



TE KAUNIHERA Ā ROHE O
WHAKAAHURANGI
STRATFORD
DISTRICT COUNCIL

Our reference
F19/13/03-D21/26182

19 January 2023

Policy and Services Committee

Notice is hereby given that the Policy and Services Committee Meeting will be held in the **Council Chambers, Stratford District Council, 63 Miranda Street, Stratford** on **Tuesday 24 January 2023** at 3.00pm.

Timetable for 24 January 2023 as follows:

2.45pm	Afternoon tea for Councillors
3.00pm	Policy and Services Committee

Yours faithfully

A handwritten signature in black ink that reads "Radich".

Tiffany Radich
Acting Chief Executive

2023 - Agenda - Policy & Services - January

24 January 2023 03:00 PM



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AGENDA

Policy and Services Committee



F22/55/04-D22/50149

Date: Tuesday 24 January 2023 at 3.00 PM
Venue: Council Chambers, 63 Miranda Street, Stratford

1. **Welcome**

1.1 **Opening Karakia**
D21/40748 Page 6

1.2 **Health and Safety Message**
D21/26210 Page 7

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**

Page 8

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

6. **Confirmation of Minutes**

6.1 **Policy & Services Committee - 22 November 2022**
D22/46085 Page 9

Recommendation

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

/
Moved/Seconded

7. **Matters Outstanding**

D16/47 Page 16

Recommendation

THAT the Matters Outstanding be received.

/
Moved/Seconded

8. [Decision Report - Road Closure - AmeriCARna 2023 - Proposed Road Closures](#)
D22/50430 Page 17

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 Friday 24 February 2023, between the hours of 7.00am and 3.00pm for the purpose of the 2023 Americarna event.
 - SH3 Broadway between Seyton Street and Page Street.
 - Regan Street between Miranda Street and Juliet Street between the hours of 9am to 3:00pm
 - Miranda Street between the Seyton Street and Fenton Street.
 - Fenton Street between Juliet Street and SH3 Broadway.
3. THAT the Council approves the alternative routes detailed below:
 - Southbound traffic – Left into Pembroke Road, right into Juliet St, left onto Celia Street and right onto Orlando St to return to SH3 via Hills Road to the south of Stratford.
 - Northbound traffic – Right onto Hills Road, left onto Orlando Street, left onto Celia St, right onto Juliet Street, and left onto Seyton Street to re-join SH3 at Seyton St/SH3 intersection.

Recommended Reason

In order for the Stratford Business Association to host Americarna, it is necessary to close the roads listed above for safety reasons and for the participants to exhibit their vehicles via a static display. The proposed road closures require formal endorsement by a Council resolution.

/
Moved/Seconded

9. [Decision Report - Nominating Regional Transport Region](#)
D22/49496 Page 32

Recommendations

1. THAT the report be received.
2. THAT Council notify the Taranaki Regional Council that with regard to regional transport it chooses to be represented on the Taranaki Regional Transport Committee.

Recommended Reason

The Regional Council requires Council to formally advise every three years.

/
Moved/Seconded

10. Monthly Reports

10.1 Assets Report
D22/50734 Page 38

Recommendation

THAT the report be received.

/
Moved/Seconded

10.2 Community Services Report
D22/49514 Page 65

Recommendation

THAT the report be received.

/
Moved/Seconded

10.3 Environmental Report
D22/43790 Page 77

Recommendation

THAT the report be received.

/
Moved/Seconded

10.4 Corporate Services Report
D22/1042 Page 85

Recommendation

THAT the report be received.

/
Moved/Seconded

11. Questions

12. Closing Karakia
D21/40748 Page 102



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-D22/17082

Health and Safety Message

In the event of an emergency, unless guided to an alternative route by staff, please exit through the main entrance. Once outside the building please move towards the War Memorial Centre congregating on the lawn area outside the front of the council building.

If there is an earthquake, please drop, cover and hold where possible. Remain indoors until the shaking stops and you are sure it is safe to exit or remain where you are until further instruction is given.

