand
3. **Go Local, Go Taranaki** campaign launched in April 2020 in response to COVID-19 (see project update)

Due to COVID-19 and lockdown, the “live and work” and “investment” sectors of the original campaign were truncated . A second campaign around the visitor sector was undertaken in May/June, leveraging Tourism New Zealand’s “Do Something New, New Zealand” and its initial media partnerships with Stuff and NZME. Focus pivoted towards an extensive **Go Local** campaign delivered throughout Taranaki.



<i>Activity</i>	<i>Measure</i>	<i>Annual Target</i>	<i>Total</i>
Destination promotion	Number of destination promotion campaigns	2	3

Promoting Taranaki as a great place to learn, live, work, play, visit and create



Taranaki Story

After some delays with lockdown and alert levels, Phase 1 (Story and Proposition Development) of Taranaki Story is nearing completion. The community co-creation workshops to contribute to the umbrella story and sub-stories have now wrapped up, with the final one held on 30 June.

Iwi and project advisory consultation is underway to finalise the stories. Additional consultation sessions will be held with Taranaki council senior management teams and various Councillors, local media, and Venture Taranaki’s Board. The final session is the Consultation Wrap & Progress Presentation (27 July), once the stories are finalised and signed off. Anyone invited to participate in a co-creation workshop is invited back to hear the finalised versions.

Phase 2 (Asset creation, launch and implementation planning) is underway. The next step is to create a group of pilots/champions to test and help with refinement of the tools required to make Taranaki Story a success. We’re also nearing the stage of publishing RFPs for website creation and content creation (Aug/Sept).

Talent initiatives

- The Tertiary student employability project has been completed and will be implemented in the next financial year
- Venture Taranaki chaired the “International Education Co-Design Working Group”, and has worked with MBIE on membership of the Regional Skills Leadership Group (RSLG).
- The Lifestyle toolkit has been finalised and released, and Infometrics has been contracted to provide current information on sectors and job skills matching.



<i>Activity</i>	<i>Measure</i>	<i>Annual Target</i>	<i>Total</i>
Facilitate talent attraction and retention	Number of talent initiatives	2	3



Client feedback

Thank you so very much for the funding. It is very much appreciated. It was a ray of hope in a very tough week – Stratford COVID-19 support client

I feel like I have more of a future with my business now. – Stratford COVID-19 support client

Thanks, Shaan! I really appreciate your help and will certainly let you know how I get on. – Stratford COVID-19 support client.

Can not say more thanks to you Jane. You are so awesome & nice helpful person. Really very very appreciated. – Stratford COVID-19 support client

I just wanted to say a big thankyou to Venture Taranaki for the funding. Since lockdown I have had a challenge in motivating our staff, declining sales and a very non profitable business. I believe that the help (our provider) provided my team with yesterday will help immensely from marketing ideas to understanding different team members in the work environment and working together. Thanks again, there is no way we would have been able to do this without you. - Stratford capability support client

Thank you so much! Your help has been amazing over the past few months! – Stratford business advisory client

The staff I have had dealings with have been fantastic. They listen and give me sound advice as well as continuing to support my business via social media presence . – Stratford business startup client

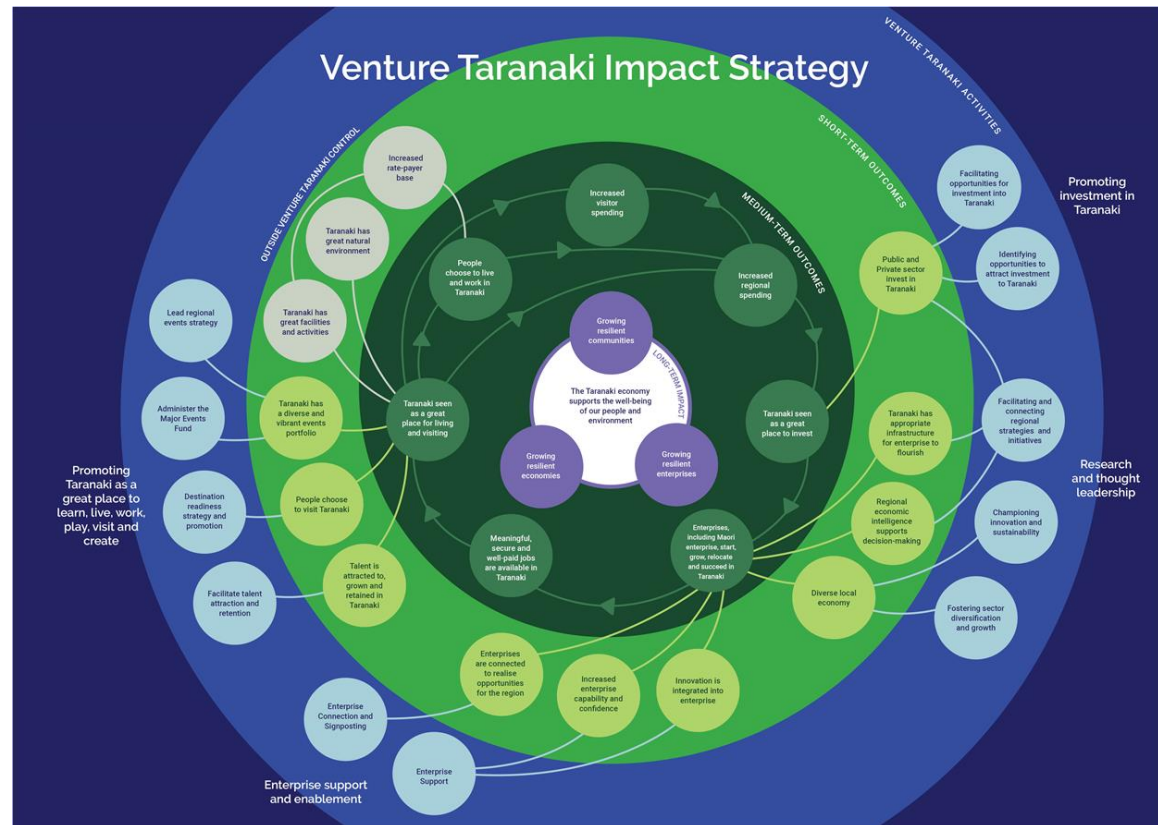


Impact strategy | short-term and medium-term outcomes

Venture Taranaki’s Impact Strategy connects the activities we do every day to our long-term goal of contributing to a Taranaki economy that supports the well-being of our people and environment, though resilient communities, enterprises and economies. We do this by setting measures around the short and medium-term outcomes we want to see along the way.

These outcomes are ultimately outside the direct control of Venture Taranaki or its people, but we track them to ensure our activities are making a positive contribution. Some of these measures rely on data that is still to be collected, and it may be some years before we start to see patterns and trends. This is the first step to understanding the long-term contribution that Venture Taranaki makes towards achieving our region’s goals.

We report on these measures six-monthly.





Outcomes | how are we tracking?

<i>Short-term outcome</i>	<i>Measure</i>	<i>Outcome 2019/2020 financial year</i>
Public and Private sector invest in Taranaki	% that report increased investment after engagement with VT support	50% VT Client Satisfaction Survey 2020
Taranaki has appropriate infrastructure for enterprise to flourish	Enterprises rank Taranaki infrastructure at least 7 out of 10	61% agree that Taranaki has all the infrastructure required for enterprise to flourish (41% agree, 20% strongly agree) VT Client Satisfaction Survey 2020
Regional economic intelligence supports decision-making	Relevant data produced in the last 12 months* Taranaki Trends and Business Survey published every 6 months. Other reports as and when ready.	196 sessions, 638 page views (1 Jul-31 Dec 2019) 566 sessions, 639 page views (1 Jan-30 June 2020) Reports page of Taranaki.info Google Analytics:
Diverse local economy	Regional GDP	9.3 billion (8th in NZ), \$75,524 GDP per capita (2nd in NZ) Infometrics 2019
	Regional Domestic Product is more evenly spread across industries	Breakdown provided in Taranaki Trends
	Number of people involved in key target industries e.g. tourism; food production, renewable energy etc	Breakdown provided in Taranaki Trends
	Funding received as a result of a Venture Taranaki referral	\$39,464.47*
Increased enterprise capability and confidence	% of enterprises that report Venture Taranaki support has led to increased capability	75% (44.8% agree, 30.2% strongly agree) VT Client Satisfaction Survey 2020
	% reporting enterprise better positioned as result of interaction with Venture Taranaki	70.3% (46.5% agree, 23.8% strongly agree) VT Client Satisfaction Survey 2020
	% that report improved confidence after engagement with Venture Taranaki support	73.3% (49.5% agree, 23.8% strongly agree) VT Client Satisfaction Survey 2020
	% reporting increased connectivity as result of Venture Taranaki interaction	57.4% (31.7% agree, 25.7% strongly agree) VT Client Satisfaction Survey 2020
	Net Promoter Score of supported enterprises	45.1
	Number of people or enterprises who identify as Māori receiving support from Venture Taranaki	119 (7%), from a total 1636 contacts identified as clients during the 2019/20 year. 46% marked as non-Māori, 47% not stated.

*In addition to the \$3m total funding facilitated directly by VT

<i>Short-term outcome</i>	<i>Measure</i>	<i>Outcome 2019/2020 financial year</i>
Innovation is integrated into enterprise	% that report increased innovation after engagement with Venture Taranaki support	58.1 (41.8% agree, 16.3% strongly agree) VT Client Satisfaction Survey 2020
Taranaki has a diverse and vibrant events portfolio	Number of events across Taranaki that Venture Taranaki has supported either financially or in capability development	9
	Number of those events that continue for 3 years, following funding/support	7
	Ratio of events held in/out of New Plymouth that Venture Taranaki has supported either financially or in capability development	3 in NP / 2 outside NP / 4 Taranaki wide
	Number of distinct sectors covered by events	5
	Diversified portfolio of events as defined in the Regional Events Strategy	To be implemented in 2020/21 FY
People choose to visit Taranaki	Annual visitor guest nights (Commercial accommodation)	Discontinued source data set. New source currently under development.
	Visitor spend in Taranaki	\$382m (-8.05%)
Talent is attracted to, grown and retained in Taranaki	Working age population %	63.9% Infometrics 2019
	Working age population #	74,830 Infometrics 2019
	Population # (and projections from Census)	117,561 Census 2018 population usually resident
	Population growth rate % (and projections from Census)	7.3% Census 2018 population usually resident
	People living in Taranaki who were not residing in region 5 years prior	1.4% average annual change 2013-2018 Census 2018 population usually resident
	Net growth in international migrants to the region	383 rolling annual NZ.Stat

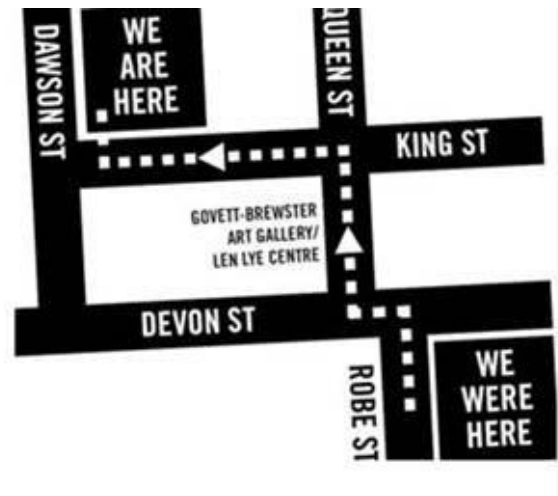
<i>Medium-term outcome</i>	<i>Measure</i>	<i>Outcome 2019/2020 financial year</i>
Enterprises, including Māori enterprise, start, grow, relocate and succeed in Taranaki	Number of enterprises that begin trading following VT support	54.6% (27.3% trading and profitable, 27.3% trading not yet profitable) VT Client Satisfaction Survey 2020
	Number of enterprises who have increased their revenue in the year following Venture Taranaki interaction	50% increase/4% decrease/46% stayed the same CRM
	Number of enterprises who have increased their staff numbers one year following Venture Taranaki interaction	18% increase/5% decrease/78% stayed the same CRM
	# of enterprise 'births' and 'deaths' - annual change	Births 1472 (+8.15%) Deaths 1350 (-3.64%) Census 2018
	Number of Māori enterprises registered in Taranaki	1239 total/846 NPDC/327 STDC/66 SDC Census 2018
An increase in the number of meaningful, secure and well-paid jobs	# people employed in highly skilled; skilled; semi-skilled and low-skilled jobs	21538 (+2.2)/ 7045 (+2.9%)/ 8251 (+0.9%)/ 22196 (+1.3%) Infometrics 2019
	% people employed in highly skilled; skilled; semi-skilled and low-skilled jobs	36.5% (NZ 37.7%) /11.9% (NZ 13%) /14% (NZ13%) /37.6% (NZ 35.6%) Infometrics 2019
	Employment by occupation of target occupations	Target occupations to be established by the Regional Skills Leadership Group in 2020/21
	NEET Rate (Not in employment training etc)	15.1% (+36%) /NZ 12.1% (+3%) 2019 infometrics
	Employment rate; unemployment rate; participation rate	59,030 filled jobs (+1.7%), 5% unemployment (-0.1%) 2019 infometrics annual rate
	Median Incomes - households and personal	\$95,053 mean household income (+3.2%) 2019 infometrics \$58,400 median household income (NZ \$63,800) \$57,378.40 personal earnings (NZ \$58,740) 2013 Census data
	Number and growth of employment of those identifying as Māori in Taranaki	7,292 Māori employed in 2019. Growth rate av. 1.8% past 5 years. Infometrics 2019
	Skill levels of those identifying as Maori in Taranaki	Low skilled 54% (35% non-Maori), semi-skilled 14% (14% non-Maori), skilled 10% (12% non-Maori), highly skilled 22% (39% non-Maori). 2019 Infometrics
Increased tourism spending	Tourism spend in Taranaki	\$382m (-8.05%) 12 months to end May 2020 MBIE
	Retail spend in Taranaki - \$ and % growth	\$1,355.3m (YE June 2020) -0.95% on previous 12 months MarketView
Confidence in Taranaki and its economy	Confidence in Taranaki and its economy	Breakdown provided in Business Survey

venture

TARANAKI

Te Puna Umanga

25 Dawson Street
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Tel. 06 759 5150
www.taranaki.info



INFORMATION REPORT



TO: Policy & Services Committee F19/13/04-D18/19677
FROM: Environmental Compliance Officer
DATE: 25 August 2020
SUBJECT: DOG CONTROL POLICY & PRACTICES REPORT – YEAR ENDED 30 JUNE 2020

RECOMMENDATION

THAT the Annual Report on Dog Control Policy and Practices for the year ending 30 June 2020 be received and contents noted.

Recommended Reason

The report is required under section 10A of the Dog Control Act 1996.

Moved/Seconded

1. **PURPOSE OF REPORT**

The purpose of this report is to present to Council the Annual Report on Dog Control Policy and Practices (**Attachment 1**).

2. **EXECUTIVE SUMMARY**

The Dog Control Act 1996 requires Council to report annually on its Dog Control Policy and practices, give public notice of that report after adoption by Council and send a copy to the Secretary for Local Government. This report meets those requirements.

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
✓		✓	

3. **BACKGROUND**

The Dog Control Act 1996 requires a Territorial Authority to report annually on Dog Control Policy and practices:

10A Territorial authority must report on dog control policy and practices

- (1) *A territorial authority must, in respect of each financial year, report on the administration of-*
 - “(a) its dog control policy adopted under section 10; and
 - “(b) its dog control practices.

- (2) *The report must include, in respect of each financial year, information relating to-*
 - “(a) the number of registered dogs in the territorial authority district:
 - “(b) the number of probationary owners and disqualified owners in the territorial district:
 - “(c) the number of dogs in the territorial authority district classified as dangerous under section 31 and the relevant provision under which the classification is made:
 - “(d) the number of dogs in the territorial authority district classified as menacing under section 33A or section 33C and the relevant provision under which the classification is made:
 - “(e) the number of infringement notices issued by the territorial authority:
 - “(f) the number of dog related complaints received by the territorial authority in the previous year and nature of those complaints:
 - “(g) the number of prosecutions taken by the territorial authority under this act.

- (3) *The territorial authority must give public notice of the report-*
 - “(a) by means of a notice published in-
 - “(i) 1 or more daily newspapers circulating in the territorial authority district;
 - or

- “(ii) *I or more other newspapers that have at least an equivalent circulation in that district to the daily newspapers in that district; and*
“(b) *by any means that the territorial authority thinks desirable in the circumstances.*
- (4) *The territorial authority must also, within 1 month after the adopting the report, send a copy of it to the Secretary for Local Government.”*

4. **INFORMATION SUMMARY**

The attached report is produced to meet the requirement of the Dog Control Act 1996.

5. **STRATEGIC ALIGNMENT**

5.1 **Direction**

The Stratford Community Outcome of having a “*built environment that is attractive, safe and healthy*” is addressed by the collective information in this report.

5.2 **Annual Plan and Long Term Plan**

The recommendation does not have any implications concerning the proposed Long Term Plan.

5.3 **District Plan**

The recommendation does not have any implications concerning the Stratford District Plan.

5.4 **Legal Implications**

There are no legal implications concerning the recommendation.

5.5 **Policy Implications**

There are no policy implications concerning the recommendation.

Attachments

- Attachment 1** - Council report to the Department of Internal Affairs required by the Dog Control Act 1996.



Kieran Best
ENVIRONMENTAL COMPLIANCE OFFICER



Approved by
S Hanne
CHIEF EXECUTIVE

DATE: 19/08/2020

ATTACHMENT 1**STRATFORD DISTRICT COUNCIL****DOG CONTROL POLICY & PRACTICES REPORT - YEAR ENDED 30 JUNE 2020**

	This Year 2019/20	Last Year 2018/19
DOG REGISTRATIONS		
Total number of registered dogs	2072	2095
PROBATIONARY & DISCRETIONARY OWNERS		
Total number of Probationary Owners	NIL	NIL
Number of Probationary Owner declarations this year	NIL	NIL
Number of lapsed Probationary Owners this year	NIL	NIL
Total number of Disqualified Owners	1	NIL
Number of Disqualified Owner declarations this year	1	NIL
Number of lapsed Disqualified Owners this year	NIL	NIL
DANGEROUS DOGS		
Total number of Dangerous Dogs	1	NIL
Number of Dangerous Dog classifications this year	1	NIL
Provision(s) (Number)	31(1)(a)	1
	31(1)(b)	NIL
	31(1)(c)	NIL
MENACING DOGS		
Total number of Menacing Dogs	20	24
Number of Menacing Dog classifications this year	0	4
Provision(s) (Number)	33A(1)(a)	0
	33A(1)(b)(i)	0
	33A(1)(b)(ii)	0
ENFORCEMENT		
Number of Infringement Notices issued	128	220
Infringements forwarded to Court for collection	37	54
Number of Prosecutions obtained	3	4
Number of dogs impounded	51	68
Number of dogs destroyed	11	61
Number of dogs rehoused	5	3
COMPLAINTS		
Total Number of complaints	278	303
Barking dogs	113	111
Wandering dogs	140	169
Dog attacks on stock or other animals	6	8
Dog attacks on people	4	2
Dogs rushing	9	10
Miscellaneous	6	5

INFORMATION REPORT



TO: Policy & Services Committee

F19/13/04 – D20/20243

FROM: Communications Manager

DATE: 25 August 2020

SUBJECT: SUMMARY OF THE 2020 CUSTOMER SATISFACTION SURVEY RESULTS

RECOMMENDATION

THAT the report be received.

Recommended Reason

This is an information report only. It gives a summary of the results of the 2019/20 Customer Satisfaction Survey.

Moved/Seconded

1. **PURPOSE OF REPORT**

This report gives a summary of the results from the 2019/20 Customer Satisfaction Survey.

2. **EXECUTIVE SUMMARY**

In the 2019/20 Annual Plan, Council formed a set of performance measures to show how well it performed against set targets. Some of these performance measures require Council to conduct a survey to gauge ratepayers and residents satisfaction on a number of issues.

The printed survey was sent out in June 2020 to all households (4,024) in the Stratford district and an online version made available too. The questions asked the respondent to rate the level of service, and provide comments on the particular service.

Survey responses are shared with Council officers and Directors responsible for each area. While Council doesn't commit to responding to every comment made by respondents, any specific issues noted are able to be investigated and addressed by council officers.

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. This report helps to evaluate performance measures as set out in the 2019/20 Annual Plan, and provides input into where future resources should be applied, improving the overall wellbeing of the district.	
Social	Economic	Environmental	Cultural
✓	✓	✓	✓

4. **BACKGROUND**

- 4.1 Residents of the Stratford district were invited to participate in the 2020 Customer Satisfaction Survey. The survey was mailed to all Stratford residents and was available online via the Council website and Facebook page (Survey Monkey link) to complete.
- 4.2 There were 517 respondents to the survey. This was a decrease of 27 in the return rate of surveys from 2019 (544). There was an increase in surveys completed online from the previous year, a total of 135 compared with 44 in 2019.
- 4.3 The survey asked respondents whether they used a service or not, and asked them to rate the level of service on a scale between 1 and 10, 1 being considered ‘Poor’ and 10 ‘Excellent’. Some questions asked respondents to state what they used a service for i.e., Library, i-SITE and TSB Pool Complex services.
- 4.4 The results are shown in the attached tables.

5. INFORMATION SUMMARY

Demographics

Gender

Male	36%
Female	63%
Prefer not to say	1%

Age

Under 25 years	1%
25 – 40 years	15%
41 – 55 years	22%
56 – 65 years	19%
65 years and over	41%
Prefer not to say	2%

Years Living In The District

2 years or less	11%
3 – 5 years	11%
6 – 10 years	10%
11 years and more	67%
Unsure	1%

5.1 Asset Management

5.1.1 Roading

The overall rating for roading has stayed similar to previous years. Comments are consistent with the 2018/19 year. Respondents implied most roads are okay, with some respondents providing specific areas that need attention. The most common complaints touch on recurring pot holes, roundabout vegetation height being unsafe for drivers, logging / heavy trucks causing damage on roads, and the poor state of SH3 and SH43 roads.

	2020	2019	2018
Overall, how do you rate the Stratford District's roading network?	5.72	5.7	5.87

5.1.2 Footpaths

The feedback on footpaths is somewhat of a mixed bag, with reviews ranging from excellent to very poor across the district. Numerous comments were made about overhanging growth from properties and overgrown grass hedging along the footpaths, as well as pointing out some areas being slippery when wet and uneven, especially for our older generation. It was positive to see many of the respondents mention how pleased they were to see upgrades being made, and some respondents able to make comments on the footpaths after spending time walking the streets during Alert Level 4 with family members.

	2020	2019	2018
Overall, how do you rate the Stratford District's footpaths?	5.71	5.59	5.89

5.1.3 Refuse and Recycling

As per previous years there are still some concerns around bin handling by contractors. Residents would like to see more consistency with bin collection times. A number of respondents asked about green waste and food bins.

NB. In 2019 we split out the ratings on rubbish and recycling, the 2018 results are combined for rubbish and recycling.

