



Our reference
F19/13/03-D21/26182

4 August 2021

Ordinary Meeting of Council

Notice is hereby given that the **Ordinary Meeting of Council** will be held in the **Council Chambers, Stratford District Council, Miranda Street, Stratford** on **Tuesday 10 August 2021** at **3.30pm**.

Timetable for 10 August 2021 as follows:

2.45pm	Afternoon tea for Councillors
3.00pm	Workshop for Councillors - Establishment of goals for Te Reo Māori and Tikanga for Elected Members
3.30pm	Council Meeting

Yours faithfully

Sven Hanne
Chief Executive

2021 - Ordinary - August

10 August 2021 03:30 PM - 04:30 PM



TE KAUNIHERA Ā ROHE O
WHAKAAHURANGI
STRATFORD
DISTRICT COUNCIL

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AGENDA

Ordinary Meeting of Council



F19/13/05 – D21/27964

Date: Tuesday 10 August 2021 at 3.30 PM
Venue: Council Chambers, 63 Miranda Street, Stratford

1. Welcome
Health and Safety Message
2. Apologies
3. Announcements
4. Declarations of members interest
Elected members to declare any real or perceived conflicts of interest relating to items on this agenda.
5. Attendance Schedule
Attendance schedule for Ordinary and Extraordinary Council meetings.
6. Confirmation of Minutes
 - 6.1 **Ordinary Meeting of Council – 13 July 2021**
D21/27963 Page 7

Recommendation

THAT the minutes of the Ordinary Meeting of Council held on Tuesday 13 July 2021 be confirmed as a true and accurate record.

/
Moved/Seconded

- 6.2 **Audit & Risk Committee – 20 July 2021**
D21/26251 Page 12

Recommendations

1. THAT the unconfirmed minutes of the Audit & Risk Committee meeting held on Tuesday 20 July 2021, be received.
2. THAT the recommendations in the minutes of the Audit & Risk Committee held on Tuesday 20 July 2021, be adopted.

/
Moved/Seconded

6.3 Policy & Services Committee – 27 July 2021
D21/28353 Page 19

Recommendations

1. THAT the unconfirmed minutes of the Policy & Services Committee meeting held on Tuesday 27 July 2021 be received.
2. THAT the recommendations in the minutes of the Policy & Services Committee meeting held on Tuesday 27 July 2021 be adopted.

/
Moved/Seconded

7. District Mayor's Report
D21/27700 Page 28

Recommendation

THAT the District Mayor's report be received.

/
Moved/Seconded

8. Decision Report – Representation Review 2021 – Initial Proposal
D21/27982 Page 33

Recommendations

1. THAT the report be received.
2. THAT councillors consider the various options detailed in this report and make decisions on each of the following for the next two local elections:
 - If councillors are to be elected by wards, or a mixture of wards and 'at large', the proposed number, names, boundaries of wards, and the number of councillors that will represent each,
 - If wards are established (in addition to the Maori ward), the description of each proposed ward boundary and any explanation of changes,
 - The total number of councillors to be elected,
 - Whether to have community boards, and if so, how many, their names, and their membership.
3. THAT councillors adopt formal resolutions based on the decisions made on the above and release the Initial Proposal for consultation no later than 24 August 2021.

Recommended Reason

There are no specific recommendations given by council officers on each of the decisions that need to be made. This is a political decision councillors must decide on.

/
Moved/Seconded

9. Questions



Our reference
F19/13/03-D21/26210

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 2021 Ordinary and Extraordinary Council meetings.

Date	09/02/21	09/03/21	23/03/21	13/04/21	11/05/21	21/05/21	08/06/21	22/06/21	13/07/21	10/08/21	14/09/21	12/10/21	09/11/21	14/12/21
Meeting	O	O	E	O	O	EM	O	E	O	O	O	O	O	O
Neil Volzke	✓	✓	✓	✓	✓	✓	✓	✓						
Grant Boyde	✓	✓	✓	✓	✓	AV	✓	✓						
Rick Coplestone	✓	✓	✓	✓	✓	✓	✓	✓						
Peter Dalziel	✓	✓	✓	✓	✓	AV	✓	S						
Jono Erwood	A	✓	✓	✓	✓	✓	✓	✓						
Amanda Harris	✓	✓	✓	✓	✓	✓	✓	✓						
Alan Jamieson	✓	✓	✓	✓	✓	✓	✓	✓						
Vaughan Jones	A	✓	✓	A	✓	✓	✓	✓						
Min McKay	✓	✓	✓	✓	✓	✓	✓	✓						
John Sandford	✓	✓	✓	✓	✓	✓	✓	✓						
Gloria Webby	✓	✓	✓	✓	✓	✓	✓	✓						

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

MINUTES

Ordinary Meeting of Council



F19/13/04 – D21/27963

Date: Tuesday 13 July 2021 at 3.30pm
Venue: Council Chambers, 63 Miranda Street, Stratford

Present

The District Mayor N C Volzke (the Chairman), the Deputy Mayor A L Jamieson, Councillors G W Boyde, P S Dalziel, J M S Erwood, R W Coplestone, A K Harris, V R 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, the Administration & Communication Support Officer – Ms R Vanstone, the Communications Manager – Ms G Gibson and one member of the media (Stratford Press).

1. Welcome

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

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

2. Apologies

There were no apologies.

3. Announcements

The Chief Executive announced that a resolution will be proposed at the end of this meeting delegating voting powers at the Local Government New Zealand Annual General Meeting on 17 July to the District Mayor, who is attending on behalf of this council.

4. Declarations of Members Interest

The District Mayor requested Councillors to declare any real or perceived conflicts of interest relating to items on this agenda. There were no declarations of interest.

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

5. Attendance Schedule

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

It was noted the schedule would be amended to record Councillor Dalziel as present on 8 June 2021 and sick on the 22 June 2021.

6. Confirmation of minutes

6.1 **Ordinary Meeting of Council – 8 June 2021**
D21/19404

Recommendation

THAT the minutes of the Ordinary Meeting of Council held on Tuesday 8 June 2021 be confirmed as a true and accurate record.

BOYDE/WEBBY
Carried
CL/21/54

6.2 **Farm & Aerodrome Committee – 15 June 2021**
D21/20787

Recommendations

1. THAT the unconfirmed minutes of the Farm & Aerodrome Committee meeting held on Tuesday 15 June 2021, be received.

BOYDE/JAMIESON
Carried
CL/21/55

2. THAT the recommendations in the minutes of the Farm & Aerodrome Committee meeting held on Tuesday 15 June 2021, be adopted.

DALZIEL/HARRIS
Carried
CL/21/56

6.3 **Audit & Risk Committee – 22 June 2021**
D21/21217

Recommendations

1. THAT the unconfirmed minutes of the Audit & Risk Committee meeting held on Tuesday 22 June 2021, be received.

VOLZKE/ERWOOD
Carried
CL/21/57

2. THAT the recommendations in the minutes of the Audit & Risk Committee held on Tuesday 22 June 2021 be adopted.

McKAY/BOYDE
Carried
CL/21/58

6.3.1 Sensitive Expenditure Policy
D21/15757

Changes were documented and attached for Council's information.

6.4 **Policy & Services Committee – 22 June 2021**
D21/21264

Recommendations

1. THAT the unconfirmed minutes of the Policy & Services Committee meeting held on Tuesday 22 June 2021, be received.

ERWOOD/McKAY
Carried
CL/21/59

2. THAT the recommendations in the minutes of the Policy & Services Committee held on Tuesday 22 June 2021, be adopted.

JAMIESON/HARRIS
Carried
CL/21/60

6.5 **Extraordinary Meeting of Council (2021-2031 Long Term Plan Adoption_ - 22 June 2021**
D21/17525

Recommendation

THAT the minutes of the Extraordinary Meeting of Council held on Friday 22 June 2021 be confirmed as a true and accurate record.

VOLZKE/McKAY
Carried
CL/21/61

6.6 **Taranaki Solid Waste Committee – 20 May 2021**

Recommendation

THAT the unconfirmed minutes of the Taranaki Solid Waste Committee held on Thursday 20 May 2021 be received.

McKAY/SANDFORD
Carried
CL/21/62

The Mayor noted his attendance at this meeting due to the Deputy Mayor's unavailability.

6.7 **Taranaki Regional Transport Committee – 2 June 2021**

Recommendation

THAT the unconfirmed minutes of the Taranaki Regional Transport Committee held on Wednesday 2 June 2021 be received.

VOLZKE/JAMIESON
Carried
CL/21/63

The District Mayor noted the following points:

- The Te Wera site was not considered a viable option for the movement of logs by KiwiRail who will instead further develop the business case around the Waverley site. Interestingly all figures pertaining to Te Wera were redacted from the report being considered by the transport committee however the Mayor noted that of the 100,000 tonnes of logs coming out of the Te Wera Forest, 80,000 tonnes were going to the port over the next 7 year period with the remainder going to local mills. These numbers and the distances being driven were not considered high enough to make a successful (economic) case for rail movement out of Te Wera.
- The Ahititi Stock Effluent Disposal will remain open at the moment with further work being done for a longer term solution.

Questions/Points of Clarification:

- Councillor Boyde asked whether the 12 month timeframe for roadside drug testing would be a reality. Mayor Volzke noted that there is a firm commitment for roadside drug testing and that the timeframe includes acquiring equipment and the training of staff.

6.7 Taranaki Civil Defence Emergency Management Joint Committee – 3 June 2021

Recommendation

THAT the unconfirmed minutes of the Taranaki Civil Defence Emergency Management Joint Committee held on Thursday 3 June 2021 be received.

VOLZKE/WEBBY
Carried
CL/21/64

Questions/Points of Clarification:

- Councillor Dalziel sought an update on vaccination numbers since the meeting. Mayor Volzke responded that the Taranaki District Health Board (TDHB) provides weekly updates and advised that vaccinations would ramp up from early August when vaccines for group 3 would be rolled out. He had concerns because vaccination centres were initially being mooted for Hāwera and New Plymouth only and that Stratford would have to rely on GPs and pharmacists. The Mayor subsequently met with the TDHB and they have now changed their mind. Mayor Volzke is almost certain that there will be a vaccination clinic in Stratford which will be open to all people – not just group 3. An official announcement is imminent.

7. District Mayor's Report
D21/24669

Recommendation

THAT the District Mayor's report be received.