5. Attendance schedule for 2023 Policy & Services Committee meetings (including Hearings).

Date	24/1/22	28/2/23	28/3/23	18/4/23	16/5/23	23/5/23	27/6/23	25/7/23	25/7/23	22/8/23	26/9/22	26/9/23	24/10/23	28/11/23
Meeting	PS	PS	PS	PS	H	PS	PS	H	PS	PS	H	PS	PS	PS
Neil Volzke														
Steve Beck														
Grant Boyde														
Annette Dudley														
Jono Erwood														
Ellen Hall														
Amanda Harris														
Vaughan Jones														
Min McKay														
John Sandford														
Clive Tongaawhikau														
Mathew Watt														

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

MINUTES

Policy and Services Committee



F22/55/05 – D22/46085

Date: Tuesday 22 November 2022 at 3.00PM
Venue: Council Chambers, 63 Miranda Street, Stratford

Present

The Deputy Mayor – M McKay (the Chairperson), the District Mayor N C Volzke Councillors: S J Beck, G W Boyde, A M C Dudley, J M S Erwood, , A K Harris, V R Jones, M McKay, W J Sandford, C M Tongaawhikau, M J Watt

Via audio visual link: Councillor E E Hall

In attendance

The Chief Executive – Mr S Hanne, the Director Community Services – Ms K Whareaitu, the Acting Director Assets – Mr S Bowden, the Director – Corporate Services – Mrs T Radich, the Director – Environmental Services – Mr B Sutherland, the Committee Advisor and Executive Assistant – Mrs E Bishop, the Communications Manager – Ms G Gibson, the Services Asset Manager – Mr J Cooper (*part meeting*), the Parks and Reserves Officer – Mrs M McBain (*part meeting*), the Community Development Manager – Mr C Julie (*part meeting*), the Graduate Asset Engineer – Ms K van Hout (*part meeting*), the Projects Manager/Engineer – Mr S Taylor (*part meeting*), the Community Development Officer – Mrs V Fischer (*part meeting*), the Community Development Officer – Mrs A Kingston (*part meeting*) and Mrs J Patterson (Venture Taranaki (*part meeting*)).

1. Welcome

The opening karakia was read.

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

An apology was noted for the Director – Assets Mrs V Araba.

Recommendation

THAT the apology be noted.

BOYDE/HARRIS
Carried
P&S/22/150

3. Announcements

The Chief Executive requested that item 11.4 (Monthly Report – Corporate Services) be moved to be the first report under item 11 – Monthly Reports. This was approved.

4. Declarations of members interest

Elected members were asked to declare any real or perceived conflicts of interest relating to items on this agenda. There were no declarations of interest.

5. Attendance Schedule

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

6. Confirmation of Minutes

6.1 Policy & Services Committee – 27 September 2022
D22/37381 (Open) & D22/37381 (PE) Page 10

Recommendation

THAT the minutes of the Policy and Services Committee Meeting, including the public excluded section, held on Tuesday 27 September 2022 be received.

VOLZKE/SANDFORD
Carried
P&S/22/151

7. Matters Outstanding

D16/47 Page 23

Recommendation

THAT the Matters Outstanding be received.

HARRIS/JONES
Carried
P&S/22/152

The Chief Executive noted the following points:

- The Street Numbering project was a result of being contacted by LINZ a couple of years ago that a number of streets in Stratford were not compliant with street numbering standards. Officers have been working through a number of issues identified and will address the remaining two on this list in the new year.
- Discussions on the old swimming pool complex were put on hold as the new complex was fast tracked due to the government funding received. It was decided that the old complex would be considered as part of the next Annual or Long Term Plan process due to the planning work required, staff availability as a result of the capital work projects and funding requirements.

8. Information Report – Economic Development Quarterly Report – Quarter One

D22/42927 Page 24

Recommendation

THAT the report be received.

ERWOOD/BOYDE
Carried
P&S/22/153

Questions/Points of Clarification:

- It was clarified that the stickers in empty shop windows on Broadway was a council led project that was done in conjunction with the launch of the Stratford 2035 initiative. This has not been re-visited since then and it was noted that it was a costly exercise. Councillor Boyde noted that there were unoccupied buildings with quite a few looking terrible. The Community Development Manager noted

that stickers could be explored alongside the Stratford Business Association and would first look into the costs and what could potentially be done.

