



Our reference
F19/13/03-D21/26182

7 April 2022

Ordinary Meeting of Council

Notice is hereby given that the **Ordinary Meeting of Council** will be held in the **Council Chambers, Stratford District Council, 63 Miranda Street, Stratford** on **Tuesday 12 April 2022** beginning at **3.30pm**.

At this stage the meetings will be held in the Council Chambers, however should it be required due to the Covid Protection Framework, the meeting may be moved to an alternative venue or held virtually.

Timetable for 12 April 2022 as follows:

1.30pm	Workshop for Councillors
3.15pm	Afternoon tea for Councillors
3.30pm	Ordinary Meeting of Council

Yours faithfully

Sven Hanne
Chief Executive

2022 - Ordinary - April -Open

12 April 2022 03:30 PM



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AGENDA

Ordinary Meeting of Council



F19/13/05 – D22/11881

Date: Tuesday 12 April 2022 at 3.30 PM

Venue: Council Chambers, 63 Miranda Street, Stratford

The meeting location may change, or will be held via Audio Visual Link, if required due to current Covid Protection Framework or Government Guidelines.

1. Welcome

1.1 Opening Karakia
D21/40748 Page 9

1.2 Health and Safety Message
D21/26210 Page 10

2. Apologies

3. Announcements

4. **Declarations of Members Interest**
Elected members to declare any real or perceived conflicts of interest relating to items on this agenda.

5. **Attendance Schedule**
Attendance schedule for Ordinary and Extraordinary Council meetings.

6. Confirmation of Minutes

6.1 Ordinary Meeting of Council – 8 March 2022
D22/8230 Page 12

Recommendation

THAT the minutes of the Ordinary Meeting of Council held on Tuesday 8 March 2022 be confirmed as a true and accurate record.

/
Moved/Seconded

6.2 Farm and Aerodrome Committee – 15 March 2022
D22/9103 (PE) D22/11472 (Open) Page 17

Recommendations

1. THAT the unconfirmed minutes of the Farm and Aerodrome Committee meeting held on Tuesday 15 March 2022 be received.
2. THAT the recommendations in the minutes of the Farm and Aerodrome Committee meeting, including those in the public excluded section, held on Tuesday 15 March 2022 be adopted.

/
Moved/Seconded

6.3 Audit and Risk Committee – 15 March 2022
D22/8876 Page 23

Recommendations

1. THAT the unconfirmed minutes of the Audit and Risk Committee meeting held on Tuesday 15 March 2022 be received.
2. THAT the recommendations in the minutes of the Audit and Risk Committee meeting on Tuesday 15 March 2022 be adopted.

/
Moved/Seconded

6.4 Policy & Services Committee – 22 March 2022
D22/10214 (PE) D22/11489(Open) Page 31

Recommendations

1. THAT the unconfirmed minutes of the Policy & Services Committee meeting held on Tuesday 22 March 2022 be received.
2. THAT the recommendations in the minutes of the Policy & Services Committee meeting, including those in the public excluded section, held on Tuesday 22 March 2022 be adopted.

/
Moved/Seconded

6.4.1 Rates Remission Policy
D22/8652 Page 41

The tracked changes and updated Rates Remission Policy is attached for Council's information. This is to highlight the changes requested at the Policy and Services Committee Meeting.

6.5 Sport New Zealand Rural Travel Fund Assessment Committee – 5 April 2022
D22/10214 Page 50

Recommendations

3. THAT the unconfirmed minutes of the Sport New Zealand Rural Travel Fund Assessment Committee meeting held on Tuesday 5 April 2022 be received.
4. THAT the recommendations in the minutes of the Sport New Zealand Rural Travel Fund Assessment Committee meeting held on Tuesday 5 April 2022 be adopted.

/
Moved/Seconded

6.6 Taranaki Emergency Management Group Joint Committee – 24 February 2022
Page 54

Recommendation

THAT the minutes of the Taranaki Emergency Management Group Joint Committee held on Thursday 24 February 2022 be received.

/
Moved/Seconded

6.7 Taranaki Regional Transport Committee – 2 March 2022
Page 59

Recommendation

THAT the minutes of the Taranaki Regional Transport Committee held on Wednesday 2 March 2022 be received.

/
Moved/Seconded

6.8 Taranaki Solid Waste Committee – 3 March 2022
Page 64

Recommendation

THAT the minutes of the Taranaki Solid Waste Committee held on Thursday 3 March 2022 be received.

/
Moved/Seconded

7. District Mayor's Report
D22/11817 Page 68

Recommendation

THAT the report be received.

/
Moved/Seconded

8. Decision Report – Proposed Road Closure of Miranda Street for ANZAC Day Service

D22/10971

Page 72

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 on Monday 25 April 2022, between the hours stated in the recommendation below, for the purpose of the ANZAC Day Dawn Service
 - Miranda Street between Fenton Street and Regan Street – 5:30am to 8:00am
 - War Memorial Car park to be closed

Recommended Reason

In order for the Stratford District Council to hold ANZAC Day commemorations, it is necessary to close the road listed above for the safety of the public gathering for the dawn service at the Cross of Sacrifice on Miranda Street. The proposed road closures require formal endorsement by a Council resolution

/
Moved/Seconded

9. Decision Report – Receipt of Submission – Lease of the TET Multi Sports Centre

D22/10075

Page 84

Recommendations

1. THAT the report be received.
2. THAT the submission be received.
3. THAT the submitter be advised of the outcome of their submission and notified that the minutes of the Ordinary Meeting of Council are available on Council's website.

Recommended Reason

All issues raised within the submission have been considered and adequately addressed.

/
Moved/Seconded

10. Questions

11. 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: 12

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
Lease agreement	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.

_____/_____
Moved/Seconded

12. Public Excluded Item

Recommendation

THAT the open meeting resume.

_____/_____
Moved/Seconded

13. Closing Karakia
D21/40748 Page 94



Our reference
F19/13/03-D21/40748

Karakia

Kia uruuru mai
Ā hauora
Ā haukaha
Ā haumāia
Ki runga, Ki raro
Ki roto, Ki waho
Rire rire hau Paimārire

I draw in (to my being)
The reviving essence
The strengthening essence
The essence of courage
Above, Below
Within, Around
Let there be peace.



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 War Memorial Centre congregating on the 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 until the shaking stops and you are sure it is safe to exit or remain where you are until further instruction is given.

Under the current Pandemic setting visitor access beyond the customer service centre is restricted. Mask wearing is mandatory in all public areas as well as any areas where social distancing cannot be consistently achieved, such as corridors, staff rooms and bathrooms.

We recommend mask wearing for the duration of meetings unless social distancing of a minimum of 1 metre can be consistently achieved.

5. Attendance schedule for 2022 Ordinary and Extraordinary Council meetings.

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

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

MINUTES

Ordinary Meeting of Council



F19/13/06 – D22/5144

Date: Tuesday 8 March 2022 at 3.30 PM
Venue: Council Chambers, 63 Miranda Street, Stratford

Present

The District Mayor N C Volzke (the Chairman), the Deputy Mayor A L Jamieson, Councillors G W Boyde, A K Harris and W J Sandford

Via Audio Visual Link: Councillors P S Dalziel, J M S Erwood, R W Coplestone, V R Jones, M McKay and G M Webby.

In attendance

The Chief Executive – Mr S Hanne the Director – Environmental Services – Mr B Sutherland, the Committee Advisor and Executive Assistant – Mrs E Bishop, the Communications Manager – Ms G Gibson, the Roading Asset Manager – Mr S Bowden, one member of the media (Stratford Press).

Via Audio Visual Link: , the Director Community Services – Ms K Whareaitu, the Director Assets – Mrs V Araba, the Director Corporate Services – Mrs T Radich, and the Corporate Accountant – Mrs C Craig.

1. Welcome

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

1.1 Opening Karakia D21/40748 Page 7

The opening karakia was read.

1.2 Health and Safety Message D21/26210 Page 8

The Chairman noted the amendments to the health and safety message and emergency procedures particularly the addition of Council's pandemic setting guidelines.

2. Apologies

There were no apologies.

3. Announcements

The District Mayor noted the incorrect minutes had been included in the agenda for item 6.1. The minutes for the Ordinary Meeting of Council – 8 February 2022 had been circulated and would be tabled for confirmation.

He reminded Councillors that a meeting with the Future of Local Government Panel was scheduled for Thursday 17 March 2022.

4. Declarations of Members' Interest

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

The declaration of members' interest was circulated for updating.

5. Attendance Schedule

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

6. Confirmation of minutes

6.1 Ordinary Meeting of Council – 8 February 2022
D22/5144 Page 8

Recommendation

THAT the minutes of the Ordinary Meeting of Council held on Tuesday 8 February 2022 be confirmed as a true and accurate record.

VOLZKE/BOYDE
Carried
CL/22/9

6.2 Policy & Services Committee – 22 February 2022
D22/6793 (PE) D22/7058(Open) Page 17

Recommendations

1. THAT the unconfirmed minutes of the Policy & Services Committee meeting held on Tuesday 22 February 2022 be received.

HARRIS/BOYDE
Carried
CL/22/10

2. THAT the recommendations in the minutes of the Policy & Services Committee meeting, including those in the public excluded section, held on Tuesday 22 February 2022 be adopted

DALZIEL/WEBBY
Carried
CL/22/11

7. District Mayor's Report
D22/7183 Page 28

Recommendations

1. THAT the report be received.

VOLZKE/SANDFORD
Carried
CL/22/12

2. THAT council extend the appointment of Sven Hanne as interim Chief Executive by a maximum of 3 months as of 10 March 2022 or until a Chief Executive is appointed and takes up their position, whichever is earlier.

BOYDE/SANDFORD
Carried
CL/22/13

3. THAT Darleena Christie and Raeleen Hancock be appointed to the Sport New Zealand Rural Travel Fund Committee until the end of this triennium (October 2022).

BOYDE/JAMIESON
Carried
CL/22/14

The District Mayor noted the following points:

- Work on the Kahouri Stream bridge project is progressing well and is ahead of the anticipated start date.
- The Civil Defence reforms are well and truly underway. He noted he had recently sat in on discussions with the Minister and there will be legislation on these changes introduced later this year.
- The District Mayor and Chief Executive had been invited to be updated on the Egmont National Park arrangements and the deed of settlement is nearly ready to be signed. This will see elements of the park handed to a new organisation.
- The Forestry Green Paper was submitted and Councillors were sent a copy of this. A link to the webinar can circulated for those that were unable to attend this.
- The Chief Executive's fixed term agreement finishes tomorrow. Council is required by law to have a Chief Executive appointed at all times so in order to facilitate that requirement a resolution is required to extend the current fixed term by a maximum of three (3) months or until a new Chief Executive is appointed (whichever comes first).
- Sport New Zealand Rural Travel Fund currently has two vacancies and it is his recommendation that Darleena Christie and Raeleen Hancock be appointed to that committee until the end of the triennium.

8. Decision Report – Approve Draft Annual Plan 2022/23 and Supporting Documents
D22/6737 Page 34

Recommendations

1. THAT the report be received.

VOLZKE/HARRIS
Carried
CL/22/15

2. THAT the following draft information be approved to be released for public consultation:

- Annual Plan 2022/23
- Fees and Charges 2022/23
- Revenue and Financing Policy

3. THAT the Consultation Document be released as a summary of the Annual Plan 2022/23 for the consultation process.

JAMIESON/BOYDE
Carried
CL/22/16

Recommended Reason

To get formal feedback from the community prior to adopting the Annual Plan 2022/23 and supporting information. Any late changes made to the documents will be tabled at the meeting for adoption.

The Director – Corporate Services noted the following points:

- This report seeks Council approval to release the Draft Annual Plan 2022/23 and the updated Revenue and Financing Policy for public consultation for four weeks.
- She noted the rates increase was 6.1% which was less than Year 2 of the Long Term Plan which was 6.21%.
- The Draft Consultation Document covers some of the key issues in the Annual Plan such as the Forestry deferential rate, changes such as the Solid Waste and Swimming Pool fees and charges, the change to the funding of depreciation of infrastructure assets to 95% and the use of the roading, waste water and farm reserves for rate mitigation.

Questions/Points of Clarification:

- Councillor Dalziel acknowledged the Director – Corporate Services and staff for the work that goes into this process. He questioned if the use of the farm reserve should have been presented to the Farm and Aerodrome Committee? It was clarified it would have been appropriate to have sought the committee's endorsement, however timing requirements meant this was not able to be done.
- It was requested that the financial terminology be standardised. A glossary would be included.
- It was requested that the funding overview pie graphs clarify that these are operational. The subtitles would be updated to "Where do your rates go" and "Where does the funding come from".
- It was clarified that the surplus in the budget represents funding received for capital projects. Rates collection aim for a zero balance for operational expenses.
- It was noted that the debt limit to annual operating revenue for council is 130% and is a self-imposed limit. The LGFA limit is 175%.
- It was requested that the Consultation Document highlight that it is council's intent to use the Revenue and Financing Policy amendment this year.
- It was requested that it be noted for transparency that council intends on using its reserves to keep the rates lower this year.
- It was requested that in the Revenue and Financing Policy change that the sentence "*fixing damage to roads*" be amended to "*repairing damage to roads*".
- It was requested that the 2 hockey fields be removed from the Parks, Reserves and Cemeteries list as the turf is not owned by council and the other space was now being used to build the new pool complex.

- It was requested that it be clarified in the performance measures for Dog Registrations and Solid Waste be clarified that they were not achieved due to the target being higher in the previous reporting year.
- It was requested that the spreadsheets be updated to remove rounding errors to ensure the balances are correct.

9. Questions

There were no questions.

10. Closing Karakia

D21/40748 Page 209

The closing karakia was read.

The meeting closed at 4.10pm

N C Volzke
Chairman

Confirmed this 12th day of April 2022.

N C Volzke
District Mayor

MINUTES

Farm and Aerodrome Committee



F19/13/06 – D22/9103

Date: Tuesday 15 March 2022 at 12noon
Venue: Council Chambers, 63 Miranda Street, Stratford

Present

Councillor G W Boyde (the Chairman), the District Mayor N C Volzke, Councillors P S Dalziel (*via audio visual link*), V R Jones (*via audio visual link*), and Committee Members: the Director Corporate Services – Mrs T Radich (*via audio visual link*), and the Property Officer – Mrs S Flight.

In attendance

The Deputy Mayor – A L Jamieson (*via audio visual link*)

The Chief Executive – Mr S Hanne, the Committee Advisor and Executive Assistant – Mrs E Bishop, Communications Manager – Ms G Gibson, and one member of the media (Stratford Press).

1. Welcome

The Chairman welcomed the Chief Executive, Councillors, staff, and the media.

1.1 Opening Karakia D21/40748 Page 5

The opening karakia was read.

1.2 Health and Safety Message D21/26210 Page 6

The Chairman reiterated the health and safety message and emergency procedures.

2. Apologies

Apologies were received from Councillor W J Sandford and the Director Environmental Services – Mr B Sutherland.

Recommendation

THAT the apologies be received.

VOLZKE/DALZIEL
Carried
F&A/22/1

3. Announcements

There were no announcements.

4. Declarations of Members Interest

The Chairman 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 Farm & Aerodrome Committee meetings was attached.

6. Confirmation of Minutes

6.1 Farm and Aerodrome Committee Meeting – 7 December 2021 D21/44405 (PE) D21/44582 (Open) Page 8

Recommendation

THAT the minutes of the Farm and Aerodrome Committee Meeting held on Tuesday 7 December 2021 be confirmed as a true and accurate record.

BOYDE/JONES
Carried
F&A/22/2

Questions/Points of Clarification:

- It was noted that the decision to use \$96,000 from the Farm Reserve towards rate mitigation had been made by Council due to the timing of the draft Annual Plan being released for consultation.
- It was requested that the public excluded item be discussed further. The committee would move into public excluded at the end of the meeting.

7. Matters Outstanding D20/11504 Page 17

Recommendation

THAT the matters outstanding be received.

DALZIEL/VOLZKE
Carried
F&A/22/3

The Director – Corporate Services noted that the report on the overhead expenses for the Farm would be brought to the next Committee Meeting as Officers were waiting on the sharemilking agreement to be completed to ensure an accurate analysis.

8. Programme of Works D20/28552 Page 18

Recommendation

THAT the Programme of Works be received.

BOYDE/VOLZKE
Carried
F&A/22/4

The Deputy Mayor joined the meeting at 12.10pm.

9. Information Report – Risk Review

D22/5868 Page 19

Recommendation

THAT the report be received.

BOYDE/JONES
Carried
F&A/22/5

Recommended Reason

To update the Farm and Aerodrome Committee of changes to both the Farm and Aerodrome Risk Registers and advise the Committee of any incidents in relation to the identified risks.