		2020	2019	2018
Is your property receiving the Council rubbish service?	Yes	79%	74%	70%
	No	21%	26%	30%
Overall, how do you rate the rubbish service?	Level	7.67	7.88	8.12
Is your property receiving the Council recycling service?	Yes	81%	80%	N/A
	No	19%	20%	N/A
Overall, how do you rate the recycling service?	Level	7.62	7.85	N/A

5.1.4 Public Toilet Facilities

While resident user numbers aren't high for our toilets, comments provided inconsistent views on cleanliness with some noting how well serviced they are for public toilets and others disagreeing. Respondents continue to be interested in an upgrade to the Centennial Restrooms.

NB. In 2019 we added three additional toilets to the survey so 2018 data for those will state N/A.

		2020	2019	2018
Do you use the Town centre Toilets on Broadway?	Yes	42%	52%	51%
	No	58%	48%	49%
If yes, how would you rate the overall level of service?	Level	6.95	7.01	7.03
Do you use the Centennial Restroom Toilets?	Yes	33%	34%	34%
	No	67%	66%	66%
If yes, how would you rate the overall level of service?	Level	6.96	6.94	6.77
Do you use the Exeloo Toilet in Victoria Park?	Yes	23%	24%	24%
	No	77%	76%	76%
If yes, how would you rate the overall level of service?	Level	5.95	6.42	5.70
Do you use the Percy Thomson complex Toilet?	Yes	39%	36%	33%
	No	61%	64%	67%
If yes, how would you rate the overall level of service?	Level	7.94	8.28	8.01
Do you use the TET Toilet?	Yes	25%	23%	27%
	No	75%	77%	73%
If yes, how would you rate the overall level of service?	Level	5.46	6.13	5.72
Do you use the Whangamomona Public Toilet?	Yes	10%	11%	N/A
	No	90%	89%	N/A
If yes, how would you rate the overall level of service?	Level	6.15	6.21	N/A
Do you use the Morgan's Grave Public Toilet?	Yes	6%	8%	N/A
	No	94%	92%	N/A
If yes, how would you rate the overall level of service?	Level	5.3	5.73	N/A
Do you use the Kopuatama Public Toilet?	Yes	14%	16%	N/A
	No	86%	84%	N/A
If yes, how would you rate the overall level of service?	Level	6.15	5.94	N/A

5.1.5 Sports Grounds

Residents are generally satisfied with the current state of council sports grounds. Many of the survey respondents don't directly use the grounds but noted they always look well kept.

		2020	2019	2018
Do you use the Victoria Park Sports Ground?	Yes	22%	20%	21%
	No	78%	80%	79%
If yes, how would you rate the overall level of service?	Level	7.21	7.19	6.80
Do you use the Swansea Sports Ground?	Yes	8%	7%	7%
	No	92%	93%	93%
If yes, how would you rate the overall level of service?	Level	7.01	7.04	7.00
Do you use the Page St Sports Ground?	Yes	12%	11%	12%
	No	88%	89%	88%
If yes, how would you rate the overall level of service?	Level	7.09	6.62	8.44
Do you use the Portia Sports Ground?	Yes	10%	9%	9%
	No	90%	91%	91%
If yes, how would you rate the overall level of service?	Level	6.98	7.21	7.07

5.1.6 Cemeteries

The majority of comments in this section were in relation to the Kopuatama Cemetery. The key issue respondents have is with the lawn mowing service, asking for the mower to use a catcher and for it to occur more regularly. Some asked whether some of the older headstones could be sprayed for moss, and made note of the grass being uneven for older people to walk along. Similar to other years people thought gardens and seating would make it a more enjoyable setting.

		2020	2019	2018
Do you use Kopuatama Cemetery?	Yes	54%	56%	56%
	No	46%	44%	44%
If yes, how would you rate the overall level of service?	Level	6.66	6.81	6.78
Do you use Midhirst Cemetery?	Yes	5%	7%	5%
	No	95%	93%	95%
If yes, how would you rate the overall level of service?	Level	6.19	5.72	5.38

5.1.7 Parks and Walkways

Residents were generally pleased with the upkeep of all parks and walkways, with most comments acknowledging them as a real asset to our district, something to be proud of. There were some specific comments on the Eastern Loop walkway needing improvements, and some respondents asked for a dedicated dog park.

		2020	2019	2018
Do you use Victoria Park?	Yes	57%	50%	41%
	No	43%	50%	59%
If yes, how would you rate the overall level of service?	Level	7.26	7.20	7.00
Do you use Windsor Park?	Yes	27%	22%	17%
	No	73%	78%	83%
If yes, how would you rate the overall level of service?	Level	7.24	7.18	6.72
Do you use King Edward Park?	Yes	65%	54%	46%
	No	35%	46%	54%
If yes, how would you rate the overall level of service?	Level	7.47	7.40	7.26
Do you use the playgrounds in Victoria or Page Street Park?	Yes	34%	33%	29%
	No	66%	67%	71%
If yes, how would you rate the overall level of service?	Level	7.38	7.39	7.18
Do you use the Eastern Loop Walkway?	Yes	36%	28%	N/A
	No	64%	72%	N/A
If yes, how would you rate the overall level of service?	Level	6.84	6.68	N/A
Do you use the Western Loop Walkway?	Yes	40%	33%	N/A
	No	60%	67%	N/A
If yes, how would you rate the overall level of service?	Level	6.97	6.94	N/A
Do you use the Three Bridges Trail Walkway?	Yes	56%	50%	N/A
	No	44%	50%	N/A
If yes, how would you rate the overall level of service?	Level	7.52	7.32	N/A
Do you use the Carrington Walkway?	Yes	45%	36%	N/A
	No	55%	64%	N/A
If yes, how would you rate the overall level of service?	Level	7.28	7.10	N/A

5.2 Environmental Management- Planning and Regulatory

Service from the Council in the following areas, in the last 12 months, was:		2020	2019	2018
Office Hours	Animal Control	6.2	6.32	6.18
	LIM	6.35	6.39	6.70
	Planning/Resource Consents	6.36	6.14	6.74
	Building Consents	6.28	6.06	6.68
	Environmental Health	6.34	6.36	6.79
	Liquor Licensing	6.51	6.25	6.70
	Parking	6.89	6.45	6.67
After hours	Animal Control	6.01	6.05	5.90
	Noise	6.21	6	6.16

Many of the respondents' comments in this section mentioned that they hadn't needed to use these services in the last 12 months.

5.2.1 Animal Control

There were some comments made that reports of barking dogs have not been followed up appropriately.

5.2.2 Liquor Licensing

There were no specific comments on liquor licensing.

5.2.3 Noise

One respondent noted that noise control was slow to respond to an issue, and a couple of people spoke of a noisy rooster not being handled appropriately.

5.2.4 Planning

Satisfaction increased slightly in this area. One resident commented that LIMs are too expensive.

5.2.5 Building Control

The service rating has had a small increase this year, with one respondent making a point to say, "Particularly impressed with the building consents team. Have worked with them recently and very professional, excellent communications in timely manner."

5.2.6 Environmental Health

Service provided in respect to the Environmental Health sector has remained much the same as the past few years. There was one comment about Stratford having too many food outlets.

5.2.7 Parking

Comments continue to be made about Broadway being difficult/unsafe to get in and out of parks.

5.3 Community Services

5.3.1 Information Centre

The service rating has had a minimal decrease, general consensus from respondents who left comments is that i-SITE staff are helpful and friendly. Some respondents unsure about the decision to move the i-SITE into the Library.

		2020	2019	2018
Do you use the Information Centre?	Yes	73%	82%	77%
	No	27%	18%	23%
If yes, how would you rate the overall level of service?	Level	7.84	8.01	7.99
What services do/did you use at the Information Centre?	Licensing	63%	64%	42%
	Travel Bookings	15%	16%	5%
	Maps & Brochures	49%	53%	16%
	Retail	32%	31%	10%
	General Information	48%	49%	18%
	Accommodation Bookings	4%	4%	1%
	Events	24%	21%	6%

5.3.2 Library

Comments provided very positive feedback saying the library is a great resource and staff friendly and helpful.

NB. Some answers are new to the survey and don't have comparison figures for previous years – these are identified with N/A

		2020	2019	2018
Do you use the Stratford Library service?	Yes	66%	66%	59%
	No	34%	34%	41%
If yes, how would you rate the overall level of service?	Level	8.29	8.3	8.62
Which library services do you use?	Browse/borrow books	85%	85%	39%
	eBooks	8%	5%	2%
	eDatabases	7%	7%	5%
	Children's services	9%	8%	6%
	Tables to work or study	11%	16%	8%
	Library computers	9%	14%	9%
	Library staff	44%	52%	23%
	Free Wi-Fi	14%	15%	8%
	Justice of the Peace	15%	14%	N/A
	Stepping Up Programme	2%	N/A	N/A
	Printing/photocopying	32%	30%	N/A
Hire of Kowhai Room	3%	N/A	N/A	

5.3.3 TSB Pool Complex

The general consensus is that people are looking forward to the new pool development with facilities catering to a wider audience. The overall level of service has stayed similar to previous years. Users continue to make a point about the pool temperatures being too cold in the winter.

NB. The 2018/19 and 2019/20 surveys included an additional question from 2017/18, asking respondents to tell us what services they use at the pool. Therefore we don't have comparison figures for the 2018 year.

		2020	2019	2018
Do you use the TSB Pool?	Yes	41%	38%	40%
	No	59%	62%	60%
If yes, how would you rate the overall level of service?	Level	7	7.07	6.61
What services do you use at the TSB Pool?	Lane swimming	42%	40%	N/A
	Swimming lessons	25%	27%	N/A
	Aqua jogging/water walking	17%	23%	N/A
	Dry land group fitness classes	3%	4%	N/A
	In water group fitness classes	9%	5%	N/A
	Recreational activities	44%	41%	N/A
	School water safety programme	8%	7%	N/A
I am a caregiver bringing someone else	31%	27%	N/A	

5.3.4 Community Services

Council delivers and supports a variety of community activities which cater for all ages. Respondents spoke highly of the free events available for such a small district. Any specific feedback on activities is being considered by the Community Development Team. The overall rating of Stratford's sense of community is similar to that of last year.

NB. Anzac Day services were unable to go ahead this year due to Covid-19 restrictions so this was not included in the list of community activities. Carols in the Park was included with the Christmas Parade in the 2019/20 survey answers.

		2020	2019	2018
Events	ANZAC Day	N/A	58%	21%
	Children's Day	6%	5%	2%
	Citizens Awards	12%	10%	3%
	Citizenship Ceremonies	5%	5%	1%
	Positive Ageing Forums	14%	10%	4%
	Business Association BA5's	6%	6%	1%
	Trade Graduation Ceremony	3%	2%	1%
	Christmas Parade	78%	71%	26%
	Carols in the Park	N/A	27%	11%
	International Day of the Older Person	8%	8%	4%
	Summer Nights Concert	54%	43%	17%
	Youth Council On the Bus	1%	0.8%	3%
	Summer Nights Movie	24%	20%	6%
	Youth Council A Scary Night	5%	2%	N/A
	Sense of Community - Level	7.3	7.4	7.6

5.3.5 Communication

It's positive to see that respondents know where to go to find Council information when seeking it. Some of the comments spoke highly of the Facebook page being kept up to date. We know print communications via the local paper is important for our community and some comments were made that while the Central Link publication was good, the delivery of the paper itself was inconsistent. Online platforms for information have increased slightly again this year, continuing to trend upwards as an important communication tool for Council. A few respondents commented on the website needing an upgrade, and that the digital noticeboard was a great addition to the district.

NB. The 2018/19 and 2019/20 survey included additional answer options from 2017/18 and therefore we don't have comparisons for that year.

		2020	2019	2018
Do you know where to get Council information if you want it?	Yes	96%	95%	N/A
	No	4%	5%	N/A
Where do you mainly see, read or hear information about the Council?	Central Link	64%	10%	59%
	Newspapers	69%	86%	14%
	Website	37%	34%	12%
	Social Media	29%	22%	15%
	Personal contact with Council	32%	36%	N/A
	Radio	15%	16%	N/A
	Email	4%	6%	N/A
	Meetings	3%	4%	N/A
From other people (hearsay)	15%	17%	N/A	
How would you most like to receive information about Council in the future?	Central Link	61%	9%	N/A
	Newspapers	59%	79%	N/A
	Website	33%	27%	N/A
	Social Media	29%	24%	N/A
	Personal contact with Council	20%	23%	N/A
	Radio	11%	13%	N/A
	Email	13%	18%	N/A
	Meetings	2%	4%	N/A
Other	1%	4%	N/A	

5.3.6 Governance

The rating of overall Governance has remained similar to that of previous years. Some respondents commented on a lack of engagement and transparency on decisions being made by Council, notably the pool development, reserve land sale, and library/i-site.

		2020	2019	2018
Do you think the decisions made by the Council represent the best interests of the district? <i>(This questions differs from 2018 where people were asked to rate the ability of decision making)</i>	Yes	62%	61.5%	Rating Level: 6.77
	No	10%	6.5%	
	Don't know	28%	32%	
How do you rate the amount of consultation that Council offers? <i>(This questions differs from 2018 where we asked: How do you rate Council's consultation with public?)</i>	Level	6	6.23	6.71
Have you contacted the Mayor or Councillors in the past year?	Yes	24%	25%	17%
	No	76%	75%	83%
If yes, how did you find their interaction with you?	Level	7.17	7.20	7.51

5.3.7 Stratford Community

The survey asks residents if they feel Stratford is an attractive, safe and healthy place to live. The positive response has increased or stayed the same across all three areas in 2020. Respondents gave similar reasons as previous years, including the beautiful parks, surrounding scenery, the small town factor helping with feeling safe, having everything you need close by, fresh air, abundant recreational facilities and walkways.

		2020	2019	2018
Do you believe that Stratford is an attractive place to live?	Yes	95%	93%	89%
	No	5%	7%	11%
Do you believe that Stratford is a safe place to live?	Yes	96%	94%	93%
	No	4%	6%	7%
Do you believe Stratford offers a healthy lifestyle?	Yes	96%	96%	92%
	No	4%	4%	8%

We also asked respondents to tell us their three top things about living in the Stratford district. The below word cloud identifies common themes from the three comment boxes provided. It's clear that friendly people, our beautiful mouna and parks are top selling points for this community.

1

2



5.3.8 Customer Service

The number of respondents who have contacted the council has decreased this year. General consensus is that service centre staff are great to deal with.

		2020	2019	2018
Have you contacted Council over the past year?	Yes	68%	72%	85%
	No	32%	28%	15%
How did you contact Council?	Counter	71%	76%	53%
	Email	10%	6%	4%
	Phone	59%	58%	43%
Did you find the staff helpful and friendly?	Yes	99%	98%	93%
	No	1%	2%	7%
Were staff able to provide you with the information you needed?	Yes	96%	96%	91%
	No	4%	4%	9%
How would you rate their performance?	Level	7.74	7.86	8.08

5.4 Strategic Direction

5.4.1 Comparison Table

	Overall Level of Service Average Rating out of 10		
	2020	2019	2018
Roading	5.72	5.7	5.87
Footpaths	5.71	5.59	5.88
Refuse and Recycling (Overall)	7.64	7.9	8.11
Public Toilets (Overall)	6.35	6.59	6.65
Sports Grounds (Overall)	7.07	7.02	6.83
Cemeteries (Overall)	6.42	6.27	6.08
Parks and Walkways (Overall) (2018 rating only refers to Parks)	7.24	7.16	7.04
Office Hours Planning	6.36	6.14	6.91
Office Hours Environmental Health	6.34	6.36	6.72
Office Hours LIMs	6.35	6.39	6.71
Office Hours Building Control	6.28	6.06	6.59
Office Hours Liquor Licensing	6.51	6.25	6.49
Office Hours Animal Control	6.2	6.32	6.23
After Hours Noise	6.21	6	6.11
After Hours Animal Control	6.01	6.05	5.92
Information Centre	7.84	8.02	7.88
Library	8.29	8.30	8.62
TSB Pool	7	7.08	6.61
Community Services	7.3	7.42	7.6
Council Governance (Overall)	6.58	6.72	7.00
Customer Service	7.74	7.86	8.08

6. **STRATEGIC ALIGNMENT**

6.1 Direction

This report provides elected members with public opinion of Council services which may be used to guide their future direction and decision making.

6.2 Annual Plan and Long Term Plan

This report helps determine service provision standards, as required in the LTP and supports planning and investment for the future.

6.3 District Plan

Not applicable.

6.4 Legal Implications

Not applicable.

6.5 Policy Implications

Not applicable



Prepared By:
Gemma Gibson
COMMUNICATIONS MANAGER



Endorsed By:
Kate Whareaitu
DIRECTOR – COMMUNITY SERVICES



Approved By:
Sven Hanne
CHIEF EXECUTIVE

DATE 19 August 2020

INFORMATION REPORT



F16/13/04 – D2/21698

TO: Policy and Services Committee
FROM: Director – Community Services
DATE: 25 August 2020
SUBJECT: LONG TERM PLAN 2021-2031 UPDATE

RECOMMENDATION

THAT the report be received.

Recommended Reason

Elected Members are updated on the status of the Long Term Plan (LTP) 2021 – 2031.

Moved/Seconded

1. **PURPOSE OF REPORT**

The purpose of this report is to update Elected Members on the delivery and status of the Long Term Plan (LTP) 2021 – 2031, to demonstrate that despite the COVID-19 pandemic the planning is in place to ensure the statutory timeframes will be met.

2. **EXECUTIVE SUMMARY**

This report gives a summary of where planning for the LTP 2021 – 2031 is currently at and lays out the timeline through to mid-2021 when it needs to be adopted.

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
✓	✓	✓	✓

Delivering a LTP is a legislative requirement and requires the community wellbeings to be considered and met.

4. **BACKGROUND**

- 4.1 The Local Government Act 2002 Section 93 requires all Territorial Authorities to have a Long Term Plan.
- 4.2 The purpose of a long-term plan is to:
- describe the activities of the local authority; and
 - describe the community outcomes of the local authority’s district or region; and
 - provide integrated decision-making and co-ordination of the resources of the local authority; and
 - provide a long-term focus for the decisions and activities of the local authority; and
 - provide a basis for accountability of the local authority to the community.
- 4.3 Long Term Plans are completed in a three-yearly cycle. It must be completed for a minimum period of 10 years and must describe the community outcomes for the district.

5. **INFORMATION SUMMARY**

- 5.1 In late 2019 a project team was created to oversee the LTP 2021 – 2031 process.
- 5.2 The New Zealand Society of Local Government Managers released a document called, “Living through the Long-Term Plan 2021” as a guideline to planning LTP’s.

Officers have used this document to produce a project plan and timeline with four phases.

Phase One – Planning

Phase Two – Assumptions and Stocktake

Phase Three – Information and Direction

Phase Four – Finalise

Phase One (Planning) was planned to be completed from mid to late 2019. This phase has been completed.

Phase Two (Assumptions and Stocktake) was planned to be completed from late 2019 to early 2020. This phase has been completed

Phase Three (Information and Direction) is expected to be carried out from early 2020 until late 2020. We are currently in this phase

The Community Outcomes have been reviewed, with the vision to be confirmed before finalising.

The Significance and Engagement Policy has been reviewed.

An engagement strategy has been prepared and is ready for early engagement to take place.

Officers have been actively working to provide elected members with an overview of activities along with issue and option papers through workshops. It is expected the activity workshops will be completed by November 2020. This will then feed into the Infrastructure Strategy, Financial Strategy, and the preparations of financial forecasts.

Phase Four (Finalise) is to be carried out from late 2020 to mid-2021.

Officers are working towards having a draft Consultation Document completed by January 2021.

A summary is attached as *Appendix 1*.

3. **STRATEGIC ALIGNMENT**

3.1 **Direction**

This report gives an update on the planning for the Long Term Plan 2021 – 2031.

3.2 **Annual Plan and Long Term Plan**

This report gives an update on the planning for the Long Term Plan 2021 – 2031.

3.3 **District Plan**

There are no District Plan implications.

3.4 **Legal Implications**

There are currently no legal implications.

3.5 **Policy Implications**

There are currently no policy implications.



Kate Whareaitu
DIRECTOR COMMUNITY SERVICES



[Approved by]
Sven Hanne
CHIEF EXECUTIVE

DATE 19 August 2020

APPENDIX 1 - Long Term Plan 2021 – 2031 Timeline

KEY	
✓	Complete
	Currently working on
	To come

Phase 1 - Planning	
<i>Mid - Late 2019</i>	
Establish Project Team/Lead/Sponsor	✓
Project Plan	✓
Check Systems and Resources	✓
Council engagement/induction	✓
Discuss plan with Audit	✓

Phase 2 - Assumptions and Stocktake	
<i>Late 2019 - Early 2020</i>	
Environmental Scan	✓
Council direction setting	✓
Stocktake Existing plans and strategies	✓
Review growth strategy and forecasting assumptions	✓
Strategic activity planning and review	✓

Phase 3 – Information and Direction	
<i>Early 2020 - Late 2020</i>	
Community Outcomes review	
Infrastructure Strategy	
Financial Strategy	
Level of Service Review	
Activity Plan Review	
Prepare Engagement Strategy	✓
Policy Review	
Early Engagement	
Preparation of financial forecasts	

Phase 4 - Finalise	
<i>Late 2020 - Mid 2021</i>	
Preparation of supporting information	
Preparation of Consultation Document and approach to consultation	
Council decision making	
Formal consultation	
Formal Audit	
Peer review, quality control and assurance	
Deliberation	
Final plan preparation and adoption	
Debrief	

DECISION REPORT



F19/13/04 – D20/21790

TO: Policy and Services Committee

FROM: Roading Asset Manager

DATE: 25 August 2020

SUBJECT: **AMENDMENTS TO ON-STREET PARKING BAYS OUTSIDE 402 BROADWAY**

RECOMMENDATIONS

1. THAT the report be received.
2. THAT the committee endorse the recommendation to revoke four on-street parking spaces (BR041) in front of 402 Broadway.
3. THAT the committee endorse the creation of two on-street parking spaces in front of 402 Broadway to be added to BR040.
4. THAT the amendments to the Parking Bylaw schedule be endorsed.

Recommended Reason

The reason for the alterations to the on-street parking along the frontage of 402 Broadway is due to the change in use of the site. Currently this is the location of Taranaki Field Torque, an agricultural machinery supplier. The property has been purchased by Mobil to develop the site to a self-service fuel station. This will require the construction of an entry and exit to the fuel station, which will necessitate the alterations to the current on-street parking provisions.

Moved/Seconded

1. PURPOSE OF REPORT

The purpose of this report is to seek the Committee’s endorsement for the revocation of four existing on-street car parks and the creation of two on street car parks. The net affect being of this report is the loss of two on-street car parks that front 402 Broadway.

2. EXECUTIVE SUMMARY

This report seeks the approval of Council for the revocation of four on-street angled parking bays and the creation of two on-street angled parking bays, following the development of a Mobil self-service fuel station.

3. **LOCAL GOVERNMENT ACT 2002 – SECTION 10**

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

This supports the economic growth within the Stratford district, due to the significant investment in the town by Mobil and the owners of Taranaki Field Torque.

