



Our reference
F19/13/03-D21/26182

19 October 2021

Extraordinary Meeting of Council and Policy & Services Committee

Notice is hereby given that an Extraordinary Meeting of Council will be held in the **Council Chambers, Stratford District Council, 61 Miranda Street, Stratford** on **Tuesday 26 October 2021** at **2.30pm**. This meeting was called in order for Council to adopt the resolutions to release the final Representation Review proposal.

The **Policy and Services Committee Meeting** will be held in the **Council Chambers, Stratford District Council, 61 Miranda Street, Stratford** on **Tuesday 26 October 2021** at **3.00pm**.

At this stage the meeting will be held in the Council Chambers, however should it be required due to COVID-19 Alert Levels or from guidance received, the meeting may be moved to an alternative venue or held virtually.

Timetable for 26 October 2021 as follows:

12noon	Lunch for Councillors
12.30pm	Workshop for Councillors <ul style="list-style-type: none">- Council Farm- Housing/Subdivision update- Forestry- Stratford Primary School – parking options
2.15pm	Afternoon tea for Councillors
2.30pm	Extraordinary Meeting of Council
3.00pm	Policy & Services Committee

Yours faithfully

Sven Hanne
Chief Executive

Stratford District
In the heart of Taranaki

63 Miranda Street, PO Box 320, Stratford 4352
Phone. 06 765 6099 | stratford.govt.nz

2021 - Policy & Services Committee - 26 October - Open



26 October 2021 03:00 PM - 04:30 PM

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AGENDA

Policy and Services Committee



F19/13/05 – D21/38165

Date: Tuesday 26 October 2021 at 3.00 PM

Venue: Council Chambers, 61 Miranda Street, Stratford

The meeting location may change, or will be held via Audio Visual Link, if required due to current COVID-19 Alert Levels or Government Guidelines.

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 Policy and Services Committee meetings, including Hearings.

6. **Confirmation of Minutes**

6.1 Policy & Services Committee – 28 September 2021

D21/35487 (Open) D21/34710 (PE) Page10

Recommendation

THAT the minutes of the Policy and Services Committee Meeting, including the public excluded section, held on Tuesday 24 August 2021 be confirmed as a true and accurate record.

/
Moved/Seconded

6.2 Policy & Services Committee – 12 October 2021 (Hearing)

D21/37365 Page 27

Recommendation

THAT the minutes of the Policy and Services Committee Meeting, to hear and consider submissions to the Draft Representation Review, held on Tuesday 12 October 2021 be confirmed as a true and accurate record.

/
Moved/Seconded

7. [Matters Outstanding](#)
D16/47 Page 32

Recommendation

THAT the Matters Outstanding be received.

/
Moved/Seconded

8. [Information Report – Economic Development Quarterly Report – Quarter One](#)
D21/35587 Page 33

Recommendation

THAT the report be received.

/
Moved/Seconded

9. [Decision Report – Road Closure for the Vero International Festival of Historic Motoring 2022](#)
D21/35417 Page 62

Recommendations

1. THAT the report be received.
2. THAT pursuant to Section 342(1) (b) in accordance with Schedule 10 Clause 11 (e) of the Local Government Act 1974, notice is hereby given that the Stratford District Council proposes to close the following road on Thursday 20 January 2022 between the hours of 9:00 am and 3:00 pm for the purpose of the Vero International Festival of Historic Motoring:

Portia Street: between Fenton Street and Regan Street

Recommended Reason

In order for the Vintage Car Club of New Zealand to hold its annual event, it is proposed to close the road listed above. This proposed road closure will require formal endorsement by a Council resolution.

/
Moved/Seconded

10. Decision Report – Future Management of TET Multi Sports Centre
D21/38230 Page 71

Recommendations

1. THAT the report be received.
2. THAT Council endorse the proposed restructuring of the Stratford Community Sports Society Incorporated to provide the following representation on the management committee:
 - 3 persons to represent the facility user groups
 - 2 persons appointed by the Stratford District Council
 - 2 persons to represent the Stratford community, appointed by the Committee following each AGM of the society
3. THAT the Chief Executive be authorised to enter into a lease with the Society in terms of current delegations and generally in accordance with the conditions outlined in this report.

Recommended Reason

The facility is currently operating under a temporary lease arrangement and a decision on a more permanent management structure is required as soon as possible to provide some future certainty to the current café operator and users of the complex.

/
Moved/Seconded

11. Monthly Reports

11.1 Assets Report
D21/35271 Page 88

Recommendation

THAT the report be received.

/
Moved/Seconded

11.2 Community Services Report
D21/35049 Page 123

Recommendation

THAT the report be received.

/
Moved/Seconded

11.3 Environmental Services Report
D21/33327 Page 132

Recommendation

THAT the report be received.

/
Moved/Seconded

11.4 Corporate Services Report
D21/37934 Page 139

Recommendations

1. THAT the report be received.
2. THAT the Committee acknowledges that the Investment with Counterparty limit breach has been authorised by the Chair of the Audit and Risk Committee, and the Mayor, in accordance with the Treasury Management Policy.

/
Moved/Seconded

12. 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	26/01/21	23/02/21	23/02/21	23/03/21	27/04/21	27/04/21	18/05/21	25/05/21	22/06/21	27/07/21	24/08/21	24/08/21	28/09/21	12/10/21	26/10/21	23/11/21
Meeting	PS	H	PS	PS	H	H	H	PS	PS	PS	H	PS	PS	H	PS	PS
Neil Volzke	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	AV	AV	✓	✓		
Grant Boyde	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	AV	AV	✓	✓		
Rick Coplestone	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	AV	AV	✓	✓		
Peter Dalziel	✓	✓	✓	✓	✓	✓	A	✓	S	✓	AV	AV	✓	✓		
Jono Erwood	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	AV	AV	✓	✓		
Amanda Harris	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	AV	AV	✓	✓		
Alan Jamieson	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	AV	AV	✓	✓		
Vaughan Jones	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	AV	AV	✓	✓		
Min McKay	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	AV	AV	✓	✓		
John Sandford	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	AV	AV	✓	✓		
Gloria Webby	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	AV	AV	✓	✓		

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

MINUTES

Policy and Services Committee



F19/03/05 – D21/35487

Date: Tuesday 28 September 2021 at 3.00pm
Venue: Council Chambers, 63 Miranda Street, Stratford

Present

The Deputy Mayor A L Jamieson (the Chairman), the District Mayor N C Volzke, 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 (*part meeting*), the Director – Environmental Services – Mr B Sutherland, the Director – Corporate Services – Mrs T Radich, the Director – Assets – Mrs V Araba, the Committee Advisor and Executive Assistant – Mrs E Bishop, the Roding Asset Manager – Mr S Bowden, the Environmental Health Manager- Ms R Otter (*part meeting*), the Compliance Officer – Mr K Best (*part meeting*), the Communications Manager – Ms G Gibson (*part meeting*), the Community Services Manager – Mr C Julie (*part meeting*), the Services Asset Manager – Mr J Cooper (*part meeting*), the Customer and Leisure Services Manager and one member of the media (Stratford Press)

1. Welcome

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

2. Apologies

There were no apologies received.

3. Announcements

The Chief Executive noted that *Item 10 – Decision Report – Road Closures for the Targa Rally 2021* had been withdrawn. In accordance with Standing Order 9.9 notice of this withdrawal had been given to the Chairman and Elected Members on Friday 24 September 2021. The item was due to a change in the route due to the roadworks on State Highway 3 and requires further advertising before returning to Council for approval on 12 October 2021.

4. Declarations of Members Interest

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

The Deputy Mayor and Councillor Erwood noted their conflict of interest in Item 16. Both would remove themselves from the table for this item. The District Mayor would assume the position of Chair for this item.

5. Attendance Schedule

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

6. Confirmation of minutes

6.1 Policy & Services Committee – 24 August 2021 (Hearing)
D21/30229 Page12

Recommendation

THAT the minutes of the Policy and Services Committee Meeting, to hear and consider submissions to the Mobile and Travelling Shops Bylaw 2021, held on Tuesday 24 August 2021 be confirmed as a true and accurate record.

BOYDE/ERWOOD
Carried
P&S/21/123

6.2 Policy & Services Committee – 24 August 2021
D21/30227 Page 15

Recommendation

THAT the minutes of the Policy and Services Committee Meeting held on Tuesday 24 August 2021 be confirmed as a true and accurate record.

JONES/HARRIS
Carried
P&S/21/124

7. Matters Outstanding

D16/47 Page 23

Recommendation

THAT the Matters Outstanding be received.

WEBBY/COPLESTONE
Carried
P&S/21/125

8. Decision Report – Renaming of Page Street Extension
D21/29035 Page 24

Recommendations	
1. <u>THAT</u> the report be received.	BOYDE/VOLZKE Carried <u>P&S/21/126</u>
2. <u>THAT</u> the Council approve the renaming of Page Street extension.	McKAYWEBBY Carried <u>P&S/21/127</u>
3. <u>THAT</u> the Council determined the new name for Page Street extension is Ford Street.	WEBBY/ERWOOD Carried <u>P&S/21/128</u>
Recommended Reason	
Land Information New Zealand (LINZ) have directed the Council to correct historic inconsistencies in street numbering within the Stratford District. Page Street Extension has been identified as an area with inconsistent numbering.	

The Environmental Health Manager noted the following points:

- This report asks Council to consider a name change for the Page Street Extension to correct numbering issues identified by LINZ.
- Council officers have investigated present and future considerations and now recommend renumbering and changing the name of Page Street Extension as being the most cost effective and viable option that also takes into consideration future development of vacant land in the surrounding area.
- This option will also cause the least amount of disruption to a small number of residents.
- Option 1 in the report has been socialised with current occupiers and home owners of Page Street Extension. There was no other feedback received other than the name suggestion of Edward Avenue.

Questions/Points of Clarification:

- The District Mayor noted he had no issue with the name Edward as it fit the criteria, however he disagreed with *Avenue* as the definition of an avenue was a tree lined thoroughfare. He suggested it should be Street, Road or Way.
- The District Mayor noted that two properties included in the renaming actually face Brecon Road. He requested Officers reconsider these two properties as part of Brecon Road.
- Councillor Webby suggested Ford Street as an appropriate name due to the friendship of Mistress Page and Mistress Ford within the play *The Merry Wives of Windsor*.

Points noted in discussion:

- Councillor Sandford requested a letter be sent to residents explaining the reason behind Ford Street.

9. Decision Report – Stratford District Licensing Committee

D21/30177 Page 32

Recommendations

1. THAT the report be received.

DALZIEL/HARRIS
Carried
P&S/21/129

2. THAT the Council re-affirms the decision to appoint a Deputy Chairperson be from elected members of the Stratford District Council made on 22 September 2021. The purpose of this role is to consider licensing applications in the absence of the commissioner and in addition ensure the requirements of legislation and a quorum can be readily met. This option supports community knowledge in the consideration of licence applications by the elected member.

COPLESTONE/JONES
Carried
P&S/21/130

3. THAT the Chief Executive collate expressions of interests for this position and present these to the Policy and Services Committee.

HARRIS/DALZIEL
Carried
P&S/21/131

Recommended Reason

The Council reviewed and approved the composition of the DLC in September 2020. To complete the approved structure of the committee, a Deputy Chairperson is required to be selected from elected members in accordance with the Sale and Supply of Alcohol Act 2012.

The Environmental Health Manager noted the following points:

- This report seeks Council's approval to complete the composition of the Stratford District Licensing Committee.
- The Deputy Chairperson would be required to consider applications in the absence of the Commissioner. There is not a high volume of licenses received annually.
- Selecting a Deputy Chairperson from Elected Members ensures local knowledge is provided in the decision making process.
- Training and guidance will be provided to the person appointed to this role.

Questions/Points of Clarification:

- It was clarified expressions of interest are to be given to the Chief Executive who will compile a report to be brought back to this committee to complete the appointment.
- It was clarified that the Commissioner did not have a conflict of interest as the decision to appoint a deputy chairperson from elected members had been a decision of Council in 2020.
- It was noted there were specific criteria that have to be met and these are outlined within the report.

10. Decision Report – Road Closures for the Targa Rally 2021 - Withdrawn
D21/30072 Page 38

Recommendations

1. ~~THAT~~ the report be received.
2. ~~THAT~~ pursuant to Section 342(1) (b) in accordance with Schedule 10 Clause 11 (e) of the Local Government Act 1974, notice is hereby given that the Stratford District Council proposes to close the following roads for the purpose of the New Zealand Targa Rally 2021:

~~Wednesday 27 October 2021~~

- ~~Stage Name: Ratapiko~~
~~Between the hours of 9.05 am and 1.35 pm~~
- ~~• Makara Road: Ratapiko Road to Croydon Road~~
 - ~~• Croydon Road: Makara Road to Salisbury Road~~
 - ~~• Salisbury Road: Croydon Road to 845 Salisbury Road~~

~~Thursday 28 October 2021~~

- ~~Stage Name: Douglas~~
~~Between the hours of 12.00 pm and 4.30 pm~~
- ~~• Wawiri Road: Ahuroa Road to Makuri Road~~
 - ~~• Makuri Road: Wawiri Road to Douglas Road~~
 - ~~• Douglas Road: Makuri Road to approximately 356 Douglas Road~~

- ~~Stage Name: Insane Eltham~~
~~Between the hours of 12.40pm and 5.10 pm~~
- ~~• Wingrove Road: 200m from its intersection with Skinner Road to Cheal Road~~
 - ~~• Cheal Road: Wingrove Road to Oru Road~~
 - ~~• Oru Road: Cheal Road to Rawhitiroa Road (South Taranaki)~~

Recommended Reason

~~In order for the Targa Rally to hold its annual event, it is proposed to close the roads listed above. These proposed road closures will require formal endorsement by a Council resolution.~~

11. Information Report – Summary of the 2021 Customer Satisfaction Survey
D21/31520 Page 58

Recommendation

THAT the report be received.

ERWOOD/BOYDE
Carried
P&S/21/132

Recommended Reason

This is an information report only. It gives a summary of the results of the 2020/21 Customer Satisfaction Survey.

The Chief Executive noted the following points:

- This is an annual exercise undertaken by council. The printed survey was sent to each and every household (4,024) and the electronic version was available on council's website and via facebook.
- There were only 373 responses which is 130 less than the previous year.
- There was a higher response from over 40 females and over 65 females. This raises a concern on the fair representation of the broader community from these results.
- Unfortunately there has been a downward trend across most areas. The Directors have analysed their areas but have come to the conclusion that as every single activity has dropped it is unlikely that council's level of service has dropped in everything that it does. Most measures have lost approximately half a point across the board with very few exceptions. This has been factored into the review of the survey as a whole. The results give a view that the community is feeling a bit cooped up and fed up at the moment.

The Roading Asset Manager joined the meeting at 3.21pm.

- Elected members have approved budget through the Long Term Plan process to access an external provider to deliver this survey. Being part of a bigger company in this case would have provided information on the downward trend and if this had been common across the board.

Questions/Points of Clarification:

- Councillor Boyde noted that 157 surveys were completed in hard copy. There were a lot of elderly who like to have the paper copy and he noted his concern if the survey went online and away from a paper version. The Communications Manager noted that the agencies she had approached will be taking this into consideration and one agency in particular would still use a letter that would be delivered to residents. She noted that using an external company there would be a much fairer split in the demographics.
- The Deputy Mayor noted that a lot of information can be gained from these surveys but council needed to be asking the right questions while drilling down to the actual users of specific areas rather than a large number of questions regarding public toilets.
- Councillor Coplestone reiterated the need to consider the older generation who do not use computers when moving forward with this.
- Councillor McKay questioned if future surveys could be completed in real time, such as those accessing building consents receiving a survey within a month. Ms Gibson noted that this was one of the options she was investigating. She noted that the comments from the survey had been loaded to diligent today and when reviewing those it is clear that those answering the questions had not necessarily accessed specific services but have heard it is ok from someone else, this means council is not getting the direct response from the users.
- Councillor Sandford noted that every year there are comments regarding lawn clippings on the headstones when the cemetery is mowed. If mowed correctly this won't be a problem but it comes up every year. It was noted that activity specific comments had been passed onto the officers to review.
- The District Mayor noted that although the overall community view around Stratford being an attractive, safe and healthy district had reduced these responses were still above 90% which a lot of places would struggle to achieve and felt this should be commended.
- Councillor Dalziel noted his support in moving towards a more professional approach and that this would result in a shorter but more targeted survey. He noted a typo on page 61 under sports grounds which had 160% but should be 78%.

12. Information Report – 3 Waters Reforms

D21/33217 Page 69

Recommendations

1. THAT the report be received.

BOYDE/JONES
Carried
P&S/21/133

2. That Council:

- a) **notes** the Government's 30 June and 15 July 2021 Three Waters Reform announcements

BOYDE/HARRIS
Carried
P&S/21/134

- b) **notes** officer's advice on the accuracy of the information provided to Council in June and July 2021 as a result of the RFI and WICS modelling processes

DALZIEL/VOLZKE
Carried
P&S/21/135

- c) **notes** the previously provided analysis of the impacts of the Government's proposed three water service delivery model on the Stratford community and its wellbeing, including the impacts on the delivery of water services and water related outcomes, capability and capacity, on Stratford District Council's sustainability (including rating impact, debt impact, and efficiency) and

ERWOOD/JONES
Carried
P&S/21/136

- d) **notes** the high level analysis of three waters service delivery options available to council included in this report

HARRIS/DALZIEL
Carried
P&S/21/137

- e) **notes** that a decision to support the Government's preferred three waters service delivery option is not lawful (would be ultra vires) at present due to section 130 of the Local Government Act 2002 (LGA), which prohibits Council from divesting its ownership or interest in a water service except to another local government organisation, and what we currently know (and don't know) about the Government's preferred option

- f) **notes** that Council cannot make a formal decision on a regional option for three waters service delivery without doing a Long Term Plan (LTP) amendment and ensuring it meets section 130 of the LGA.

VOLZKE/BOYDE
Carried
P&S/21/138

- g) **notes** that the Government intends to make further decisions about the three waters service delivery model after 30 September 2021.

HARRIS/BOYDE
Carried
P&S/21/139

- h) **notes** that it would be desirable to gain an understanding of the community's views once Council has further information from the Government on the next steps in the reform process

McKAY/ERWOOD
Carried
P&S/21/140

- i) **requests** the CEO to seek guidance on and/or give feedback to the Government on:
- Placement of Stratford District Council in Entity B – support/no support
 - Ownership model – Council support/not support/ask for alternative options to be shown
 - Governance structure - support/not support/alternative suggestions/further information to be sought
 - Inclusion of stormwater in the reforms – support/don't support
 - Ensuring urban growth is enabled/supported
 - Protection against privatisation
- j) **notes** that the CEO will report back further once they have received further information and guidance from Government ,LGNZ and Taituarā on what the next steps look like and how these should be managed

McKAY/ERWOOD
Carried
P&S/21/141

Recommended Reason

This report outlines the Government's current Three Waters Reform proposal, and enables Council to provide initial feedback to the Government on it.

The Chief Executive noted the following points:

- Elected members have been involved in this subject matter for some time now.
- This has been presented as an information report as there is no power to make a decision today and has been presented to elected members in order to collate feedback.
- Elected members are well aware of the 3 waters reforms and there has been at least one workshop held on the matter but plenty of discussions as well as having full access to all material from Department of Internal Affairs.
- It is important to remember the information provided has been third party information as council is a passenger on this journey. Council has been careful in regurgitating elements of this as it is coming from Central Government.
- It is important that council continues to engage in these reports.
- The modelling that was done by consultants has been discussed with elected members. These predicted a significant amount of discrepancies with their models and what it would cost if council continued to provide the water services as opposed to if it went into a reform model. These models have not been deconstructed as there have been thousands of consultant hours that have gone into them and it is not feasible to attempt to do this.
- There is some high level analysis in this report that has previously been discussed with elected members. The government has requested that council spends the eight week period to digest this information to the best of its ability and form some opinions to provide feedback.
- This is not the moment where council can decide to opt in or out. It is also not the moment to start consulting with the community. There are specific elements in the Local Government Act which show what has to be in place to enable consultation – there is still too much vagueness in this proposal. It is also not known yet if this is going to be voluntary or mandatory.
- The Government has asked three specific questions to which they want feedback on, there were also a whole other range of suggestions however this does not mean this is all the engagement elected members have to seek with the government.
- Entity B is where the Stratford District Council has been placed with 22 other councils. This has provisionally been put together to create one of the proposed four entities. Representatives from those councils have met twice to find an appropriate way to engage with these reforms. No one from these councils is saying if they will be opting in or out. These meetings were not endorsements of the reforms and each council has defended their right to make its own submission to this process. A draft copy of the letter from the Entity B to the government was provided to elected members. It was important that elected members now decided if Stratford was to write its own letter in partner to the entity b letter to the government.
- Mr Hanne noted he would take notes of the points raised in discussion and provide a draft letter to elected members for final approval. Both South Taranaki and New Plymouth District Councils have submitted a letter.

Questions/Points of Clarification:

- It was agreed to go through each of the points in the second resolution individually.
- The District Mayor expressed his concern that this option was not lawful under Section 130 of the Local Government Act where Council must continue to provide water services to meet its obligations. The subsection goes on to state that local authorities can transfer these assets to another local government organisation and if Entity B is owned by local government then it may well be lawful, he noted he had also heard suggestions that this subsection could be legislated out of the Act. He noted that resolution 2 F covers transferring of assets adequately and requested that 2 E be deleted.
- Councillor Boyde supported council writing its own letter. He noted the proposal as it stands, regardless of the structure, could have significant impact on the wellbeing of Stratford and would be a massive change to the landscape. The proposal lacks clarity and council still does not know the regulations and standards that it will have to meet, a well informed decision cannot be made without these. He noted that on behalf of the Stratford ratepayers a letter of council's concerns should be sent to the government.
- The Chief Executive noted he had drafted a letter and went through each point seeking feedback and amendments. A final draft will be circulated to elected members.

Entity B

- There is a natural alignment as a council towards the south rather than across to the east as well as having strong affiliations going down the country. Entity B is a more growing prosperous area compared to going down the country. Natural iwi affiliation would support going down the country rather than across.
- The alternative would be to seek to be put in Entity C.
- The Deputy Mayor noted rather than aligning with what has been proposed should it be noted that council is opposed to specific entities? He felt there had been a general discontent with the process to date and this is reflected by the community. There has been a lack of engagement and lack of ability to provide feedback.
- Councillor Dalziel supported sticking with Entity B including Whanganui. He did not see any value in changing.
- The District Mayor noted that if the reforms proceed in their currently proposed form then Option C discusses an alternative arrangement being a regional model which should be mentioned within the letter as council may wish to consider that. The work being done to date does suggest there could be benefit in a regional model and it would just be a matter of comparing that to the Entity B model.
- Councillor Boyde noted that without knowing the regulations and standards that council is meant to be achieving it is still difficult to look at the proposal for a regional model.
- Councillor Copstone reiterated that without standards then it is impossible to judge anything.
- The Deputy Mayor noted that council has met every standard and never fallen below them and continues to strive to provide that to the community. We do not know if they are going to go higher or stay the same.
- Councillor Dalziel felt the standards will go higher. He noted that every council already has its own interpretation of what those standards are. He did not know if a regional set up would match up to Entity B in a cost benefit analysis as a regional solution is never going to match the numbers of an Entity B set up.
- The District Mayor agreed that scale is the key to lowering the costs however one of his major concerns is the loss of community ownership, the loss of being able to prioritise things and he noted there were many arguments that could challenge the economies of scale argument. He felt for this reason the letter should note the request to be able to consider the regional option. On one of the maps provided Entity B has a circle around it which suggests that Taranaki has the potential to move from Entity B to Entity C which suggests the government is willing to look at the region of Taranaki potentially due to its isolation and distance from the Waikato.
- It was agreed that Entity B was the preferred approach.

Ownership models

- Mr Hanne noted that it is an interesting hybrid of managed assets that will be managed by the entity. A line outside of the management schedule brings the ownership back to councils but then it was also described as a crown owned entity. He felt that he had accepted the fact that , if the reforms were to go ahead, council was to hand over the ownership of these assets to an entity but there is a tie back to council in the model as it stands.

- Mr Hanne noted that there are four layers to the governance structure: A board chosen on skill and expertise chosen by an independent selection panel. The independent selection panel which is appointed be a regional representative group made up of a 50/50 mix of representatives of local authorities and representatives of mana whenua. Finally, there are the local authorities and mana whenua themselves. There are no representatives of local authorities or mana whenua directly appointed to the board. There is a misconception that councils or iwi are appointing this board, but this is not the case.
- It was also clarified that iwi will not own the entities, they will be owned by the memberships of the councils in Entity B's case this is the 22 within the model.
- Mr Hanne noted the letter would include feedback regarding governance and ownership together. He noted concern had been raised around the size and complexity of the governance board which creates concern around efficiencies and the loss of say for Stratford ratepayers.
- It was agreed that council would like to see the regional model as an option.
- Councillor Dalziel agreed he would like to see some options. He agreed it was complex at the moment and it would be good to see a simplified version. The over complication is leading to the miscommunications as people will believe what they want to believe.
- The District Mayor also noted the loss of local voice, issues of prioritisation of spend, concerns over the planning processes – what council wants to do vs what the entity wants to do, concerns over the accountability of the entity back to the owners and concerns over the governance model as it he felt it was clumsy and flawed. Councillor Dalziel supported these points to be included.
- Councillor Boyde asked that the assumptions be questioned. Councillor Coplestone reiterated this as he felt the summary was ridiculous and could not work out how figures could increase from \$1,200 to \$7,000 for a council run operation.
- Councillor Erwood noted figures, graphs and modelling could be manipulated in anyway and he felt the government had done this with these.
- The Deputy Mayor noted his concern that he did not see how this could save money and felt the investment would be better made into infrastructure that needs it.
- Councillor Boyde reiterated that the figures have been made on assumptions. In order to make assumptions they must know the standards they want to be achieved and he noted he was really struggling with the fact council could not get those standards so that it could make its own assumptions.

Consultation

- Mr Hanne noted one of the biggest concerns had been around community consultation.
- Councillor McKay noted she would like to see more local engagement. There has been a lack of community engagement on fundamental changes coupled with an appalling advertising campaign.
- Councillor Coplestone noted there had been a lack of reporting on the whole thing which he expressed his surprise at due the scale of the topic.
- The District Mayor requested it refer to government led consultation as these are their reforms and they should be telling the community.
- Councillor Erwood noted that he was very proud of council's three waters and felt it was disgraceful that all councils had been portrayed as bad suppliers in the advertising campaign.
- Councillor Harris noted that she agreed with the general conversation and noted if she laid a water pipe like the government structure with this any joins there would be a very poor water supply.
- Mr Hanne noted that the letter could reflect on the order the government reforms are taking place and felt they have not been done in the right order. Elected members agreed.
- The District Mayor also wanted to note that councils need time to reconsider and assess the whole proposal.
- Mr Hanne noted that stormwater as one of the three waters, still takes the same skill sets to manage and is entwined with roading and parks. This is important to note as everything that is a park stays with council but everything with a pipe or similar structure would go to the new structure. The District Mayor noted that the Australian models that had been presented to councils have not included stormwater. He felt the letter should reflect the amount of unknowns around stormwater.

The Director – Community Services left the meeting at 4.28pm

General

- It was felt it would be beneficial to include a paragraph on how Iwi feel about the proposal. Mr Hanne was meeting with three representatives this week so would draft a paragraph following that.
- The District Mayor requested that it be stated that council supported the creation of Taumata arowai and the functions it will carry out. He also requested the suggestion to create an ombudsmen for water for people who feel aggrieved by the process or the entity.
- It was noted that support should be given to the creation of a water pricing regulator. There is a small grouping that oversees set processes around the price setting of water and would be similar to the set up in the electricity market.
- The letter should note the lack of local iwi engagement. This has been done very poorly or not at all.
- Councillor Boyde noted he agreed with the New Plymouth District Council's concern about the funding from the entity funding non-water infrastructure. The funds coming from the new entity will be paid for by everyone and none of it is going to infrastructure.
- It was clarified that bespoke legislation referred to legislation introduced purely to solve one single purpose – being the water reforms.
- Councillor Dalziel noted it was important when looking at this proposal that in the Long Term Plan council is forecasting \$91million to be spent on the three waters over the next 30 years which will mean in year 10 the water will be 70% dearer than what residents are paying now. It is equally as important to share that with the community when consultation does occur.

13. Monthly Reports

13.1 Assets Report
D21/30404 Page 89

Recommendation

THAT the report be received.

BOYDE/HARRIS
Carried
P&S/21/142

The Director - Assets noted the following points:

- The highlights are noted on the first and second page of the report.
- The special projects are ongoing despite interruptions.
- The team is continuing with planning and capital projects.
- Ongoing maintenance is occurring.
- Have included a new item being the summary of resource consents that the department are undertaking with the Taranaki Regional Council.

Questions/Points of Clarification:

- Councillor Boyde noted the response to the matters outstanding in the monthly report in regard to Opunake Road and asked if Section 357 1E could also be applied to damage caused by forestry such as sludge on the road and filth coming from that activity. The Roading Asset Manager noted that this clause requires categorical proof that it was this activity that caused the damage but it does cover multiple causes of damages to the road. He noted that it would have to be proven that the damage was caused by forestry trucks and not any other type of truck such as milk tankers. The District Mayor noted he had raised councils concerns about the sludge running from damaged roads into waterways at the Land Transport Committee and as council owns the channelling it would be council's responsibility.

- Councillor Sandford noted that kindys and daycares would not be included in the variable speed zones decision. He noted the detour passing through Stratford roads while the State Highway was being repaired and asked how council will be monitoring the damage. Mr Bowden noted that a video will be taken of Salisbury Road this week and regular meetings will be held with the contractor. He noted that he will be travelling this road on a daily basis so this will be an additional level of monitoring.
- It was requested that the Walking and Access Commission be followed up regarding the Kingheim walkways. The District Mayor will also follow this up at the ministerial level following an update being obtained from the Special Projects Manager.

The Services Asset Manager left the meeting at 4.45pm

13.2 Community Services Report
D21/30588 Page 124

Recommendation

THAT the report be received.

WEBBY/JONES
Carried
P&S/21/143

The Customer and Leisure Services Manager noted the following points:

- The impact of lockdown is reflected in the visitor numbers in this report and resulted in events being postponed or cancelled.
- As requested by elected members more information on the library/iSITE figures have been added to the report and will also include quarterly social media engagement statistics in those areas.
- Scarecrow trail registrations are now open.
- The School Holiday Programme starts next week and is being delivered via online videos and take home packs.
- Sport New Zealand Rural Travel Fund opens next week.

The Roading Asset Manager left the meeting at 4.48pm.

Questions/Points of Clarification:

- It was clarified that the bike park will be open for the school holidays. An official community opening will be held when the entire park is complete, and when Alert Levels permit, but on Friday 1 October there will be a small blessing by local iwi with minimum numbers.

Council Organisations and Council Representatives on Other Organisations

- Councillor Webby noted that the Percy Thomson Trust is holding its AGM in October. She noted that Covid-19 had disrupted exhibitions but that the gallery director had been busy and found ways to create pop up exhibitions when needed. There is presently a pop up exhibition at the moment where local artists were invited to display in the gallery. The gallery is also getting ready for the Taranaki Arts Trail.
- Councillor Boyde noted that the Lower North Island U15s Hockey tournament was being held in Stratford this weekend (10 teams).
- Councillor McKay noted that the Romeo Awards had moved to be held digitally rather than postponing or cancelling due to Covid-19. Winners will begin to be announced this Thursday and a small invite only event will be held with winners. Councillors were urged to congratulate the winners when they are announced.

13.3 Environmental Services Report
D21/30869 Page 132

Recommendation

THAT the report be received.

BOYDE/VOLZKE
Carried
P&S/21/144

The Director – Environmental Services noted the following points:

- The effects of the lockdown are visible in this report and it was a bit early to see how much of a rebound may occur, however it was updated that requests were bouncing back to pre-lockdown levels fairly quickly.
- On page 134 the building inspection measure notes 12 that went over the 24 hours timeframe as these were booked at the time of the country going into Alert level 4.

Questions/Points of Clarification:

- It was clarified that some preliminary work had been done identifying earthquake prone buildings and the next step is to let owners know. The timeframe for repairs begins upon owners receiving notification.

13.4 Corporate Services Report
D21/32746 Page 139

Recommendations

1. THAT the report be received.
2. THAT the Committee acknowledges that the Investment with Counterparty limit breach has been authorised by the Chair of the Audit and Risk Committee, and the Mayor, in accordance with the Treasury Management Policy.

DALZIEL/COPLESTONE
Carried
P&S/21/145

The Director – Corporate Services noted the following points:

- The resolutions include acknowledgement by Council of the breach of the investment policy in terms of having more than \$4 million with one bank at the moment.
- The operating revenue and expenditure is tracking close to budget, some variations have been noted and are due to grants not having been spread out evenly throughout the year.
- The Waka Kotahi funding has been approved for the next three years but is \$3 million less than budgeted.
- The legal enforcement for rates collection noted in 2.1 on page 142 has been put on hold and will be brought to the Policy and Services Committee in October.

Questions/Points of Clarification:

- Regarding the reduced funding application from Waka Kotahi it was questioned what happens now with the sealed road resurfacing and minor works .It was requested that the Director – Assets brings the adjusted budget back to this committee with the new forecasted expenditure for the activity and adjusted works programme. The budget has been signed off by Council through the Long Term Plan process, however the re-prioritising of projects is done at the operational level.
- It was requested that the Taranaki Regional Council be followed up in regards to the valuations of Stratford properties still being at the 2017 valuations on their website.

- Councillor Boyde noted that the level of debt weighted average is 2.1% but that the average for the financial investment was 1.26% and he questioned keeping the higher level of debt? Mrs Radich noted that the debt was fixed for longer periods with the investments being on staggered periods of mostly 120 days. This was aimed to have councils reserves financially backed by liquid investments. She noted some councils were delaying investments into water and infrastructure investment but were still depreciating the assets. If that asset fails then council will need accessible money which is why the reserves are being backed in this manner. There are also grants in this total investment figure that have been received but not yet spent.
- It was noted that the outstanding debtors was largely due to the due date for rates falling during the Alert Level 4 lockdown. Residents were given an extension till Level 2 to be able to come in to pay their rates. This was largely caught up by two weeks into Level 2.

The Communications Manager and Community Services Manager left the meeting at 5.08pm.

14. Questions

There were no questions.

Media left meeting at 5.09pm

15. Resolution to Exclude the Public

RECOMMENDATION

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

Agenda Item No: 16

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution to each matter	Grounds under section 48(1) for the passing of this resolution
Facility Sponsorship	The withholding of the information is necessary for commercial sensitivity	The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information. Section 7(2)b(ii) of the Local Government Official Information and Meetings Act 1987.

BOYDE/SANDFORD
Carried
P&S/21/146

*The Deputy Mayor and Councillor Erwood departed the table at 5.09pm
The District Mayor assumed the position of Chairman.*

16. Public Excluded Item

Recommendation

THAT the open meeting resumes

SANDFORD/DALZIEL
Carried
P&S/21/149

*The Deputy Mayor and Councillor Erwood re-joined the table at 5.43pm
The Deputy Mayor resumed the position of Chairman.*

The meeting closed at 5.43pm

A L Jamieson
Chairman

Confirmed this 26th day of October 2021.

N C Volzke
District Mayor

MINUTES

Policy and Services Committee



F19/03/05 – D21/37365

Date: Tuesday 12 October 2021 at 2.00PM
Venue: Council Chambers, 63 Miranda Street, Stratford

To hear and consider submissions to the Representation Review Proposal

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 Assets – Mrs V Araba (*via audio visual link*), the Director Environmental Services – Mr B Sutherland, the Director – Corporate Services – Mrs T Radich, the Committee Advisor and Executive Assistant – Mrs E Bishop, the Communications Manager – Ms G Gibson, two members of the media (Stratford Press, Taranaki Daily News) and three members of the public (*one via audio visual link*).

1. Welcome

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

2. Apologies

Apologies were noted from the Director – Community Services – Ms K Whareaitu and submitter 7 (Rachael Rae – Te Rūnanga o Ngāti Ruanui Trust).

3. Announcements

The Director – Corporate Services noted that submission 9 – Richard Stieller had been withdrawn on Monday 4 October but the withdrawal was taken back on Friday 8 October 2021. The total submissions were now 17.

The Chairman welcomes everyone to the Policy & Services Committee meeting. It was reinforced to Councillors that the purpose of this meeting is to hear submissions on the Representation Review Proposal. Councillors were asked to hear all submissions with an open mind and restrict their question time to the submitters to points of clarification or issues pertaining to subject matter. Councillors were requested not to get into direct dialogue with submitters. Councillors may take notes whilst submitters are speaking.

1. Declarations of members interest

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

2. Attendance Schedule

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

3. **Acknowledgement of Submissions**
Page 17

17 submissions were received.

Recommendations

1. THAT the submissions to the Representation Review proposal be received.
HARRIS/VOLZKE
Carried
P&S/21/150

2. THAT the submitted be advised of the outcome of their submission and notified that the minutes of the Policy and Services Committee Meeting, and subsequent meetings, are available on Council's website.
McKAY/BOYDE
Carried
P&S/21/151

Recommended Reason

So that each submission is formally received and the submitter provided with information on decisions made.

4. **Submitters To Be Heard**

Three submitters requested to be heard in support of their submission. Te Rūnanga o Ngāti Ruanui had submitted an apology for the meeting.

Submitters were given 5 minutes to speak and five minutes to answer questions from Elected Members.

