

---

**MINUTES OF THE POLICY AND SERVICES COMMITTEE MEETING OF  
THE STRATFORD DISTRICT COUNCIL HELD IN THE COUNCIL  
CHAMBERS, STRATFORD DISTRICT COUNCIL, MIRANDA STREET,  
STRATFORD ON TUESDAY 26 JANUARY 2021 AT 3.00PM**

---

**PRESENT**

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

**IN ATTENDANCE**

The Chief Executive – Mr S Hanne, the Director – Community Services – Ms K Whareaitu, the Director – Environmental Services – Mr B Sutherland, the Director – Corporate Services – Mrs T Radich, the Director – Assets – Mrs V Araba, the Administration & Communication Support Officer – Ms R Vanstone, the Communications Manager – Ms G Gibson, the Community Development Manager – Mr C Julie (*part meeting*), the Environmental Health Manager – Ms R Otter (*part meeting*), the Roading Asset Manager – Mr S Bowden (*part meeting*) and two members of the media (Daily News & Stratford Press).

1. **WELCOME**

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

2. **APOLOGIES**

No apologies were received.

3. **ANNOUNCEMENTS**

There were no announcements.

4. **DECLARATIONS OF MEMBERS' INTEREST**

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

There were no declarations of interest.

5. **ATTENDANCE SCHEDULE**

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

6. **CONFIRMATION OF MINUTES**

6.1 **Policy and Services Committee Meeting (Hearing) – 24 November 2020**  
D20/33504 Pages 7-11

**RECOMMENDATION**

THAT the minutes of the Policy and Services Committee Meeting held on Tuesday 24 November 2020, to hear and consider submissions to the Keeping of Animals, Poultry and Bees Bylaw, be confirmed as a true and accurate record.

BOYDE/SANDFORD  
Carried  
P&S/21/1

6.2 **Policy and Services Committee Meeting – 24 November 2020**  
D20/33578 Pages 12-20

**RECOMMENDATION**

THAT the minutes of the Policy and Services Committee Meeting held on Tuesday 24 November 2020 be confirmed as a true and accurate record.

SANDFORD/WEBBY  
Carried  
P&S/21/2

The Administration & Communication Support Officer undertook to make the following amendment:

- Page 18, third bullet point in the Questions/Point of Clarification section, amend to read “*went well with a good turnout of kids from adjoining day-cares and kindergartens*”.

7. **MATTERS OUTSTANDING**  
D16/47 Page 21

**RECOMMENDATION**

THAT the matters outstanding be received.

COPLESTONE/McKAY  
Carried  
P&S/21/3

## 8. DECISION REPORT – APPROVE TREASURY MANAGEMENT POLICY

D21/1728

Pages 22-47

### RECOMMENDATIONS

1. THAT the report be received.

ERWOOD/BOYDE  
Carried  
P&S/21/4

2. THAT the amended Treasury Management Policy in **Appendix 2** is approved.

COPELSTONE/DALZIEL  
Carried  
P&S/21/5

### Recommended Reason

The changes made to the current policy are in line with best practice and Council's strategic and financial objectives.

The Director Corporate Services noted the following points:

- The Treasury Management Policy has been reviewed in the last 12 months but has been bought back before elected members as the A&P Association loan decision triggered an update.
- In the amended (draft) policy, the net debt to revenue limit has been changed to the more conservative value of 100 per cent, from 130 per cent, to align with Council's current Financial Strategy.

Points of Clarification/Questions:

- Councillor Dalziel's view is that borrowing is a necessity and that Council should not constrain itself by setting an arbitrary limit that is well under LGFA's limits. He therefore supports the limit remaining at 130 per cent. Councillor Coplestone agreed with this stance. Elected members decided that the limit should remain at 130 per cent.
- In referring to 'Funding Risk' on page 31, Councillor Dalziel sought clarification on whether Council needs to "*ensure access to a committed facility through a registered bank that does not have more than 50% of Council's lending*" given that all of Council's lending is through the LGFA. Mrs Radich clarified that Council does not want to have more than half of its loan facilities with one lender hence this clause.
- Councillor Dalziel, in referring to clause 14 on page 33 which relates to property purchases – "*Council will not purchase properties on a speculative basis*" suggested a change in wording to – "*Council will not purchase properties purely for speculative reasons*" as the initial wording gives the impression that Council does not purchase property with a view to making improvements and selling on.
- Councillor Dalziel in referring to 'CCO's' on pages 34-35, noted his discomfort that the Percy Thomson Trust has an open policy on investment compared to the Council. He feels that the trust's policy should be more aligned with Council's due to the risks involved. The Deputy Mayor agreed. Mrs Radich clarified that the Trust does operate under a separate set of rules than what is imposed on Council, as based on legislation. She suggested that the Trust could be questioned on this point when the Trust Chair presents to elected members later in the year.
- Mayor Volzke noted minor changes to be made to clause 17 on page 35 and on page 37 where references are made to the CEO and Mayor, and for consistency should be changed to Chief Executive and District Mayor.
- Mayor Volzke sought clarification with regards to relevant delegations in clause 19 on page 36 which discusses investments maturing within 120 days – a change from 90 days. This

makes sense as a number of investments seem to have higher returns on 120 days however if it matures on 120 days, it is no longer as a breach of the policy. Did that mean that investments maturing on 120 days are treated as a breach? Mrs Radich accepted this and will make the change to 125 days.

- Councillor Jones reiterated Councillor Dalziel's concerns about the conditions on previous loans, notably the A&P Association loan. The Deputy Mayor supported these comments.
- Changes will be made to the policy by Mrs Radich for application, moving forward.

*The Roading Asset Manager, the Senior Engineering Advisor and the Services Asset Manager joined the meeting at 3.10pm.*

## 9. **DECISION REPORT – DRAFT PUBLIC PLACES AND NUISANCE BYLAW 2021 AND STATEMENT OF PROPOSAL**

D21/2067

Pages 48-86

### **RECOMMENDATIONS**

1. THAT the report be received.

BOYDE/McKAY  
Carried  
P&S/21/6

2. THAT the *draft* Public Places and Nuisances Bylaw 2021 be adopted and released for public consultation.

COPLESTONE/McKAY  
Carried  
P&S/21/7

### **Recommended Reasons**

1. The current Nuisance Bylaw 2008, is due for replacement and the relevant clauses from the bylaw be moved to the *draft* Public Places and Nuisances Bylaw 2021.
2. The recommendation of the Committee is required to initiate the public consultation process required by Sections 82 and 83 of the Local Government Act 2002 to seek comments from the public on the amendments to the *draft* Public Places and Nuisances Bylaw 2021.

The Environmental Health Manager noted the following points:

- That some of the numbering in the new draft bylaw document requires amending and will be corrected prior to the Bylaw going out for public consultation.
- In reviewing the Bylaw council proposes to combine the current Public Places and Nuisance Bylaw in one document. There are a number of clauses in the Nuisance Bylaw which are no longer relevant. It is considered that a number of the clauses from the Nuisance Bylaw can be dealt with under the Health Act, which affords greater enforcement tools allowing for direction orders where the matter concerns public health.
- As part of the review, council also considered community amenity and how the Bylaw could address this, particularly the accumulation of material or waste on a property. In the review of other council bylaws around the country it was evident that resolving and enforcing accumulation of material on private property is difficult. In some instances this can be seen when travelling through some towns nationwide. Government legislation provides no tools for measuring what is inappropriate accumulation of material/waste, other than what is currently afforded in legislation such as the Litter Act, Health Act or Fire and Emergency Act

and in particular it is difficult if the accumulation is situated on private property. There is a possibility that the District Plan can afford some measure of enforcement, however it cannot address existing use.

Questions/Points of Clarification:

- Councillor Boyde sought clarification on the control of dripping from eaves on Broadway. Ms Otter responded that Council had previously had some success in dealing with the issue during walk-arounds by Council officers, however she noted that there had not been many, if any complaints in recent times.
- Councillor Boyde sought clarification on complaints and prosecutions relating to dumped litter. Ms Otter responded that she was unaware of an increase in complaints or prosecutions in the last few years. Under the Litter Act, she noted, it is extremely difficult to compile evidence to pursue a prosecution relating to dumped litter. Ms Otter clarified that the culprit can be infringed and fined, up to \$20,000, under the Litter Act where evidence is proven. Litter on a private property is also treated differently.
- The Deputy Mayor sought clarification on why references to the deposit and burial of refuse (page 50) were being removed from the Bylaw. Ms Otter clarified that the legislation gave a greater enforcement tool through infringement and prosecution than the Bylaw so removal of these references is appropriate.
- It was clarified that the Nuisance Bylaw is 'naturally' revoked upon the commencement of the new Bylaw on 1 July 2021.
- Councillor Jones sought clarification around the wording of clause 12.1(a) on page 78 relating to goods on display and keeping the footpath clear for pedestrians. Mr Sutherland will further clarify this clause by removing the comma between the second and third conditions prior to the document being released for consultation.
- The District Mayor sought clarification on clause 22.1(b) relating to structures and vehicles and wondered whether the two sets of circumstances should be separated out for ease of understanding. Mr Sutherland agreed that this change will be made before the document is released for consultation.
- Councillor Sandford sought clarification on the term 'deposit of night soil', as referenced by clause 903 on page 50. Mr Hanne clarified that 'night soil' is the term used for human waste.
- Councillor Sandford, in reference to clause 210 on page 52 clarified that permission is now required by any person selling items from a stall in a public place. Ms Otter confirmed that is correct adding that this included road reserve but excluded private property.
- Councillor Sandford, in reference to fireworks, asked whether Council has the authority to ban them throughout the district or restrict when fireworks could be let off. The Deputy Mayor added that he would be happy to see a restriction put in place. Mr Sutherland clarified that a ban or restriction could not be considered through this Bylaw as its application is for public places.
- Councillor Jones sought clarification of clause 27 on page 81 which relates to the numbering of houses and asked if the Bylaw relates to public places, how is this clause relevant? Mr Sutherland clarified that the clause provides a provision for Council to direct someone to display a number and that this could be done in a rural area.

## 10. MONTHLY REPORTS

### 10.1 ASSETS REPORT

D20/34214 Pages 87-158

#### RECOMMENDATION

THAT the report be received.

BOYES/HARRIS  
Carried  
P&S/21/8

The Director – Assets noted the following points:

- Council’s new Services Asset Manager, Mr Sean Pathmanathan has taken over from Mr Mike Oien who has moved into an advisory role as the Senior Engineering Advisor.
- It has been a busy few months for the team, drafting Asset Management Plans, the Infrastructure Strategy, council policies, plans and programmes and meeting with Iwi.

Questions/Points of Clarification:

- Councillor Boyde sought an update on damage to McBrides Bridge.

*The Roading Asset Manager joined the table at 3.54pm.*

- Mr Bowden clarified that tenders for the McBrides Bridge repair close on Friday 29 January. Repairs are considered to be in the vicinity of \$80,000.
- Councillor Boyde, in referring to page 99, asked what action was being taken over the illegal wastewater connection. Mrs Araba clarified that Council is working with the site owner and that education is the focus of these interactions.
- Councillor Boyde noted that overnight water usage in Midhirst had increased again and asked how Council was following this up. Mrs Araba confirmed that an investigation was underway.
- The Deputy Mayor, in referring to the Technical Audit on page 92, asked for further clarification of point 2. Mr Bowden advised that Waka Kotahi NZ Transport Agency have asked Councils to set up a framework to monitor how we have managed to show the benefits we have indicated in the Activity Management Plan. This is unlikely to result in more funding however, as nationally the fund has been oversubscribed by \$700 million.
- Councillor Sandford sought an update on Dunns Bridge on Opunake Road, which he considers extremely dangerous when crossed at speed and whether a speed restriction could be put in place. Mr Bowden will follow up with temporary speed restrictions and confirmed that Council is considering long term options including lowering the road on either side of the bridge (realignment) or putting a concrete pad on the side of the bridge deck.
- Councillor Sandford sought clarification on Council’s capacity to accept trade waste from three more bulk septage operators and one stock carrier (page 88, Trade Waste refers) and whether this waste is coming from within the district. Mrs Araba confirmed that to date, Council has been successful in ensuring that only what is generated locally is received. A Bylaw is in place; cameras are in place to monitor dumping; and operators are required to log waste pick-ups. Council has historically accepted this waste and now it has formally consented to this.
- Councillor Dalziel noted a slight correction required on page 88 of the report, from Earnest & Young to Ernst & Young.
- Councillor Dalziel congratulated Council on the Technical Audit. Regarding the Procedural Audit, he asked about the actual administration costs and whether these would add substantially to the cost of a project. Mr Bowden responded that for every subsidised work activity Council applies a 2.25 per cent administration charge. Waka Kotahi NZ Transport

Agency are now asking how much it actually costs Council to run roading and to increase the administration percentage to reflect this. charge them – We have looked at the costs, taking into account all internal charges, and it equates to 10 percent of the approved allocation. Mr Bowden concluded that his preference is always invest in the roading asset rather than administration.