4. **BACKGROUND**

- 4.1 The current owners of 402 Broadway operate an agricultural machinery supply and service centre known as Taranaki Field Torque. The owners have been approached by the petrochemical company Mobil to purchase the site for the purposes of developing a self-service, unmanned fuel station. Mobil have been successful with their negotiations with the current owners and will take possession of the site in December 2020.
- 4.2 Mobil have applied to the Stratford District Council for a resource consent for the change of use for the site. The application included plans of the proposed fuel station, which show vehicle entry and exit points to the service station. The location of the exit will require the removal of four angled on-street car parks, as shown in **Attachment 1**.
- 4.3 **Attachment 2** is Map 4 of the Schedule attached to the Parking Bylaw. The parks to be removed are the last four parks of block BR041. The two parks to be created will be added to block BR040. This change requires a resolution by the Committee to approve the schedule be amended.
- 4.4 This application has been successful with consent being granted on 25 June 2020.
- 4.5 The owners of Taranaki Field Torque have purchased the site located at 101 Broadway, (former site of ITM Stratford), in order to re-locate the business, as the current location is too small to facilitate the growth in the business.

5. **CONSULTATIVE PROCESS**

5.1 **Public Consultation - Section 82**

The proposed alterations to the on-street parking provisions outside 402 Broadway will require the written consent of the affected parties as required by the Parking Bylaw. The owner of the adjoining property has provided written approval, this is shown in **Attachment 3**.

5.2 **Maori Consultation - Section 81**

There is specific consultation required with Iwi for the purposes of this report.

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?

There no risks to Council as the proposed changes are necessary to facilitate the proposed development of the site located at 402 Broadway.

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 supports the growth and vibrancy of Stratford.
What relationship does it have to the communities current and future needs for infrastructure, regulatory functions, or local public services?	This report provides for good regulatory function for Council.

7.2 **Data**

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

The proposed development of 402 Broadway has been included in **Attachment 1** for reference.

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	Yes	There is a nett loss of two on-street parks that front 402 Broadway.
• creating a high level of controversy; or	No	
• possible that it could have a high impact on the community?	No	

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

7.4 **Options**

<p>An assessment of costs and benefits for each option must be completed. Use the criteria below in your assessment.</p> <ol style="list-style-type: none"> 1. What options are available? 2. For each option: <ul style="list-style-type: none"> • 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: <ul style="list-style-type: none"> • how this option is the most cost effective option for households and businesses; • if there are any trade-offs; and • what interdependencies exist.

There is only one option available for this proposal and that is to endorse the revocation of four angled parks and create two new angle parks. This is due to the internal configuration of the self-service fuel station with the requirement to have separate entry and exit points.

7.5 **Financial**

- | |
|---|
| <ul style="list-style-type: none"> • 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 costs to remove and re-mark parking bays can be met from existing roading budgets and recovered from the developer. This will be in the order of \$150.

7.6 **Prioritisation & Trade-off**

- | |
|---|
| <p>Have you taken into consideration the:</p> <ul style="list-style-type: none"> • Council’s capacity to deliver; • contractor’s capacity to deliver; and • consequence of deferral? |
|---|

This work can be undertaken by the Council’s roadmarking contractor as part of their routine maintenance programme. The timing of when the parks are removed will be dependent on the construction programme of the new fuel station. It would be preferable to amend the road markings prior to the fuel station opening.

7.7 **Legal Issues**

- | |
|---|
| <ul style="list-style-type: none"> • Is there a legal opinion needed? • Are there legal issues? |
|---|

The changes to the on-street parking provisions on Broadway require the endorsement of Council as these changes will be regulated under the Council’s Bylaws, specifically, Chapter 17 Parking Control.

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 conflicts with any of council policies relating to this proposal.

Attachments:

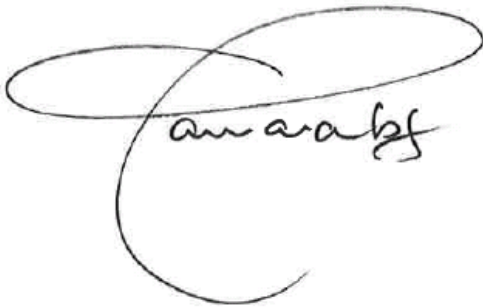
Attachment 1 – Proposed site plan for the development of 402 Broadway.

Attachment 2 – Map 4 – Parking Bylaw Schedule

Attachment 3 – Letter of approval from David Hinton, adjoining property owner.



Stephen Bowden
ROADING ASSET MANAGER



[Endorsed by]
Victoria Araba
DIRECTOR - ASSETS



[Approved by]
Sven Hanne
CHIEF EXECUTIVE

DATE 19 August 2020

ATTACHMENT 2



Stratford District Council Proposed Parking Provision Showing Parking Type

Legend

Stratford Parking Survey

- Car Parking
- - - No Parking
- - - Bus Parking
- - - Loading Zone

- - - - Motorbike Parking
- - - - Disabled Parking
- - - - StratfordCBD
- - - - Property Boundaries
- Off Street Parking Analysis**
- Customer Parking only

- Employee and customer
- Employee only
- Loading Zone
- Non Parking Area

NORTH
Scale: 1:1000

Map: 4

Dated: 27 July 2016

ATTACHMENT 3

STRATFORD DISTRICT COUNCIL

RESOURCE MANAGEMENT ACT 1991



AFFECTED PERSON'S WRITTEN APPROVAL TO AN ACTIVITY THAT IS THE SUBJECT OF A RESOURCE CONSENT APPLICATION.

Section 95E(3), Resource Management Act 1991

TO: Stratford District Council

Name of Person(s) Giving Written Permission:

Name:	David Hinton		
Address:	400 Broadway, Stratford (FieldTorque Taranaki Limited)		
Phone Number:		Mobile Number:	027 444 4497

(I have the authority to sign on behalf of all the other owner/occupiers of the property).

Property where Proposed Activity is being carried out:

Name:	Sohan Mittal		
Address:	402 Broadway, Stratford		
Legal Description:	Section 752 TN OF Stratford, Section 1063 TN OF Stratford		

This is written approval to the following activity that is the subject of a resource consent application:

Description of Activity: (Applicant to complete and plan of proposal to be supplied)

Refer to attached AEE
Refer to attached AEE
Refer to attached AEE
Refer to attached AEE

I have read the full application for resource consent, the Assessment of Environmental Effects, and any site plans as follows: (list any other document names and dates if not listed)

<input checked="" type="checkbox"/>	Description of Activity	<input checked="" type="checkbox"/>	Site plan
<input checked="" type="checkbox"/>	Assessment of Effects	<input type="checkbox"/>	
<input type="checkbox"/>		<input type="checkbox"/>	
<input type="checkbox"/>		<input type="checkbox"/>	

(Tick boxes to show attachments with this consent)

- In signing this written approval, I understand that the consent authority must decide that I am no longer an affected person, and the consent authority must not have regard to any adverse effects on me.
- I understand that I may withdraw my written approval by giving written notice to the consent authority before the hearing, if there is one, or, if there is not, before the application is determined.

Signature: 	Date: 12/06/2020 -
---	---------------------------

(Person giving approval or authorised agent)

Telephone:		Mob:	
Email:			
Contact Person:			

(Name and Designation, if applicable)

NOTES TO AFFECTED PERSON SIGNING WRITTEN APPROVAL:

1. Conditional written approvals cannot be accepted.
2. There is no obligation to sign this form, and no reasons need to be given.
3. If this form is not signed, the application may be notified with an opportunity for submissions.
4. If signing on behalf of a trust or company, please provide additional written evidence that you have signing authority.

Should you have any concerns regarding this proposal then please do not hesitate to contact Council:

Council Office

Phone: (06) 765 6099 24 hours
Office: 61 - 63 Miranda Street, Stratford
Postal: PO Box 320, Stratford 4352
Email: stratforddc@stratford.govt.nz

Hours: Monday - Friday 8.30am - 4.30pm

DECISION REPORT



F19/13/04 – D20/21027

TO: Policy and Services Committee
FROM: Director – Corporate Services
DATE: 25 August 2020
SUBJECT: ELECTORAL SYSTEM REVIEW

RECOMMENDATIONS

1. THAT the report and the attached report titled “Electoral Decisions” be received.
2. THAT pursuant to section 27 of the Local Electoral Act 2001 Council resolves for the 2022 Stratford District Council triennial elections to either:
 - I. Retain the First Past the Post electoral system, or
 - II. Change to the Single Transferable Voting electoral system, or
 - III. Undertake a poll of electors on the electoral system to be used for the 2022 and 2025 elections.

And that public notice be given by 19 September 2020 of the decision and of the right of electors to demand a poll on the electoral system to be used.

3. THAT pursuant to section 19ZA of the Local Electoral Act 2001 Council considers whether or not to introduce Maori representation for the Stratford District Council for the 2022 and 2025 elections; and
4. THAT Council not undertake a representation arrangements review, as such a review is not legally required.

Recommended Reason

Consideration of the electoral system is required by 12 September 2020 under the Local Electoral Act 2001.

Moved/Seconded

1. PURPOSE OF REPORT

The purpose of this report is to consider whether to use First Past the Post (FPP) or Single Transferable Vote (STV) electoral system for the next two elections, and whether Māori representation should be considered.

2. **EXECUTIVE SUMMARY**

- 2.1 The Local Electoral Act 2001 provides for Council, in 2020, to consider for the 2022 elections the electoral system and whether Māori representation should be introduced. There is no legal requirement to undertake a representation arrangements review as the last review was undertaken in 2018.
- 2.2 The review of the electoral system must be completed by 12 September 2020 and is to consider whether:
- the First Past the Post (FPP) electoral system is retained; or
 - the Single Transferable Voting (STV) electoral system is introduced;
 - or
 - a poll of electors is held on which electoral system is to be used for the next two triennial elections.
- 2.3 The introduction of Māori representation is optional, but if it is to be implemented for the 2022 elections, a decision is required by 23 November 2020. If introduced, and assuming a total of 10 councillors remain, there would be one councillor elected from a Māori ward, and nine councillors elected from one or more general wards.
- 2.4 A representation arrangements review is not required to be undertaken unless Council wishes to undertake a further review or make minor internal boundary adjustments.

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 this enables local democratic decision making which creates the foundation for the four wellbeings.	
Social	Economic	Environmental	Cultural
✓	✓	✓	✓

4. **BACKGROUND**

- 4.1 The Local Electoral Act 2001 (LEA) provides for greater flexibility and local choice in several electoral related matters. The principal matters for consideration by local authorities in 2020/2021 for the 2022 elections are (i) the choice of electoral system (between FPP and STV), (ii) whether or not to introduce Māori representation and (iii) for some, to undertake a representation arrangements review.
- 4.2 Consideration of the electoral system is required by 12 September 2020; consideration of Māori representation by 23 November 2020 (optional); and a review of representation arrangements is not legally required (as this was last undertaken in 2018).
- 4.3 The FPP electoral system was confirmed by Council for the 2019 elections and now Council has a further opportunity to review the electoral system to be used for the 2022 elections. For the 2019 triennial elections, 67 of 78 local authorities used the FPP electoral system. It is regarded as simpler and easier to understand for voters.

5. **CONSULTATIVE PROCESS**

5.1 **Public Consultation - Section 82**

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

5.2 **Maori Consultation - Section 81**

Māori have not been consulted on this matter.

It is strongly recommended that Council seek Māori views and feedback by engaging with iwi between now and the 2025 election to establish the most effective method to ensure Maori, and in particular tangata whenua, are being involved in Council decision making.

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?

6.1 Political risks include:

- The community may expect to have been consulted on the electoral system decision. The decision on the electoral system is relatively uncontroversial, although a legislative requirement, and there has been no feedback from the community in the past about a desire to change to the Single Transferable Vote electoral system.
- Lack of iwi consultation prior to receiving this report may lead to an uninformed decision.

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?	No
What relationship does it have to the communities current and future needs for infrastructure, regulatory functions, or local public services?	N/A

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?

Refer to the attached report from Dale Ofoske (Council’s Electoral Officer), from Election Services.

7.3 **Significance**

	Yes/No	Explain
Is the proposal significant according to the Significance Policy in the Long Term Plan?	No	The electoral system does not affect the Long Term Plan.
Is it:		
• considered a strategic asset; or		
• above the financial thresholds in the Significance Policy; or		
• impacting on a CCO stakeholding; or		
• a change in level of service; or		
• creating a high level of controversy; or		
• possible that it could have a high impact on the community?		

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

7.4 **Options**

<p>An assessment of costs and benefits for each option must be completed. Use the criteria below in your assessment.</p> <ol style="list-style-type: none"> 1. What options are available? 2. For each option: <ul style="list-style-type: none"> • 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: <ul style="list-style-type: none"> • how this option is the most cost effective option for households and businesses; • if there are any trade-offs; and • what interdependencies exist.

Electoral System:

Option One – First Past the Post

Option Two – Single Transferable Vote

Option Three – Hold a poll and let electors decide.

In addition to the above decision, Council may choose to consider Māori representation and overall Council representation arrangements.

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.

An elector poll has not been budgeted for.

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?

N/A – legislative timeframes must be adhered to.

7.7 **Legal Issues**

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

A legal opinion is not required. This report complies with the statutory requirements imposed upon the Council.

7.8 **Policy Issues - Section 80**

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

No Policy issues.

Attachments

Appendix 1 - Electoral Decision Report



Tiffany Radich
DIRECTOR – CORPORATE SERVICES



[Approved by]
Sven Hanne
CHIEF EXECUTIVE

DATE 19 August 2020

APPENDIX 1



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Level 2, 198 Federal Street, Auckland

// bringing change

Title: Electoral Decisions

Report to: Stratford District Council

Author: Dale Ofoske, Electoral Officer

Date: 27 July 2020

13

1.0 Summary and conclusions

The Local Electoral Act 2001 provides for Council, in 2020, to consider for the 2022 elections the electoral system and whether Māori representation should be introduced. There is no legal requirement to undertake a representation arrangements review as the last review was undertaken in 2018, although a further review or minor adjustments of internal boundaries may be undertaken in 2021.

The review of the electoral system must be completed by 12 September 2020 and is to consider whether:

- the First Past the Post (FPP) electoral system is retained; or
- the Single Transferable Voting (STV) electoral system is introduced; or
- a poll of electors is held on which electoral system is to be used for the next two triennial elections.

The introduction of Māori representation is optional, but if it is to be implemented for the 2022 elections, a decision is required by 23 November 2020. If introduced, and assuming a total of 10 councillors remain, there would be one councillor elected from a Māori ward, and nine councillors elected from one or more general wards.

A representation arrangements review is not required to be undertaken unless Council wishes to undertake a further review or make minor internal boundary adjustments.

2.0 Recommendations

1. That the report titled 'Electoral Decisions' be received; and
2. That pursuant to section 27 of the Local Electoral Act 2001 Council resolves for the 2022 Stratford District Council triennial elections to:
either
 - (i) retain the First Past the Post electoral system
or
 - (ii) change to the Single Transferable Voting electoral system
or
 - (iii) undertake a poll of electors on the electoral system to be used for the 2022 and 2025 elections

and that public notice be given by 19 September 2020 of the decision and of the right of electors to demand a poll on the electoral system to be used; and

3. That pursuant to section 19ZA of the Local Electoral Act 2001 Council considers whether or not to introduce Māori representation for the Stratford District Council for the 2022 and 2025 elections; and
4. That Council not undertake a representation arrangements review, as such a review is not legally required.

3.0 Narrative

3.1 Background

The Local Electoral Act 2001 (LEA) provides for greater flexibility and local choice in several electoral related matters. The principal matters requiring consideration by local authorities in 2020/2021 for the 2022 elections are (i) the choice of electoral system (between FPP and STV), (ii) whether or not to

introduce Māori representation and (iii) for some, to undertake a representation arrangements review.

Consideration of the electoral system is required by 12 September 2020; consideration of Māori representation by 23 November 2020 (optional); and a review of representation arrangements is not legally required (as this was last undertaken in 2018).

3.2 Legislative Requirements

The LEA requires a local authority, when considering certain electoral matters, to comply with set requirements and timeframes. These are detailed in **Appendix 1**.

The dates contained in Appendix 1 are generally the last compliance dates and it is anticipated that most of the matters can be completed prior to these dates.

3.3 Electoral System

Council is required under section 27 of the LEA to consider the electoral system to be used for the 2022 elections, by 12 September 2020.

Council has adopted the FPP electoral system since the choice was made available to local authorities in 2001.

The FPP electoral system was confirmed by Council for the 2019 elections and now Council has a further opportunity to review the electoral system to be used for the 2022 elections.

For the 2019 triennial elections, 67 of 78 local authorities used the FPP electoral system, and 11 of 78 local authorities used the STV electoral system.

It is noted that currently all district health board elections must use the STV electoral system, however if the recent Simpson report on the future of district health boards is adopted, elections for district health board members may no longer be required.

A table comparing FPP and STV (as used in a territorial authority's electoral system poll and approved by DIA) follows:

COMPARING FPP AND STV																					
A typical FPP voting document could look like this	A typical STV voting document could look like this																				
<div style="border: 1px solid black; padding: 5px;"> <p style="text-align: center;">HYPOTHETICAL CITY COUNCIL DOWNTOWN WARD ELECTING THREE (3) COUNCILLORS You can tick up to three (3) candidates</p> <p>Vote Here ↓</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="text-align: center;"><input checked="" type="checkbox"/></td><td>BROWN, Sandy</td></tr> <tr><td style="text-align: center;"><input checked="" type="checkbox"/></td><td>JONES, Sam</td></tr> <tr><td style="text-align: center;"><input type="checkbox"/></td><td>OWENS, Harry</td></tr> <tr><td style="text-align: center;"><input checked="" type="checkbox"/></td><td>TAWHIRI, Ngaire</td></tr> <tr><td style="text-align: center;"><input type="checkbox"/></td><td>WATSON, Alice</td></tr> </table> </div>	<input checked="" type="checkbox"/>	BROWN, Sandy	<input checked="" type="checkbox"/>	JONES, Sam	<input type="checkbox"/>	OWENS, Harry	<input checked="" type="checkbox"/>	TAWHIRI, Ngaire	<input type="checkbox"/>	WATSON, Alice	<div style="border: 1px solid black; padding: 5px;"> <p style="text-align: center;">HYPOTHETICAL CITY COUNCIL DOWNTOWN WARD ELECTING THREE (3) COUNCILLORS Rank candidates in order of preference ... '1' '2' '3' etc</p> <p>Number Here ↓</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="text-align: center;">3</td><td>BROWN, Sandy</td></tr> <tr><td style="text-align: center;">1</td><td>JONES, Sam</td></tr> <tr><td style="text-align: center;">5</td><td>OWENS, Harry</td></tr> <tr><td style="text-align: center;">2</td><td>TAWHIRI, Ngaire</td></tr> <tr><td style="text-align: center;">4</td><td>WATSON, Alice</td></tr> </table> </div>	3	BROWN, Sandy	1	JONES, Sam	5	OWENS, Harry	2	TAWHIRI, Ngaire	4	WATSON, Alice
<input checked="" type="checkbox"/>	BROWN, Sandy																				
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3	BROWN, Sandy																				
1	JONES, Sam																				
5	OWENS, Harry																				
2	TAWHIRI, Ngaire																				
4	WATSON, Alice																				
FPP	STV																				
FPP has long been widely used in New Zealand, is familiar and is generally easy to understand.	STV is currently used in Australia, United States, Ireland and Malta. Along with all the DHBs it is also being used by eleven New Zealand Councils in 2019. STV is also used by companies like Fonterra, to select board members.																				
Each voter is able to cast one vote for each vacancy to be filled. Voters place a tick beside the name of the candidate or candidates they wish to vote for.	Each voter gets one vote, no matter how many vacancies. Voters rank candidates in order of preference - "1" beside their most preferred candidate "2" beside the second-most preferred candidate, and so on. Voters do not have to rank all candidates, but must use consecutive numbers.																				
The candidate who receives the most votes is elected. Where there is more than one vacancy, the candidates (equal to the number of vacancies) who receive the most votes are elected.	A candidate must reach the quota to be elected. Where there is more than one vacancy, the candidates (equal to the number of vacancies) who reach the quota are elected.																				
FPP is not a form of proportional representation. Each tick is counted as a vote for that candidate and the candidate or candidates with the most votes are elected. A candidate may be elected by a small margin.	STV is a proportional electoral system. Proportional systems are intended to provide more effective representation for all significant points of view, although it cannot be guaranteed that STV will provide an increased diversity of representation.																				
A candidate may receive more votes than they need to get elected.	A candidate would not receive more votes than they would need to get elected, as surplus votes are transferred to the next preference.																				
Some voters may not have supported any of the candidates who get elected.	If voters rank every candidate, they are likely to have supported at least one successful candidate.																				
Where political parties or organised political groupings contest the elections, and there are say 3 vacancies, voters can vote for the 3 candidates representing a political party or organised political group ("block" voting). This can result in all candidates from a political party or organised political group being elected.	STV can moderate "block" voting as voters can rank every candidate therefore making it more difficult for all candidates from a political party or organised political group to be elected.																				

The process that Council can follow to determine its electoral system for 2022 is:

- (i) Council can resolve which electoral system is to be used, with the required public notification to follow
- (ii) five per cent of electors can demand a poll on the matter
- (iii) Council can choose to hold a poll on the matter, irrespective of whether or not a poll is demanded by electors.

(i) COUNCIL TO RESOLVE WHICH ELECTORAL SYSTEM IS TO BE USED

Council can resolve to retain the current electoral system (FPP) or resolve to change the electoral system to STV. Such a resolution must be made no later than 12 September 2020 (two years prior to the next triennial election) unless it decides to hold a poll of electors.

Any resolution changing the electoral system would take effect for the 2022 and 2025 elections, and continue in effect until either Council resolves otherwise, or a poll of electors is held.

Council may also simply choose to retain the current electoral system (FPP).

(ii) ELECTORS' RIGHT TO DEMAND A POLL

Under section 28 of the LEA, Council **must** give public notice by 19 September 2020, of the right of electors to demand a poll on the electoral system to be used for the 2022 and 2025 elections. If Council passes a resolution under section 27 of the LEA to change the electoral system from FPP to STV, the public notice must include:

- (a) notice of that resolution; and
- (b) a statement that a poll is required to countermand that resolution.

Section 29 of the LEA allows 5% of the electors enrolled at the previous triennial election to demand a binding poll be held on which electoral system is to be used for the next two triennial elections. The poll demand must be made in writing to the Chief Executive by a number of electors equal to or greater than 5% of the electors (327 electors) and can be made anytime, but to be effective for the 2022 elections, must be made by 21 February 2021.

(iii) COUNCIL MAY DECIDE TO HOLD A POLL OF ELECTORS

Council can decide to hold a poll of electors at any time (section 31 of the LEA), but to be effective for the 2022 elections, must decide no later than 21 February 2021, irrespective of whether a valid demand has been received, or the time has expired for electors to demand a poll.

Public notice of the poll must be given no later than 21 February 2021 and the poll itself must be completed by 21 May 2021 (to be effective for the 2022 elections).

The result of the poll is binding and will determine whether FPP or STV is to be used for at least the next two triennial elections (2022, 2025), and for all subsequent elections until either a further resolution takes effect or a further poll is held.

3.4 Māori Representation

Council may consider (it is optional), under section 19Z of the LEA, whether or not to introduce Māori representation for the 2022 and 2025 elections, by 23 November 2020.

Should Māori representation be introduced, a formula to determine the number of Māori and general councillors is contained in Schedule 1A of the LEA and is:

$$nmm = \frac{mepd}{mepd + gepd} \times nm$$

where nmm = number Māori ward members

mepd = Māori electoral population

gepd = general electoral population

nm = total number members

For the Stratford District Council, the Māori electoral population is 744 and the general electoral population is 8,733 (as at the 2018 Census).