The Property Officer noted there had been no new risks identified since the last meeting was held in December.

Questions/Points of Clarification:

- It was requested that the raw risk for the Farm Risk 1, Covid-19, be upgraded to medium-high.

10. Quarterly Report – Farm and Aerodrome Business and Financial Report

D22/5873 Page 26

Recommendation

THAT the report be received.

VOLZKE/DALZIEL
Carried
F&A/22/6

Recommended Reason

This report provides the first quarterly update to the Farm and Aerodrome Committee. It highlights the milk production from the current season at the farm and also reports on the key activities at the Aerodrome

The Property Officer noted the following points:

- This report provides an update on key activities since the last meeting.
- Milk production is 8% lower than this time last season but is increasing and is still on track to meet the target.
- The antenna has come off the roof at the aeroclub so there have been no recorded movements for the month of February. The contractor is repairing this today.

Questions/Points of Clarification:

- The Chairman noted that the council farm is currently 0.4% ahead of season to date, this is in comparison to Central Taranaki as a whole being 7.79% behind for the season and 4.86% behind for the month. This is a result of the sharemilkers doing an excellent job and making outstanding decisions.
- The Chairman noted it was important to remember the rising costs of feed, fertiliser and electricity which will provide some real challenges with the farm working expenses.
- The District Mayor noted that the milk price had been fixed at \$8.12 with the forecast now predicting \$9.60, it was confirmed that the farm was locked into the fixed rate, and that the sharemilkers were not supportive of re-fixing the rate at this present time. It was reiterated that the budget had been \$6.25 therefore fixing at \$8.12 was a good idea in comparison to the budget. It was also important to note the volatility of this industry and that in the past the milk prices have been low and the fixed price higher.

- It was clarified that due to the timing of the committee meetings the Annual Plan budget had been approved by Council but that the Annual Plan was still in a draft format and therefore should the committee wish to make a recommendation for amendments then they could still be considered.
- Councillor Jones noted it had been an outstanding end to the milking season but requested a report to show total feed purchased and feed produced on farm and any extra feed required for the new system vs milk production. This would be added to Matters outstanding.
- It was clarified that the quote being sought for the drafting gate was as a result to a change being made to the exit gate, however it was important to ensure that any changes could accommodate the addition of a drafting system in the future.
- It was clarified that the third line in the Annual Plan budget clarified Council's share of the milk revenue. This was 155,000 milk solids at \$7.50 then split 50/50. It was noted that the budgeted milk price of \$7.50 was very conservative but that the final announcement would not be made by Fonterra on the milk price until October so it was important to be conservative when setting the budget for the coming year.
- Councillor Boyde noted that the latest figures estimate \$49 billion into the economy this year from the dairy industry.

11. Quarterly Report – Health and Safety

D22/7532 Page 41

Recommendation

THAT the report be received.

BOYDE/VOLZKE
Carried
F&A/22/7

The Property Officer noted there had been no recorded incidents at the Farm or the Aerodrome since the December meeting.

Questions/Points of Clarification:

- The Chairman commended the sharemilkers for having a good plan to mitigate any issues around staff contracting Covid-19.

12. Questions

There were no questions.

The media left the meeting at 12.20pm

Recommendation

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

Agenda Items No: 6.1

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
Confirmation of Minutes – 15 December 2021 – Item 15 – Farm Contract	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.

DALZIEL/BOYDE
Carried
F&A/22/8

Questions/Points of Clarification

Confirmation of Minutes- 15 December 2022 - Item 15 – Public Excluded

Recommendation

THAT the open meeting resumes.

BOYDE/VOLZKE
Carried
F&A/22/9

The meeting closed at 12.39pm

G W Boyde
Chairman

Confirmed this 21st day of June 2022.

N C Volzke
District Mayor

MINUTES

Audit and Risk Committee



F19/13/05 – D22/8876

Date: Tuesday 15 March 2022 at 2.02pm
Venue: Council Chambers, 63 Miranda Street, Stratford

Present

The District Mayor N C Volzke and Councillor J M S Erwood.

Via audio visual link: P Jones (the Chair), the Deputy Mayor A L Jamieson and P S Dalziel.

In attendance

Councillor G W Boyde, the Chief Executive – Mr Sven Hanne, the Director Environmental Services – Mr Blair Sutherland, the Communications Manager – Ms Gemma Gibson, and one member of the media (Stratford Press).

Via audio visual link: Councillor G M Webby, the Director Corporate Services – Mrs T Radich, the Director Assets – Mrs V Araba, the Director Community Services – Ms Kate Whareaitu, the Administration and Communication Support Officer – Ms R Vanstone, the Health & Safety/Civil Defence Advisor – Mr Mario Bestall, the Corporate Accountant – Mrs Christine Craig, the Roading Asset Manager – Mr S Bowden, the Service Asset Manager – Mr John Cooper, and the Audit Director, Audit New Zealand – Mr Chris Webby.

1. Welcome

- 1.1 The opening karakia 'Kia Uruuru Mai' was led by the District Mayor.
- 1.2 The Chair welcomed the District Mayor, Councillors, staff and the media to the meeting. The Chair noted the health and safety message and emergency procedures on page 7 of the agenda.

2. Apologies

Recommendation

THAT an apology be received from Councillor M McKAY.

JONES/JAMIESON
Carried
A&R/22/01

An apology was noted from Councillor W J Sandford.

3. Announcements

No announcements were made.

4. Declarations of Members Interest

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

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

5. Attendance Schedule

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

6. Programme of Works

D21/42807 Page 9

Recommendation

THAT the Audit and Risk Committee's rolling programme of works, as amended, up to March 2023 be received.

ERWOOD/DALZIEL
Carried
A&R/22/02

The Chair proposed that the lone worker item be brought forward from September 2022 to the May 2022 reporting date. He expected that Resource Management Act ('RMA') reforms or local government reforms would fill the gap.

7. Confirmation of Minutes

7.1 Audit and Risk Committee Meeting Minutes – 16 November 2021

D21/41130 Page 10

Recommendation

THAT the minutes of the Audit and Risk Committee Meeting held on Tuesday 16 November 2021 be confirmed as a true and accurate record.

DALZIEL/VOLZKE
Carried
A&R/22/03

Questions/Points of clarification:

- The Chair sought clarification on whether his own attendance via audio visual link required minuting. The Chief Executive confirmed this as Council practice.

8. Matters Outstanding

D18/27474 Page 17

Recommendation

THAT the matters outstanding be received.

ERWOOD/VOLZKE
Carried
A&R/22/04

The Director Corporate Services noted that Council would report on the lone worker item in May 2022, in line with the update to the programme of works.

9. Information Report – Building Consent Authority Accreditation Report
D22/7412 Page 18

Recommendation

THAT the report be received.

Recommended Reason

As an accredited Building Consent Authority the Stratford District Council must ensure its procedures and practices for building consent matters meet legal requirements.

VOLZKE/DALZIEL
Carried
A&R/22/05

Questions/Points of clarification:

- Mayor Volzke noted that it was worth reflecting on the progress that had been made to get to this point. There had initially been a lot of concerns raised about the accreditation process, however it was now at an acceptable level and he acknowledged the efforts of staff, particularly the Director Environmental Services.
- The Chair added that IANZ's requirement to visit in November 2023 should be regarded as a very positive sign.

The Director Environmental Services left the meeting at 2.17pm.

10. Information Report – Health and Safety
D22/7619 Page 21

Recommendation

THAT the report be received.

ERWOOD/JAMIESON
Carried
A&R/22/06

The Health and Safety/Civil Defence Advisor noted the following points:

- There is a growing trend of increasingly aggressive and abusive customer interactions with staff.
- A near miss incident (1) involving a contractor and a gas main was the result of sheer luck, demonstrating the need to follow correct procedures.
- He had conducted an audit on the site in question (incident 2) a week before the incident occurred and was assured that there were no issues.
- Regarding the third incident, not even the most seasoned health and safety expert could have picked up the fire source. JSAs and other documentation had not been completed. Mr Hanne congratulated Mr Bestall on his perseverance as he had identified the likely sequence of events and had been able to identify the ignition source, contributing to many learnings.

Questions/Points of clarification:

- Councillor Boyde, referring to page 21 of the report, asked whether staff could be assisted more when dealing with increasingly aggressive customers, noting that 6 out of 8 incidents recorded over the entire year, have been recent.
- Mr Bestall clarified that the incidents were already higher than the entire previous year. He noted that regular de-escalation training is provided to staff, adding that a more experienced staff member would deal with such a customer quite differently.
- Mr Hanne added that Council had attempted to provide dedicated staffing to the facilities and administration building when it was felt that certain situations would escalate. Security guards were used when/where required also.

- Councillor Dalziel, referring to page 24 of the report on EAP referrals, asked if things were really as bad as was noted. Mr Bestall responded that the uncertainty around at the moment meant that some people's feelings were stuck on 'eternal'. He emphasised that it was difficult to correlate this with the covid situation but he is certainly seeing an increase. Councillor Dalziel asked what could be done.
- Mr Hanne considered that Council, as an employer, was trying to do its best to assist staff through this time and beyond. He felt that a healthy staff culture where people could depend on each other, helped. Council is in a good position to grant leave to staff, sick or not, to ease the immediate financial burden to families of close contacts. The split team structure and introduction of rapid antigen testing ('RAT') helped to reassure staff. The Council has been generous in making RATs available to staff and he was surprised at how positive staff felt about them.
- Councillor Dalziel asked if there was agreement with the concluding statement in the report.
- The Chair noted that he was seeing a lot of uncertainty in the employment area at present, not just covid related, but local government reforms had added to this. When people are struggling to deal with one area of change, several accumulating factors such as struggling to fill up the car with petrol, can result in some not being able to see the light at the end of the tunnel. Access to someone to talk about these sorts of situations does help. The important message here is to listen carefully to what people are really saying and not judge how they are feeling.
- The Chair asked Mr Bestall if there were any issues during the fire/evacuation of the administration building. Mr Bestall clarified while staff were evacuating, members of the public had attempted to enter the building. At the time, some fire wardens were not present. Council will look to train more fire wardens and provide refresher fire extinguisher training.
- The Chair, in commenting on the powerline incident (2), asked if the contractor acknowledged whether anything would have been done differently. Mr Bestall clarified that the contractor noted the suggestions in their toolbox meeting the following week.

The Audit Director joined the meeting at 2.30pm.

The Committee agreed that with the Audit Director having joined the meeting, the order of the meeting would change and that item 12 – Information Report - Audit NZ Matters Outstanding - would now be discussed.

12. Information Report – Audit NZ Matters Outstanding

D22/7505 Page 151

Recommendation

THAT the report be received.

Recommended Reason

This report informs the Committee of the issues identified in the final Audit New Zealand Management Report for the 2020/21 Annual Report and Long Term Plan 2021-31, summarising the actions that have or intend to be taken by Council officers to respond to audit recommendations with respect to each issue raised.

DALZIEL/VOLZKE

Carried

A&R/22/08

The Audit Director noted his thanks to Council management for their assistance during a smooth audit process. Audit NZ was satisfied that the revaluation of roading was materially correct. They found no issues with accounting for shovel ready funding and three waters reform stimulus funding. Three waters reform was appropriately disclosed in the Annual Report.

The Director Corporate Services in turn acknowledged Mr Webby and his team for their pragmatic approach to auditing at Council over the last few years.

Questions/Points of clarification:

- Councillor Dalziel agreed with Mrs Radich on the positive audit outcome adding that the quality and standard of audits had improved and that that was down to Mrs Radich and her team. Councillor Dalziel asked if there would be a handover to the new auditor, Deloitte New Zealand who he understood were not as experienced in local government audits.

- Mr Webby clarified that he would spend a day with Deloitte going over Council's audit file. Audits are conducted on behalf of the Auditor General so it is beneficial to be of as much assistance as possible to the new audit team.
- The Chair noted the clean audit letter adding that the change to a new auditor was not a reflection on Audit NZ but rather illustrative of the sector wide staff shortages. The Chair went on to thank Mr Webby on behalf of the Committee.
- Mr Hanne thanked Mr Webby and his colleagues on behalf of the organisation. They had worked together during positive times and through tense times. Mr Webby had always applied a practical perspective to the audit process.
- Mr Webby noted that the relationship with this council had improved as the audits have improved and that this was partly due to the ease of people in the organisation to work with.

The Director Audit departed the meeting at 2.46pm.

The Committee returned to item 11 in the order of the agenda.

11. Information Report – Risk Management

D22/7622 Page 25

Recommendation

THAT the report be received.

Recommended Reason

To provide an update to the Audit and Risk Committee of any significant risks and any incidents or threats in relation to significant risks on Council's risk register from the previous quarter.

MOVED/SECONDED
Carried
A&R/22/07

Questions/Points of clarification:

- The Chair noted that the RMA reforms would need to be added to be considered as a threat to Risk 78 in the future.
- The Chair is aware that some councils have been struggling to supply significant employment and other data around existing three waters contracts. The Director Assets clarified that this Council had received such a request from the Department of Internal Affairs ('DIA') and that data had been returned within the timeframe.
- The Chair added that there is no funding to backfill the lost positions in councils.
- Councillor Dalziel noted that staff poaching is a real risk given the current labour shortages in New Zealand, for the next 12-18 months. Staff retention should be a top 10 risk.
- Mr Hanne confirmed that the Senior Leadership Team will review the new risks and the current top 10 risks in relation to council infrastructure (with a view to merging risks 86 and 90) and staff recruitment and retention.
- The Chair suggested that the heading of risk 89 required a rework with the possible merge of the setting and application of rates through council policies. The Mayor was satisfied that these risks remain unchanged until after the review of the Rates Remission Policy.
- The Chair asked that any changes to the top ten risk list be highlighted, going forward.
- Councillor Dalziel, when considering the Global Risk Report, noted that cyber risk was scored as a 4 which he thought slightly 'underdone'. He considered that Council really needed to focus on cyber risk as an area to upskill both management and elected members. Mrs Radich clarified that the annual report to this Committee on cyber risk would be presented at the next meeting, covering the prevention and minimisation of risk. She asked members to advise her if there is anything specific they would like reported. Councillor Dalziel noted that cyber risk is fast moving and that part of the risk is that we don't know what is coming at us. The Chair added that a number of cyber breaches were occurring in councils but these were not being reported on because due to the embarrassment in publicising them.
- Councillor Boyde noted that the erosion of social cohesion is being seen at the front counter of this Council.

13. Information Report – Capital Works Programme – Key Projects Update

D22/7023 Page 185

Recommendation

THAT the report be received.

Recommended Reason

To present an update on the progress of our key capital projects in the 2021/22 financial year, as requested in the September 2021 Audit and Risk Committee meeting.

VOLZKE/DALZIEL
Carried
A&R/22/09

The Director Assets noted that Council aims to finish the second trunkline by the end of June 2022. Stage 1 has been awarded; stage 2 is about to be awarded; stage 3 will be the shortest stage.

Questions/Points of clarification:

- The Chair sought clarification of spend as a percentage of what was budgeted at year 1. The Director Assets noted that spend will be 90-95 per cent of the budget but that Council will not necessarily deliver on the entire scope.
- Mr Hanne added that this year's capital budget is twice what Council would normally get in a year. He noted that under these circumstances he would be satisfied with an outcome that saw Council manage to deliver 85 per cent of its projects. The Chair agreed adding that he is aware of one council which considered itself lucky to deliver 30 per cent of what they budgeted.

14. Information Report – Local Elections 2022

D22/7772 Page 192

Recommendation

THAT the report be received.

Recommended Reason

To give assurance to the Audit and Risk Committee that the Council is undertaking all necessary steps to manage the local elections of 2022 and the associated risks.

JONES/DALZIEL
Carried
A&R/22/10

The Director Corporate Services noted the following:

- There are risks associated with holding elections and this report provides some assurance that Council is managing those risks. As Deputy Electoral Officer, Mrs Radich is assisted by Dale Ofsoske, Electoral Officer from Election Services.
- The representation review is currently sitting with the Local Government Commission and is expected to be finalised shortly.
- One of the decisions elected members make each election cycle is how names will appear on the ballot paper. Mrs Radich recommended the continuation of alphabetical ordering unless an alternative view is suggested.

Questions/Points of clarification:

- With no comment received from elected members, the Chair noted the satisfaction of members with the status quo, and that this will be presented to (full) Council for agreement.

15. Information Report – Internal Audit Report 2020/21 – Update
D22/7129 Page 224

Recommendation

THAT the report be received.

Recommended Reason

The Audit and Risk Committee is tasked with reviewing and monitoring the internal audit activities of Council on behalf of elected members.

ERWOOD/JAMIESON
Carried
A&R/22/11

Questions/Points of clarification:

- Councillor Dalziel complimented the Corporate Accountant and the wider team on the internal audit outcomes and approach which gave him, as an elected member, some comfort that there were robust internal controls in place. This view was reinforced by the Chair who noted that not many councils of this size had an internal audit process in place.
- The Director Corporate Services noted that next year's internal audit plan would be presented to this Committee in July.