Submission #	Name	Org	Page Number	Time
6	Mark Hooper	Taranaki Federated Farmers	27	2.05pm

Points noted in the presentation:

- On behalf of the organisation's farming members its focus is on encouraging strong rural representation.
- Federated Farmers have been submitting on representation reviews across the country and the general concern has been the gradual eroding of rural representation with representation being focused on population which is not ideal for rural areas and the establishment of māori wards have often come at the expense of rural representation.
- Farmers are presently facing regional and national compliance problems with multiple layers of consenting requirements, therefore it is important to have sufficient rural representation at a district level that will understand the complexities of these.
- Federated Farmers are very happy with where Stratford District Council has landed with the preferred option retaining urban, rural and māori wards as opposed to an at large system.
- Federated Farmers does not support community boards as a rural ward based approached provides better mechanisms, however if an at large system was adopted then would support community boards if it was felt the eastern community was under represented.
- The only change they would like council to consider would be a 5/5 split for Urban and Rural seats. This is consistent with the objectives of encouraging a strong rural representation but understands it would breach the plus/minus 10% rule.
- The land areas, rates paid and overall contribution to the district's GDP remain the same, if not greater, in the rural areas, the need for infrastructure and the large geographic spread across this district all support the need for greater rural representation, either currently or in the future.

<p>Questions/Points of clarification:</p> <ul style="list-style-type: none"> Mr Hooper clarified that referencing the geographic spread was not necessarily to result in an even spread of representation or placement but would recognise the scale of the rural ward and an extra councillor would help cover this area. 			
8	Christopher James	32	2.25pm
<p>Points noted in the presentation:</p> <ul style="list-style-type: none"> He noted that during his election campaign he had made his views on māori wards clear and was against them. He felt Council had more courage than he did to have made the decision to establish a māori ward. At this time he had been concerned about how it would look against other seats and the power, or lack of, that māori would have in this arrangement. He noted his concern that if he chose to vote on the māori roll then he would get one vote plus the mayor, if he chose to vote on the general roll then he would have 6 votes plus the mayor. This is not about population or dividing voters between māori and pakeha, it is about our history and about the guidelines from the Treaty of Waitangi. He noted that to him the core value of the Treaty was partnership and that we should at the least view everything through a lens of partnership. This is not about a fight for power but as a way of viewing each other as two parts of something greater. One seat vs ten is not a partnership. It is not a healthy way to put a partnership into practice. He noted he did not think creating 4 or 6 māori seats would create partnership either and that regardless of the work today both parties have much work to do in the future. He suggested that introducing a number of at large seats would be as close to partnership as could be achieved today. New Plymouth has introduced a number of at large seats. He noted that he lives in New Plymouth but proudly says he is from Stratford. From the outside it can be viewed as a small little rural town where nothing changes and his generation often cannot wait to leave. He noted he did not feel this way. Stratford and its leaders regularly show a willingness to move forward. He urged council to continue the conversation with iwi regarding the decision made today. He noted he had been scared of the conversations himself and saying his truth, but realised he still had decolonising of his own to do. His words have brought him shame every day and he hoped by coming today he had given council food for thought on partnership as leaders of the community. Our home is not our home by chance, there is history here and council is playing its part in ensuring the future is better than the past. Be proud of what you have achieved together. <p>Questions/Points of clarification:</p> <ul style="list-style-type: none"> Mr James clarified that he saw the addition of new at large seats to come at the expense of rural or urban seats and felt council would be more suited to make the decision on how many at large seats were appropriate than himself. 			

5. Decision Report – Representation Review – Final Proposal
D21/34598 Page 6

Recommendations

1. THAT the report be received.

McKAY/BOYDE
Carried
P&S/21/152

- ~~2. THAT the submissions to the Representation Review Initial Proposal 2021 are considered, and to amend, if elected members think appropriate, the initial representation arrangements and make a final resolution on each of the following:~~

- ~~• Whether to retain the Rural Ward, Urban Ward, and Māori Ward (and the proposed names, and number of councillors that will represent each) as per the Initial Proposal.~~
- ~~• Whether the boundaries proposed for the Rural Ward and Urban Wards be updated as per the Initial Proposal.~~
- ~~• Whether or not one or more 'at large' seats are introduced (in response to some submissions supporting this).~~
- ~~• The total number of councillors is increased to 11 plus the Mayor as per the Initial Proposal.~~
- ~~• No community boards be established.~~

- ~~3. THAT public notice of the Final Proposal is made by 31 October 2021, and in accordance with the requirements of Section 19N of the Local Electoral Act 2001.~~

Recommended Reason

To comply with legislative obligations under the Local Electoral Act 2001 for representation arrangements for the 2022 and 2025 local elections.

The Director – Corporate Services noted the following points:

- This is the point where the final proposal is made for representation in the next two elections after taking into account the feedback received.
- Once this has been done then the final will be put out to public notice.
- It was noted that nothing new could be added that was not in the initial proposal or was unrelated to a submission as that would give grounds for objections.
- It was noted that 8 of the submissions (including the tabled one) were disagreeing with the establishment of a māori ward.
- The majority of the submissions were in favour of the proposal with slight objections to elements such as three being in favour for at large seats and Federated Farmers suggesting a 5/5 split for the urban/rural ward which would mean Stratford District Council would be in breach of the plus/minus 10% rule.

Whether to retain the Rural Ward, Urban Ward, and Māori Ward (and the proposed names, and number of councillors that will represent each) as per the Initial Proposal.

- Councillor Dalziel noted his view had not changed from the last discussion. Stratford is a small district with one town, three villages and under 10,000 people 80% of which live within 20kms of this building. There is a strong interdependence between the farming community and urban and all councillors work for the benefit of the district. He noted he had not witnessed any divide between urban and rural wards. Most councils in this country don't have a rural/urban split. He noted that first and foremost farming is an industry and that New Plymouth did not have an industrial ward. Inglewood is not dissimilar to us and New Plymouth are proposing that one person will represent that area which will be made up of urban, rural and lifestyle with a community board of four people which would have no decision making ability. He proposed scrapping the wards and having one district plus the māori ward.
- Councillor McKay noted she had not changed her initial views and believed council should be looking at some at large seats. She felt if you could give people more opportunities to vote through either urban, rural, māori and at large seats then it would attract more voters and people have more of a say

on who represents them on the council. We want to attract more voters and this will be a good way to do it. She understood there needed to be a good balance, and that a lot of the community do like the rural and urban split and it had been said if it ain't broke don't fix it, but felt that this wouldn't be fixing it, it would be making it better. She agreed she had not seen any urban/rural split on council.

- Councillor Coplestone questioned if council realised how far east our boundary goes. He noted he knew someone who would stand for council and wouldn't under at large because no one would know who they were. He felt that it would be taking a large proportion of those who spend a lot of money and put a lot of rates back into the community but if they are not known they won't get voted for. Could have some at large seats but he felt that would be a waste. Everyone is entitled to stand for council but it just depends on how well known you are. He clarified that he meant the person he was referring to couldn't stand in at large system because they were not well-known enough but could stand under a rural component. There are a number of people out the back of the district who don't even come to town. He felt there was no advantages with at large seats whatsoever.
- Councillor Boyde noted he had received a lot of phone calls from people not wanting to put a submission in, he also walked the streets to get the views of people. He had not changed his view on the six seats for urban, four for rural and one māori seat, he felt it was fair and an equitable spread which was reiterated by 99% of those who had contacted him. He noted this topic was the most contact he had gotten from people.
- Councillor Sandford favoured the status quo. He felt it was interesting the at large suggestion only came about two or three weeks ago when two people spoke to the Taranaki Daily News, yet he noted those two people did not make a submission. There were only three submitters who wanted at large seats. The ratepayers have told us what they want through this consultation.

Recommendation

THAT council retains the Rural Ward, Urban Ward, and Māori Ward (and the proposed names, and number of councillors that will represent each) as per the Initial Proposal.

SANDFORD/BOYDE

Carried

2 against

P&S/21/153

- The District Mayor moved an amendment to remove the number of councillors from the resolution to allow for further discussion on at large seats as if the number was confirmed at this point an at large seat would be in addition to that and would make it difficult to have a legitimate discussion. *The motion was not seconded and was lost.*
- Councillor Dalziel and McKay voted against the motion.

Whether the boundaries proposed for the Rural Ward and Urban Wards be updated as per the Initial Proposal.

Recommendation

THAT and Māori Ward be added to the boundaries resolution.

VOLZKE/BOYDE

Carried

P&S/21/154

Recommendation

THAT council retains the boundaries proposed for the Rural Ward, Urban Ward and Māori Ward be updated as per the Initial Proposal.

ERWOOD/COPLESTONE

Carried

P&S/21/155

Whether or not one or more 'at large' seats are introduced (in response to some submissions supporting this).

- Councillor Dalziel felt there were too many councillors. He felt seven plus the māori seat plus the mayor was appropriate. There were too many members around the table and the governance board was too big. He noted big public companies run with smaller boards than this council. He was certainly in favour of at large and felt that the 40% of voters who do bother to vote would pick the best candidate and he was confident that the people from the rural areas would continue to stand. Seven effective councillors would work well for this district.
- The District Mayor noted if he was creating a design for an electoral system for this district from scratch he would have eight councillors all at large and the STV voting system but from a pragmatic approach this has not been the past or the future and he believed it was not about the personal views it was about looking at the views of the community. In this case the community has historically had a ward system divided into urban and rural, there has not been any wholesale rejection of that and no mandate to change that and add an at large seat. He noted the submission from Te Rūnanga o Ngāti Ruanui Trust requested the addition of just one at large seat and he did not understand the practicality of that as why would a candidate stand where the opportunity was for only one seat? He felt council would need significantly more than one if it was to introduce at large seats. The introduction of at large seats would also add another grouping which would provide four ways that one could be elected to council. There is already a problem in getting good numbers of people to stand in the current groups and if this was increased it could result in lower numbers throughout. He supported the rural, urban and māori wards as proposed and not to introduce at large seats.

Recommendation

THAT council does not introduce one or more 'at large' seats.

THAT the total number of councillors is increased to 11 plus the Mayor as per the Initial Proposal.

BOYDE/COPLESTONE
Carried
2 against
P&S/21/156

- Councillor Dalziel and McKay voted against the motion.

Recommendation

THAT no community boards be established.

SANDFORD/ERWOOD
Carried
P&S/21/157

Recommendation

THAT public notice of the Final Proposal is made by 31 October 2021, and in accordance with the requirements of Section 19N of the Local Electoral Act 2001.

BODYE/DALZIEL
Carried
P&S/21/158

The meeting closed at 2.47pm

A L Jamieson
Chairman

Confirmed this 26th day of October 2021.

N C Volzke
District Mayor

Policy and Services Committee Matters Outstanding Index

ITEM OF MATTER	MEETING RAISED	RESPONSIBILITY	CURRENT PROGRESS	EXPECTED RESPONSE
Street Numbering - Pembroke Road - Ariel Street (raised 26 May 2020)		Blair Sutherland	On-going	- Update in Environmental Services Monthly Report - item 11.3
Rates Remission Policy – rural non-contiguous properties (UAGC charge)	Policy & Services – 18 May 2021	Tiffany Radich	On-going	Workshop held 28 September 2021. A report will be brought back to Council at a later date.
Forestry damage to road – differential rates	Policy & Services – 18 May 2021	Tiffany Radich	On-going	Workshop held 26 October 2021. Further workshops will be held if required.
Parking from Brecon Road – King Edward Park (Stratford Primary School)	Policy & Services – 25 May 2021	Steve Bowden	On-going	Workshop held 26 October 2021. A report will be brought back to Council at a later date.
Victoria Park Drainage	Policy & Services Committee 22 June 2021	Victoria Araba	On-going	Update in Assets Monthly Report - item 11.1 (5)
Southern round-a-bout – damage to stonework	Policy & Services – 24 August 2021	Victoria Araba	On-going	Update in Assets Monthly Report - item 11.1 (2.11)
Forestry – workshop requested on how Council can protect roads from heavy vehicle damage particularly during wet periods (eg winter)	Policy & Services – 24 August 2021	Steve Bowden	On-going	Workshop held 26 October 2021. Further workshops will be held if required.

QUARTERLY REPORT



F19/13/04-D21/35587

To: Policy & Services Committee
 From: Community Development Manager
 Date: 26 October 2021
 Subject: Economic Development Quarterly Report – Quarter One

RECOMMENDATION

THAT the report be received.

_____/_____
 Moved/Seconded

1. EXECUTIVE SUMMARY

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

2. VENTURE TARANAKI

The quarterly report from Venture Taranaki is attached as **Appendix 1**.

Key Highlights:

15	328	4
Referrals and connections between Stratford District people and enterprises.	Client support engagements with Stratford District people and enterprises.	Startup clients met in Stratford (YTD).

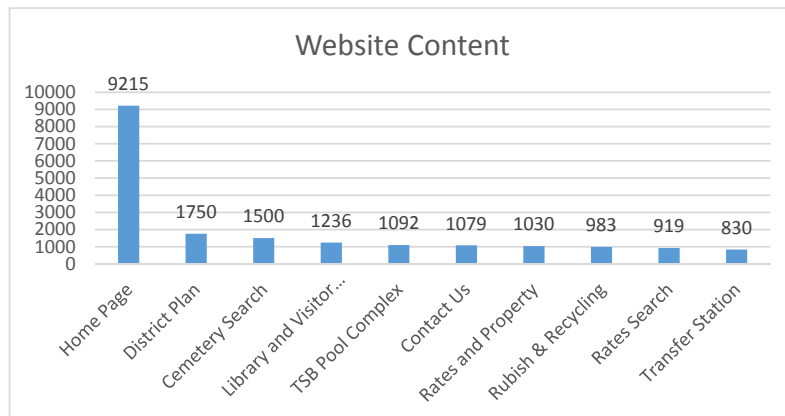
31	\$10,730
New jobs listed (YTD). Job listings are down since last quarter, but up 181% in Stratford District and 68% across the region compared to the same time last year.	Capability Development Vouchers distributed to Stratford enterprises (YTD). This is an increase of 106% compared to this time last year.

3. LOCAL TOURISM AND PROMOTION

3.1 Website Engagement

Website visits	Q1	YTD 2021/2022
New visitor	10,928	10,928
Returning visitor	3,047	3,047

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



3.2 Stratford Visitor Information Centre i-SITE

Performance Measures

	Target	2021/22 YTD
Number of users of AA Agency Service is measured	>10,000	1,822
Percentage customers are satisfied with the Information Centre	>80%	
Number of items (including digital) issued annually	>40,000	11,954
% of library users satisfied with library services	>80%	
Number of people participating in library events and programmes	>1,200	233

3.3 Events

Quarter four events completed:

Completed:

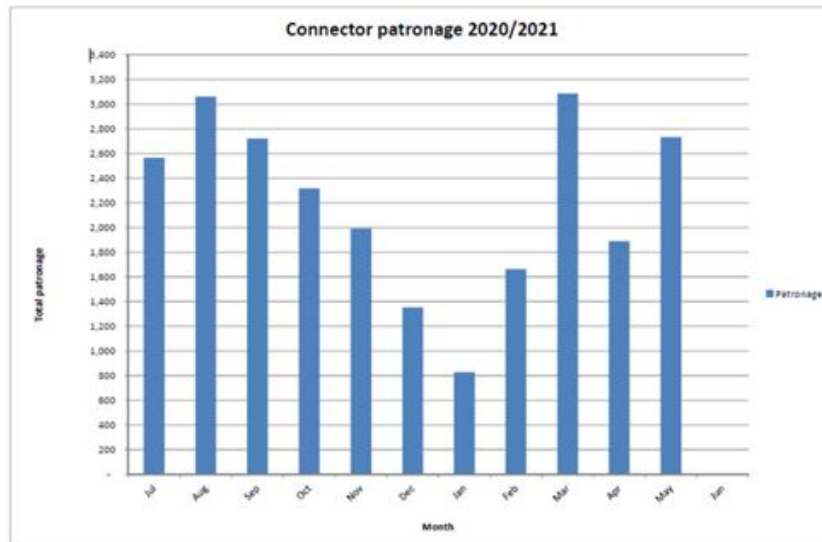
- Chunuk Bair: 8 August
- Stratford Business Association online retailing and marketing workshops: August 4, 11 – *the final workshop date TBC.*
- Romeo Awards evening: 25 September – *formal event has been cancelled, however, a digital campaign has been created to celebrate the nominees and winners.*

Coming Up:

- Stratford Scarecrow Trail: 29 October – 14 November
- School Holiday Programme - October

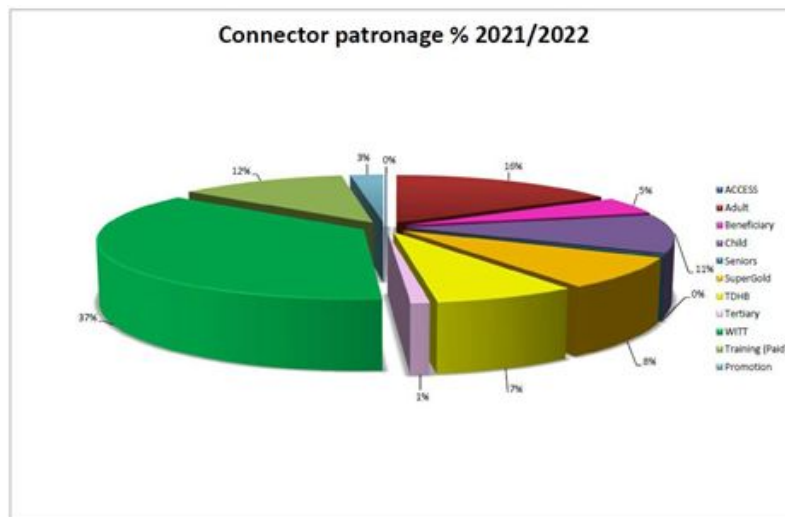
Cancelled or postponed due to COVID-19:

- SDYC On the Bus: 3 September – *Postponed*
- Bike Park Opening – *formal opening has been postponed until alert level 1 and once the full facility has been completed. A small blessing facilitated by iwi was held on Friday 1 October to allow it to be opened for use during the school holidays.*



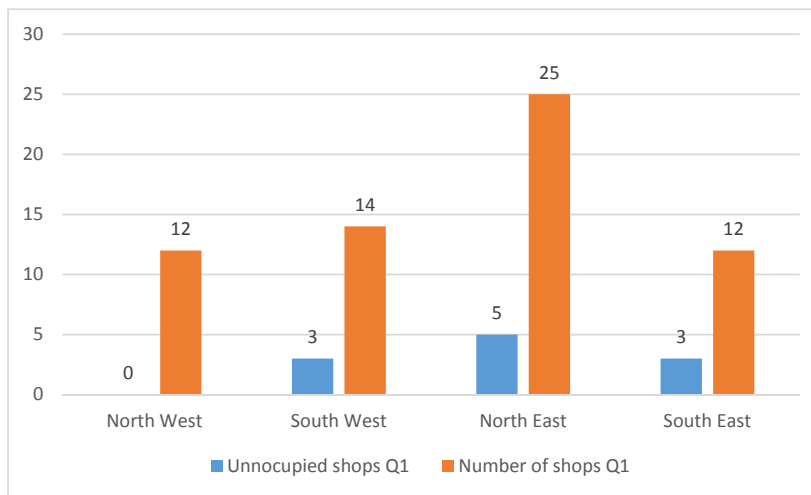
4. DEVELOPMENT

4.1 The Connector Bus



Due to a change in reporting systems, updated data by destination is currently unavailable.

4.2 Unoccupied Shops



The above table provides data on unoccupied buildings along Broadway (between the round-a-bouts) for quarter one, 2021/22 council year.

4.3 2035 Projects as at 30 June 2021

Below is an update on the progress of the key projects that the Council is currently undertaking.

Project	Status	Comments
Replacement Aquatic Indoor Facility	In progress	Physical work on at the new Aquatic Centre project has commenced with full on-site establishment and the excavation of the main pool. Concrete pour of footings to commence in June.
Children’s Cycling Education Park and Basketball Court	In progress	The Bike Park Project continues with a soft launch and blessing held on 1 October 2021
Midhirst abandoned land	In progress	Settlement of all but two of the 45 areas of land has been completed. Negotiations have been initiated with the remaining adjoining occupying owner and formal responses is awaited.
Whangamomona walkways	In progress	The completion of this project is still delayed due to the inability of the Walking Access Commission to formalise their existence and Council’s appointment as controlling authority. The Commission has since established the conversations.
Stratford Discovery Trail	In progress	Completed to date: first print run of the trail maps, Stratford Icon Hunt, metal birds erected in King Edward Park, Tri-Notice Board, 3 x wall murals: Piwakawaka (Centennial Rest Rooms), Shakespeare (King Edward Park netball shelter), Native birds (TSB Pool complex).
Strategies and Plans	In progress	Early conversations and an RFP has been drafted that is planned to be sent out by the end of October.

4.4 **Stratford Business Association**

Membership numbers for at the end of the quarter was 147, an increase of four from the previous quarter

Events completed for the quarter were:

Business After Five events

- August BA5 – Establishment 60

Online retailing and marketing workshops:

- Presentation 1: Overview of online retailing and marketing
- Presentation 2: Getting your content together for your online store Aug
- Presentation 3: Designing your marketing for online success – *postponed*

Stratford Press Romeo Awards 2021

Sadly, the current COVID-19 outbreak in Aotearoa and the uncertainty of Alert Levels the award ceremony was cancelled.

The committee worked on an alternative to the awards night that still shone a light and celebrated our business community by creating a digital campaign working alongside a local videographer.

Videos were released through social media and have gained some really good reach and feedback. A small celebratory evening with winners and sponsors is due to be held on Saturday 9 October.

Events postponed or cancelled due to Covid-19:

- Women in Business - *cancelled*
- The final workshop in the digital series – *postponed and re booked for 20 October*
- September BA5 event – *cancelled*
- Romeo Awards (event) - *cancelled*

Events for the next quarter include:

- Annual General Meeting: 11 October
- Online Retail and Marketing workshops 3: 20 October

4.5 **Consents Granted**

Type	Q1	2021/2022 YTD	2020/2021 YE
New Dwellings	9	9	64
Relocated dwellings	1	1	19
Relocated buildings other than dwellings	0	0	1
Fires	15	15	86
Pole sheds/accessory buildings	15	15	48
Additions and alterations – residential	6	6	40
New Commercial buildings	4	4	7
Additions and alterations – commercial	6	6	19
Other/miscellaneous	8	8	29
Building Consent Applications	74	74	N/A
Building Consents Issued	102	102	N/A
Number of Buildings Consents Received	111	111	N/A

Land Use Consents Received	23	23	N/A
Land Use Consents Granted	8	8	N/A
Subdivision Consents Received	10	10	N/A
Subdivision Consents Granted	12	12	N/A

4.6 Ultra-Fast Broadband

Stratford

	Q4 2020/2021	Q1 2021/2022
Total end users	3,309	3,317
Connected	1,815	1,864
Fibre Uptake	54.85%	56.2%

Results have slowed down due to two things: Connections in Stratford have slowed and Ultrafast Fibre have added some new premises to the area offsetting the gains (approx. 24 new premises). The team are currently trailing some new marketing campaigns that they hope to bring to Taranaki at a later stage.

Midhirst

	Q4 2020/2021	Q1 2021/2022
Unconnected	61%	N/A
Intact	1%	N/A
Low Confidence addresses unconnected	16%	N/A
Fibre Uptake	22%	37.63%

4.7 Property Sales

Location	Median Price		Volume Sold	
	20/21 Q1	21/22 Q1	Q1	21/22 YTD
New Plymouth District	July		211	211
	\$510,000	\$600,000		
	August			
	\$508,000	\$651,100		
South Taranaki	July		68	68
	\$300,000	\$435,000		
	August			
	\$315,000	\$449,000		
Stratford District	July		33	33
	\$319,500	\$430,000		
	August			
	\$310,000	\$520,000		
	September			
	N/A	N/A		

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

*at the time of writing this report real estate information for September was not available.

4.8 Employment

Registrations

	Q1	YTD
Young People Registered	3	3
Businesses Registered	1	1

Employment

	Q1	YTD
Young people placed into employment	5	5
Young people who are employed but require assistance with upskilling		
Young people registered onto programme and straight in study		
Young people received support and found work themselves		
Total	5	5

- Five participants have been provided with aquatics training and development that has led to an opportunity to gain employment with the TSB Pool Complex
- Three referrals have been received from Tūtaki and are currently being supported to find employment.
- Recruitment for a Workforce Coordinator is still underway. Discussions held with Tūtaki to determine opportunities for collaboration when delivering pastoral care support.

Attachments:

Appendix 1 - Taranaki Guest Nights – Venture Taranaki

Appendix 2 - Venture Taranaki - Quarter Four Report



Chade Julie
Community Development Manager



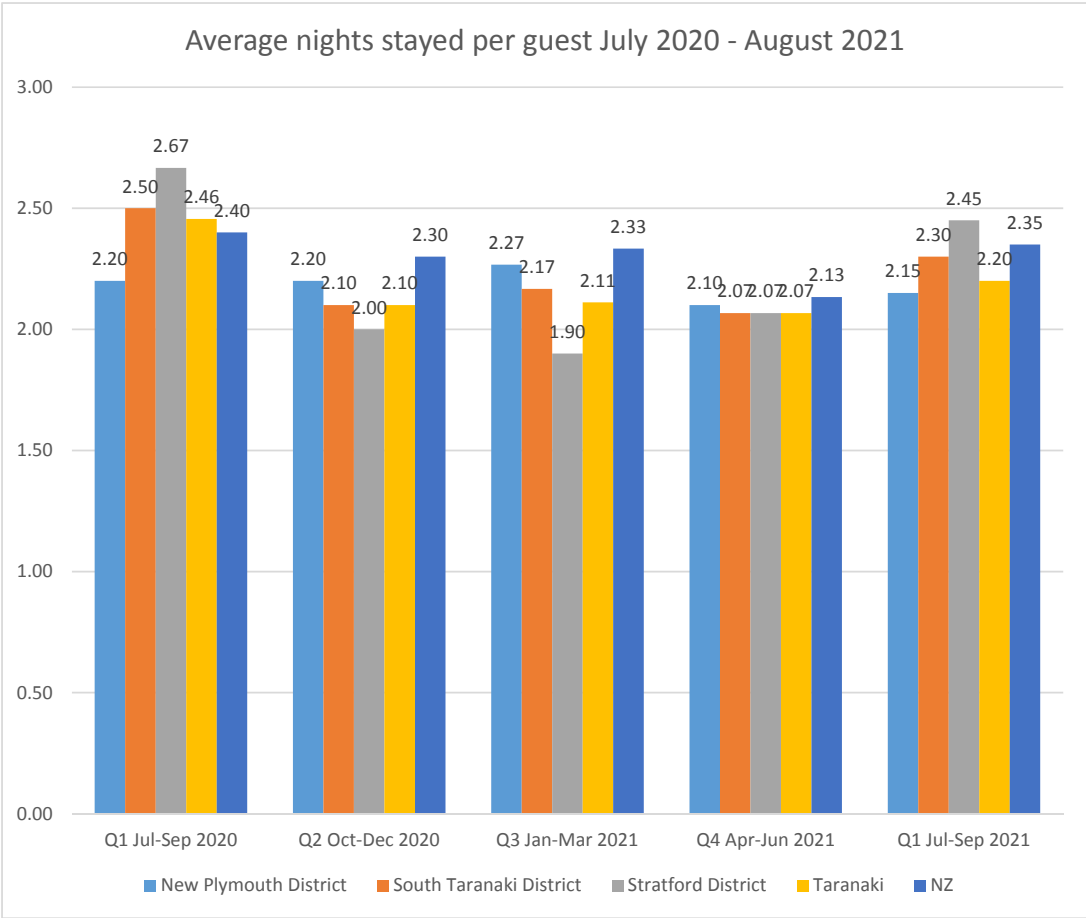
Endorsed By
Kate Whareaitu
Director – Community Services

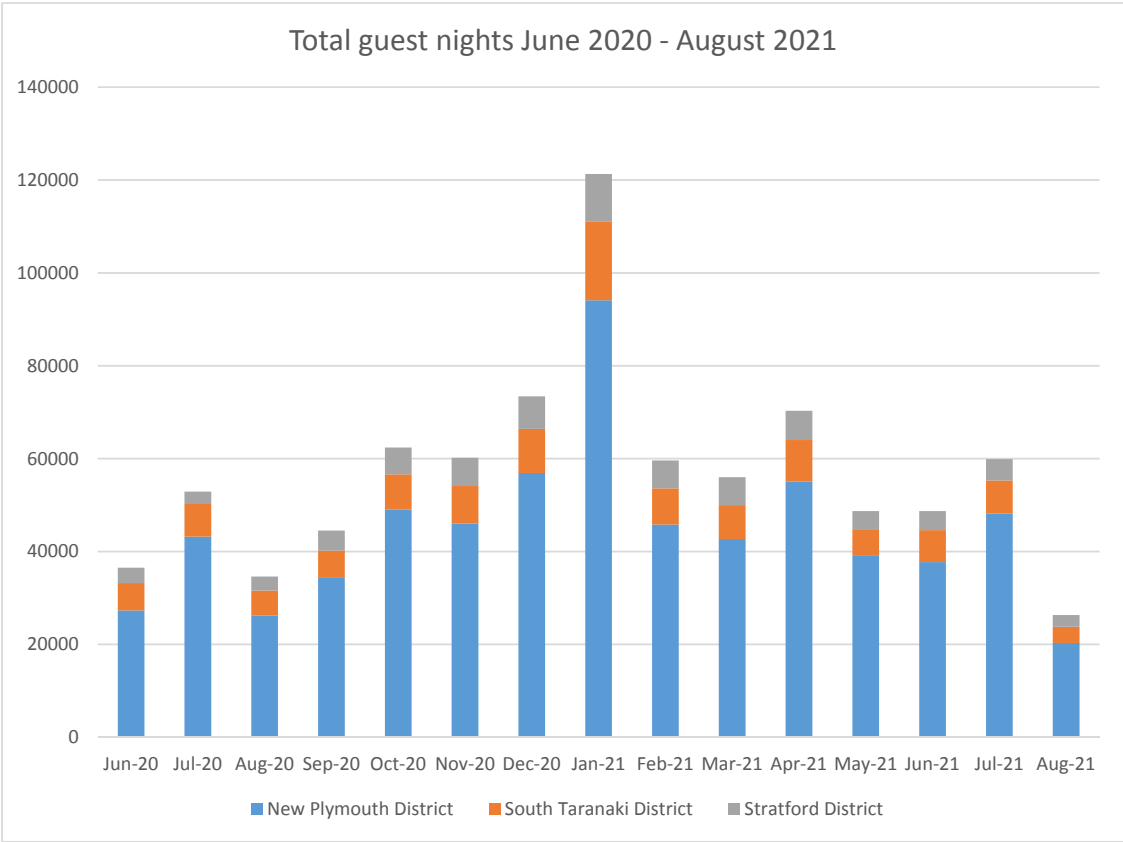


Approved by
Sven Hanne
Chief Executive

DATE: 19 October 2021

Appendix 1





APPENDIX 2

Quarterly Report

STRATFORD DISTRICT COUNCIL

Quarter One 2021-2022



venture
TARANAKI
Te Puna Umanga

Pioneer Village experience, from the Taranaki Story

Message from the Chief Executive



"The lockdown impact extends through tourism on to supply chains for multiple sectors, with the uncertainty of alert level changes hampering confidence and investment"

– Justine Gilliland

At the time of writing, the threat of another alert level shift for Taranaki looms closer, with COVID-19 snapping at our heels in the form of border control at our northern boundary in Mōkau. Should our region move into a higher alert level so soon after enduring three weeks in level 3 and 4 lockdowns in August and September, the repercussions will be felt widely.

The impact of the ongoing Auckland lockdown has also been extremely challenging for many, particularly in our events sector, with some Taranaki events already cancelled.

The impact extends through tourism on to supply chains for multiple sectors, with the uncertainty of alert level changes hampering confidence and investment for those reliant on either imported inputs or international visitors.

During Q1, Venture Taranaki ramped up the call to Go Local again, to reiterate the importance of keeping our dollar in our backyard. We sponsored free advertising for eight South Taranaki enterprises in the South Taranaki Star, run as a social media competition, with the adverts published in mid-September. Venture Taranaki also continued to experience steady high demand for enterprise support during this time.

Prior to lockdown, there were a number of food & fibre sector initiatives that went ahead in Q1. In July, Venture Taranaki held the Trees and their Value Chain event, as part of the Branching Out initiative, looking at wood and fibre products and their increasing value and worldwide interest. The wood and fibre sector provides tens of thousands of jobs for New Zealanders, and is one of Taranaki's top three GDP industries.

Venture Taranaki also sent seven Taranaki food producers to the Auckland Food Show in July, as part of the Taste of Taranaki Collective, to parade the diverse and delicious food

products we have on offer, and to share our region's proud food story.

July also saw the official launch of the Taranaki Catchment Communities, established with ongoing support from Venture Taranaki to support the economic, environmental, and social wellbeing of our rural communities in Taranaki.

Mahi underway with Visitor Futures this quarter culminated in four potential product pathways identified for further exploration. Product development, while in its infancy, has commenced, and drive journeys work has continued with the Coastal Arts Trail due to launch next quarter (C-19 allowing). Venture Taranaki has also tapped into the Christchurch domestic market (alongside other markets), with promotion across print adverts, social media, a television commercial, and billboards.

This quarter also saw Venture Taranaki release an update to the Taranaki H2 Roadmap, detailing progress and changes that have occurred since the Roadmap's original release in 2019. In August, Venture Taranaki was also fortunate to secure time with international sustainable transition expert Professor Jan Rotmans. Professor Rotmans addressed a packed room via Zoom, sharing his expertise on how to navigate, govern and energise sustainable transitions.

The interim Regional Skills Leadership Group transitioned to the fully-fledged Regional Skills Leadership Group (RSLG), with Venture Taranaki remaining a member of the group, but no longer in the capacity of co-chair.

Venture Taranaki has also welcomed new staff to the tīma, filling vacant roles from resignation. Nau mai, haere mai to Luke Millard, Lauren Oehme, Denise Besseling, and Guzel Mansurova.

With the flux of alert levels creating much unease, Venture Taranaki will continue to focus on creating smart connected communities, accelerating sectors, and supporting the vibrancy of Taranaki.

– Justine Gilliland



FACILITATING AND CONNECTING REGIONAL STRATEGIES

Tapuae Roa and Taranaki 2050

The focus on Tapuae Roa and Taranaki 2050 has shifted from planning ongoing implementing projects out of the action plans and building momentum within the region on this range of work. To do this, Venture Taranaki are developing a communications plan to highlight the work that has been done and is continuing as a result of the now-integrated strategies. Venture Taranaki see measuring and communicating the impact of the region's mahi as a vital step during this process.

PROGRESS TO DATE

- A range of actions are now underway, leaving only 28 of the 165 actions at "No work done" status.
- These actions include progress in Carbon Capture, Utilisation and Storage, Grid-Scale Solar, Energy Storage Options, Bioenergy, Wave Energy, Energy adoption and education, Power to X and food production.
- Alongside Kanoa, Venture Taranaki have agreed on three priority areas for this programme of work going forward. These are Progressive Communities, Industry Transformation and Skills, Entrepreneurship & Innovation. Venture Taranaki, Kanoa and the Just Transitions Unit from MBIE are now looking to identify projects within the priority areas that may be eligible for significant Government support.
- The majority of work which stemmed from the \$120k of funding from MBIE for business case development has been completed. Many of the entities which received funding, such as WITT and Engineering Taranaki Consortium, are now looking to implement their business plans.

June-September 2021 Progress on Tapuae Roa & T2050 Actions



CHAMPIONING INNOVATION AND SUSTAINABILITY

Championing Innovation

H2 TARANAKI ROADMAP UPDATE

Venture Taranaki has released an update to the Taranaki H2 Roadmap. You can **view and download the updated report by clicking the cover image below**.

The updated report details progress and changes that have occurred since the Roadmap's original release.

The Taranaki H2 Roadmap, launched in March 2019, discussed the role hydrogen could play in New Zealand's transition to a net-zero economy by 2050 and highlighted the proactive and leading role Taranaki could adopt in this space, including a series of Taranaki-based projects that could lay the groundwork for the nationwide development of the hydrogen sector. It was undertaken as an integral part of our regional strategy work.

The graphic to the right showcases the initial possibilities of hydrogen infrastructure as envisaged in the original roadmap – coupled with the progress of what has transpired since.



Achievements include:

- Work on the roll out of a hydrogen refuelling network and the introduction of hydrogen fuel cell electric vehicle (FCEV) trucks and buses to New Zealand
- The green-hydrogen and ammonia project driven by Hirlinga and Ballance
- The H2 study by Firstgas which considered the possibility of utilising its gas networks to distribute hydrogen



1. H2 Taranaki Roadmap

Other energy projects underway include:

- Rural energy investigation
- Offshore Energy Forum planning
- Power to X investigation

Activity	Measure	Annual target	Total YTD
Championing innovation and sustainability	Number of initiatives targeting or supporting innovation and sustainability	4	1



Above: Students of Oakura School working alongside Ben Plummer of Drone Technologies NZ to track kiwi in Te Papakura o Taranaki for the Taranaki Kiwi Trust Haurapa Kiwi project.

Below: Farmers of the Regenerative Farming Trials project carrying out a visual soil assessment on a participating Ōpunakē farm earlier in 2021.



FOSTERING SUSTAINABILITY AND RESILIENCE

Curious Minds Participatory Science Platform

PROJECT UPDATES

The Regenerative Farming Trials project has been gaining significant traction to develop wider conversations throughout the region and national links. The project has Taranaki farmers collaborating with scientists, and regenerative agriculture specialists for trials to improve soil, pasture, and animal health. Recent workshops have been focused on building strong collaboration with Massey University to take the project to the next level with 13 Massey researchers and 2 students attending across two workshops in September.