Assuming a total of 10 councillors (plus Mayor) remain, the formula when populated would require one (0.79 rounded up to one) councillor elected from a Māori ward and nine councillors elected from one or more general wards.

The process that Council can follow to consider Māori representation for 2022 and beyond is:

- (i) Council may make a decision to introduce Māori representation, but if it does, public notice must be given
- (ii) five per cent of electors can demand a poll on the matter
- (iii) Council may choose to hold a poll on the matter, irrespective of whether or not a poll is demanded by electors.

(I) COUNCIL TO RESOLVE TO ADOPT MĀORI REPRESENTATION

Council **may** resolve to introduce Māori representation for the next two triennial elections (2022, 2025). If it decides to introduce Māori representation in time for the 2022 elections, it must do so no later than 23 November 2020 (two years prior to the next triennial election), unless it decides to hold a poll of electors.

Any such resolution would take effect for the 2022 and 2025 elections, and continue in effect until either Council resolves otherwise, or a poll of electors is held.

Council may also simply choose to do nothing, in which case no public notice is required.

(II) ELECTORS' RIGHT TO DEMAND A POLL

If Council resolves to adopt Māori representation by 23 November 2020, it **must** give public notice of the right of electors to demand a poll on the matter. If Council passes a resolution under section 19Z of LEA to introduce Māori representation, the public notice must include:

- (a) notice of that resolution; and
- (b) a statement that a poll is required to countermand that resolution.

Section 19ZB of the LEA allows 5% of the electors enrolled at the previous triennial election to demand a binding poll to be held on a proposal whether or not Māori representation is to be introduced for the next two triennial elections. The poll demand must be made in writing to the Chief Executive by a number of electors equal to or greater than 5% of the electors (327 electors) and can be made anytime, but to be effective for the 2022 elections, it must be made by 21 February 2021.

(III) COUNCIL MAY DECIDE TO HOLD A POLL OF ELECTORS

Council can also decide to hold a poll of electors at any time (but must decide no later than 21 February 2021 to be effective for the 2022 elections), irrespective of whether a valid demand has been received, or the time has expired for electors to demand a poll.

Public notice of the poll must be given no later than 21 February 2021 and the poll itself must be completed by 21 May 2021 (to be effective for the 2022 elections).

The results of the poll are binding and will determine whether Māori representation is to be introduced for at least the next two triennial elections (2022, 2025), and subsequent elections until either a further resolution under section 19Z of the LEA takes effect or a further poll is held.

Consultation with Māori on whether Māori representation is desirable should be undertaken. For many local authorities, such consultation has resulted in Māori representation not being introduced, with many Māori believing there are better ways of achieving representation for their people (for example co-governance models - Māori Standing Committees or Iwi Partnership models e.g. Rotorua District Council/Te Arawa Partnership, Gisborne District Council's Joint Management Agreement/Iwi Management Plans).


3.5 Representation Arrangements Review

A representation arrangements review must be undertaken at least once every six years (section 19H of the LEA). As the last review was undertaken in 2018, a further review is not required until 2024.

However, a further review can be undertaken in 2021 if considered desirable but must be undertaken in 2021 if Māori representation is introduced.

Legislation does permit minor internal boundary alterations to occur in three-years following a full representation review e.g. where a retirement village has grown to spread over parts of two wards.

A recommended timetable is set out in Appendix 1.

	Name and title of signatory	Signature
Author	Dale Ofsoske, Electoral Officer	

APPENDIX 1



// bringing change

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**2020/2021 ELECTORAL SYSTEM, MĀORI REPRESENTATION
 REVIEW TIMETABLE**

LEGISLATIVE REQUIREMENTS

By 12 September 2020*	A local authority MAY resolve to change the electoral system (from the system it used at the 2019 general election) for the next two triennial elections.	Section 27 of LEA
By 19 September 2020*	A local authority MUST give public notice that electors may at any time demand that a poll be held on the future electoral system to be used by the local authority for the next two triennial elections, and if a poll outcome is to apply to the next triennial election, a demand for a poll must be received by 21 February 2021. If a resolution has been made by a local authority by 12 September 2020, this must be included in the notice.	Section 28 of LEA
By 23 November 2020*	A local authority MAY resolve to introduce Māori representation for the next two triennial elections.	Section 19Z of LEA
By 30 November 2020*	IF a resolution has been made by a local authority to introduce Māori representation, a local authority MUST give public notice that electors may at any time demand that a poll be held on Māori representation, and if a poll outcome is to apply to the next triennial election, a demand for a poll must be received by 21 February 2021.	Section 19ZA of LEA
By 21 February 2021*	IF a demand for a poll that a specified electoral system be used for the next two triennial elections is received by 21 February 2021, a poll must be held by 21 May 2021.	Sections 29 and 30 of LEA
By 21 February 2021*	A local authority MAY also resolve to undertake a poll of electors that a specified electoral system be used for the next two triennial elections.	Section 31 of LEA

© Election Services | Timetables 2020-2020 elecys-maori-rep-timetable.doc

By 21 February 2021*	IF a demand for a poll on Māori representation is received by 21 February 2021, a poll must be held by 21 May 2021.	Section 192C of LEA
By 21 February 2021*	A local authority MAY also resolve to undertake a poll on Māori representation.	Section 192D of LEA
By 21 May 2021*	If a successful demand for a poll has been received by 21 February 2021, or a resolution for a poll has been made by a local authority by 21 February 2021 (that a specified electoral system be used for the next two triennial elections), then a poll MUST be held within 89 days of notification.	Section 33 of LEA
By 21 May 2021*	If a successful demand for a poll has been received by 21 February 2021, or a local authority has made a resolution by 21 February 2021 (on Māori representation), then a poll MUST be held within 89 days of notification.	Section 192F of LEA

* may be earlier than but not later than

Dale Ofoske, November 2019

MONTHLY REPORT



F19/13/04-D20/20696

TO: Policy and Services Committee
FROM: Director - Assets
DATE: 20 August 2020
SUBJECT: REPORT FOR THE MONTH OF JULY 2020

RECOMMENDATION

THAT the report be received.

Moved/Seconded

HIGHLIGHTS:

A. Roading

- The replacement of the kerb, channel and footpath in Montjoy Street, Ferdinand Street and Margaret Street has been completed including the resealing of Ferdinand Street, following the re-shaping of the road.
- A two-year long logging operation has commenced at the end of Puniwhakau Road. The timber is being carted to SH43 via Mangaehu and Mangoatuku Roads.
- The roof of a papa waterdrive on Mangamaire Road has collapsed in two locations (one either side of the road) necessitating further investigations. It is likely this waterdrive will have to be replaced with a culvert.
- A large slip has occurred on Lower Kohuratahi Road following the recent wet weather. Options for repairs are being developed at present. It is likely a retreat away from the slip will be the preferred option.

B. Parks and Reserves

- Pest Control is underway at Kopuatama Cemetery for the month of August

C. Special Projects

- To date 12 sale and purchase agreements of the Pembroke Road land development have been settled with five (5) more conditional contracts in place subject to a mixture of due diligence, finance and house sales.
- While the proposed location of the new aquatic facility adjacent the TET Multi Sports Centre has been approved by Council, public feedback relative to this is under consideration.
- Settlement of all but three (3) of the 45 Midhirst abandoned land sites has been completed. Agreement has been reached in respect of one of these (awaiting title only) and settlement of the remaining two is still under negotiation.
- With the confirmation of funding, the children's bike park project is underway with the preparation of specifications and tender documentation. The project is being broken into smaller packages with a view to engaging Stratford-based contractors.

14.1

1. ROADING

1.1 Level of Service and Performance Measures

The Levels of Service for the Roading Activity are measured using a number of performance indicators as shown in the table below.

Roading Level of Service (LoS) and Performance Measures

Level of Service	Performance Measure	Target	2020/2021 YTD
Safe Roading Network	Road safety - The change from the previous financial year in the number of deaths and serious injury crashes (DSI) on the local road network, expressed as a number. (2018/2019 DSI was 7, new target is 6)	-1	Achieved to date - DSI = 0 There were no DSI crashes in July.
Road Condition	Urban Road condition – The average quality of ride on sealed urban road network, measured by smooth travel exposure.	≥ 83%	Achieved to date - 88%. Another condition survey will be undertaken in March 2022.
	Rural Road condition- The average quality of ride on sealed rural road network, measured by smooth travel exposure.	≥ 91%	Not Achieved to date - 78%. Another condition survey will be undertaken in March 2022.
Road Maintenance	Sealed Road maintenance – The percentage of the sealed road network that is resurfaced:	≥5%	Achieved 0% The resealing programme is programmed for October/November 2020.
	Unsealed Road maintenance - The percentage of the unsealed road network that has been metal dressed.	≥7%	Achieved to date 0%. The re-metalling of unsealed roads will not re-commence until we have moved out of the winter period.
Footpaths	Footpaths that fall within LoS Standard - The percentage of footpaths within a territorial authority district that fall within the level of service or service standard for the condition of footpaths that is set out in the territorial authority's relevant document.	>82%	Not Achieved = 62% This year's footpath condition survey has been completed and the results are indicated above.
Customer Request Management Response	Response to service requests - The percentage of customer service requests relating to roads and footpaths to which the territorial authority responds within the time frame specified in the long term plan.	>86%	Achieved to date - 100%.
Customer Satisfaction	<ul style="list-style-type: none"> Roading Network 	>76%	The results from the 2020 customer satisfaction survey are as follows: <ul style="list-style-type: none"> Poor = 6.35% or 31 responses. Fair = 18.24% or 89 responses Good = 38.11% or 186 responses Very Good = 31.35% or 153 responses Excellent = 5.94% or 29 responses. A total of 488 responses were received.
	<ul style="list-style-type: none"> Footpaths 	>77%	The results from the 2020 customer satisfaction survey are as follows: <ul style="list-style-type: none"> Poor = 4.67% or 23 responses Fair = 21.75% or 107 responses Good = 36.59% or 180 responses Very Good = 32.11% or 158 responses Excellent = 4.88% or 24 responses A total of 492 responses were received.

Note: Within the responses received concerning the condition of SDC's roading network, we received 19 comments that relate to the condition of the State Highways. These comments have been forwarded to NZTA's Regional Relationships Director for their information and attention.

1.2 **Outstanding Customer Requests (CRMs)**

- There were no outstanding CRM's for the month of July.

1.3 **Routine Maintenance**

- Day-to-day maintenance activities continued throughout July, typically comprising:
 - Grading to Tangarakau Road, Raekohua Road and Mangaowata Road;
 - Repairs to sights rails in the Toko and Midhirst areas of the district;
 - Clearing the water table along Mangamaire Road;
 - Cleaning and repairing road signs;
 - Installing bridge number signs in Pukengahu and Huinga areas of the district.

1.4 **Ready Response Works**

- Minimal calls were received during July. The main event was snow clearing on Pembroke and Manaia Roads.

1.5 **Capital Works**

- Work to re-shape and reseal Ferdinand Street between Montjoy and Margaret Streets was completed in July. This is following the completion of the replacement the kerb, channel and footpaths.
- Work has commenced and finished to replace the kerb, channel and footpath on the north east leg of Lysander Street. All concrete works have now been postponed until mid-September as the weather is too cold for the concrete to adequately cure/harden.

1.6 **Health and Safety**

- No health and safety incidents occurred during July.

1.7 **Roading Activities**

- The Roothing Activities completed Reactive and Programmed Works, as shown in *Figure 1* below.

1.8 **Shovel Ready Infrastructure Projects**

Inframax Construction Limited have won all four tenders for the safety improvements that have been funded through the Provincial Growth Fund. Tenders were received for the replacement of the culvert on Monmouth Road, however, these were more than twice the funds received from MBIE, due to the time of year the works were required to be undertaken. As a result, this particular project has been deferred to the summer and will form part of the normal planned capital works programme.

Work commenced on the 6 July as per the agreement with MBIE on the safety improvements at Palmer Road. Good progress has been made to date with the expected completion date of 14th August. Thereafter, the next project will be Manaia Road Safety Improvements.

A key component of our agreement with MBIE is the re-deployment of workers affected by the Covid-19 pandemic. We have liaised closely with Ministry for Social Development and Iwi who identified potential candidates that Inframax could employ. This has led to Inframax employing four new members of staff that were previously un-employed due to Covid-19.

These four new recruits will be undertaking basic health and safety training and traffic management training before they can join the team at Palmer Road. This training is paid by MSD.

Council is waiting to hear if the *Brecon Road Extension* project will be successful with our application for funding from central Government.

1.9 **Building, Resource Consents, PIMS and LIMS**

For the month of July, Roding Assessments were made for a total of eight (8) Building Consent applications and LIMS.

Also, Roding assessments for were made on eight (8) Resource Consent applications.

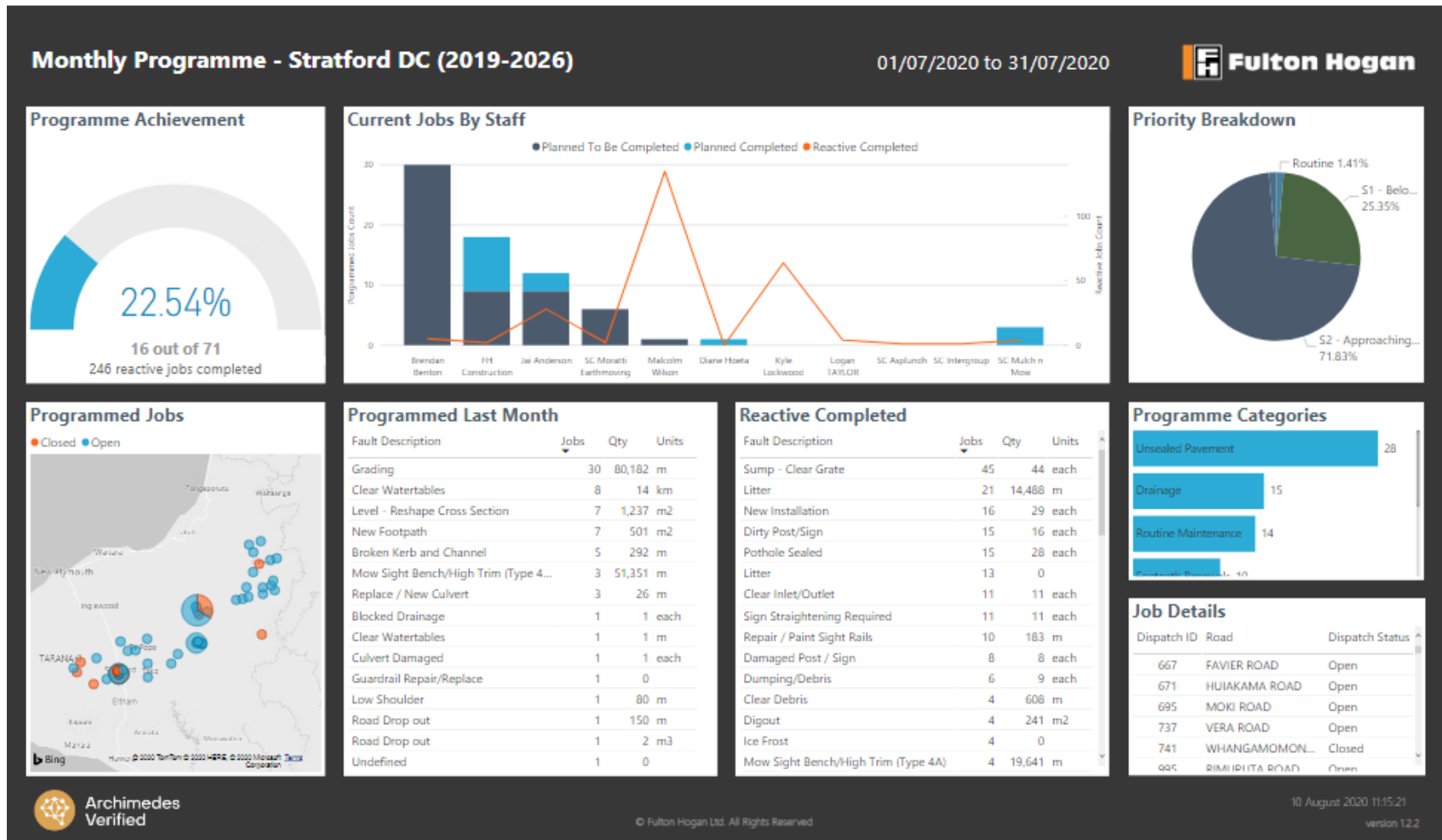


Figure 1: Monthly Programme Achievement Chart – July 2020

2. SERVICES

2.1 Water Supply

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

Water Supply Level of Service (LoS) and Performance Measures

Level of Service	Performance Measure	Target	2020/2021 YTD
Safe Drinking Water – <ul style="list-style-type: none"> • Drinking Water Standards; • Maintenance of Reticulation 	DWSNZ Bacterial compliance - Compliance with Part 4 of the Drinking-water standards (bacteria compliance)	100%	On Target
	DWSNZ Protozoal compliance - Compliance with Part 5 of the Drinking-water standards (protozoal compliance)	100%	On Target
	Water Loss – The percentage of real water loss from the local authority’s networked reticulation system (including a description of the methodology used to calculate this)	<25%	Not yet measured
A Reliable Water Supply – <ul style="list-style-type: none"> • Response Time; • Unplanned Disruptions 	Urgent Response Times - The performance measure targets for the median response time for urgent attendance and resolution		
	• Attendance for urgent call-out	1 hr	Achieved to date - 0:33 min
	• Resolution for urgent call-out	8 hrs	Achieved to date – 2:41 hrs
	Non-urgent Response Times – The performance measure targets for the median response time for non-urgent attendance and resolution		
	• Attendance non urgent call-out	2 working days	Achieved to date – 7:24 hrs
	• Resolution non urgent call-out	5 working days	Achieved to date - 9:11 hrs
	Unplanned Disruptions - The performance measure target for disruptions.		
• Minor disruptions (between 5 and 50 connections affected)	< 5	Achieved to date - 0	
• Major disruptions (more than 50 connections affected)	< 2	Achieved to date - 0	
Demand Management	Water Consumption - The average consumption of drinking water per day per resident within the district	<275L / resident / day	Not yet measured
Customer Satisfaction	Number of complaints - The performance measure target for customer satisfaction is <32 per 1,000 complaints received for:	<32 / 1000 complaint s received	Achieved to date 0
	• Drinking Water Clarity;		0

Level of Service	Performance Measure	Target	2020/2021 YTD
	• Drinking Water Taste;		0
	• Drinking Water Odour;		0
	• Drinking Water Pressure or Flow;		0
	• Continuity of Supply		0
	• Council's response to any of these issues.		0
Water Pressure	Water Pressure – The average water pressure at 50 properties within the water supply zone, including any that have complained about pressure and or flow meets council specifications (flow>10l/min & pressure>350kpa)	100%	Not yet measured
NZFS Conditions	Fire Hydrants – The performance measure targets the percentage of hydrants meeting the NZFS Code of Practice conditions regarding supply	100%	Not yet measured

2.1.1 Operations

Water Treatment

- At Stratford the raw water turbidity meter was renewed as part of planned works. There were no other issues relating to the operations at the 3 water treatment plants in July.

Water Reticulation

- There were no major reticulation disruptions during July.

Water Supply Health and Safety

- There were no health and safety incidents during the month.

2.2 Wastewater

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

Wastewater Level of Service (LoS) and Performance Measures

Level of Service	Performance Measure	Target	2020/2021 YTD
System Adequacy	Dry weather sewerage overflows - The number of dry weather sewerage overflows from the territorial authority's sewerage system, expressed per 1000 sewerage connections to that sewerage system.	<5 per 1,000	Achieved 0
Discharge Compliance	Resource Consent Compliance – Compliance with the territorial authority's resource consents for discharge from its sewerage system measured by the number, received by the territorial authority in relation to those resource consents, of:		Achieved
	• Abatement notices;	0	0
	• Infringement notices;	0	0
	• Enforcement orders; and	0	0
Response and Resolution Times	Sewerage overflows - Where the territorial authority attends to sewerage overflows resulting from a blockage or other fault in the territorial authority's sewerage system, the following median response times are measured:		
	• Attendance time from the time that the territorial authority receives notification to the time that service personnel reach the site.	1 hr	Achieved to date – 0:42 hrs
Customer satisfaction	• Resolution time from the time that the territorial authority receives notification to the time that service personnel confirm resolution of the blockage or other fault.	8 hr	Achieved to date – 4:34 hrs
	Complaints - The total number of complaints, expressed per 1000 connections to the territorial authority's sewerage system, received by the territorial authority about any of the following:		Achieved to date -
	• Sewage odour	6	0
	• Sewerage system faults	6	0
	• Sewerage system blockages, and	6	0
	• The territorial authority's response to issues with its sewerage system	6	0

2.2.1 **Operations:**

Wastewater Treatment

- There were no disruptions to the operation of the oxidation ponds in July and normal operations continued.

Wastewater Reticulation

- There were no sewer network disruptions effecting more than four (4) properties in July

Wastewater Health and Safety

- There were no health and safety incidents for the month of July.

2.3 **Stormwater**

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

Stormwater Level of Service (LoS) and Performance Measures

Level of Service	Performance Measure	Target	2020/2021 YTD
Stormwater system protects property from impacts of flooding.	System adequacy		
	<ul style="list-style-type: none"> • The number of flooding events that occur in a territorial authority district. "Flooding" in this context means stormwater entering a habitable floor 	0	Achieved to date - 0
	<ul style="list-style-type: none"> • For each flooding event, the number of habitable floors affected. (Expressed per 1000 properties connected to the territorial authority's stormwater system.) 	0	Achieved to date - 0
Discharge Compliance	<ul style="list-style-type: none"> • For each flooding event, the number of buildings in the central business zone affected by flooding. 	0	Achieved to date - 0
	Resource Consent Compliance – Compliance with the territorial authority's resource consents for discharge from its stormwater system measured by the number of:		Achieved to date -
	<ul style="list-style-type: none"> • Abatement notices; 	0	0
	<ul style="list-style-type: none"> • Infringement notices; 	0	0
Response Time	<ul style="list-style-type: none"> • Enforcement orders; and 	0	0
	<ul style="list-style-type: none"> • Convictions. 	0	0
Response Time	The median response time to attend a flooding event, measured from the time that the territorial authority receives notification to the time that service personnel reach the site.	1 hr	Achieved to date - 0 hrs
Customer satisfaction	Complaints - The number of complaints received by a territorial authority about the performance of its stormwater system, expressed per 1000 properties connected to the territorial authority's stormwater system.	< 8	Achieved to date - 0

2.3.1 **Operations**

- There were no rainfall events that were of sufficient intensity to affect the stormwater network during the month.

2.4 Solid Waste

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

Solid Waste Level of Service (LoS) and Performance Measures

Level of Service	Performance Measure	Target	2020/2021 YTD
The levels of waste generated are reducing	Quantity of Waste to landfill per household (municipal kerbside collection only)	<700kg	Achieved – 634
	Percentage (by weight) of council controlled waste stream that is recycled (municipal kerbside collection only).	>25%	Not Achieved - 11%
Customer Satisfaction	Percentage of customers satisfied with the service provided.	>90%	Survey yet to be collated.

NB: The percentage of waste diverted to recycling has dropped dramatically due to COVID-19 restrictions during the months of April and May.