VOLZKE/SANDFORD
Carried
CL/21/65

The District Mayor noted the following points:

- The District's roading issues were raised at a meeting with the Deputy Chairperson of Waka Kotahi NZ Transport. Also raised were the funding cutbacks which have impeded Council's LTP process.
- The Minister of Transport Michael Wood will visit the region in a few weeks – this will be another opportunity to re-emphasise the messages.
- There is a lot of work occurring on roads around the District. This is temporary and in preparation for permanent major work starting in the summer time.
- The Burial and Cremation Act changes will have some impact on what councils do and how cemeteries are operated. There will also be changes to the regulations around funeral directors.

Questions/Points of Clarification:

- The Deputy Mayor asked for further explanation around three waters reforms. Mr Hanne noted that there is limited information on the Department of Internal Affairs (DIA) website and no new data has been presented as yet. An offer by Taituarā (Local Government NZ) to provide consultancy services to the TLA's for indepth analysis of the implications of the reforms, has been accepted by Mr Hanne. Council officers will provide the populating data for the analysis. This work will start in the next few weeks. DIA is funding this work so there are no other costs to council than our staff contributing data. A media release is expected this Thursday.
- Councillor Dalziel noted that a lot of the commentary is focused on drinking water but there are enormous costs associated with waste water. Mr Hanne agreed, adding that storm water has not even been discussed at this point. Mayor Volzke reiterated that there are many unanswered questions.

8. Questions

There were no questions.

The meeting closed at 3.57pm

N C Volzke
Chairman

Confirmed this 10th day of August 2021.

N C Volzke
District Mayor

MINUTES

Audit and Risk Committee



F19/13/05 – D21/26251

Date: Tuesday 20 July 2021 at 2pm
Venue: Council Chambers, 63 Miranda Street, Stratford

Present

P Jones (the Chair), the District Mayor N C Volzke, the Deputy Mayor A L Jamieson, Councillors J M S Erwood, P S Dalziel and M McKay.

In attendance

Councillors G W Boyde and W J Sandford.

The Director Corporate Services – Mrs T Radich, the Director Assets – Mrs V Araba, the Administration and Communication Support Officer – Ms R Vanstone, the Corporate Accountant – Mrs Christine Craig, the Communications Manager – Ms Gemma Gibson, the Roading Asset Manager – Mr Steve Bowden and one member of the media (Stratford Press).

1. Welcome

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

The Chair noted the health and safety message and emergency procedures on page 5 of the agenda.

2. Apologies

An apology was noted from the Chief Executive – Mr S Hanne.

3. Announcements

The Chair noted that a Councillors workshop would commence at 3.30pm and that an addendum to the Information Report – Health and Safety Report had been made available to elected members prior to today's meeting.

4. Declarations of Members Interest

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

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

5. Attendance Schedule

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

6. Programme of Works
D21/6382 (Page 7)

Recommendation

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

DALZIEL/ERWOOD
Carried
A&R/21/23

The Chair proposed to circulate information to elected members prior to a workshop in September on the committee's self-evaluation. There will be a report back to elected members at the November Audit and Risk meeting on this topic.

Mrs Radich added that the water quality update had been pushed out to September in order to include the results of water testing done over the last six months. She also invited committee members to add any items to the programme of works.

7. Confirmation of minutes

7.1 **Audit and Risk Committee Meeting Minutes – 22 June 2021**
D21/21219 (Pages 8-16)

Recommendation

THAT the minutes of the Audit and Risk Committee Meeting held on Tuesday 22 June 2021 be confirmed, with any amendments, as a true and accurate record.

JAMIESON/VOLZKE
Carried
A&R/21/24

The Administration and Communication Support Officer undertook to make the following amendments:

- Page 11 – first bullet point – amend to “he does, on occasion, approve reimbursement back to the Mayor for other local authorities, ...”.

8. Matters Outstanding
D18/27474 (Page 17)

Recommendation

THAT the matters outstanding be received.

JONES/McKAY
Carried
A&R/21/25

The Director – Corporate Services noted the following points:

- That there has been no time to clarify the process for a review of the contractor health and safety prequalification process but that a response will be reported to this committee at the September Audit and Risk meeting.
- Mr Chris Webby, Audit NZ will be invited to update elected members at the September Audit and Risk meeting to clarify matters outstanding and the annual report.

- Stratford District Council are working toward being one of the early councils to have their audit completed.

Questions/Points of clarification:

- The Chair noted that government continues to pass legislation affecting the LTP adoption process – a number of councils have still not adopted their LTP consultation document. There are also impacts for local government with the national shortage of auditors, the unavailability of international auditors and the public service salary freeze.

9. **Decision Report – General Insurance Renewal 2021**

D21/24912 (Page 18-44)

Recommendations

1. THAT the report be received.
2. ~~THAT the Committee approves the recommendations for the general insurance renewal programme for 2021.~~
3. THAT the Committee approves the proposed amendments to Council's Insurance Framework.

JONES/ERWOOD
Carried
A&R/21/26

The Director – Corporate Services noted the following points:

- Above-ground services and assets are insured by various insurers via the broker, Marsh NZ. Below-ground services and assets are insured through the Local Authority Protection Programme (LAPP).
- The general insurance renewal programme in 2021/22 sees an increase of \$26,000 in premiums.
- Detailed options for consideration for insurance renewal are contained in the report.

Questions/Points of clarification:

- Deputy Mayor Jamieson sought an explanation as to why Council insures the hockey turf and lights. Mrs Craig clarified that Council on-charges this cost to the Hockey Turf Trust. Councillor Boyde noted his reluctance to pay a high excess for the turf and lights.
- Councillor McKay noted that the relatively small amount of savings did not warrant paying the excess increase especially given the number and value of recent claims. She supported remaining with the status quo.
- The District Mayor agreed, acknowledging the relatively small savings in context to the total cost, adding that if the excess is increased, unless there was a major disaster affecting any one of the assets, Council would not be in a position to make savings. Mayor Volzke also added his support to set aside excess funds in a natural disaster contingency fund. With the frequency of natural disasters increasing and becoming more expensive, Council should be looking to maximise the insurance claim rather than save a few dollars in premium.
- Councillor Dalziel agreed to remain with the status quo.
- The Chair pointed out his support for the status quo also, adding that a claim for under \$100,000 would see Council staff working on the claim and therefore accruing administrative costs. A claim for more would mean passing the claim administration over to the insurer who were far better equipped to make recovery from a third party, for instance.
- Mrs Radich clarified the process of tendering for brokering services, when asked by Councillor Boyde. There is a shared service arrangement with other Taranaki councils, last reviewed in 2020 for two years. Council does not deal directly with insurers – most of which are overseas – and there are often multiple insurers underwriting a policy. There are only two brokers in the New Zealand market providing this service – AON and Marsh.
- Councillor Dalziel noted that the annual fee of \$7,700 for brokering services was not a huge cost.
- The Chair added that, contractually the broker does not receive commission if the Council is paying directly for those services, so a broker cannot 'double dip'.

Recommendation

THAT the Committee approves the recommendations for the general insurance renewal programme for 2021 with the status quo in addition to reducing the excess for natural disaster as outlined in option 1c within the report.

JONES/ERWOOD
Carried
A&R/21/27

10. Decision Report – Review of Risk Management Policy
D21/24848 (Page 45-62)

Recommendations

1. THAT the report be received.
2. ~~THAT the amendments to the Risk Management Policy be reviewed and approved.~~

JONES/McKAY
Carried
A&R/21/28

The Director – Corporate Services noted the following points:

- The policy is the overarching guidance for staff and elected members. The framework contains more detail around how risk is assessed, managed and monitored.

Questions/Points of clarification:

- Elected members focused on the risk appetite statement, particularly the risk categories and there was much discussion around degrees of risk. Members concluded that reputation risk should be reduced to moderate and compliance risk to low.
- Mrs Radich noted that it is good practice for local government to have a risk appetite statement adding that time would tell in how it could be applied.
- Regarding the policy, Mrs Radich explained the risk reporting procedure adding that currently, Council does not have any extreme risks.
- The District Mayor noted that he would like to see extreme, very high and high risks notified to the Chief Executive, as the eyes and ears of elected members.
- Councillor Dalziel noted his preference for the risk matrix to work on the residual rather than the raw risk adding that, residual risk is what has to be managed because that is where Council is exposed. He stated the logic of the matrix (on page 56 of the report) was incorrect - that all minor risks should be low and that any exposure to an extreme or catastrophic risk to be a rare event.
- The Chair disagreed with Councillor Dalziel, noting that Council needs to focus on the raw risk and be aware of the controls in place to mitigate that raw risk.
- Mrs Radich noted that each risk is assessed twice – once at the raw risk and then again when the mitigation and control has been developed. In terms of the risk reporting to this meeting, this is based on the raw risk rating.
- Elected members discussed the risk matrix at length focusing on the frequency and likelihood of events.
- Councillor Erwood considered that the risk matrix should be more agile.
- Mrs Radich confirmed that risks are constantly being reassessed at an SLT level. Councillor Boyd suggested that the policy be reviewed annually and that critically, the matrix is living because a lot can change in a short time, and has if we take Covid-19 as an example.
- Councillor McKay asked how, if Councillor Dalziel's comments were to be taken into account, the matrix could be applied practically. Mrs Radich responded that Council does not currently have any risks assessed in the risk register at the catastrophic/almost certain end of the scale and we are not using those categories. From a practical point of view, we need to be able to able constantly review.

Recommendations

2. THAT the amendments to the Risk Management Policy be received and approved.
3. THAT the Council monitor the Risk Management Policy and that it be reviewed in 12 months time.

JONES/McKAY
Against DALZIEL
Carried
A&R/21/29

11. **Information Report – Health and Safety Report**
D21/25927 (Page 63-66)

Recommendation

THAT the report be received.