The Auroa School Sound Lures project has recently connected with Taranaki Mouna Project to trial deployment of sound devices on the Kaitake Ranges. Students have been investigating the way sound can be used to increase the efficiency of pest traps, and the devices could significantly help contribute to the Predator Free 2050 goal.

Taranaki Kiwi Trust were successful winners of a TSB Good Stuff grant of \$30,000 to build on their 2020 Haurapa Kiwi project. Curious Minds Taranaki supported the Haurapa Kiwi project in the 2020 funding round to test their idea for changing the way kiwi translocations are monitored in Taranaki using drones.

The latest COVID lockdown has disrupted a number of Curious Minds Taranaki projects, especially those with seasonally aligned research and collaborations with researchers from outside of the region. Ongoing challenges are expected.

Several Taranaki based initiatives have applied to the national-level Unlocking Curious Minds contestable fund, with a number of these applying because of involvement with the Participatory Science Platform. The fund provides grants of \$50,000 - \$150,000 to an initiative that supports those with fewer opportunities to engage, experience and connect with science and technology.

Venture Taranaki and Curious Minds Taranaki sponsored special prizes for the Taranaki Science Fair. With over 1,000 entries from schools and home schools throughout Taranaki, the Fair was a great success. The range of projects showed the natural curiosity and love of science and technology from students in our region.

FOSTERING SECTOR DIVERSIFICATION AND GROWTH

Sector Diversification

AUCKLAND FOOD SHOW

Venture Taranaki supported seven local food and beverage producers from around the Mounga to attend the Auckland Food Show over the weekend of 29 July – 1 August 2021, including South Taranaki producer Mister K Crackers.

Venture Taranaki also had a presence on the stand, using the opportunity to engage with potential visitors to promote Taranaki as a food producing region and holiday destination. The show was attended by more than 26,000 people across the four days. There were more than 200 vendors at the show, however, Taranaki had the only collective regional presence.

In addition to significant weekend sales, vendors reported various positive outcomes from the event, including:

- Increased brand awareness year-on-year
- Increased sales through existing retail outlets in Auckland
- New local store and online retail interest
- Connections with media outlets, such as Kia Ora Magazine, to profile business
- Confidence to attend other trade shows independent of Venture Taranaki.

Planning is already underway to attend the Auckland Food Show 2022.



South Taranaki vendors Mister K Crackers were one of the seven food producers represented on the Taste of Taranaki stand at this year's Auckland Food Show.



1. Vendors representing Taranaki at the Auckland Food Show were:

- Three Sisters Brewery
- Juno Gin
- Bout Time Brownies
- Five Fudge
- Egmont Honey
- Marcel's (Van Dyck's)
- Mister K Crackers

Activity	Measure	Annual target	Total YTD
Fostering sector diversification and growth	Number of initiatives targeting sector diversification and growth	4	1

FOSTERING SECTOR DIVERSIFICATION AND GROWTH

Massey University partnership

UPDATES

During Q1 the Massey-Venture Taranaki partnership worked across a range of initiatives, with a strong focus on:

- Food & Fibre sector, supporting 'Branching Out' project work across a range of project focus areas, including botanicals, medicinal herbs, hemp, plant-based foods, grains/legumes, and growing trials.
- Regenerative Agriculture, supporting five events during the quarter, including meetings (and farm visit) of Taranaki Regen Ag and Whenua Ora collectives and Massey researchers on 23 and 30 September at Te Kiri Hall. Events were attended by 64 people across the two days, including 13 Massey researchers. (A good summary of the Taranaki Regen Ag initiative appeared in Live Magazine Aug/Sep issue - see the Visitor Futures update later in this report)
- Promoting the Massey University-Bashford Nicholls Trust jointly-funded \$100,000 Pivot Award 2021 funding round (including an article in Live Magazine pgs 36-37 - see article and links below right) and working with nine collectives and individuals towards potential applications for the fund. Significant work is

ongoing in relation to applications for funding from three Taranaki collectives.

- Advancing juniper-related project work (funded via Pivot funding round 2020): Advancing micropropagation work has been a focus for Q1, and project reporting in August, with researchers presenting at Plant Science Central Conference, Palmerston North 6-7 July.
- Having secured funding (\$250k) from MBIE's Vision Mātauranga Capability Fund in early April, continuing work with getting a harakeke spinning project underway, in which Massey and AgResearch are working with Te Kuiti-based Rangī Te Kanawa to develop spinning technology, which has potential to offer value in future to Taranaki interests.

Engagement:

- Massey University has worked with 42 Taranaki organisations during the first quarter of 2021-2022, 15 of whom have been, or are, seeking students or graduates for R&D projects.
- Seventeen organisations have received support/services from Massey University in the year to date.

Pivot Award helps ideas become a reality
When it comes to enabling agricultural sector innovations to become a reality, Taranaki is in an enviable position by having an annual \$100,000 research grant called the Pivot Award.

As the word "pivot" suggests, the award allows researchers to "pivot" away from their primary research to support innovative ideas that have the potential to transform the agricultural sector. The Pivot Award is a grant that is awarded to researchers who are working on innovative ideas that have the potential to transform the agricultural sector. The Pivot Award is a grant that is awarded to researchers who are working on innovative ideas that have the potential to transform the agricultural sector.

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REGIONAL INTELLIGENCE

Undertaking environmental scans and regional economic monitoring

Venture Taranaki partners with data specialists Infometrics to provide up-to-date regional stats and analysis. During Q1, this dashboard was made accessible to the public through the Regional Intelligence section of the VT website. You can view this using the link below.



PUBLISHED REPORTS FOR Q1 2021

COVID-19 retail summary reports: MarketView provided lockdown retail updates for the period 9 August - 3 September 2021. You can view and download these from the Regional Intelligence page, or by using the links below:

[Taranaki retail update week commencing 9 August](#)

[Taranaki retail update week commencing 16 August](#)

[Taranaki retail update week commencing 23 August](#)

[Taranaki retail update week commencing 30 August](#)

Activity	Measure	Annual target	YTD
Undertaking environmental scans and regional economic monitoring	Number of regional monitoring updates released	4	0

REGIONAL INTELLIGENCE

Taranaki Export Map

During the quarter Venture Taranaki undertook their regular award winning Export Map Study, which monitors and tracks a variety of export businesses across the Taranaki region.

Export businesses were invited to update us on how their export strategies are tracking, where they are exporting to, how they are exporting and what future support they required. For this particular survey, additional questions were asked in relation to how COVID-19 has affected their exports.

The survey results will be analysed and published during the next quarter. Venture Taranaki will use this information to shape the type of support and networking opportunities that we provide this group of local businesses. We also continue to work closely with New Zealand Trade and Enterprise to collaborate and provide joint support to exporters.



ENTERPRISE SUPPORT AND ENABLEMENT

Referrals and Engagements

ENTERPRISE ADVISORY AND SUPPORT

The quarter saw continued demand from a variety of enterprises in Stratford District, with a focus on planning, succession and developing people, along with marketing (with an online/digital focus).

The farming sector (dairy, sheep, and beef, as well as agri-services) have shown a particular demand for planning, succession, as well as understanding financials during the quarter (post calving), along with diversified land-use opportunities and people development. This demand has been consistent over the quarter. A further challenge in the sector has been navigation of environmental legislation.

Businesses are coming to VT recognising their need to invest more into planning, understanding their numbers and their people. Team culture and wellbeing is featuring as top priority for some businesses; they need to understand their numbers better rather than relying on their accountant at the end of the financial year – really understand what they need to do to drive business, cash flow and to plan for the future based on evidence. There have also been planning discussions related to contingency - lockdown, illness or other – along with succession planning demand.

Recruitment is proving challenging in a number of sectors, particularly in construction and trades – engineering and manufacturing, and farming. There has also been an increased interest in offering apprenticeships with a number of customers seeking information about support available to assist with bringing on apprentices. Finally, supply of materials is also proving challenging with these sectors, as are freight costs.

Enterprises appear to be weathering the effects of the second lockdown better in terms of preparedness and ability to react quickly to protect their business. This is not to say that businesses are not experiencing challenges – they definitely are and a number are financially fragile. Business were actively seeking out the wage subsidy and resurgence payments to ensure they accessed available financial support for the period. Hospitality and retail enterprises across all three districts of Taranaki are feeling the strain of Covid-19 impacts as people show hesitancy to go out as we come out of levels.

Demand for training services was high before lockdown number two, but dipped significantly as enterprises were focusing on getting through this period.



REFERRALS AND CONNECTIONS:

15

(UP 275% FROM STLY*)



NUMBER OF CLIENT INTERACTIONS:

328

(DOWN 31% FROM STLY*)

*Same Time Last Year

Activity	Measure	Annual target	Q1	YTD
Enterprise connection and signposting.	Number of referrals and connections made by Venture Taranaki staff.	≥ 200	180	180
Stratford and Taranaki wide			15	15
Enterprise support	Number of support engagements	≥ 4000	3589	3589
Stratford and Taranaki wide			328	328

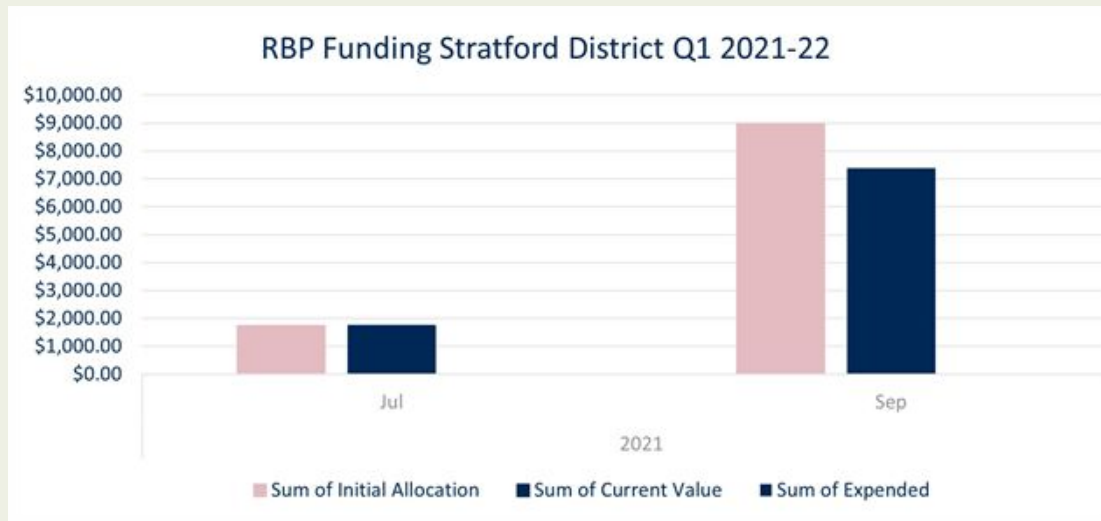
ENTERPRISE SUPPORT AND ENABLEMENT

Regional Business Partners capability funding



**RBP CAPABILITY
DEVELOPMENT
FUNDING ISSUED:
\$10,730**

Compared to \$5,200 issued in Q1 2020,
an increase of 106%



Activity	Measure	Annual target	Q1	Q2	Q3	Q4	Total
Enterprise support	The level of annual investment in the management capability of Taranaki's small and medium sized businesses	≥ \$240,000 (all of Taranaki)	\$188,867.87 Taranaki \$10,730.00 Stratford				\$188,867.87 Taranaki \$10,730.00 Stratford

ENTERPRISE SUPPORT AND ENABLEMENT

Startups, jobs and mentor matches

Startup clinic attendance remains steady across the region since last quarter, and up significantly on the same time last year.

Job listings are down since last quarter, but up 181% in Stratford District, and 68% across the region, compared to the same time last year.

Be Your Own Boss Programme

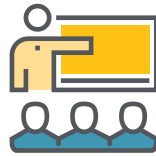
VT has been working with MSD to provide business planning and mentoring support to MSD customers who are looking to start their own business via MSD's Flexiwage self-employment programme.

The programme has seen strong demand in its first few months and will result in a number of new business start-ups in the region over the coming months.

This programme has been one of the key drivers in the increase in startup clinic attendance, with attendees travelling from throughout Taranaki to attend these clinics and mentoring sessions.

New Jobs

New job listings have remained steady for Stratford District during Q1 compared to last quarter, despite levels in other parts of the region easing off from the high seen over April-June. Job listings in Stratford District are up from 11 in Q1 last year, to 31 this quarter.



NUMBER OF STARTUP CLIENTS:

4



NEW JOBS LISTED:

31



MENTOR MATCHES:

0

Startup clinic attendees in Taranaki July 2020-September 2021



New jobs listed in Taranaki July 2020-September 2021



ENTERPRISE SUPPORT AND ENABLEMENT

PowerUp for impact enterprises

Planning is well underway to deliver Power Up 2022, which will be along similar lines to the very successful 2021 programme of activity.

PowerUp for Impact Enterprises: Venture Taranaki has been working on this new PowerUp initiative in partnership with StartUp Taranaki and with funding support from TOI Foundation. This new dimension to PowerUp is aimed at supporting people in Taranaki who are interested in "Profit for Purpose" to help them on their journey to start or grow an impact enterprise. The team has been working on programme content and deliverables, timelines, MOU drafting and branding, and will launch on October 20. The event is being held at TSB showplace and will also be two-way live streamed at the TSB Hub in Hāwera.

VT is taking part in the exciting NZ Entrepreneur 'Innovation Nation' PR campaign again in 2021, in collaboration with NZ Entrepreneur magazine, to showcase more of our great innovative Taranaki enterprises to the motu. Ten diverse Taranaki enterprises will have their story told on #nzentrepreneur throughout the next quarter, as well as being included in their November 2021 Innovation Nation online and social media showcase as part of Global Entrepreneurship Week.

Following on from the inaugural PowerUp ideas competition, 2021 winner Sol + Sea continue their start up journey to launch after being chosen for the SODA Boost programme focusing on capital raising. PowerUp 2021 finalist Nano Bubble are also tracking well after being selected for this year's cohort for the Sprout Agritech Accelerator Programme.



Luke Millard, Enterprise Advisor

The Enterprise team within Venture Taranaki has a new face, with Luke Millard joining as an Enterprise Advisor in September.



With passion and experience in culture and events, Luke comes to Venture Taranaki from NPDC events and community partnerships, weaving event operations and project management skills into the community arts space.

Prior to this a good decade was spend in Sydney Australia, filling his kete with a spectrum of events experience to return home and share.

Luke believes in the vision of a prosperous, vibrant low emission future for all Taranaki, and that a thriving local arts and cultural sector is the keystone to achieving this.

True to form, after hours you'll find him piecing arts projects together, putting on community events, connecting and collaborating with others to navigate that path.

ENTERPRISE SUPPORT AND ENABLEMENT

Callaghan Innovation grants and funding

Research & Development updates

Although no R&D grants were issued to Stratford District business in Q1, there is still interest in the programme, and Stratford startup Job Hop are have taken on their summer intern student into a permanent role.

Interest in R&D activity has continued through quarter one and lockdown with no drop off in enquiries, though there are headwinds in the availability of funding from Callaghan Innovation. In July it was announced that due to increased support for R&D in light of COVID-19, there would be a change in settings for R&D Project Grant applications. This has made these larger grants only available for companies who are new to R&D. Other grants remained unchanged.

There are still a number of eligible Taranaki businesses in the process of applying for the top level of support.

Even with a reduced outlook for grants, we are continuing to assist innovative business access some of the many other R&D services that are available such as technical support via the R&D Solutions teams, market intelligence through R&D Library Services, and investment support for connections to outside capital as well as looking for alternative funding sources.

We saw a good level of engagement for 2021/2022 R&D Student Experience grants (for summer interns) with 17 businesses being funded for 21 students, despite a lower available national budget and much shorter application window. 6 of the grants were to new applicants after a positive response to Venture Taranaki marketing. The students will work on a range of projects including agritech, renewable energy, food and beverage, software, and manufacturing.

"We had a three-month Research and Development project that our student (Moucheng Mao) led and completed during his internship. We were so happy with his work that we offered him a permanent role, he's a part of our team now.

It's a great opportunity to get an injection of skills and talent from outside the business. We were lucky enough to find someone who was such a great fit for our team and our business." - Job Hop, Stratford

Enterprise Support Activities

Enterprise support activities include, but are not restricted to;

1. Enterprise advisory
2. Startup guidance
3. Mentoring programme
4. Investment ready programme
5. Innovation support
6. Connections and signposting
7. RBP Capability Development funding facilitation
8. Research and development support and funding facilitation
9. Export Taranaki support (see regional intelligence)
10. PowerUp (see project update)
11. BYOB startup programme

Activity	Measure	Annual target	Total
Enterprise Support	The level of annual investment in regional businesses (subject to central government policy)	\$1m	\$289,516.00
	Stratford District funding allocated		\$0
	Breadth of enterprise support activity undertaken (number of different support initiatives)	5	11

PROMOTING TARANAKI AS A GREAT PLACE TO LEARN, LIVE, WORK, INVEST, PLAY, VISIT AND CREATE

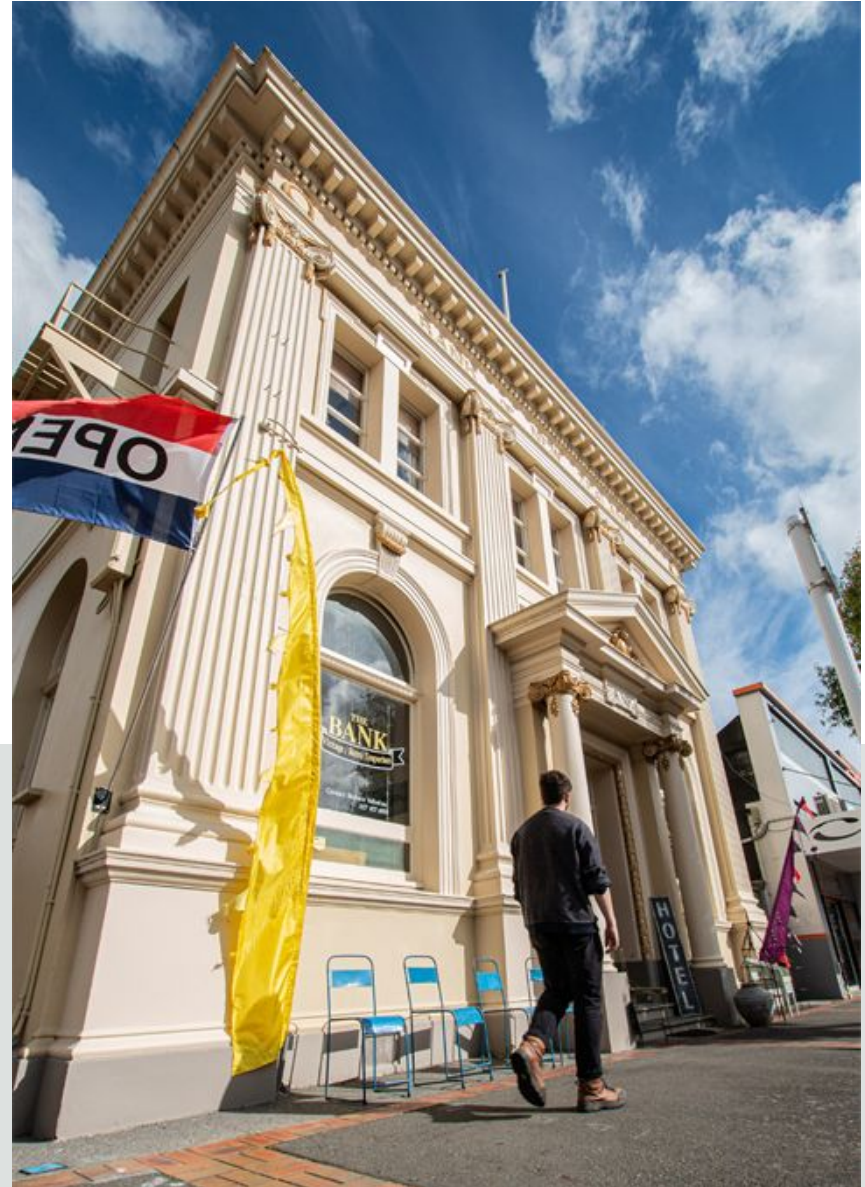
Identifying & facilitating investment opportunities

IDENTIFYING OPPORTUNITIES

1. Investor migrant collaboration with Priority One (Tauranga)
2. Working with AWA investment group on potential new fund development
3. Facilitating strategic investment for major engineering project

FACILITATING OPPORTUNITIES

1. Marine client seeking co-funding for R&D product development
2. Agritech investment facilitation for hydroponics project
3. Investment research for sports company pivot to new business stream
4. Hospitality business seeking investment for premises expansion



Activity	Measure	Annual target	YTD
Identifying opportunities to attract investment into Taranaki	Number of engagements related to attracting investment to Taranaki	5	3
Facilitating opportunities for investment into Taranaki	Number of engagements related to facilitating opportunities for investment in Taranaki	10	4

PROMOTING TARANAKI AS A GREAT PLACE TO LEARN, LIVE, WORK, INVEST, PLAY, VISIT AND CREATE

Visitor Futures

Phase two of Visitor Futures has now commenced, which takes us into product development and an opportunity for local businesses to engage and create exciting new visitor experiences. We have re-contracted We Create Futures to facilitate this work and develop a range of product initiatives. These product development initiatives will be in line with the initial report, which identified four areas of focus for our visitor sector.

Venture Taranaki is working in collaboration with STDC on a pop-up local produce shop based in Eltham. This is in line with our visitor futures strategy and our Stafford Food Tourism report that highlights the growing interest in local food, their producers and their story behind their products. We plan to run this from mid-November to end-January, as a pilot/trial concept.

The Coastal Arts Trail launch has been delayed due to current covid restrictions. This is still planned to take place before end of year, COVID-19 dependant. Taranaki region has over 50 galleries and studios signed up which gives great regional coverage and opportunity to promote the region as a highly creative and strong arts centre, in collaboration with Whanganui and Manawatu.

Initial consultation on the Waikato–Taranaki drive journey has commenced, and we are now moving into stakeholder consultation phase. This will deliver an interesting journey linked by key themes throughout Waikato and Taranaki, with a strong focus on history and culture.



PROMOTING TARANAKI AS A GREAT PLACE TO LEARN, LIVE, WORK, INVEST, PLAY, VISIT AND CREATE

Visitor promotion initiatives

Three visitor promotion campaigns were undertaken in Q1:

1. Christchurch campaign – broad awareness for 35+ audience
2. Drive and flight markets – Auckland, Wellington, Bay of Plenty, Waikato, Manawatu – 55+ audience
3. Partnerships - Neat Places, Air New Zealand, AA, Tourism NZ



Activity	Measure	Annual target	YTD
Lead regional events strategy	Number of engagements with regional events organisers and operators	25	806
Destination promotion	Number of engagements with Visitor Industry Operators	1000	451
	Number of destination promotion and attraction initiatives	2	3

IT'S TIME TO EXPERIENCE TARANAKI

Just a short 90 minute flight away, you'll find Taranaki, a region that is truly humming.

Taranaki is known for its majestic Taranaki Maunga and enviable maunga to moana lifestyle. Delight in unvalued adventures, unforgettable scenery, and delectable cuisine. It doesn't matter how you like to fill your cup because you are bound to find what you are looking for in Taranaki, where there's something for everyone all year round.

THE GREAT OUTDOORS
Taranaki's remarkable and photogenic landscape provides countless reasons to ditch the screens and get outdoors. Explore the endless trail options from New Plymouth's coastal walkway to the many options on Maunga Taranaki. Experience the region's blooming beauty in spring with the Taranaki Garden Festival and the Taranaki Fringe Garden Festival. Be blown away by glorious gardens and inspired by sustainable gardening trailblazers.

FUN FOR THE WHOLE WHĀNAU
There's plenty for families to see and do together in Taranaki. Head out on the water with Chaddy's Charters, visit Hawera's Tawhiti Museum, and their not-to-be-missed Traders and Whalers experience and be captivated by 'the jewel in the crown of New Plymouth' Pukakura Park.

ARTS AND CULTURE
Taranaki is swathed in history and culture, and abundant with incredible art. Pause and reflect at the mesmerising Govett Brewster Art Gallery/Lan Lye Centre, then head inside to enjoy its renowned collection of contemporary art and the life work of famed kinetic sculptor and film pioneer Len Lye. In October the Taranaki Arts Trail and the Ōkura Arts Trail is the perfect opportunity for art lovers to journey around the maunga on a creative road-trip visiting artist studios and galleries.

TASTE TARANAKI
Taranaki's dining scene is on fire (in a good way), and food fanatics are spoilt for choice when it comes to places to eat, drink and be merry. You'll find famously hospitable cafes and restaurants that transform delicious local produce into tantalising dishes served right around the maunga.

WHAT'S ON

- Taranaki Arts Trail - 29 October - 7 November
- Ōkura Arts Trail - 29 October - 7 November
- Taranaki Garden Festival - 29 October - 7 November
- Taranaki Fringe Garden Festival - 29 October - 7 November
- Coastal - 4 - 20 - 21 November
- RESET - 4 - 14 November
- LAB - 8 January
- Lorde - 4 March
- WOMAD - 18 - 20 March
- Oxfam Trail Walker - 26 - 27 March

TARANAKI
like no other

Make a weekend of it!

taranaki.co.nz/visit

PROMOTING TARANAKI AS A GREAT PLACE TO LEARN, LIVE, WORK, INVEST, PLAY, VISIT AND CREATE

Major Events Fund

Seven events were contracted during Q1, bringing the total contracted during the financial year-to-date to 7.

Events funded in the 2020-2021 financial year		
1.	Feastival	2022 TBC
2.	TSB Festival of Lights	Dec 2021-Jan2022
3.	Jennian Homes Charles Tour Taranaki Open	Sep 30 - 3 Oct 2021
4.	Oxfam Trailwalker	26-27 March 2022
5.	Synthony	5 Feb 2022
6.	Vero International Festival of Historic Motoring	21 Jan 2022
7.	WOMAD	18-20 March 2022



Activity	Measure	Annual target	Total
Administer the Major Events Fund	Number of events funded in accordance with the criteria of the NPDC's Major Events Fund	4	7

COVID- 19 continues to decimate the events sector due to current alert levels and the continuation of the border closure.

The following events have been recently affected:

- The NZ Tattoo & Arts Festival has morphed in to a smaller event and moved from November to January
- RESET has been postponed until next June
- Taranaki Steelformers Around the Mountain Relay has been cancelled for this year.

Venture Taranaki continues to provide support to our event organisations to ensure survival.

Funding received from central government (via the Regional Event Fund)is being used for this purpose, as well as to lay strong foundations for some of our emerging events to grow in the future.

The New Zealand Event Association has been lobbying for support for the sector in the form of financial assistance, a government backed insurance facility and improved MIQ systems, but to date this has not been forthcoming.

While the event sector is struggling, it is heartening to see that, even in a time of severe adversity, a number of new events are launching or planning to launch. This puts the region in a good position to retain and enhance its vibrancy moving into the future.

PROMOTING TARANAKI AS A GREAT PLACE TO LEARN, LIVE, WORK, INVEST, PLAY, VISIT AND CREATE

Talent attraction

Immigration Review Submission

The Productivity Commission's review of immigration takes a system-wide view of its effects on productivity and well-being. This review includes the impact of immigration on the labour market, housing and associated infrastructure, and the natural environment. The VT submission looked at the data behind immigration and productivity in the region and examined where immigration made the most significant impact.

Summary of Key Points:

Te Ao Māori

- The framework must consider that immigration in Aotearoa/New Zealand directly relates to the history of land confiscation and colonisation.
- Te Tiriti O Waitangi is the country's founding immigration document.
- Concepts from Te Aō Māori can offer a useful framework for policy. Tangata whenua could have a greater role in policy development and welcome migrants.

Regional perspectives on immigration

- Workforce challenges vary regionally and across industry sectors, and the framework must be flexible enough to acknowledge that.
- Migration does not necessarily go hand in hand with low productivity. Those sectors with high productivity in Taranaki have a significant proportion of highly skilled and highly educated migrants.
- The negative impacts of immigration can be overstated. For example, there is little evidence to support the argument that migrants in Taranaki are driving the shortage of houses or a housing boom.
- Taranaki has significant skill shortages, which will continue for some time without changes to training, population, and workforce innovation. Immigration is part of the solution.

- Migration should be available for industries that are seeking to grow and where there are skill gaps, particularly in an economic climate of very low unemployment.
- Immigration has a range of benefits, not just economic ones.

Initiatives undertaken this quarter

1. Working on submission to Productivity Commission's review of immigration
2. Working with other RDAs/EDAs on submission to Ministry of Education High-Value Education Statement.
3. Participating in Building and Construction Industry Training Organisation's workforce development plan.
4. Work beginning on International Education Student retention project, which looks at the rebuild of this sector.
5. Work began on investor migrants ecosystem project

Activity	Measure	Annual target	Total
Facilitate talent attraction and retention	Number of talent initiatives	2	5

Feedback



"Just wanted to also say a massive thanks to you. You have been so supportive of me and what I am trying to achieve and just wanted you to know that really appreciate having someone like yourself to catch up with. Its so great to deal with someone so positive and vibrant that's is also so passionate about our province and what we have to offer. There is so much more I would like to achieve in the next 12 months to try and include some exclusive Tours around Taranaki for smaller groups coming into the region, for me at the moment it has been a juggling act with running the other side of the business as well as networking and building the relationships with people. - Transport sector client

"Thank you for connecting me with Shona. Thank you. I am finding the support from Shona really useful, she is great, she adds to my ideas and helps provide an alternative perspective on my ideas. more importantly she helps keep me on track with what i can implement and when, considering my strategy and budget." - Business mentoring client

"We have made progress bringing the team together and I really appreciate the support from Venture Taranaki. It is great to be able to check in as a soundingboard away from the operational side of the business. Thanks for helping understand where we need to focus our efforts to help our people and help with our goals." – Hospitality client

"Good to know this is available to help me develop my capability in marketing strategy and social media to support my business. <VT Talent Advisor> was great to deal with during Covid." - capability development client.

"I met with Sharon of Venture Taranaki on Friday and she was amazing, so helpful and I am signed up to attend a course with IRD regarding tax etc." - Startup clinic client

Coming up next quarter

- PowerUp for Impact Enterprises launches on 20 October.
- VT will bid to continue to offer the Regional Business Network programme in Taranaki.
- VT has been working on an interactive digital guide to the support available in Taranaki for start-ups, entrepreneurs and enterprises wanting to innovate. The need for the guide was identified as part of both Tapuae Roa and Taranaki 2050 research, and will be launched in the coming months.
- Offshore Future Energy Forum (including offshore wind and the concept of "Power to X").
- Talent attraction work with IT and health sectors.
- Further spring/summer visitor promotions.
- Niche sectors investigation completion and next steps.
- Branching Out next opportunities (hemp, sheep dairy, medicinal plants and more).
- Further PowerUp activities, including supporting Startup Weekend.



venture
T A R A N A K I
Te Puna Umanga

DECISION REPORT



F19/13/04/ – D21/35417

To: Ordinary Council meeting
From: Roading Engineer
Date: 26 October 2021
Subject: Road Closure for the Vero International Festival of Historic Motoring 2022

Recommendations

1. THAT the report be received.
2. THAT pursuant to Section 342(1) (b) in accordance with Schedule 10 Clause 11 (e) of the Local Government Act 1974, notice is hereby given that the Stratford District Council proposes to close the following road on Thursday 20 January 2022 between the hours of 9:00 am and 3:00 pm for the purpose of the Vero International Festival of Historic Motoring:

Portia Street: between Fenton Street and Regan Street

Recommended Reason

In order for the Vintage Car Club of New Zealand to hold its annual event, it is proposed to close the road listed above. This proposed road closure will require formal endorsement by a Council resolution.

/
Moved/Seconded

1. Purpose of Report

For any street event that requires a road closure, Schedule 10 Clause 11 (e) of the Local Government Act 1974 requires a Council resolution to endorse the proposed road closure. This report seeks this endorsement for the purposes of allowing the Vintage Car Club of New Zealand to close the road listed above on Thursday 20 January between the hours of 9:00am and 3:00pm as specified in the recommendation.

2. Executive Summary

In order for the annual road racing event to be held and for health and safety reasons a request has been received from the Vintage Car Club of New Zealand organisation to close the following road on Thursday 20 January 2022 between the hours of 9:00 am and 3:00 pm for the purpose of the Vero International Festival of Historic Motoring:

Portia Street: between Fenton Street and Regan Street

3. Local Government Act 2002 – Section 10

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

The Vero International Festival of Historic Motoring has a strong number of entrants and spectators which come from within, and out of Taranaki.

The report is for the purposes of providing good regulatory function, as events such as this which require a road to be closed. A Council resolution is necessary to endorse the proposed road closure.

4. Background

- 4.1 The Vintage Car Club of New Zealand have approached the Stratford District Council with the view of holding the Stratford / Whangamomona leg of the tour on Thursday 20 January 2022.
- 4.2 The Vero International Festival of Historic Motoring is a week-long event with destinations all over the region and has been designed to suit all types of vehicles from the 19th century up to 1990.
- 4.3 Destination Stratford/ Whangamomona includes three routes. The short and medium routes lead to Stratford where the vehicles will be on display on Portia Street as well as the War Memorial car park and if needed the TET stadium carpark. The more able vehicles, will travel along the Forgotten World Highway and end up in Whangamomona.
- 4.4 As at 12 October 2021 there are 510 entrants with approximately half expected to come to Stratford and on to Whangamomona.

5. Consultative Process

5.1 Public Consultation - Section 82

An advert has been published in Central Link on 6 and 13 October 2021. The notice has also been published on Facebook and the Council website. Notice for objections closed on Friday 22 October 2021. At the time of writing this report, no objections had been received.

Council have contacted the Police, Fire Service, St Johns Ambulance seeking their approval for the proposed road closure. At the time of writing this report, no objections have been received.

5.2 Māori Consultation - Section 81

There are no known effects that this event is likely to have on local iwi issues, therefore no separate consultation is required.

6. Risk Analysis

<p>Refer to the Council Risk Register - available on the Council website.</p> <ul style="list-style-type: none"> • 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 In order to ensure the health and safety of the travelling public, event participants, spectators and residents it is essential that Portia Street is closed for the duration of the event.
- 6.2 A full Health and Safety Management Plan and Traffic Management Plan have been prepared for this event. Further, the Council have been indemnified against any claims whatsoever arising from the event. Although this is not a council run event this element is captured by Risk 29 – Health, Safety and Wellbeing.
- 6.3 There is a risk that Council assets could be damaged during the event, however, this risk is low. The Vintage Car Club of New Zealand are aware that any damage caused to our assets due to the event will require reinstatement at their cost.
- 6.4 There is a risk that an injury could occur to the spectators should one of the entrants lose control of their vehicle. This risk is managed through the Safety Management Plan and Traffic Management Plan for the event.
- 6.5 There is environmental risk that vehicle fluids could leak and contaminate our stormwater system. This will be covered by the health and safety management plan.

7. Decision Making Process – Section 79

7.1 Direction

	Explain
Is there a strong link to Council's strategic direction, Long Term Plan/District Plan?	Yes. This event brings visitors to Stratford for an event and for the community to enjoy as spectators.
What relationship does it have to the communities current and future needs for infrastructure, regulatory functions, or local public services?	This report supports the performance of Council by providing a regulatory function in accordance with the Local Government Act 2002.

7.2 Data

The approximate times and dates of the road stages are detailed in the Executive Summary above.

7.3 **Significance**

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

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

7.4 **Options**

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

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

The options to be considered for this report are:

Option 1 Do not approve the closing of Portia Street. If this is the option chosen, then the Vero International Festival of Historic Motoring will not come to Stratford.

Option 2 Endorse the proposed road closure as outlined in the recommendation to indicate Council's support for this event.

Option 2 is the preferred option.

7.5 **Financial**

- | |
|---|
| <ul style="list-style-type: none"> • Is there an impact on funding and debt levels? • Will work be undertaken within the current budget? • What budget has expenditure come from? • How will the proposal be funded? eg. rates, reserves, grants etc. |
|---|

Council Contractors have prepared the Traffic Management Plan and will oversee the facilitation of Traffic Management on the day.

The Council's officer time for approving the traffic management and safety plans is met from current Roading budgets.

7.6 **Prioritisation & Trade-off**

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

The physical closing of the roads to facilitate this event will be undertaken by Fulton Hogan, Council's traffic management contractor. The Council is confident that Fulton Hogan are competent to monitor this event.

7.7 **Legal Issues**

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

Pursuant to Section 342(1) (b) in accordance with Schedule 10 Clause 11 (e) of the Local Government Act 1974, provides powers to Council to formally endorse a recommendation to close a road for the purposes of a street event.

7.8 **Policy Issues - Section 80**

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

There are no policy issues that arise due to the approval of the road closure for the Vero International Festival of Historic Motoring.

Attachments:

- Appendix 1** Application Letter to Stratford District Council
- Appendix 2** Map of Road Closure
- Appendix 3** Certificate of Insurance
- Appendix 4** Letter of Indemnity



Courtney Devlin
Roading Engineer



[Endorsed by]
Stephen Bowden
Roading Asset Manager



[Approved by]
Sven Hanne
Chief Executive

Date 19 October 2021

APPENDIX 1



2022 IFHM
Secretary
Mark Masters
PO Box 103
Stratford 4332

To; The CEO
Stratford District Council
Thursday 14th October 2021

Dear Sven,

The Committee of the Vero 2022 International Festival of Historic Motoring request the closure of Portia Street and the exclusive use of the Stratford Memorial Hall Car Park for access and car parking between the hours of 10am > 2.30pm Thursday January 20th 2022.

We are expecting approximately 250 veteran and vintage vehicles to be parked in Stratford for lunch at local businesses.