16. Correspondence

- Office of the Auditor-General – Change of Appointed Auditor, 2 February 2022

Page 230

- This matter was previously discussed under item 12 of the agenda. There were no further questions or explanations.
- The Director Corporate Services and the Chief Executive were to have a discussion with Deloitte. Mrs Radich noted that she would follow up on the handover and report back to this Committee in May. The Chair confirmed that he will bring this matter to the attention of the Assistant Auditor General later in the week.
- Mrs Radich noted that Taranaki Regional Council also utilise Deloitte as their auditor.
- Councillor Dalziel sought clarification on whether council would see a similar fee from Deloitte, moving forward. The Chair confirmed that the audit fee must be agreed by the Auditor General and that any inconsistent fee charging would be highlighted at that level.

17. General Business

- Mayor Volzke noted that the Chief Executive appointment process is progressing and can be expected to be concluded in the next week or two. As no appointment was made prior to the expiry of Mr Hanne's current contract on 9 March, an extension of three months from that date (or to the appointment of the Chief Executive – whichever comes first) was recommended and passed.
- Mayor Volzke noted the scathing report in the Taranaki Daily News about New Plymouth District Council's contract management processes, which identified a number of anomalies. He sought a report on this Council's contract management processes. This has been added to matters outstanding.

18. Questions

There were no questions.

19. Closing karakia

D21/40748 Page 232

The closing karakia 'Kia Uruuru Mai' was led by the District Mayor.

The meeting closed at 3.38pm.

P Jones
Chairman

Confirmed this 17th day of May 2022.

N C Volzke
District Mayor

MINUTES

Policy and Services Committee



F19/03/05 – D22/11489

Date: Tuesday 22 March 2022 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, and W J Sandford.

Via audio visual link: Councillors P S Dalziel, R W Coplestone, A K Harris, J M S Erwood, V R Jones, M McKay and G M Webby

In attendance

The Chief Executive – Mr S Hanne, the Director – Environmental Services – Mr B Sutherland, the Committee Advisor and Executive Assistant – Mrs E Bishop, the Communications Manager – Ms G Gibson, the Roding Asset Manager – Mr S Bowden (*part meeting*), the Revenue Manager – Mrs J Erwood (*part meeting*), the Property Officer – Mrs S Flight (*part meeting*) and one member of the media (Stratford Press (*part meeting*))

Via audio visual link: the Director – Community Services – Ms K Whareaitu, the Director – Corporate Services – Mrs T Radich, the Director – Assets – Mrs V Araba, the Services Asset Manager – Mr J Cooper (*part meeting*), the Asset Management Coordinator/Waste Minimisation Officer – Mrs L Campbell (*part meeting*), the Parks and Reserves Officer – Mrs M McBain (*part meeting*), and one member of the media (Taranaki Daily News (*part meeting*))

1. Welcome

The meeting was opened with a karakia.

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

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

2. Apologies

No apologies were received.

3. Announcements

The Chief Executive announced that item 13 – Public Excluded Item was being withdrawn from the agenda due to a procedural matter. The Chairman had been advised of this decision as per standing order 9.9. This will be brought back in two separate reports at the Ordinary Meeting of Council.

The District Mayor requested Councillors remain behind following the conclusion of this meeting to discuss the Chief Executive appointment process.

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 conflicts of interest.

5. Attendance Schedule

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

6. Confirmation of minutes

6.1 Policy & Services Committee – 22 February 2022
D22/6793 (PE) D22/7058 (Open) Page 12

Recommendation

THAT the minutes of the Policy and Services Committee Meeting held on Tuesday 22 February 2022 be confirmed as a true and accurate record.

BOYDE/COPLESTONE
Carried
P&S/22/33

7. Matters Outstanding
D16/47 Page 23

Recommendation

THAT the Matters Outstanding be received.

McKAY/VOLZKE
Carried
P&S/22/34

8. Decision Report – Delegation under Building Act 2004
D22/8224 Page 24

Recommendations

1. THAT the report be received.

SANDFORD/BOYDE
Carried
P&S/22/35
2. THAT the authority to grant minor variations to building consents under Section 45A(3) of the Building Act 2004 be delegated to the Chief Executive.

BOYDE/VOLZKE
Carried
P&S/22/36

Recommended Reason

The delegation is necessary to satisfy a non-compliance identified through an IANZ audit of the Council's Building Consent Authority and to provide an efficient building control service to the community.

The Director – Environmental Services noted the following points:

- This request relates to a matter raised by IANZ, during the audit in December 2021, as a delegation they recommended was required to perform council's duties in building control. They have since clarified this matter further with legal advice to support this request.
- The delegation would be given to the Chief Executive and covers making minor variations to building consents. It is likely the Chief Executive would sub-delegate this to officers.

9. Decision Report – Amendments to Rate Remission Policy
D22/8685 Page 29

Recommendations	
1. <u>THAT</u> the report be received.	HARRIS/JONES Carried <u>P&S/22/37</u>
2. <u>THAT</u> the Rates Remission Policy be amended to include the following: <ul style="list-style-type: none"> • A change to the Remission on Rates Penalties; • A new Rates Remission Policy for Uniform Annual Charges on non-contiguous rural and commercial properties owned by the same owner and used for a single purpose. • A new Rates Remission Policy for the 50% water or 50% wastewater charges where the service does not go past their property, but is within the distance requirements to be serviceable. • A new Remission Policy for Community, Sporting and other Organisations for the 50% water or 50% wastewater charge. • A new Remission Policy for the Roading Targeted Rate. 	BOYDE/HARRIS Carried <u>P&S/22/38</u>
3. <u>THAT</u> the changes to the rates Remission Policy be approved to be released for public consultation as required under Section 102 of the Local Government Act 2002, giving effect to Section 82 of the Local Government Act 2002.	JAMIESON/VOLZKE Carried <u>P&S/22/39</u>
Recommended Reason	
Staff have had feedback that could be addressed within this policy if desired by council. The Rates Remission Policy must go out for public consultation before any amendments can be adopted, as required by legislation.	

The Revenue Manager noted the following points:

- The Rates Remission Policy was last reviewed in July 2020 but due to some changes in the rates an updated review was required.
- The changes include: clarification on the remission on penalties due to Covid-19, a remission for non-contiguous properties, a remission for the 50% water and waste water charge where the service does not go past the property, a remission for the 50% water and waste water charge for community and sporting organisations and a remission for the new roading targeted rate.

Questions/Points of Clarification:

- A change to the Remission on Rates Penalties;
 - This is a change in the wording to clarify if a person was unable to come in to pay their rates (e.g. an elderly person who does not internet bank) due to Covid-19 then they were covered by this policy.
 - The District Mayor felt the wording needed to be changed. Council should support a remission due to hardship and compassionate grounds and noted the wording “unable to attend to payments” insinuated that the person was able to pay their rates but were physically unable to do so at this time. He also questioned if the wording “outside of the ratepayers control” meant if they were made redundant would that be considered? Mrs Erwood clarified that this section referred to someone who, for example, had been hospitalised and was unable to come into the building and had no other ways to make the payment.

- It was clarified that these remissions are assessed on a case by case basis.
- It was clarified that this section referred to the penalty component and not the rates payment and a person not meeting council's timelines. It was targeted towards a person not being physically able to come into the building to make the payment.
- The Director – Corporate Services would amend the policy to ensure it was clear that this specific remission does not cover financial hardship.
- The District Mayor noted there was no reference to the inability to attend on page 44, under item 13.

The Services Asset Manager joined the meeting at 3.16pm.

- A new Rates Remission Policy for Uniform Annual Charges on non-contiguous rural properties owned by the same owner and used for a single purpose.
 - The District Mayor noted this issue had been discussed a number of times and he supported the remission as presented, however he questioned the criteria for a commercial property running a business as a single unit over two properties and felt this remission should be applied to those property owners as well. It was clarified that this would be for "non improved" properties only.
 - Councillor Harris supported an amendment to include commercial properties in this remission as it was a fair spread over all ratepayers which was the initial aim of the request. She noted that these were assessed on a case by case basis by officers so it would be fair to offer this remission to all.
 - Councillor Sandford noted he did not support this addition to the remission. In the sample rates commercial property owners are paying less rates than any other properties. This issue was not raised by commercial land owners it was raised by rural residents. It was clarified that commercial property owners pay the same rates as rural property owners but the difference is the property values.
 - It was agreed to add commercial properties to this remission.
- A new Rates Remission Policy for the 50% water or 50% wastewater charges where the service does not go past their property, but is within the distance requirements to be serviceable.
 - It was clarified that this remission had been recommended due to one property in Midhirst which was attracting this charge and is not able to connect to the water even though the property falls within the distance set by council in the rates resolution.
 - It was clarified that this was a remission for the full 50% charge for water and waste water.
 - The District Mayor noted his concern around the wording "*past your gate*" and felt it was loose terminology that could be replaced with "*to your boundary*". This would be amended.
- A new Remission Policy for Community, Sporting and other Organisations for the 50% water or 50% wastewater charge.
 - This remission was also because of a Midhirst property which was an organisation now receiving the 50% water and waste water charge who do not have the funding to cover rates. This organisation has been unrateable under the Act in the past and were incurring this charge.
- A new Remission Policy for the Rooding Targeted Rate.
 - This remission has been deliberately presented after the Draft Annual Plan was adopted which included the Rooding Rate Deferential. If that goes ahead in the final adoption of the Annual Plan then officers would like to look at a remission for properties that can demonstrate they will not use council roads and that the boundary allows direct access onto state highway. She noted there may be other issues raised during both the consultation of the Annual Plan and the Rates Remission policy that will also need to be considered.
 - Councillor Boyde supported the remission but he noted his issue with the objectives was the damage to rural road, property owners may be able to demonstrate a direct access to state highway but the trucking companies will still use Beaconsfield Road. If they can demonstrate they are staying on state highway then that is fine but it won't fix the trucks changing the direction they go in after leaving the property.
 - The District Mayor supported Councillor Boyde's concerns. He had thought that council would name the roads that this targeted rate would be spent on but acknowledged it would largely be spent on metal roads and dedicated forestry roads. Operators would still use Beaconsfield and Monmouth Roads and therefore he questioned if this remission was workable as there would be no way to police this.

- The District Mayor also noted the Te Wera forestry, the district's biggest forest, would clearly be able to demonstrate a large part of their operation is accessible from the state highway, which would then increase the cost for other forestry rate payers significantly as council would need to recoup that remission. He felt this remission should be withdrawn.
 - Councillor Erwood noted there was a loophole where these properties could demonstrate direct access but then there was nothing to stop them using council roads. He felt it should be worded to ensure that the identified access was used and how much would be taken out through it. He felt the applicant should be required to demonstrate that they can harvest without the use of Stratford roads full stop.
 - Councillor Sandford noted there were not the people to police this with Beaconsfield Road being a prime example. Without the ability to control this it shouldn't be in the policy.
 - It was clarified that this policy would go out for consultation and close after the Annual Plan hearing, therefore any issue raised during the Annual Plan process could be considered when deliberating this policy on 24 May 2022. The Chief Executive noted that submissions considered during the Annual Plan hearing could be considered towards this policy also.
 - The remission was removed from the draft policy.
- It was requested that on page 40, the *Sale of Liquor Act* be updated to be the *Sale and Supply of Alcohol Act 2012*.

The Revenue Manager left the meeting at 3.38pm.

10. Monthly Reports

10.1 Assets Report D22/7007 Page 47

Recommendation

THAT the report be received.

ERWOOD/COPLESTONE
Carried
P&S/22/40

The Director – Assets noted the following points:

- There have been a number of complaints around Monmouth Road and the time that is taking. Officers have been assured that this work has been sped up.
- The second trunk main project is going as planned but will be discussed in a subsequent agenda item.
- There has been an early increase in milk production from last season at the farm.
- There has been a lot of damage to council property over the past few months and is not stopping. Fixing this is costing the rate payers money and there will be further communication on this to the public.

Questions/Points of Clarification:

- It was clarified that the increase in milk production was an increase from February last year. Milk production for the full season (to date) is just ahead.
- It was clarified that officers are looking at installing more cameras to help combat the vandalism at the bike park and the Centennial Rest Rooms.
- It was clarified that a number of factors resulted in storm water getting into the waste water system. The first is the ageing infrastructure as the pipes underground age they develop cracks and the joints become less sealed so slowly the ground water is making it into the pipe network. There are also some historic connections that may not have been sealed. The one factor that is more known is house connections which have cross connections channelled from the roof into their gully trap and this is much easier to spot and rectify and inspections are done every two years. Council re-lines a percentage of all wastewater pipes annually to address infiltration.

- Councillor Dalziel noted that the bike park was a great project and noted he had even had a go on the pump track himself. The Chief Executive thanked Councillor Dalziel for being one of the main drivers to expanding the scope of this project initially.
- Councillor Sandford noted that previous acts of vandalism and damage had resulted in an apology being made to council and asked who these offenders were apologising to and if there was any form on compensation? Councillor Erwood noted that Police were dealing with mainly juvenile offenders and an apology being made to the Mayor was good and the young man in question is now working part time for a local business.

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

10.2 Community Services Report
D22/6958 Page 87

Recommendation

THAT the report be received.

BOYDE/HARRIS
Carried
P&S/22/41

The Director – Community Services noted the following points:

- Engagement for the Community, Economic and Youth Strategies and the Town Centre plans for Stratford and Whangamomona was carried out during February. Officers are waiting for these initial reports which should be within the next month.
- The Youth Council was sworn in with the elections of officers to be held next month and their AGM.
- The pool passed its annual Pool Safe Audit and the iSITE was assessed and maintained its Qualmark status.
- The team is monitoring government announcements in terms of events and are delivering where it is practical to do so.

Questions/Points of Clarification:

- It was noted the Stratford Business Association had rebooked for the workshop with council on 10 May.

10.3 Environmental Services Report
D22/6968 Page 98

Recommendation

THAT the report be received.

ERWOOD/COPLESTONE
Carried
P&S/22/42

The Director – Environmental Services noted the following points:

- February held a similar pattern to the preceding months.
- The impact of material shortages impacts on building inspections is continuing.
- Two of the IANZ non compliances were cleared last week and a third one provisionally cleared. There is evidence being gathered to be submitted for the remaining four this week.

Questions/Points of Clarification:

- It was noted that in regards to the Earthquake Prone Buildings, council had needed to identify priority buildings with the next step advising those building owners of this, they then had time to get an engineer to assess the building which is done at their own expense.

The Property Officer left the meeting at 3.54pm

10.4 Corporate Services Report
D22/8674 Page 106

Recommendations

1. THAT the report be received.

HARRIS/DALZIEL
Carried
P&S/22/43

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.

BOYDE/DALZIEL
Carried
P&S/22/44

The Director – Corporate Services noted the following points:

- Revenue is slightly over.
- Expenditure is over budget for the year to date.
- Council is still tracking towards the spend of \$25 million in terms of capital expenditure this year, which is one of the highest budgets this council has had. \$14 million has been spent so far with a few invoices still coming in which was highlighted in the cashflow forecast.
- Officers are looking at borrowing \$12 million in April to lock in some longer term interest rates and some shorter terms. This pre-funding is to lock in some lower interest rates while we can and have the liquidity of funding available over the next 6-12 months.
- The breach of the Treasury Management Policy for the investment covenant (\$6 million with Westpac) was approved by the Chair of the Audit and Risk Committee and the District Mayor in accordance with the policy.

Questions/Points of Clarification:

- Councillor Dalziel supported the intention to borrow more now to lock in more favourable interest rates. This was endorsed by the District Mayor.
- Councillor Dalziel requested that gross borrowings and investment split be added as separate lines in the cashflow forecast table.
- The District Mayor noted that the capital expenditure graph, on page 107, showed a very significant programme of \$28 million and that if council achieves the \$25 million projected then it has done really well as a number of other councils are stating they will get nowhere near their capital expenditure budget. This is very commendable for a small council.

11. Questions

There were no questions.

12. 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: ~~13~~ and 14

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
Lease agreement	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.
Additional Funding Request	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.

ERWOOD/HARRIS
Carried
P&S/22/45

The Roading Asset Manager, the Asset Management Coordinator/Waste Minimisation Officer and the media left the meeting at 4.00pm

~~13. Public Excluded Item — Withdrawn~~

14. Public Excluded Item – Decision Report – Request for Additional Funding for the 2nd Trunk Main Construction
D22/8257 Page 136

Recommendations

1. THAT the report be received.

WEBBY/HARRIS
Carried
P&S/22/46

2. THAT the Council approves the additional funding by loan, of up to \$640,000 to allow the completion of the final stage of the 2nd Trunk Main construction

JAMIESON/BOYDE
Carried
P&S/22/47

3. THAT the recommendations in relation to the decision *for the request for additional funding for the 2nd Trunk Main* be released from the public excluded section in accordance with Standing Order 18.5.