DALZIEL/ERWOOD
Carried
A&R/21/30

Questions/Points of clarification:

- Council Boyde expressed his views around the prequalification of contractors noting that a line needed to be drawn in the sand around Council's use of non-pre-qualified contractors.
- Mrs Radich noted that a report is on the work programme and that there are various scenarios and fit-for-purpose solutions. She noted that the Health & Safety Advisor, Mr Mario Bestall, is constantly working with the problematic contractors.
- Councillor Dalziel felt that a one-size-fits-all approach did not always work, especially with the small, local contractor. He felt that time, education and practicality were also considerations and that Council must issue clear guidelines.
- Councillor Boyde agreed that a fit-for-purpose approach is sensible.
- The Director Assets explained the Health and Safety Officer had checked in with the big contractors to ensure that their sub-contractors were compliant. All contractors received a letter recently giving them until the end of the month to notify whether they are compliant and whether their subcontractors are compliant. After this contractors are not able to do any work for the Council. Mr Bestall is working with contractors/sub-contractors as they come through the door.
- The District Mayor noted that the civil defence centre is now complete and is open. This is a state-of-the art facility and Council have played a significant role in funding the service and our staff in delivering the service.

12. **Information Report – Audit NZ – Progress on Auditor Recommendations**
D21/25066 (Page 67-72)

Recommendation

THAT the report be received.

DALZIEL/JONES
Carried
A&R/21/31

The Director Corporate Services noted that new recommendations from Audit New Zealand in relation to the Long Term Plan (LTP) and the final report on the LTP audit have been added.

Questions/Points of clarification:

- Councillor Dalziel congratulates the Corporate Services team on a good outcome.
- The Audit NZ response to the Annual Report will be received in for the November Audit and Risk meeting.
- The Director Assets confirmed that there was no completion date around the asset data due to continuously ensuring that it is dynamic as assets are updated. Mrs Araba did not foresee a time when this updating would stop. In terms of critical assets Council has a good handle on data. For non-critical assets Council must weigh the cost effective collection of data with the confidence that we have in the quality of our data.
- The Chair asked Mrs Araba whether she agreed with Audit NZ's recommendation concerning "*largely non-critical assets, where the confidence levels in data held are lower than what (Audit NZ) consider to be acceptable for the purposes of developing its renewal programme*". Mrs Araba did not disagree with this statement however, Audit NZ are referring to non-critical assets such as laterals, for example, which are almost insignificant parts of the water asset. It is not therefore, cost-effective to dig for laterals. She considers that the Council's strategy around the data held for non-critical assets works for Council and is cost-effective.
- The Chair added that it is worthwhile asking Audit NZ, when they bring back their subsequent report, whether they agree with Council's strategy.
- Councillor Boyde noted an error at the bottom of page 70 of the schedule of recommendations where the capital expenditure do-ability statement is repeated.

13. Information Report – Financial Risk Management Report
D21/24987 (Page 73-84)

Recommendation

THAT the report be received.

ERWOOD/DALZIEL
Carried
A&R/21/32

Questions/Points of clarification:

- The District Mayor noted that paragraph 2.2 of the Treasury Report on page 75 related to Council's financial investments – currently the entire amount of \$7 million sits with the Westpac Bank. This is consistent with the policy as long as the Chair and Mayor have approved. Councillor's were asked at the previous Ordinary council meeting if they were comfortable with this process – they were and that was noted formally. Mayor Volzke considers that approval, when given, should be formally noted at this meeting as well.
- The Chair considers that a recommendation should formally note that while the investments fall outside of policy, there was prior approval given as per the policy.
- The Chair asked, referring to the committed cash facilities currently with TSB, is a facility fee paid? The Corporate Accountant clarified that if the facility is drawn down, interest is charged, otherwise no line fee is payable in the meantime.
- Councillor Boyde noted, in referring to page 77, that there were no concerns around rates collection. He asked what level of rates non-collection was a concern, but the concerns about Covid-19 affecting rates revenue received did not eventuate and rates collection is improved on the previous year.

14. Information Report – Risk Review
D21/24911 (Page 85-106)

Recommendation

THAT the report be received.

McKAY/JONES
Carried
A&R/21/33

Questions/Points of clarification:

- The Chair, in referring to risk 78 on page 90, asked if the risk rating was too low given the current central government mandate with the amount of upcoming policy changes for local government. He considered that the residual risk score should be much higher as the scenario is a very real risk – at least major, if not extreme. It was agreed to increase the raw risk to Extreme – Almost Certain, and Major.
- Councillor Dalziel asked how, particularly with the 3 waters reforms, Council minimises the impacts on the districts.
- The Chair noted his concerns for the financial impact on ratepayers who have been promised a lower water bill, however he has seen no evidence of how this will be achieved.
- The District Mayor added that there are also other reforms which will have a cumulative impact.
- Councillor Dalziel noted his preference to re-work the rating of cyber attack. He felt that a residual risk score of 3 was 'undercooking' the situation.

15. General Business

No general business was discussed.

16. Questions

No questions were asked.

The meeting closed at 3.32pm.

P Jones
Chairman

Confirmed this 20th day of July 2021.

N C Volzke
District Mayor

MINUTES

Policy and Services Committee



F19/03/05 – D21/27700

Date: Tuesday 27 July 2021 at 3.00pm
Venue: Council Chambers, 63 Miranda Street, Stratford

Present

The District Mayor N C Volzke (the Chairman), the Deputy Mayor A L Jamieson, Councillors G W Boyde, P S Dalziel, J M S Erwood, R W Coplestone, A K Harris, V R 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 – 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 Roading Asset Manager – Mr S Bowden, the Community Development Officer – Mrs A Kingston (part meeting), the Community Development Officer – Mrs S Shepherd (part meeting), the Parks and Reserves Officer – Mrs M McBain (part meeting), Ms J Gilliland, Dr A Probert and Mrs J Patterson (Venture Taranaki, part meeting) and one member of the media (Stratford Press)

1. Welcome

The Deputy Mayor welcomed the Chief Executive, Councillors, staff, Venture Taranaki representatives and the media.

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

2. Apologies

There were no apologies received.

3. Announcements

There were no announcements.

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 Deputy Mayor and Councillor Erwood declared an interest in Item 11 – 2021 External Funding Application. The District Mayor would fill the chair role during this item.

The District Mayor declared an interest in Item 9 – Stratford District Licensing Committee – 2020/2021 Annual Report.

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 – 22 June 2021**
D21/21264 (Page 9)

Recommendation

THAT the minutes of the Policy and Services Committee Meeting held on Tuesday 22 June 2021 be confirmed as a true and accurate record.

BOYDE/COPLESTONE
Carried
P&S/21/98

7. **Matters Outstanding**
D16/47 (Page 20)

Recommendation

THAT the matters outstanding be received.

SANDFORD/JONES
Carried
P&S/21/99

8. **Information Report – Economic Development Quarterly Report – Quarter Four**
D21/23062 (Page 21)

Recommendation

THAT the report be received.

McKAY/DALZIEL
Carried
P&S/21/100

Ms Gilliland and Dr Probert presented the report to Council. Points noted in the presentation:

- This report highlights a busy quarter and that significant progress has been made in integrating Tapuae Roa and Taranaki 2050 with the process to integrate with Te Aranga o Taranaki now underway and the key task now being progress in terms of action.
- The Taranaki Catchment Communities was granted \$1.25 million from MPI. It was clarified that Venture Taranaki would remain heavily involved as part members of the lead group but the group will now be able to contract with MPI themselves. Venture Taranaki will remain closely connected and support any further work or business cases required for future funding.
- The We Create Futures was launched which provided the opportunity to look to what the future trends will be, what visitors want, our regional strengths and desired future outcomes. This resulted in identifying items to take forward into the future and utilise funding from the government.
- The Power Up finals night was held with really great ideas being presented on the night.
- There is still high demand for enterprise support and good engagement with the start up clinics. The demand is high for support and advice and work is being undertaken to manage the high numbers to allow staff to reply in a timely manner.
- The launch of the Taranaki Story has been really successful. It has been heavily accessed already by regional enterprises with lots of downloads of the materials. There has been a few approaches by other regions wanting to do a similar thing.

- Venture Taranaki won the supreme award for Business Support Recovery after COVID-19 and Ms Gilliland thanked Council for its support with this.
- Projects coming up include progressing product development, visitor future work, coastal arts trail, looking into the niche sectors in Taranaki and energy solutions for rural communities.
- Dr Probert noted the Branching Out event was being held in Stratford tomorrow with 80 people registered. This will focus on trees and connecting enterprises through the value chain.
- A lot of work is being done with the energy sector for Power to X. This is the development of a local thought piece underpinned by genuine information which looks at the potential of the whole Country and the sort of energy it could produce. We know that Taranaki has incredible capacity with offshore winds and the products that could produce, the hub it could provide and energy that could be exported. This is being done in conjunction with a number of companies and will be put forward to the government.

Points of Clarification/Questions:

- The Deputy Mayor congratulated Venture Taranaki on their win for the Business Support Recovery award and acknowledged the difference it had made to businesses in the region.
- It was clarified that engagement with iwi was still occurring regarding the integration of Tapua Roa, Taranaki 2050 and Te Aranga o Taranaki. Once this is completed it would then be time to consider what the integrated framework will be called which will be a discussion for Ngā Kaiwhakātere o Taranaki. There will be several other documents that will sit within the consolidated framework such as Just Transitions.
- It was clarified the funding received after the Oil and Gas announcement has been used in setting up Ara Ake which is now up and running. The funding for science and research is administered by MBIE and there are projects underway from this. The integrated regional plan will help with putting forward plans for the future for other funding avenues.
- It was clarified there is a lot happening in the hydrogen space. The Kapuni Plant is just working through the consent process for turbines. Meridian and Contact are also talking about hydrogen potential in southland which increases the overall potential for New Zealand. A progress report will be released soon for Taranaki's own H2 journey.

Ms Gilliland, Dr Probert and Mrs Patterson left the meeting at 3.21pm.

The District Mayor departed the table at 3.21pm.

9. [Information Report – Stratford District Licensing Committee – 2020/2021 Annual Report](#)

D21/23652 (Page 54)

Recommendations

1. THAT the Annual Report for Stratford District Licensing Committee for 2020/2021 be received and contents noted.
2. THAT subject to any amendments the Annual Report will be forwarded to the Alcohol Regulatory and Licensing Authority.

COPLESTONE/BOYDE
1 abstained
Carried
P&S/21/101

The Director – Environmental Services noted the following points:

- This is the annual district licensing report that is required each year to be provided to ARLA.
- There was a significant change this year in the appointment of a new commissioner.
- It was a stable year in terms of hospitality which is reflected in license numbers and application numbers which fall within the range over the last five years.