- Councillor Boyde wished to note his disappointment in the continual delay by the Walking Access Commission to formally appoint Council as the controlling authority of the Whangamomona walkways.
- Mr Bowden clarified that the Technical Audit would form part of the ‘story’ regarding the district’s roads and the hope is that it would result in more investment from Waka Kotahi NZ Transport Agency.
- Councillor Harris, in reference to the field inspections by Waka Kotahi NZ Transport Agency on page 155 noted that the organisation went no further than the Pohokura Saddle. Mr Bowden confirmed that Waka Kotahi NZ Transport Agency review the roughest roads in the district and any roads that Mr Bowden considered which would be worthwhile visiting.

*The Roading Asset Manager, the Senior Engineering Advisor and the Services Asset Manager left the meeting at 4.13pm.*

## 10.2 **COMMUNITY SERVICES REPORT**

D20/36182

Pages 159-175

### **RECOMMENDATION**

THAT the report be received.

ERWOOD/WEBBY  
Carried  
P&S/21/9

The Director – Community Services noted the following points:

- Youth Councillor applications are now open.
- The Community Development Officer, Peter Boyd leaves Council this Friday 29 January to join Venture Taranaki. His work with the Youth Council and Positive Aging groups is noted.
- The Mayors’ Taskforce for Jobs is looking for more employers.
- The Discovery Trail has been launched and the co-location of the Library and I-Site has been completed. Council continues to await furniture and signage.
- Pool safe accreditation is being conducted today.

### **Council Organisations and Council Representatives on Other Organisations**

- Councillor Boyde noted that the picnic tables on Broadway were a positive addition to the green space. He advised that the Lightning 5s (5-aside hockey) tournament would be hosted in Stratford on 21-22 February.
- Councillor Webby noted that visitor numbers have been steady to the recent lockdown exhibition at the Percy Thomson Gallery. The next exhibitions - #make believe and Denis Bourke open on 29 January. The Go Local campaign has been successful for Percy’s Place which has matched its 2019/20 takings in the first 7 months of this year. Councillor Webby also acknowledged Mr Boyd’s contribution to the Positive Aging group.

## 10.3 ENVIRONMENTAL SERVICES REPORT

D20/34288

Pages 176-182

### RECOMMENDATION

THAT the report be received.

HARRIS/JONES  
Carried  
P&S/21/10

The Director – Environmental Services noted the following points:

- There continued to be strong building consent numbers coming through. Despite need consent for fewer buildings, numbers were still tracking ahead of 2019.
- The team is still receiving a lot of enquiries about subdivisions.

Questions/Points of Clarification:

- Mr Sutherland estimated that the number of pools in the district was around 100, in response to a question from Councillor Boyde. Mr Sutherland clarified that the Building Act provides for a barrier, including fence or secure cover on a spa pool.

## 10.4 CORPORATE SERVICES REPORT

D20/1352

Pages 183-200

### RECOMMENDATION

THAT the report be received.

ERWOOD/WEBBY  
Carried  
P&S/21/11

There were no questions regarding the Corporate Services Report.

## 11. QUESTIONS

- Councillor Jones sought clarification on the timing of consultation noting that a bylaw review out for consultation over the Christmas period did not encourage feedback. Also, does the 30 day period include weekends or public holidays. Mr Sutherland noted that 30 days is provided for in legislation and that the act was silent on whether these are weekdays, weekends or public holiday days. Generally Council tries to avoid public consultation over the Christmas period but it did depend on the bylaw programme and whether there would be a period of time where there would be no bylaw cover.



*The meeting closed at 4.25pm.*

A L Jamieson  
**CHAIRMAN**

Confirmed this 23<sup>rd</sup> day of February 2021.

N C Volzke  
**DISTRICT MAYOR**