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

PRESENT

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

IN ATTENDANCE

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

1. **WELCOME**

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

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

2. **APOLOGIES**

There were no apologies.

3. **ANNOUNCEMENTS**

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

4. **DECLARATIONS OF MEMBERS INTEREST**

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

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

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

5. **ATTENDANCE SCHEDULE**

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

6. **CONFIRMATION OF MINUTES**

6.1 **Audit and Risk Committee – 6 October 2020**

D20/28222

(Pages 7-17)

RECOMMENDATIONS

1. THAT the unconfirmed minutes of the Audit and Risk Committee meeting held on Tuesday 6 October 2020 be received.

ERWOOD/BOYDE

Carried

CL/20/120

2. THAT the recommendations in the minutes of the Audit and Risk Committee meeting held on Tuesday 6 October 2020 be adopted.

BOYDE/DALZIEL

Carried

CL/20/121

Points noted in discussion:

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

RECOMMENDATIONS

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

DALZIEL/ERWOOD

Division

For 3

Against 7

1 abstained

Lost

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

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

A division was called:

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

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

The District Mayor abstained from voting.

The Amendment was lost.

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

6.2 **Ordinary Meeting – 13 October 2020**

6.2.1 **Ordinary Meeting – 13 October 2020** D20/28764 (Pages 18-28)

RECOMMENDATION

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

VOLZKE/SANDFORD
Carried
CL/20/122

6.2.2 **Public Forum – 13 October 2020** D20/28765 (Pages 32-44)

RECOMMENDATION

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

JAMIESON/JONES
Carried
CL/20/123

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

D20/30218 (PE) D20/31251 (open)

(Pages 45-49)

RECOMMENDATIONS

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

HARRIS/WEBBY

Carried

CL/20/124

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

McKAY/DALZIEL

Carried

CL/20/125

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

HARRIS/JAMIESON

Carried

CL/20/126

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

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

7. **DISTRICT MAYOR'S REPORT**

D20/31572

(Pages 52-70)

RECOMMENDATION

THAT the District Mayor's report be received.

VOLZKE/SANDFORD

Carried

CL/20/127

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

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

RECOMMENDATIONS

1. THAT the report be received.

BOYDE/DALZIEL
Carried
CL/20/128

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

ERWOOD/DALZIEL
Carried
CL/20/130

Recommended Reason

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

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

The Executive Administration Officer noted the following points:

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

Questions/Points of Clarification:

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

RECOMMENDATIONS

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

DALZIEL/SANDFORD

Carried
CL/20/129

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

Councillor McKay left the table at 4.39pm.

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

D20/31258 (Pages 61-71)

RECOMMENDATIONS

1. THAT the report be received.

JONES/JAMIESON

Carried
1 abstained
CL/20/131

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

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

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

BOYDE/WEBBY

Carried
1 abstained
CL/20/132

Recommended Reason

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

The Roading Assets Manager noted the following points:

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

Councillor McKay joined the table at 4.41pm

10. **QUESTIONS**

The meeting closed at 4.42pm

N C Volzke
CHAIRMAN

Confirmed this 8th day of December 2020.

N C Volzke
DISTRICT MAYOR