*The Community Development Officers left the meeting at 3.23pm.
The District Mayor re-joined the table at 3.23pm.*

10. Decision Report – Road Closure For A Car Club Event
D21/24543 (Page 61)

Recommendations

1. THAT the report be received.

JONES/HARRIS
Carried
P&S/21/102

2. THAT pursuant to Section 342(1) (b) 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 Sunday 15 August 2021 between the hours of 7.30am and 5.30pm for the purpose of the Stratford Street Sprint 2021

- Orlando Street from Warwick Road to Celia Street
- Romeo Street from Orlando Street to Cordelia Street
- Cordelia Street from Romeo Street to Warwick Road
- Warwick Road from Cordelia Street to Orlando Street

BOYDE/COPLESTONE
Carried
P&S/21/103

Recommended Reason

The South Taranaki Car Club have approached the Stratford District Council with the view of holding their annual Stratford Street Sprint Event on Sunday 15 August. This is their 31st year of running the event. The proposed road closure requires formal endorsement by a Council resolution.

The Roading Asset Manager noted the following points:

- This is repetition of the report submitted last year for the annual South Taranaki Car Club time trial event.
- It seeks the approval of Council to allow these four roads to be closed.

Points of Clarification/Questions:

- It was clarified that a \$2,000 bond is held from the club which is used to fix any significant damage caused by the event.

*The Deputy Mayor and Councillor Erwood vacated the table at 3.26pm.
The District Mayor undertook the role of Chairman.*

11. Decision Report – 2021 External Funding Application
D21/25932 (Page 71)

Recommendations

1. THAT the report be received.

WEBBY/SANDFORD
2 abstained
Carried
P&S/21/104

3. THAT Council's funding application to the Taranaki Electricity Trust (TET) for \$832,925 is approved to be submitted.

BOYDE/COPLESTONE
2 abstained
Carried
P&S/21/106

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 is the annual report seeking a recommendation from Council to apply for funding from the Taranaki Electricity Trust which is to be submitted every August.
- There are eight projects which are detailed in 4.4 of the report.
- All projects listed are part of the work programme, however some are not budgeted for.

Points of Clarification/Questions:

- It was clarified the correct amount of the total application was \$902,925 as detailed in the resolution in the report.
- Councillor Boyde noted that having looked at the exercise equipment in Palmerston North and the damage that happens to it he no longer supported this project and suggested Council look at Option 2 to approve the application with changes. The Chief Executive noted he had observed the equipment in Ohakune being used as play equipment only.
- It was clarified the amount requested for the pool was in addition to the invitation to review the 2020 grant amount at the end of the 2020 financial year. The additional funding from this review had not yet been confirmed in writing.
- It was clarified that the Taranaki Electricity Trust had funded Economic Development in the past with the exception of the 2020 application. It had not been in Council's budget in the past as it had historically been supported by the Trust, however it is included in the budgets now after being unsuccessful with the funding for this activity last year.
- Councillor Sandford supported the removal of exercise equipment from the application and noted he would prefer to see this amount used on play equipment to enhance the playground further as it will have more use than it has ever had before when the bike park opens.

Recommendations

2. THAT Project 8 (Victoria Park – Exercise Equipment \$70,000) be removed from the application.

BOYDE/SANDFORD
2 abstained
Carried
P&S/21/105

- It was clarified the original plan had been to put the exercise equipment around the lake at Victoria Park which would make the area more attractive and provide the equipment for use to the public and sports clubs.
- It was felt that the inclusion of play equipment should not proceed as it was not budgeted for.
- It was clarified that Trustees had visited Council Officers last year to discuss the priority items on the application which may be done again this year. Last year this resulted in the pool obtaining funding but not the other items applied for.
- The District Mayor requested that the application reflects on the thousands and thousands that use the pool currently and that being a Council owned facility, and not for profit, then every ratepayer benefits from any debt reduction.

The Deputy Mayor and Councillor Erwood re-joined the table at 3.42pm. The Deputy Mayor resumed as Chairman.

12. Monthly Reports

12.1 **Assets Report** D21/21383 (Page 78)

Recommendation

THAT the report be received.

ERWOOD/HARRIS
Carried
P&S/21/107

The Director – Assets noted the following points:

- The year has been very busy and Mrs Araba acknowledged the assets staff for the incredible work done throughout.
- There were three performance measures not achieved this year. The first was minor water disruptions which was 6 with a goal of <5, the solid waste recycling measure which is set very high and patronage at the War Memorial Centre which was partly due to the unavailability due to COVID-19 restrictions.

Points of Clarification/Questions:

- It was requested that a regular summary be provided on the aquatic centre project on the project, progress, budget and timeline.
- The Roading Asset Manager clarified that the One Network Framework (ONF), which is replacing the One Network Roading Classification, would recognise the volume of traffic going down the road but will recognise the function and importance of the location as well. There are various levels of classifications for the roads which will be funded accordingly. It was noted there are 100 key performance indicators that are part of this change, 30 of these are mandatory. There will be quite a lot of work involved in capturing the information required for these.
- Councillor Sandford noted his concern regarding the suggestion the service lane be used for teacher parking for the Stratford Primary School. He noted this area needed to be clear for emergency vehicles as well as noting his concern over the amount of heavy vehicles using this at the moment for the pool construction. Mr Bowden noted that this was just one of the suggestions put forward when meeting with the principal. He noted the school is looking to create its own staff carpark behind the school. The issue with kids walking through the hockey turf required a bit of re-education. It was noted that if a crossing was to be installed then the location needed to be considered carefully to ensure the kids are coming out by the crossing to use it.

The Parks and Reserves Officer joined the meeting at 3.48pm.

- It was clarified that Council was able to review the speed limits outside of schools prior to the ONF coming into force. The proposed speed limits are 30km/hr outside a school except for Huiakama, Toko and Marco Schools which would have a 60km/hr limit. Mr Bowden confirmed it is envisioned that kindergartens and day-cares will be included in this review. A report will be brought back to Council to consult on the suggested changes.

- It was clarified that the intention of a suspended recycling collection was to support those offending households in what aspects of recycling is being done wrong.
- Councillor Boyde noted the concrete had been poured for the yards at the Farm and it was now in use with about 20 cows in so far.

The Parks and Reserves Officer departed the meeting at 3.59pm

The Community Development Officers joined the meeting at 3.59pm.

12.2 Community Services Report
D21/22487 (Page 103)

Recommendation

THAT the report be received.

WEBBY/VOLZKE
Carried
P&S/21/108

The Director – Community Services noted the following points:

- Funding was approved for two new roles for the Mayors Taskforce for Jobs to continue the great work that has been done so far. Applications for these roles close this week.
- There is really positive work being done through the Community Relationships Framework alongside the Wheelhouse specifically with the Stratford Positive Ageing Group, Stratford Business Association and Taranaki Pioneer Village.
- It was noted that further explanations will be given in the Annual Report on the performance measures for visitor numbers which were not met.

Council Organisations and Council Representatives on Other Organisations

- The District Mayor noted his attendance at the MTFJ AGM last week. There had been 23 rural Councils and 4 Provincial Councils which were eligible for the funding that Stratford received. It has been a really successful scheme right across the country. This has been recognised by the Minister that Local Government can provide a service more efficiently and less bureaucratically than other means. He commended the staff on the work undertaken with this project.
- Councillor McKay noted she was undertaking a review of the MOU agreement between the Stratford Business Association and Council, she noted specially that she was working through the allocation of hours for the secretary to create a work plan, prioritising what was important and what aligns with the strategic plan. This will then be presented for committee approval before being brought to Council for final approval. The next BA5 is tomorrow at Tūtaki Youth inc which is a great opportunity to see the work being done there and she encouraged Councillors to attend. The Romeo awards are going well with nominations and entries coming in which is pleasing given the different format of the awards this year. It was noted the sponsorship slots for the awards all filled up really quickly for the Romeos. The next Women in Business event will go on sale next week.

The Community Development Officers departed the meeting at 4.06pm

12.3 **Environmental Services Report**
D21/21380 (Page 113)

Recommendation

THAT the report be received.

McKAY/DALZIEL
Carried
P&S/21/109

The Director – Environmental Services noted the following points:

- This report contains the final figures for the year:
 - There were 288 building consents issued which is quite a bit above the previous year with over double the amount for new dwellings.
 - There was an increase of 10 resource consents.
 - There were eight more LIMs than the previous years.
- The average processing time for consents has reduced, however another one has gone over the timeframe.
- There is a small number of building consent inspections that have had a longer wait time and is a result of resourcing levels with staff.

Points of Clarification/Questions:

- It was noted there was a meeting schedule for Wednesday evening to discuss the guidelines which have been issued for instruction on how to satisfy the rules under the legislation. The guidelines are about providing clarity but it was noted this introduction could have been done better. It was noted that it has been reported that there is a large number of work that has been stopped, however Mr Sutherland noted this was not on the scale that has been implied.

12.4 **Corporate Services Report**
D21/25865 (Page 121)

Recommendation

THAT the report be received.

SANDFORD/ERWOOD
Carried
P&S/21/110

The Director – Corporate Services noted the following points:

- The final results will not be known until the final audit is completed, for which a date hasn't been confirmed by Audit NZ as yet. These initial end of year results are still changing as further expenditure is identified.
- Revenue is above budget as a result of external grants, higher than expected user charges, increased milk proceeds, project specific funding and financial contributions that were not budgeted for.
- Expenditure is higher than budgeted with personnel costs over budget which were largely offset by grants received for some positions however this is significantly over in the Building Control area.
- Capital Expenditure is significantly under budget but this included the full cost of the pool project so 79% of the underspend is specifically related to this. Some projects did not go ahead or were completed under budget. It was requested that a full explanation be provided to Council on the budgeted projects that were not required.

Points of Clarification/Questions:

- It was requested that the farm income be separated from the user charges in the monthly reports.
- It was requested a full financial summary of the Subdivision project be provided to Council.
- It was clarified that the total expenditure table did not include the grants received which caused a variance in some of the totals.
- It was clarified that the extra revenue above budget in the Community Development activity was due to grants received for the MTFJ project and Community Engagement roles.
- It was noted that the outsourcing for building consents is quite different to the revenue received, however the department was working to get this back in house now.