Regards
Mark Masters
0274541729

vero

An official event of The Vintage Car Club of New Zealand (Inc)



APPENDIX 2



APPENDIX 3



Insurance Certificate		
	Client ID	Agent No
Public & Products Liability	51334	8005431

We, the Insurers, Vero Liability Insurance Limited confirm that Public & Products Liability insurance has been effected on the following basis:

POLICY NUMBER	HO-LPL-6134923	
THE INSURED	The Vintage Car Club of New Zealand Incorporated and all of its branches throughout New Zealand	
BUSINESS DESCRIPTION	Vehicle Club and all associated motor vehicle club activities including swap meets, part sales and vehicle wrecking; magazine publisher and distributor	
POLICY PERIOD	From 4.00pm	31 August 2021
	To 4.00pm	31 August 2022
LIMIT OF INDEMNITY	\$ 5,000,000	any one Occurrence and for any one Period of Insurance in respect of Products Hazard
EXCESS	\$ 250	per Occurrence
POLICY WORDING	VL POL PL-082017	

This certificate is issued as a matter of information only and is subject to the terms and conditions of the issued policy.

Signed for and on behalf of Vero Liability Insurance Limited

Authorised Officer
HCB



31 August 2021

APPENDIX 4

14th October 2021

Stephen Bowden
C/O Stratford District Council
P O Box 320
STRATFORD

Attention: Stephen Bowden

Dear Stephen,

VERO 2022 INTERNATIONAL FESTIVAL OF HISTORIC MOTORING

The **VERO 2022 INTERNATIONAL FESTIVAL OF HISTORIC MOTORING** indemnifies the Stratford District Council and Waka Kotahi - New Zealand Transport Agency against any claim whatsoever arising from the to **VERO 2022 INTERNATIONAL FESTIVAL OF HISTORIC MOTORING** be held on January 20th 2022

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

Yours faithfully,

Mark Masters
Secretary
Vero 2022 IFHM
0274541729



DECISION REPORT



F19/13/014 - D21/38230

To: Policy & Services Committee
From: Special Projects Manager
Date: 26 October 2021
Subject: Future Management of the TET Multi Sports Centre

Recommendations

1. THAT the report be received.
2. THAT Council endorse the proposed restructuring of the Stratford Community Sports Society Incorporated to provide the following representation on the management committee:
 - 3 persons to represent the facility user groups
 - 2 persons appointed by the Stratford District Council
 - 2 persons to represent the Stratford community, appointed by the Committee following each AGM of the society
3. THAT the Chief Executive be authorised to enter into a lease with the Society in terms of current delegations and generally in accordance with the conditions outlined in this report.

Recommended Reason

The facility is currently operating under a temporary lease arrangement and a decision on a more permanent management structure is required as soon as possible to provide some future certainty to the current café operator and users of the complex.

/
Moved/Seconded

1. Purpose of Report

The purpose of this report is to further consider the future operation and management of the TET Multi Sport Centre, seek Council's agreement to a suitable organisation to take on lease of the building and authorise officers to negotiate terms and enter into a lease agreement accordingly.

2. Executive Summary

On 1 July 2019 Council assumed ownership of the TET Multi-Sport Centre following expiry of the ground lease. At the time a decision was made to offer the, then, ground lessee the opportunity to re-constitute itself to the satisfaction of Council and take on a building lease subject to terms and conditions to be negotiated and approved by Council.

Discussions around this proposal were duly initiated but shortly thereafter a decision was made by Council to locate the proposed new aquatic complex adjacent the Multi Sports Centre with a view to managing both together and "in house". As a result, these discussions proceeded no further and, as an interim measure, the terms and conditions of the previous ground lease were rolled over pending confirmation of this proposal.

This decision to co-locate the aquatic complex and the Multi Sport Centre was subsequently overturned, thus returning us to the previous decision regarding the future management.

3. Local Government Act 2002 – Section 10

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

Sports facilities play an important role in the social and economic well-being of any community and it is important they be managed appropriately to meet community expectations and needs.

4. Background

4.1 The TET Multi-Sport Centre, located within King Edward Park (a recreation reserve subject to the Reserves Act 1977), was built in 2000 and provides facilities for a number of indoor sports including squash, netball, football and volleyball. It also incorporates a restaurant/café and was originally owned and managed by the Stratford Community Sports Society Incorporated. Council leased the land on which the stadium is erected to the Society for a term of 20 years expiring on 30 June 2019. The Centre, in turn, was subject to a licence agreement in favour of the operator of the restaurant to whom the lessee had passed on the lease obligations.

4.2 In terms of the lease agreement, on expiry all the improvements on the land reverted to the ownership of Council “without compensation payable to the lessee”. This is a standard clause required by the Reserves Act. Accordingly, in February 2019 Council resolved to assume ownership of the building as from 1 July 2019 in terms of this provision and “*subject to the Stratford Community Sports Society amending its constitution to the satisfaction of Council to provide for more independent community involvement in the management of the facility, a new building lease be granted to the Society subject to terms and conditions to be approved by Council.*”

4.3 Discussions with the Society were duly initiated and, in the meantime, the existing lease provisions were “rolled over” pending a final agreement on a future structure and lease agreement. These discussions centred around an organisational structure and lease terms but, before anything could be concluded, Council resolved on 14 April 2020:

That following consideration of the four options for the location of the new swimming pool facility, Council adopt Option 2 being the co-location with the TET Multi Sports Centre.

This co-location was on the understanding that the Multi Sport Centre would be operated and managed by Council staff in conjunction with the aquatic centre as one facility and, thus, discussions with the Society in regard to any future role were abandoned.

4.4 In order to comply with provisions of the Reserves Act 1977 and the Reserve Management Plan for King Edward Park, this decision to co-locate was publically advertised seeking community feedback. This resulted in a number of submissions, the majority of which were opposed to Council’s preferred co-location site and supportive of the alternative site to the north of the hockey turf. Accordingly, after due consideration of the submissions and the alternative option Council resolved to “*rescind its earlier decision and agree to locate the new aquatic centre on the sportsfield to the north of the hockey turf.*”

Following this decision, discussions with the Sports Society have been resumed.

- 4.5 As reported to Council in 2019, the members of the Society have historically shown little interest in the sustainability of the facility and it has been reliant essentially on one person who takes such an interest and one other who holds the liquor licence and is responsible for operational matters. If one or both of these persons departs the scene the systems falls down and it is unlikely either could be readily replaced.

Officers also understand that the representatives of these user groups changed from time to time so there was a loss of continuity on the Society committee that also contributed to a lack of buy-in to the sustainability of the building. This is borne out by a condition audit commissioned in 2019 on the building that found deferred maintenance estimated at \$320,000, the largest items being external cladding replacement, carpet replacement and replacement of light fittings, lift and air conditioning units.

This is not intended as a criticism of the individuals, merely a result of their function and the structure of the management. What is required is a group of people more dedicated to the long-term future of the facility rather than the day to day use thereof.

- 4.6 Discussions centred initially around the pros and con of establishing a whole new identity such as a trust but, understandably, there was some reluctance on the part of the Society to change the structure of the organisation to that degree. However, it has been generally acknowledged that the Society should have a greater community representation rather than the current predominant representation by user groups whose focus has tended to be more towards their relative sports rather than for the long-term benefit of the building. Accordingly, it is recommended that a structure as outlined in Section 7.4 below be endorsed and a new lease be granted to the Society accordingly.

5. Consultative Process

5.1 Public Consultation - Section 82

As the Reserve Management Plan does not contemplate any lease of the facility beyond the expiry of the former lease, once the Society's constitution has been amended, the proposal to lease the facility will need to be publically advertised in order to comply with the provisions of Section 54 of the Reserves Act 1977.

5.2 Māori Consultation - Section 81

As Māori are not directly impacted, specific consultation is not considered necessary.

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?

It is imperative a decision is made in regard to this matter as soon as possible in order to avoid the risk of the current café operator becoming disillusioned and vacating. The likelihood of finding a suitable replacement is not strong and the loss of income from this business would have a negative impact on the sustainability of the facility. There is no other identified risk in regard to this and a legal opinion is not required.

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 proposals herein link appropriately to Council's activities and community outcomes in relation to parks, reserves and cemeteries as outlined in the Long Term Plan 2021 – 2031.
What relationship does it have to the communities current and future needs for infrastructure, regulatory functions, or local public services?	This is a strongly supported project by the community that will provide much improved local public services.

7.2 Data

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

The information provided herein does contain a number of assumptions, assertions and estimations but these are considered to be reliable, emanating as they do from sources close to the operation of the subject facility and other, similar sports facilities

7.3 Significance

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

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

7.4 Options

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

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

In terms of the future management structure of the Society, a recent meeting of the Society's management committee has endorsed a management structure that provides for 3 representatives of the sports codes, 2 from the community independent of the codes and 2 from Council.

The Taranaki Electricity Trust, currently represented on the management committee, has indicated that it wishes to retain the right to attend Society meetings with the right to speak but with no voting rights.

The amended constitution will provide for the appointment of the sports code representatives at the Society AGM, the appointment of the Council representatives contemporaneous with the AGM with the two community representatives to be appointed by the initial five members of the management committee following a public advertising for nominations.

It is considered that this structure will provide a much better platform for management of the facility. The proposed amended constitution is attached at Appendix A.

In regard to actual lease terms, given a degree of uncertainty in regard to just how successful this management structure will be, it is considered prudent to limit the term of the lease to a maximum of five years and review the situation thereafter. In terms of rental, as has been reported previously, facilities of this nature historically do not survive without some financial input from the community, generally through Councils. For that reason, it seems counter-intuitive to charge a rental other than of a "peppercorn" nature.

In 2013 Sport New Zealand commissioned a report providing an overview of the financials of indoor sports stadia across the country to provide some average operating budgets for small, medium and large facilities. This study indicated that the return on costs of operating these facilities was generally in the order of 75% thus requiring a 25% operating subsidy to make them viable.

An in-house study of the financial accounts and survey of the operation and management of similar sized indoor sports stadia around the country supports this finding and tends to suggest that facilities of this nature struggle to sustain themselves without some form of ratepayer subsidy, much like Council's swimming pool complex.

Accounts provided by the Opunake Sports and Recreation Trust indicate recent operating financial year losses (including depreciation) of \$60,000 and \$80,000. In their case the deficit each year is made up from donations, commercial sponsorship and fundraising, including a \$40,000 subsidy from South Taranaki District Council.

Other investigations elicited the following information relative to indoor sports stadia similar to the TET Multi Sport Centre:

Motueka, Murchison, Golden Bay and Moutere Hills Recreation Centres

These centre are owned by the Tasman District Council and externally operated under either leases or management contracts. Council provides operational grants of between \$30,000 and \$70,000 and sports program grants of between \$10,000 and \$20,000 in each case.

Morrinsville Events Centre

This is owned and operated by Council with an annual operating deficit of roughly \$30,000 funded from rates.

Hastings Sports Centre

This centre is owned and operated by Council with a ratepayer subsidy of approximately 50% (unquantified).

Accordingly, by way of further assistance to the trust, it is recommended that Council assumes responsibility through the lease for building insurance and building warrant of fitness costs and makes an annual contribution towards capital upgrades, subject to prior approval of an annual programme in that regard. Council has already provided for this last provision in the most recent Long Term Plan.

The Society can then concentrate on the sustainability of the facility and sub-lease the café area that will provide an income to ensure general maintenance of the building and contribute towards capital upgrade.

As mentioned above, there is a fair degree of uncertainty in this proposal hence the need to limit the term of the lease that will also embody the usual termination provisions in situations of non-compliance with the conditions. In terms of current delegations, the Chief Executive is authorised to grant leases for terms of up to 6 years.

7.5 Financial

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

The impact of this proposal on funding depends on the level of direct financial contribution towards annual capital upgrade. As mentioned above, Council has already approved an annual contribution of \$50,000 towards capital works associated with the facility and an annual operating budget of approximately \$15,000 would be required to account for insurance, and building warrant of fitness costs.

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?

There is no issue with Council's capacity to deliver. Similarly, if the organisation is well established with the right personnel there should also be no issue with its capacity to deliver. Deferral would simply mean retention of the status quo, further deterioration of the facility and likely lead to the loss of the current café operator departing due to insecurity of tenure.

7.7 Legal Issues

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

A legal opinion is not considered necessary in this instance.

7.8 **Policy Issues - Section 80**

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

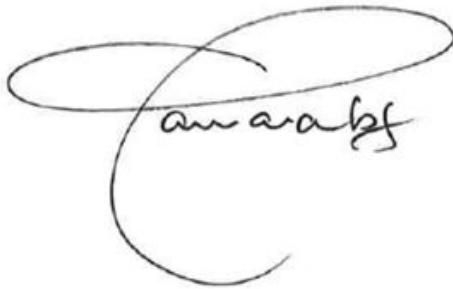
There are no policy issues inherent herein.

Attachments:

Appendix 1 Stratford Community Sports Society Incorporated – Amended Constitution



Neil Cooper
Special Projects Manager



[Endorsed by]
V Araba
Director - Assets



[Approved by]
Sven Hanne
Chief Executive

Date 19 October 2021

APPENDIX 1

STRATFORD COMMUNITY SPORTS SOCIETY INCORPORATED

1. The Society shall be called the Stratford Community Sports Society Incorporated.
2. The objects of the Society are, within New Zealand only:
 - (a) To build, maintain and/or acquire any building within King Edward Park in Portia Street, Stratford for the purpose of providing facilities for sports activities centered/centred at that Park.
 - (b) To acquire any real and/or personal chattels or any estate or interest therein for use in connection with any such building.
 - (c) To encourage and promote the development or continuance of any sports activities by Sports Clubs and members thereof using that Park whether by means of advertising, the provision of grants and subsidies or otherwise.
 - (d) To do all such things considered by the Society to be necessary or expedient to further those objects or any of them.
3. The Registered Office of the Society shall be at the Society's premises situated at King Edward Park in Portia Street, Stratford. If the Society shall hereafter change its Registered Office due notice thereof shall be given to the Registrar of Incorporated Societies and no such change shall take effect until such notice is given.
4. **MEMBERSHIP**

The members of the Society shall consist of Full Members, Affiliated Members, Associate Members, ~~Honorary Members~~ and Life Members as hereinafter defined and who shall have the rights hereinafter provided for each respective class, namely:

 - (a) **FULL MEMBERS**
 - (i) Shall be initially the following sporting bodies:
 - Stratford Lawn Tennis Club Inc
 - Stratford Volleyball Club
 - Taranaki Hockey Federation Inc
 - Stratford Hockey Club Inc
 - Stratford Squash Club
 - Netball Taranaki
 - Stratford Petanque Club
 - (ii) Shall hereafter include such sporting bodies whether incorporated or not, being sporting bodies which if not incorporated under the Incorporated Societies Act 1908 would qualify for such incorporation and which the Society admits to Full Membership.

- (iii) Shall ~~each jointly and collectively~~ have the right to appoint ~~one three~~ persons to the Committee of the Society ~~to represent all sporting bodies~~.
 - (iv) Shall each have the right to appoint not more than 4 delegates to attend and exercise 1 vote per delegate at any general meeting of the Society and to move or second any motion.
 - ~~(v) Shall each have the right to appoint a substitute or substitutes (and if more than one in the order of precedence specified by the Full Member appointing them), to have and exercise all the rights of the member of the Committee of the Society appointed under Rule 4(iii) hereof and/or any delegate appointed under Rule 4(iv) hereof during the illness, absence or disability (including disability by reason of having a pecuniary interest in any subject for discussion) of that member of the Committee of the Society and/or of a delegate as the circumstances require.~~
 - ~~(v) Shall be entitled to one appointee each to attend all meetings of the Committee of the Society and may exercise such speaking rights as the Committee on each such occasion shall determine but shall not have any right to vote on any matter before the Committee.~~
- (b) **AFFILIATED MEMBERS**
- (i) Shall be such sporting bodies, whether incorporated or not, as the Committee shall admit to affiliated membership of the Society.
 - (ii) Shall be entitled by one appointee each to attend all meetings of the Committee of the Society and may exercise such speaking rights as the Committee on each occasion shall determine but shall not have any right to vote on any matter before the Committee.
 - (iii) Shall be entitled by any of their financial members to attend any general meeting of the Society but shall not be entitled to vote on any matter before such meeting or, save with the leave of such meeting, to speak on any such matter or to move or second any motion.
- ~~(c) **ASSOCIATE MEMBERS**~~
- ~~(i) Shall be such persons as the Society shall admit to associate membership of the Society.~~
 - ~~(ii) Shall be entitled to attend any general meeting of the Society but shall not be entitled to vote on any matter before such meeting or, save with the leave of such meeting, to speak on any such matter or to move or second any motion.~~
- ~~(d) **HONORARY MEMBERS**~~
- ~~(i) Shall be such persons as the Society shall admit to honorary membership.~~
 - ~~(ii) Shall not be entitled to attend any general meeting of the Society.~~
- (e) **LIFE MEMBERS**

- (i) Shall be such persons as the Committee of the Society shall nominate for life membership by reason of having rendered exceptional service to the Society and whose nomination is confirmed by a subsequent general meeting of the Society.
 - (ii) Shall be entitled to attend any general meeting of the Society and to speak thereat but shall not, save with the leave of the meeting, be entitled to move or second any motion or to vote on any matter before such meeting.
- (f) All members of the Society in all the foregoing categories shall, subject to any directions given by the Society or the Committee of the Society, be entitled to use the facilities in any building of the Society for recreational purposes, [subject to the payment of any subscriptions, user charges or other fees as the Society may impose.](#)

5. SUBSCRIPTIONS

- (a) The Society may from time to time fix the annual subscriptions payable by any of the members of the Society (other than Life Members) and may fix different levels of subscriptions for various classes of membership.
- (b) Such subscriptions shall be payable within such period as may be appointed by the Society and if no such period is appointed such subscriptions shall be deemed to be due and payable not later than 3 months after the date of the annual general meeting of the Society.
- (c) Save when the Committee of the Society in its absolute discretion grants a waiver or reduction or deferment of payment of a subscription by reason of the illness or hardship of any member, any member failing to pay the subscription within the time limit prescribed pursuant to Rule 5(b) hereof shall be deemed to have resigned his, her or its membership of the Society on the expiration of that time limit.

6. REFUSAL OF ADMISSION TO MEMBERSHIP

- (a) All applications for membership shall be in such form (written or otherwise) as shall from time to time be determined by the Committee of the Society.
- (b) The Committee of the Society shall from time to time determine whether or not any such application shall be accepted and shall not be required to give any reason for refusing any such application. No refusal of any such application shall be reviewed or called into question in any way at any general meeting of the Society.
- (c) The Committee of the Society may upon accepting any such application rebate the subscription payable by the applicant for the then unexpired portion of the Society's financial year.

7. THESE RULES TO BIND MEMBERS

All members of the Society shall be bound by these Rules.

8. EXPULSION OF MEMBERS

- (a) The Committee of the Society may, after giving the member concerned a reasonable opportunity to state his or her or its position in relation thereto and after giving proper consideration to any such statement, expel any member from the Society on

the grounds that the conduct of that member has brought or tends to bring the Society into disrepute or on the grounds that the conduct of that member has seriously impaired or will have the effect of seriously impairing the Society in the carrying out of any of its objects.

- (b) Any member expelled under the foregoing provisions of this Rule shall not be entitled to a refund of any part of his, her or its current subscription already paid but shall remain liable to such part of his her or its subscription due and unpaid to the date of expulsion.

9. REGISTER OF MEMBERS

The Society shall cause to be kept a Register of its members with their addresses as supplied by them from time to time together with their contact telephone and/or fax numbers (if supplied by them). The members shall notify the Secretary of the Society of any change in that information and the Secretary shall amend that Register accordingly. The details for the time being appearing in that Register shall for all the purposes of these Rules be deemed to be correct.

10. RESIGNATION/CESSATION OF MEMBERSHIP

Any member of the Society

- (a) Who resigns his or her or its membership by notice in writing delivered to the Secretary or to any member of the Committee of the Society,
- (b) Who dies,
- (c) Which being a body corporate or unincorporated is wound up,
- (d) Who or which is a member to which Rule 5(c) hereby applies

Shall cease to be a member of the Society and shall ipso facto forfeit all right or claim in, to or upon the Society and its assets which but for such cessation he she or it would otherwise have had.

11. ALTERATION TO THESE RULES

Subject to the provisions of the Incorporated Societies Act 1908 the Society may from time to time in Special General Meeting by passing a special resolution in manner hereinafter provided alter, add to or rescind any of the Rules of the Society.

12. SPECIAL RESOLUTIONS

- (a) A resolution passed by the Society shall be deemed to be a "special resolution" if
 - (i) Passed by a majority of such members of the Society entitled to vote as are present in person at any General Meeting of the Society of which notice stating the intention to propose such resolution has been duly given and
 - (ii) Confirmed by a majority of such members for the time being entitled to vote as are present in person at a subsequent General Meeting of which notice has been duly given held at an interval of not less than 14 days nor more than 40 days from the date of the meeting at which such resolution was first passed.

- (b) A declaration of the Chairman at any such General Meeting that any resolution has been carried or lost shall be deemed conclusive evidence of the fact without proof of the number of votes recorded in favour of or against the same.

13 METHOD OF HOLDING GENERAL MEETINGS

- (a) An annual General Meeting of the members of the Society (in these rules generally referred to as “the Annual General Meeting”) shall be held in September in every year at such date, place and hour as the Committee shall from time to time appoint for the purpose of
 - (i) Receiving and considering the Committee’s report on the Society’s affairs and also the duly reviewed Balance sheet of the Society for the past year
 - (ii) Considering and disposing of any other business
- (b) The Chairman may whenever he or she may think fit and shall, upon a requisition in writing signed by three members of the Committee, convene a special General Meeting. Such requisition shall state the purpose(s) for which the meeting is required and be delivered to the Secretary.
- (c) If the Chairman shall for 14 days after the delivery of such requisition to the Secretary fail to convene a special General Meeting to be held within 21 days from the time of such delivery the requisitioners or a majority of them may themselves convene a special General Meeting to be held not later than 42 days after the date of such delivery.
- (d) Seven clear days notice specifying the place, date and hour of any meeting and the purpose for which it is to be held and the business to be discussed thereat shall be given by posting it in a conspicuous place at the Society’s registered office and also either by advertisement in a local newspaper or by notice sent by post to every Full Member and Affiliated Member at his, her or its registered address or served on him, her or it personally. A copy of such notice shall also be given to Stratford District Council and Taranaki Electricity Trust.
- (e) The quorum for a general meeting shall be five delegates (or their substitutes) appointed under Rule 4(a) hereof or Rule 14 hereof and/or Life Members personally present. No business shall be transacted unless the quorum requisite shall be present.
- (f) The Chairman of the Committee or in his or her absence some member elected from the members present at the meeting shall be Chairman.

14 VOTING

- (a) Except as otherwise herein provided every question submitted to a General Meeting shall be decided by a show of hands.
- (b) The declaration by the Chairman of a meeting that a resolution has been carried or lost and an entry to that effect in the book of proceedings of the Society shall be conclusive evidence of the fact.

- (c) The Chairman shall in all cases have a deliberative and in cases of equality a casting vote.
- (d) If any question arises as to whether or not any person in attendance is a delegate of that body the matter shall be determined by the Chairman of the meeting (or in the event that the presence of such a delegate is necessary to form a quorum for the meeting, by the other members present) and such determination shall be deemed to be conclusive for all purposes.
- (e) The Stratford District Council ~~and Taranaki Electricity Trust~~ shall ~~each~~ be entitled to appoint ~~4~~ delegates; ~~each~~ of whom ~~each~~ shall have 1 vote at every such meeting and each of whom may move or second any motion and speak at the meeting as if a delegate of a Full Member.
- (f) The Taranaki Electricity Trust shall be entitled to appoint 1 delegate who shall be entitled to speak at the meeting as if a delegate of an Affiliated Member but who shall not be entitled to move or second any motion or vote on any motion.

15 **APPOINTMENT OF OFFICERS OF THE SOCIETY AND MANAGEMENT**

- (a) The Officers of the Society shall consist of:
 - (i) A Committee
 - (ii) A Secretary or a Secretary Treasurer and a Treasurer
 - (iii) A Financial Reviewer
 - (iv) Such other Officers (if any) and bearing such designation and having such functions as the Committee may from time to time decide
- (b) Subject to the provisions hereinafter contained the Financial Reviewer shall be elected by the delegates hereinbefore provided for at the annual general meeting of the Society.
- (c) The Financial Reviewer shall retire with the call for nomination for appointment to his or her office at the Annual General Meeting.
- (d) The Committee shall comprise the following persons; ~~appointed under Rule 4 hereof together with one person appointed by each of them the Stratford District Council and the Taranaki Electricity Trust and the provisions of Rule 4 hereof shall apply to the appointment of substitutes as they do to the appointment of substitutes for the appointees of Full Members of the Society.~~
 - (i) 3 persons to represent Full Members appointed under Rule 4 hereof
 - ii) 2 persons appointed by the Stratford District Council
 - (iii) 2 persons representing the Stratford community and appointed by the Committee following each Annual General Meeting in accordance with Rule 15(h) hereof.
- (e) The Committee shall from time to time appoint a Chairman who shall also be the Chairman of the Society.

- (f) The Committee shall meet once in each calendar month and as often as occasion may require for transaction of ordinary business, ~~five~~ four members shall form a quorum. A Committee Meeting shall be convened by the Secretary at any time upon the request of the Chairman or upon the written requests of three members of the Committee. A Committee meeting shall be chaired by the Chairman or in his or her absence some member of the Committee appointed by the other members of the Committee present. The Chairman shall have a deliberative and in case of equality a casting vote. A majority of votes but with a minimum of 4 votes in favour shall be necessary to carry any resolution. Minutes of the proceedings of each meeting shall be kept and entered in a proper book and be read and confirmed at the next meeting of the Committee.
- (g) At least five clear days' notice in writing of every Committee meeting shall be sent by post, email or facsimile transmission or delivered to every member of the Committee.
- (h) The 2 persons representing the Stratford community shall be appointed by the Committee following the calling for nominations for such appointment and due consideration of the following attributes:
 - (i) Business experience including financial planning, marketing and communications.
 - (ii) Background in, understanding of or interest in sports administration.
 - (iii) Background in or knowledge of building maintenance requirements
 - (iv) Other known skills that provide a balance to and/or fill gaps in the Committees existing skill base.
- (i) The Taranaki Electricity Trust shall be entitled to appoint one delegate to attend any Committee meeting who shall be entitled to speak at the meeting but who shall not be entitled to move or second any motion or vote on any matter before the Committee.

16 **POWERS OF THE COMMITTEE**

- (a) The Committee shall have from time to time the entire management and control of the affairs and business of the Society and shall have power to enter into on behalf of the Society all such contracts as they may deem advisable and to appoint sub-committees to help them in the management and control of the affairs and business of the Society and shall from time to time and at all times control, invest, dispose of and deal with the funds and property (both real and personal) of the Society as they may deem best for promoting and carrying out its objects.
- (b) The Committee shall from time to time appoint a Secretary or a Secretary Treasurer or a Secretary and a Treasurer and shall determine the duties to be performed by and the salary or other remuneration to be paid to and generally the terms and conditions of the engagement of such Officers. In the absence of the Secretary from any meeting of the Society or Committee it shall be competent for the meeting or the Committee to appoint a deputy to act in his or her stead.

- (c) The Society shall at each Annual General Meeting appoint and fix the remuneration of one Financial Reviewer. Such Financial Reviewer shall remain in office until the next Annual General Meeting unless sooner removed by death, resignation or otherwise. Any vacancy occurring during the year shall be filled up by the Committee. The Financial Reviewer shall have power to call at any time for the production of all books, papers, accounts, vouchers and documents relating to the affairs of the Society. The yearly balance sheet shall be audited by him or her and if correct certified in writing under his or her hand before it is submitted to the Annual General Meeting.
- (d) The appointment and dismissal of all servants of the Society whether permanent or temporary and (subject to the preceding rule) the terms and conditions of their respective appointments shall rest with the Committee.
- (e) Each of them the Stratford District Council and the Taranaki ~~Energy-Electricity~~ Trust shall have the like right ~~as a Full Member~~ to appoint a substitute for its appointee with the like consequences.
- (f) All purchases, leases, investments, sales, mortgages, borrowings, contracts and other transaction made and entered into by the Committee shall be made and entered into in the name of the Society.
- (g) The Committee and each and every one of them and the bodies appointing members of the committee respectively shall be fully indemnified by and out of the funds of the Society against any loss, damage, expenses or liability incurred by reason of or in connection with any legal proceedings instituted against them or any of them for any act done, omitted or suffered in good faith in relation to the performance or professed performance of any of their official duties.

17 **COMMON SEAL**

The Society shall have a Common Seal in a form approved by the Committee and:

- (a) The Committee shall have power from time to time to destroy the same and substitute a new Common Seal in lieu thereof.
- (b) The Common Seal of the Society for the time being shall be kept by the Secretary for the time being of the Society and shall be used pursuant to resolution by the committee in the authentication of all deeds and writing requiring authentication or execution by the Society under Seal by being fixed thereto or impressed thereon by the Secretary of the Society for the time being in the presence of three members of the Committee who shall attend such sealing by signing their name respectively to the following form of attestation:

"The Common Seal of Stratford Community Sports Society Incorporated was impressed hereon pursuant to a resolution of its Committee in the presence of us"

Committee Member

Committee Member

Committee Member

18 **CONTROL AND INVESTMENT OF FUNDS ETC**

The funds of the Society shall be controlled and invested by the Committee as provided in Rule 16 hereof.

19

- (a) The Society shall have power from time to time to borrow or raise for the purpose of the Society from any persons, firms or corporations any sum or sums of money on the security of all or any of the Society's property (real or personal), assets and effects both present and future or any part or parts thereof respectively either under legal mortgages or charges with powers of sale and other usual powers or by the issue of mortgage debentures, debentures, bonds, obligations or any other securities of the Society or without any such security and any such mortgage debentures, debentures, bonds, obligations or securities as aforesaid may be issued on the terms that the amount to be secured may be paid up by instalments and that the debentures may be paid off by periodical and other drawings and generally on such other terms and conditions as to rate of interest or otherwise as the Society or its Committee thinks fit AND the Society without limiting the general power aforesaid may also borrow money from the Society's Bankers on overdraft or otherwise with or without security.
- (b) Any mortgage debentures, debentures, bonds, obligations or other securities may be issued at a discount premium or otherwise and with any special privileges as to redemption, surrender, drawings or otherwise.
- (c) The Society shall not lend money nor lease property nor grant any profit a prendre at less than current commercial rates, having regard to the nature and term of the loan or transaction to any person (as defined in the Income Tax Act 1976) not being a Full Member or Affiliated Member of the Society
 - (i) Who is a member of the Society, or
 - (ii) Who is a shareholder or director of any Company by which any business of the Society is carried on, or
 - (iii) Who is a settlor or trustee of a trust that is a shareholder of any company by which any business of the Society is carried on, or
 - (iv) If that person or that company and the settlor or trustees or shareholder or director referred to in any of the foregoing provisions of this Rule 19(c) are "associated persons" (as that term is defined in the Income Tax Act 1976).
- (d) The Society shall not knowingly purchase, take on lease or bailment or acquire any asset or estate or interest therein from any person referred to in Rule 19(c) for any consideration greater than the consideration it would have provided if that purchase, taking or acquisition had been from anyone other than such a person.
- (e) The powers aforesaid may be exercised by the Society or for and on behalf of the Society by the Society's Committee.

20 Subject in the case of assets held on trust and in the case of assets which cannot be disposed of in accordance with this Rule to the provisions of Section 27 of the Incorporated Societies Act 1908 on the winding up of the Society or on its dissolution by the Registrar of Incorporated Societies all surplus assets of the Society after the payment of all costs, debts and liabilities shall be disposed of only to Full Members of the Society (within the meaning of Rule 4(a)(i) and (ii) hereof) in such shares as the Society shall in general meeting decide and if there is no such Full Members of the Society willing to accept the same then for such charitable purposes within the district of the Stratford District Council as presently constituted as the Society shall in general meeting decide. Life Members of the Society shall be entitled to speak, move or second any motion and to vote thereon at any such meeting.

21

- (a) The Committee shall cause true accounts to be kept of the Society's property receipts and expenditure credits and liabilities and shall have the Society's books of accounts balanced on the 30th June in every year. They shall also have prepared in every year for the year ending on that date a report on the Society's affairs and a Balance sheet and shall submit such Balance sheet with all necessary books, accounts and vouchers to the Society's Financial Reviewer for the time being for audit. A printed copy of such report and Balance sheet shall be available to every Full Member and Affiliated Member and shall also be posted in a conspicuous place at the Registered Office of the Society prior to the annual General Meeting of the Society.
- (b) The financial year of the Society shall be from the 1st July in one year to the 30th June in the following year, both dates inclusive.

22 **GENERAL**

- (a) If any case occurs which is not or which is alleged not to be provided for by these Rules or by any Statutory provision it shall be determined by the Committee from time to time in such manner as it thinks proper PROVIDED THAT if that case occurs at a general meeting of the Society it shall be determined by the Chairman of the meeting.
- (b) The powers conferred by these Rules to make any appointment under Rule 4(a) hereof and to make any appointment to which by some other Rule the powers under Rule 4(a) hereof imported shall be deemed to confer upon the body making the appointment the powers to revoke any appointment and to replace any appointee with another appointee at the will of the body making the appointment and without giving any reason therefor PROVIDED THAT as soon as practicable after exercising any such power the body exercising it shall notify the Society of its exercise.

MONTHLY REPORT

Assets Department



F19/13/04 – D21/35271

To: Policy & Services Committee
From: Director – Assets
Date: 20 October 2021
Subject: Assets Monthly Report – September 2021

Recommendation

THAT the report be received.

/
Moved/Seconded

1. Highlights:

Roading

- Feedback closed for the proposed 80km/h speed limit along Opunake Rd.
- Discussions with Waka Kotahi regarding the moderation process for re-classifying our road network in accordance with the One Network Framework.
- Key Activities commenced:
 - Replacement of the footpaths on Fabian Street continues;
 - Repairs to Puniwhakau Road continued; and
 - Replacement of a steel culvert under Manaia Road at Hollard Gardens – discussions with stakeholders and programming with contractors.

Water Supply

- Second Trunk Main - Stage 1 – Tender evaluation completed; Stage 2 - Resource Consent granted; Stage 3 -Design underway.
- Final design for the replacement of the Patea raw water delivery line and the associated grit removal tank are near completion; and
- Maintenance activities ongoing at the 3 Water Treatment Plants.

Wastewater

- Wastewater oxidation pond monitoring and sampling ongoing; influent and effluent sampling ongoing and remains compliant with resource consent conditions;
- Dissolved oxygen probes have been maintained during the September period and have shown compliance is being maintained.

Trade Waste

- Trade Waste Consents – Consent Issues for the Forgotten 43 Brewing Limited application;
- Trade Waste Consent Holders – complaints regarding the state of the site. Investigation completed, appropriate actions being taken.

Stormwater

- There were no stormwater reticulation issues in the month of August.
- There were no health and safety incidents for the month of August.

GIS

- Asset Revaluation – Work Awarded to Beca
- Refresher training provided to CityCare staff on the use of the iPads for planned maintenance and work requests.

Solid Waste

- Recycling Bin Audit results for the end of September shows 87% Green tags, 10% amber and 2% red tags;
- Auditing of contamination levels at the Materials Resources Facility (MRF) ongoing. Current level is at 25.4%; acceptable level is 8%.

Special Projects

- Aquatic Centre – work onsite had been progressing well, however COVID-19 lockdown and adverse weather conditions of late are beginning to create delays as detailed below.
- Bike Park – apart from some minor touch-up work the cycle track and basketball court have been completed and are open for public use. Pump track construction has stalled pending release of the specialist asphaltting crew from the Auckland COVID-19 lockdown.

Resource Consents

- There are a number of resource consent applications that are currently under preparation for submission, or being processed by Regional Council.
- Stakeholder engagement ongoing.

2. Rooding

2.1 Level of Service and Performance Measures

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

2.2 Customer Requests

There are no outstanding CRMs for the month of September.

2.3 Routine Maintenance

Day-to-day maintenance activities continued throughout August, typically comprising:

- Cleaning bridge decks;
- CBD cleaning;
- Potholes filling and fixing edge breaks; and
- Clearing minor slips on Brewer Road.

With the alert level lifting to Level 2 at 11:59 pm on Tuesday 7 September, Fulton Hogan returned to "service as usual" from Wednesday 8 September following a small Health and Safety awareness session on the Wednesday morning.

During September we received reports that 130m length of the timber proposed for the construction of sight rails, valued at \$3000, had been stolen from Mangaehu Road.

2.4 Ready Response Works

On Friday 17 September high winds brought down roadside trees and overhead power lines on Mangaehu and Brewer Roads. Asplundh attended to remove the trees, once the power had been disconnected by PowerCo.

On Tuesday 21 September, council officers met with the head gardener at Hollard Gardens (Manaia Road) to discuss the state of the collapsed culvert under Manaia Road. The minor slip which occurred a couple of weeks earlier had gotten worse, as per photos in Figures 1 & 2. One lane on Manaia Road is currently closed, first with a priority one way, then later replaced with temporary traffic lights. The replacement of this culvert is planned for late October.

