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

PRESENT

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

IN ATTENDANCE

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

1. **WELCOME**

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

2. **APOLOGIES**

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

RECOMMENDATION

THAT the apology be received.

BOYDE/COPLESTONE
Carried
P&S/20/183

3. **ANNOUNCEMENTS**

There were no announcements.

4. **DECLARATIONS OF MEMBERS' INTEREST**

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

There were no declarations of interest.

5. **ATTENDANCE SCHEDULE**

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

6. **CONFIRMATION OF MINUTES**

6.1 **Policy and Services Committee Meeting – 27 October 2020**
D20/30218 PE – D20/31251 OPEN Pages 7-19

RECOMMENDATION

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

McKAY/COPLESTONE
Carried
P&S/20/184

6.2 **Policy and Services Committee Meeting (Hearing) – 17 November 2020**
D20/32898 Pages 20-44

RECOMMENDATION

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

ERWOOD/HARRIS
Carried
P&S/20/185

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

7. **MATTERS OUTSTANDING**
D16/47 Page 45

RECOMMENDATION

THAT the matters outstanding be received.

WEBBY/COPLESTONE
Carried
P&S/20/186

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

D20/31304

Pages 46-79

RECOMMENDATION

THAT The report be received

COPLESTONE/McKAY
Carried
P&S/20/187

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

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

Points noted in discussion:

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

Questions/Points of Clarification:

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

Venture Taranaki departed the meeting at 3.30pm

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

D20/31945

Pages 80-85

RECOMMENDATIONS

THAT the report be received.

BOYDE/McKAY
Carried
P&S/20/188

Recommended Reason

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

The Corporate Accountant noted the following points:

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

Questions/Points of Clarification:

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

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

The Corporate Accountant departed the meeting at 3.39pm.

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

D20/6447

Pages 86-105

RECOMMENDATIONS

1. THAT the report be received.

BOYDE/McKAY
Carried
P&S/20/189

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

McKAY/COPELSTONE
Carried
P&S/20/190

Recommended Reason

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

The Environmental Health Manager noted the following points:

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

Questions/Points of Clarification:

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

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

11. MONTHLY REPORTS

11.1 ASSETS REPORT D20/31559 Pages 105-128

RECOMMENDATION

THAT the reports be received.

ERWOOD/JONES
Carried
P&S/20/191

The Director – Assets noted the following points:

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

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

Questions/Points of Clarification:

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

11.2 COMMUNITY SERVICES REPORT

D20/31246

Pages 129-137

RECOMMENDATION

THAT the reports be received.

ERWOOD/HARRIS
Carried
P&S/20/192

The Director – Community Services noted the following points:

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

Questions/Points of Clarification:

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

11.3 ENVIRONMENTAL SERVICES REPORT

D20/31361

Pages 138-145

RECOMMENDATION

THAT the reports be received.

McKAY/COPLESTONE
Carried
P&S/20/193

The Director – Environmental Services noted the following points:

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

Questions/Points of Clarification:

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

11.4 CORPORATE SERVICES REPORT

D20/32466

Pages 146-164

RECOMMENDATION

THAT the reports be received.

McKAY/BOYDE
Carried
P&S/20/194

The Director – Corporate Services noted the following points:

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

Questions/Points of Clarification:

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

12. **QUESTIONS**

There were no questions.

The meeting closed at 4.11pm.

A L Jamieson
CHAIRMAN

Confirmed this 26th day of January 2021.

N C Volzke
DISTRICT MAYOR