Mrs Patterson, Venture Taranaki noted the following points:

- There have been some structural changes at Venture Taranaki recently and a bit of a change in direction in terms of the business plan process.
- The newly formed executive team has Kelvin Wright (Chief Executive), Stacey Hitchcock as the General Manager for Regional Investment, Jenn Patterson as General Manager for Economic Development and Brylee Flutey as General Manager Destination.
- This newly formed, and much smaller team, is now focused very much on the three key sectors (high tech, food and fibre and energy transition) and are in the business planning phase for 2023 onwards. The business plans will be transparent and will show value across the region including jobs created, revenue created, inward investment created and will ensure these are displayed transparently to be able to see where Venture Taranaki is investing and revenue for council's contribution.
- It is envisioned these plans will be finished towards the end of February and will be brought back to council to seek feedback to incorporate into the plans between March and June. These will be launched in June.

Questions/Points of Clarification:

- It was clarified that the app that is being developed to promote exploring Taranaki is in its development phase and forms part of the visitor futures project. This will be a regional app and will encourage people to visit different places around the region and the ability to provide feedback on these places. Stratford will be included in this.
- It was clarified that the \$250,000 Regional Business Partners target on page 32, was the regional target.

Ms Patterson left the meeting at 3.17pm

9. Information Report – Summary of Domains and their Uses
D22/42216 Page 42

Recommendations	
1. <u>THAT</u> the report be received.	BOYDE/DUDLEY Carried <u>P&S/22/154</u>
2. <u>THAT</u> the information contained within the report is duly noted.	HARRIS/BECK Carried <u>P&S/22/155</u>
Recommended Reason	
This report provides information relating to the continued operation and ownership of numerous domains located within the Stratford district. This matter was raised as a discussion point for the during the adoption of Domains Policy at the Policy and Services Committee meeting on 27 September 2022.	

The Property Officer noted that environmental should also have been ticked under section 3- Local Government Act.

Questions/Points of Clarification:

- It was confirmed that the lease for Taranaki Off-Road Incorporated did expire in 2035, it is a ten year lease which may have a right of renewal in it.
- It was confirmed the tennis courts are part of the Midhirst Domain.
- It was clarified that if the incorporations do not submit their financials then officers will contact them.

- The District Mayor noted the request had originally been to provide council with information regarding the domains with the possibility that if the properties were not being used or did not have a function then they could potentially be disposed of. This report has highlighted that in all cases the domains are functioning well for their communities. He felt if any changes were required these would be initiated by the committees.
- Councillor Beck queried the size and boundary of the Croydon Domain. The Chief Executive clarified later in the meeting that the correct land size was 0.426 hectares and the boundary on the map was the neighbouring property. The correct location of the domain was the property on the north eastern side of the intersection.
- Councillor Boyde noted that the use of York Road and Rowan Road domain were fundamentally different from the others. He questioned if the lease was fit for purpose, if the lease was reviewed regularly and if council would be better to dispose of the land. Mr Hanne clarified that these domains could not be sold and if council chose to dispose of them they would go to the crown so there would not be any financial benefits to council. Councillor Boyde suggested these domains could be used to plant trees for carbon but Mr Hanne noted the land area was too small to see financial benefit from trees.

10. Decision Report – Proposed Road Closure – Tāpoi Taranaki Cycle Event
D22/44204 Page 53

Recommendations

1. THAT the report be received.

TONGAAWHIKAU/VOLZKE
Carried
P&S/22/156

2. THAT pursuant to Section 342(1) (b) Schedule 10 clause 11(e) of the Local Government Act 1974, Council approves the closure of the following roads on Saturday 28 January 2023 during the times stated below for the purpose of the Tāpoi Taranaki Round the Mountain Cycle Race:

- Manaia Road from the National Park Boundary to Dawson Falls Lodge between the hours of 09:30am to 12:00 noon;
- Pembroke Road from The Mountain House to the Plateau Carpark between the hours of 11:00 to 13:00.