Roading Level of Service (LoS) and Performance Measures

Level of Service	Performance Measure	Target	2021/2022 YTD
Safe Roading Network	Road safety - The change from the previous financial year in the number of deaths and serious injury crashes (DSI) on the local road network, expressed as a number. (2020/2021 DSI was 1, new target is 0)	-1	Achieved to date - DSI = 1 There were no DSI crashes in September.
Road Condition	Urban Road condition – The average quality of ride on sealed urban road network, measured by smooth travel exposure.	≥ 83%	Achieved (as at March 2020) - 88%. Another condition survey will be undertaken in March 2022.
	Rural Road condition- The average quality of ride on sealed rural road network, measured by smooth travel exposure.	≥ 91%	Not Achieved (as at March 2020) - 78%. Another condition survey will be undertaken in March 2022.
Road Maintenance	Sealed Road maintenance – The percentage of the sealed road network that is resurfaced:	≥5%	Not commenced; target length is 30km. This is to catch up on the length of reseals that are more than 2 years beyond the due date for a reseal, i.e. 15 years or older
	Unsealed Road maintenance - The percentage of the unsealed road network that has been metal dressed.	≥7%	Not commenced; our target is to use 10,000m ³ of metal or the equivalent of 25km of unsealed roads, assuming a 100mm overlay on a 4m wide road.
Footpaths	Footpaths that fall within LoS Standard - The percentage of footpaths within a territorial authority district that fall within the level of service or service standard for the condition of footpaths that is set out in the territorial authority's relevant document.	>72%	Achieved - exceeded target - 89% As per the 2021 Condition Survey by Roading Logistics, see note below ¹ .
Customer Request Management Response	Response to service requests - The percentage of customer service requests relating to roads and footpaths to which the territorial authority responds within the time frame specified in the long term plan.	>88%	Achieved to date - 100%.
Customer Satisfaction	• Roading Network	>80%	Not yet measured The 2021 customer satisfaction survey, with a 125 responses, showed Good, Very Good and Excellent having a total of 65.3% , Fair having 24.4% and Poor having 10.3% .
	• Footpaths	>80%	Not yet measured The 2021 customer satisfaction survey, with a total of 132 responses, showed Good, Very Good and Excellent having a total of 70.1% , Fair having 21.8% and Poor having 8.1% .

¹ There are 85 sections of footpath that do not meet the required target of 1 defect per 10m length of footpath. Further analysis of the survey results will be carried out to identify where these footpaths are located and the nature of the defect. These sites could potentially form the basis of a forward work programme.



Figure 1 – Collapsed culvert under Manaia Road. This cavity is approximately 6m long x 1.5m high and 3m wide. Note the gap between the two culvert pipes at the joint.



Figure 2 – The roof of the cavity removed exposing the steel culvert

2.5 Capital Works

The footpath replacement programme continued in September with work commencing on Fabian Street. No other significant capital works were undertaken during September.

2.6 Building Consents, Resource Consents and LIMS

For the month of September, Rooding Assessments were made for a total of:

- Nine (9) Building Consent applications;
- Twelve (12) Resource consent applications; and
- Two (2) LIM reports.

2.7 Health and Safety

There were no incidents during the month of September.

2.8 Rooding Activities

A snapshot of the programmed and reactive works completed in September by Fulton Hogan is shown in *Figure 4*

2.9 Opunake Speed Limit Review

Feedback from the community on the proposal to reduce the speed limit on Opunake Road to 80km/h closed on Monday 13 September.

- Council received 64 written submissions of which 34 were opposed to the proposal and 30 in favour;
- Comments from the Kaponga Community Facebook page were a mixture of for and against, with a slight preference of being against the proposal. Many of the comments related to driving ability and the condition of the road; and
- With regard to the council's Facebook page, 13 respondents were against the proposal and 3 in favour.

Council officers have also contacted the statutory consultees. The freight association is not in favour of the proposal, whereas the Police, AA, Waka Kotahi and the District Health Board are. A decision report will be brought before Council taking into account the comments received.

As an overall summary, it appears the community is against the proposal as this is perceived as a cheap option for Council. They would rather money was spent on making the road safer, than reducing the speed limit.

2.10 Stratford High School Safety Project.

Following a council workshop in July, council officers took on-board the comments raised by Elected Members and arranged for the amendments of the draft plans. These were presented to the school Principal and Transit buses, who raised some additional comments in relation to the location of the bus stops.

Council officers proceeded to undertake site visits during the afternoon school collection time, to witness, first hand, the manoeuvring of the buses. Four buses were observed to continue along Swansea Road and via Orlando Street and Hills Road; other buses turned right into Colten Road. With this in mind, along with the school's plans to remove staff car parking from the main entrance, the bus stops will be need to be located at the northern end of the school frontage, 25m from the pedestrian crossing.

A copy of the latest set of drawings is shown in *Figure 3*.

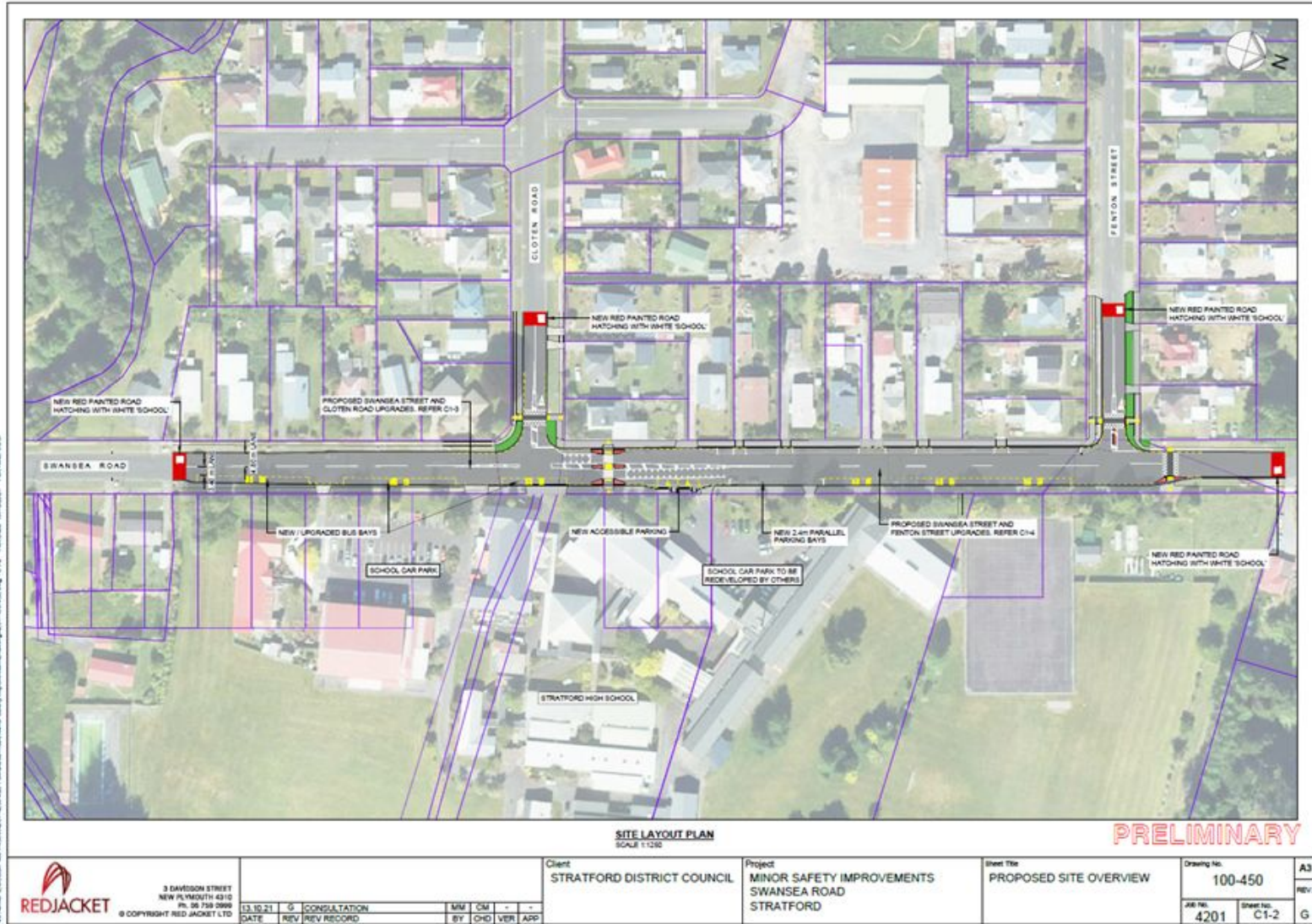


Figure 3 – Stratford High School Safety Project

2.11 Matters Outstanding

- **Forestry Activity**

Work continues to repair Puniwhakau Road. During the month of September, Council spent in the order of \$112,000 on road repairs for this road. Council officers were informed by a resident of the road that a further 3x 50 hectare forest blocks had commenced logging. These blocks are located beyond the last property on the road.

- **Southern Roundabout – Damage to Stonework**

Council Officers are waiting to hear from the Loss Adjuster if the claim has been accepted by the driver's insurance company, so that arrangements can be made for the wall to be repaired.

- **Funding Shortfall by Waka Kotahi**

Elected members requested a breakdown of the \$942,078 shortfall in funding from Waka Kotahi compared to the funding requested. This is shown in the spreadsheet contained in **Appendix 1**.

/

- Column B is the work activity;
- Columns E-G are the requested budgets for each work activity for each year of the LTP;
- Columns I – K are the indicative (now approved) funding allocations for the work activities;
- Columns M-O show where the funds have been reduced and to which work activity this funding reduction affects;
- Columns N – P are our preferred funding allocations for the work activities to meet the proposed programme of work for the three year period;
- Column R contains comments relating to the work activities.

The most notable reduction in the funding is for the Sealed Road Resurfacing, \$206,966 per annum. This is rather ironic seeing that during the Technical Audit undertaken in September 2020, Waka Kotahi noted that we were behind “the eight ball” with our annual reseal target length and suggested we increase the budget for this activity.

The other budgets affected by the approved allocation from Waka Kotahi are:

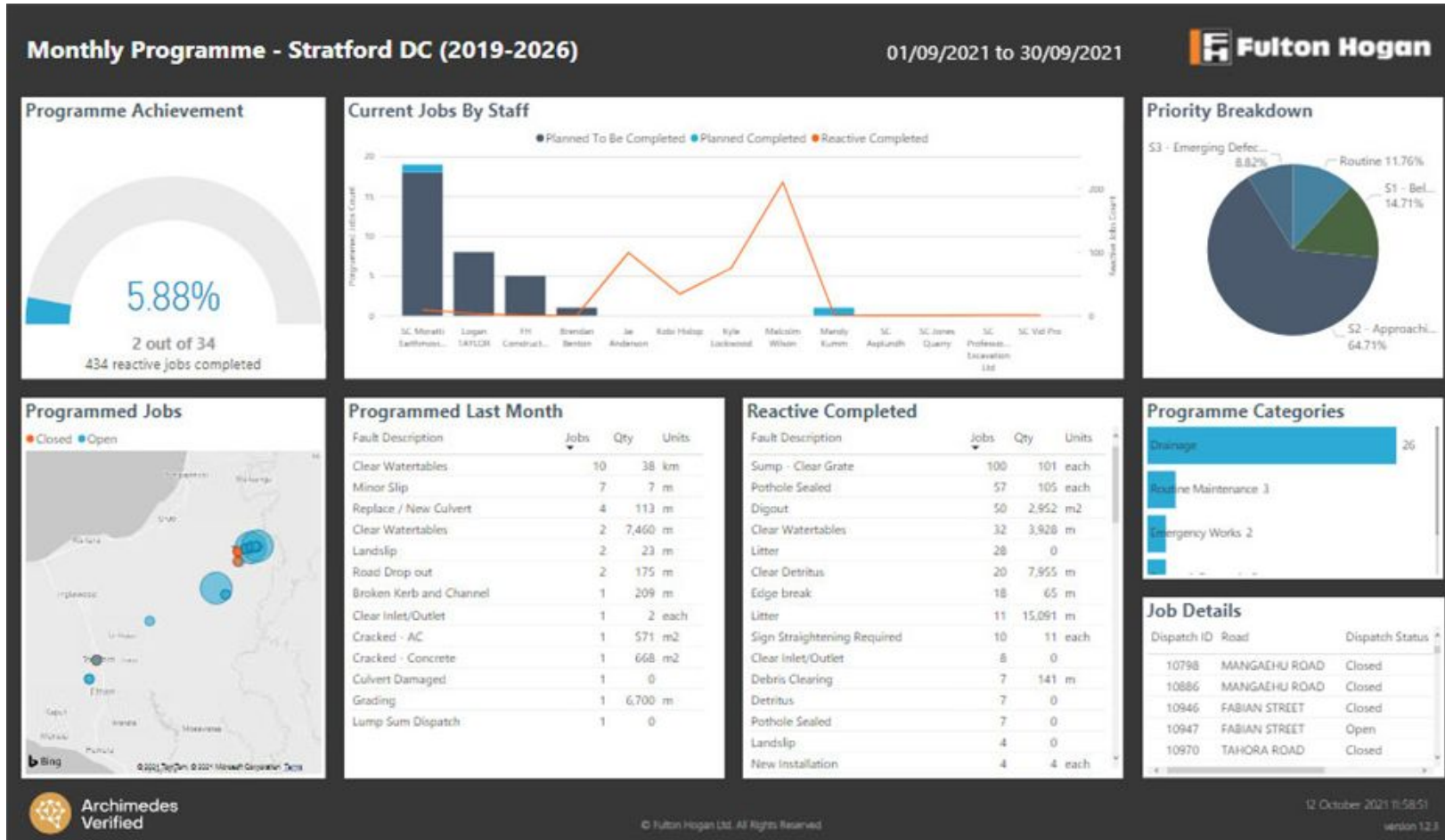
- Minor Events – a reduction of \$57,334 p.a. This is for the business as usual storm events that cause minor slips to occur. Any significant storm event council can request Emergency funding if the cost of the repairs exceeds 10% of our approved allocation for a single event.
- Traffic Services Renewals – a reduction of \$37,726 p.a. This will affect our programme to replace old or poor condition road signs and streetlight columns. We will reduce our planned programme for the next three years, as there are greater priorities elsewhere on the network.

Overall Stratford has done reasonably well compared to our neighbours (NPDC requested \$69m for three years and received \$44m). Officers have modified the expenditure to the numerous work activities as shown in columns R-T (highlighted green). This has been developed in conjunction with Fulton Hogan based on our joint network knowledge and where the pressure are for the next three years.

2.12 Strategies, Policies, Plans and Bylaws under review or development

	Strategies	Policies	Plans	Bylaw
1	Walking and Cycling	Traffic Count	Schools Safety Project	Whangamomona Road Bylaw
2	Footpaths	Asset Data Reliability Improvements	Road Maintenance Intervention Plan	Forestry Roads
3	Structural Assets Replacement (including Bridge and Retaining Walls);	License to Occupy/ Occupation of Unused Road Reserve/ Fences on Road Reserve / Stock Underpasses/ Stock Crossing and Races.	Asset Management Plan (AMP) Improvement Actions (monthly review);	
4	Unsealed Roads			
5	Roading Procurement			
6	District Road Hierarchy (ONF and associated Level of Service);			

Figure 4 - Monthly Programme Achievement Chart – September 2021



3 Services

3.1 Water Supply

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

Water Supply Level of Service (LoS) and Performance Measures

Level of Service	Performance Measure	Target	2021/2022 YTD
Safe Drinking Water: <ul style="list-style-type: none"> • Drinking Water Standards; • Maintenance of Reticulation 	DWSNZ Bacterial compliance - Compliance with Part 4 of the Drinking-water standards (bacteria compliance)	100%	Expected to Achieve (Achieved 2020/2021)
	DWSNZ Protozoal compliance - Compliance with Part 5 of the Drinking-water standards (protozoal compliance)	100%	Expected to Achieve (Achieved 2020/2021)
	Water Loss – The percentage of real water loss from the local authority’s networked reticulation system (including a description of the methodology used to calculate this)	<25%	Expected to Achieve (Achieved 2020/2021 21.54%)
A Reliable Water Supply: <ul style="list-style-type: none"> • Response Time; • Unplanned Disruptions 	Urgent Response Times - The performance measure targets for the median response time for urgent attendance and resolution <ul style="list-style-type: none"> • Attendance for urgent call-out 	1 hr	Not Achieved 2 hr 37 mins*
	<ul style="list-style-type: none"> • Resolution for urgent call-out 	8 hrs	Not Achieved 21 hr34 mins*
	Non-urgent Response Times – The performance measure targets for the median response time for non-urgent attendance and resolution <ul style="list-style-type: none"> • Attendance non urgent call-out 	2 working days	Achieved 0 hrs 38 mins
	<ul style="list-style-type: none"> • Resolution non urgent call-out 	5 working days	Achieved 6 hrs 38 mins
	Unplanned Disruptions - The performance measure target for disruptions. <ul style="list-style-type: none"> • Minor disruptions (between 5 and 50 connections affected) 	< 5	Achieved 1
	<ul style="list-style-type: none"> • Major disruptions (more than 50 connections affected) 	<2	Achieved 0
	Water Consumption - The average consumption of drinking water per day per resident within the district	<275L / resident / day	Not yet measured. Achieved 2020/2021 181L/D
	Customer Satisfaction Number of complaints – The performance measure target for customer satisfaction is <32 complaints per 1,000 connections received for: <ul style="list-style-type: none"> • Drinking Water Clarity; • Drinking Water Taste; • Drinking Water Odour; • Drinking Water Pressure or Flow; • Continuity of Supply • Council’s response to any of these issues. 	<32	Achieved to Date
		0.67**	
		0	
		0	
		0	
		0	
		0	

Level of Service	Performance Measure	Target	2021/2022 YTD
Water Pressure	Water Pressure – The average water pressure at 50 properties within the water supply zone, including any that have complained about pressure and or flow meets Council specifications (flow>10l/min & pressure>350kpa)	100%	Not yet measured
NZFS Conditions	Fire Hydrants – The performance measure targets the percentage of hydrants meeting the NZFS Code of Practice conditions regarding supply	100%	Not yet measured

**As a result of the August 2021 incident where Council contractor experience staff shortages and inexperienced replacement staff caused the attendance and resolution target exceedances.*

*** As a result of the August 2021 incident when complaints were received from two properties along Hastie Road after maintenance works had occurred on the potable water supply line servicing the properties. Further flushing occurred on the potable water supply line and at the affected properties.*

3.1.1 Operations

Water Treatment:

There was one issue relating to the operations at the Stratford water treatment plant during September whereby a planned power outage caused damage to an Ethernet switch which meant the plant could not be restarted. Electrical contractors managed to engineer a temporary solution until a new part was sourced and installed. No other issue have occurred at any water treatment plant.

Water Reticulation:

There were no significant water pipe failure issues during the month of September.

3.1.2 Capital Works

Planning and programming of capital projects for the 2021/2022 financial year is proceeding. Capital projects include:

- **New Water Trunk Main:**
 - Stage 1 – The contract has been awarded and installation works are expected to commence during November.
 - Stage 2 - Consent Application for the Patea River crossing has been granted by the Taranaki Regional Council; and
 - Stage 3 - Discussions with land owners regarding alignment and easements is continuing.
- **Water Treatment Plant Upgrade**
Final design for the replacement of the Patea raw water delivery line and the associated grit removal tank are near completion.
- **Water Treatment Plant – Analyser Project**
Sometime in 2019, a truck and trailer carrying livestock feed rolled on the Cardiff Road bridge upstream of the intake for the Stratford water treatment plant, spilling its contents into the Patea River. After the incident it was identified that automatic plant shutdown was required whereby if any unexpected water quality parameters occur the treatment plant automatically stops receiving water. Quotes for two different systems were sought and the lowest conforming system was decided upon. The raw water analyser system has been ordered and is yet to arrive.

3.1.3 Matters Outstanding

There are no matters outstanding.

3.2 Wastewater

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

Wastewater Level of Service (LoS) and Performance Measures

Level of Service	Performance Measure	Target	2021/2022 YTD
System Adequacy	Dry weather sewerage overflows - The number of dry weather sewerage overflows from the territorial authority's sewerage system, expressed per 1000 sewerage connections to that sewerage system.	<5 per 1,000	Achieved 0
Discharge Compliance	Resource Consent Compliance – Compliance with the territorial authority's resource consents for discharge from its sewerage system measured by the number, received by the territorial authority in relation to those resource consents, of:	0	Achieved
	• Abatement notices;		0
	• Infringement notices;		0
	• Enforcement orders; and		0
	• Convictions.		0
Response and Resolution Times	Sewerage overflows - Where the territorial authority attends to sewerage overflows resulting from a blockage or other fault in the territorial authority's sewerage system, the following median response times are measured:		
	• Attendance time from the time that the territorial authority receives notification to the time that service personnel reach the site.	1 hr	Not Achieved to date 3 hr 23 mins*
	• Resolution time from the time that the territorial authority receives notification to the time that service personnel confirm resolution of the blockage or other fault.	8 hr	Not Achieved to date 14 hr 59 mins*
Customer satisfaction	Complaints - The total number of complaints, expressed per 1000 connections to the territorial authority's sewerage system, received by the territorial authority about any of the following:	<5	Achieved to date
	• Sewage odour		0
	• Sewerage system faults	6	0
	• Sewerage system blockages, and	6	2 per 1000 (4 received)
	• The territorial authority's response to issues with its sewerage system	6 6	1 (2 justified)
Trade Waste Complaints Response times	• Attendance time: from the time the Council receives notification to the time that a Trade Waste Officer arrives on site.	2 working days	Achieved to date
Trade Waste Consent Processing	• Percentage of trade waste consent applications processed within 15 working days	0%	Not Achieved**

*As a result of the August 2021 incident where Council contractor experience staff shortages and inexperienced replacement staff caused the attendance and resolution target exceedances.

** As a result of the August 2021 where sample analysis of the consent applicant's wastewater discharge occurred. COVID level 4 lockdown occurred and Council's Trade Waste Officer did not have access to the required IT resources.

3.2.1 **Operations:**

Wastewater Treatment

There were no major issues relating to wastewater treatment operations during the September period. COVID-19 24 hour composite sampling is occurring on a weekly basis and is likely to be ongoing; no COVID-19 has been detected in any of the previous sampling events.

Wastewater Reticulation

There were no major issues relating to wastewater reticulation during the September period.

Health and Safety

There were no health and safety incidents during the September period.

Oxidation Pond Influent and Effluent Sampling

Monthly influent and effluent sampling of the wastewater treatment ponds is ongoing in accordance with Resource Consent conditions. Compliance was maintained during the September period.

Oxidation Pond Oxygen Probes

Dissolved oxygen probes have been maintained during the September period and have shown compliance is being maintained.

3.2.2 **Capital Works**

Planning and programming of capital projects for the 2021/2022 financial year has commenced.

Ongoing capital projects include:

Wastewater Treatment Upgrade:

Consultation is ongoing with Council appointed consultants regarding the next phase in the wastewater oxidation pond upgrade as a condition of Resource Consent 0196-5; the installation is not due until end of June 2022.

3.2.3 **Matters Outstanding**

There are no matters outstanding for the September period.

3.3 **Trade Waste**

The following provides a summary of Trade Waste Activities for the month of September:

- **Trade Waste Consents**

Consent for the Forgotten 43 Brewing Limited brewery has been granted.

- **Trade Waste Consent Holders**

Two septage truck operators complained that the Esk Road disposal site is being found in an unclean state. Investigations were unable to identify responsible operator in these instances. An email has been sent to all operators reminding them of the responsibility to leave the site clean and tidy or they will be charged for clean-up as per Councils fees and charges.

- **Annual Inspections:**

A plan to conduct annual inspections of septage disposal consent holders is underway, sample kits obtained.

3.4 **Stormwater**

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

Stormwater Level of Service (LoS) and Performance Measures

Level of Service	Performance Measure	Target	2021/2022 YTD
Stormwater system protects property from impacts of flooding.	System adequacy		
	<ul style="list-style-type: none"> The number of flooding events that occur in a territorial authority district. "Flooding" in this context means Stormwater entering a habitable floor 	0	0
	<ul style="list-style-type: none"> For each flooding event, the number of habitable floors affected. (Expressed per 1000 properties connected to the territorial authority's Stormwater system.) 	0	0
	<ul style="list-style-type: none"> For each flooding event, the number of buildings in the central business zone affected by flooding. 	0	0
Discharge Compliance	Resource Consent Compliance – Compliance with the territorial authority's resource consents for discharge from its Stormwater system measured by the number of:	N/A	
	<ul style="list-style-type: none"> Abatement notices; 		
	<ul style="list-style-type: none"> Infringement notices; 		
	<ul style="list-style-type: none"> Enforcement orders; and 		
	<ul style="list-style-type: none"> Convictions. 		
Response and Resolution Times	The median response time to attend a flooding event, measured from the time that the territorial authority receives notification to the time that service personnel reach the site.	1 hr	0 hrs
Customer satisfaction	Complaints - The number of complaints received by a territorial authority about the performance of its Stormwater system, expressed per 1000 properties connected to the territorial authority's Stormwater system.	< 8	0

3.4.1 **Operations**

- There were no stormwater reticulation issues during the September period.
- There were no health and safety incidents during the September period.

3.4.2 **Matters Outstanding**

There are no matters outstanding for the September period.

3.5 Geographical Information System (GIS)

- **Asset Revaluation**
 - Work has been awarded to Beca Consultants
 - Prepared a detailed reporting on quotes received and an assessment recommending the award to Beca;
 - A kick off meeting has been held to start the process and the requested data has been supplied. This data is undergoing validation checks to ensure its accuracy.
- **Solid Waste**
Provision of co-ordinates for all properties for tracking system in the EnviroWaste kerbside collection waste, to enable live camera footage of waste collection for contamination and complaints.
- **Promapp System**
All relevant existing processes updated
- **Intramaps**
Sourced and loaded liquefaction shape file into the GIS, to enable easier identification of locations of known liquefaction for Building and Planning departments;
- **Benchloss**
Extract metered water consumption for the last year for benchloss analysis.
- **QGIS**
Upgrade plugin to latest release
- **Training** – Provided refresher training to CityCare staff on the use of the iPads for planned maintenance and work requests.

3.6 Solid Waste

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

Solid Waste Level of Service (LoS) and Performance Measures

Level of Service	Performance Measure	Target	2021/2022 YTD
The levels of waste generated are reducing	Quantity of Waste to landfill per household (municipal kerbside collection only) (kgs per annum)	<600kg	Achieved to date – 490 kgs (September - 493 kgs phh)
	Percentage (by weight) of Council controlled waste stream that is recycled (municipal kerbside collection only).	>20%	Not Achieved to date – 19% (September - 18%)
Customer Satisfaction	Percentage of customers satisfied with the service provided.	>80%	Not yet measured However, achieved as per the 2020/21 Survey 86.4% -

3.6.1 Planning – Strategies, Policies, Plans and Bylaws

The *Regional Behaviour Change Strategy* is in its final stage of development. This is due to be reviewed at the Regional Waste Officers Meeting on 20 October 2021. This strategy is expected to provide a framework for education and community engagement initiatives to support waste minimisation.

3.6.2 Contamination Levels at the MRF

Figure 5 provides the contamination levels at the MRF for the previous 12 months, which is reported at 25.4% for September 2021.

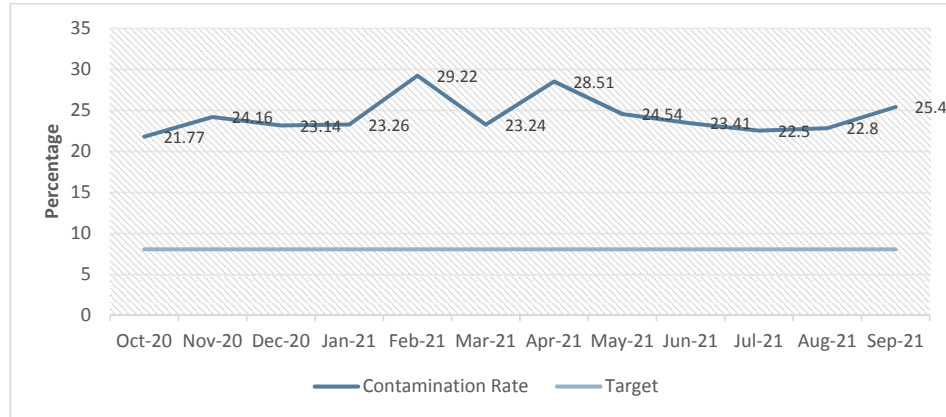


Figure 5 - Regional Contamination at the MRF

3.6.3 Waste Minimisation Initiatives completed in September

Tendering has been completed for a regional feasibility study on the options for a regional commercial composting facility to be located in South Taranaki. Stakeholder engagement strategy will include the use of an Iwi Facilitator to work with all Iwi in the Taranaki region. This report is expected to be completed by early 2022. Fortnightly meetings will be held with the 3 Councils and Tonkin+Taylor consultants to track progress.

3.6.4 Upcoming Waste Minimisation Initiatives

Swaps Table

In October, there will be a “Swaps” table at the next farmers market in Prospero Place. This will be the same set up as what was at the Library Education Session, where residents are encouraged to view and discuss zero waste alternatives. This table will feature examples of single use packaging versus reusable products. Examples will include drink bottles, lunch boxes, produce bags, coffee cups, nappies and even menstrual products. The Council’s Waste Minimisation Officer will be in attendance to answer questions and encourage discussion.

Clean-Up Week

Council will promote the Clean-Up Week in Stratford in October and offer free drop off to the transfer station for all waste collected during this week from registered groups.

WasteMINZ Annual Conference

In November, the Council’s Waste Minimisation Officer will attend this conference to network and learn new waste minimisation initiatives from other Councils.

3.6.5 Weekly Recycling Bin Audits

The weekly recycling audit summary from 1 January 2021 to 30 Sept 2021 is provided in *Figure 5*. At the end of September, the *Amber* and *Red* tags are at 10% and 2% respectively; the *Green* tags are at 87%. This is a fantastic improvement that can partially be attributed to a recent campaign in August on what not to put in your recycling bin (*Figure 6*).

3.6.6 Recycling Bin Service Suspensions

Currently four properties have had their recycling service suspended for three months due to three strikes of contamination. This in accordance with Section 12.6 of the Solid Waste Management and Minimisation Bylaw. The bin services will be restored at the expiry of the 3-month suspension period.

3.6.7 Waste Minimisation Activities Completed, Underway or Planned

Table 1 provides a summary of some of the waste minimisation initiatives planned for this financial year.

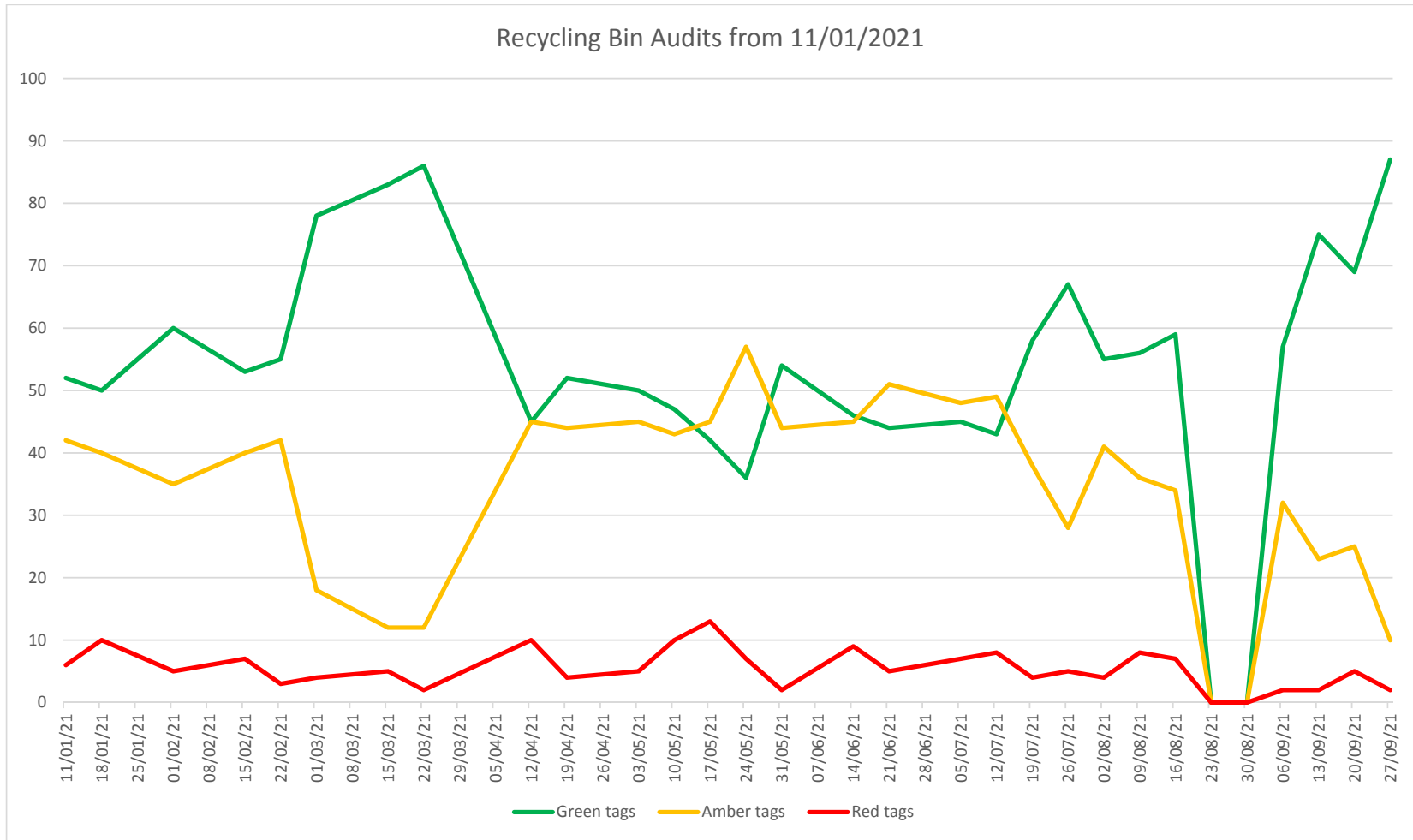


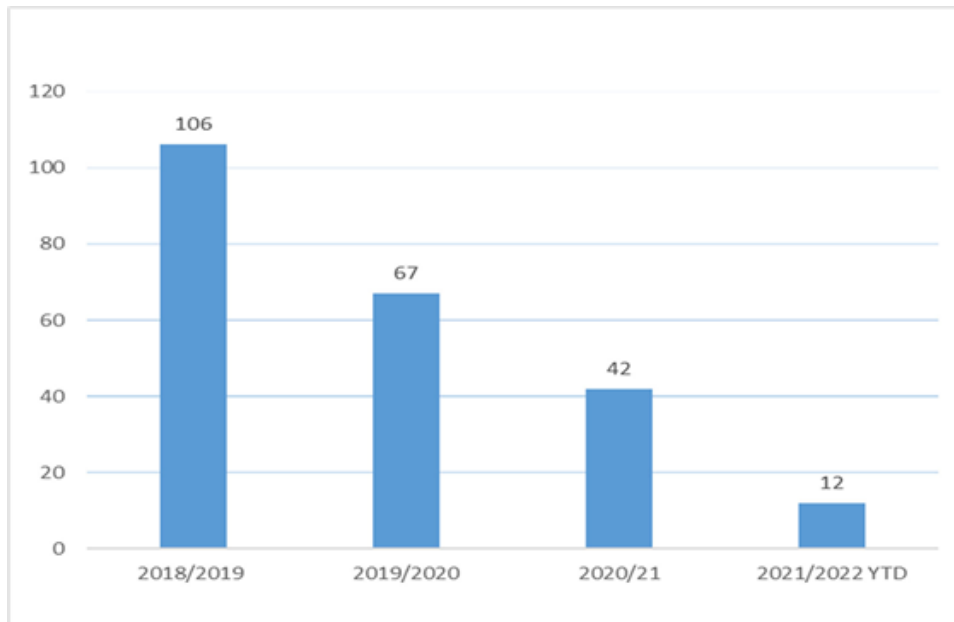
Figure 6 - Recycle Bin Audits from 1 January 2021 to date

Table 1 Waste Minimisation Activities for 2021/2021

Waste Minimisation Activities Completed, Underway or Planned				
Month 2021	Activity	Description	WMMP Reference	Status
AUG	Taranaki Solid Waste Committee Meeting 12 Aug	Quarterly meeting		Completed
	Regional Waste Officers Meeting 19 Aug 21	Quarterly meeting to discuss outcomes and actions from the TSWC Meeting and collaborate on regional waste minimisation initiatives.	CP5	Completed
	Regional Advertising Campaign on Contamination	Adverts in Taranaki Stuff online and on the regional radios on what NOT to put in the recycling bin	BC1	Completed
SEPT	Composting/worm farm promotion	Creating a regional pamphlet with STDC and NPDC for the community. Hard copies to give out, promotion on Facebook and CentralLink and the Council website	BC6	Completed
	Review of the WMMP	Review of the WMMP targets and to check progress on these - Report to Council in October 2021		Ongoing
	Review of feasibility proposal - Regional Composting Facility	A feasibility study proposal has been received from Tonkin + Taylor for a regional commercial composting facility. This is to be reviewed and discussed within the 3 Councils ready for reporting to the Elected Members	AS9	Completed
OCT	Clean up Week	Clean Up week promotion and supply free disposal of litter at the Stratford Transfer Station for registered groups	L9	Underway
	Regional Zero Waste Taranaki Behaviour Change Strategy - Education Plan review	A new regional strategy has been developed to outline how the 3 district Councils will approach behaviour change to work towards Zero Waste in Taranaki. This fits in well with our Waste Management and Minimisation Plan and the behaviour change actions. The Education Plan will be included in the strategy as an action. This is in the final stages	BC1-BC6	Underway
	Community Education	There will be a "Swaps" table at the next farmers market in Prospero Place. This is to encourage residents to view and discuss zero waste alternatives. The Council's Waste Minimisation Officer will be in attendance to answer questions and encourage discussion.	BC1	Planned
	Feasibility Study on Regional Composting Facility progress	Fortnightly meetings will be held to keep up to date on the feasibility study being completed by Tonkin+Taylor	AS9	Ongoing
NOV	WasteMINZ Conference	Learn new initiatives for waste minimisation	CP3	Planned
DEC	Sustainable Christmas gift wrapping	Promotion through Facebook, example table in Christmas Parade market	BC4	Planned
JAN	Back to School zero waste lunches	Promotion/competition for zero waste lunches	BC1	Planned
MAR	Waste Free Period Session at Stratford High School	Presentation to students and teachers on reducing menstrual product waste and provide product for the girls	CP3, L3	Planned
	AgRecovery Research	Scan for demand for another AgRecovery event	BC4	Planned

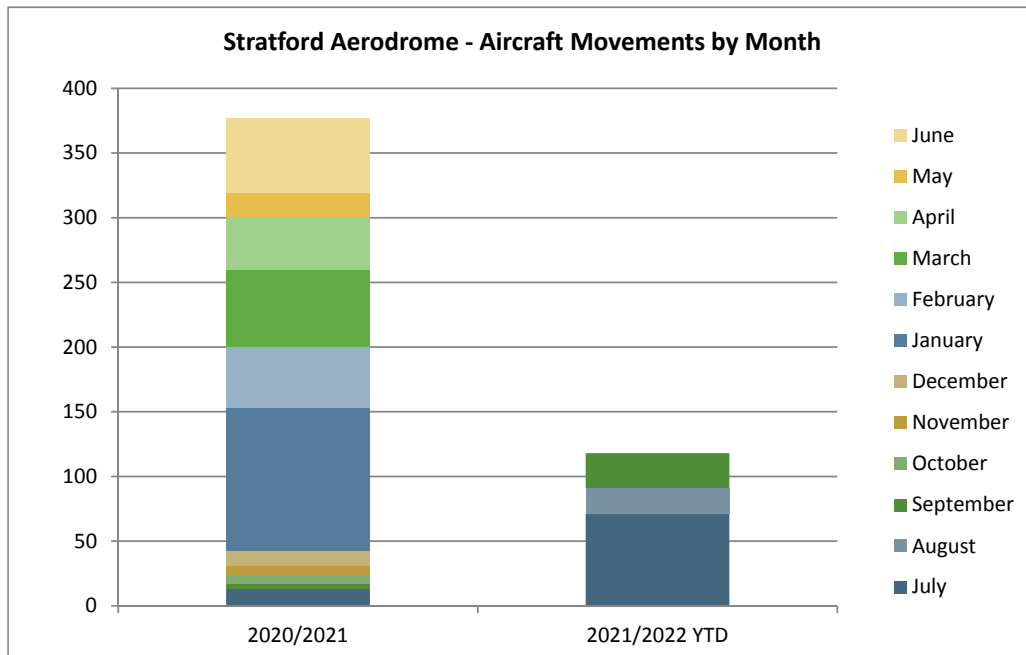
4 Property

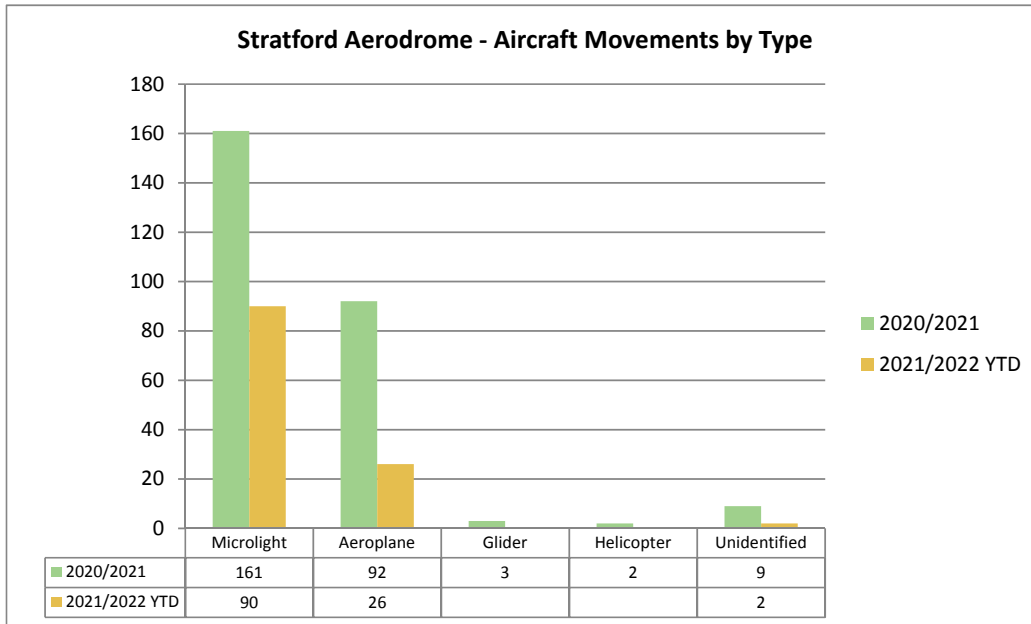
The customer service request history for the Property Activity is shown below.