13. Questions

- It was clarified that the Taranaki Regional Council would receive the data to update their Regional Explorer valuations by the end of the week.
- The District Mayor noted the significant items coming out of the Local Government New Zealand Conference were related to the Local Government reforms and the 3 Waters reform. He noted the Local Government reform was in its early stages but that it was turbo charged in terms of the timeline with the report expected to be released in September. Councillors were already up to date with the 3 Waters reform except to note that the \$2.5 billion funding package to support Councils from the Government would be funded by \$1 billion from the Government and \$1.5 billion from the entities themselves who will get it from their customers. It is expected the governance arrangement for the 3 Waters entities would be a partnership agreement with representatives from Councils (not every Council). A selection committee will appoint the Council directors with the other governance roles coming from Iwi. The Minister had been questioned if the opportunity to opt in or out. She had noted that the case to change is compelling why would you opt out? There have been a lot of emails between the Mayors since conference with a lot of views expressed.

The meeting closed at 4.28pm

A L Jamieson
Chairman

Confirmed this 24th day of August 2021.

N C Volzke
District Mayor

MONTHLY REPORT

District Mayor



F19/13/04 – D21/28353

To: Council
From: District Mayor
Date: 10 August 2021
Subject: District Mayor Monthly Report – July 2021

Recommendation

THAT the report be received.

/
Moved/Seconded

1. Future of Local Government

The Future of Local Government Review Panel visited the region in July and hosted a workshop attended by council representatives from across the region. The Review's initial focus will be on:

- how local government will be a key contributor to the wellbeing and prosperity of New Zealand and
- an essential connection to communities in the governance of New Zealand in the future.

Essentially the question being asked is about what local government does, how it does it, and how it pays for it. The scope will include, but not be limited to, a future looking view of the following:

- roles, functions and partnerships;
- representation and governance; and
- funding and financing.

This will enable scoping of the broader work to follow, including identifying the process and priority questions that will be of most benefit to furthering the outcomes outlined in the terms of reference. The Review will then focus on answering the priority questions identified during its initial scoping work.

The Government has said it will welcome the work of the Review Panel but will not be pre-committed to the implementation of its findings and will respond to the findings of the Review in due course.

The Department of Internal Affairs summary statement is as follows:

Purpose and scope

"The traditional roles and functions of local government are in the process of changing. The work programmes the Government is advancing to overhaul the three waters sector and the resource management system are foremost among a suite of reform programmes that will reshape our system of local government. The sector, led by Local Government New Zealand (LGNZ) and Taituarā - Local Government Professionals Aotearoa, is calling for a programme of work to 'reimagine the role and function of local government', in order to build a sustainable system that delivers enhanced wellbeing outcomes for our communities.

The overall purpose of the Review is, as a result of the cumulative changes being progressed as part of the Government's reform agenda, to identify how our system of local democracy and governance needs to evolve over the next 30 years, to improve the wellbeing of New Zealand communities and the environment, and actively embody the Treaty partnership

This is an all embracing reform that will result in major changes, that has the potential to add new activities and responsibilities to the function of councils. The workshop largely focussed on what those activities might be and there plenty of idea's being touted around.

The Minister is seeking recommendations from the Review that looks to achieve the following:

- A resilient and sustainable local government system that is fit for purpose and has the flexibility and incentives to adapt to the future needs of local communities;
- public trust/confidence in local authorities and the local regulatory system that leads to strong leadership;
- effective partnerships between mana whenua, and central and local government in order to better provide for the social, environmental, cultural, and economic wellbeing of communities; and
- a local government system that actively embodies the Treaty partnership, through the role and representation of iwi/Māori in local government, and seeks to uphold the Treaty of Waitangi (Te Tiriti o Waitangi) and its principles through its functions and processes”

The review is being undertaken on a very short time line given the magnitude of the questions being asked. The Review Panel is due to report back to the Minister on 30 September 2021 with an interim report signalling the probable direction of the review and key next steps. A draft report and recommendations are to be issued for public consultation on 30 September 2022 and the Review Panel presents its final report to the Minister and Local Government New Zealand by 30 April 2023.

2. Local Government Conference

The 2020 Annual Conference of Local Government New Zealand was cancelled due to Covid-19 restrictions, so it was pleasing that the 2021 event was able to be held as planned in Blenheim. There were some disruptions though as a weather bomb occurred on the last day triggering a full Civil Defence emergency, travel disruptions and stranding's. I was one of many attendees caught up in the travel chaos.

The conference schedule included the Annual General Meeting of Local Government New Zealand and the Mayor's Task Force for Jobs, I attended both of these events.

The conference, as expected, had a focus on the Three Waters Reforms and the Future of Local Government Reform. Government Ministers Nanaia Mahuta, Grant Robertson, and Megan Woods spoke at the conference and took part in panel discussion sessions. The key note speaker was the Prime Minister Jacinda Ardern who outlined the government's broad agenda for the next year. This included the three waters reforms and an announcement of a \$2.5 billion support package to ensure no council was "worse off" under the reforms.

The 2022 conference will be held in Palmerston North and being within an easy travel distance I anticipate that this council will be able to send a number of councillors to network and benefit from this professional development opportunity.

3. Three Waters Update

The debate around the Three Waters Reforms continues to rage within Local Government circles. A \$2.5 billion financial support package was announced during the Local Government New Zealand Conference held in July. This will result in a \$10.2 million entitlement being available to the Stratford District council, even though collectively as water consumers we will be funding about 2/3rds of this ourselves. The make-up of the entities, the boundaries, the 50/50 governance arrangements and the financial dashboard figures are the three most contentious issues at the moment. A full analysis of how each individual council is impacted will be the focus in the coming weeks.

This set of reforms is moving at pace and various deadlines will come around very quickly. One aspect that is severely lacking at the moment is the lack of public engagement and interest in these major reforms that are set to change the roles of councils forever. The proposed membership councils in Entity B will meet on 5 August to consider what the future holds for the councils within this group and direction moving forward.

4. Essential Freshwater Meeting

Recently the Taranaki Regional Council hosted a meeting of Iwi leaders and Mayoral Forum members to discuss the impact of the fresh water reforms and the three waters reforms. It was very beneficial to have these groups working together as we try to establish a shared, united Taranaki view on these controversial topics. This united, inclusive approach has not been unnoticed elsewhere and gives much more weight to any arguments put forward by the group. Further workshop meetings are planned before we produce a draft that all parties can consider and endorse.

5. Field Torque

It was my pleasure and privilege to be invited to officially open the new Field Torque building on Broadway north. Business owners Dave and Karl Hinton have made a huge investment to develop an outstanding, purpose built building to facilitate their business operations and support of the agriculture sector. It is this kind of confidence and investment that is so vital for the local economy and I congratulate them on their commitment to the Stratford area. The company employs around 25 staff members and they will obviously enjoy working within the modern, attractive premises.

6. TEMO Headquarters

After a pro-longed period of construction, the new renovated TEMO headquarters in New Plymouth have been officially opened. The major upgrade of the building focussed on a new roof structure that is specifically designed to carry the weight of a significant ash fall, should that occur. Being the regional headquarters and the base from where civil defence emergencies will be managed, all the regions councils have contributed to the cost of this renovation and upgrade work. Stratford's share of the total cost was apportioned at around 8%. Minister Chris Faafoi attended the opening and was very complimentary of the regional facility.

7. Correspondence – See attached

8. Some Events Attended

- Met with Stratford A&P Association representative
- Attended – Taranaki Hockey Finals & Prize giving
- Met with Barbara Kuriger, Member of Parliament.
- Visited Avon School for Duffy Books presentation
- Attended – Future of Local Government Workshop with Steering Panel
- Attended - Youth Council meeting
- Attended – Official opening of the Field Torque building
- Attended – Iwi Chairs, CEO's and Mayoral Forum - Essential Freshwater meeting
- Attended – Nga Kaiwhakatere o Taranaki meeting
- Attended – Official opening of the renovated TEMO Headquarters
- Attended – Te Kopuka na Te Awa Tupua meeting
- Visited Toko School for Puanga competition winners presentation
- Attended – Official opening of the renovated MSD Office in Stratford
- Visited Tutaki for Activities judging and presentation
- Attended – SCSS Committee meeting
- Attended – Positive Aging Committee meeting
- Attended – Local Government New Zealand Conference in Blenheim
- Attended – Local Government New Zealand Annual General Meeting
- Attended - Mayor's Task Force for Jobs Annual General Meeting
- Attended – Justice of the Peace meeting
- Met with the Mayor of Puniwakau during road inspection trip
- Attended – Taranaki Emergency Services and Mayor's meeting
- Met with Waka Kotahi NZTA representative
- Attended – LGNZ Three Waters Update Webinar (x2)
- Attended – Justice of the Peace Swearing in Ceremony
- Attended – Taranaki District Health Board Covid-19 update meeting
- Met with Vintage Car Club representative
- Met with Taranaki Motor Sport representative
- Met with Minister of Transport Michael Wood (x2)

- Attended- Stratford Child Care Centre Annual General Meeting
- Met with Stratford A&P Association executive committee
- Met with Taranaki District Health Board vaccination representative
- Guest – Lunch with Governor-General Dame Patsy Reddy
- Stratford Press Interviews and Articles (multiple)
- Daily News Interviews (multiple)
- Radio Interview with Access Radio (x2)
- Attended Regional Mayors and Chairs meeting (x3)
- Attended Council Pre-Agenda meetings (x2)
- Attended Council Workshops (x2)
- Attended Council Meetings (x3)



N C Volzke JP
District Mayor

Date: 4 August 2021

Stratford Volunteer Fire Brigade Call Outs

July 2021

The Stratford fire brigade responded to 21 calls in July 2021

- 03-07-21 Assist ambulance with medical call Swansea Road
- 06-07-21 Alarm activation Empire Hotel Broadway
- 07-07-21 Alarm activation Stratford High School Swansea Road
- 09-07-21 Alarm activation Stratford Primary School Regan Street
- 12-07-21 Motor vehicle accident SH 3 near Climie Road Scene Protection
- 15-07-21 Garage Fire Celia Street / Ariel Street
- 16-07-21 Iron lifting from garage fire Celia Street / Ariel Street previous night due to high winds
- 16-07-21 Investigate power lines arcing Climie Road nothing found
- 17-07-21 Roof lifting Tybalt Street
- 17-07-21 Roof lifting Cordelia Street
- 17-07-21 Flooding inside basement Montjoy Street
- 17-07-21 Tree across Road Seyton Street
- 17-07-21 Flooding inside garage Achilles Street
- 17-07-21 Assist ambulance with medical call Portia Street
- 24-07-21 Alarm activation Stratford Primary School Regan Street
- 25-07-21 Alarm activation Stratford High School Swansea Road
- 27-07-21 Roof Lifting Orlando Street
- 27-07-21 Domestic Flooding Percy Ave
- 27-07-21 Deck on fire Pembroke Road
- 31-07-21 Assist person with chemical burns Flint Road
- 31-07-21 Motor vehicle accident car rolled Pembroke Road near Brecon Road

DECISION REPORT



F19/13/04 – D21/27982

To: Council
From: Director – Corporate Services
Date: 10 August 2021
Subject: Representation Review 2021 – Initial Proposal

Recommendations

1. THAT the report be received.
2. THAT councillors consider the various options detailed in this report and make decisions on each of the following for the next two local elections:
 - If councillors are to be elected by wards, or a mixture of wards and 'at large', the proposed number, names, boundaries of wards, and the number of councillors that will represent each,
 - If wards are established (in addition to the Maori ward), the description of each proposed ward boundary and any explanation of changes,
 - The total number of councillors to be elected,
 - Whether to have community boards, and if so, how many, their names, and their membership.
3. THAT councillors adopt formal resolutions based on the decisions made on the above and release the Initial Proposal for consultation no later than 24 August 2021.