BOYDE/SANDFORD
Carried
P&S/22/48

Recommended Reason

Due to external factors, the original budget set in the Long Term Plan (LTP) is likely to be exceeded. Market indication is that any delay to the project will result in even higher future completion cost. The recommendation is to continue with the project to be completed within the agreed timeframes.

Recommendation

- THAT the open meeting resume.

COPLESTONE/HARRIS
Carried
P&S/22/49

15. Closing Karakia
D21/40748 Page 174

The meeting was closed with a karakia.

The meeting closed at 4.22pm

A L Jamieson
Chairman

Confirmed this 26th day of April 2022.

N C Volzke
District Mayor

POLICY



Policy:	Rate Remission
Department:	Corporate Services
Approved by:	Council
Effective date:	1 July 2022
Next review date:	2025
Document Number:	D22/8652

1. Rate Remission Policy

The Stratford District Council has decided to postpone all or part of the rates owed by the ratepayer in respect of rating units covered by this Rates Remission Policy provided that the conditions within this policy have been met. Rates remissions will be provided for the following:

- Stratford District Council owned and occupied properties.
 - Māori freehold land.
 - Community, Sporting and other organisations.
 - Land with Biodiversity Vegetation (indigenous vegetation, significant habitats or indigenous fauna and wetlands)
 - Promoting Business Development.
 - Properties made uninhabitable due to Fire
 - UAGC on Low Value Properties.
 - Excess Water Consumption due to a Leak.
 - Water Targeted Rate as compensation for water main easement.
 - Rates on Abandoned Land
 - Penalties on Rates.
 - Uniform Annual Charges on non-contiguous rural and commercial properties.
 - 50% Water or 50% Wastewater where the Council service does not go past the property boundary.
 - Community, Sporting and other Organisations for the 50% water or 50% wastewater charge.
- ← Roading Targeted Rate

Where a rating unit for which the Stratford District Council has granted a rate remission is sold, leased, or otherwise disposed of, the rates remission shall be terminated at the time of disposal. If the new ratepayer qualifies for a rates remission under this policy, it will be up to that ratepayer to apply for a rates remission.

The application for rates remission must be made to the Stratford District Council prior to the commencement of the rating year. Applications approved during a rating year will be applicable from the commencement of the following rating year. Applications will not be backdated.

Where a rates remission percentage applies, it is calculated on the rates that would be assessed before any application of non-rateable adjustments. (For example, if a property is 50% non-rateable, and receives a 50% remission, then no rates are due).

2. Remission on Stratford District Council Owned and Occupied Properties

Council will provide rates remission of 100% on rating units owned and occupied by the Stratford District Council which meet the objectives, conditions and criteria of this policy.

Objective

The objective of this part of the remission policy is to enable Council to be cost-neutral in regard to other ratepayers whilst being administratively efficient.

Conditions and Criteria

This part of the policy applies to rating units owned and occupied by the Stratford District Council.

This part of the policy does not apply to rating units that are owned by Council but are leased to a third party and the terms of the lease provide for rates to be paid by the lessee.

3. Rate Remission and Postponement of Māori Freehold Land

Legislative Summary

Section 91 of the Local Government (Rating) Act 2002 establishes the principle that Māori freehold land is liable for rates in the same manner as if it were general land.

Section 102(2)(e) of the Local Government Act 2002 states that Council must adopt a rates remission and postponement policy on Māori freehold land.

4. Remission of Rates on Māori Freehold Land

Māori freehold land is defined in the Local Government (Rating) Act 2002 as land whose beneficial ownership has been determined by a freehold order issued by the Māori Land Court. Only land that is subject to such an order may qualify for remission under this policy.

This policy aims to ensure the fair and equitable collection of rates from all sectors of the community recognising that certain Māori owned lands have particular conditions, features, ownership structures, or other circumstances which make it appropriate to provide relief from rates.

The Stratford District Council will provide rates remission of 100% to all ratepayers who meet the objectives, conditions and criteria of this policy.

Where a rating unit for which Council has granted a rates remission is sold, leased, or otherwise disposed of, the rates remission shall be terminated at the time of disposal. If the new ratepayer qualifies for a rates remission under this policy, it should be up to that ratepayer to apply for a rates remission.

The application for rates remission must be made to Council prior to the commencement of the rating year. Applications received during a rating year will be applicable from the commencement of the following rating year. Applications will not be backdated.

No remission will be granted on targeted rates for water supply, wastewater system or waste management.

Objectives

The objectives of this policy are:

- To recognise situations where there is no owner, occupier or person gaining an economic or financial benefit from the land.
- To set aside land that is better set aside for non-use because of its natural features (whenua rahui).
- To recognise matters related to the physical accessibility of the land.
- To recognise and take account of the presence of waahi tapu that may affect the use of the land for other purposes.
- Where part only of a block is occupied, to grant remission for the portion of land not occupied.
- To facilitate development or use of the land where Council considers rates based on rateable value make the actual use of the land uneconomic.
- To recognise and take account of the importance of land in providing economic and infrastructure support for Marae and associated papakainga housing.
- To recognise use of the land by the owners for traditional purposes.
- To recognise occasions where granting remission will avoid further alienation of Māori freehold land.

- To recognise occasions where the Stratford District Council and the community benefit through the efficient collection of rates that are properly payable and the removal of rating debt that is considered non collectible.

Conditions and Criteria

Council will maintain a register titled the 'Māori Lands Rates Relief Register' ('the Register') for the purpose of recording properties on which it has agreed to remit rates pursuant to this policy. The Register will record the property details and the appropriate objectives (1-10) above.

Applications for rates remission under this policy should include the following information:

- Details of the property.
- The objectives (1-10 above) that will be achieved by providing a remission.
- Documentation that proves the land which is the subject of the application is Māori freehold land.

Council may at its own discretion add properties to the Register.

Council will review the Register annually and may:

- Add properties that comply.
- Remove properties where the circumstances have changed and they no longer comply.

5. Remission for Community, Sporting and Other Organisations

The Stratford District Council will provide rates remission of 100% to all ratepayers who meet the objectives, conditions and criteria of this policy, excluding land in respect of which a club licence under the Sale and Supply of ~~Liquor~~Alcohol Act 1989-2012 is for the time being in force, which shall receive a 50% remission if the objectives, conditions and criteria are met.

Objective

To facilitate the ongoing provision of non-commercial community services, and non-commercial recreational opportunities for the residents of Stratford District.

The purpose of granting rates remission to an organisation is to:

- Recognise the public good contribution made by such an organisation;
- Assist the organisation's survival; and
- Make membership of the organisation more accessible to the general public, particularly disadvantaged groups. These include children, youth, young families, aged people, and economically disadvantaged people.

Conditions and Criteria

This part of the policy will apply to land:

- owned by the Stratford District Council; or
- owned or occupied by a registered charitable organisation that is responsible for the rates; or
- owned or occupied by a registered non-profit organisation that is responsible for the rates; and
- is used exclusively or principally for sporting, recreation, or community purposes by that organisation; and
- the land is not used for galloping races, harness races or greyhound races.

Note that Council requires documentary evidence of charitable or non-profit organisational status. This policy does not apply to organisations operated for private pecuniary profit.

This policy does not apply to groups or organisations whose primary purpose is to address the needs of adult members (over 18 years) for entertainment or social interaction, or who engage in recreational, sporting, or community services as a secondary purpose only.

Organisations making application should include the following documents in support of their application:

- statement of objectives; and
- evidence of charitable/non-profit status; and
- financial accounts; and
- information on activities and programmes; and
- details on membership or clients.

6. Remissions for Biodiversity (Indigenous Vegetation, Significant Habitats of Indigenous Fauna and Wetlands)

The Stratford District Council will provide rates remission of up to 100% of the rates on land with biodiversity vegetation (indigenous vegetation, significant habitats of indigenous fauna and wetlands) on it to all ratepayers who meet the objectives, conditions and criteria of this policy.

Objectives

To preserve and promote the protection of an area of indigenous vegetation or a significant habitat of indigenous fauna. This policy will support the provisions of the Stratford District Council District Plan.

Conditions and Criteria

This part of the policy will apply to ratepayers who:

- own rating units that have a site listed in Appendix 9: Wetlands, Areas of Significant Indigenous Vegetation and Significant Habitats of Indigenous Fauna in the Stratford District Plan; and
- voluntarily protect and maintain these areas that are within the boundary of the wetlands identified in Appendix 9.

The remission will apply to the area of land included in the protected area.

The application for rates remission must be made to Council prior to the commencement of the rating year. Applications approved during a rating year will be applicable from the commencement of the following rating year.

In granting remissions under this policy, Council may specify certain conditions before remission will be granted. Applicants will be required to agree in writing to these conditions and to pay any remitted rates if the conditions are violated.

In considering any application for remission of rates under this part of the policy Council will consider the following criteria:

- the extent to which the preservation of biodiversity vegetation will be promoted by granting remission of rates on the rating unit.
- the degree to which features of biodiversity vegetation are present on the land; and
- the degree to which features of biodiversity vegetation inhibit the economic utilisation of the land.

7. Remission for Promoting Business Development

This provides for rates relief for new development or redevelopment of land by way of constructing, erecting or altering buildings, fixed plant and machinery or other works intended to be used solely or principally for industrial, commercial or administrative purposes where the cost of such development is more than \$500,000 (excluding GST) as assessed under the Building Act.

Council will be prepared to consider any application for building development which can demonstrate that it will be to the economic advantage of the Stratford District. Economic advantage will be deemed to occur if the development will result in:

- Significant employment growth or employment retention in Stratford District; and/or
- Significant downstream new business for other Stratford District manufacturers or suppliers of goods and services.

Developments for industrial, commercial or administrative purposes which the Council wishes to foster are in the following sectors:

- Primary production and processing.
- Tourism, including recreational, cultural and conference facilities.
- Manufacturing, especially those which have high potential for employment related to the total cost factor.
- Health services.
- Retailing.
- Hotels, motels and other transient accommodation.
- Administrative services, including those provided by Government and private sector agencies.

In the event of any developer, to whom rates relief has been granted, selling the property within which the eligible investment was made, rates relief ceases from the date of the sale.

Forms of Rates Relief

Council may remit or postpone (or a combination of these) part or all of the general rates otherwise payable on the subject property for the period of the development and up to three rating years thereafter.

Council may impose conditions on the remission or postponement of rates and may cancel any remission or postponement in the event of non-compliance by the applicant with those conditions. In those circumstances, Council may require payment of full rates in respect of any year in which rates have been remitted.

Factors to be considered

Council will have regard to the following matters when considering applications for rates relief:

- Whether and to what extent, the development will, when completed, be to the economic advantage of the Stratford District including the creation of significant employment opportunities. The creation of jobs will be a strong factor in favour of granting rates relief, but the retention of existing jobs and the potential for job creation will also be positive factors.
- Whether and to what extent the granting of relief will be of material benefit to the development.
- Whether the investment limit and economic benefits criteria are met jointly in the case of a Lessor/Lessee arrangement.
- Whether and to what extent the development can be served by the existing basic Council services infrastructure.
- The level of financial contributions and development levies collected under provisions of the District Plan.
- Such other matters as Council may, from time to time, consider relevant.

8. Remission for Property Made Uninhabitable due to Fire

Objective

This remission provides relief to the ratepayer where significant property loss has occurred due to fire (not deliberately lit by the owner, occupier or related party) causing the dwelling to be uninhabitable, or the commercial property to cease operations, temporarily or otherwise.

Conditions and Criteria

Upon notification, and in agreement with the ratepayer, the Council will remit the targeted Rates for Solid Waste, Waste Water and Water Supply for properties, where it determines it is reasonable in the circumstances to do so.

The remission applies from the date of the fire until the services are reinstated.

9. Remission of Uniform Annual General Charge (UAGC) on Low Value Residential Properties

This remission provides for low value residential properties to not be penalised by the UAGC being in excess of 5% annually of the capital value of the property.

Objective

The objective of this remission policy is to assist residential ratepayers whereby the UAGC being imposed on properties with a Capital Value of \$10,000 or less represents an excessive burden in any one financial year.

Conditions and Criteria

Council will remit the UAGC on any rating unit used solely for residential purposes as defined by Council where the capital value of that rating unit does not exceed \$10,000.

10. Remissions for Excess Water Consumption Due to A Leak

Council may provide relief to a ratepayer that has incurred an excessive water invoice as a result of a leak where that leak has been remedied in a timely manner once the leak was detected.

Objective

The objective of this part of the remission policy is to enable Council to not penalise a water consumer for a leak that resulted in excess water consumption that was out of their control.

Conditions and Criteria

In order to provide relief to people in situations where water usage is high due to a water leak, Council may remit water consumption rates where all of the following apply:

- A remission application has been received; and
- Council is satisfied a leak on the property has caused excessive consumption and is recorded on the water meter; and
- The leak has been repaired within one calendar month of being identified (unless evidence is provided that the services of an appropriate repairer could not be obtained within this period); and
- Proof of the leak being repaired has been provided to Council promptly after repair of the leak.

The amount of the remission will be the difference between the average consumption of the property and the consumption over and above that average.

Remission for any particular property will generally be granted only once every year. However, where a remission for a water leak has been granted to a property under this policy within the last year, the remission decision is to be made by the Director – Assets.

Any remission over 2,000 cubic meters is to be referred to the Policy and Services Committee for approval.

11. Remission of Water Targeted Rate as Compensation for Water Easement

Council has water mains installed on private properties with, in some cases, an associated easement for access and maintenance.

Objective

The objective of this part of the remission policy is to provide compensation for the ratepayers that have a water main across their property and associated easement agreement that provides for such remissions. This remission may be granted in future easement agreements as part of a compensation agreement if appropriate.

The remission is for the Targeted Water Rate only. The water-by-meter charges remain, subject to the Revenue and Financing Policy.

Conditions and Criteria

In order to provide a Water Targeted Rate remission the following must apply:

- Compensation agreements must be in writing and formal easements recording them registered against the relevant land title.

12. Policy on Remission of Rates on Abandoned Land

Objectives:

To minimise administration costs where it is unlikely that rates assessed on an abandoned rating unit will ever be collected.

Conditions and criteria:

The policy will apply to Rating units that meet the definition of abandoned land as prescribed in Section 77(1) of the Local Government (Rating) Act 2002.

Land has either failed to be sold using the authority provided in sections 77-83 or is unlikely to sell.

Procedure:

Rates will be remitted in full annually. Any rates arrears owing on qualifying properties at the adoption of the policy, or in the first year a rating unit qualifies under the policy, will also be remitted.

13. Remission On Rates Penalties

The Stratford District Council will provide rates remission on penalties to all ratepayers who meet the objectives, conditions and criteria of this policy.

Objective

The objective of this part of the remission policy is to enable the Stratford District Council to act fairly and reasonably in its consideration of rates which have not been received by Council by the penalty due date, due to circumstances outside the ratepayer's control. This section applies to all rates penalties imposed under the Council's Funding Impact Statement and Rates Resolution.

Conditions and Criteria

On application by the ratepayer, a remission of an instalment penalty imposed under Section 58(1)(a) of the Local Government (Rating) Act 2002 shall be granted if this is the first instance of late payment by the ratepayer within the previous three rating years and the following criteria are met:

- Where a property changes hands (sale or lease) and the new owner/lessee is responsible for an instalment when the original account was issued in the name of the previous owner/lessee.
- On compassionate grounds, i.e., where a ratepayer has been ill or in hospital or suffered a family bereavement or tragedy of some type, and has been unable to attend to payment (elderly persons living on their own etc.).
- Or if the ratepayer satisfies the Council that they had the ability to pay, however late payment was due to circumstances outside the ratepayer's control e.g., Covid 19 Lockdown or isolation, therefore they were unable to come into council to make payment.
- The rate invoice was not received, where it can be proved that it was not due to negligence by the ratepayer.
- Where an error has been made by Council staff which has subsequently resulted in a penalty charge being imposed.
- In the case of a deceased estate, upon receipt of a letter from a Solicitor who has been granted probate, that while the winding up of the affairs of the estate are in progress and that Council may expect full payment of rates, Council may remit penalties from the time of death.

Where a ratepayer enters into a direct debit arrangement for the payment of the current year rates and any rate arrears, further penalties will be granted a remission. However, any default in the arrangement will cause the remission to be cancelled from the date of the default. Any penalties applied up to the date of commencement of the arrangement will remain.

The Council, and officers with the appropriate delegated authority, may remit up to 100% (or other figure) of the penalties charged to a property, where the ratepayer can demonstrate that there are circumstances outside of their control which have caused the rates to incur a penalty, and where the rates are paid in full on an agreed date.