4.1 Aerodrome

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





4.2 Civic Amenities

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

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

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

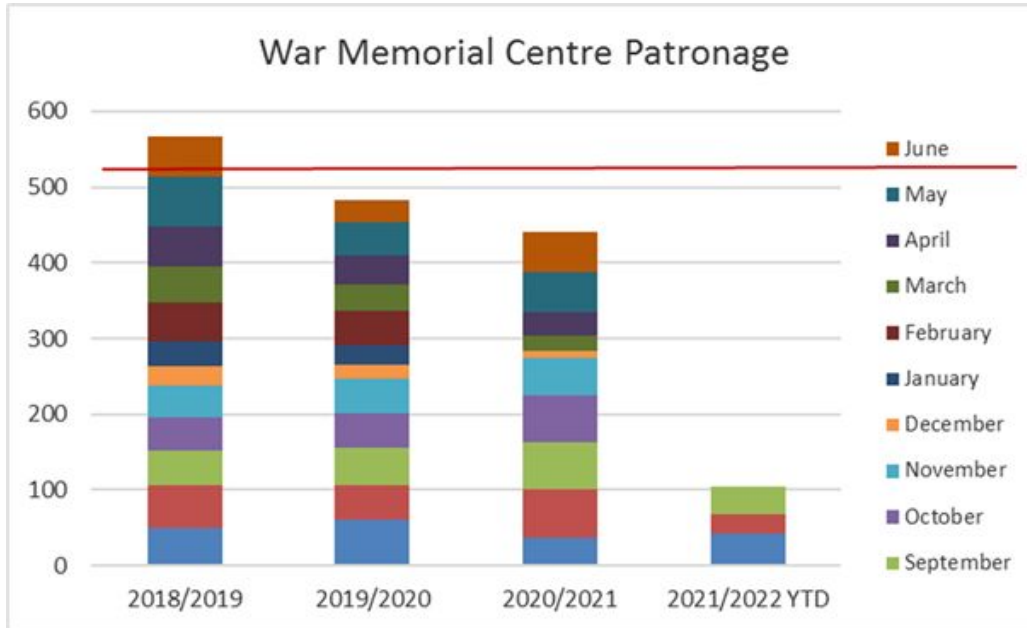
Level of Service	Performance Measure	Target	2021/2022
To provide facilities that are well maintained and utilised.	Buildings legally requiring a Building Warrant of Fitness (WoF) have a current Building WoF at all times.	100%	100%
	Annual booking of War Memorial Centre.	>500	105 YTD
	Annual booking of Centennial Restrooms.	>200	54 YTD
To provide suitable housing for the elderly.	Percentage of Customer satisfaction.	>89%	93%
	Annual Occupancy rate.	>95%	100%
To provide clean, well maintained toilet facilities.	Percentage of Stratford District residents satisfied with overall level of service of toilets.	>80%	89%

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

4.2.1 **Housing for the Elderly**

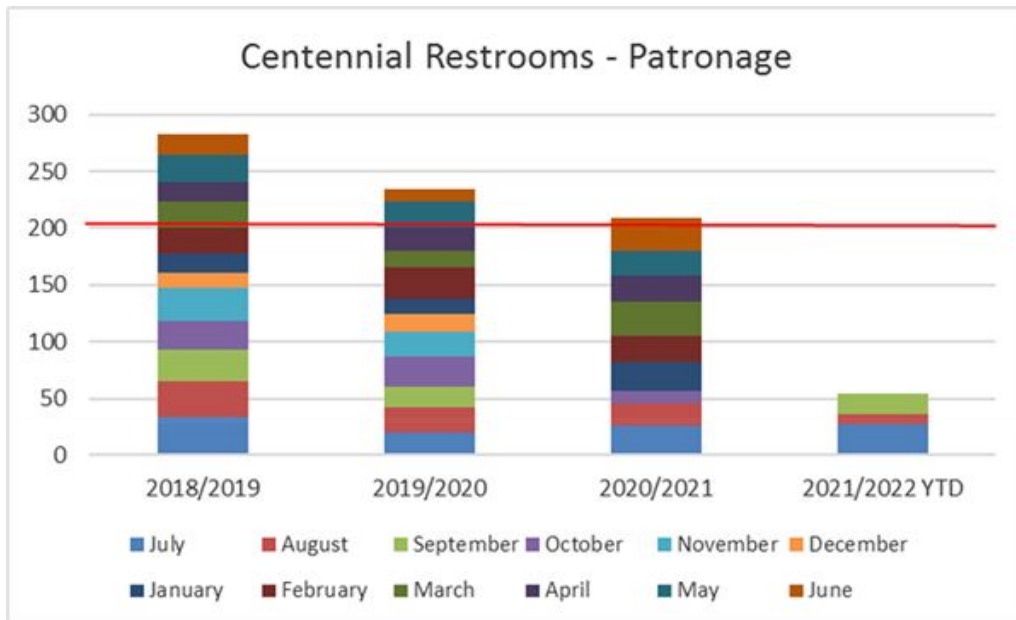
The current occupancy rate for the month of September 95% and therefore, achieves the performance measure of >95 %.

4.2.2 **War Memorial Centre**



Due to Lockdown: 25 bookings were cancelled and no additional bookings were taken

4.2.3 **Centennial Restrooms**



Due to Lockdown: 9 bookings were cancelled and no additional bookings were taken.

4.3 Rental and Investment Properties

The Council's Rental and Investment Properties are:

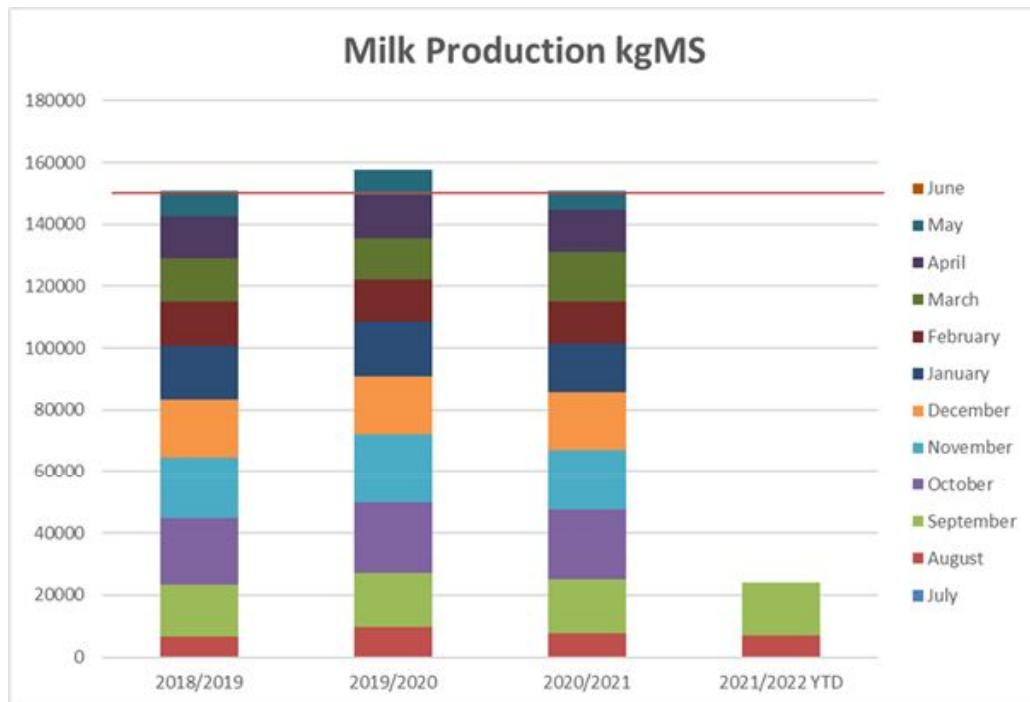
- The Farm;
- The Holiday Park (operated by a third party, with a formal lease on the land); and
- Rental properties (urban and rural land, and commercial properties).

The Levels of Service are measured using the performance indicators shown in the table below. These are measured and reported at the end of the financial year - in the July 2021 report.

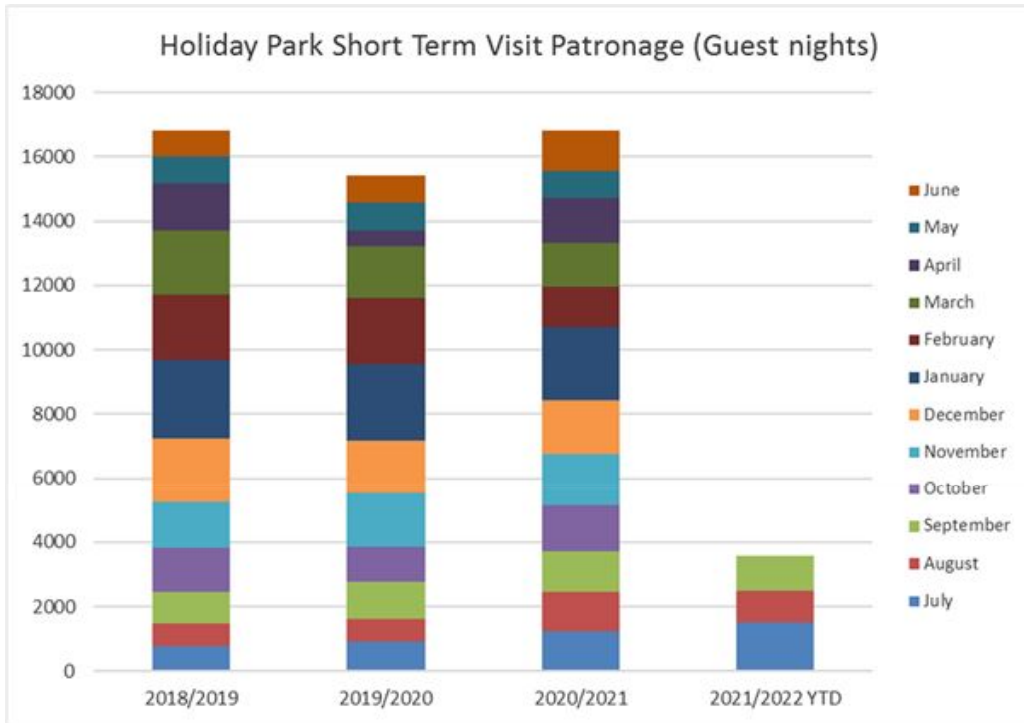
Level of Service	Performance Measure	Target	2021/2022 YTD
Maximum profits from the farm are returned to Council.	Milk production is maximised	>150,000 kg	16,911 kg YTD
The Council is meeting national Environmental standards.	The Council farm's Environmental Plan is reviewed annually	Compliance	Expected to achieve
Leased property is safe and fit for purpose.	Number of complaints from tenants.	<5	0

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

4.3.1 The Farm



4.3.2 The Holiday Park



4.3.3 Whangamomona Campground Register for year ending 31 March 2022

	Power	Non Power	Total Registered users	Community Events
April 2021	84	61	145	
May 2021	12	27	39	
June 2021	21	18	39	
July 2021	13	9	22	
August 2021	13	1	14	
September 2021	4	4	8	
Total YTD	147	120	267	0

Power means that there is access to electricity on-site, with an additional charge

Non Power means that there is no access to electricity on-site

5 Parks and Reserves

The performance of Council's parks and reserves activities are measured using the targets shown in the table below. These are measured annually and will be reported on in July 2022, at the end of the financial year. Council will continue to meet the New Zealand Safety Standards for playgrounds and footbridges.

Updates on key activities programmed for the year is provided below.

- Arboretum Project (in conjunction with the Percy Thomson Trust) – will be programmed in this financial year and aligning with the Windsor park Reserve Management Plan.

Level of Service	Performance Measure	Target	2020/2021 YTD
To provide parks, Sports fields and other open spaces that meet community demand	Number of complaints and requests for service.	<40	51
	Percentage of Stratford residents satisfied with:		
	Parks;	>80%	95.15%
	Sports fields;	>80%	93.66%
	Cemeteries.	>80%	90.38%
Safe playgrounds are provided	All playgrounds meet NZ Safety Standards.	Full Compliance	Not yet measured - Biennial Review
Foot Bridges are safe.	All foot bridges meet NZ Safety standards.	Full Compliance	Not yet measured - Biennial Review

In the 2021 customer satisfaction survey:

- **Parks and Walkways** had 165 responses, showed **Good, Very Good and Excellent** having a total of **95.15%**, **Fair** having **4.24%** and **Poor** having **0.61%**;
- **Sportsgrounds** had 63 responses, showed **Good, Very Good and Excellent** having a total of **93.66%**, **Fair** having **6.35%** and **Poor** having **0%**; and
- **Cemeteries** had 187 responses, showed **Good, Very Good and Excellent** having a total of **90.38%**, **Fair** having **7.49%** and **Poor** having **2.14%**.

Matters Outstanding

Victoria Park Drainage

- Council Contractors - Vid Pro - scheduled the drain inspection for the week of the 19th of August, however, due to the Alert Level 4 lockdown –Vid Pro have scheduled this work in for 12th October at 9am.

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

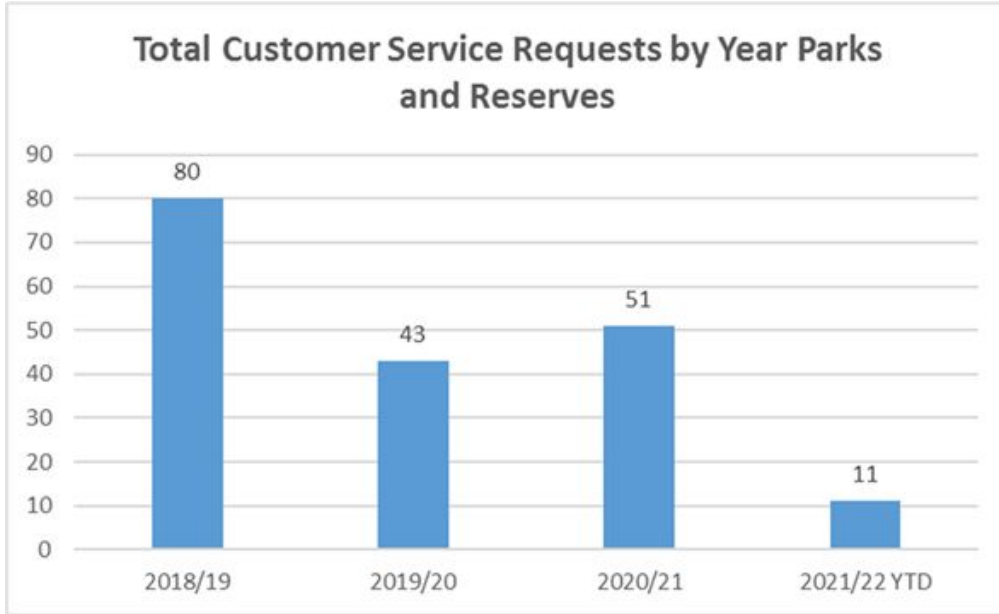


Table 2: Customer Services Request History

PARKS	2018/2019	2019/2020	2020/2021	2021/22
Parks	7	3	10	
Structures	8	9	2	
Sports grounds	0	3	5	
Playgrounds	4	1	1	
Cemeteries	5	5	5	1
Street Trees	41	11	15	5
Walkways	15	11	13	5
Total	80	43	51	11

6 Special Projects

Below is an update on the progress of the key projects that the Council is currently undertaking as at **30 September 2021**:

6.1 The Replacement Aquatic Facility

This project is currently experiencing some material shortages that, along with adverse weather conditions in the early part of last month and the latest COVID lockdown, has slowed progress and pushed the completion date out by 21 days to 13 September.

In terms of the construction contract the contractor has claimed \$2,550 per day the site was locked down under COVID Level 4 restrictions. This claim will add the sum of \$27,285 to the construction cost, bringing that to \$20,018,103.64

The following is the progress to date:

- Foundations to plant, dryside and pool hall have been completed
- External drainage and plumbing work well underway with south and western boundary lines, service yard area and dry side under-slab complete
- Blockwork to dry side complete to first level
- Installation of underfloor heating to dryside commenced and floor slab placement to follow this month
- Pool filters, roofing panels, steel framework and insulation panels delivered to site ready for installation

This brings the certified amount claimed to **\$8,187,858.52** out of **\$20,018,103.64**.

Contractors are currently working on completing the blockwork and making a start on the structural steel erection. **Appendix 3 provides the latest September Project Control Group Report.**



Figure 7: New aquatic centre dryside blockwork being filled and portal steel being lifted to site

6.2 Children's Bike Park

Construction of the half basketball court, cycle track, BBQ area and public toilets is complete and have been opened to the public. Work on the shaping of the pump track has been completed ready for the asphalt. Unfortunately, the Auckland COVID-19 lockdown continues, preventing the specialist asphalting crew from completing the project.



Figure 8: The Children's Bike Park post opening the cycle track and basketball court

6.3 2nd Water Trunk Main

This is the 3-Waters Stimulus funding project currently partly funded by central government. The project is being implemented in 3 stages:

Stage One – This is the pipe network alignment on Hunt Road and Pembroke Road between the Patea River and Brecon Road. Tenders closed on 8th September 2021. Tender evaluation is underway with the preferred tenderer. Issues were raised by all tenderers regarding the supply of valves, bends etc. The preferred tenderer is investigating the timeframe of material supply. Project is expected to commence in November, Iwi blessing is expected to occur prior to the commencement of this project.

Stage Two – After careful funding consideration, the bridge construction over the Patea River is now Stage Two. The alignment survey is complete, structural design is underway. Resource Consent has been granted by the TRC, all relevant Iwi consultation has been completed.

Stage Three – This is the alignment between the Water Treatment Plant and the Patea River, on the other side of Hunt Road. Draft design of alignment is complete and Council staff are currently addressing the following outstanding items:

- Notifiable Trees;
- Earthquake strength of the bridges
- Alignment and connections
- Quote for tree removal at the end of Hunt Road

- Procurement Plan options
- Access for drilling; construction and future operations and maintenance works
- Identification of the easement width and location.

Stakeholder Engagement is ongoing on the project as a whole.

6.4 The Whangamomona walkways

The completion of this project is still delayed due to the inability of the Walking Access Commission to formalise their existence and Council's appointment as controlling authority. Apparently a change in the management of the Kingheim forest is part of the reason for this delay. Communication between the parties has recently been re-established and await finalising. Council Officers have also been in on communication with the Kingheim Forest Manager.

6.5 Midhirst abandoned land

Negotiations continue with the final adjoining occupying owner and a formal agreement is awaited.

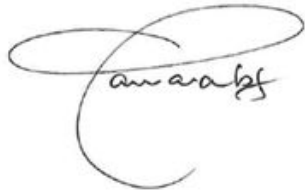
7 Resource Consents

There are a number of resource consent applications that are currently under preparation for submission, or being processed by Regional Council. Stakeholder engagement is underway; a summary is provided below.

RC Number	Location	Description	Stakeholders	Update
1276-3	Midhirst Te Popo Water Take	To take water from the Te Popo Stream, a tributary of the Manganui River for community public water supply purposes	Fish and Game NZ, Te Atiawa, Ngati Ruanui, Ngaruahine, Ngati Maru, Okahu Inuawai Manataiao Hapu, Pukerangioraha Hapu	Application with TRC, awaiting Cultural Impact Assessment to be commissioned by Iwi
10949-1	Hunt Road, Stratford	To Construct a new bridge over the Patea River for the purpose of supporting a water trunk main	Ngati Ruanui	Consent Issued
0409-3	Stratford Public Swimming Pool, Page St, Stratford	To discharge from the Stratford Public Swimming Pool into the Patea River on one occasion per year up to a total of 550 cubic metres of swimming pool water to empty the pool for maintenance	Fish and Game NZ, Ngati Ruanui, Ngaruahine	Iwi consultation ongoing Application to be submitted by 1 December 2021
1337-3	East Road, Toko	To take and use groundwater from a bore in the vicinity of the Toko Stream in the Patea catchment for Toko rural water supply purposes	Ngati Ruanui, Ngaruahine, Ngati Maru	Iwi consultation ongoing Application to be submitted by 1 December 2021
2257-3	Stratford Public Swimming Pool, Page St, Stratford	To take up to 270 cubic metres/day (at a maximum rate of 7 litres/second) of water from the Patea River for heating water purposes at the Stratford Public Swimming Pool	Fish and Game NZ, Ngati Ruanui, Ngaruahine	Iwi consultation ongoing Application to be submitted by 1 December 2021
6549-1	Cardiff Road, Cardiff, Stratford	To repair and maintain an existing weir structure in the Konini Stream a tributary of the Paetahi Stream in the Patea catchment	Ngati Ruanui, Ngaruahine, Fish and Game NZ	Iwi consultation ongoing Application to be submitted by 1 December 2021
6605-1	East Road, Toko	To discharge treated filter backwash water from the Toko Water Treatment Plant into a soak hole adjacent to the Manawawiri Stream	Ngati Ruanui, Ngaruahine, Ngati Maru	Iwi consultation ongoing Application to be submitted by 1 December 2021
6468-1	Cordelia Street, Stratford	To erect, place and maintain a culvert in an unnamed tributary of the Kahouri Stream in the Patea catchment for flood control purposes	Ngati Ruanui, Ngaruahine	Iwi consultation ongoing Application to be submitted by 1 December 2021
10729-1	Monmouth Rd	To replace a steel culvert in an unnamed tributary of the Kahouri Stream.	Ngaruahine	

Attachments:

**Appendix 1 - 2021-2024 Roading Funding Allocation Summary;
Appendix 2 – Latest Update Report on the Replacement Aquatic Facility project**

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

Victoria Araba
Director, Assets

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

[Approved]
Sven Hanne
Chief Executive

Date: 19 October 2021

APPENDIX 1

2021-2024 FUNDING ALLOCATION																
B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
Work Category	Region	Approved Organisation	Final Bid (22 March 2021)			Reviewed Indicative Allocation (Gross)			SFC Cost Codes	Requested Revised Funding Allocation			Comments			
			Bid 2021/22	Bid 2022/23	Bid 2023/24	Allocation 2021/22	Allocation 2022/23	Allocation 2023/24		Allocation 2021/22	Allocation 2022/23	Allocation 2023/24				
Sealed Pavement Maintenance	Taranaki	Stratford District Council	\$ 380,000	\$ 380,000	\$ 380,000	\$ 380,000	\$ 380,000	\$ 380,000	79.5	\$ 360,000	\$ 360,000	\$ 360,000	Reduced to cover some of the P&G items in the maintenance contract.			
Unsealed Pavement Maintenance	Taranaki	Stratford District Council	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	78.5	\$ 340,000	\$ 340,000	\$ 340,000	Diff to above			
Routine Drainage Maintenance	Taranaki	Stratford District Council	\$ 370,000	\$ 370,000	\$ 370,000	\$ 370,000	\$ 370,000	\$ 370,000	84.5	\$ 250,000	\$ 250,000	\$ 250,000	Diff to above			
Structures Maintenance	Taranaki	Stratford District Council	\$ 210,000	\$ 210,000	\$ 210,000	\$ 210,000	\$ 210,000	\$ 210,000	85.5	\$ 200,000	\$ 200,000	\$ 200,000	Diff to above			
Environmental Maintenance	Taranaki	Stratford District Council	\$ 185,000	\$ 185,000	\$ 185,000	\$ 185,000	\$ 185,000	\$ 185,000	86.5	\$ 170,000	\$ 170,000	\$ 170,000	Diff to above			
Traffic Services Maintenance	Taranaki	Stratford District Council	\$ 210,000	\$ 210,000	\$ 210,000	\$ 210,000	\$ 210,000	\$ 210,000	80.5	\$ 210,000	\$ 210,000	\$ 210,000				
Network Operations	Taranaki	Stratford District Council														
Cycle Path Maintenance	Taranaki	Stratford District Council														
Footpath Maintenance	Taranaki	Stratford District Council	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	102.5	\$ 60,000	\$ 60,000	\$ 60,000	Footpath maintenance			
Rail Level Crossing Warning Devices	Taranaki	Stratford District Council	\$ 28,400	\$ 28,400	\$ 28,400	\$ 28,400	\$ 28,400	\$ 28,400	83.5	\$ 16,400	\$ 16,400	\$ 16,400	KiwiRail - Level Crossing maintenance			
Minor Events	Taranaki	Stratford District Council	\$ 354,000	\$ 354,000	\$ 354,000	\$ 296,666	\$ 296,666	\$ 296,666	81.5	\$ 270,000	\$ 270,000	\$ 270,000	Reduced to cover the P&G items in the maintenance contract.			
Network and Asset Management	Taranaki	Stratford District Council	\$ 474,500	\$ 474,500	\$ 474,500	\$ 474,500	\$ 474,500	\$ 474,500	87.5	\$ 575,000	\$ 575,000	\$ 575,000	P&G items in contract. Business Unit costs, Bridge Inspection contract costs, RAMM fees, Valuation, Traffic counts (50Ns.), condition surveys.			
Unsealed Road Metalling	Taranaki	Stratford District Council	\$ 840,000	\$ 840,000	\$ 840,000	\$ 840,000	\$ 840,000	\$ 840,000	125.5	\$ 680,000	\$ 680,000	\$ 680,000	\$160,000 to resals budget.			
Sealed Road Resurfacing	Taranaki	Stratford District Council	\$ 1,100,000	\$ 1,100,000	\$ 1,100,000	\$ 893,034	\$ 893,034	\$ 893,034	126.5	\$ 1,047,700	\$ 1,047,700	\$ 1,047,700	Increased resale budget to achieve 30km per yr. \$100,000 put towards the Monmouth Rd culvert replacement in 2021/22			
Drainage Renewals	Taranaki	Stratford District Council	\$ 700,000	\$ 700,000	\$ 700,000	\$ 700,000	\$ 700,000	\$ 700,000	127.5	\$ 600,000	\$ 650,000	\$ 650,000	Rehabs on Mangaotuku Rd, Monmouth Rd			
Sealed Road Pavement Rehabilitation	Taranaki	Stratford District Council	\$ 750,000	\$ 750,000	\$ 750,000	\$ 750,000	\$ 750,000	\$ 750,000	128.5	\$ 750,000	\$ 750,000	\$ 750,000	Mangaehu Rd Bridge (0065/0570) deck to be replaced in 2022/23			
Structures Component Replacement	Taranaki	Stratford District Council	\$ 415,000	\$ 195,000	\$ 165,000	\$ 415,000	\$ 195,000	\$ 165,000		\$ 30,000	\$ 314,498	\$ 165,000	Monmouth Rd Culvert Replacement in 2021/22; lining of Pembroke Rd culvert deferred to 2022/23			
Bridge and Structures Renewals	Taranaki	Stratford District Council	\$ 420,000	\$ 452,000	\$ 410,000	\$ 420,000	\$ 452,000	\$ 410,000	147.5	\$ 730,000	\$ 627,000	\$ 410,000				
Environmental Renewals	Taranaki	Stratford District Council														
Traffic Services Renewals	Taranaki	Stratford District Council	\$ 113,000	\$ 113,000	\$ 113,000	\$ 75,274	\$ 75,274	\$ 75,274	130.5	\$ 75,274	\$ 75,274	\$ 75,274				
Cycle Path Renewals	Taranaki	Stratford District Council														
Footpath Renewals	Taranaki	Stratford District Council	\$ 170,000	\$ 170,000	\$ 170,000	\$ 170,000	\$ 170,000	\$ 170,000	144.5	\$ 170,000	\$ 170,000	\$ 170,000				
SPR - Sealed Pavement Maintenance	Taranaki	Stratford District Council - SPR	\$ 19,000	\$ 19,000	\$ 19,000	\$ 19,000	\$ 19,000	\$ 19,000	93.5	\$ 20,000	\$ 20,000	\$ 20,000	Reduced to fund sight rail replacements			
SPR - Unsealed Pavement Maintenance	Taranaki	Stratford District Council - SPR	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	92.5	\$ 6,000	\$ 6,000	\$ 6,000				
SPR - Routine Drainage Maintenance	Taranaki	Stratford District Council - SPR	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	96.5	\$ 6,000	\$ 6,000	\$ 6,000				
SPR - Structures Maintenance	Taranaki	Stratford District Council - SPR														
SPR - Environmental Maintenance	Taranaki	Stratford District Council - SPR	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	97.5	\$ 50,000	\$ 50,000	\$ 50,000				
SPR - Traffic Services Maintenance	Taranaki	Stratford District Council - SPR	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	94.5	\$ 4,000	\$ 4,000	\$ 4,000				
SPR - Network Operations	Taranaki	Stratford District Council - SPR														
SPR - Cycle Path Maintenance	Taranaki	Stratford District Council - SPR														
SPR - Footpath Maintenance	Taranaki	Stratford District Council - SPR	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	509.5	\$ 2,000	\$ 2,000	\$ 2,000	Footpath maintenance at Plateau car park			
SPR - Rail Level Crossing Warning Devices	Taranaki	Stratford District Council - SPR														
SPR - Minor Events	Taranaki	Stratford District Council - SPR	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	282.5	\$ 30,000	\$ 30,000	\$ 30,000				
SPR - Network and Asset Management	Taranaki	Stratford District Council - SPR	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	98.5	\$ 8,000	\$ 8,000	\$ 8,000				
SPR - Unsealed Road Metalling	Taranaki	Stratford District Council - SPR	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	510.5	\$ 10,000	\$ 10,000	\$ 10,000				
SPR - Sealed Road Resurfacing	Taranaki	Stratford District Council - SPR	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	139.5	\$ 180,000	\$ -	\$ -	Complete the resal of Pembroke Rd in 2021/22			
SPR - Drainage Renewals	Taranaki	Stratford District Council - SPR	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	140.5	\$ 10,000	\$ 10,000	\$ 10,000	Culvert renewals			
SPR - Structures Components Replacements	Taranaki	Stratford District Council - SPR														
SPR - Environmental Renewals	Taranaki	Stratford District Council - SPR														
SPR - Bridges and Structures Renewals	Taranaki	Stratford District Council - SPR														
SPR - Environmental Renewals	Taranaki	Stratford District Council - SPR														
SPR - Traffic Services Renewals	Taranaki	Stratford District Council - SPR	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	142.5	\$ 35,000	\$ 35,000	\$ 23,000	Traffic sign renewals including sight rails			
SPR - Cycle Path Renewals	Taranaki	Stratford District Council - SPR														
SPR - Footpath Renewals	Taranaki	Stratford District Council - SPR														
Totals			\$ 7,266,900	\$ 7,078,900	\$ 7,006,900	\$ 6,952,874	\$ 6,764,874	\$ 6,692,874		\$ 6,895,374	\$ 6,946,872	\$ 6,568,376				
Requested 3 yr Total			\$ 21,352,700			\$ 20,410,622				\$ 20,410,622						



STRATFORD DISTRICT COUNCIL

STRATFORD AQUATIC CENTRE

Friday, 1 October 2021

WEEKLY PROJECT REPORT 29

WEEKLY PROJECT UPDATE

WEEKLY SITE UPDATE INFORMATION

Site Overview

Progress this week

Well, yet another damp week for the team but great progress onsite. Earlier in the week two of the pool filter boxes were delivered to site ready for landing in their final position later in the month. The concrete team have completed reinforcing and insulation to half of the dryside floors. Consultant review yesterday again passed with flying colours, next week we have the underfloor heating team in to install before concrete early the following week (weather permitting).

Block layers have been working over in the plant room space, grouting the weeks work today and advancing some of the lower pool hall braced walls.

Structural steel is now onsite with delivery of four rafters and eight columns out of paint and ready for starting erection next week. Looking forward to a change on the skyline.

Progress this Week

- Floor slab reinforcing, DPM and insulation dry side completed.
- Block work to plant room second lift complete & grouted.
- Civils inground services south elevation complete incl boundary connection.
- Delivery of pool filters.
- Second delivery portal steel.
- Floor wastes and channel drains dryside complete

Next week

- Plant room blockwork third lift
- Underfloor heating installation
- Backfill to south civils
- Structural steel erection commencing
- Civils backfill to lower pool hall foundations line 3

Programme

- Project programme meeting held with contractors Tuesday, 28 September

Task Name	Duration	Start	Finish	% Complete
Stratford Aquatic Centre Programme	437 days	Thu 15/10/20	Mon 15/08/22	30%
Registration of Interest	16 days	Thu 15/10/20	Fri 6/11/20	100%
Contract Period	419 days	Wed 11/11/20	Mon 15/08/22	30%
Design Phase	159 days	Wed 11/11/20	Wed 21/07/21	99%
Procurement/Long lead	185 days	Thu 17/12/20	Thu 30/09/21	46%
Pre-Construction	15 days	Fri 19/02/21	Thu 11/03/21	100%

WEEKLY PROJECT UPDATE

Construction	327 days	Fri 12/03/21	Thu 14/07/22	15%
Final Building Compliance	22 days	Fri 15/07/22	Mon 15/08/22	0%

Design Update

Consent Design

- Stage 03 consent RFIs round 4 submitted to SDC.