14.1

2.4.1 Planning – Bylaws, Policies and Meetings

- The *Solid Waste Management and Minimisation Bylaw*, came into effect on 1 July 2020.
- *Regional Behaviour Change Strategy* is under development to assist in better recycling habits and reducing waste to landfill. This strategy is expected to be brought to the Elected Members in September 2020.
- *Solid Waste Activity Management Plan 2021/2031* is currently being reviewed.

2.4.2 Change in Plastics from September 2020

A lot of work has gone into the upcoming change in plastics that can go to recycling from September 2020. A regional information pack has been created and will be sent to residents by the end of August 2020. A communications plan has also been prepared and radio, online and newspaper ads will be running from the beginning September, along with Facebook, recycling app and website updates.

2.4.3 Long Term Projects

Early Conversation papers for the 2021-31 Long Term Plan projects will be presented to Elected Members at a Workshop in August 2020.

2.4.4 **Weekly Recycling Bin Audits**

- The weekly recycling audit summary up to 3 August 2020 is provided in the charts below. Please note there is a gap in audits 17/3 to 7/6/20 due to COVID-19 Alert Levels 4 and 3.
- The amber tags are currently at 15% and the red tags are at 2%.
- While the “no contamination” percentage sits at 83%, the goal is to have the green line consistently at 100 per cent.

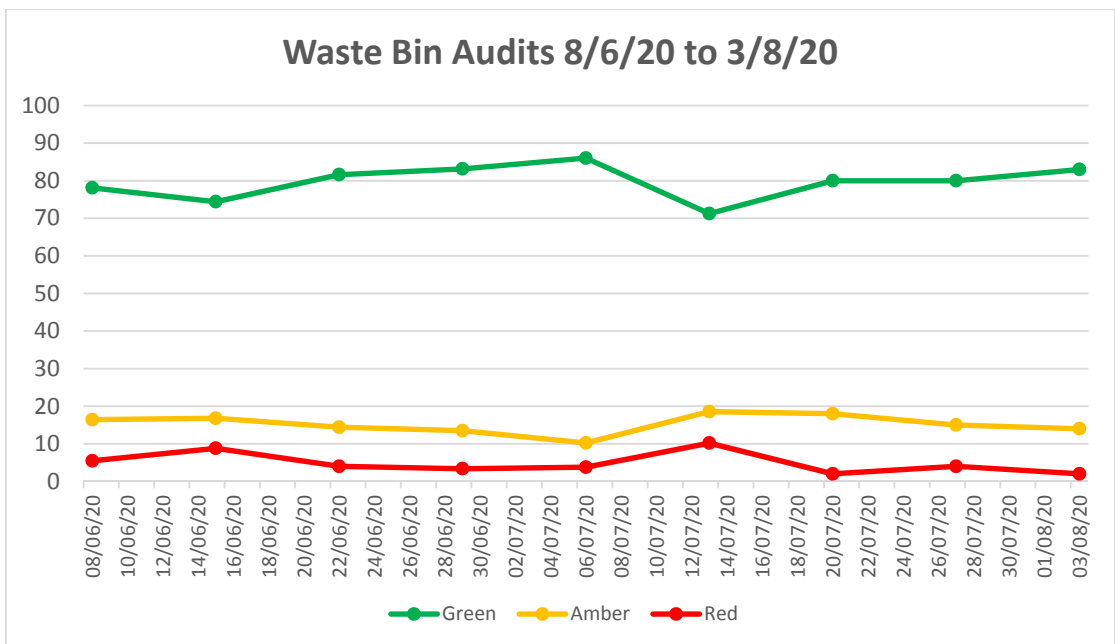
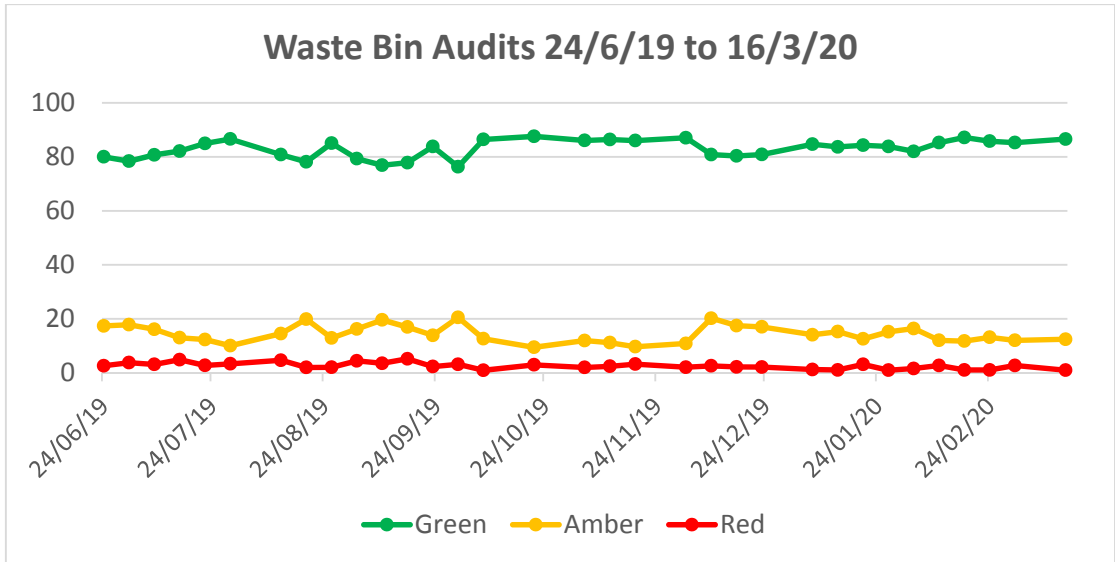


Figure 2: Weekly Recycling Audit Summary up to 3 August 2020

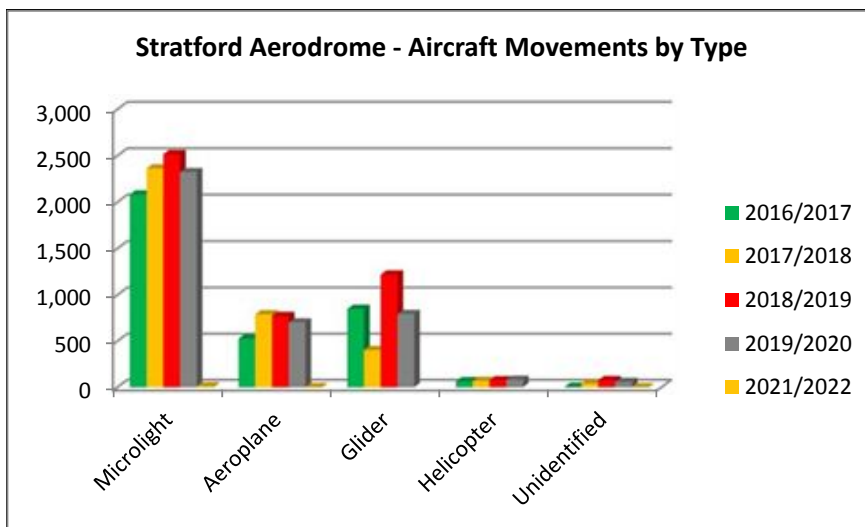
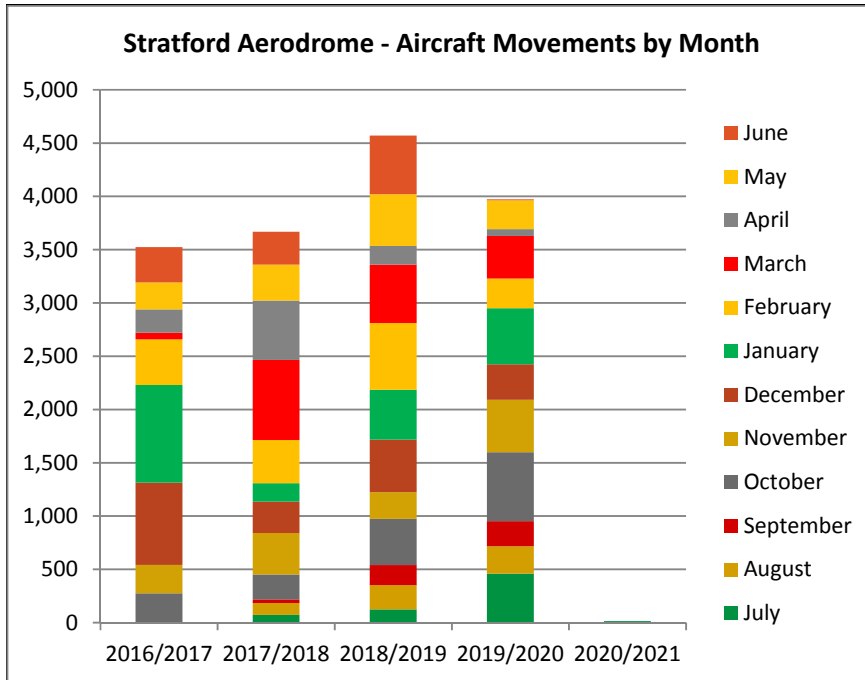
2.4.5 Waste Minimisation activities Completed, Planned and Under Consideration

DATE	ACTIVITY	DESCRIPTION	WMMP Reference	Status
March	Zero Waste Lunchbox Challenge	This was targeted at children to send in photos of their sustainable lunchboxes. The 3 winners have their prizes (a cool Zero Waste Taranaki aluminium drink bottle and sandwich saver each).	CP3	Completed
March	Solid Waste Bylaw	Adopted on 14/4/2020. Enforceable from 1/7/2020.	CP4	Completed
Mar/ Apr	Advertising for Keeping it Clean	Zero Waste Taranaki advertising in apps and websites for 3 months – Newshub, The Breeze, The Edge, More FM and Three Now for keeping recycling clean.	BC1	Completed
July/Sept	Events and waste minimisation plans.	Process, application forms and website information being developed for event organisers to create a waste minimisation plan. This will be done in conjunction with the Community Development Manager.	CP6	Underway
July/Aug	Regional Zero Waste Taranaki Behaviour Change Strategy - Education Plan review	A new regional strategy is being developed to outline how the 3 district councils will approach behaviour change to work towards Zero Waste in Taranaki. This fits in well with our Waste Management and Minimisation Plan and the behaviour change actions. This will be ready for consideration by Council Members by July 2020. The Education Plan will be included in the strategy as an action.	BC1-BC6	Underway
July	Plastic Free July	“Simple Swaps” Push this out within our district through Facebook, Central Link and have a stall at the Prospero Markets focussed on being plastic free.	BC1	Completed
July	Supermarket Campaign	Pull up banners have been put up in New World educating the community on cleaning recycling – 3 weeks display	BC1	Completed
Aug	PLASTICS CHANGE Communications	Regular regional meetings being held to organise the regional and district communication plans and resources to advise the community of the change in plastics that can be recycled at the New Plymouth MRF	CP4	Underway
Aug	Stall at Prospero Market	To educate the community on change in plastics to be recycled.	BC1	Underway
Sept	PLASTICS CHANGE takes effect	The beginning of September is the date the public will be asked to change the way they recycle. Radio, online and newspaper ads will be running. Facebook, recycling app and website pages will be amended.	BC1	Underway
Sept	Waste-Free Period Sessions in schools	Taranaki Diocesan has opted out from the sessions. Stratford High School will have their session in September 2020. Sample packs will be provided to each girl.	CP3	Planned
Sept	Keep NZ Beautiful Clean Up Week	SDC will register a volunteer team to take part in the clean-up week, provide free access to the transfer station for marked rubbish bags and run a free BBQ lunch for all the community volunteers to celebrate the end of the week.	L9	Underway
Nov	A&P Show	A waste station will be provided for the A&P Show. It will be manned by volunteers from a local community group with SDC donation to that organisation.	CP3 and L3	Underway
Jan 21	Whangamomona Republic Day	Support the committee with manned waste stations and provision of taking away the recycling on the day.	CP3 and L3	Planned
May 21	AgRecovery Event	Support for an AgRecovery event for Farmers to bring their old farm chemicals and plastics for recycling and safe disposal. Provide venue and promotion. – May 2021.	L3	Planned

3. **PROPERTY**

3.1 **Aerodrome**

The performance measure for the aerodrome is >70% customer satisfaction with the condition and maintenance of the facility. This is measured annually and reported at the end of the financial year. Aircraft movements at the Aerodrome by *Month* and *Type* are provided below.



3.2 Civic Amenities

The Council's Amenities portfolio include, but are not limited to:

- Housing for the elderly;
- War Memorial Centre;
- Centennial Restrooms; and
- Public toilets.

The Levels of Service Provision including their Performance Measures are based on the condition of the assets and associated customer satisfaction. The performance of these services are annually measured and are reported on at the end of the financial year.

Level of Service	Performance Measure	Target
To provide facilities that are well maintained and utilised.	Buildings legally requiring a Building Warrant of Fitness (WoF) have a current Building WoF at all times.	100%
	Annual booking of War Memorial Centre.	>500
	Annual booking of Centennial Restrooms.	>200
To provide suitable housing for the elderly.	Percentage of Customer satisfaction.	>89%
	Annual Occupancy rate.	>95%
To provide clean, well maintained toilet facilities.	Percentage of Stratford District residents satisfied with overall level of service of toilets.	>75%

The Civic amenities occupancy rates / patronage are shown in the table and charts below.

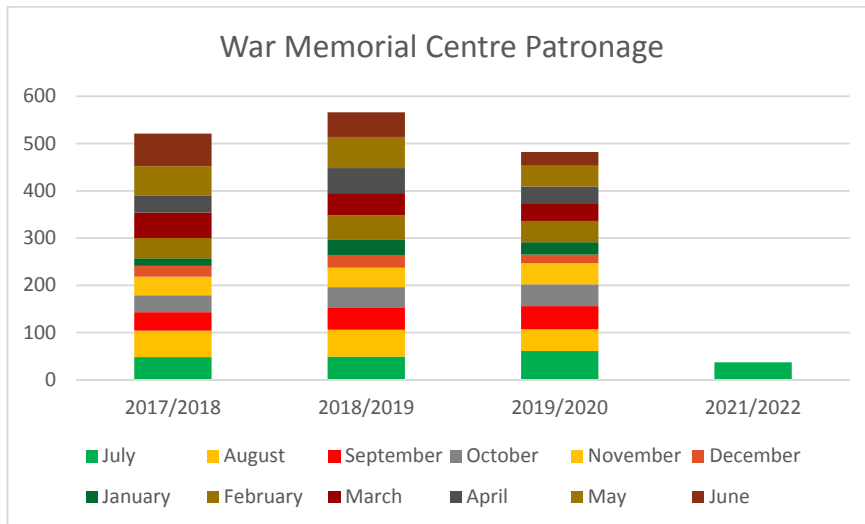
3.2.1 Housing for the Elderly Occupancy Rates

OCCUPANCY RATES							
Unit	2014/15	2015/16	2016/17	2017/2018	2018/2019	2020/2021	2021/2022
1	100%	100%	100%	97%	100%	100%	100%
2	87%	100%	100%	100%	100%	100%	100%
3	100%	100%	100%	100%	100%	100%	100%
4	88%	100%	100%	100%	100%	100%	100%
5	99%	100%	100%	100%	100%	100%	100%
6	100%	100%	100%	100%	100%	100%	100%
	100%	96%	100%	100%	100%	100%	100%
8	99%	100%	100%	100%	100%	100%	100%
9	98%	95%	100%	100%	100%	100%	100%
10	100%	92%	95%	100%	100%	100%	100%
Total	97%	98%	99%	100%	100%	100%	100%

The performance measure of >95 % was achieved for the 2019/2020 financial year.

3.2.2 War Memorial Centre

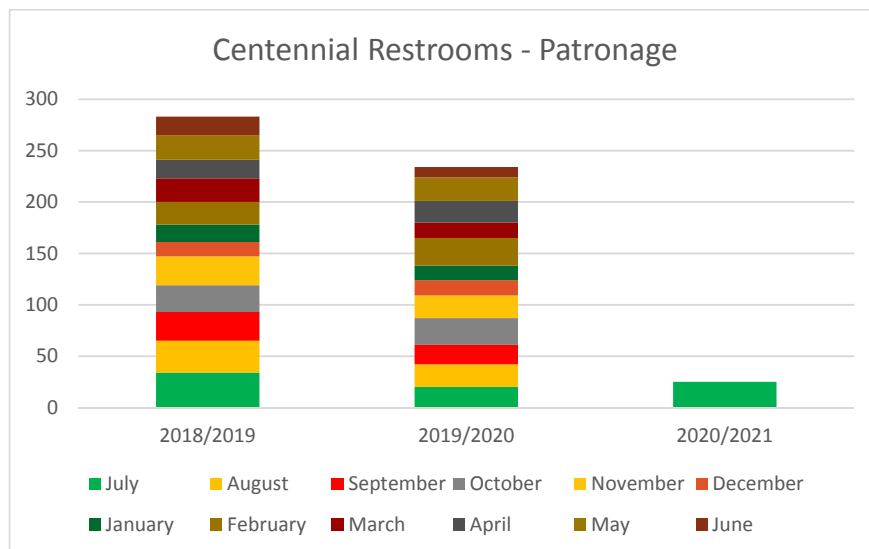
- There was a total of 37 bookings in the WMC over the month of July.
- Groups that had cancelled over Covid19 are gradually rebooking the hall.
- The performance measure of >500 was **not achieved** for the 2019/2020 financial year. This was essentially due to cancellations during the COVI-19 months.



14.1

3.2.3 Centennial Restrooms

- A total of 25 bookings for the month of July, with bookings again gradually picking up. There are the regulars that are booking in which is great to see.
- The performance measure of >200 was **not achieved**. This is essentially due to cancellations during the COVI-19 months.



3.3 Rental and Investment Properties

The Council’s Rental and Investment Properties are:

- The farm;
- Holiday Park (operated by a formal lease for the land); and
- Rental properties (urban and rural land and commercial properties).

The Levels of Service are measured using the performance indicators shown in the table below. These are measured and reported at the end of the financial year - in the July 2020 report.

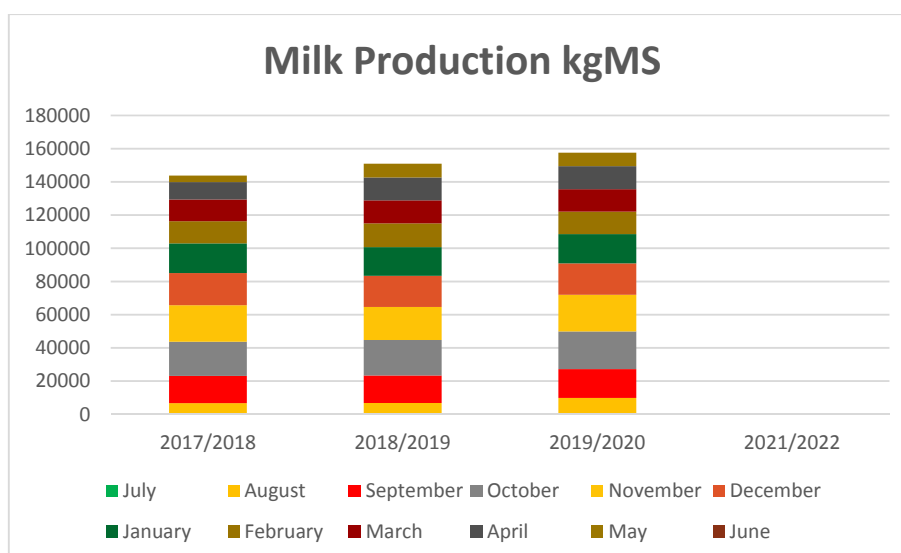
Level of Service	Performance Measure	Target
Maximum profits from the farm are returned to Council.	Milk production is maximised	>150,000 kg
Leased property is safe and fit for purpose.	Number of complaints from tenants.	<5

The history of the Farm milk production and the Holiday Park patronage and occupancy rates is shown in the two charts below.

3.3.1 The Farm

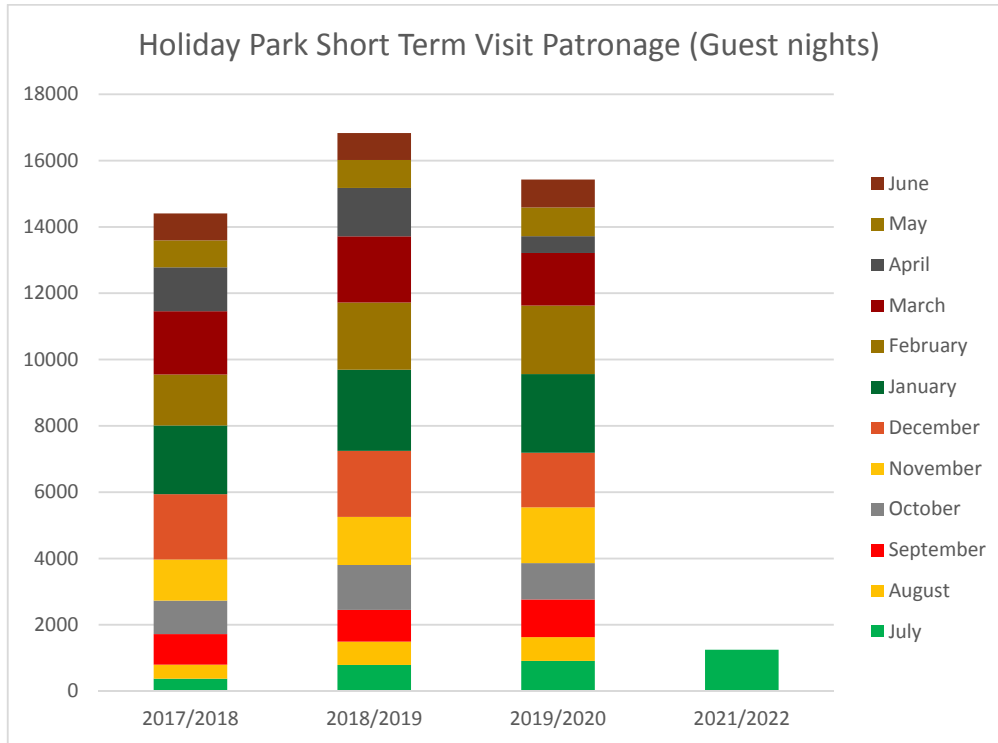
- The farm has now started the calving season and will soon be supplying milk.
- General Maintenance has been happening around the farm.
- The performance measure of >150,000 kg was achieved.