14. Rate Remission Policy for 50% Water or 50% Waste Water Charges Where the Service Does Not Go Past Their Property, But Is Within the Distance Requirements to Be Serviceable

The Council will provide rates remissions of uniform annual general charges to all ratepayers who meet the objectives, conditions and criteria of this policy.

Objective:

The remission for 50% water or 50% wastewater charges is to provide relief to those ratepayers who do not have the service run past their property, but are within the serviceable distance.

Conditions and Criteria

- The property must not have services running past its ~~gates~~property boundary.
- The property already has provisions made for water and/or waste water and these are acceptable to Council.

15. Remission For Community, Sporting and Other Organisations For the 50% Water or 50% Wastewater Charge

This remission provides relief to organisations that are not connected to these services.

Objective

The objective of this part of the remission policy is to enable the Stratford District Council to act fairly and reasonably in its consideration of rates.

The purpose of granting rates remission to an organisation is to:

- Assist the organisation's survival; and
- Make membership of the organisation more accessible to the general public, particularly disadvantaged groups. These included children, youth, young families, aged people, and economically disadvantaged people.

Conditions and Criteria

This part of the policy will apply to land:

- owned or occupied by a registered charitable organisation that is responsible for the rates; or
- owned or occupied by a registered non-profitable organisation that is responsible for the rates; and
- is used exclusively or principally for sporting, recreation, or community purposes by that organisation

Remission Policy for the Roading Targeted Rate

~~The Council will provide rates remissions of the roading targeted rate charges to all ratepayers who are charged the forestry differential rate, and who meet the objectives, conditions and criteria of this policy.~~

Objective

~~The remission of the roading targeted rate is to provide relief for the ratepayer where they can demonstrate that their property boundary has direct access to the State Highway, and~~

~~that they will not use the Stratford District roading network as part of their forestry operations. The general roading rate would be applied instead.~~

~~**Conditions and Criteria**~~

~~The ratepayer must be able to demonstrate that they have direct vehicle access to the State Highway from their property boundary.~~

17.16. Rates Remission Policy for Uniform Annual Charges on Non-Contiguous Rural and Commercial Properties Owned by The Same Owner and Used for a Single Purpose

The Council will provide rates remissions of uniform annual general charges to all ratepayers who meet the objectives, conditions and criteria of this policy. Ratepayers who occupy two or more separate rating units (and who do not qualify to be treated as one rating unit, pursuant to Section 20 of the Local Government (Rating) Act 2002, are entitled to have uniform annual general charges reduced for qualifying properties.

Objective

The remission of the uniform annual general charges is to provide relief for bare rural or commercial land, which is non-contiguous but operated/farmed as a single entity and owned by the same ratepayer.

Conditions and Criteria

- The rating units on which remission is granted must be owned by the same ratepayer and must be classified as "rural" or "commercial" for valuation purposes.
- Only one of the units may have a residential dwelling or a commercial building situated on the rating unit.
- The rating units must be used as one economic unit.

Ratepayers wishing to claim a remission should make an application to Council.

MINUTES

Sport New Zealand Rural Travel Fund Assessment Committee



F16/1042– D22/11350

Date: Tuesday 5 April 2022 3.33pm

Venue: Chambers, Stratford District Council, 63 Miranda Street, Stratford

Present

Councillor W J Sandford (the Chairman), the District Mayor N C Volzke, Councillors J M S Erwood, A K Harris and V R Jones, Mrs Kerri Dickson, Mr Gary Vincent (*by audio-visual link*), Mrs Raeleen Hancock (*by audio-visual link*) and Mrs Darleena Christie (*by audio-visual link*).

In Attendance

Councillor G W Boyde and the Administration & Communication Support Officer – Ms Rhonda Vanstone (the Committee Secretary) (*by audio-visual link*).

1. Apologies

An apology for lateness was noted from Councillor Erwood.

THAT the apology was noted.

SANDFORD/VOLZKE
Carried

2. Announcements

The Chair extended a warm welcome to new members, Mrs Raeleen Hancock and Mrs Darleena Christie.

Councillor Erwood arrived at the meeting at 3.35pm.

3. Minutes

3.1 Confirmation of Minutes

The Administration and Communication Support Officer undertook to amend the Chairman's initials to *W J Sandford*.

THAT the minutes of the Sport New Zealand Rural Travel Fund Assessment Committee meeting held on 16 November 2021 be confirmed as a true and accurate record.

VINCENT/HARRIS
Carried

4. Correspondence

4.1 Inwards

Accountability forms: Central Rugby, Eastern Districts Hockey and Stratford High School.

4.2 Outwards

Success emails: Eastern Districts Touch, Stratford Secondary Cricket and Toko School (touch).

Accountability form completion reminders: Stratford Toa Rugby League.

THAT the inwards correspondence be received and the outwards correspondence be approved.

ERWOOD/VOLZKE
Carried

- Councillor Erwood noted the inclusion of officials/coaches as recipients of funding on two of the returned accountability forms (Central Rugby and Stratford High School). As the officials do not have children in the teams, they are not strictly eligible to receive an allocation.

- Mayor Volzke agreed with Councillor Erwood adding that he did not consider any deception was intended.
- Mr Vincent noted that funding had already been allocated so a firmly worded message to all successful applicants would probably suffice. Mrs Christie agreed.

5. Declarations of interest

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

Councillor Harris and Mrs Dickson declared interests as parents and recipients of rural travel funding from Eastern Districts Netball and Toko & Eastern District Junior Rugby, respectively. Both members abstained from the decision-making process regarding these applications.

6. Consideration of Applications

The current status of available funding from Sport New Zealand Rural Travel Fund is as follows:

Received August 2021	\$9,500.00
Funds returned	\$Nil
Allocated 2021/22 (Round 1)	\$2,100.00
TOTAL	\$7,400.00
<u>Less</u>	
Advertising	\$Nil
TOTAL AVAILABLE FOR DISTRIBUTION	\$7,400.00

6.1 Sport NZ Rural Travel Fund Guidelines

The Sport NZ Rural Travel Fund Guidelines July 2021-June 2024 were attached.

6.2 Application Index

The application index was attached.

6.3 Information Reports

6.3.1 The information report was attached.

- Mrs Christie sought an explanation on concluding statements in the information report which noted that some applications 'largely' met the eligibility criteria. The Committee Secretary clarified that unique circumstances (such as players living outside of the Stratford district or applicants applying for funding to attend games and trainings) in some applications meant that they did not strictly meet the eligibility criteria and that it was for the committee to make a decision on these.
- The Chair added that such circumstances were exceptions and that in the past the committee had had to consider the benefits of funding for all teams rather than to exclude some
- Mrs Christie noted that it was difficult to determine application eligibility when there was inconsistent dating on applications. She asked that the information report note the date extensions.

6.3.2 The summary of applications was attached.

6.4 Applications for funding

6.4.1	Eastern Districts Netball	\$ 850.00
6.4.2	Taranaki Diocesan (football)	\$ 500.00
6.4.3	Taranaki Diocesan (hockey)	\$ 500.00
6.4.4	Stratford Eltham Junior Rugby	\$1,500.00
6.4.5	Toko School (basketball)	\$ 400.00
6.4.6	Central Rugby	\$ 800.00
6.4.7	Stratford High School (basketball, football and hockey)	\$ 800.00
6.4.8	Toko Junior Rugby	\$1,200.00
6.4.9	Eastern Districts Junior Hockey	\$ 850.00

THAT the above funding allocations be approved.

ERWOOD/VINCENT
Carried

- Councillor Jones reminded the committee that travel was being considered - that netballers were travelling for competitions to Stratford only; rugby was travelling Taranaki-wide and that hockey played at two sites in Stratford and New Plymouth.
- Councillor Jones sought further explanation of the contribution amount of \$25,000 as stated by the Stratford Eltham Junior Rugby Club. Councillor Erwood later confirmed, after seeking clarification directly from the club, that the amount of \$25,000 was the amount the club stipulated in the last Sport NZ Rural Travel Fund survey (completed two years ago) – this amount being what parents spend on getting their children to games.
- Mrs Christie sought clarification where Rawhitiroa families would benefit from disbursements from clubs in the eastern districts area – Rawhitiroa being outside of the Stratford district. Mayor Volzke confirmed that whilst this situation was not covered by the criteria, it does arise repeatedly and that political boundaries did not always neatly align. A degree of flexibility was therefore required. The Chair added that individuals were representing schools or clubs in this district and that they did not make up the majority of the teams.
- Councillor Jones noted that the guidelines placed emphasis on girls playing sport and asked whether consideration should be given to more funding for them.
- Councillor Boyde noted that decision making was largely based on participation numbers and he questioned whether some of the numbers were correct. The Chair noted that the majority of the applications seemed accurate in terms of participating numbers, with perhaps the exception of Stratford High School, and that part of the rationale was a per head calculation. Councillor Boyde suggested that seeing numbers per team would assist the committee in its deliberations.
- Councillor Jones asked whether a club that had money sitting in the bank should receive more or less than another applicant. The Chair clarified that a club's contribution should be taken into account but that it was not the purpose of this committee to query the bank balance.
- Councillor Jones clarified that the committee should be receiving uniformity in the documentation being provided. Schools for instance were providing all their financials.
- The Chair asked whether the full amount requested was being considered for allocation to Toko School (basketball) because it was such a low amount – and whether that rationale had been applied across other applications. Councillor Harris suggested that the committee consider what other clubs need before considering less than the full allocation to Toko School (basketball).
- Mrs Dickson noted a huge difference in participation numbers and how much money was being applied for.

- Mayor Volzke suggested that distance travelled is also a consideration and in his mind no one travels further than those families coming from the east, beyond Toko, and that more weighting should be given to them. His view is that eastern sports should have a higher weighting applied per child, however he acknowledged that this wasn't an 'exact science'.
- Mrs Dickson noted that other eastern districts children played for the Toko basketball team and Mrs Hancock clarified that normally Toko School would have the numbers for their own team in the basketball league but that they will combine with other rural schools to make up a team where required.
- Mayor Volzke added that it was probably the same eastern districts families playing across the sports and reiterated that it is not simply an exercise of dividing the numbers. A number of other considerations were at play.
- Councillor Jones noted that Stratford Eltham Junior Rugby received on average \$1,500 per year.

7. General Business

- Mayor Volzke took the opportunity to acknowledge committee members as this was the last meeting prior to local body elections in October 2022. He noted that beyond that date, the Mayor of the day has the ability to appoint a new committee with those present as volunteers from the community having the ability to opt in or out.

8. Next Meeting

- The next round of the Sport New Zealand Rural Travel Fund will open Monday 3 October 2022 and close Friday 28 October 2022. The Assessment Committee meeting will be held on Tuesday 15 November 2022 at 3.30pm.

The meeting closed at 4.19pm.

Councillor W J Sandford
Chairman



Committee: Taranaki Emergency Management Group Joint Committee
Date: 24 February 2022, 10.30am
Venue: Taranaki Regional Council Boardroom, 47 Cloten Road, Stratford
Document: 3001096

Present	Councillor	M Cloke	Taranaki Regional Council (<i>Chairman</i>)
	Mayor	N Volzke	Stratford District Council <i>zoom</i>
	Councillors	R Northcott	South Taranaki District Council
		R Jordan	New Plymouth District Council
Attending	Mr	S Ruru	Taranaki Regional Council
	Mr	S Hanne	Stratford District Council
	Mr	T Velvin	Taranaki Emergency Management
	Mr	W Crockett	South Taranaki District Council <i>zoom</i>
	Ms	L Poutu	Tokomaru Representative <i>zoom</i>
	Ms	S Gauden-Ing	Taranaki Emergency Management Office <i>zoom</i>
	Ms	G Campbell	Taranaki District Health Board <i>zoom</i>
	Ms	R Clements	Taranaki District Health Board <i>zoom</i>
	Mr	I Wilson	National Emergency Management Agency <i>zoom</i>
	Miss	R Sweeney	Taranaki Regional Council

Opening Karakia The meeting opened with a Karakia.

Apologies Apologies were received and sustained from Mayor Phil Nixon – South Taranaki District Council and Mayor Neil Holdom – New Plymouth District Council.

Notification of Late Items **There were no late items.**

1. Confirmation of Minutes - 11 November 2021

Resolved

That the Taranaki Civil Defence Emergency Management Group Joint Committee:

- a) takes as read and confirms the minutes and resolutions of the Taranaki Civil Defence Emergency Management Group Joint Committee held in the Taranaki Regional Council Boardroom, 47 Cloten Street, Stratford on Thursday 11 November 2021 at 10.30am
- b) notes that the unconfirmed minutes of the Taranaki Civil Defence Emergency Management Joint Committee held via zoom on Thursday 11 November 2021 at 10am, have been circulated to the New Plymouth District Council, Stratford District Council and the South Taranaki District Council for their receipt and information.
Clope/Volzke

Matters arising

There were no matters arising.

2. Taranaki Civil Defence Emergency Management Co-ordinating Executive Group Minutes - Thursday 10 February 2022

Resolved

That the Taranaki Civil Defence Emergency Management Group Joint Committee:

- a) receives the unconfirmed minutes of the Taranaki Civil Defence Emergency Management Co-ordinating Executive Group Meeting held in the Taranaki Regional Council Chambers on Thursday 10 February 2022 at 10.30am
- b) adopts the recommendations therein.
Jordan/Volzke

Matters arising

- 2.1 Mr T Velvin, Group Manager, Taranaki Emergency Management Office, advised that the announcement of Kelvin Wrights departure has been identified as a risk, there have been a few people in Council identified that would be appropriate to replace him, Kelvin Wright and Ben Ingram are working to ensure a suitable option is obtained prior to Kelvins departure date of April 2022.

3. Advisory Group Minutes

Resolved

That the Taranaki Civil Defence Emergency Management Group Joint Committee:

- a) receives the unconfirmed minutes of the meeting of the Taranaki Seismic and Volcanic Advisory Group (TSVAG) on 25 November 2021.
Clope/Volzke

Matters arising

3.1 Councillor M J Cloke requested a timeline of engagement of the volcanic response and preparedness, particularly with the rural sector.

4. COVID-19 Update from Taranaki District Health Board

4.1 Ms G Campbell, Taranaki District Health Board, spoke to a presentation to update the committee on the COVID-19 Omicron variant, both nationally and in Taranaki.

4.2 Mayor N Volzke requested a copy of the presentation be circulated to the committee members.

5. Quarter Two Performance Report 2021-2022

5.1 Mr T Velvin, Group Manager, Taranaki Emergency Management Office, spoke to the memorandum to present the Quarter Two Report for 2021 - 2022 to the Taranaki Emergency Management Group Joint Committee.

5.2 It was noted that the National Operational Leads at CDEM have now been appointed and will go-live on 7 March 2022.

5.3 It was noted that TEMO are providing COVID support to MSD with welfare works and TDHB on RAT distribution across Taranaki

5.4 An update on RANA (Needs Assessment Case Software) is near complete, there are a few bugs being worked through with NPDC and it is anticipated to be presented to NEMA early March 2022.

5.5 An update was provided on ongoing recovery works after Cyclone Dovi.

5.6 An update on the finances and building works was provided, noting the additional licencing funds that are now anticipated. The generator replacement is due to end of life and that a plan will be put in place for the website upgrade once a new communications staff member has been appointed including a cost analysis.

5.7 It was decided that Mr I Wilson, National Emergency Management Agency, would report through his channels, the concerns expressed by the committee in regards to the Emergency Management Plans depicted in the Civil Defence bill reform.

5.8 Ms L Poutu, Tokomaru Representative, advised that she is a member of the Ministerial Advisors Group for the Trifecta and advised that she would also take back the committees concerns. Noting that the concerns have been raised prior.

Resolved

That the Taranaki Civil Defence Emergency Management Group Joint Committee:

- a) receives the Memorandum, *Quarter Two Performance Report 2021-2022*.
Cloke/Volzke

6. Resignation of David Langford, NPDC Local Controller

6.1 Councillor M J Cloke spoke to the memorandum to advise the Taranaki Emergency Management Group Joint Committee of the resignation of Mr David Langford as the Local Controller for New Plymouth District Council and to outline a process for the replacement of this statutory position.

- 6.2 An update was provided in regards to whether Kelvin Wright's move to Venture Taranaki means he can still be a local controller, however it is preferred to have someone internally in that position, it has been proposed that Kelvin becomes a Group Controller.

Resolved

That the Taranaki Civil Defence Emergency Management Group Joint Committee:

- a) receives the Memorandum, *Resignation of David Langford, NPDC Local Controller*
- b) notes that resignation of Mr David Langford from the role of Local Controller
- c) acknowledges the services that Mr David Langford has provided for the Taranaki CDEM Group in his time as controller.