Construction Design

- For Construction drawings loaded to drawings tool Procore.

Health & Safety

Indicators	Meetings		Inductions	Audits / Client Visits		
	Daily Co-ordination	Health & Safety	Total	Contractor	Apollo	Client
This Week	5	1	9	5	1	0
Project Total	88	57	109	46	20	1

Indicators	Incident Data					
	Contractor Hours	WorkSafe Visits	Near Miss	FAI	MTI	LTI
This Week	557	0	0	0	0	0
Project Total	7109	0	2	0	1	0

H&S positives

- Site cleanliness good
- PTW & JSAs complete for all trades
- Teams working in well
- Good "banter" onsite

Incidents this week

- Western gate left open while onsite. Contractor reminded to keep closed.

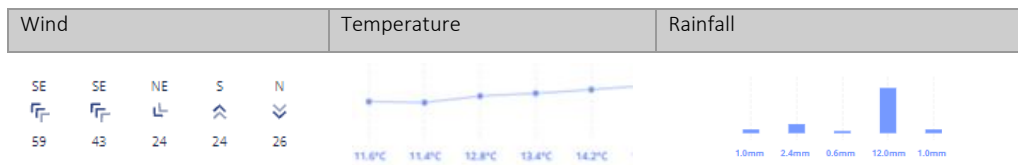
Sub-Contractors on Site

Subcontractor	Mon	Tue	Wed	Thur	Fri	Sat
Graham Harris Civil						
Brent Stewart Construction	8	8	8	6	7	
BTW Geotechnical						
Meco Engineering					7	
Wavelength						
Juffermans Surveyors						

WEEKLY PROJECT UPDATE

F&R Insulation						
Taranaki Reinforcing						
Russell Masonry			1			
Nagle Consultants				1		
Laser Plumbing	2	3	4	3	3	
HEL Rimu	2	2	1	2	2	
Cameron Scaffold				5	5	
ELOC Masonry			2	2	3	
Total Persons Onsite Per Day	12	13	16	19	27	

Weather



Comments on weather

- 2 ½ days fine 😊

WEEKLY PROJECT UPDATE

Photos of Progress



MONTHLY REPORT

Community Services Department



F19/13/04 – D21/35049

To: Policy & Services Committee
 From: Director – Community Services
 Date: 26 October 2021
 Subject: Community Services Monthly Report – September 2021

Recommendation

THAT the report be received.

/
 Moved/Seconded

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

1. Highlights

- Romeo Awards
- Intro to Governance Workshop

2. Community and Economic Development

Performance Measures (*Performance Measures in bold*)

	Target	2021/22 YTD
Deliver or facilitate community events	2	<ul style="list-style-type: none"> • SPAG July Forum • Chunuk Bair Commemorations
Percentage of residents feeling a sense of community	80%	
Number of client interactions with Venture Taranaki's Business Advisory Services	100%	
Mentor matches made as requested	100%	
Review the Economic Development Strategy	Achieved	In Progress

- 2.1 **Council Organisations and Council Representatives on Other Organisations**
 Councillors may take the opportunity to report back from Strategic and Community organisations on which they are a representative for Council.

2.2 Youth Council

Youth Council will have two speakers attend the ordinary meeting on Tuesday 7 September; Kirsty Jamieson and Colleen Tipler. Kirsty is a Senior Advisor for the Regional Skills Leadership Groups for the Ministry of Business, Innovation & Employment and Colleen is the Registrar of Electors for the Electoral Commission. Both speakers will have 15 minutes to engage with the Youth Council before their ordinary meeting.

The On the Bus event the Youth Council were planning to host during the school holidays, after having to postpone earlier in the year due to COVID, has been cancelled until further notice.

Upcoming meetings and events:

- Ordinary Meeting – 7 September
- Ordinary Meeting – 2 November

2.3 Civic and Community Events

Completed:

- Romeo Awards evening: 25 September – *formal event has been cancelled, however, a digital campaign has been created to celebrate the nominees and winners.*

Coming Up:

- Stratford Scarecrow Trail: 29 October – 14 November
- School Holiday Programme - October

Cancelled or postponed due to COVID-19:

- SDYC On the Bus: 3 September – *Cancelled*
- Bike Park Opening – *formal opening has been postponed until alert level 1 and upon completion of the full facility. A small blessing facilitated by iwi was held on Friday 1 October to allow it to be opened for use during the school holidays.*

VERO International Festival of Historic Motoring

Community Development are working alongside the club secretary to bring a new event to Stratford on 20 January 2022. The event will see over 500 vintage vehicles travel from New Plymouth through to Stratford on the day. A large portion of the vehicles will be displayed in the War Memorial Carpark and along Portia Street whilst the rest will travel out to Whangamomona for the day before leaving the district.

Shakespeare Festival

The Stratford Shakespeare Festival Trust are proposing to deliver a Shakespeare Festival in 2022. The festival is proposed to take place between 8 – 23 April and will feature a range of opportunities for the community to engage with. This is a community lead project which Community Development are providing support with.

2.4 Community Projects and Activity

2.4.1 Mayors' Taskforce for Jobs (MTFJ)

Registrations

	September	YTD
Young People Registered	3	3
Businesses Registered	1	1

Employment

	September	YTD
Young people placed into employment	5	5
Young people who are employed but require assistance with upskilling		

Young people registered onto programme and straight in study		
Young people received support and found work themselves		
Total	5	5

- Five participants have been provided with aquatics training and development that has led to an opportunity to gain employment with the TSB Pool Complex
 - Three referrals have been received from Tūtaki and are currently being supported to find employment.
- Recruitment for a Workforce Coordinator is still underway. Discussions held with Tūtaki to determine opportunities for collaboration when delivering pastoral care support.

2.4.2 Community Relationships Framework

The first of the Wheelhouse training and development workshops was delivered on 28 September with 12 participants attending Intro to Governance.

Coming up:

- Introduction to Planning workshop – 7 October
- Introduction to Finance workshop – early November

Stratford Business Association

A partnership agreement has been drafted and council is currently waiting on the SBA committee to provide input before presenting the document to elected members for discussion.

Stratford Positive Ageing Group

At the committee meeting in October a follow up discussion with the group has been scheduled to review the identified priorities and to track the progress being made.

Taranaki Pioneer Village

Ongoing support has been provided to the trust. An AGM has been scheduled for 16 October where the committee will discuss and potentially confirm the proposed change of switching between an incorporated society to a charitable trust. If this change is made it will allow the trust to develop a new strategy to recruit board members.

Funding

2.5.1 Creative Communities

The assessment committee met on 29 September to consider 12 applications totalling \$31,903.00 and to distribute funding of \$10,103.00. The following decisions were made:

Applicant	Project	Amount applied for	Amount received
Koru Kindergarten	Karakia and waiata	\$2,580.00	\$500.00
Stratford District Theatre Trust	Oral history in film	\$2,580.00	Nil
Jo Stallard	Life drawing classes	\$3,200.00	\$1,500.00
Whakaahurangi Māori Womens Welfare League	Raranga/weaving	\$2,800.00	\$1,800.00
Stratford Community Childcare Centre	Natural art and waiata	\$4,460.00	\$500.00
Stratford High School	'Moana' production	\$3,043.00	\$2,750.00

Every Body is a Treasure Trust	Stratford Visual Project Jam	\$3,000.00	Nil
Stratford Floral Art Group	Tutoring, venue hire and supplies	\$630.00	\$300.00
Stratford and District Scottish Society	Youth workshops	\$750.00	\$750.00
Stratford Shakespeare Trust	Shakespeare Festival (April 2022)	\$5,659.00	\$2,000.00
Charlotte North	Mindfulness Mural	\$1,215.00	Nil
Zeal Education Trust	Stratford Youth Festival	\$1,986.00	Nil

2.5.2 Sport New Zealand Rural Travel Fund

The next application round for the rural travel fund opens on 4 October, with the assessment committee meeting on 16 November.

2.6 **Positive Ageing**

Positive Ageing Group Celebrated International Day of the Older Persons on 1 October. Originally, the event was going to be a classic movie and lunch. However, with the recent COVID-19 outbreak and still being in Level 2, it was restructured to a “take home movie pack”. There were 24 packs available and there was a 100% uptake. The packs included a DVD, popcorn, chocolate, lollies and a box of hot chocolate sachets.

Upcoming meetings and events:

- Ordinary Meeting – 13 October
- November Forum – 18 November

2.7 **Stratford Business Association**

Memberships	
August total	147
New	
September total	147

Business after Five events: *postponed until a return to Alert Level one.*

Coming up:

- 11 October – Annual General Meeting

Romeo Awards:

Judging was completed in September as well as filming for the videos of the winners. These will be shared through social media over the first two weeks in October.

The sub-committee is planning a small winner’s celebration for winners and sponsors to be held on Saturday 9 October.

Online retailing and marketing workshops:

The final presentation - *Designing your marketing for online success* has been re-booked for Wednesday 20 October.

3. Communications

3.1 **News Media**

Five Central Link updates were produced in September. These are printed in the Stratford Press and shared online at stratford.govt.nz and on Council’s Facebook page weekly.

Central Link focus for September:







- Council services in Level 3 and 2
- Creative Communities
- Current consultations - Representation Review and Opunake Road Speed Limit
- Te Wiki o Te Reo Maori
- Scarecrow Trail registrations open
- Three waters reform
- Lifeguard training
- Bike Park opening for school holidays
- School Holiday Programme
- Public notices (Meeting Schedule, Footbridge closure, Temporary Road Closures)

News/Media Releases posted to stratford.govt.nz for the month of September:

- Council express views on Three Waters Reform
- School holidays set to be a wheelie good time!
- Calling all Stratford Scarecrows!
- COVID-19 Update: Council services continue at Level 2
- COVID-19 Update: Council services at Alert Level 2
- Stratford Creative Communities Funding Round Extended

3.2 **Digital channels**

September snapshot:

Website	Social Media
 4,236 ↑34 Users	 3,370 ↑119 Facebook followers /stratforddistrictcouncil
 18,691 465 ↓ 226 Page views	 19,700 ↓9.5% People reached The number of people who saw any of our posts at least once this month.
 6,358 ↑ 226 Total sessions (visits) A session is the period of time a user is actively engaged with our website.	 772 ↑22 Instagram followers /stratford_nz

Top 10 Council pages visited in September 2021

1. /home
2. /our-district/tsb-pool-complex
3. /our-council/council-documents/district-plan
4. /our-district/cemeteries/cemetery-records-search
5. /our-council/contact-us
6. /our-services/rubbish-and-recycling/transfer-station
7. /our-services/covid-19-updates
8. /our-services/rubbish-and-recycling
9. /our-district/tsb-pool-complex/unite-against-covid-19
10. /our-council/fees-and-charges

3.3 **Official Information Requests**

For the 2021 calendar year, Council has received 49 Local Government Official Information and Meetings Act (LGOIMA) requests.

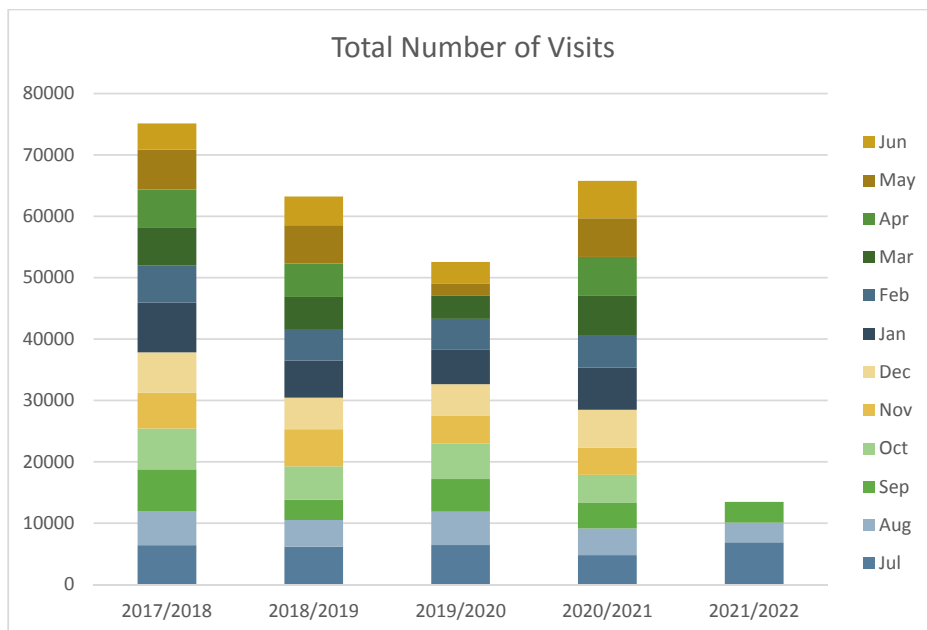
The below table includes the LGOIMA's received for the month of September 2021:

Date Received	Query	Due Date	Date Responded	Days to Respond
5/09/2021	RMA - Monitoring the Exercise of Resource Consents	1/10/2021	6/09/2021	1
20/09/2021	Projects under Council OPEX and CAPEX	18/10/2021	21/09/2021	1
13/09/2021	Drinking water quality data	11/10/2021	7/10/2021	18
28/09/2021	Historic Annual Reports / Solid Waste Assessment	27/10/2021	30/09/2021	2




4. **Visitor Information and Library Services**

Performance Measures (*Performance Measures in bold*)



	Target	2021/22 YTD
Number of users of AA Agency Service is measured	>10,000	1,822
Percentage customers are satisfied with the Information Centre	>80%	
Number of items (including digital) issued annually	>40,000	11,954
% of library users satisfied with library services	>80%	
Number of people participating in library events and programmes	>1,200	233



Visitors/Users per service

Service	September	Year to date (2021/22)
 Information Services (brochures/maps/ event tickets etc)	55 ↓47	333
 Vehicle/Driver licensing	642 ↑258	1,822
 Programme and Events	57 ↓56	341

Library services - Items Issued

Service	September	Year to date (2021/22)
 In person	3,771 ↑1,112	11,251
 Online	621 ↑2	1,783

Programme/Event Users

Age group	September	Year to date (2021/22)
65+ Seniors	8 ↓9	52
18+ Adults	18 ↓37	156
13-17 Secondary School	0	2
5-12 Primary School	30 ↑2	110
<5 Pre-School	1 ↓15	31

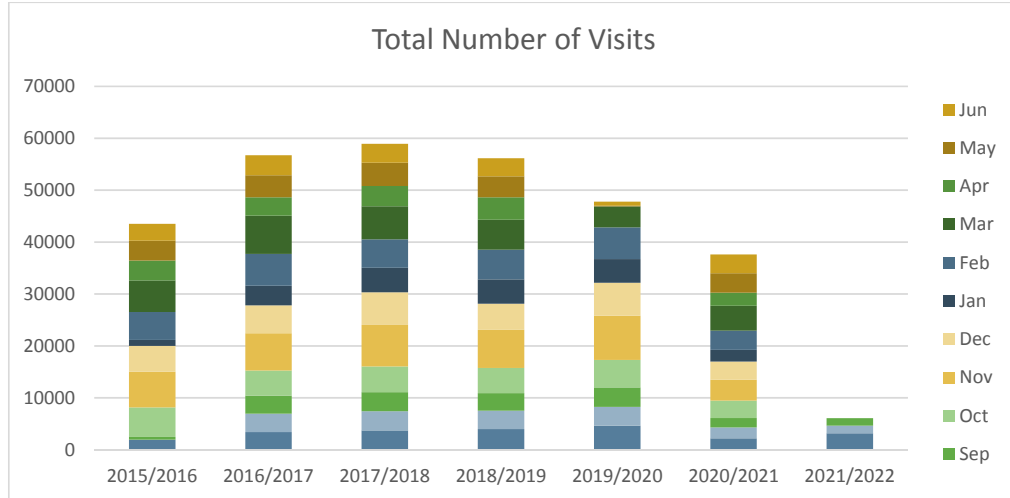
- Community engagement activity this month included an extension of the housebound service and the creation of activity packs instead of face to face Tot Time.
- The Community Engagement Librarian Kate Fairhurst and the Community Engagement Officer Jane Roguski were both nominated by members of the public for the Stratford Business Association's Romeo Awards in the Customer Service Champion category.
- The Kowhai Room has been well used by members of the public looking for a place to meet. Users include Workbridge, Hawera Budget Advisory Service and tutoring teachers.
- The Senior Library and Visitor Information Officer attended an iSITE Taranaki cluster meeting. Venture Taranaki reported they are planning trialling a pop up Taranaki food and produce shop for 6 weeks from early November. This will utilise an empty premises on the main street/SH3 in Eltham. This is an initiative of the Designing Visitor Futures Strategy workshops run earlier in the year. The staff from South Taranaki iSITE will be operating the store. The advertising campaign for the Coastal Arts Trail will be starting up in the next few weeks. The art trail is a joint venture, and extends from the Manawatu through Whanganui to Taranaki and it is hoped to encourage visitors to the region following the trail.
- As expected in Level 2 the door count is lower. While there are lower visitor numbers, officers are also using an alternative side entry to allow for social distancing and to ensure no bottle necks occur the entry lobby where the door counter is situated. Officers are also able to serve a lot of customer enquiries at point of entry, such as directions, requests for forms or maps, and collection of holds and therefore they are not counted on the door count as they exit.

5. Pool Complex

Level of Service Category	Performance Measure	Target	2020/21 YTD
The pool complex will be a safe place to swim	Number of reported accidents, possible accidents and similar incidents per annum (pa).	<80	5
	Compliance with NZS5826:2010 NZ Pool Water Quality Standards	100%	100%
	PoolSafe accreditation is met	100%	100%
The pool facilities meet demand	Percentage of pool users are satisfied with the pool	>80%	
	Number of pool admissions per annum	>55,000	6,074

5.1 Highlights for September

- 1,454 patrons came through the pool facility in September. No incidents were reported during the month of September.
- Level 2 restrictions mean there is no leisure and recreational swimming. The pool is only open for structured swimming such lane swimming, group fitness classes and lessons. This has meant a few of the bigger bookings such as championships, stroke clinics and swim camps have been cancelled.
- Staff are planning for Term 4 school swimming lessons, and programmes such as Wai Play.
- Staff are promoting lifeguard courses and swim instructor trainings to create career opportunities for the district and get people into the aquatics industry.
- The quieter period has been utilised to upskill and train new staff.



Kate Whareaitu
Director - Community Services

Sven Hanne
Chief Executive

Date: 19 October 2021

MONTHLY REPORT

Environmental Services Department



F19/13/04 – D21/33327

To: Policy & Services Committee
From: Director – Environmental Services
Date: 26 October 2021
Subject: Environmental Services Monthly Report – September 2021

Recommendation

THAT the report be received.

/
Moved/Seconded

This report presents a summary of the monthly progress and highlights for the main areas of activity within the Environmental Services department. The Long Term Plan 2021-2031 sets the performance measures and this report presents progress to date against the target for each performance measure.

1. Overview

Twenty six applications for building consent were received in September. These included:

- Four new dwellings, six log fires, five accessory buildings, one relocated dwelling (plumbing and drainage only), and one application for alterations/additions and three for plumbing work.
- Six commercial applications, two new buildings and four alterations/additions.
- Plus, ten amendments (not included in monthly figure) and one Certificate of Acceptance (residential building), five exemptions, two withdrawn consents and three refusals to grant consents.

September has seen a return to receiving similar levels of applications to before the level four lock down. At this stage it looks like the level of development activity taking place in the community hasn't been significantly affected beyond the period spent in lock down. Officers are continuing to receive inquiries about future developments and applications for LIMs which indicate a high level of confidence.

2. Strategic/Long Term Plan Projects

Work on the joint New Plymouth District Council and Stratford District Council Local Alcohol Policy is continuing. At this stage that project is in an information gathering phase which involves making contact with various stakeholders to gather their views on alcohol licensing matters.

The renaming of Page Street Extension to Ford Street is now complete. The last remaining road naming and numbering project relates to Pembroke Road which will be addressed in a subsequent agenda.

3. Dashboard – All Business Units

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

Activity	Result August
Building Consent Authority	
Building Consent Applications	26
Building Consents Issued	40
Inspections completed	160
Code Compliance Certificate Applications	17
Code Compliance Certificates Issued	15
Code Compliance Certificates Refused	2
Number of Building Consents Received in Hard Copy	0
Number of Buildings Consents Received Digitally	26
Building Act Complaints received and responded to	0
Planning	
Land Use Consents Received	3
Land Use Consents Granted	1
Subdivision Consents Received	9
Subdivision Consents Granted	4
223/224 Applications Received	6
223/224 Applications Granted	2
Resource Consent Applications Received in Hard Copy	0
Resource Consent Applications Received in Digital Form	12
Resource Consent Placed on Hold or Returned	11
LIM's Received	7
LIM's Granted	6
Environmental Health	
Registered Premises Inspected for Compliance under the Food or Health Act	2
Health or Food Act Complaints Received and responded to	0
Licensed Premises Inspected for Compliance under the Sale & Supply of Alcohol Act.	0
Certificates and Licence Applications received under the Sale and Supply of Alcohol Act	7
Bylaw Complaints Received and responded to	21
Dog Complaints Received and responded to	29

4. Key Performance Indicators – All Business Units

4.1 Building Services

Level of Service	Performance Measures	Targets	Status
To process applications within statutory timeframes.	Percentage of building consent applications processed within 20 days.	100%	100% The average processing time for September was 5.3 days.
	Percentage of inspection requests completed within 24 hours of request.	100%	97% 4 building inspections out of 128 were not undertaken within 24 hours of request. These inspections were all booked more than 24 hours before the consent holder's preferred time.
	Percentage of code compliance certificate applications determined within 20 working days	100%	100%
To process LIMs within statutory timeframes	% of LIMs processed within statutory timeframes	100%	100%
To retain registration as a Building Consent Authority.	Current registration	Confirmed	Current
Service meets customer expectations.	Percentage of customers using building consent processes are satisfied with the service provided	>80%	The customer service survey will be undertaken later in the year.

4.2 **Planning and Bylaws**

Level of Service	Performance Measure	Target	Status
To promote the sustainable management and use of land and public spaces.	To undertake a comprehensive review of the district plan, with notification within statutory timeframes.	N/A in Year 1	Not required at this time.
	To undertake a systematic review of bylaws and related policies as they reach their statutory review dates.	100% review within timeframes	Polices and bylaws for review have been identified and are currently in progress, beginning with bylaws.
To process resource consents within statutory timeframes.	% of non-notified applications processed within 20 working days.	100%	100%
	% of notified applications processed within legislated timeframes for notification, hearings and decisions.	100%	100%
	% of S223 and S224 applications processed within 10 working days.	100%	100%
Service meets customer expectations.	Percentage of customers using resource consent processes are satisfied with the service provided	>80%	The customer service survey will be undertaken later in the year.

4.3 **Community Health and Safety**

Level of Service	Performance Measure	Target	Status
To fulfil obligations to improve, promote and protect public health	Percentage of registered premises registered under the Food Act, Health Act, Beauty and Tattoo Bylaw, to be inspected for compliance.	100%	99%
	Health nuisance and premise complaints are responded to within 1 working day.	100%	100%
To fulfil obligations as a District Licensing Committee	Percentage of licensed premises inspected.	100%	100%
	Percentage of applications processed within 25 working days (excluding hearings).	100%	100%
To monitor and enforce bylaws	Percentage of complaints responded to within 2 hours.	100%	99.35%
To ensure dogs are controlled	Percentage of known dogs registered	95%	91.0%
	Percentage of dog attack/wandering dog complaints responded to within an hour	100%	98.77%

5. Detailed Reporting Building Services

5.1 Building Control Authority (“BCA”)

5.1.1 Compliance/Notices to Fix issued as a BCA
No Notices to Fix were issued by the BCA in September.

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

No building consents have lapsed and no warning letters were issued in September.

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

Incident	Occurrence this month
A significant change in the legal, commercial, or organisational status of the building consent authority or the wider organisation in which it operates:	Nil
The departure of the building consent authority’s authorised representative or responsible manager:	Nil
In any one quarter of a calendar year, a reduction of 25% or more of employees doing technical jobs who are not replaced with employees who have equivalent qualifications and competence:	Nil
A transfer under section 233 or 244 of the Act of (i) 1 or more functions of the building consent authority to another building consent authority: (ii) 1 or more functions of another building consent authority to the building consent authority:	Nil
An arrangement being made under section 213 of the Act for— (i) another building consent authority to perform a significant amount of the functions of the building consent authority: (ii) the building consent authority to perform a significant amount of the functions of another building consent authority:	Nil
A material amendment to the building consent authority’s policies, procedures, or systems required by these regulations.	Nil

5.1.4 Training needs analysis
During September general ongoing training from the Building Control Manager was provided to the Building Control Officers (BCOs) involved with building processes. This was across a range of Building Act and Building Code subjects and were subjects raised during their daily activities. Training also given to BCO’s and admin staff in relation to CCC processes due to improvement’s/upgrades to our GoGet system that were implemented during September. Solid fuel fire training through a New Zealand Home Heating Association course in New Plymouth was scheduled to take place on 13 October but cancelled due to COVID-19. One of the Building Control Officers is scheduled for an E2 – External Moisture course during October. In-house continuous improvements in relation to BCOs undertaking inspections, making inspection decisions and recording these correctly in GoGet are still being monitored on a weekly basis, and provide an ongoing platform for in-house training.

5.1.5 Internal audit/external audit timetable
International Accreditation New Zealand (IANZ) will return for a full audit. This was scheduled for November but has now been changed to the first week of December. Internal audits have been continually undertaken in accordance with the audit timetable, and monthly reports supplied to IANZ.

5.2 Territorial Authority

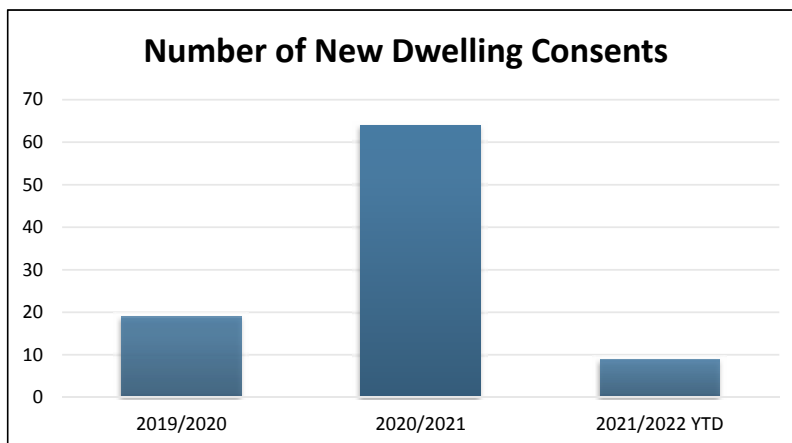
- 5.2.1 Compliance Schedules/Building Warrants of Fitness
No Compliance Schedules were issued in September 2021. No notifications were issued for Warrant of Fitness renewal.
- 5.2.2 Earthquake Prone Buildings
Currently Council officers are in the stock-take phase of identifying buildings. The report to the MBIE on our progress has been completed. A temporary restructure of staff/contractor duties is helping to assist with priority workloads. GIS mapping integration is to be co-ordinated in the development stage.
- 5.2.3 Swimming Pools
One inspection was completed in September 2021.
- 5.2.4 Non Standard Site Register Maintenance
No new sites were added to the non-standard site register in September 2021.
- 5.2.5 Notices to Fix/Other Compliance as a Territorial Authority
No Notices to Fix were issued by the Territorial Authority in September 2021.

5.3 Trends Analysis

5.3.1 Consents applied for by type:

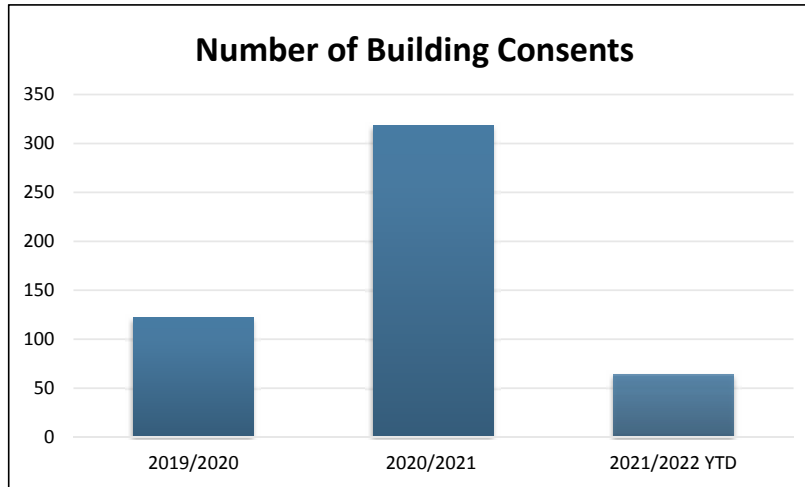
Type	This Month	Sept 2020	2021/2022 Year to Date	2020/2021 Whole Year
New Dwellings	4	2	9	64
Relocated dwellings	1	1	1	19
Relocated buildings other than dwellings			0	1
Fires	6	7	15	86
Pole sheds/accessory buildings	5	5	15	48
Additions and alterations – residential	1	11	6	40
New Commercial buildings	2		4	7
Additions and alterations – commercial	4	2	6	19
Other/miscellaneous	3	5	8	29
Certificate of Acceptance (not in total)	1		1	5
Total/s	27	33	65	318

New House indicator by year



Year	New Dwellings
2019/2020	19
2020/2021	64
2021/2022 YTD	9

Consent numbers by year



Year	Building Consents
2019/2020	122
2020/2021	318
2021/2022 YTD	64

Blair Sutherland
Director, Environmental Services

[Approved]
 Sven Hanne
Chief Executive

Date: 19 October 2021

MONTHLY REPORT

Corporate Services Department



F19/13/04 – D21/37934

To: Policy & Services Committee
From: Director – Corporate Services
Date: 26 October 2021
Subject: Corporate Services Monthly Report

Recommendations

1. THAT the report be received.
2. THAT the Committee acknowledges that the Investment with Counterparty limit breach has been authorised by the Chair of the Audit and Risk Committee, and the Mayor, in accordance with the Treasury Management Policy.

Moved/Seconded

1. Financial Management

Reports attached, as at 30 September 2021, are:

- 1) Statement of Comprehensive Revenue and Expenses
- 2) Balance Sheet
- 3) Expenditure and Revenue by Activity
- 4) Capital Expenditure Report
- 5) Treasury Report
- 6) Cashflow Forecast
- 7) Debtors Report

1.1 Summary of Financial Results and Progress

Operational Results – September 2021 YTD (Q1)

Operating revenue and expenditure is tracking close to budget for the year to date.

Revenue

Total Operating Revenue for the year to date is close to budget, slightly higher by \$22,653, at \$5,879,985.

Extraordinary Revenue is \$2,299,573 higher than year to date budget. Grant funding is \$2,230,247 higher than budget, largely due to the irregular timing of grant receipts.

Expenditure

Total Expenditure is over budget by \$49,211, at \$5,183,852.

1.2 Capital Expenditure Report

Total capital expenditure funds available for the year is **\$28,679,446**, after adjusting for changes to grant funding. Of this, \$5,826,408 is for replacing existing assets, \$21,653,038 is for new assets or improving existing assets, and \$1,200,000 is to cater for district growth.

Total actual capital expenditure for the year to date, is \$5,062,141.

At this stage, it is expected that a total of \$26,034,130 will be spent in this financial year, being a projected underspend for the year of \$2,645,316.

Refer to the capital expenditure report for a status update on each individual capital project.

1.3 Treasury Management

Gross Council debt as at 30 September 2021 was \$22,200,000. Net debt is \$7,020,000 after taking into account \$8,000,000 on term deposits with registered NZ banks, and the \$7,180,000 loan to the A&P Association.

All Council debt, made up of LGFA loans, is 100% fixed.

It is expected that Council will carry a minimum of \$6,000,000 of term deposits to cover reserves¹, however surplus cash on hand will be invested for an appropriate term if it doesn't put Council in short term liquidity risk.

The weighted average interest rate for debt is 2.18% (average 6 year term²), and the weighted average interest rate for financial investments is 1.27% (average 3.6 year term).

All internal, and Local Government Funding Agency ("LGFA"), covenants were met as at 30 September 2021, except for the Maximum Investment with Counterparty limit. This limit has been breached as Council officers assessed the risk of doing so, against the benefit of the higher interest rates received and found that the risk was minimal – the term deposits are with Westpac bank and are all maturing within the next 120 days. The Chair of the Audit and Risk Committee and the District Mayor approves any breach on the day of the investment being made, in line with Council's Treasury Management Policy.

Also note that the investments with the Stratford Agricultural and Pastoral Association of \$7,180,000 also breaches the Treasury Policy. Audit and Risk Committee endorsement was given in October 2020, and Council approval given in November 2020 specifically for this loan.

	Actual	Policy
Actual Fixed Debt	100%	>60%
Actual Floating Debt	0%	<60%
Fixed 1-3 years	11%	10-60%
Fixed 3-5 years	39%	10-60%
Fixed >5 years	41%	5-60%
Debt Matures 1-3 years	11%	10-60%
Debt Matures 3-5 years	39%	10-60%
Debt Matures > 5 years	41%	10-60%
Debt Servicing to Revenue Ratio	1%	<10%
Net Debt to Revenue Ratio	26%	<130%
Liquidity Ratio	178%	>110%
Net Debt per Capita	\$ 711	<\$3,000
Net Debt per Ratepayer	\$ 1,482	N/A
Maximum Investment with Counterparty	\$ 8,000,000	\$ 4,000,000

Council may need to borrow an additional \$3,000,000 from July 2022, as well as reducing term deposits by \$1,000,000 over the next 12 months down to \$7,000,000.

Refer to the attached Treasury Report for the updated loans and investments schedule as at 30 September 2021.

¹ As at 30 June 2021, reserves balances totalled \$7,972,939 including General Asset Renewals Reserve \$5,195,697, Contingency Reserve \$505,000, Council Created Reserves \$1,343,582, Targeted Rate Reserves \$94,458, Financial Contributions Reserve \$784,292.

² The term is based on draw down date to maturity date.

2.0 Revenue Collection

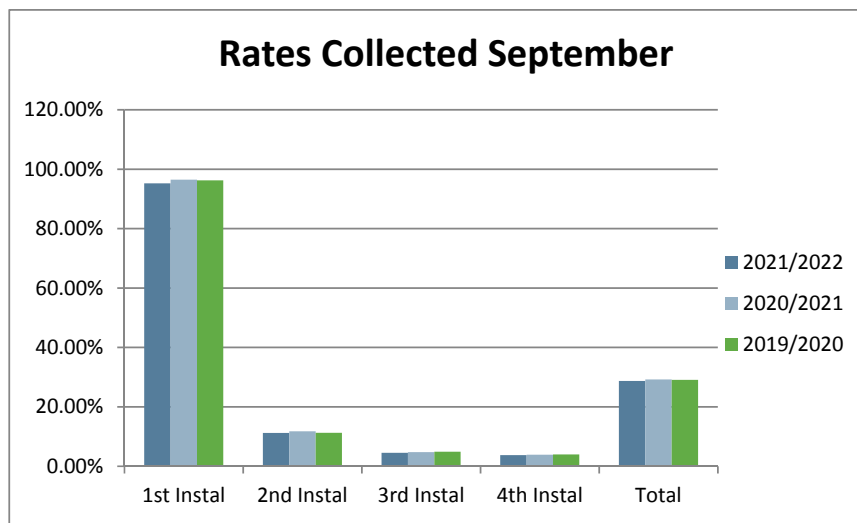
2.1 Rates

Rates Arrears (owing from 2020/21 year and earlier) \$91,930

As at 30 September 2021, 58% of rates in arrears have been collected since 1 July 2021 (2020: 64%). Any arrears over \$500 on properties with registered mortgages will be sent to the bank in November 2021 to make a demand on the mortgage. There are also some properties where officers have commenced or will commence legal proceedings against the property owners to recover outstanding rates.

Current Year Rates

As at 30 September 2021, 29% of rates had been collected (2020, 29%). There are no issues currently with collection of this years rates.



2.2 Outstanding Debtors

Of the total debtors outstanding as at 30 September 2021 of \$2,255,963, 13%, or \$304,111 was overdue. Some funding from MBIE that has been invoiced has not yet been paid to Council and this is being chased up. Total infringements is all overdue at \$49,248, and an invoice to MBIE of \$117,020 for funding for the new swimming pool project is >90 days overdue as some issues with the funding application are being worked through.

3.0 Information Technology and Records

- As part of business continuity planning a plan has been implemented to replace most staff desktop computers with laptops to support staff to work remotely if required.
- Digital signatures software is being implemented which will allow staff to securely sign documents electronically without the need to print, maintaining a complete electronic record.
- The IM focus for the month has been transferring over 1,000 digital photos to Council's new Recollect community website. This will host photos, videos, documents and books from our community archives collection. The site is expected to go live at the end of October 2021.