Milk Production History



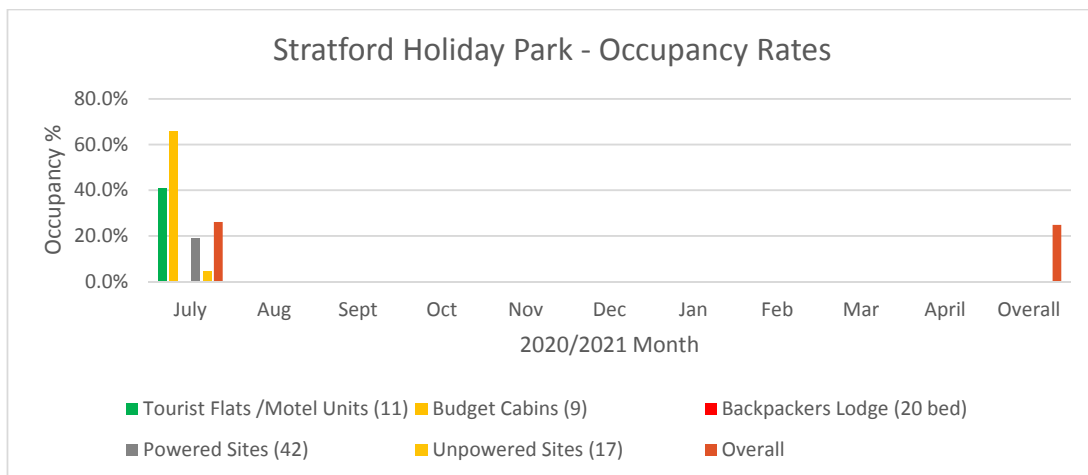
3.3.2 The Holiday Park

- Monthly numbers are way up from last month.
- A lot of New Zealanders (1163) have gone through the campground in the month of July with the others being internationals.
- The Patronage and Occupancy rates are shown below.



14.1

The Holiday Park Occupancy Rates



3.3.3 Whangamomona Campground

This is the first quarterly report of the Whangamomona Campground, which provides a register for the year ending 31 March 2020 and year to date (YTD) are provided below.

While the campground is owned by the Council, it is run solely by volunteers. The facilities are limited to the occasional hall hireage, 6 powered sites and green space for non-powered sites. This coupled with seasonal downturn, results in some months being very slow. There are currently no facilities that accommodate non-power users in the colder months.

Whangamomona Domain Board Inc.					
Campground Register for the year ending 31 March 2020					
Month	Power	Non power	Total registered users	Community events	
Apr-19	79	74	153		
May-19	36	26	62	150	Dean Cup
Jun-19	18	12	30		
Jul-19	7	9	16		
Aug-19	10	3	13	500	Pig hunt
Sep-19	12	8	20	150	Rugby
Oct-19	18	43	61		
Nov-19	43	42	85		
Dec-19	23	77	100		
Jan-20	55	164	219		
Feb-20	80	133	213		
Mar-20	22	84	106		
Total	403	675	1078	800	
	37%	63%	(relate to the percentage of powered to non-powered sites)		

Whangamomona Domain Board Inc.				
Campground Register for the year ending 31 March 2021				
Month	Power	Non power	Total registered users	Community events
Apr-20	0	0	0	
May-20	34	30	64	
Jun-20	18	14	32	
Total	52	44	96	

4. **PARKS AND RESERVES**

The performance of Council's parks and reserves activities are measured using the targets shown in the table below. These are measured annually and will be reported on in July 2020, at the end of the financial year.

Council will continue to meet the New Zealand Safety Standards for playgrounds and footbridges.

Key activities include:

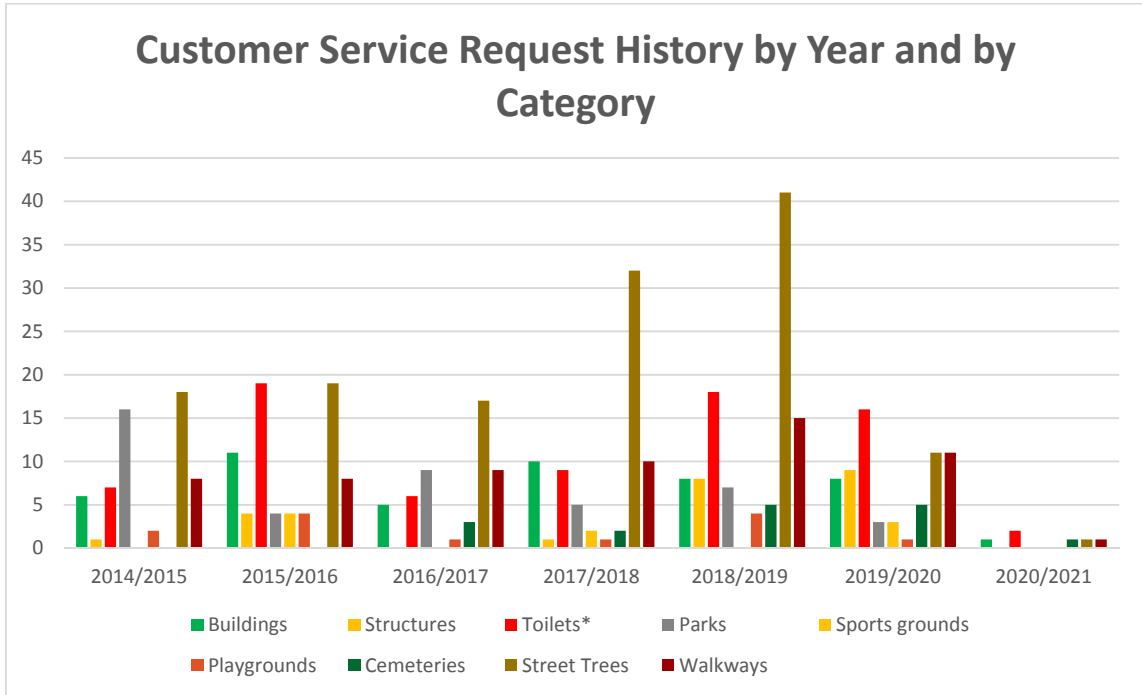
- Maintenance on footbridges and playgrounds occurring;
- Cleaning of RSA plaques at Kopuatama Cemetery and Pioneer Cemetery commencing shortly; and
- Maintenance on sportsfields starting in August.

Level of Service	Performance Measure	Target
To provide parks, Sports fields and other open spaces that meet community demand	Number of complaints and requests for service.	<40
	Percentage of Stratford residents satisfied with:	
	• Parks;	>80%
	• Sports fields;	>80%
	• Cemeteries.	>80%
Safe playgrounds are provided	All playgrounds meet NZ Safety Standards.	100%
Foot Bridges are safe.	All foot bridges meet NZ Safety standards.	100%

The customer service request history for the Property, Parks and Reserves Activity is shown below.

Customer Service Request History

	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019	2020/2021	2020/2021
Buildings	6	11	5	10	8	8	1
Structures	1	4	0	1	8	9	
Toilets*	7	19	6	9	18	16	2
Parks	16	4	9	5	7	3	
Sports grounds	0	4	0	2	0	3	
Playgrounds	2	4	1	1	4	1	
Cemeteries	0	0	3	2	5	5	1
Street Trees	18	19	17	32	41	11	1
Walkways	8	8	9	10	15	11	1
Total	58	73	50	72	106	67	6



14.1



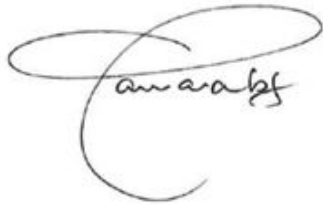
5. **SPECIAL PROJECTS**

Below is an update on the progress of the key projects that the Council is currently undertaking as at **31 July 2020**:

- **Pembroke Road land development**
To date 12 sale and purchase agreements have been completed, 11 of which have settled and five further are under contract since COVID 19 with agents advising enquiry is slowly returning. Completion of Stage 2 has recommenced with the major earthworks completed and only road sealing and the finishing touches to complete the project.
- **Midhirst abandoned land**
Settlement of all but three of the 45 areas of land has been completed. Negotiations have been initiated with the remaining adjoining occupying owners and a further report will be brought before Council once negotiations have been concluded.
- **Children's Bike Park**
Detailed design has been completed for the combined bike park/pump track/half basketball court/BBQ area development and work on work specifications and tender documentation is underway.
- **Whangamomona walkways**
These walkways (Te Awa o Maru) have been constructed through the Kingheim forestry block at Whangamomona. We continue to be waiting on the Walking Access Commission to formalise the easements and appoint Council as the controlling authority but in the meantime, signage is ready for erection with a view to officially opening the first track as soon as the above formalities have been enacted. A Memorandum of Understanding relative to their maintenance obligations has recently been concluded with the land owner to supplement the easement agreement with the Walking Access Commission.
- **i-SITE relocation**
The manufacture and installation of furniture is currently out for quotes. Assuming a satisfactory price is received work on manufacture should commence by the end of August.
- **Replacement Aquatic Facility**
The proposed location of this new facility adjacent the TET Multi Sports Centre has been approved by Council and the public feedback required in accordance with the King Edward Park Reserve Management Plan and to meet the requirements of the Reserves Act 1977 is under consideration.
- **Shovel Ready Infrastructure Projects**
Council made two applications to central government in response to their call for shovel ready infrastructure projects from the public sector, impacted by COVID-19. The applications were submitted on 14 April 2020 for the *Replacement Aquatic Indoor Facility* and the *Children's Cycling Education Park and Basketball Court*. These 2 projects have attracted a total funding of \$10 M; with \$8M for the *Aquatic Indoor Facility* and the \$2M for the Bike Park.

Attachment:

Appendix A – CAS (Crash Analysis System) Report

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

Victoria Araba
DIRECTOR – ASSETS

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

[Approved]
S Hanne
CHIEF EXECUTIVE

DATE: 19 August 2020

Appendix A

11/13/2019

Crash Analysis System (CAS) | NZTA



Untitled query

TLA (Territorial local authority)

Stratford District

Crash severity

Fatal Crash, Serious Crash

Financial year

Intersection

Crash year

Crash date

01/07/2019 – 31/10/2019

Plain English report

3 results from your query.

1-3 of 3

Crash road	Distance	Direction	Side road	ID	Date	Day of week	Time	Description of events	Crash factors	Surface condition	Natural light	Weather	Junction	Control	Crash count fatal	Crash count serious	Crash count minor
003-0279		I	REGAN ST	201971951	08/10/2019	Tue	12:00	Motorcycle1 SDB on Broadway lost control; went off road to left, Motorcycle1 hit shop, other	MOTORCYCLE1, lost control when turning, speed on straight	Dry	Bright sun	Fine	Roundabout	Give way	0	1	0
CARDIFF ROAD	640m	N	OPUNAKE ROAD	201955314	02/09/2019	Mon	00:30	Ute1 SDB on CARDIFF ROAD, CARDIFF, STRATFORD missed inters or end of road, Ute1 hit embankment (driven over)	UTE1, alcohol suspected, too far right	Dry	Dark	Fine	Nil (Default)	Unknown	0	1	0
OFF ROAD DRIVEWAY				201960011	26/07/2019	Fri	17:30	Motorcycle1 DRN on OFF ROAD DRIVEWAY lost control; went off road to left, Motorcycle1 hit fence	MOTORCYCLE1, accelerator or throttle jammed, speed on straight	Dry	Overcast	Fine	Nil (Default)	Unknown	0	1	0

1-3 of 3

<https://cas.nzta.govt.nz/query-builder>

1/1

14.1

MONTHLY REPORT



TO: Policy and Services Committee
FROM: Director – Community Services
DATE: 25 August 2020
SUBJECT: **REPORT FOR THE MONTH OF JULY 2020**

RECOMMENDATION

THAT the report be received.

Moved/Seconded

14.2

This report presents a summary of the monthly progress and any highlights for the main areas of activity within Community Services i.e. Community Development, Promotions, Information Centre, Pool and Library. The Long Term Plan 2018 - 2028 sets the performance measures for these activities and this report presents, in tabular form, the progress measured to date against the target for each performance measure.

1. **HIGHLIGHTS**

- Events for July included: Puanga Celebrations: 13 – 20 July, and the Prospero Famers Market – 25 July
- Go Local Campaign continued
- A ‘Quarterly Update’ was produced to be included in the Rates Notices.

2. **COMMUNITY AND ECONOMIC DEVELOPMENT**

2.1 **Council Organisations and Council Representatives on Other Organisations**

Councillors may take the opportunity to report back from Strategic and Community organisations on which they are a representative for Council.

2.2 **Performance Measures** (*LTP Performance Measures in bold*)

	Target	2020/21 YTD
Number of community events organised	Minimum 2	• Puanga
Percentage of residents feeling a sense of community	>72%	
Number of projects successfully developed and implemented by youth with support from community development	4	•
Events Council has provided or supported are measured	2	• Farmers Market
Business mentoring and economic development support is available	Venture Taranaki Quarterly Report received	
Provide administration support to the Stratford Business Association meetings	11	1

2.3 **Youth Council**

Youth Councillors first ordinary meeting since lockdown was held on 7 July. Having a number of Elected Members attend proved a valuable dynamic with Youth Councillors, providing more understanding of what each group is working on and opportunity to voice their different perspectives on current hot topics. Of particular cause for debate was the proposed location of the new pool build. Youth Councillors want to see this relationship strengthen moving forward.

Youth Councillors made a submission to the review of Reserve Management Plan in relation to our urban reserves. Unfortunately they were unable to coordinate schedules to work through differing views and make a unified submission of feedback on the proposed pool location.

Balancing youth council meetings and projects with other commitments of study, work and sport training is increasingly becoming a challenge for many Youth Councillors through the second half of the year.

2.4 **Civic and Community Events**

Completed:

- Puanga Celebrations: 13 – 20 July
- Prospero Famers Market – 25 July

Coming Up:

- Go Local Campaign – ongoing
- Chunuk Bair Commemorations: 8 August

2.5 **Community Projects**

Economic Development

Shaan Davis from Venture Taranaki is working from the Stratford District Council every Wednesday to work alongside and support businesses within the district. This will strengthen the relationship between both Stratford District Council and Venture Taranaki as well as building relationships within the business community.

Discovery Trail

Further work continued through July to further plan logistics of carrying out initial projects. A Discovery Trail icon trail is going through final refinements to then be rolled out as a trail marker. The first of the street art murals is expected to start in late August and two sets of artistic workshop activities targeting youth and children are being coordinated for September – October school holidays. Two structures previously removed from Prospero Place and neglected in storage are to be refreshed and repurposed in more fitting locations along the trail.

2.6 **Funding**

2.6.1 Creative Communities

The first funding round for the 2020/21 year will open on 3 August and until 4 September. Stratford and New Plymouth District Councils have worked closely to align funding dates and collaborate on advertising to maximise applications in this space. The assessment committee, including new member Stuart Greenhill, will meet on 23 September.

2.6.2 Sport New Zealand Rural Travel Fund

Round one of the Sport New Zealand Rural Travel Fund will open on 5 October.

2.7 **Positive Ageing**

The Positive Ageing Group held its first post-COVID-19 forum on 16 July at the Salvation Army Church. This was well attended with guest speakers including Kate Fairhurst of Stratford Library, Colleen Tipler of Electoral Commission, Di Gleeson of Central Taranaki Safe Community Trust and Brian Jeffares of Stratford Justice of the Peace. Entertainment from the Ukazoos and a hearty lunch from Makahu Rural Women rounded off the event well.

Positive Ageing are jointly hosting a Meet The Candidates evening with Youth Council on Wednesday 26 August.

2.8 **Stratford Business Association**

Memberships

Existing	145
New	5
TOTAL End of July	150

Go Local Campaign

The 10 week campaign run to support the regional Go Local promotion is now complete. It was well received and shows local support is really evident in the community. Engagement and awareness of the association and businesses has increased. The Facebook page had 5,700 followers at the end of May which increased to 6,300 over the 10 week promotional period. A total of \$1,500 worth of SBA vouchers were given away. SBA ran a GO Local window competition that saw 3 x winners each receive \$1,000 worth of advertising vouchers, as well as member showcases on Facebook highlighting what SBA members have to offer with some cool facts too.

Business After Five events

The July BA5 was jointly hosted by Stratford District Council and Venture Taranaki was a huge hit. The presentation from Council included various funding opportunities that will enable growth, employment and economic benefits i.e. SH43, Mayors Taskforce for Jobs, and the Council Subdivision. Venture Taranaki spoke of some of their major strategies including the Taranaki 2050 Roadmap, Sector support and Branching Out initiative. There were 50 in attendance

Workshops

The two Social Media workshops were completed (29 July and 5 August). Content included an overview of the key social media platforms, including tips and tricks on how to make social media work for you, understanding your audience, what content to share, how to analyse your efforts and ensure that you are reaching your target market.

3. COMMUNICATIONSPerformance Measures (*Performance Measures in bold*)

	Target	2020/21 YTD
The number of visitors accessing Council information and services via the internet is measured	Not less than previous year 2019/20 – 50,411	5,118
The community is satisfied with how Council keeps them informed	>85% 2019/20 – 79%	

3.1 Highlights

Five Central Link updates were produced in July. These are printed in the Stratford Press and shared online at www.stratford.govt.nz and on Council's Facebook Page weekly.

Central Link focus for July:

- Citizen Award Nominations
- Plastic Free July
- School Holiday activities at Pool and Library
- Pool development – feedback on location
- Prospero Farmers Market
- Customer Satisfaction Survey reminder
- Positive Ageing Forum
- Puanga celebrations
- Techweek 2020
- Free computer classes at Library – Stepping Up programme
- Funding announcement for Pool and Children’s Bike Park/Basketball Court
- WaiPlay at TSB Pool Complex
- Register for Clean Up Week 2020
- Creative Communities Scheme opening soon
- Public notices including Pool Development, road closures and detours, meeting schedule, pest control at Kopuatama Cemetery, and Flush your taps.

Media Releases posted to www.stratford.govt.nz for the month of July:

- Nominations for the 2020 Citizen and Youth Citizen Awards open now
- Plastic Free July – Simple Swaps
- Reflect on the past, reset and plan for the future – celebrate Puanga in Stratford
- Free computer classes at Stratford Library
- Stratford Mayor ecstatic about major funding announcement

Rates Notices Quarterly Update

As an outcome of the Communications and Engagement Strategy officers have developed a new external communication tool in the form of a Quarterly Update sent out with rates notices. The first issue of this update will arrive with the August 2020 rates. The update included a message from Mayor Volzke, details of successful funding applications, a call for Long Term Plan engagement, information on an upcoming Library computer class and details on the community events calendar. Officers also asked ratepayers what they’d like to see in these updates going forward, asking them to email suggestions through to Council. This communication channel will be reported on each quarter via this monthly report.

3.2 **Website Page Views for month 1 – 31 July 2020**

Total number of users for the month	5,118 ↑
Total number of page views for the month	16,265 ↑
Top 10 pages visited for month	Page views
Home Page	2,328
Cemetery Search	718
Library	682
Public Notice: King Edward Park Reserve Pool Development	682
Rubbish and Recycling	378
Contact Us	358
Fees and Charges	334
TSB Pool Complex	294
District Plan	271
Rates and Property Information	261

3.3 **Official Information Requests**

For the 2020 calendar year, Council has received 29 Local Government Official Information and Meetings Act (LGOIMA) requests.

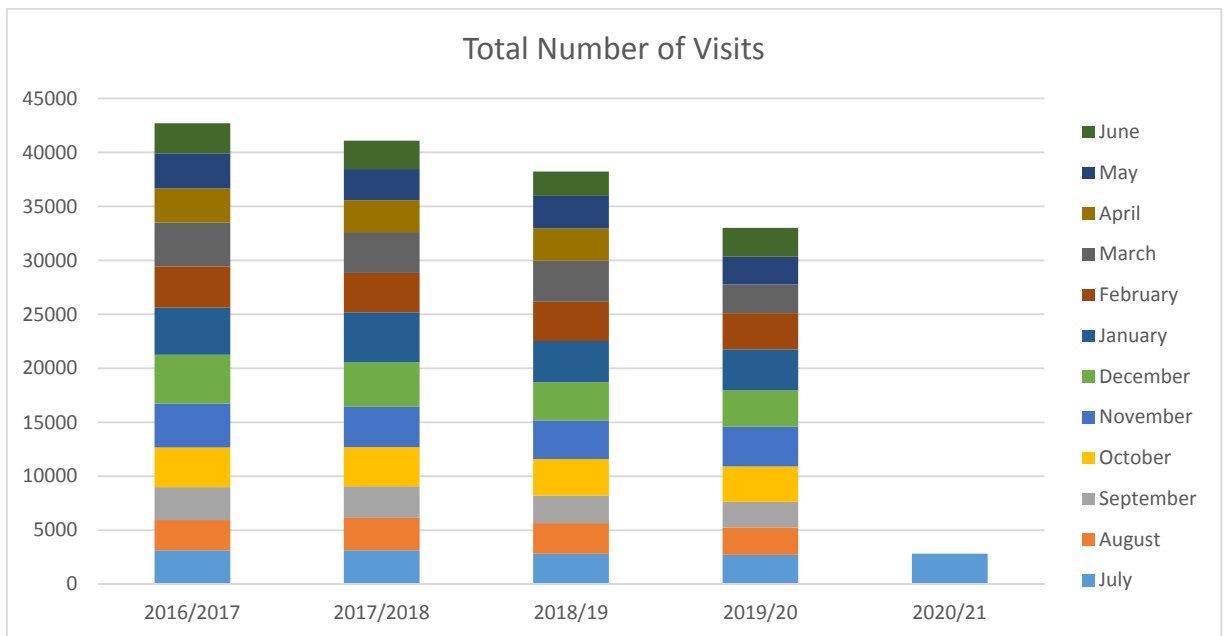
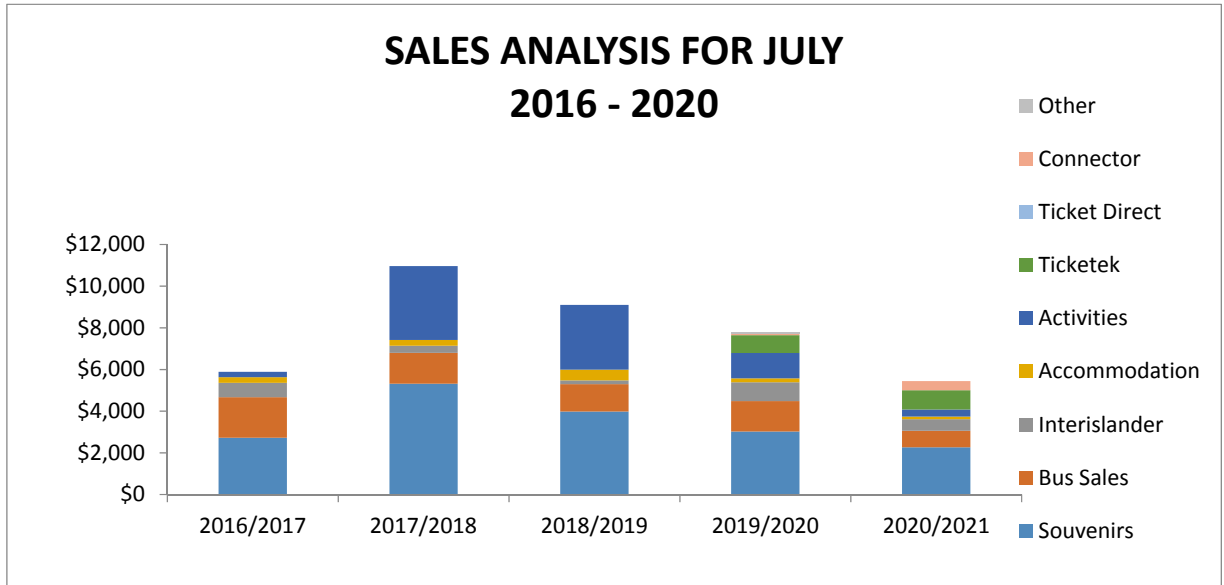
The below table includes the LGOIMA's received for the month of July 2020.