Cloke/Volzke

7. Submission to proposed Critical Infrastructure amendments to Civil Defence Emergency Management Act, Round 2

- 7.1 Mr T Velvin, Group Manager, Taranaki Emergency Management, spoke to the memorandum to present members of the Joint Committee with the Taranaki CDEM Group Submission to the second round of proposed Critical Infrastructure (Lifeline Utilities) amendments to the Civil Defence Emergency Management Act.
- 7.2 It was clarified that the submissions provided were in relation to the entire Trifecta Framework not just the critical infrastructure. The 16 Civil Defence groups submitted feedback noting that the Joint Committee did not submit joint feedback.

Resolved

That the Taranaki Civil Defence Emergency Management Group Joint Committee:

- a) receives the Memorandum *Submission to proposed Critical Infrastructure amendments to Civil Defence Emergency Management Act*
- b) notes and endorses the content of this memorandum and consultation feedback 'Critical Infrastructure proposals for new Emergency Management Bill' contained in Appendix.

Jordan/Northcott

8. National Emergency Management Agency (NEMA) Correspondence and Update

- 8.1 Mr I Wilson, National Emergency Management Agency, spoke to the memorandum to provide the Taranaki Emergency Management Group Joint Committee of recent correspondence received from NEMA and to receive an update from NEMA's Senior Regional Emergency Management Advisor.

Resolved

That the Taranaki Civil Defence Emergency Management Group Joint Committee:

- a) receives and notes the correspondence received from NEMA
- b) receives and notes the verbal update provided by Ian Wilson.

Cloke/Jordan

9. General Business

- 9.1 It was agreed by the Committee that NEMA updates will continue to be provided via a verbal update.

There being no further business the Committee Chairperson M J Cloke thanked attendees and declared the Taranaki Civil Defence Emergency Management Group Joint Committee Meeting closed at 11.40pm.

Confirmed

Chairperson _____

M J Cloke

19 May 2022



Date 2 March 2022, 10.30am
Venue: Taranaki Regional Council Boardroom, 47 Cloten Road, Stratford
Document: 3000585

Present	Councillors	M McDonald	Taranaki Regional Council (Chairperson)
		H Duynhoven	New Plymouth District Council <i>zoom</i>
	Mayors	P Nixon	South Taranaki District Council <i>zoom</i>
		N Volzke	Stratford District Council
	Ms	L Stewart	Waka Kotahi NZ Transport Agency <i>zoom</i>
Attending	Mr	M Nield	Taranaki Regional Council
	Ms	S Hiestand	Taranaki Regional Council <i>zoom</i>
	Ms	S Downs	Waka Kotahi NZ Transport Agency <i>zoom</i>
	Mr	D Cross	Waka Kotahi NZ Transport Agency <i>zoom</i>
	Mr	S Bowden	Stratford District Council <i>zoom</i>
	Mr	R Leitao	New Plymouth District Council <i>zoom</i>
	Mr	S Knartson	New Plymouth District Council <i>zoom</i>
	Mr	V Lim	South Taranaki District Council <i>zoom</i>
	Mr	R Broad	AA Taranaki
	Miss	R Sweeney	Taranaki Regional Council
	Ms	K Humphrey	Taranaki Regional Council <i>zoom</i>
	Ms	F Ritson	Taranaki Regional Council <i>zoom</i>
	Mr	G Sykes	Egmont Village Community Representative
	Ms	J Coulson	Egmont Village Community Representative
	Mr	J Bullivant	Te Manatū Waka Ministry of Transport <i>zoom</i>
	Ms	M Willberg	Te Manatū Waka Ministry of Transport <i>zoom</i>

Apologies There were no apologies received.

Notification of Late Items **There were no late items.**

1. Deputation – Egmont Village Safety Improvements

- 1.1 Mr G Sykes & J Coulson gave a deputation to the Council regarding the Inglewood Safety Improvements in regards to traffic speed through Egmont Village and road noise impacting the Egmont Village School.
- 1.2 The committee asked for information on what plans the school or the Education Board had put in place for noise reduction such as acoustic barriers.
- 1.3 Ms L Stewart, Director Regional Relationships, Waka Kotahi, acknowledged the deputation and advised that it would be logical for the improvements needed at Egmont Village to be done as part of the planned safety improvement works. A safety assessment is planned which will feed into a feasibility study. It was advised that changing the speeds is a more complex as it has to go through a regulatory process to look at potential speed reduction.
- 1.4 Ms L Stewart, Director Regional Relationships, Waka Kotahi, acknowledged Ms J Coulson, Egmont Village Safety’s request for engine break signs to be erected in the interim and advised that it was currently being investigated.

2. Confirmation of Minutes – 1 December 2021

Resolved

That the Taranaki Regional Transport Committee:

- a) takes as read and confirms the minutes of the Taranaki Regional Transport Committee meeting held at 47 Cloten Road, Stratford on Wednesday 1 December 2021 at 10.30am
- b) notes that the unconfirmed minutes of the Taranaki Regional Transport Committee held at 47 Cloten Street, Stratford on Wednesday 1 December 2021 at 10.30am, have been circulated to the New Plymouth District Council, Stratford District Council and the South Taranaki District Council for their receipt and information.
Duynhoven/Volzke

Matters arising

- 2.1 Councillor M J Cloke has been closely working alongside Ms S Downs, Portfolio Manager, Waka Kotahi New Zealand Transport Agency, on the State Highway 3 prioritisation process, as such an update on the slow vehicle passing lane requested in Mokau and followed up on by Councillor H Duynhoven would be available in due course.

3. Regional Transport Advisory Group Minutes – 9 February 2022

Resolved

That the Taranaki Regional Transport Committee:

- a) receives the confirmed minutes of the Regional Transport Advisory Group meeting held on Wednesday 9 February 2022.
Cloke/Nixon

4. Waka Kotahi New Zealand Transport Agency Update

- 4.1 Ms L Stewart, Director - Regional Relationships, Waka Kotahi New Zealand Transport Agency, gave a presentation updating Members on activities of the Agency.
- 4.2 Ms L Stewart advised that KiwiRail's participation in ongoing works with Waka Kotahi is particularly engaged and connected, working closely on the Rail Network improvement programme and advised that across the region they are resource constrained.
- 4.3 Ms L Stewart advised that consultation works alongside Councils was still needed to identify the most appropriate freight routes for the One Network Strategy.
- 4.4 The Committee gave overall feedback on the 'Road to 0' and that they were concerned the speed feels like the major tool to fix things as opposed to infrastructure.
- 4.5 The Committee raised concerned over the tar sealing around Inglewood generating a huge number of complaints and advised that the restricted speed signs linger for a duration of time after works have been completed and the roads swept.
- 4.6 Ms L Stewart advised that the primary reason for contractors leaving segments of the highway at restricted speeds is to try overcome some of the issues that are being experienced with resealing, as traffic is being used to do a lot of the rolling, in differing weather conditions speeds need to be reduced to allow the works to be 'bed in'.

Resolved

That the Taranaki Regional Transport Committee:

- a) receives with thanks the presentation and the detailed updates provided by Waka Kotahi New Zealand Transport Agency.
McDonald/Duynhoven

5. Territorial Authorities Update

- 5.1 Mr V Lim, South Taranaki District Council, spoke to the report updating the committee on transport activities within the South Taranaki District. It was noted:
 - Mr V Lim, South Taranaki District Council provided an update on the Stent Road washout permanent repair, advised that is scheduled to take place in the following weeks however further advised that they would work with the contractor to reprioritise the timelines.
- 5.2 Mr S Bowden, Stratford District Council, spoke to the report updating the committee on transport activities within the Stratford District. It was noted:
 - Mayor N Volzke stated that the Stratford District Council would endeavour to present to the committee members at the next meeting with detail around the proposed differential targeted rate for Forestry Owners, the current damage being done, how they would determine whether or not a property is a forestry property alongside further issues that arise.
 - Mayor P Nixon advised that South Taranaki would also like to submit figures in relation to damage caused by Forestry Owners, they are watching the targeted rate with interest to see the result for Stratford.
- 5.3 Mr R Leitao, New Plymouth Council, spoke to the report updating the committee on transport activities within the New Plymouth District. It was noted:

- The Webinar organised by Lawrence Yule that took place on 2 March 2022, can be provided to anyone who wishes by requesting through Mayor N Volzke or Mayor P Nixon.

Resolved

That the Taranaki Regional Transport Committee:

- a) receives the update provided by the Stratford District Council on its transport activities
- b) receives the update provided by the South Taranaki District Council on its transport activities
- c) receives the update provided by the New Plymouth District Council on its transport activities.
Nixon/Duynhoven

6. Public Transport Operational Update for the Quarter Ending 31 December 2022

- 6.1 Ms S Hiestand, Transport Manager, Taranaki Regional Council, spoke to the memorandum providing members with an operational report on public transport services for the quarter ending 31 December 2021.
- 6.2 Ms S Hiestand updated the councillors on the increased use of the Total Mobility Service, the users of this service that have health conditions have opted to use the services as opposed to buses in the height of the COVID-19 pandemic for increased safety.
- 6.2 The Committee noted that positive feedback has been received from users of the Hāwera to New Plymouth Service.

Resolved

That the Taranaki Regional Transport Committee:

- a) receives the memorandum *Public Transport Operational Report for the Quarter Ending 31 December 2021*.
Volzke/Duynhoven

7. Consultation on the review of the Road User Chargers System

- 7.1 Josh Bullivant, Graduate Adviser, Te Manatū Waka Ministry of Transport, spoke to the presentation to update Members on the review of the Road User Chargers (RUC) system.
- 7.2 The Committee advised that it wished to make a submission. The submission will be prepared and circulated for comment.

Resolved

That the Taranaki Regional Transport Committee:

- a) receives the memorandum entitled *Consultation on review of the Road User Charges System*
- b) receives with thanks the presentation provided by the Ministry of Transport on the 2022 Road User Charges system consultation.

McDonald/Volzke

There being no further business the Committee Chairperson, Councillor M J McDonald, thanked the Committee for their work and declared the Regional Transport Committee meeting closed at 12.41pm.

Confirmed

**Taranaki Regional Transport
Committee Chairperson:**

_____ **M J McDonald**

Wednesday 1 June 2022



Date: 3 March 2022, 10.30am
Venue: Taranaki Regional Council, 47 Cloten Road, Stratford
Document: 3003710

Present

Councillors	A Jamieson B Roach M Chong D H McIntyre	Stratford District Council (<i>Deputy Chair</i>)* South Taranaki District Council - Late zoom New Plymouth District Council zoom Taranaki Regional Council zoom
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Attending

Mrs	V McKay	Taranaki Regional Council
Miss	R Sweeney	Taranaki Regional Council
Ms	L Campbell	Stratford District Council zoom
Mr	J Cooper	Stratford District Council zoom
Mr	P McNamara	Stratford District Council zoom
Ms	J Dearden	New Plymouth District Council zoom
Ms	A Brash	New Plymouth District Council zoom
Ms	R Martin	South Taranaki District Council zoom
Mr	H Denton	South Taranaki District Council zoom

Apologies An apology from Councillors N W Walker and R Handley and A J Matthews, Taranaki Regional Council was received and sustained.
Jamieson/Chong

**Due to the apology sustained from Councillor N W Walker, Councillor A Jamieson chaired the Taranaki Solid Waste Committee Meeting held 3 March 2022.*

Notification of There were no late items.
Late Items

1. Confirmation of Minutes – 4 November 2021

Recommendations

That the Taranaki Solid Waste Management Committee of the Taranaki Regional Council:

- a) takes as read and confirms the minutes and resolutions of the Taranaki Solid Waste Management Committee meeting held in the Taranaki Regional Council chambers, 47 Cloten Road, Stratford on Thursday 4 November 2021 at 10.30am
- b) notes that the unconfirmed minutes of the Taranaki Solid Waste Management Committee held at the Taranaki Regional Council, 47 Cloten Road, Stratford on Thursday 4 November 2021 have been circulated to the New Plymouth District Council, Stratford District Council and South Taranaki District Council for receipt and information.

Chong/McIntyre

2. Regional Waste Minimisation Officer’s Activity Report

- 2.1 Ms J Dearden, New Plymouth District Council, spoke to the memorandum to inform the Committee of significant activities undertaken by the Regional Waste Minimisation Officer, in collaboration with the New Plymouth District Council, Stratford District Council and the South Taranaki District Council.
- 2.2 Ms A Brash, New Plymouth District Council, updated the Committee on the contamination audits currently taking place, including the annual recycling kerbside audit.
- 2.3 Ms R Martin, South Taranaki District Council, noted that education and higher fines for contaminated recyclables are unlikely to lead to necessary behaviour change, rather common plastics will need to be phased out or banned completely.
- 2.5 Ms A Brash, New Plymouth District Council, advised the Committee that they will be investigating measures to encourage better waste habits during the next retendering of the contract. Preparation for the retendering is beginning now, and it will be tendered later this year. Any changes and additions to rubbish removal charges would need to be handled appropriately through Council Bylaws.

Recommendations

That the Taranaki Solid Waste Management Committee of the Taranaki Regional Council:

- a) receives the memorandum *Regional Waste Minimisation officer’s Activity Report*
- b) notes the activities of the Regional Waste Minimisation Officer.

Chong/McIntyre

3. Ministry for the Environment Consultation – Proposed Waste Strategy Regional Submission

- 3.1 Ms J Dearden, New Plymouth District Council, spoke to the memorandum for the Committee to receive and endorse the submission on the proposed waste strategy changes.
- 3.2 Ms J Dearden, New Plymouth District Council, spoke further to the current regional feasibility statement underway for the incineration of organic material, which focuses on food waste, wood waste and by-products from large food industries. It was noted that any plans for plastic incineration (i.e. a pyrolysis plant) would depend on Central Government requirements.
- 3.3 Ms R Martin, South Taranaki District Council, spoke further to pyrolysis plants, advising that the Ministry of Environment had expressed concerns about those plants receiving consents in New Zealand, due to emission implications. Additionally, due to the plants requiring a vast volume of waste over long periods of time in order to make them feasible, it is unlikely that there would be a large number of pyrolysis plants erected across the country.

Resolved

That the Taranaki Solid Waste Management Committee of the Taranaki Regional Council:

- a) receives the memorandum *Ministry for the Environment Consultant – Proposed Waste Strategy Regional Submission*
- b) endorses the submission on the proposed waste strategy changes.
Jamieson/Chong

Councillor B Roach joined at 10.56am

4. Update on Current Significant Projects for Taranaki

- 4.1 Ms R Martin, South Taranaki District Council, and Ms A Brash, New Plymouth District Council, spoke to the memorandum, providing the Committee with an update on a number of large projects that are currently underway in the region in relation to waste management and minimisation.
- 4.2 Ms R Martin, South Taranaki District Council, spoke further to the feasibility study for a regional organic waste facility, noting that initial stakeholder and iwi/hapū engagement has been completed, with a report due to be made available mid-late April 2022, with submissions taking place in May 2022. Once the submission process is complete, a workshop with elected members will take place.
- 4.3 Ms A Brash, New Plymouth District Council, spoke further to the Commercial Waste Sorting Facility, a tender is now open for the construction of the site and once closed, a subsequent tender will open for the operations of the site. EnviroWaste will be departing from site in April 2022, at which point New Plymouth District Council can take over. It is anticipated that the facility will be open circa July 2022.
- 4.4 Construction is underway for relocation of the New Plymouth transfer station, this will continue to be open to the public and used for any household waste.

- 4.5 The cost of using the commercial waste facility has not yet been determined, but there likely would be a charge, noting that this needs to be a cost effective operation while also ensuring that costs are in line with the market.
- 4.6 New Plymouth District Council is working closely with local markets to ensure that they are not doubling up on facilities that already exist in close proximity. The facility is being designed to be a 'one stop shop' to reduce pressure for waste services providers. The facility will separate good quality material and hand those over to local providers. Ideally, construction waste would be diverted from Cleanfills, creating a close circular economy for the materials in hope they will be put back into production.
- 4.7 Ms A Brash, New Plymouth District Council, provided an update on the Waste Collection Tender as the current contract is due to expire at the end of September 2024. The works are in the early stages but noted that a project team has been established which includes representatives from Councils across the country. A consultant is yet to be engaged to assist in the development and scope for the new contract.
- 4.8 Mr H Denton, South Taranaki District Council, noted that RFID (radio frequency identification) tags were relatively new and costly technology when the contract was last renewed. Now tags are generally standard when you purchase new bins. These tags will help to record data from bins as they are collected and can be used to correctly identify the household that may be not recycling right, or charge for landfill waste by weight (pay as you throw model). These are matters that will be considered when tendering for the new contract.
- 4.9 It was noted that extending the collection service to more rural areas was probably too costly at present, but the intent is to look at options for improving rural waste services as an action in the Council's Waste Management and Minimisation Plans.
- 4.10 Ms R Martin spoke further on the potential for electric vehicles to be used for waste collection.