Tiffany Radich
Director, Corporate Services



Approved By:
Sven Hanne
Chief Executive

Date: 19 October 2021

Statement of Comprehensive Revenue and Expense

For the Year to Date - September 2021

	September '21 Actual YTD	September 21 Budget YTD	Variance YTD	Total Budget 2021/22	September '20 Actual YTD
Operating Revenue					
Finance Revenue	\$76,866	\$51,500	\$25,366	\$206,000	\$21,220
Waka Kotahi NZTA Rooding Subsidy	\$1,033,846	\$1,361,500	(\$327,654)	\$5,446,000	\$688,424
Rates Revenue - excl water consumption rate	\$3,437,968	\$3,393,500	\$44,468	\$13,574,000	\$3,247,580
Water Supply - Consumption Charge	\$36,979	\$47,000	(\$10,021)	\$376,000	\$59,414
Sundry Revenue	\$7,208	\$5,750	\$1,458	\$46,000	\$6,245
Farm Milk Proceeds	\$100,067	\$117,275	(\$17,208)	\$469,100	\$115,158
User Charges for Services	\$1,187,051	\$926,113	\$260,938	\$2,074,100	\$807,042
Total Operating Revenue	\$5,879,985	\$5,902,638	(\$22,653)	\$22,191,200	\$4,945,083
Extraordinary Revenue					
Grant Funding	\$4,024,997	\$1,794,750	\$2,230,247	\$7,179,000	\$1,191,984
Financial Contributions	\$69,326	\$0	\$69,326	\$0	\$0
Sale of land	\$0	\$0	\$0	\$0	\$1,663,573
Dividends	\$0	\$0	\$0	\$19,800	\$0
Total Extraordinary Revenue	\$4,094,323	\$1,794,750	\$2,299,573	\$7,198,800	\$2,855,557
Total Revenue	\$9,974,308	\$7,697,388	\$2,276,920	\$29,390,000	\$7,800,640
Operating Expenditure					
Personnel Costs	\$1,183,496	\$1,204,750	\$21,254	\$4,819,000	\$984,773
Other Direct Operating Costs	\$2,713,377	\$2,645,641	(\$67,736)	\$10,029,200	\$2,655,137
Total Operating Expenditure	\$3,896,873	\$3,850,391	(\$46,482)	\$14,848,200	\$3,639,910
Other Operating Expenditure					
Loss (gain) on disposal of assets	\$0	\$0	\$0	\$0	\$0
Depreciation	\$1,165,000	\$1,165,000	\$0	\$4,660,000	\$1,202,500
Finance Costs	\$121,979	\$119,250	(\$2,729)	\$477,000	\$99,824
Sundry Expenditure	\$0	\$0	\$0	\$0	\$1,840
Total Other Expenditure	\$1,286,979	\$1,284,250	(\$2,729)	\$5,137,000	\$1,304,164
Total Expenditure	\$5,183,852	\$5,134,641	(\$49,211)	\$19,985,200	\$4,944,074
Net Surplus (Deficit)	\$4,790,456	\$2,562,747	\$2,227,709	\$9,404,800	\$2,856,566

Statement of Financial Position

As at 30 September 2021

	September '21 Actual YTD	September '20 Actual YTD
Assets		
Current Assets		
Cash and Cash Equivalents	\$4,535,767	\$2,939,056
Short Term Deposits	\$8,000,000	\$6,000,000
Receivables	\$2,255,963	\$1,085,042
Inventory - assets held for resale	\$0	\$610,000
Prepayments	\$6,358	\$10,511
LGFA Borrower Notes	\$32,000	\$56,000
Current Assets Total	\$14,830,088	\$10,700,609
Non-Current Assets		
Investment in Other Financial Assets		
LGFA Borrower Notes	\$415,000	\$248,000
Shares	\$681,575	\$617,000
Loan to Stratford A and P Association	\$7,180,000	\$0
Trust Settlements	\$110	\$110
Work in Progress	\$12,511,761	\$1,697,391
Property, Plant & Equipment / Intangibles	\$330,060,000	\$328,991,000
Non-Current Assets Total	\$350,848,446	\$331,553,501
Assets Total	\$365,678,534	\$342,254,110
Liabilities & Equity		
Equity		
Renewal Reserves	\$5,195,697	\$4,256,500
Contingency Reserve	\$504,500	\$504,500
Other Council Created Reserves	\$1,343,582	\$1,193,236
Restricted Reserves	\$834,702	\$649,500
Targeted Rate Reserves	\$94,458	-\$223,200
Asset Revaluation Reserves	\$133,904,000	\$133,904,000
Retained Earnings	\$196,360,050	\$183,548,106
Equity Total	\$338,236,989	\$323,832,642
Liabilities		
Current Liabilities		
Borrowings (maturing less than one year)	\$2,000,000	\$3,500,000
Provision for Landfill Aftercare	\$7,000	\$11,000
Employee Entitlements	\$243,000	\$183,000
Payables and Deferred Revenue	\$4,921,545	\$2,633,468
Non-Current Liabilities		
Borrowings	\$20,200,000	\$12,000,000
Employee Entitlements	\$52,000	\$49,000
Provision for Landfill Aftercare	\$18,000	\$45,000
Liabilities Total	\$27,441,545	\$18,421,468
Liabilities & Equity Total	\$365,678,534	\$342,254,110

Expenditure and Revenue by Activity

For the Year to Date - September 2021

**Note: Expenditure excludes interest and depreciation allocated to each activity.*

Revenue includes user charges, water revenue by meter, and sundry revenue as per Comprehensive report

	September '21 Actual YTD	September 21 Budget YTD	Variance YTD	Total Budget 2021/22	September '20 Actual YTD
<u>Recreation and Facilities</u>					
Aerodrome					
Expenditure	\$23,227	\$23,869	\$642	\$92,669	\$17,127
Revenue	\$9,430	\$6,750	\$2,680	\$27,000	\$6,920
Net cost of activity	\$13,797	\$17,119	\$3,322	\$65,669	\$10,207
Civic Amenities					
Expenditure	\$141,012	\$134,520	(\$6,492)	\$435,805	\$132,226
Revenue	\$8,203	\$9,130	(\$927)	\$51,000	\$13,384
Net cost of activity	\$132,809	\$125,391	(\$7,418)	\$384,805	\$118,842
Pensioner Housing					
Expenditure	\$30,005	\$23,984	(\$6,021)	\$80,684	\$21,899
Revenue	\$15,518	\$18,000	(\$2,482)	\$72,000	\$17,029
Net cost of activity	\$14,487	\$5,984	(\$8,503)	\$8,684	\$4,870
Library					
Expenditure	\$157,495	\$166,166	\$8,671	\$638,502	\$132,270
Revenue	\$17,501	\$3,500	\$14,001	\$14,000	\$3,442
Net cost of activity	\$139,994	\$162,666	\$22,672	\$624,502	\$128,828
Parks and Reserves					
Expenditure	\$169,923	\$153,675	(\$16,249)	\$599,545	\$112,496
Revenue	\$2,864	\$2,250	\$614	\$9,000	\$3,313
Net cost of activity	\$167,059	\$151,425	(\$15,635)	\$590,545	\$109,183
Cemeteries					
Expenditure	\$42,635	\$44,185	\$1,550	\$175,964	\$36,586
Revenue	\$18,043	\$23,025	(\$4,982)	\$92,100	\$23,339
Net cost of activity	\$24,592	\$21,160	(\$3,433)	\$83,864	\$13,247
TSB Pool Complex					
Expenditure	\$236,153	\$260,169	\$24,016	\$964,453	\$226,175
Revenue	\$35,617	\$57,750	(\$22,133)	\$231,000	\$36,463
Net cost of activity	\$200,536	\$202,419	\$1,883	\$733,453	\$189,712
<u>Democracy and Corporate Support</u>					
Expenditure	\$279,929	\$298,176	\$18,247	\$1,178,479	\$252,632
Revenue	\$43,258	\$29,083	\$14,175	\$116,000	\$45,267
Net cost of activity	\$236,671	\$269,093	\$32,422	\$1,062,479	\$207,365
<u>Community Development</u>					
Community Services					
Expenditure	\$93,359	\$99,913	\$6,554	\$471,650	\$101,254
Revenue	\$313,800	\$8,500	\$305,300	\$34,000	\$10,463
Net cost of activity	-\$220,441	\$91,413	\$311,854	\$437,650	\$90,791
Economic Development					
Expenditure	\$147,953	\$155,029	\$7,076	\$617,717	\$100,432
Revenue	\$0	\$0	\$0	\$0	\$0
Net cost of activity	\$147,953	\$155,029	\$7,076	\$617,717	\$100,432
Information Centre					
Expenditure	\$60,656	\$67,496	\$6,840	\$261,630	\$73,953

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*Note: Expenditure excludes interest and depreciation allocated to each activity.

Revenue includes user charges, water revenue by meter, and sundry revenue as per Comprehensive report

	September '21 Actual YTD	September 21 Budget YTD	Variance YTD	Total Budget 2021/22	September '20 Actual YTD
Revenue	\$10,043	\$15,425	(\$5,382)	\$61,700	\$21,649
Net cost of activity	\$50,613	\$52,071	\$1,458	\$199,930	\$52,304
Rental Properties					
Expenditure	\$16,015	\$14,760	(\$1,255)	\$48,492	\$13,023
Revenue	\$4,922	\$8,750	(\$3,828)	\$35,000	\$6,010
Net cost of activity	\$11,093	\$6,010	(\$5,083)	\$13,492	\$7,013
Farm					
Expenditure	\$52,056	\$79,636	\$27,580	\$299,257	\$47,577
Revenue	\$100,067	\$117,275	(\$17,208)	\$469,100	\$115,158
Net cost of activity	-\$48,011	-\$37,639	\$10,372	-\$169,843	-\$67,581
Holiday Park					
Expenditure	\$337	\$460	\$123	\$1,840	\$400
Revenue	\$0	\$0	\$0	\$3,000	\$0
Net cost of activity	\$337	\$460	\$123	-\$1,160	\$400
Environmental Services					
Building Control					
Expenditure	\$236,913	\$191,416	(\$45,497)	\$760,594	\$158,772
Revenue	\$111,089	\$69,925	\$41,164	\$279,700	\$77,395
Net cost of activity	\$125,824	\$121,491	(\$4,333)	\$480,894	\$81,377
District Plan					
Expenditure	\$35,455	\$46,842	\$11,387	\$187,366	\$38,104
Net cost of activity	\$35,455	\$46,842	\$11,387	\$187,366	\$38,104
Resource Consents					
Expenditure	\$44,713	\$50,691	\$5,978	\$201,564	\$61,643
Revenue	\$20,226	\$19,000	\$1,226	\$76,000	\$12,760
Net cost of activity	\$24,487	\$31,691	\$7,204	\$125,564	\$48,883
Food and Health					
Expenditure	\$41,502	\$41,575	\$73	\$165,699	\$37,301
Revenue	\$12,814	\$15,000	(\$2,186)	\$30,000	\$12,450
Net cost of activity	\$28,688	\$26,575	(\$2,113)	\$135,699	\$24,851
Alcohol Licensing					
Expenditure	\$27,268	\$27,472	\$204	\$109,287	\$24,611
Revenue	\$10,999	\$8,175	\$2,824	\$32,700	\$8,368
Net cost of activity	\$16,269	\$19,297	\$3,028	\$76,587	\$16,243
Parking and Other Bylaws					
Expenditure	\$30,235	\$32,028	\$1,793	\$128,111	\$31,202
Revenue	-\$4	\$250	(\$254)	\$1,000	-\$25
Net cost of activity	\$30,239	\$31,778	\$1,539	\$127,111	\$31,227
Animal Control					
Expenditure	\$50,497	\$53,688	\$3,191	\$214,751	\$49,151
Revenue	\$108,890	\$141,500	(\$32,610)	\$141,500	\$107,892
Net cost of activity	-\$58,393	-\$87,812	(\$29,419)	\$73,251	-\$58,741
Civil Defence					
Expenditure	\$127,374	\$128,185	\$811	\$332,741	\$31,136
Net cost of activity	\$127,374	\$128,185	\$811	\$332,741	\$31,136
Assets					
Roading					

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*Note: Expenditure excludes interest and depreciation allocated to each activity.

Revenue includes user charges, water revenue by meter, and sundry revenue as per Comprehensive report

	September '21 Actual YTD	September 21 Budget YTD	Variance YTD	Total Budget 2021/22	September '20 Actual YTD
Expenditure	\$1,094,610	\$1,000,080	(\$94,530)	\$3,904,319	\$1,099,913
Revenue	\$1,435,819	\$1,812,250	(\$376,431)	\$6,079,000	\$1,051,719
Net cost of activity	-\$341,209	-\$812,170	(\$470,961)	-\$2,174,681	\$48,194
Stormwater					
Expenditure	\$48,740	\$48,639	(\$101)	\$194,556	\$43,924
Revenue	\$0	\$0	\$0	\$0	\$0
Net cost of activity	\$48,740	\$48,639	(\$101)	\$194,556	\$43,924
Wastewater (Sewerage)					
Expenditure	\$167,153	\$172,192	\$5,039	\$705,535	\$169,621
Revenue	\$19,112	\$18,225	\$887	\$72,900	\$18,230
Net cost of activity	\$148,041	\$153,967	\$5,926	\$632,635	\$151,391
Solid Waste					
Expenditure	\$227,054	\$212,517	(\$14,537)	\$840,418	\$222,884
Revenue	\$29,961	\$26,875	\$3,086	\$107,500	\$25,643
Net cost of activity	\$197,093	\$185,642	(\$11,451)	\$732,918	\$197,241
Water Supply					
Expenditure	\$314,604	\$323,033	\$8,429	\$1,236,572	\$297,077
Revenue	\$36,979	\$47,000	(\$10,021)	\$376,000	\$59,414
Net cost of activity	\$277,625	\$276,033	(\$1,592)	\$860,572	\$237,663
Total Activity Expenditure	\$3,896,873	\$3,850,391	(\$46,482)	\$14,848,200	\$3,533,389
Total Activity Revenue	\$2,365,151	\$2,457,638	(\$92,487)	\$8,411,200	\$1,676,283
Net Cost of Activities	\$1,531,722	\$1,392,753	(\$138,969)	\$6,437,000	\$1,857,106

CAPITAL EXPENDITURE SUMMARY BY ACTIVITY AS AT 30 SEPTEMBER 2021

Council Activity	Project Description	2021/22 Long Term Plan Budget (a)	Available from other sources (b)	Total Funds Available (a + b)	2021/22 Actual Expenditure YTD	Projected year end forecast	2021/22 Projected under/(over) spend	Expected Project Completion Date	Status of each Project
Grant funded									
GROWTH - to meet additional demand									
Economy	Proposed Council subdivision	1,200,000	0	1,200,000	6,025	1,200,000	0	By 30 June 2022	Currently scoping location options.
Total Growth Expenditure		1,200,000	0	1,200,000	6,025	1,200,000	0		
LEVEL OF SERVICE - to improve the level of service on an existing asset or provide an additional asset to increase a service level									
Roading	Road to zero	0	905,000	905,000	24,345	905,000	0	By 30 June 2022	Funding granted by Waka Kotahi (NZTA)
Roading	Walking and Cycling Strategy - footpath improvements	350,000	-350,000	0	0	0	0	By 30 June 2022	Funding request declined by Waka Kotahi (NZTA)
Stormwater	Reticulation Capacity Increase	135,000	0	135,000	51,163	135,000	0	By 30 June 2022	Planning and programming of works is on-going
Stormwater	Safety improvements	117,370	0	117,370	0	117,370	0	By 30 June 2022	Planning and programming of works is on-going
Wastewater	Reticulation capacity increase	150,000	0	150,000	64,692	150,000	0	By 30 June 2022	The re-lining of Broadway is complete, and the balance of funds is currently being programmed
Wastewater	Inflow and infiltration programme	150,000	0	150,000	0	150,000	0	By 30 June 2022	The programme of works is yet to be completed
Wastewater	Treatment plant upgrade	500,000	0	500,000	29,803	500,000	0	By 30 June 2022	Currently in discussion with consultants regarding the final programme of works
Water Supply	Water meter upgrade - change existing to electronic meters	258,000	0	258,000	0	258,000	0	By 30 June 2022	Work will be ongoing throughout the year, however is subject to the supply of meters from overseas
Water Supply	Electronic water reading	91,500	0	91,500	0	91,500	0	By 30 June 2022	Currently in discussion with NPDC for a procurement strategy
Water Supply	Zoning	30,000	0	30,000	470	30,000	0	By 30 June 2022	Ongoing
Water Supply	Second trunkmain	1,400,000	0	1,400,000	54,902	1,400,000	0	By 30 June 2022	Stage 1 (construction of pipework from Brecon Road to Hunt Road Extension) contract has now been awarded
Parks and Reserves	Broadway Roundabout Gardens upgrade	60,000	0	60,000	0	60,000	0	By 30 June 2022	On hold as liaising with Community Services regarding the town centre plan.
Parks and Reserves	Adrian Street Fort demolition	2,000	0	2,000	0	2,000	0	By 30 November 2021	Currently obtaining quotes and work will commence in October 2021.
Parks and Reserves	Park signage	0	0	0	5,347	5,347	(5,347)	Completed	This was outstanding expenditure incurred in the previous financial year.
Parks and Reserves	Trees of Significance - Walkway	35,000	0	35,000	0	35,000	0	By 30 June 2022	Currently liaising with stakeholders, including Iwi, DOC and the Youth Council.
Parks and Reserves	Victoria Park improvements (including bike park and half basketball court)	0	484,168	484,168	210,173	484,168	0	By 30 November 2021	Funding of \$1,870,000 from Provincial Growth Fund approved, of which \$484,168 is available for this year. Stage 1 (bike park and half basketball court) is complete; stage 2 (the pump track) is 70% complete, and stage 3 (public toilets) is complete. Total project expenditure to date is \$1,609,305, which includes \$13,302 of council funds spent prior to the approval of the PGF funding.

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Council Activity	Project Description	2021/22 Long Term Plan Budget (a)	Available from other sources (b)	Total Funds Available (a + b)	2021/22 Actual Expenditure YTD	Projected year end forecast	2021/22 Projected under/(over) spend	Expected Project Completion Date	Status of each Project
Grant funded									
Swimming Pool	Pool development	16,700,000	0	16,700,000	3,450,458	13,890,002	2,809,998	By December 2022	Funding of \$8m from Provincial Growth Fund approved, \$12m from loans, and with a further \$2m approximately in other grant funding expected, makes a total project cost of \$22m. The total project expenditure to date is \$8,322,978.
Civic Amenities	Stratford 2035	482,500	0	482,500	0	482,500	0	By 30 June 2022	This budget consists of a number of smaller projects. These are under way with the outcome for a couple of these being dependent on third party input / support.
Civic Amenities	WMC - kitchen and cabinetry upgrade	20,000	0	20,000	0	20,000	0	By 30 June 2022	Currently obtaining quotes, however due to nationwide delays in the delivery of materials, the installation date is not yet known
Civic Amenities	WMC - appliance upgrade	9,500	0	9,500		9,500	0	By 30 June 2022	This will be done in conjunction with the kitchen and cabinetry upgrade above
Civic Amenities	TET Stadium improvements	50,000	0	50,000		50,000	0	By 30 June 2022	The scoping of the project has commenced, with the intention of doing the works identified in the seismic assessment that was undertaken in 2020
Farm	New storage facility	8,000	0	8,000	0	8,000	0	By 30 June 2022	Waiting on sharemilker's input on which chemicals they require on site, in order to determine the size of the shed needed
Farm	Install new freestanding fireplace	8,500	0	8,500	0	0	8,500	Not required	This work was brought forward and completed in 2020/21.
Farm	New yard and entrance way	0	0	0	127,047	143,000	(143,000)	By 31 October 2021	This expenditure was approved by Council in the previous year but was only completed in the new financial year, still awaiting final invoices. This also provides for a roof on the area where the AI takes place.
Farm	Install in-shed feed system	53,000	0	53,000	1,521	59,950	(6,950)	Completed	This is now complete and in use, awaiting final invoice.
Farm	Landscaping / riparian planting	3,500	0	3,500	0	3,500	0	By 30 June 2022	This will commence in March / April 2022
Total Level of Service Expenditure		20,613,870	1,039,168	21,653,038	4,019,921	18,989,837	2,663,201		
REPLACEMENTS - replaces an existing asset with the same level of service provided									
Roading - Financially assisted NZTA	Unsealed Road metalling (includes forestry roads)	840,000	0	840,000	191,894	680,000	160,000	By 30 June 2022	Reallocation of funds for sealed road resurfacing
Roading - Financially assisted NZTA	Sealed Road resurfacing	1,100,000	(206,966)	893,034	50,700	1,047,700	(154,666)	By 30 June 2022	Increase in budget allocation to achieve target length of 30km per year
Roading - Financially assisted NZTA	Drainage Renewals	700,000	0	700,000	164,075	600,000	100,000	By 30 June 2022	\$100,000 to fund Monmouth Road culvert replacement
Roading - Financially assisted NZTA	Pavement Rehabilitation	750,000	0	750,000	41,777	750,000	0	By 30 June 2022	Final budget allocation as approved by Waka Kotahi (NZTA)
Roading - Financially assisted NZTA	Structure Components Replacement	835,000	0	835,000	267,533	760,000	75,000	By 30 June 2022	Re-prioritised programme to include Monmouth Road culvert replacement
Roading - Financially assisted NZTA	Traffic Servcies Renewals	113,000	(37,726)	75,274	19,097	75,274	0	By 30 June 2022	Final budget allocation as approved by Waka Kotahi (NZTA)

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Council Activity	Project Description	2021/22 Long Term Plan Budget (a)	Available from other sources (b)	Total Funds Available (a + b)	2021/22 Actual Expenditure YTD	Projected year end forecast	2021/22 Projected under/(over) spend	Expected Project Completion Date	Status of each Project
Grant funded									
Roading - Financially assisted NZTA	Footpath renewals	170,000	0	170,000	0	170,000	0	By 30 June 2022	Final budget allocation as approved by Waka Kotahi (NZTA)
Roading - Financially assisted NZTA	Low cost low risk safety	830,000	(680,000)	150,000	38,542	150,000	0	By 30 June 2022	Final budget allocation as approved by Waka Kotahi (NZTA)
Roading - Financially assisted NZTA	Sealed Road resurfacing-Special purpose	60,000	0	60,000	3,900	150,000	(90,000)	By 30 June 2022	Final budget allocation as approved by Waka Kotahi (NZTA), so years 2 and 3 have been brought forward to this year to enable completion of one large project
Roading - Financially assisted NZTA	Unsealed Road resurfacing-Special purpose	0	10,000	10,000	0	10,000	0	By 30 June 2022	Final budget allocation as approved by Waka Kotahi (NZTA)
Roading - Financially assisted NZTA	Traffic Services Renewals-Special purpose	0	5,000	5,000	0	5,000	0	By 30 June 2022	Final budget allocation as approved by Waka Kotahi (NZTA)
Roading - Financially assisted NZTA	Drainage Renewals-Special purpose	0	10,000	10,000	10,626	10,000	0	By 30 June 2022	Final budget allocation as approved by Waka Kotahi (NZTA)
Roading - Financially assisted NZTA	Low cost low risk safety - Special purpose roads	15,000	5,000	20,000	0	20,000	0	By 30 June 2022	Final budget allocation as approved by Waka Kotahi (NZTA)
Stormwater	Reticulation Renewals	53,000	0	53,000	5,040	53,000	0	By 30 June 2022	Ongoing
Wastewater	Step / aerate treatment renewals	30,000	0	30,000	0	30,000	0	By 30 June 2022	Ongoing, as part of an annual renewal programme
Wastewater	Infiltration renewals	183,000	0	183,000	19,563	183,000	0	By 30 June 2022	Currently awaiting the completion of a new three year supply agreement
Water Supply	Laterals	30,600	0	30,600	0	30,600	0	By 30 June 2022	Ongoing
Water Supply	Stratford street work rider mains	255,000	0	255,000	79,463	255,000	0	By 30 June 2022	Expenditure to date is for Claudius Street works, and the balance is for Surrey Street and part of Broadway, which is about to go out for tender
Water Supply	Toko street work rider mains	15,000	0	15,000	0	15,000	0	By 30 June 2022	Once water loss investigation is complete a programme of works will be done, however this was delayed due to lockdown and the weather.
Water Supply	Infrastructural general - Stratford	25,000	0	25,000	17,365	25,000	0	By 30 June 2022	Ongoing
Water Supply	Infrastructural general - Midhirst	3,000	0	3,000	6,460	9,000	(6,000)	By 30 June 2022	The scope of work has increased due to unplanned failures
Water Supply	Pipe bridge renewal	0	0	0	29,221	50,000	(50,000)	By 30 June 2022	This was for an unplanned failure of the pipe bridge suspension system on Brecon Road, and the balance of funds will be prioritised amongst other pipe bridges
Water Supply	Patea delivery line	0	0	0	6,270	50,000	(50,000)	By 30 June 2022	This expenditure is for finalising the design of the raw water delivery line and the grit tank
Water Supply	Infrastructural general - Toko	1,500	0	1,500	0	1,500	0	By 30 June 2022	Ongoing
Water Supply	Stratford reservoir	30,000	0	30,000	0	30,000	0	By 30 June 2022	Procurement options are currently being evaluated, including price and methodology
Water Supply	Midhirst reservoir	15,000	0	15,000	0	15,000	0	By 30 June 2022	Procurement options are currently being evaluated, including price and methodology
Water Supply	Toko reservoir	5,000	0	5,000	272	5,000	0	By 30 June 2022	Procurement options are currently being evaluated, including price and methodology

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Council Activity	Project Description	2021/22 Long Term Plan Budget (a)	Available from other sources (b)	Total Funds Available (a + b)	2021/22 Actual Expenditure YTD	Projected year end forecast	2021/22 Projected under/(over) spend	Expected Project Completion Date	Status of each Project
Grant funded									
Water Supply	Membranes	150,000	0	150,000	0	150,000	0	By 30 June 2022	Procurement has been initiated,waiting on supplies
Water Supply	Meter replacements	50,000	0	50,000	43,950	50,000	0	By 30 June 2022	Ongoing
Water Supply	Midhurst resource consent	100,000	0	100,000	0	100,000	0	By 30 June 2022	The Hydrological and Ecological Assessment report has been prepared and provided to Iwi, who are currently reviewing it to determine the need for a cultural impact assessment.
Water Supply	Hydrants	14,800	0	14,800	0	14,800	0	By 30 June 2022	Ongoing
Parks and Reserves	Replace septic tank - Whangamomona Camp Ground	47,000	0	47,000	0	47,000	0	By 30 June 2022	An on-site visit is required to determine the scope of the works, in conjunction with liaising with the Whangamomona Domain Secretary as to the most suitable time for installation, to fit in with the weather and lower occupancy rates of the camp ground
Civic Amenities	WMC - replace furniture	3,100	0	3,100	5,293	5,293	(2,193)	Completed	
Civic Amenities	CRR - various replacements	8,000	0	8,000	0	8,000	0	By 30 June 2022	Ongoing
Civic Amenities	Storage shed	70,000	0	70,000	0	70,000	0	By 30 June 2022	Awaiting receipt of the last quote
Civic Amenities	Demolish Bell Tower	30,000	0	30,000	0	30,000	0	By 30 June 2022	As the bells are part of the Heritage Trail, a workshop will be held to determine their future location. Once this is decided, the demolition will commence
Miranda Street Office	Furniture Replacement	3,100	0	3,100	3,126	3,126	(26)	Completed	
Corporate	Computers/Peripherals/ Software	128,000	0	128,000	30,798	128,000	0	By 30 June 2022	7 projects are budgeted for this year, of which 4 are in the early stages of planning, and the other 3 will commence in 2022.
Corporate	Vehicle Replacement (after trade in)	38,000	0	38,000	1,230	38,000	0	By 31 October 2021	A vehicle is due to be delivered in October 2021, this expenditure to date is for a barrier to be fitted prior to delivery.
Corporate	Miscellaneous	20,000	0	20,000	0	20,000	0	By 30 June 2022	Ongoing
Total Replacement Expenditure		6,721,100	-894,692	5,826,408	1,036,195	5,844,293	-17,885		
TOTAL EXPENDITURE		\$28,534,970	\$144,476	\$28,679,446	\$5,062,141	\$26,034,130	\$2,645,316		

LIABILITIES AND INVESTMENTS STATEMENT AS AT 30 SEPTEMBER 2021					
Public Debt Statement					
Lender	Amount	Interest Rate	Term (Years)	Date Drawn	Maturity Date
LGFA	\$ 2,000,000	2.81%	4	August 2018	April 2022
LGFA	\$ 1,000,000	1.55%	3	April 2020	April 2023
LGFA	\$ 1,500,000	3.47%	5	May 2018	May 2023
LGFA	\$ 1,000,000	1.14%	3	April 2021	April 2024
LGFA	\$ 2,000,000	2.53%	5	May 2019	May 2024
LGFA	\$ 2,000,000	3.38%	7	August 2018	April 2025
LGFA - A&P	\$ 3,700,000	1.04%	5	December 2020	December 2025
LGFA	\$ 1,000,000	1.67%	5	April 2021	April 2026
LGFA	\$ 1,000,000	2.02%	6	April 2020	April 2026
LGFA	\$ 1,000,000	1.38%	7	May 2020	April 2027
LGFA	\$ 1,500,000	3.65%	9	August 2018	April 2027
LGFA	\$ 1,000,000	2.12%	7	April 2021	May 2028
LGFA - A&P	\$ 3,500,000	1.87%	12	December 2020	December 2032
	\$ 22,200,000	2.18%			
Internal Debt Register					
Activity	Amount	Start Date	Term	Interest Rate	Details
Water Supply	\$ 1,350,795	2013	N/a	2.18%	Water treatment plant
Farm	\$ 1,865,286	2016	N/a	2.18%	As at 30 June 2021
Committed Cash Facilities					
Lender	Facility Value	Outstanding	Rate		
TSB Bank	\$ 1,000,000	\$ -	BKBM* + 3%		
	\$ 1,000,000				
Investment Statement					
Investee	Amount	Interest Rate	Term (Days)	Start	End
Westpac	\$ 1,000,000	0.80%	90	5/08/2021	3/11/2021
Westpac	\$ 1,000,000	0.80%	90	5/08/2021	3/11/2021
Westpac	\$ 1,000,000	1.05%	120	5/08/2021	3/12/2021
Westpac	\$ 1,000,000	1.00%	119	10/09/2021	7/01/2022
Westpac	\$ 4,000,000	0.87%	120	16/06/2021	14/10/2021
A&P Association	\$ 3,680,000	1.29%	1826	22/12/2020	22/12/2025
A&P Association	\$ 3,500,000	2.12%	4383	22/12/2020	22/12/2032
	\$ 15,180,000	1.27%			
LGFA	\$ 32,000	2.13%	1827	10/05/2019	10/05/2024
LGFA	\$ 32,000	2.41%	1326	27/08/2018	14/04/2022
LGFA	\$ 16,000	1.15%	1103	7/04/2020	15/04/2023
LGFA	\$ 24,000	3.06%	1826	24/05/2018	24/05/2023
LGFA	\$ 25,000	0.74%	1092	19/04/2021	15/04/2024
LGFA	\$ 32,000	2.98%	2423	27/08/2018	15/04/2025
LGFA	\$ 92,500	0.64%	1826	21/12/2020	21/12/2025
LGFA	\$ 25,000	1.27%	1822	19/04/2021	15/04/2026
LGFA	\$ 16,000	1.62%	2199	7/04/2020	15/04/2026
LGFA	\$ 16,000	0.98%	2530	11/05/2020	15/04/2027
LGFA	\$ 24,000	3.25%	3153	27/08/2018	15/04/2027
LGFA	\$ 25,000	1.72%	2583	19/04/2021	15/05/2028
LGFA	\$ 87,500	1.47%	4383	21/12/2020	21/12/2032
	\$ 447,000	1.64%			
Shareholdings Statement					
	No. of Shares	Share Price	Value of Shares		
Fonterra	158,716	\$ 3.40	\$ 539,634		
Ravensdown	21,820	\$ 1.00	\$ 21,820		
Civic Financial Services Ltd	65,608	\$ 0.96	\$ 62,984		
			\$ 624,438		
Other Investments					
	Date Drawn	Amount	Interest Rate	Details	
Vendor loan to EBS Trust	2020	\$ 190,000	Nil	Repayable on maturity July 2023	

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

CASHFLOW FORECAST FOR THE YEAR ENDED SEPTEMBER 2022

		<i>Actuals</i>													
	Sep-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	12 Month
OPENING BALANCE	3,242,166	3,242,166	4,601,885	2,875,050	5,515,057	3,678,824	1,801,756	3,786,688	2,684,420	1,396,272	2,824,279	830,332	407,264	2,089,996	4,601,885
Rates	600,000	641,872	440,000	3,500,000	490,000	440,000	3,500,000	520,000	440,000	3,500,000	450,000	450,000	3,500,000	640,000	17,870,000
NZTA Refunds	794,593	765,711	456,203	320,000	550,000	550,000	450,000	620,000	460,000	300,000	200,000	200,000	200,000	500,000	4,806,203
Fees and Charges	400,000	571,299	320,000	320,000	320,000	320,000	360,000	450,000	320,000	320,000	400,000	400,000	300,000	400,000	4,230,000
Sale of Assets	1 106,592	106,592	842	240,732	732	118,732	732	732	732	732	732	732	732	732	366,894
Interest Revenue	35,000	34,252	4,200	4,200	35,000	4,200	4,200	35,000	4,200	4,200	35,000	4,200	2,000	35,000	171,400
PGF Funding - pool	2 1,035,000	1,035,000	-	1,265,000	-	-	-	-	-	-	-	-	1,400,000	-	2,665,000
Other Revenue	3 1,395,808	1,395,808	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Cash In	4,366,993	4,550,535	1,221,245	5,649,932	1,395,732	1,432,932	4,314,932	1,625,732	1,224,932	4,124,932	1,085,732	1,054,932	5,402,732	1,575,732	30,109,497
Salaries and Wages / Elected Members	380,000	389,567	380,000	478,000	380,000	380,000	380,000	478,000	385,000	385,000	478,000	478,000	470,000	380,000	5,052,000
Payments to Suppliers - Operating	550,000	561,867	640,000	620,000	800,000	500,000	450,000	500,000	500,000	550,000	550,000	570,000	650,000	650,000	6,980,000
Major contract payments	2,500,000	2,114,767	1,800,000	2,000,000	2,000,000	2,000,000	1,500,000	1,500,000	1,500,000	2,000,000	2,000,000	2,100,000	2,600,000	2,700,000	23,700,000
Interest Expense	-	-	128,080	61,925	51,965	-	-	-	128,080	61,925	51,679	-	-	-	483,654
GST Paid	124,614	124,614	-	150,000	-	430,000	-	250,000	-	300,000	-	330,000	-	125,000	685,000
Total Cash Out	3,554,614	3,190,816	2,948,080	3,009,925	3,231,965	3,310,000	2,330,000	2,728,000	2,513,080	2,696,925	3,079,679	3,478,000	3,720,000	3,855,000	36,900,654
(Increase)/Reduce Financial Investments	-	-	-	-	-	-	-	-	-	-	-	2,000,000	-	-	2,000,000
Borrowing /(Repaying) Loans	-	-	-	-	-	-	-	-	-	-	-	-	-	1,000,000	1,000,000
CLOSING BALANCE	4,054,545	4,601,885	2,875,050	5,515,057	3,678,824	1,801,756	3,786,688	2,684,420	1,396,272	2,824,279	830,332	407,264	2,089,996	810,728	810,728
Net Debt	7,020,000	7,020,000	7,020,000	7,020,000	7,020,000	7,020,000	7,020,000	7,020,000	7,020,000	7,020,000	7,020,000	9,020,000	9,020,000	10,020,000	10,020,000

Notes re Cashflow Forecast:

1. Sale of Abandoned land on Standish Street, Midhirst \$20,209 inc GST to be paid monthly over two years from October 2021 - September 2023 (\$732). 17 Midsummer settled on 14/09/21
2. MBIE funding was due in August 2021 - received September.
3. Lottery Grant received \$400,000 17/09/2021, Capital Grant \$500,000 and Event Grant \$14,700 received 20/09/21 TET Grant \$481,108 received 24/9/21

Outstanding Debtors as at 30 September 2021

Category	Total Outstanding	Overdue > 3 months	Notes relating to outstanding balances
Rates	\$295,436	\$91,930	The overdue balance for rates debtors is what is owed for previous financial years. All outstanding rates are charged a 10% penalty on what is outstanding at the end of each quarter. Advice has been sent to bank for collection of some overdue accounts, one is with the solicitors for a property rating sale.
Transfer Station	\$353	\$0	
Cemeteries	\$18,060	\$10,060	Overdues relate to 6 debtors, of which all have payment arrangements with council and are compliant.
Rental Properties	\$9,483	\$0	
Pensioner Housing	-\$3,772	\$0	Credit as tenants pay two weeks in advance.
Planning and Regulatory	\$6,945	\$4,420	This relates to 6 debtors, that are all actively being pursued by debt collectors.
Subdivision Sections	\$322,364	\$0	This figure relates to amounts due to Council for the subdivision section sales. However, none is outstanding, with agreed delayed settlement dates.
Facility Hire	\$2,876	\$0	
Sundry Debtors	\$829,998	\$120,253	.Sundry debtors includes: MBIE invoices relating to pool grant funding. Overdue debtors are actively being pursued by debt collectors. One account is in a payment arrangement. Sven in contact with MBIE .
Legal Fees	\$2,423	\$2,423	Charged for services in connection with outstanding rates. These fees are expected to be recovered via legal proceedings eg. Rating sale. The fees date back to November 2019.
Targeted Rates after Strike	\$2,282	\$944	Services added after 1 July 2020 via debtor invoice. Due 30 June 2021. Ratepayers sent letters.
Private Works	\$0	\$0	
Debtors Accruals	\$161,311	\$0	
NZTA	\$456,203	\$0	
Swimming Pool	\$626	\$0	
Resource Consents	\$3,600	\$0	Regulatory team making contact
Infringements	\$49,248	\$49,248	All debtors are overdue and with the Ministry of Justice for collection.
Wastewater Discharge	\$18,151	\$0	
Water Billing	\$80,378	\$24,833	An overdue debtor is on a payment arrangement and no longer using Council water. Reminder letters have been sent out. A number of properties are being investigated.
TOTAL	\$2,255,963	\$304,111	