Date Received	Query	Due Date	Date Responded	Days to Respond
6/07/2020	Artwork Council owns	4/08/2020	30/07/2020	18
7/07/2020	Subdivision processing stats	6/08/2020	10/07/2020	3
9/07/2020	Pound Dog Rehoming	20/08/2020	10/07/220	1
23/07/2020	Security Issuances	22/08/2020	TBC	
30/07/2020	Codes of conduct and complaints	28/08/2020	3/08/2020	2
31/07/2020	Iwi engagement budgets	28/08/2020	3/08/2020	1
31/07/2020	Vegetation clearance	28/08/2020	10/08/2020	

4. **INFORMATION CENTRE****Performance Measures** (*Performance Measures in bold*)

	Target	2020/21 YTD
Number of people into the Information Centre is measured	>40,000	2,827
Number of users of AA Agency Services is measured	>10,000	983
Percentage customers are satisfied	>75%	

The i-SITE has had increased visitor numbers compared to previous years. There has been an increase in domestic visitors.



14.2

5. **LIBRARY****Performance Measures** (*Performance Measures in bold*)

	Target	2020/2021
Number of people visiting the library is measured	>90,000	4,778
Users satisfied with library services	>80%	
Number of people accessing the Wi-Fi service is measured	>15,000	2332
Number of people accessing the People's Network is measured.	>10,000	512

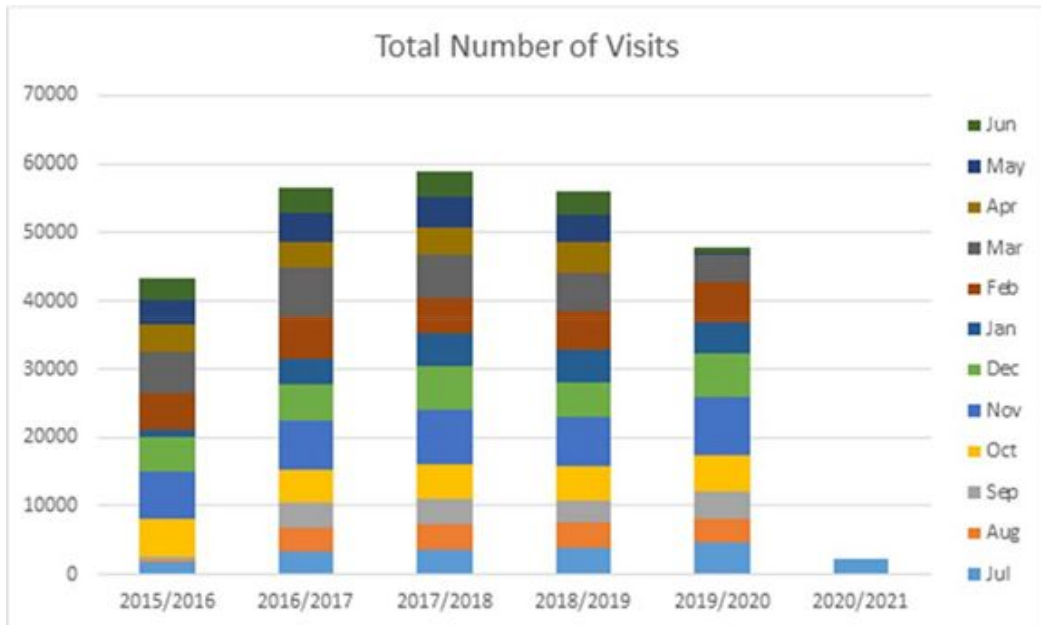
- Library staff ran a makerspace in the library as an alternative to the usual school holiday programme. 54 children attended and made a variety of stars to celebrate Puanga. The library also hosted a Puanga Tot Time.
- All library programmes are back up and running with good attendance. Although the door count for the month is lower than an average July, there were 26 new members signed up which is above the usual average of 16.3 new members per month. Book issues are on par with previous months, indicating the library is primarily being used by local residents.

6. **POOL COMPLEX**

Level of Service Category	Performance Measure	Target	2020/21 YTD
The pool complex will be a safe place to swim	Number of reported accidents, possible accidents and similar incidents per annum (pa).	<80	6
	Compliance with NZS5826:2010 NZ Pool Water Quality Standards	100%	100%
The pool facilities meet demand	Percentage of pool users are satisfied with the pool	>80%	
	Number of pool admissions per annum	>55,000	2,186

6.1 **Highlights for July**

July saw a total of 2,186 patrons through the facility, a significant increase compared with June's 796. This is largely due to the Flyers Swim School now operating their Learn to Swim programme, and an increase in returning regular lane swimmers.



During the two weeks of the school holidays (4 – 19 July) there were 473 children who visited the pool. The Aqua Run inflatable ran for three hours each day over seven days; 344 of the 473 children attended during this period.

- Throughout the July month the TSB Pool Complex saw an increase in facility bookings. Full facility events that were held were as follows: Flyers Swim School camp, Stratford Amateur Swim Club Champs, Taranaki Intermediate Camp, Taranaki Winter Champs, along with staff trainings, and bookings from Inglewood Growing Kids, Inglewood Oscar Holiday Programme, Little Steps Early Childhood, Stratford High School Te Rangimarie, Flyers Swim School, Stratford Amateur Swim Club club night and three separate birthday parties.
- July also saw the planning for our upcoming Group Fitness event Best of Both worlds; a one hour Group Fitness event showcasing two of our most popular group fitness classes.

14.2

Kate Whareaitu
DIRECTOR – COMMUNITY SERVICES

Sven Hanne
CHIEF EXECUTIVE

DATE: 19 August 2020

MONTHLY REPORT



F19/13/04 – D20/20502

TO: Policy and Services Committee
FROM: Director – Environmental Services
DATE: 25 August 2020
SUBJECT: **REPORT FOR THE MONTH OF JULY 2020**

RECOMMENDATION

THAT the report be received.

Moved/Seconded

This report presents a summary of the monthly progress and highlights for the main areas of activity within the Environmental Services department. The Long Term Plan 2018-2028 sets the performance measures and this report presents progress to date against the target for each performance measure.

1. OVERVIEW

Twenty eight building consents were received in July:

- Twenty three of those received were for residential activity – with four new dwellings, three relocated dwellings, three alterations/additions, one garage, two swimming pools, two sewage connection and eight fire installations.
- Five commercial applications were received – three pole sheds, and two alterations/additions.

Staff are continuing to work through an unusually high number of applications. This has been a trend since the end of the Level 4 lock down. While the number of applications we are receiving is still higher than usual they appear to be slowly moving closer to usual levels. There is still strong interest in subdivision, both in terms of applications for consent to subdivide and customer inquiry which is an encouraging sign at this stage because subdivision typically precedes land use and building consent applications.

2. STRATEGIC/LONG TERM PLAN PROJECTS

Boffa Miskell consultants drafted a framework for a new District Plan following the workshops that were held last year. Further discussions with councillors through the Long Term Plan process will confirm the direction and scope for the remainder of this project.

Work is continuing on reviewing the Council's bylaws. The Control of Dogs Bylaw and Dog Control Policy have passed through the hearing stage and are on track to become operative on Monday 17 August. The Keeping of Animals Bylaw has been finalised and will be the next one to be brought to the Council for approval to release for consultation. The Control of Advertising Signs and Public Places and Nuisances bylaws are being finalised and rafting work has begun on the Scaffolding and Deposit of Building Materials Bylaw.

Works is continuing on the various street numbering and naming projects that were discussed with Councillors late in 2019. The most recent step has been to provide details of the proposed changes to Land Information New Zealand (LINZ) for endorsement prior to making any changes to property numbers. LINZ has recently confirmed its support for the overall direction and provided some suggestions regarding the numbering of some individual properties. The next step will be some renumbering where properties are numbered out of sequence before bringing any proposals for renaming roads or part of roads to the Council for formal decision making.

3. **DASHBOARD- ALL BUSINESS UNITS**

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

ACTIVITY	RESULT
Building Control Authority	
Building Consent Applications	28
Building Consents Issued	30
Building Consents Placed on Hold	0
Inspections completed	98
Code Compliance Certificate Application	31
Code Compliance Certificate Issued	30
Code Compliance Certificate Refused	0
Number of Building Consents Received in Hard Copy	1
Number of Buildings Consents Received Digitally	27
Building Act Complaints received and responded to	1
Planning	
Land Use Consents Received	3
Land Use Consents Granted	0
Subdivision Consents Received	8
Subdivision Consents Granted	6
223/224 Applications Received	7
223/224 Applications Granted	6
Resource Consent Applications Received in Hard Copy	0
Resource Consent Applications Received in Digital Form	12
Resource Consent Placed on Hold or Returned	4
LIM's Received	7
LIM's Granted	6
Health and Liquor Licences and Bylaws	
Registered Premises Inspected for Compliance under the Food or Health Act	4
Health or Food Act Complaints Received and responded to	0
Licensed Premises Inspected for Compliance under the Sale & Supply of Alcohol Act.	0
Certificates and Licence Applications received under the Sale and Supply of Alcohol Act	5
Bylaw Complaints Received and responded to ¹	11
Dog Complaints Received and responded to ²	28

¹ A breakdown of the complaint types will be provided at the meeting.

² A breakdown of the complaint types will be provided at the meeting.

4. **KEY PERFORMANCE INDICATORS – ALL BUSINESS UNITS**

4.1 **Building Services**

Level of Service	Performance Measures	Targets	Status
To process applications within statutory timeframes.	Percentage of building consent applications processed within 20 days.	100%	100%
	Percentage of inspection requests completed within 1 working day of request.	100%	100%
	Percentage of code compliance certificate applications determined within 20 working days	100%	100%
To process LIMs within statutory timeframes	% of LIMs processed within statutory timeframes	100%	100%
To retain registration as a Building Consent Authority.	Current registration	Confirmed	Current
Service meets customer expectations.	Percentage of customers using building consent processes are satisfied with the service provided	>80%	78%

4.2 **Planning and Bylaws**

Level of Service	Performance Measure	Target	Status
To promote the sustainable management and use of land and public spaces.	To undertake a comprehensive review of the district plan, with notification no later than 2018/19.	Feedback on draft	Work on the review of the District Plan has begun and a draft framework for a proposed District Plan has been prepared.
	To undertake a systematic review of bylaws and related policies as they reach their statutory review dates.	Drafting, notification / hearings	Polices and bylaws for review have been identified and are currently in progress, beginning with bylaws.
To process resource consents within statutory timeframes.	% of non-notified applications processed within 20 working days.	100%	100%
	% of notified applications processed within legislated timeframes for notification, hearings and decisions.	100%	100%
	% of S223 and S224 applications processed within 10 working days.	100%	100%
Service meets customer expectations.	Percentage of customers using resource consent processes are satisfied with the service provided	>80%	80%

4.3 Community Health and Safety

Level of Service	Performance Measure	Target	Status
To fulfil obligations to improve, promote and protect public health	Percentage of registered premises registered under the Food Act, Health Act, Beauty and Tattoo Bylaw, to be inspected for compliance.	100%	100%
	Health nuisance and premise complaints are responded to within 1 working day.	100%	91%
To fulfil obligations as a District Licensing Committee	Percentage of licensed premises inspected.	100%	100%
	Percentage of applications processed within 25 working days (excluding hearings).	100%	100%
To monitor and enforce bylaws	Percentage of complaints responded to within 2 hours.	100%	100%
To ensure dogs are controlled	Percentage of known dogs registered	97%	96%
	Percentage of dog attack/wandering dog complaints responded to within an hour	97%	100%

5. DETAILED REPORTING BUILDING SERVICES

5.1 Building Control Authority (“BCA”)

5.1.1 Compliance/Notices to Fix issued as a BCA

No Notices to Fix were issued in July.

5.1.2 Lapsed Consents

Section BC5 of the Quality Management System requires the BCA to check the files to identify consents issued 10 months previously, against which no inspections have been recorded.

No building consents have lapsed, following warning letters sent over the last reporting period. No warning letters have been issued for July, as no review of consents reaching their 10 month anniversary was completed.

5.1.3 Regulation 6A Compliance Dashboard

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

Incident	Occurrence this month
A significant change in the legal, commercial, or organisational status of the building consent authority or the wider organisation in which it operates:	Nil
The departure of the building consent authority’s authorised representative or responsible manager:	Nil
In any one quarter of a calendar year, a reduction of 25% or more of employees doing technical jobs who are not replaced with employees who have equivalent qualifications and competence:	Nil
A transfer under section 233 or 244 of the Act of (i) 1 or more functions of the building consent authority to another building consent authority: (ii) 1 or more functions of another building consent authority to the building consent authority:	Nil
An arrangement being made under section 213 of the Act for—(i) another building consent authority to perform a significant amount of the functions of the building consent authority: (ii) the building consent authority to perform a significant amount of the functions of another building consent authority:	Nil
A material amendment to the building consent authority’s policies, procedures, or systems required by these regulations.	With Go Live complete for Simpli and GoGet the focus will now be on switching to the IANZ approved Simpli online QMS. This will be an action for the new Quality Assurance Manager. Once implemented this will be notified to the required entities.

5.1.4 Training needs analysis

No training was attended during July 2020.

5.1.5 Internal audit/external audit timetable

International Accreditation New Zealand (IANZ) were on site conducting an audit of the Council’s Building Consent Authority between 27 and 30 July. While the onsite part of the audit has finished we are still waiting to receive the final audit report which will identify areas of non-compliance that need to be corrected. While we have not received the report we are aware that it identifies a number of General non-compliances, but does not identify any serious non-compliances. At this stage IANZ have not confirmed the timing of the next audit.

5.2 Territorial Authority

5.2.1 Compliance Schedules/Building Warrants of Fitness

No Compliance Schedules were issued in July 2020. No notifications were issued for Warrant of Fitness renewal.

5.2.2 Earthquake Prone Buildings

Currently Council officers are in the stock-take phase of identifying buildings. The report to the MBIE on our progress has been completed.

5.2.3 Swimming Pools

No inspections were completed in July. Inspections are scheduled to continue from next month.

5.2.4 Non Standard Site Register Maintenance

No new sites were added to the non-standard site register this month.

5.2.5 Notices to Fix/Other Compliance as a Territorial Authority

One Notice to Fix action remains in place and expires on 27 July.

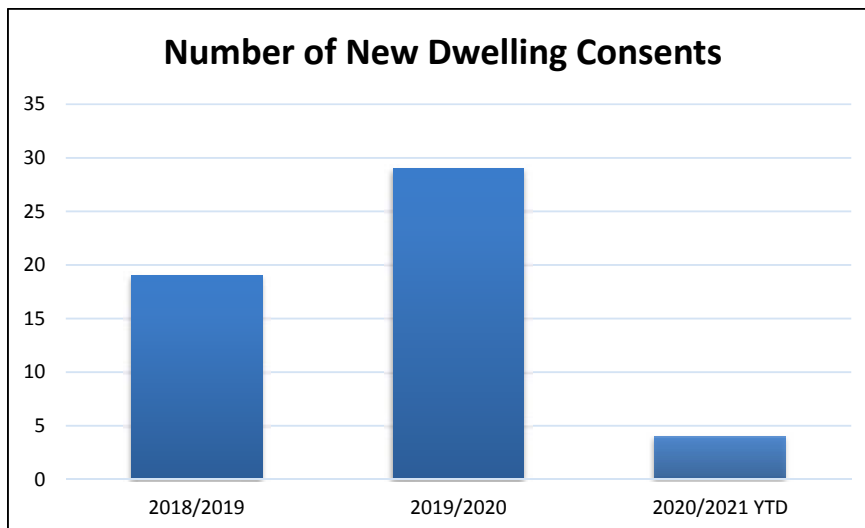
5.3 Trends Analysis

5.3.1 Consents applied for by type:

Type	This month	Last year (corresponding month)	This Year (YTD) 2020/2021	Last Year (Total) 2019/20
New Dwellings	4	3	4	29
Relocated dwellings	3	2	3	9
Relocated buildings other than dwellings	0	0	0	0
Fires	8	8	8	49
Pole sheds/accessory buildings	4	2	4	39
Additions and alterations – residential	3	8	3	45
New Commercial buildings	1	1	1	2
Additions and alterations – commercial	1	2	1	14
Other/miscellaneous	4	0	4	17
Total/s	28	26	28	204

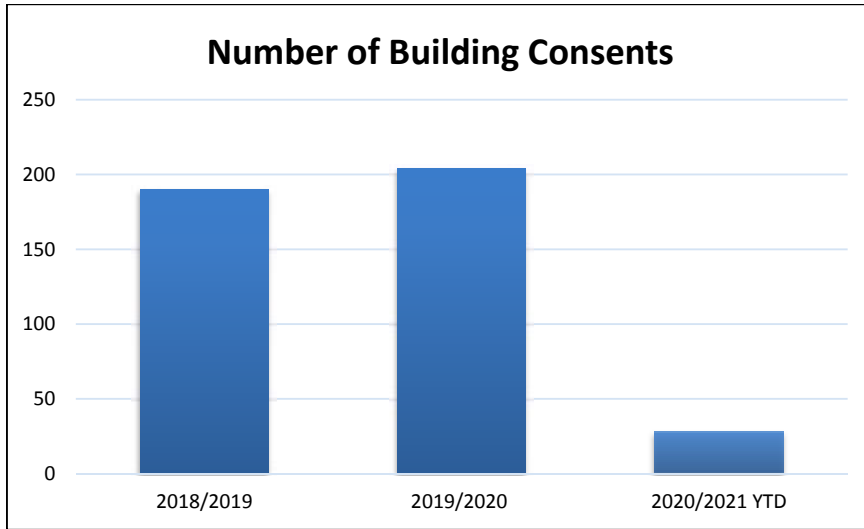
14.3

New House indicator by year



Year to date	New Dwellings
2018/2019	19
2019/2020	29
2020/2021 YTD	4

Consent numbers by year



Year to date	Building Consents
2018/2019	190
2019/2020	204
2020/2021 YTD	28

14.3

B Sutherland
DIRECTOR - ENVIRONMENTAL SERVICES

[Approved]
S Hanne
CHIEF EXECUTIVE

DATE: 19 August 2020

MONTHLY REPORT



TO: Policy & Services Committee
FROM: Director – Corporate Services
DATE: 25 August 2020
SUBJECT: CORPORATE SERVICES REPORT

F19/39 – D20/21693

RECOMMENDATION

THAT the report be received.

_____/_____
Moved/Seconded

14.4

1. FINANCIAL MANAGEMENT

Reports attached as at 31 July 2020 are:

- 1) Capital Expenditure Report
- 2) Treasury Report
- 3) Cashflow Forecast
- 4) Debtors Report

1.1 SUMMARY OF FINANCIAL RESULTS AND PROGRESS

Operational Results

As the year end results are yet to be finalised, the operational results for July YTD are not able to be reported to Council this month. A full analysis of the financial results for the months of July and August (YTD) will be provided in September.

Capital Expenditure Report

This financial year 2020/21, marks a significant year for capital expenditure projects, with a total annual budget of \$24,856,925 – not including any unbudgeted projects that will be grant funded.

The focus will be on ensuring these are delivered for the community, and in a timely, sustainable, and cost-effective way.

As at the end of July, \$148,180 (or 0.6%) of the capital budget has been spent.

Going forward from next month, the capital expenditure report will disclose the following for each capital project:

- Whether it is in the tender phase, construction/installation/development stage, or about to be completed awaiting invoices.
- If not yet started, the month of when it will go out for tender,
- If awaiting confirmation of funding (if 100% grant funded), the status of the funding application.

It is expected that this information will help Council staff better project manage the delivery of these projects, and will enable the community, in particular the business community who may be interested in bidding for work, to manage their tendering processes and capacity.

1.2 TREASURY MANAGEMENT

Gross Council debt remains at \$15,500,000 and this is not expected to change until March 2021, when it is anticipated that approximately \$1,000,000 will be required to fund a potential cash shortfall.

The weighted average interest rate for debt is 2.55% (average 5 year term), and the weighted average interest rate for term deposits is 1.80% (average 117 day term).

All internal, and Local Government Funding Agency (“LGFA”), covenants were met as at 31 July 2020.

	<i>Actual</i>	<i>Policy</i>
Actual Fixed Debt	87%	>60%
Actual Floating Debt	13%	<60%
Fixed 1-3 years	19%	10-60%
Fixed 3-5 years	35%	10-60%
Fixed >5 years	23%	5-60%
Debt Matures 1-2 years	19%	10-60%
Debt Matures 2-4 years	35%	10-60%
Debt Matures > 4 years	23%	10-60%
Debt Servicing to Revenue Ratio	5%	<10%
Debt to Revenue Ratio	43%	<130%
Liquidity Ratio	134%	>110%
Net Debt per Capita	\$ 1,213	<\$3,000
Net Debt per Ratepayer	\$ 2,428	No specified limit

Cashflow Forecast

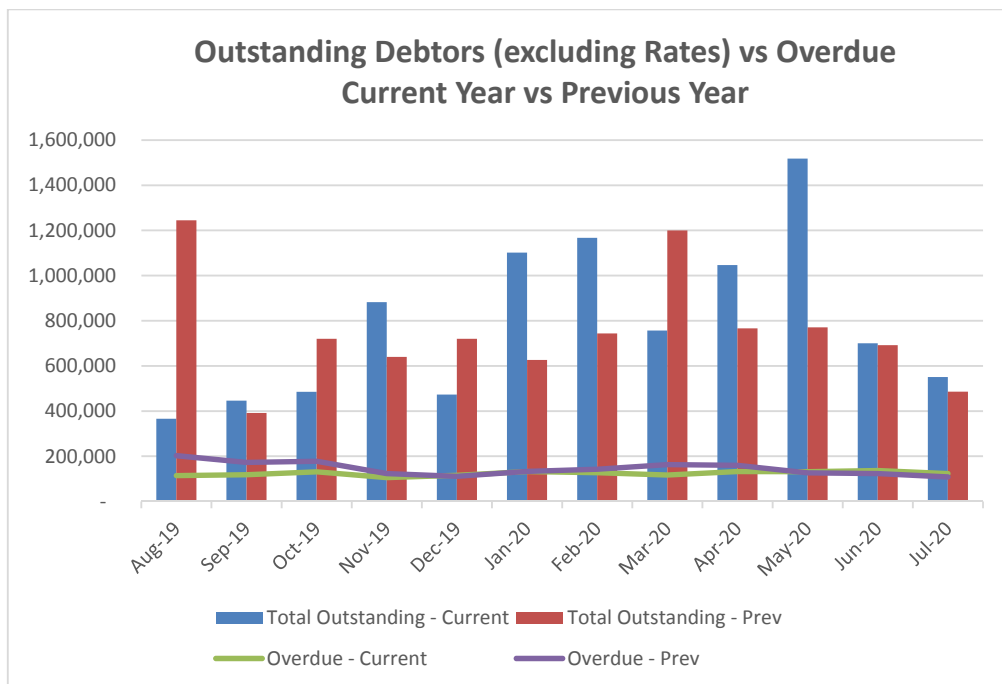
Forecast revenue depends on the ability to settle on property sales in the months specified. As at 13 August there were 11 sections sold, and 10 sections in negotiation or under contract (out of a total of 33 sections).

Cashflow Assumptions:

- No decline in future revenue as a result of Covid-19.
- New Swimming Pool construction work will commence from January 2021.
- The weighted average interest rate on debt and investments will remain.

1.3 DEBTORS COLLECTION

Overdue debtor balances remain consistent, but slightly up on the previous year. Refer to monthly debtors for a breakdown of the balance categories.