Resolved

That the Taranaki Solid Waste Management Committee of the Taranaki Regional Council:

- a) receives the memorandum *Update on the Current Significant Projects for Taranaki* Chong/McIntyre

There being no further business, Committee Chairperson, Councillor A Jamieson, declared the meeting of the Taranaki Solid Waste Management Committee closed at 11.27am.

Confirmed

Chairperson _____

N W Walker

26 May 2022

MONTHLY REPORT

District Mayor



F19/13/04 – D22/11817

To: Council
From: District Mayor
Date: 12 April 2022
Subject: District Mayor Monthly Report – March 2022

Recommendation

THAT the report be received.

/
Moved/Seconded

1. Three Waters Reform – Working Group Report

The governments Three Waters Reforms mandate that requires all councils to hand over the water infrastructure to one of the four, yet to be created, new entities to provide water services across New Zealand continues to move forward at pace. This is despite almost every council in New Zealand, including Stratford, rejecting the proposed model in some way.

Collectively councils are not rejecting the need for change, in fact many fully support it, but it's the proposed model that is being forced upon us, that is the target for criticism. Three key issues have arisen: ownership, protection against privatisation and the loss of local voice. To address these issues, Minister Nanaia Mahuta established a working group to look at ways these arrangements could be strengthened. While the operating parameters for the working group were quite narrow, the working group has recently reported back with 47 recommendations that if adopted by the government, will go some-way towards taking the heat out of the opposition, but also concede very little ground.

Notably, some of the most controversial aspects of the reforms were not up for negotiation. Removing the infrastructure assets value from the council's balance sheet and placing it on the balance sheet of the new entity (referred to as balance sheet separation), the iwi partnership provisions and the creation of just four new jumbo entities to deliver the water services, were bottom line non-negotiables for the government.

Included within the working groups report, is a proposal to institute a public shareholding structure that protects community ownership, with shares held by councils on behalf of their communities. This would seem to enhance and maintain the feeling of ownership, even though there would be very few owners' rights as we traditionally know them. In addition, this recommendation tightens protections against privatisation, as councils would have to agree unanimously for an asset to be sold.

The working group also recommended strengthening and clarifying the role of the Regional Representatives Group (RRG), which is made up of council and iwi/hapū representatives. The function of the RRG has perhaps been the subject of the most misinformation of any issue within the reform proposals and needs more explanation to assist with our understanding of its function.

There was also a recommendation to introduce a broader form of representation through regionally based advisory groups, something akin to community boards. This would provide for a guiding voice to feed into the governance structure as a way to increase the ability of communities to influence future direction and decision making.

While the working group has made some good, well-intentioned recommendations to address the many concerns raised by the sector, the real value arising from the working groups efforts will be totally dependent on whether the government adopts these recommendations. The full report of the working group can be found on the Department of Internal Affairs website at: [https://www.dia.govt.nz/diawebsite.nsf/Files/Three-waters-reform-programme-2022/\\$file/Governance-Working-Group-Report.pdf](https://www.dia.govt.nz/diawebsite.nsf/Files/Three-waters-reform-programme-2022/$file/Governance-Working-Group-Report.pdf)

2. Future of Local Government Panel Meeting

Within the many reviews occurring at present, the Future of Local Government Review is among the most important for the Local Government Sector. Triggered by the impact of the Three Waters Reforms, our sector is now being asked to have an in-depth look at ourselves and come up with ideas on what roles councils should play in shaping the future of this country. It is an open book and there is no shortage of ideas coming forward.

To facilitate this discussion the government has established a review panel whose brief is to collate this information and report back with recommendations. To guarantee the opportunity for participation, the panel has set itself the enormous task of meeting with every council in New Zealand and hearing our ideas. The Stratford District Council's meeting was held in early March. It was a positive meeting and the panel members were very accepting of the comments made by our elected members.

This reform is seen by many in the sector as an opportunity to remedy some of the issues that currently challenge us, like the funding models for councils, but it is also an opportunity to introduce new responsibilities for councils to provide additional services. Just where this discussion will end up is unknown, but I was encouraged by the panel's openness to ideas and I look forward to their next progress report.

3. The Forestry Conservation Course Whakatau with Feats

It was my pleasure to attend and participate in the Forestry Conservation Course whakatau with representatives of Ngāti Maru and FEATS. This is the third course of this type that has been provided in conjunction with Ngāti Maru and it will provide the training opportunity for nine trainees to upskill and become proficient in forestry-based work. It is also very gratifying for council as we have been able to support this training course via a Mayors Task Force for Jobs funding package of \$36,000. This contribution towards course costs has been a key enabler that will allow FEATS to help these young people along the career path they are seeking. Prior courses have been very successful and I'm confident this one will be as well.

4. Taranaki Regional Land Transport Committee Meeting

The committee held its quarterly meeting on 2nd March 2022. Minutes from this meeting are included in this agenda. At the conclusion of the meeting Waka Kotahi hosted a workshop on the SH3 Safety Project. I have invited them to host a similar workshop for the Stratford District Council and we are in the process of arranging this.

5. Correspondence – see attached

6. Some Events Attended

- Met with Stratford Park representative
- Attended – Stratford District Youth Council swearing in ceremony
- Attended – Taranaki Regional Land Transport Committee meeting
- Attended – Waka Kotahi workshop on SH3 Safety Project
- Met with Waka Kotahi representative Linda Stewart
- Attended – Anzac Day planning meeting
- Attended - LGNZ Webinar – Supporting communities under pressure
- Attended – LGNZ Rural and Provincial Sector meeting
- Attended – LGNZ Webinar for Mayors – Reforms Update (x3)
- Attended – LGNZ Webinar – Future of Local Government Reforms Workshop (x2)
- Attended – LGNZ Webinar on Three Waters Reform Working Group announcements
- Attended – Positive Aging Committee meeting
- Attended – Meeting with Future of Local Government Panel
- Attended – Taranaki CDEM Roadshow with Minister Kiri Allan
- Attended – Meeting of the Taranaki Mayoral Forum
- Attended – Meeting of Te Kōpuka nā Te Awa Tupua
- Attended – The Forestry Conservation Course Whakatau with Feats
- Met with Paul Bowers-Mason the Anglican Missioner for Stratford
- Newspaper - Stratford Press Interviews and Articles (multiple)
- Newspaper - Daily News - Interviews (multiple)

- Attended Regional Mayors and Chairs weekly meeting (x3)
- Attended Council Pre-Agenda meetings (x4)
- Attended Council Workshops (x2)
- Attended Council Meetings (x4)

A handwritten signature in black ink, appearing to read 'N C Volzke JP', written in a cursive style.

N C Volzke JP
District Mayor

Date: 5 April 2022

Stratford Volunteer Fire Brigade Call Outs March 2022

The Stratford fire brigade responded to 19 calls in March 2022

- 01-03-22 Farm bike accident, quad bike rolled Aotuhia assist Toko fire brigade, patient had already been transported to hospital by rescue helicopter before brigades arrived on the scene
- 02-03-22 Rural appliance required for vegetation fire Dover Road Okato, assist urban and rural brigades
- 06-03-22 Alarm activation Stratford Library Miranda Street
- 09-03-22 Assist with with fire in pit at Cheal Production Station Mountain Road Ngaere
- 10-03-22 Vegetation fire Mangawhero Road, tanker and rural appliance required to assist Kaponga, Eltham Manaia Hawera and Kohi fire brigades
- 11-03-22 Assist ambulance with medical call Flint Road, stood down before arrival
- 11-03-22 Alarm activation Elizabeth R Hospital Elizabeth Grove
- 11-03-22 Investigate rubbish fire Celia / Cordelia Street
- 12-03-22 Motor vehicle accident SH 3 Midhirst car off road scene protection
- 13-03-22 Car fire Regan Street
- 16-03-22 Rural appliance required for vegetation fire Whanganui River Road Whanganui, assist urban and rural fire brigades
- 16-03-22 Motor vehicle accident car vs. car upper Mangaehu Road Makahu, assist Toko fire brigade
- 17-03-22 Rural appliance required for vegetation fire Moki Road Tahora
- 20-03-22 Rural appliance required for vegetation fire Rakaupiko Road Patea
- 21-03-22 Investigate rubbish fires behind Stratford High School, assisted by the Toko fire brigade
- 21-03-22 Motor vehicle accident Monmouth Road car vs. shingle pile
- 25-03-22 Alarm activation Pembroke Road School
- 26-03-22 Assist ambulance with medical call Page Street
- 31-03-22 House fire Standish Road assist Toko fire brigade

DECISION REPORT



F19/13/04 – D22/10971

To: Council
From: Roading Engineer
Date: 12 April 2022
Subject: Proposed Road Closure of Miranda Street for ANZAC Day Service

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 on Monday 25 April 2022, between the hours stated in the recommendation below, for the purpose of the ANZAC Day Dawn Service
 - Miranda Street between Fenton Street and Regan Street – 5:30am to 8:00am
 - War Memorial Car park to be closed

Recommended Reason

In order for the Stratford District Council to hold ANZAC Day commemorations, it is necessary to close the road listed above for the safety of the public gathering for the dawn service at the Cross of Sacrifice on Miranda Street. The proposed road closures 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 Stratford District Council to close the road listed above on 25 April 2022 for the times specified in the recommendation.

2. Executive Summary

- 2.1 In order for the ANZAC Day commemorations to be held, for health and safety reasons the Stratford District Council have requested that Miranda Street between Fenton Street and Regan Street be closed for the purposes of the parade and the public gathering at the Cross of Sacrifice for the dawn service.
- 2.2 Due to Covid-19, this year's services are being amended to an extended Dawn Service only, to take into account any traffic light system level changes between now and then.
- 2.3 Included in **Appendix 1** of this report is the traffic management plan showing the road to be closed.

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 – To commemorate the lost soldiers during the First World War	
Social	Economic	Environmental	Cultural
✓			

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

4. Background

4.1 ANZAC Day occurs on 25 April. It commemorates all New Zealanders killed in war and also honours returned servicemen and women.

The date itself marks the anniversary of the landing of New Zealand and Australian soldiers – the ANZACs – on the Gallipoli Peninsula in 1915. The aim was to capture the Dardanelles, the gateway to the Bosphorus and the Black Sea. At the end of the campaign, Gallipoli was still held by its Turkish defenders.

Thousands lost their lives in the Gallipoli campaign: 87,000 Turks, 44,000 men from France and the British Empire, including 8500 Australians. To this day, Australia also marks the events of 25 April. Among the dead were 2779 New Zealanders, about a fifth of those who served on Gallipoli.

It may have led to a military defeat, but for many New Zealanders then and since, the Gallipoli landings meant the beginning of something else – a feeling that New Zealand had a role as a distinct nation, even as it fought on the other side of the world in the name of the British Empire.

ANZAC Day was first marked in 1916. The day has gone through many changes since then. The ceremonies that are held at war memorials up and down New Zealand, or in places overseas where New Zealanders gather, remain rich in tradition and ritual befitting a military funeral

4.2 Following the disbandment of the Stratford branch of the Returned Servicemen Association in 2016, the Stratford District Council has offered to host the annual ANZAC Day commemorations service.

The Commemorations include the following:

5.30am-8.00am Extended Dawn Service at the Cross of Sacrifice on Miranda Street

Due to Covid-19, this year’s services are being amended to an extended Dawn Service only, to take into account any traffic light system level changes between now and then.

5. Consultative Process

5.1 Public Consultation - Section 82

The Stratford District Council is required to liaise with all residents and traders affected by the proposed road closure. A public notice was placed on the Stratford District Council website on 31 March and an advertisement was placed in Central Link in the Stratford Press newspaper on 6 April. To date no written objections have been received by the Stratford District Council.

Stratford District Council has contacted the Police, Fire Service, St John’s Ambulance and the Road Transport Authority seeking their approval for the proposed road closure. At the time of writing this report, no objections had been received

5.2 Māori Consultation - Section 81

There are no known effects that this event is likely to have on local iwi issues. This event also recognises the loss of Māori military personnel during the ANZAC Gallipoli assault on the Turkish army in 1915,

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 for the ANZAC Day Service and parade to be undertaken in a safe manner on public roads, it is essential that this road is closed for the times stated in the recommendation. This will safeguard the participants, invited guests and members of the public attending the event.

6.2 A full Health and Safety Management Plan and Traffic Management Plan have been prepared for this event. This element is captured by Risk 29 – Health, Safety and Wellbeing and is covered by the organisers with their appropriate plans.

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 the community together to commemorate the military personnel lost in war and those who have served
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

<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?
--

Yes, the times of the proposed road closure are outlined in the recommendation above.

7.3 **Significance**

	Yes/No	Explain
Is the proposal significant according to the Significance Policy in the Long Term Plan?		
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	As a mark of respect for the military personnel lost in action, shops throughout New Zealand are closed on the morning of ANZAC Day.

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

7.4 **Options**

<p>An assessment of costs and benefits for each option must be completed. Use the criteria below in your assessment.</p> <ol style="list-style-type: none"> 1. What options are available? 2. For each option: <ul style="list-style-type: none"> • 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: <ul style="list-style-type: none"> • 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 Miranda Street. If this is the option chosen, then the Stratford District Council will not be able to host the ANZAC Day commemorations. This will have a negative impact on this authority.

Option 2. Endorse the proposed road closure as outlined in recommendation 2 above to indicate our support for this event. This will have a positive impact for Stratford. **This is the recommended option.**

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 cost of providing the traffic management will be met by the Stratford District Council's Community Services Team. Stratford District Council's officer time for approving the traffic management plan 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 Stratford District Council has engaged the services of Traffic Management Solutions (TMS) to provide and monitor the traffic management plan for this event.

7.7 **Legal Issues**

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

Pursuant to Section 342(1) (b) 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?

This report is consistent with the policy for Temporary Road Closures.

Attachments:

Appendix 1 – Traffic Management Plan

Appendix 2 – Proposed site layout for the event

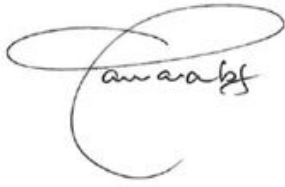
Appendix 3 – Draft Order of Service



Courtney Devlin
Roading Engineer



[Endorsed by]
Stephen Bowden
Roading Asset Manager

A handwritten signature in black ink, appearing to read 'Victoria Araba', written over a large, stylized letter 'C'.

[Endorsed by]
Victoria Araba
Director - Assets

A handwritten signature in blue ink, appearing to read 'Sven Hanne', written in a cursive style.