Recommended Reason

There are no specific recommendations given by council officers on each of the decisions that need to be made. This is a political decision councillors must decide on.

/
Moved/Seconded

1. Purpose of Report

- 1.1 This report is to guide Councillors in the decisions that must be made by formal Council Resolution, for the Initial Proposal for the Stratford District Council Representation Review 2021, to be publically consulted on in accordance with the Local Electoral Act 2001.
- 1.2 This report does not cover the establishment of a Maori ward. The decision has already been made that one Maori ward seat will be in place for the 2022 and 2025 local elections.

2. Executive Summary

In summary, councillors must decide on the following:

- Number of councillors to be elected in the next two elections,
- If councillors are to be elected by the district as a whole ('at large'), the electors of two or more wards, or a mixture of both options.
- If councillors are to be elected by wards, or a mixture of wards and 'at large', the proposed number, names, boundaries of wards, and the number of councillors that will represent each,
- Whether to have community boards, and if so, how many, their names, and their membership.

Once formal council resolutions have been tabled and adopted by Council, the initial proposal needs to be publically notified within 14 days of making the resolution.

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:		Not directly - this report meets the first part of section 10 by enabling democratic local decision making by and on behalf of communities. It is a legal requirement to undertake this process at least every six years or when triggered by other circumstances.	
Social	Economic	Environmental	Cultural

4. Background

Under the Local Electoral Act 2001, all councils have to review their representation arrangements at least once every six years. This is called the ‘Representation Review.’ Stratford District Council last reviewed its representation arrangements in 2018. However, due to the recent decision made in May 2021 to establish a Maori ward, the Representation Review is now required to be undertaken in 2021 in accordance with legislative timeframes.

A Council workshop was held on 13 July, where the following topics were discussed:

- Identification of Communities of interest,
- Community Boards,
- Number of elected members,
- Ward boundaries and names,
- Number of elected members per Ward,
- Maori roll elector participation.

Some of the themes and issues discussed at the workshop have been included in this report.

The initial part of the review involves the council adopting an Initial Proposal, and then asking communities to tell us what they think through submissions. Council will hold a hearing for any submitters who would like to present their views in person. Councillors then consider the submissions before deciding on the Final Proposal.

If there are no submissions then Section 19Y(1) of the Local Electoral Act 2001 allows for the Initial Proposal to become the Final Proposal and for subsequent public notice of that to be given. The Final Proposal is then open for appeals and objections for at least one month.

The Final Proposal may only be appealed by those persons who submitted on the Initial Proposal and only in regard to those matters on which they made the submission.

An objection may be lodged by any person if a local authority’s final proposal differs from its initial proposal. The objection must identify the matters to which the objection relates.

If there are no appeals or objections then public notice must be given that the Final Proposal constitutes the final representation arrangements for the next two local elections.

Should there be any appeals or objections to the Final Proposal, instead those appeals and objections, together with other required material, must be forwarded to the Local Government Commission no later than 15 January 2022. The Commission will release their full and final decision by 10 April 2022 after making what enquiries the Commission deems necessary.

These later dates allow for longer consultation periods, especially on the Final Proposal, if required.

5. Consultative Process

5.1 Public Consultation - Section 82

Public consultation of the Initial Proposal is required by Section 19M of the Local Electoral Act 2001. Section 19M(2) requires:

“19M Public notice of proposals and responsibilities in relation to submissions

- (2) *The public notice must—*
- (a) *include a statement about how persons interested in the proposals may inspect the full proposals; and*
 - (b) *specify the communities of interest considered by the territorial authority or regional council as required by section 19T and section 19V or, as the case may require, section 19U and section 19V; and*
 - (c) *specify the ratio of population to proposed members for each proposed ward (if any) or constituency or subdivision (if any), and the reasons for those proposals in terms of section 19V(2) and, if applicable, section 19V(3); and*
 - (d) *specify a period of not less than 1 month from the date of the first or only publication of the notice within which persons interested in the resolution may make submissions on the resolution to the territorial authority or regional council.”*

5.2 Maori Consultation - Section 81

Some pre-consultation on the Representation Review was undertaken with local iwi prior to the initial Council workshop. Although iwi were overwhelmingly in support of establishing a Maori ward, it brings a limitation to Maori electors in that based on the current ward system, Maori electors will only be able to vote one candidate to Council (as well as one candidate for the Mayor). Iwi are in support of councillors being elected 'at large' to prevent deterrence from being on the Maori roll.

Specific consultation will also be undertaken with iwi during the consultation phase of the Representation Review.

6. Risk Analysis

Refer to the Council Risk Register - available on the Council website.

- Does this report cover any issues that relate to any risks on the Council Risk Register, and if so which risks and what are the impacts and likelihood of eventuating?
- Does this report cover any issues that may lead to any new risks that are not on the Council Risk Register, and if so, provide some explanation of any new identified risks.
- Is there a legal opinion needed?

6.1 The risks in this process have been considered below:

- Not ensuring effective representation could result in areas of the community not being appropriately represented by Council.
- Not ensuring fair representation could lead to unbalanced decision-making and outcomes.
- Not meeting legislative timeframes could lead to additional legal obligations and having council decisions overturned.
- Not consulting properly with the community could result in unpopular decisions that may result in reputational damage.

These risks have been mitigated by ensuring a proper process has been worked through, and the analysis given to councillors has been independently reviewed by the Electoral Commission Office. The timeframes are being monitored by council staff. Current elected members will make the final decision on representation after full consultation with the public.

This decision is covered by *Risk 72 – Elected Member Decision Making*.

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?	The Representation Review is required by statute and is a significant step in forming the Council.
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?

The Local Electoral Act 2001 covers the Representation Review. For the present purposes, the most significant section is:

“19H. Review of representation arrangements for elections of territorial authorities

- (1) *A territorial authority must determine by resolution, and in accordance with this Part,—*
- (a) *whether the members of the territorial authority (other than the mayor) are proposed to be elected—*
- (i) *by the electors of the district as a whole; or*
- (ii) *by the electors of 2 or more wards; or*
- (iii) *in some cases by the electors of the district as a whole and in the other cases by the electors of each ward of the district; and*
- (b) *in any case to which paragraph (a)(i) applies, the proposed number of members to be elected by the electors of the district as a whole; and*
- (c) *in any case to which paragraph (a)(iii) applies,—*
- (i) *the proposed number of members to be elected by the electors of the district as a whole; and*
- (ii) *the proposed number of members to be elected by the wards of the district; and*
- (d) *in any case to which paragraph (a)(ii) or paragraph (a)(iii) applies,—*
- (i) *the proposed name and the proposed boundaries of each ward; and*
- (ii) *the number of members proposed to be elected by the electors of each ward.*
- (2) *The determination required by subsection (1) must be made by a territorial authority,—*
- (a) *on the first occasion, either in 2003 or in 2006; and*
- (b) *subsequently, at least once in every period of 6 years after the first determination.”*

“4. Principles

- (1) *The principles that this Act is designed to implement are the following:*
- (a) *fair and effective representation for individuals and communities:”*

Section 4 introduces what the Local Government Commission sees as being a two pronged approach to local government representation arrangements: fair and effective.

Fair Representation

The Act requires that fairness is measured by there being an equitable spread of representatives across a district. This is gained by ensuring that all wards, except for Maori wards, contain a similar representative / population ratio, within a variance of 10%.

The Local Electoral Act 2001 provides four grounds for not complying with the fair representation requirements. These grounds are:

- To provide for effective representation of communities of interest within:
 - Island communities
 - Isolated communities
- Where compliance would limit effective representation of communities of interest by:
 - Dividing a community of interest
 - Grouping together communities of interest with few commonalities of interest

The Local Government Commission has an expectation that the Council's proposal will meet the fair representation requirements and that any decision which does not comply is backed up with supporting documents directly in connection with one of the four points raised above.

Effective Representation

The Act states under Section 19T that “effective” representation is then gained by having the appropriate mix of either wards, at large or a combined representation system.

Effective representation includes avoiding barriers to participation, and not splitting communities of interest or grouping together those with few common interests. Things like the size and accessibility of an area are also important, to ensure that all residents can access their councillors, and councillors can attend meetings and represent their communities' views.

Statistics

The Electoral Act defines how Statistics New Zealand calculate the General and Maori Electoral populations. Statistics New Zealand have calculated the Stratford District General Electoral population has 9,100, and the Maori Electoral population has 780. The table below shows the split between the urban and rural wards.

	MEP	GEP
Stratford Rural ward	170	3530
Stratford Urban ward	610	5570
	780	9100

Note: this is based on the updated ward boundary as displayed in **Appendix 1**.

COMMUNITIES

The Local Government Commission takes the following view:

“...that a community of interest is the area to which one feels a sense of belonging and to which one looks for social, service and economic support. Geographic features and the roading network can affect the sense of belonging to an area. The community of interest can often be identified by access to the goods and services needed for everyday existence...”