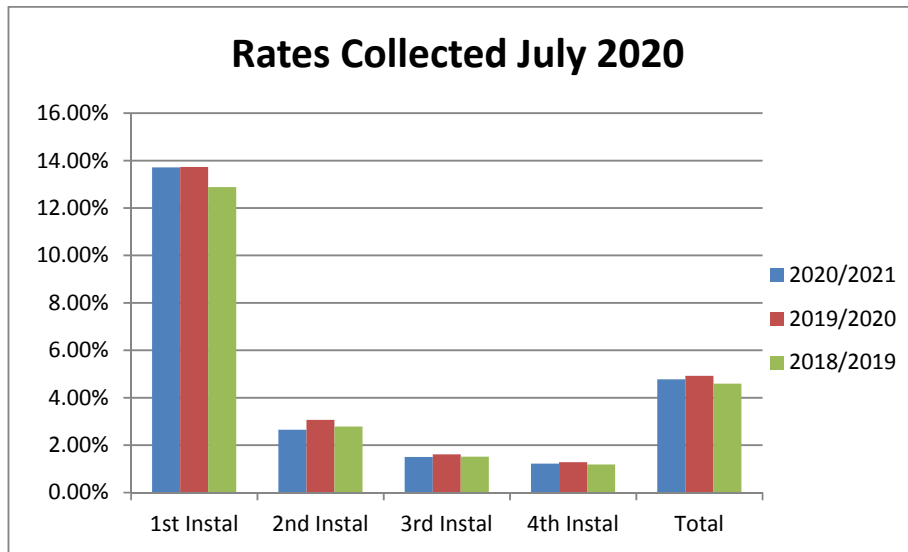
14.4

2.0 RATES

The Stratford District rating valuation will be carried out by Quotable Value in September, effective as at 15 August 2020, and will take effect on rates from 1 July 2021. Public notice of updated values are expected to occur by 7 October 2020, and owners notices posted by mid-October. Objections are due to close for the public on 20 November 2020.

Rates Arrears (owing from 2019/20 year and earlier) \$8,606 – As at 31 July 2020, 27% of rates in arrears have been collected since 1 July 2020 (2019: 31%). The drop in the collection of rates arrears from this time last year may suggest a collection issue looming for specific ratepayers that may be suffering hardship. Officers will be keeping a close eye on these arrears and engage with the ratepayers early and frequently.

Current Year Rates – As at 31 July 2020, 5% of rates had been collected (2019, 5%). A third of all district ratepayers are now paying their rates by direct debit.



3.0 INFORMATION TECHNOLOGY AND RECORDS

14.4

- The Council phone System has been upgraded as the old system hardware had become unsupported by the manufacturer, so obtaining parts was becoming more difficult. The upgrade has provided more software functionality for users including improved call centre reporting and monitoring. Going forward, it will provide the ability to integrate the phone system with other software.
- New Network firewall has been implemented and security enhancements rolled out system wide.
- Council's internal network is being extended to the Water Treatment plant. Firewall and connection being implemented next week.
- The Information Management Specialist has been sorting through 30 boxes of Council records found in a garage on Council's Cordelia St site. The records included payroll and financial records, District Plan documents, subcommittee minutes and agendas, and historical rating cards. The records will be appraised and those of archival value and suitable condition will be boxed and stored in the archives. The remaining records will be disposed of securely using document destruction bins, due to the sensitive nature of the material. Further investigation is being carried out to ensure there are no records being stored similarly at other Council sites.



Tiffany Radich
DIRECTOR – CORPORATE SERVICES



Approved By:
Sven Hanne
CHIEF EXECUTIVE

DATE:

19 August 2020

14.4

CAPITAL EXPENDITURE SUMMARY BY ACTIVITY AS AT 31 JULY 2020

	Project	Total Available	Actual YTD Expenditure 2020/21	Projected year end expenditure	Projected under/(over) spend 2020/21
Roading	<i>Level of service</i>	751,934	87,219	751,934	0
	<i>Replacements</i>	2,933,450	30,107	2,933,450	0
Stormwater	<i>Level of service</i>	233,800	0	233,800	0
	<i>Replacements</i>	58,200	0	58,200	0
Wastewater	<i>Level of service</i>	764,011	84	764,011	0
	<i>Replacements</i>	469,320	7,500	469,320	0
Water Supply	<i>Level of service</i>	1,093,607	1,531	1,093,607	0
	<i>Replacements</i>	1,217,696	5,985	1,217,696	0
Parks and Reserves	<i>Level of service</i>	730,878	0	730,878	0
	<i>Replacements</i>	0	0	0	0
Solid Waste	<i>Replacements</i>	61,600	0	61,600	0
Animal Control	<i>Level of service</i>	0	0	0	0
Swimming Pool	<i>Level of service</i>	15,673,700	0	15,673,700	0
Aerodrome	<i>Level of service</i>	0	0	0	0
Civic Amenities	<i>Level of service</i>	230,629	0	230,629	0
	<i>Replacements</i>	11,800	0	11,800	0
Library	<i>Replacements</i>	0	0	0	0
Miranda Street Office	<i>Level of service</i>	0	0	0	0
	<i>Replacements</i>	47,900	0	47,900	0
Farm	<i>Level of service</i>	55,400	0	55,400	0
	<i>Replacements</i>	42,000	0	42,000	0
Economy	<i>Growth</i>	300,000	3,362	300,000	0
Pensioner Housing	<i>Level of service</i>	0	0	0	0
	<i>Replacements</i>	0	0	0	0
Communications	<i>Replacements</i>	0	0	0	0
Corporate	<i>Replacements</i>	181,000	12,392	181,000	0
TOTAL		\$ 24,856,925	\$ 148,180	\$ 24,856,925	\$ -

2020 - Policy & Services Committee - August - Monthly Reports

CAPITAL EXPENDITURE SUMMARY BY ACTIVITY AS AT 31 JULY 2020

Council Activity	Project Description	2020/21 Annual Plan Budget (a)	Funds Carried Forward (b)	Total Funds Available (a + b)	2020/21 Actual Expenditure YTD	Projected year end forecast	2020/21 Projected under/(over) spend	Expected Project Completion Date	Comments
GROWTH - to meet additional demand									
Economy	Proposed Council subdivision	0	300,000	300,000	3,362	300,000	0	By 30 September 2020	
Total Growth Expenditure		0	300,000	300,000	3,362	300,000	0		
LEVEL OF SERVICE - to improve the level of service on an existing asset or provide an additional asset to increase a service level									
Roading - Provincial Growth Fund shovel ready projects	Various safety improvements	0	0	751,934	87,219	751,934	0	By 30 November 2020	100% funded from the Provincial Growth Fund
Stormwater	Reticulation Capacity Increase	110,700	0	110,700	0	110,700	0	By 30 June 2021	
Stormwater	Manhole Lid Safety Screens	123,100	0	123,100	0	123,100	0	By 30 June 2021	
Wastewater	Reticulation capacity increase	104,900	145,911	250,811	0	250,811	0	By 30 June 2021	
Wastewater	Safety screens	33,900	0	33,900	0	33,900	0	By 30 June 2021	
Wastewater	Pump station telemetry	83,900	82,000	165,900	0	165,900	0	By 30 June 2021	
Wastewater	Bulk discharge	0	51,300	51,300	0	51,300	0	By 30 June 2021	
Wastewater	Stage 2 treatment - Oxidation Pond	262,100	0	262,100	84	262,100	0	By 30 June 2021	
Water Supply	Water Meter Installation	346,000	0	346,000	1,531	346,000	0	By 30 June 2021	
Water Supply	Zoning	209,800	475,657	685,457	0	685,457	0	By 30 June 2021	
Water Supply	Stratford street work rider mains	31,400	30,750	62,150	0	62,150	0	By 30 June 2021	
Parks and Reserves	Park Development	15,600	0	15,600	0	15,600	0	By 30 June 2021	
Parks and Reserves	Walkway development	15,600	0	15,600	0	15,600	0	By 30 June 2021	
Parks and Reserves	Walkway signs	10,500	17,018	27,518	0	27,518	0	By 30 June 2021	
Parks and Reserves	Plantings and signs	12,500	22,462	34,962	0	34,962	0	By 30 June 2021	

14.4

2020 - Policy & Services Committee - August - Monthly Reports

Council Activity	Project Description	2020/21 Annual Plan Budget (a)	Funds Carried Forward (b)	Total Funds Available (a + b)	2020/21 Actual Expenditure YTD	Projected year end forecast	2020/21 Projected under/(over) spend	Expected Project Completion Date	Comments
Parks and Reserves	Victoria Park bike park	521,300	11,698	532,998	0	532,998	0	By 30 June 2021	
Parks and Reserves	Discovery Trail	104,200	0	104,200	0	104,200	0	By 30 June 2021	100% grant funded
Swimming Pool	Various Pool improvements	37,200	0	37,200	0	37,200	0	By 30 June 2021	
Swimming Pool	Pool development	15,636,500	0	15,636,500	0	15,636,500	0	By 30 June 2021	
Civic Amenities	Stratford 2035	100,000	0	100,000	0	100,000	0	By 30 June 2021	\$50,000 grant funded
Civic Amenities	Broadway / Prospero Place upgrade	0	80,629	80,629	0	80,629	0	By 30 June 2021	
Civic Amenities	WMC - civil defence upgrade	50,000	0	50,000	0	50,000	0	By 30 June 2021	
Farm	Calf bay	15,000	0	15,000	0	15,000	0	By 30 June 2021	
Farm	Yard upgrade	30,000	0	30,000	0	30,000	0	By 30 June 2021	
Farm	Landscaping / riparian planting	10,400	0	10,400	0	10,400	0	By 30 June 2021	
Total Level of Service Expenditure		17,864,600	917,425	19,533,959	88,834	19,533,959	0		

REPLACEMENTS - replaces an existing asset with the same level of service provided

Roading - Financially assisted NZTA	Unsealed Road metalling	795,000	(45,000)	750,000	0	750,000	0	By 31 December 2020	Revised NZTA approved budget due to overspend in 2019/20
Roading - Financially assisted NZTA	Sealed Road resurfacing	750,000	(30,000)	720,000	0	720,000	0	By 31 December 2020	Revised NZTA approved budget due to overspend in 2019/20
Roading - Financially assisted NZTA	Drainage Renewals	525,415	(75,415)	450,000	17,316	450,000	0	By 30 June 2021	Revised NZTA approved budget due to overspend in 2019/20
Roading - Financially assisted NZTA	Pavement Rehabilitation	742,800	(22,800)	720,000	6,502	720,000	0	By 31 December 2020	Revised NZTA approved budget due to overspend in 2019/20. Work will commence in September 2020.
Roading - Financially assisted NZTA	Structure Components Replacement	80,000	0	80,000	6,289	80,000	0	By 30 June 2021	Revised NZTA approved budget due to overspend in 2019/20
Roading - Financially assisted NZTA	Traffic Servcies Renewals	50,000	0	50,000	0	50,000	0	By 30 June 2021	Revised NZTA approved budget due to overspend in 2019/20
Roading - Financially assisted NZTA	Sealed Road resurfacing-Special purpose	151,000	-50	150,950	0	150,950	0	By 30 June 2021	
Roading non-subsidised	Underverandah lighting	12,500	0	12,500	0	12,500	0	By 30 June 2021	
Solid Waste	Building renewals	20,800	40,800	61,600	0	61,600	0	By 30 June 2021	
Stormwater	Weather events emergency fund	2,600	0	2,600	0	2,600	0	By 30 June 2021	
Stormwater	Reticulation Renewals	55,600	0	55,600	0	55,600	0	By 30 June 2021	
Wastewater	Step / aerate treatment renewals	31,500	0	31,500	0	31,500	0	By 30 June 2021	
Wastewater	Treatment pond renewals	160,400	0	160,400	0	160,400	0	By 30 June 2021	

2020 - Policy & Services Committee - August - Monthly Reports

Council Activity	Project Description	2020/21 Annual Plan Budget (a)	Funds Carried Forward (b)	Total Funds Available (a + b)	2020/21 Actual Expenditure YTD	Projected year end forecast	2020/21 Projected under/(over) spend	Expected Project Completion Date	Comments
Wastewater	Bulk discharge	10,500	0	10,500	0	10,500	0	By 30 June 2021	
Wastewater	Reticulation renewals	0	266,920	266,920	7,500	266,920	0	By 30 June 2021	
Water Supply	Laterals	32,100	0	32,100	0	32,100	0	By 30 June 2021	
Water Supply	Stratford street work rider mains	267,400	202,087	469,487	0	469,487	0	By 30 June 2021	
Water Supply	Midhirst street work rider mains	15,700	0	15,700	0	15,700	0	By 30 June 2021	
Water Supply	Infrastructure general Stratford	26,200	0	26,200	0	26,200	0	By 30 June 2021	
Water Supply	Infrastructure general Midhirst	3,200	0	3,200	0	3,200	0	By 30 June 2021	
Water Supply	Infrastructure general Toko	1,600	0	1,600	0	1,600	0	By 30 June 2021	
Water Supply	Grit tank replacement	0	248,495	248,495	5,985	248,495	0	By 30 June 2021	
Water Supply	Meter replacements	52,400	93,614	146,014	0	146,014	0	By 30 June 2021	
Water Supply	Patea delivery line	0	259,400	259,400	0	259,400	0	By 30 June 2021	
Water Supply	Hydrants	15,500	0	15,500	0	15,500	0	By 30 June 2021	
Civic Amenities	WMC - replace furniture	3,100	0	3,100	0	3,100	0	By 30 June 2021	
Civic Amenities	CRR - appliance replacements	8,700	0	8,700	0	8,700	0	By 30 June 2021	
Farm	Yard repairs	30,000	0	30,000	0	30,000	0	By 30 June 2021	
Farm	House - fireplace and floor coverings	12,000	0	12,000	0	12,000	0	By 30 June 2021	
Miranda Street Office	Furniture Replacement	3,100	0	3,100	0	3,100	0	By 30 June 2021	
Miranda Street Office	Floor coverings	42,700	0	42,700	0	42,700	0	By 30 June 2021	
Miranda Street Office	Dishwasher	2,100	0	2,100	0	2,100	0	By 30 June 2021	
Corporate	Computers/Peripherals/ Software	80,000	0	80,000	12,392	80,000	0	By 30 June 2021	
Corporate	AssetFinda and GIS software replacement	0	15,000	15,000	0	15,000	0	By 31 December 2020	
Corporate	Civil defence equipment	10,000	0	10,000	0	10,000	0	By 30 June 2021	
Corporate	Telephone System	0	25,000	25,000	0	25,000	0	By 30 September 2020	
Corporate	Vehicle Replacement (after trade in)	31,000	0	31,000	0	31,000	0	By 30 June 2021	
Corporate	Miscellaneous	20,000	0	20,000	0	20,000	0	By 30 June 2021	
Total Replacement Expenditure		4,044,915	978,051	5,022,966	55,984	5,022,966	0		
TOTAL EXPENDITURE		\$21,909,515	\$2,195,476	\$24,856,925	\$148,180	\$24,856,925	\$0		

LIABILITIES AND INVESTMENTS STATEMENT AS AT 31 JULY 2020					
Public Debt Statement					
Lender	Amount	Interest Rate	Term (Years)	Date Drawn	Maturity Date
LGFA (floating)	\$ 2,000,000	1.30%	1	April 2020	April 2021
LGFA	\$ 1,500,000	2.62%	3	August 2018	May 2021
LGFA	\$ 2,000,000	2.81%	4	August 2018	April 2022
LGFA	\$ 1,000,000	1.55%	3	April 2020	April 2023
LGFA	\$ 1,500,000	3.47%	5	May 2018	May 2023
LGFA	\$ 2,000,000	2.53%	5	May 2019	May 2024
LGFA	\$ 2,000,000	3.38%	7	August 2018	April 2025
LGFA	\$ 1,000,000	2.02%	6	April 2020	April 2026
LGFA	\$ 1,000,000	1.38%	7	May 2020	April 2027
LGFA	\$ 1,500,000	3.65%	9	August 2018	April 2027
	\$ 15,500,000	2.55%			
Internal Debt Register					
Activity	Amount	Start Date	Term	Interest Rate	Details
Water	\$ 1,430,000	2013	N/a	2.55%	Water treatment plant
	\$ 1,430,000				
Committed Cash Facilities					
Lender	Facility Value	Outstanding	Rate		
TSB Bank	\$ 1,000,000	\$ -	BKBM* + 3%		
	\$ 1,000,000				
Investment Statement					
Bank / LGFA	Amount	Interest Rate	Term (Days)	Start	End
Westpac	\$ 1,000,000	1.76%	120	9/07/2020	6/11/2020
TSB	\$ 1,000,000	2.15%	124	8/04/2020	10/08/2020
Westpac	\$ 1,000,000	1.51%	105	28/05/2020	10/09/2020
Westpac	\$ 1,000,000	1.76%	119	12/06/2020	9/10/2020
	\$ 4,000,000	1.80%			
LGFA	\$ 32,000	2.13%	1827	10/05/2019	10/05/2024
LGFA	\$ 32,000	0.91%	378	7/04/2020	20/04/2021
LGFA	\$ 24,000	2.22%	992	27/08/2018	15/05/2021
LGFA	\$ 32,000	2.41%	1326	27/08/2018	14/04/2022
LGFA	\$ 16,000	1.15%	1103	7/04/2020	15/04/2023
LGFA	\$ 24,000	3.06%	1826	24/05/2018	24/05/2023
LGFA	\$ 32,000	2.98%	2423	27/08/2018	15/04/2025
LGFA	\$ 16,000	1.62%	2199	7/04/2020	15/04/2026
LGFA	\$ 16,000	0.98%	2530	11/05/2020	15/04/2027
LGFA	\$ 24,000	3.25%	3153	27/08/2018	15/04/2027
	\$ 248,000	2.16%			
Shareholdings Statement					
	No. of Shares	Share Price	Value of Shares		
Fonterra	158,716	\$ 3.82	\$ 606,295		
Ravensdown	17,920	\$ 1.00	\$ 17,920		
Civic Financial Services Ltd	65,608	\$ 0.93	\$ 61,015		
			\$ 685,231		

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

CASHFLOW FORECAST FOR THE YEAR ENDED JULY 2021

	Jul-20	Jul-20 ACTUAL	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21
OPENING BALANCE	4,074,299	4,074,299	3,247,695	5,212,913	4,469,696	2,811,810	4,291,618	2,622,401	1,016,634	1,377,417	958,200	675,314	1,939,168	799,951
Rates	400,000	387,442	3,280,000	540,000	350,000	2,800,000	400,000	370,000	2,900,000	400,000	400,000	2,900,000	430,000	400,000
NZTA Refunds	400,000	267,424	180,435	126,000	265,000	250,000	650,000	250,000	450,000	750,000	750,000	420,000	180,000	300,000
Fees and Charges	350,000	368,848	319,000	300,000	200,000	250,000	350,000	240,000	350,000	350,000	350,000	320,000	320,000	350,000
Sale of Assets	1 125,000	-	10,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000
Interest Revenue	5,783	2,748	5,783	5,783	5,783	5,783	5,783	5,783	5,783	5,783	5,783	5,783	5,783	5,783
Other Income	2 -	-	-	370,000	-	-	-	2,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Total Cash In	1,280,783	1,026,463	3,795,218	1,466,783	945,783	3,430,783	1,530,783	2,990,783	4,830,783	2,630,783	2,630,783	4,770,783	2,060,783	2,180,783
Salaries and Wages / Elected Members	410,000	344,524	400,000	400,000	440,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	350,000
Payments to Suppliers - Operating	800,000	542,975	730,000	790,000	550,000	700,000	800,000	400,000	370,000	900,000	400,000	500,000	800,000	550,000
Major contract payments	800,000	557,140	700,000	600,000	1,500,000	950,000	2,000,000	3,600,000	3,700,000	2,500,000	2,000,000	2,500,000	2,000,000	950,000
Interest Expense	6,550	7,383	-	-	113,669	70,975	-	6,550	-	-	113,669	106,929	-	7,383
GST Paid	100,000	401,046	-	420,000	-	170,000	-	190,000	-	250,000	-	-	-	400,000
Total Cash Out	2,116,550	1,853,067	1,830,000	2,210,000	2,603,669	1,950,975	3,200,000	4,596,550	4,470,000	4,050,000	2,913,669	3,506,929	3,200,000	2,257,383
(Increase)/Reduce Term Deposits	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Borrowing /(Repaying) Loans	-	-	-	-	-	-	-	-	-	1,000,000	-	-	-	-
CLOSING BALANCE	3,238,532	3,247,695	5,212,913	4,469,696	2,811,810	4,291,618	2,622,401	1,016,634	1,377,417	958,200	675,314	1,939,168	799,951	723,351
Net Debt	10,284,000	10,284,000	10,284,000	10,284,000	10,284,000	10,284,000	10,284,000	10,284,000	10,284,000	11,284,000	11,284,000	11,284,000	11,284,000	11,284,000

Notes re Cashflow Forecast:

1. There are currently 7 sections under contract but none of these are expected to settle in the next six months.
2. Includes anticipated Government Grants for Community Halls and the new Swimming Pool.

Outstanding Debtors as at 31 July 2020

Category	Total Outstanding	Overdue > 3 months	Notes relating to outstanding balances
Rates	\$172,917	\$172,918	The overdue balance for rates debtors is what is owed for previous financial years. The amount includes some rates where legal proceedings have commenced. All outstanding rates are charged a 10% penalty on what is outstanding at the end of each quarter. <u>Advice has been sent to bank for collection of some rates.</u>
Transfer Station	\$203	\$20	
Cemeteries	\$20,613	\$9,633	Overdues relate to 9 debtors, of which 7 have payment arrangements with council or are with a debt collector for recovery. Have written to the others asking for an arrangement to be made, or the ("pre-purchased") plot will be put back out for public availability.
Rental Properties	\$22,101	\$1,922	Overdue amount is an annual charge paid off in monthly instalments.
Pensioner Housing	-\$5,142	\$0	Credit as tenants pay two weeks in advance.
Planning and Regulatory	\$10,782	\$6,126	Overdue debtors are actively being pursued by debt collectors DMC.
Facility Hire	\$2,882	\$182	Letter sent to overdue debtor.
Sundry Debtors	\$148,581	\$8,988	Overdue debtors are actively being pursued by debt collectors. One account is in a payment arrangement. Sundry debtors includes income accrued, ie Fonterra milk cheque.
NZTA	\$180,435	\$0	
Swimming Pool	\$1,238	\$0	
Resource Consents	\$2,400	\$1,200	One debtor overdue - reminders sent, urgent request.
Infringements	\$58,373	\$58,373	All debtors are overdue and with the Ministry of Justice for collection.
Wastewater Discharge	\$43,800	\$22,100	The majority of the overdue amount relates to one debtor who uses the Esk Rd discharge facility. The existing payment arrangement has not been adhered to. We are in the process of deciding whether to ban the debtor from using the facility and sending the outstanding debt to debt collectors. The other overdue acc will be sent to the debt collectors.
Water Billing	\$64,278	\$14,691	Three debtors are overdue, one debtor has entered into an approved Council payment arrangements. A 10% penalty is applied each quarter on all amounts overdue. One owner has just taken over property, via purchase of company shares, and inherited debt. Trying to resolve. <u>Enquiries into a leak for the other.</u>
TOTAL	\$723,462	\$296,153	