[Approved by]
Sven Hanne
Chief Executive

Date 5 April 2022

APPENDIX 1



TMP or generic plan reference



APPROVED

CAR E846211
 Vivek Regmi
 STMS Number: 105632



TMP or generic plan reference

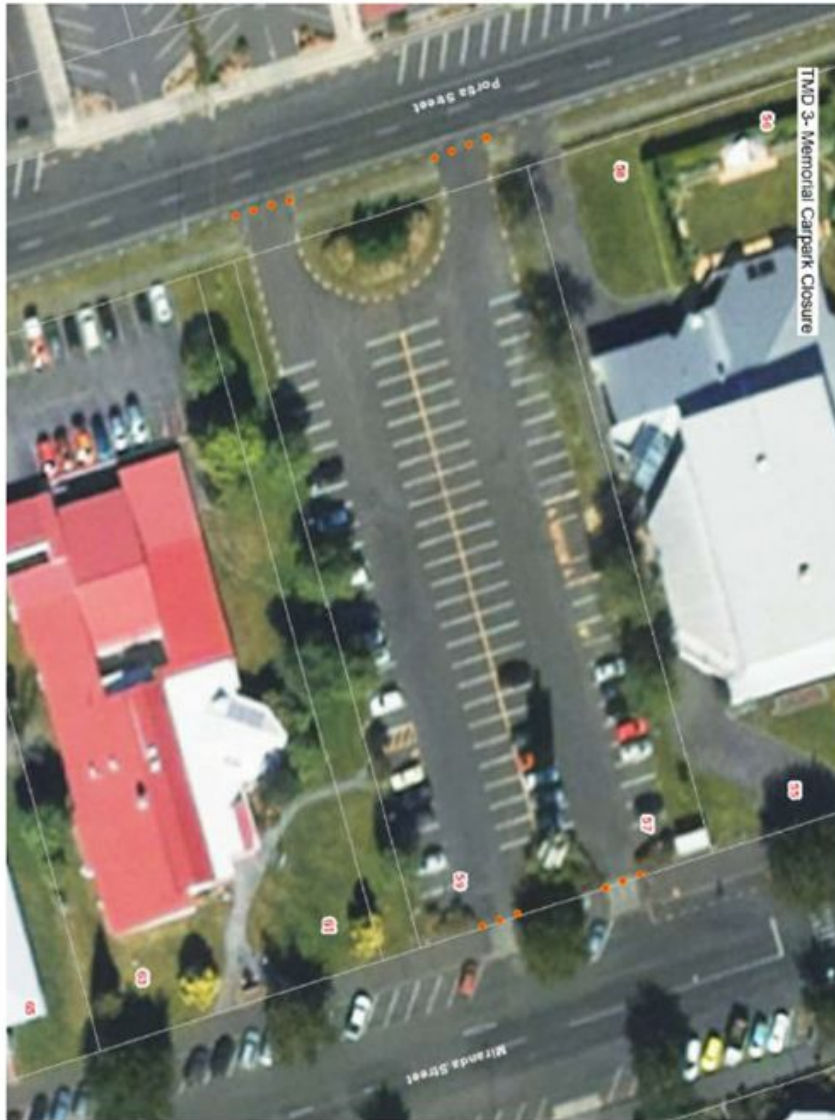


APPROVED

CAR E846211
Vivek Regmi
CVMS Number 105632



TMP or generic plan reference



APPROVED

CAR EB46211
Vivek Regmi
STMS Number 105632

25 March 2022



TMP or generic plan reference



APPROVED
 CAR E046211
 Vivek Regmi
 STMS Number 105632
 25 March 2022

APPENDIX 2



APPENDIX 3

Parade marches from Portia Street past Malone Gates, along Fenton Street, down Miranda Street to the War Memorial Centre
Opening
Prayer
Hymn – Amazing Grace (lyrics)
Message from the Prime Minister
Message from the Governor General
Guest Speaker Address
Laying of wreaths
Last Post
One Minute of Silence
The Ode to the Fallen
Reveille
National Anthem
Benediction - prayer
Lament
Announcement

DECISION REPORT



F19/13/04 – D2/10075

To: Council
From: Projects Manager
Date: 12 April 2022
Subject: Receipt of Submission – Lease of the TET Multi Sports Centre

Recommendations

1. THAT the report be received.
2. THAT the submission be received.
3. THAT the submitter be advised of the outcome of their submission and notified that the minutes of the Ordinary Meeting of Council are available on Council’s website.

Recommended Reason

All issues raised within the submission have been considered and adequately addressed.

/ Moved/Seconded

1. Purpose of Report

The purpose of this report is to formally receive and consider the submission received through public consultation in accordance with the Reserves Act 1977 for the proposal to lease the TET Multi Sports Centre.

2. Executive Summary

- 2.1 In November 2021 Council endorsed the proposed restructuring of the Stratford Community Sports Society and authorised the Chief Executive to enter into a lease with the Society of the TET Multi Sports Centre building in accordance with current delegations.
- 2.2 As the Reserve Management Plan does not contemplate any lease of the facility beyond the expiry of the former lease, this proposal to lease the facility needed to be publicly advertised in order to comply with the provisions of Section 54 of the Reserves Act 1977.

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 On 9 November 2021 Council adopted the recommendations of the Policy and Services Committee 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*

and

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.

- 4.2 Consultation for the lease proposal is required under the Reserves Act 1977. This was duly carried out with objections/submissions closing on 11 March 2022. One submission was received from Mrs D McKinlay.

5. Consultative Process

5.1 Public Consultation - Section 82

Public Consultation was undertaken with advertisements calling for submissions in Central Link on 9th and 16th February 2022 and via Council's facebook page (posted on 11 February 2022). One submission was received which is attached as **Appendix 1**. Management response to points raised within the submission is below:

Submission	Management Response
I think and hope that Council should/does have a copy of both the new suggested Structure and Rules. Do you for future reference?	<i>Council officers were directly involved with the Sports Society in establishing the new constitution and rules and these were endorsed by Council on 9 November 2021 as indicated above.</i>
Do you know that they have all now been approved and adopted? (Minutes suggest a Special Meeting had to be held)	<i>The new constitution and rules were adopted by the Sports Society on 21 December 2021 as indicated above.</i>
Councillor Boyde & Jones comments regarding concerns within the new Rules for Skill Sets and Community reappointments?	<i>In order to address those concerns the new constitution provides for the appointment of two independent management committee members from the community and for the committee, in making these appointments, to take into consideration the need for a balance of skill sets within the committee makeup.</i>
Have you been notified of the two new appointments to represent the Community? Or has this still not happened?	<i>The community representatives will be appointed by the new committee once the two Council representatives have been appointed and a public calling for nominations.</i>
I would like to see the second Council appointed rep put in place, disappointed that several months have passed and this has still not happened.	<i>Until the lease has been approved by Council there was little point in confirming the Council representatives, however those appointments will be imminent on approval of the lease.</i>
Council should know the Financial situation of the Committee and be satisfied with it.	<i>Council has been provided with all annual financial returns and has no concerns in regard to accounting practices.</i>
Councillor Dalziel's comments that this perhaps would still not change	<i>This of course remains to be seen, however the new management structure and constitution of the Sports Society is considered to be an improvement on the</i>

Submission	Management Response
the underlying problems with facility management! - Hopefully the new committee will be made aware of these issues and will work together on addressing them?	<i>previous and should lead to be a better focus on the sustainability of the facility rather than the short-term wishes of the user groups that appeared to be the previous focus.</i>
If these concerns can be answered and completed then Council should be able to complete the Lease Proposal. As already mentioned, I don't want this Venue to fail, it is a huge asset to the Community. I just wanted assurances from Council that what you had agreed to was put in place and had been completed to help ensure the sustainability and trust of it moving forward first before final Lease sign off.	

5.2 **Māori Consultation - Section 81**

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

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 Risk alert number 53 Reputational and Conduct – Release of incorrect or confidential information. Risk of damaged reputation and ratepayer distrust if the consultation process is not managed properly.

There is no other identified risk in regard to this and 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 lease proposals in the subsequent report to Council link 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 is based on reliable data and no assumptions have had to be built in.

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**

- | |
|---|
| <p>An assessment of costs and benefits for each option must be completed. Use the criteria below in your assessment.</p> <ol style="list-style-type: none"> 1. What options are available? 2. For each option: <ul style="list-style-type: none"> • 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: <ul style="list-style-type: none"> • how this option is the most cost effective option for households and businesses; • if there are any trade-offs; and • what interdependencies exist. |
|---|

The only option for Council in this report is to receive and acknowledge the submission.

All issues raised in the submission have been considered and response to each issue is stated in Section 5: Consultation Process.

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. |
|---|

The recommendations herein do not have any impact on funding and debt levels.

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 submission by Mrs. McKinley will need to be considered when deliberating on a subsequent report in this meeting and may impact Council decision confirming the lease agreement with the society.

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**

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

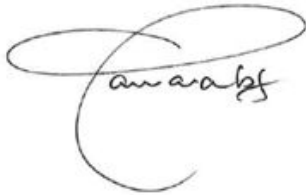
There are no policy issues inherent herein.

Attachments:

Appendix 1 Submission – D McKinlay D22/10749



Steve Taylor
Projects Manager



[Endorsed by]
V Araba
Director - Assets



[Approved by]
Sven Hanne
Chief Executive

Date 5 April 2022

Appendix 1

Erin Bishop

From: Sven Hanne
Sent: Friday, 11 March 2022 11:22 a.m.
To: [REDACTED]
Cc: Stratford Submissions
Subject: RE: Submission for Proposed Lease to Stratford Community Sports Society Inc

Good morning Mrs McKinlay,

Thank you for your submission.

Ngā mihi

Sven Hanne
Chief Executive
Te Kaunihera ā Rohe o Whakaahurangi | Stratford District Council

63 Miranda Street
PO Box 320
Stratford 4352

P. 06 765 6099
M. 027 705 7487
stratford.govt.nz



From: [REDACTED]
Sent: Friday, 11 March 2022 9:07 a.m.
To: Sven Hanne <SHanne@stratford.govt.nz>
Subject: Submission for Proposed Lease to Stratford Community Sports Society Inc
Importance: High

To Mr Hanne, Chief Executive, Stratford District Council,
The following enclosed E Mails and attachment forms part of my submission for background to show the information that I have already requested for clarity from Council to this proposal.

As I only had the Council newspaper Notice to go by for information I asked my own questions from council Minutes where you had previously discussed how to address your own concerns with this group. However I don't feel it is my role to chase these answers up with the Sporting Committee Chairperson, as it is Council that is agreeing and setting up this long term lease, it is my role to question that Council have all of the information.

Therefore my following concerns still are:

I think and hope that Council should/does have a copy of both the new suggested Structure and Rules. Do you for future reference?

Do you know that they have all now been approved and adopted? (Minutes suggest a Special Meeting had to be held)

Councillor Boyde & Jones comments regarding concerns within the new Rules for Skill Sets and Community reappointments?

Have you been notified of the two new appointments to represent the Community? Or has this still not happened?

I would like to see the second Council appointed rep put in place, disappointed that several months have passed and this has still not happened.

Council should know the Financial situation of the Committee and be satisfied with it.
Councillor Dalziel's comments that this perhaps would still not change the underlying problems with facility management!
- Hopefully the new committee will be made aware of these issues and will work together on addressing them?

If these concerns can be answered and completed then Council should be able to complete the Lease Proposal.
As already mentioned, I don't want this Venue to fail, it is a huge asset to the Community.
I just wanted assurances from Council that what you had agreed to was put in place and had been completed to help ensure the sustainability and trust of it moving forward first before final Lease sign off.

Regards, Debbie McKinlay

From: Neil Volzke
Sent: Friday, March 4, 2022 1:02 PM
To: [REDACTED]
Cc: Councillor Alan Jamieson
Subject: RE: TET Multi Sport Centre Lease

Hi Debbie

Thanks for your email received earlier today. On reflection, it appears I have mistakenly misled you and I offer my unreserved apology for doing so. It was certainly not my intention to do.

Yesterday when I wrote that the lease had already been signed off, I did so on the basis that elected members were satisfied with what they had seen and I mistakenly understood this to be the end of the process. Under the inherent rules and restrictions that I referred to for the park, I was unaware that this also required the lease to be consulted on, as outlined in the copy of the advertisement you provided. Clearly, I have got ahead of myself!

I have since checked on this and there is an opportunity to submit on the lease as outlined in the advertisement. Closing date is 11 March 2022. The submission can be made in writing and/or be made verbally as well. If any submissions are received by council, they will be considered before any final decisions are made. It is only after this point that the lease document can be formally signed off.

On a positive note, as it turns out, you haven't wasted your time. There is still sufficient time for you to make a submission should you choose to do so. Council would welcome yours and any other submissions on this matter.

Regards

Neil Volzke JP
District Mayor
Te Kaunihera ā Rohe ō Whakaahurangi | Stratford District Council
06 765 6099 | 027 631 7418 | stratford.govt.nz

From: [REDACTED]
Sent: Friday, 4 March 2022 9:40 a.m.
To: Neil Volzke <NVolzke@stratford.govt.nz>
Cc: Councillor Alan Jamieson <alan.jamieson@stratford.govt.nz>
Subject: Re: TET Multi Sport Centre Lease

Good Morning,

Thank you for your response. I had perhaps incorrectly presumed from the enclosed information (it looks like to me that Mr Hanne is asking for submissions) that Council was, but you say you are not asking for submissions on the proposed lease, so this is very confusing.

Therefore I had been asking/basing my questions from previous Council Minutes and concerns and thought that Council and yourself as one of the Delegated committee Members would have copies of this information and /or would know that what you had requested had been completed and reported back before a lease was signed off. I don't want this Facility to fail either, it is a huge shame what has happened in the past, but wanted to make sure that there was a assurance moving forward from the new Sporting Committee that what was requested had been under taken before the final signoff of the lease.

It seems I have wasted my time.

Regards Debbie McKinlay

From: Neil Volzke
Sent: Thursday, March 3, 2022 4:58 PM
To: [REDACTED]
Cc: Councillor Alan Jamieson
Subject: RE: TET Multi Sport Centre Lease

Hi Debbie

Thank you for your email and enquiry. I have spoken with Alan Jamieson and we agreed that I respond on behalf of both of us.

I will endeavour to answer your questions individually and because there are a number of them, I have responded to each one (in red) as seen below.

Also, I point out that neither of us are spokesmen for the Stratford Combined Sports Society (SCSS) and therefore cannot comment on their behalf.

Please note, the SCSS is not a committee of council nor is it a Council Controlled Organsiation (CCO).

Regards

Neil Volzke JP
District Mayor
Te Kaunihera ā Rohe ō Whakaahurangi | Stratford District Council
06 765 6099 | 027 631 7418 | stratford.govt.nz

From: [REDACTED]
Sent: Wednesday, 2 March 2022 8:48 a.m.

To: Neil Volzke <NVolzke@stratford.govt.nz>; Councillor Alan Jamieson <alan.jamieson@stratford.govt.nz>

Subject: TET Multi Sport Centre Lease

Good Morning Mayor Volzke and Deputy Jamieson,

With regard to the proposed lease to the Stratford Community Sports Society Incorporated I would like to ask for further information before I decide about making a submission.

I realise you haven't asked an actual question regarding submissions, but I thought it worthwhile to clarify. Council is not seeking submissions with regard to the lease (this is normal council practice). However the Annual Plan consultation that is soon to commence, would be an opportunity for you to express your view. Note however, the lease is not specifically included within the consultation document and has already been signed off.

I understand that a AGM has been held sometime late last year (although I don't recall seeing it publicly advertised) and that Council have been working with the Committee to move forward.

The first part of this question should be directed to Bruce Cleland who is the Chairman of the SCSS and yes, council has been working with the committee

I would like to request to see the new Structure and new Rules that Council proposed for their use and to ask if these have now been accepted in full by that Committee.

This question should be directed to Bruce Cleland who is the Chairman of the SCSS. Also, to clarify, the rules that you refer to were made available to council prior to any finalisation and input was sought. However, the rules are those of the society and not council's proposal or decision to adopt.

Have all of the new Appointments been made, both the 2 from Council and 2 from Community persons?

Council has the opportunity to make two appointments. With regard to the council appointments, I can confirm that council has appointed the Mayor as a representative on this committee (this was a role he currently held) and the second position will be taken by a council staff member who has yet to be named. From a council perspective this will provide a balance of political/community views and an asset management input. The question regarding community persons should be directed to Bruce Cleland who is the Chairman of the SCSS.

Are all of their Yearly Financial Returns up to date and accordingly filed as this hasn't always been timely in the past.

This question should be directed to Bruce Cleland who is the Chairman of the SCSS

Are they currently in a good Financial position to pay a reasonable lease for the first 3 year term proposed?

This question should be directed to Bruce Cleland who is the Chairman of the SCSS

As this is not Council Core Business but was lead by the Sporting Codes within, what is the intended Yearly Lease payments expected to be verses what costs are we the Ratepayers likely to have to cover/incure in maintenance etc each year with such a huge building?

The TET Stadium is located within the boundaries of King Edward Park. Inherently that places a wide range of rules and restrictions on the operators of that facility. Since it's construction (around 1999) the SCSS has paid council a

peppercorn lease for the land it sits upon and that arrangement will continue for the foreseeable future. Council has not historically paid for maintenance on the building nor for operating costs of the facility and there are no plans to change this arrangement.

What council has agreed to do (this was included in the Long Term Plan consultation last year) is to allocate \$50K per annum towards capital works on the building that council is now the legal owner of. This is consistent with the asset management plans of all assets that council owns, such as facilities like the War Memorial Hall, the administration building and the Centennial Rest Rooms.

To give assurance that this funding will be spent as intended, council has two appointed representatives on the committee to provide governance oversight. In addition the funds will not be "handed over" to the committee for them to expend as they like. Furthermore, any expenditure of council money has a strict procedure to follow and any council money spent on the stadium will be subject to those rules and regulations.

I ask these questions as past decisions as we all know by this Committee have been questionable and they lost trust within the community.

This concern should be directed to Bruce Cleland who is the Chairman of the SCSS

I appreciate your time to this.

CLOSING COMMENT: The challenge we all collectively face is this; no one wants the facility to fail or go broke or to fall into disrepair. The community wants and needs the facility to be successful.

Council wants the facility to be well used and be a quality asset for the community at large. I am confident that this will be achieved because the last thing council would want, is to have a large eyesore, disused shed like building sitting in the middle of a beautiful park.

Regards, Debbie McKinlay



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Our reference
F19/13/03-D21/40748

Karakia

Kia uruuru mai
Ā hauora
Ā haukaha
Ā haumāia
Ki runga, Ki raro
Ki roto, Ki waho
Rire rire hau Paimārire

I draw in (to my being)
The reviving essence
The strengthening essence
The essence of courage
Above, Below
Within, Around
Let there be peace.