At the council workshop in June, elected members agreed that a single district wide community would fail to recognise the distinct community needs of the urban and rural populations. The rural community in particular has its own unique characteristics and needs, different to that of the urban community.

COMMUNITY BOARDS

Community Boards are optional and not all Councils have Community Boards. Every Community Board operates differently, reflecting the variety of communities they represent and the various ways Councils have established their governance structures. Each Community Board can have a minimum of four members and a maximum of 12. Remuneration of Community Boards comes from outside the remuneration pool for Councillors.

The Stratford District Council did have a Community Board representing the Midhirst Community at the time the Council was formed in 1989, but lapsed primarily due to lack of participation.

In 2018 the decision was made to not form any Community Boards as there had not been any identification of the need to depart from the status quo regarding Community Boards.

Having established that there are two distinct communities within the district (rural and urban), the review must decide whether or not interests within those communities warrant the establishment of Community Boards as opposed to being represented solely through a ward or "at large" structure with regard to representation.

The current view is that wards are a sufficient mechanism in providing opportunities for the community to access and communicate their views to elected members based on whether they are primarily affiliated with the urban ward or rural ward. To introduce one or more Community Boards would substantially increase the number of elected representatives in the district and the cost to ratepayers.

WARDS

Following amalgamations in 1989, Stratford District Council had three rural wards and one urban ward which recognised three distinct rural communities of interest based on geographic area: eastern hill country, frontal hill country and ring plain. By 2006 these had merged, with the prime drivers for that being rural depopulation and the transfer of population from the eastern areas towards the urban area. With these transfers there was also a transfer of services. The district still maintained a distinct rural community separately from the urban community but there was no finer defining of those communities.

The options for wards within Stratford are very limited and must be based on mesh blocks, with similar representation ratios as opposed to equal populations.

Some New Zealand districts have chosen not to separate their district by wards and their election voting system is 100% 'at large' ie Carterton District, Chatham Islands Territory, Kaikoura District, Kawerau District, Masterton District, Wairoa District, Whanganui District, Nelson City, Upper Hutt City, Invercargill City, Palmerston North City, Rotorua District, and Dunedin City. However, many of these Councils have also established Community Boards to represent their communities of interest.

Any ward structure must represent the identified communities: urban and rural. This could be by way of a number of wards in each community although if separate sub-communities had been identified then it may be more appropriate to have allowed for Community Boards.

The calculation of the ratios of elected representatives to population must exclude those representatives elected at large or the Maori ward.

Additionally, a person can only stand for one ward, or one 'at large' seat.

WARD BOUNDARIES

The current urban and rural boundary has a long history over many decades as the division between the urban and rural populations of the area. The urban and rural wards are defined by using meshblocks determined by Statistics New Zealand. However, it is up to Council to determine which meshblocks fall within each ward boundary.

The disadvantage of the ward system is that there is no logical line to follow for the dividing boundary - it will always be subjective. Recently, Council requested that a larger meshblock to the east of the urban ward area, particularly the area comprising of Mercade Close and east to Beaconsfield Rd be segmented into smaller meshblocks in order to include the residential portion of this larger meshblock into the urban ward. This request has been actioned by Statistics New Zealand.

Two ward boundary changes are proposed to bring in two meshblocks from the rural ward (one on the eastern end, and one on the western end) to the urban ward, as it has been considered that these two areas, being largely of a residential nature, identify more closely with the urban ward.

Appendix 1 shows the updated urban ward boundary that is proposed for the Initial Proposal. The rural ward is the part of the Stratford district not within the urban ward.

Any proposal to change ward boundaries must be referred to the Local Government Commission for determination no later than 15 January 2022.

NUMBER OF ELECTED REPRESENTATIVES

Under legislation, the number of councillors can range between 5 and 29, plus the mayor. The optimum number of elected members is a personal thing to each Council. Consideration must be given to workload required for each elected member and the ability to attract quality candidates that can effectively represent their communities. If there are wards, then fair representation must be considered also when determining the appropriate number.

The previous Representation Review saw the number of elected members remain at 10, plus the Mayor. At the 2016 election, 15 candidates stood for 10 vacancies – 5 for 4 rural ward vacancies, and 10 for 6 urban ward vacancies. At that time, the rural ward struggled to attract sufficient number of candidates. However, at the 2019 election, 7 stood for the 4 rural ward vacancies, and 13 stood for the 6 urban ward vacancies.

It is recognised that the work load on councillors in relation to council meetings, hearings, workshops, pre-reading, and other activities has at least doubled over the last decade with much of this work being outside of formal meetings. This has been largely driven by the increased consultation requirements and the increased range of Council involvement in the community, both of which have in turn been driven by legislative changes.

As discussed later in the Financial section of this report, the 'pool' of remuneration to pay councillors and any board members is set by the Remuneration Authority. Changes to our representation arrangements will not change the remuneration pool. Reducing or increasing the number of councillors or community board members simply changes the amount allocated per member. An increase in the number of elected members reduces individual councillor remuneration, which could possibly be a deterrent to attract new candidates and entice existing elected members to put their names forward for re-election.

Stratford District has an elected representative per population ratio of 1:988 as compared with 1:1,294 average of other similar sized councils (8,000 to 11,000 population).

Stratford District currently has 10 councillors, plus the Mayor, compared with 11 the national average and 8 for other similar sized councils. An uneven number of elected members on Council minimises the necessity for a casting vote.

DISTRIBUTION OF ELECTED REPRESENTATIVES

The election of representatives on an 'at large' basis reinforces the requirement on all Councillors to represent the entire district rather than just one part of the district's population and potentially allows for a greater degree of levelling across the district in terms of representation. It is possible, however, that it could just as easily have the opposite effect should a high number of 'at large' councillors be elected from one specific ward area. An 'at large' system also reduces the risk of being unable to find

suitable, quality candidates to stand for each ward, particularly the rural ward, as has been the challenge in the past.

Appendix 2 give various options for urban and rural ward representation that comply with the +/-10% rule in terms of the population data. Introducing one or more 'at large' representatives does not alter the ratios as ward options must be calculated using only the population/total ward representatives as the denominator. So, a mix of wards and 'at large' could be used with any of the acceptable ward ratios.

The Mayor is also excluded from the tables as the Mayor is required to be elected at large and is therefore outside of the ratio calculations.

TIMETABLE

13 July 2021	Council Workshop
10 August 2021	Resolution (Ordinary Council meeting) - Initial Proposal
17 August 2021	Public Notice – Initial proposal
19 September 2021	Submissions close
12 October 2021	Hearings and Deliberations (Policy and Services Committee) – Final proposal
19 October 2021	Public Notice – Final proposal
21 November 2021	Appeals and Objections close
30 November 2021	Public Notice – Final Representation

If there are no appeals/objections lodged (interested parties have until 20 December 2021 to lodge), the final proposal becomes final and must be forwarded to the Local Government Commission by 15 January 2022.

7.3 Significance

	Yes/No	Explain
Is the proposal significant according to the Significance Policy in the Long Term Plan?	Yes	Affects all district residents and their opportunity to participate in the democratic processes of local government.
Is it:	No	
• considered a strategic asset; or	No	
• above the financial thresholds in the Significance Policy; or	No	
• impacting on a CCO stakeholding; or	No	
• a change in level of service; or	No	
• creating a high level of controversy; or	No	
• possible that it could have a high impact on the community?	No	

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

Although the representation review fails to trigger any of the thresholds for significance in terms of the Significance and Engagement Policy, it is seen as being of significance under in that it is a matter which affects a large number of residents to at least a moderate extent.

The review is subject to public consultation as required under the Local Electoral Act 2001. The Local Government Commission Guidelines (2008) require that Councils adhere to the principles of consultation contained in Section 82 of the Local Government Act 2002.

7.4 Options

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

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

The decisions required for the Initial Proposal and some options are presented below:

- i. Retain Wards – Urban and Rural, or disestablish wards altogether
- ii. Confirm names for Urban, Rural and Maori wards
- iii. Amend Ward Boundaries – refer **Appendix 1** for recommended option based on feedback from June workshop.
- iv. Establish ‘at large’ seats – and if so, how many
- v. Determine number of councillors in total – once the above decisions have been made, we will need to determine the numbers of elected members that will maintain fair representation (+/-10% rule). The various available options available for the urban and rural wards are presented in **Appendix 2**.
- vi. Establish Community Boards, or continue with the status quo having no Community Boards.

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.

It should be noted here that the pool of funds available for councillor remuneration has been set for the 2021/22 year and is \$268,362. Council cost will not be affected by the number of councillors chosen, as the pool is set each year and is based on different criteria such as asset value and population size.

7.6 Prioritisation & Trade-off

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

The proposals contained within the representation review have no funding impact on Council as the income pool for the Councillors is not related to the number of Councillors.

7.7 **Legal Issues**

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

A legal opinion is not required. There are legislative timeframes that have been considered in this report.

7.8 **Policy Issues - Section 80**

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

There are no policy issues to consider.

Attachments

- Appendix 1** Proposed Ward Boundaries
Appendix 2 Options for Fair Representation



Tiffany Radich
Director – Corporate Services

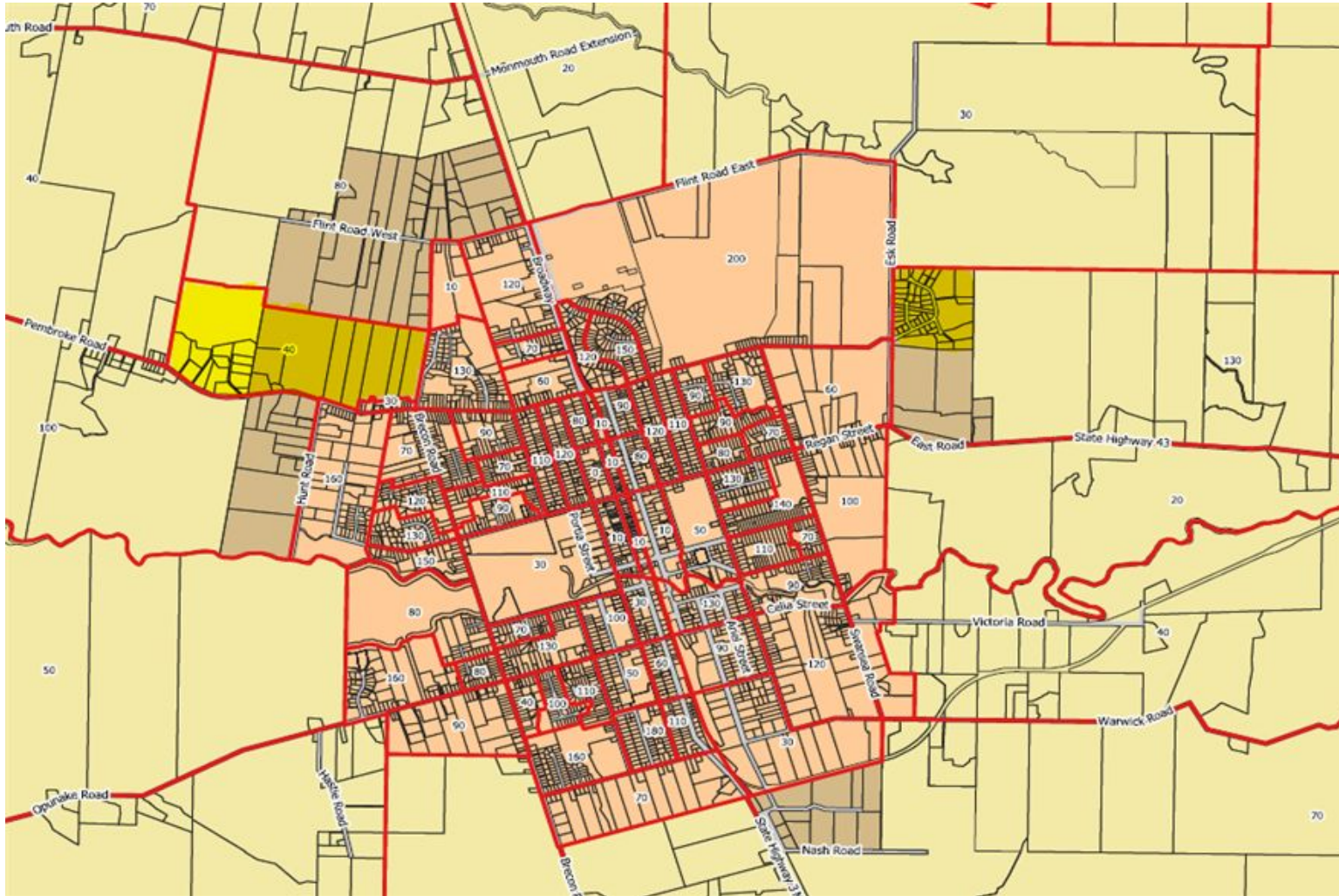


[Approved by]
Sven Hanne
Chief Executive

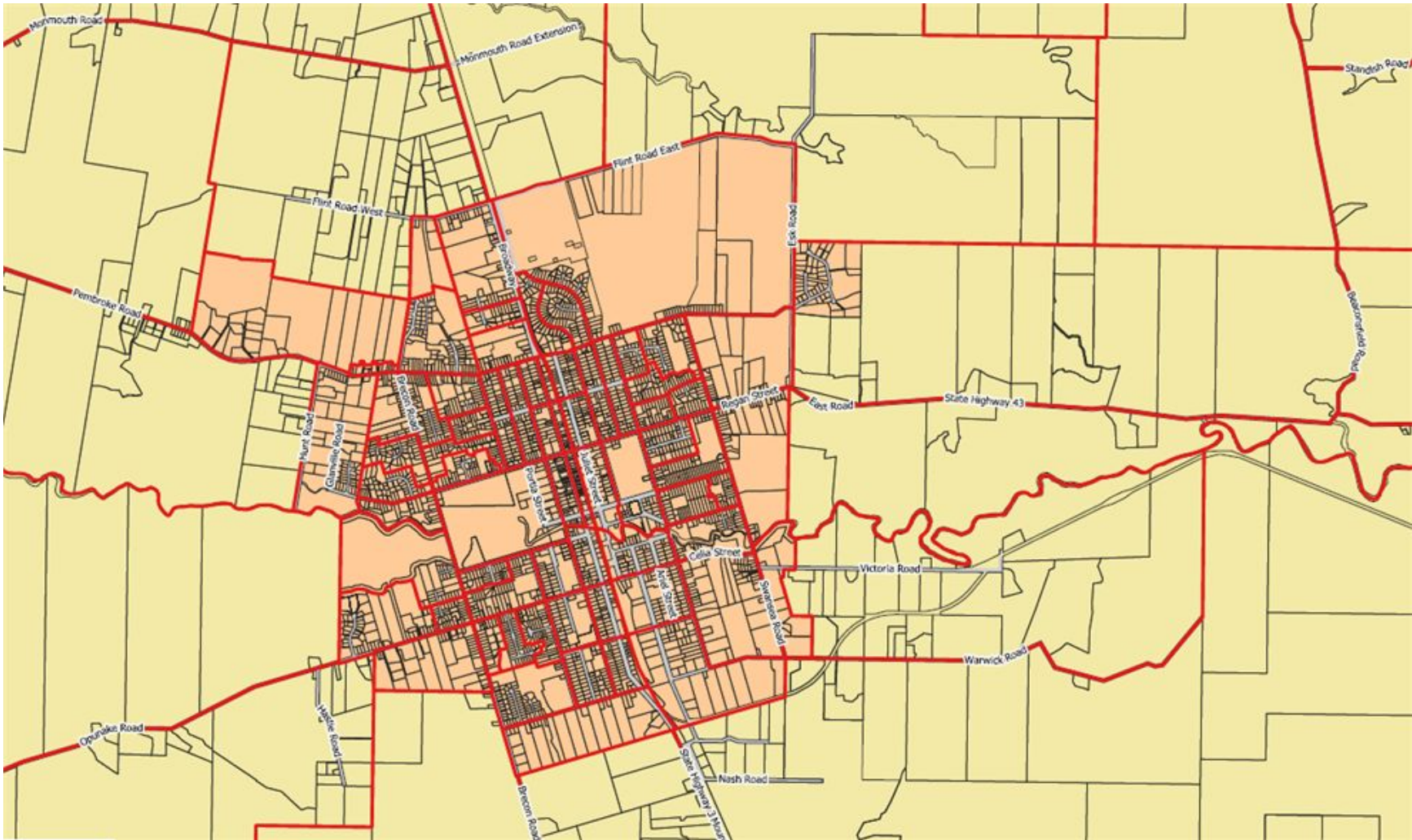
Date 3 August 2021

Appendix 1

Existing Urban Ward boundary includes the peach shaded areas. Proposal to add the yellow shaded meshblocks. Rural Ward is all other areas in the Stratford District.



Proposed updated Urban Ward boundary. Rural Ward is all other areas in the Stratford District.



DESCRIPTION OF WARD BOUNDARIES

Stratford Urban Ward

The boundary line of the proposed Stratford Urban Ward follows and contains those areas within (with the legal descriptions being those applicable on 1 August 2021):

- North Eastern boundary of Section 12 Block II Ngaere SD being the intersection of Flint Road East and Esk Road
- Esk Road down to the North East boundary of Lot 1 DP 417433 on Mercade Close
- East to the North and down the Eastern boundary of Lot 10 DP 417433 of Mercade Close
- West at the South East boundary of Lot 14 DP 417433 on Maria Place
- The Western boundary of Lot 2 DP 408238 where it joins Esk Road
- South along Esk Road to the intersection of Regan Street and Esk Road
- South along the eastern boundary of Lot 1 DP 8942 to the Patea River
- Over the Patea River and along to the eastern boundary of Part Lot 4 DP 1942
- Victoria Road from the eastern boundary of Lot 2 DP 540454 to the eastern boundary of Lot 1 DP 7905
- South along eastern boundary of Lot 1 DP 7905
- East the eastern boundary of Lot 1 DP 9014 and the northern and eastern boundary of Lot 2 DP 9014
- South to Warwick Road
- West from Warwick Road to Lot 2 DP 339765 Eastern boundary and following the southern boundary
- Crossing Orlando Street at the Southern boundary of Lot 2 DP 552265
- Crossing State Highway 3 at the Southern boundary of Lot 2 DP 504323
- Intersecting Brecon Road South at the southern and Western boundary of Lot 1 DP 453980
- North along Brecon Road to the Southern boundary of Lot 1 DP 527746
- West to the South Western boundary of Part Lot 10 DP 1496
- North along the Western boundary of Part Lot 9 DP 1496 to Celia Street
- South West along Celia Street to the South Western and Northern boundary of Lot 1 DP 18892
- North to the Patea River and Southern boundary of Lot 4 DP 2774
- North from the Intersection of Lot 4 DP 2774 and Hunt Road
- West at the intersection of Pembroke and Hunt Roads
- West along Pembroke Road to the South West boundary of Lot 1 DP 416886
- North along the Western boundary of Lot 1 DP 416886
- The West and North boundary of Lot 4 DP 416866
- East to the North East boundary of Lot 1 DP 10659 and South East boundary of Lot 4 DP 2373
- North on the West facing boundary of Lot 4 DP 2373 to Flint Road West
- Along Flint Road West to Flint Road East to the Northern Boundary of Section 12 Block II Ngaere SD

Stratford Rural Ward

The Stratford Rural Ward is that area of the Stratford District which lies between the Stratford Urban Ward boundary, as described above, and the Stratford District boundary.

Appendix 2

Using the population estimates provided by Statistics NZ, based on updated ward boundaries.

General	Population	councillors	per Capita	Variance
Urban	5570	6	928	2.01%
Rural	3530	4	883	-3.02%
	9100	10	910	
Urban	5570	5	1114	-2.07%
Rural	3530	3	1177	3.44%
	9100	8	1138	
Urban	5570	4	1393	7.12%
Rural	3530	3	1177	-9.49%
	9100	7	1300	
Urban	5570	3	1857	2.01%
Rural	3530	2	1765	-3.02%
	9100	5	1820	
Urban	5570	7	796	-4.16%
Rural	3530	4	883	7.28%
	9100	11	827	
Urban	5570	7	796	4.93%
Rural	3530	5	706	-6.90%
	9100	12	758	

All the above options will meet the fair representation criteria of being within +/-10% variance.

The number of Councillors is determined by adding the total of Councillors selected under either of the options above, plus the Maori ward, plus any 'at large' seats.