ERWOOD/DUDLEY
Carried
P&S/22/157

Recommended Reason

The organisers of the cycle race approached Stratford District Council officers in May 2022 seeking our approval to close both Manaia Road and Pembroke Road for the purposes of a round the mountain cycle race which also incorporates four hill climbs. This event replaces the historical Round the Mountain Cycle Challenge, previously organised by Selwyn Brown.

The Acting Director - Assets noted the following points:

- This race is a result of the retirement of the organiser of the previous round the mountain cycle race. Coastal 5 have taken the opportunity to do a similar but different event. This report covers one of the four “pinnacle” hill climb ascents.
- These pinnacle races have restricted numbers, there are 200 registrations for them with 800 registered in total for the other circuits.
- Organisers have held conversation with the Department of Conservation and Iwi regarding access on the Manaia Road and Pembroke Road entrances. An agreement to leave the Stratford Mountain House access road open has been made, but the road to the plateau will be closed.

Questions/Points of Clarification:

- It was clarified that it had been requested to amend the the time of road closure to 9.30am after the application had submitted.

11. Monthly Reports

As approved item 11.4 was received by the committee first.

11.4 Corporate Services Report D22/44132 Page185

Recommendation

THAT the report be received.

JONES/BOYDE
Carried
P&S/22/158

Questions/Points of Clarification:

- Councillor Jones noted that the rate for re-borrowing was going up, he questioned how re-financing would impact council's interest rates? The Director – Corporate Services noted it had been mentioned in the report that it is expected to exceed the budget by around \$200,000 for this financial year as a result of interest rates having been so much lower when the annual plan was set. She noted there were loans maturing in April (currently 1.55%), May (currently 3.47%) and August next year and advice will be sought in terms of what is happening in the economy at these times. It was noted that council had managed its interest rate exposure pretty well over previous years.
- The District Mayor requested that the report being taken to the Audit and Risk Committee on the impact of the water services being taken away from council include clarification on the debt to revenue ratio. Mrs Radich clarified that the debt may remain with council but the net debt will equal out as it will be on-lending to the new entity.

11.1 Assets Report D22/38540 Page 143

Recommendation

THAT the report be received.

SANDFORD/TONGAAWHIKAU
Carried
P&S/22/159

Questions/Points of Clarification:

- Councillor Boyde noted that the \$500,000 spent on Puniwhakau Road shows that the decision made by council around the targeted roading rate for forestry was the best decision to make, however it still indicates that council was behind in making this decision with the amount of money spent on damage caused by forestry.
- The District Mayor agreed with Councillor Boyde and felt this reiterated the fact that there is an excessive amount of money spent on some of these logging roads. The rate that has been put on these properties is still short of covering this expense so a subsidy is still required from everyone else.
- It was clarified that the work undertaken on Salisbury Road was required as a result the detour while works were undertaken on the state highway. Mr Bowden noted that further conversations had been held with the neighbouring councils to provide a business case to Waka Kotahi to cover the costs of any damages caused by diversions which could include road closure due to an accident.

The Director – Corporate Services left the meeting at 3.45pm.

- Councillor Harris noted she had received compliments from residents for the contractors who had been undertaking repair work recently, in particular she noted Geoff Hart and Neil Moratti.
- It was clarified that the Roading Level of Service table should read 2022/23 YTD.

- It was clarified that the road maintenance in the level of service table covers the amount of sealing and metalling done every year which has not started yet.
- It was clarified that the road condition level of service relates to smooth travel is based on traffic volumes on a 24 hour basis, distance travelled and the roughness measured. The roughness survey is completed every other year and within these results consideration is given to the category of the road e.g. a lower category of road can have a rougher surface.
- It was clarified that the feedback from the Youth Council and the community on the Skate Park has been collated and is being looked at as one of council's capital projects. The Projects Manager will be contacting skate park designers to present the feedback and to create a ten year plan with the main questions being how much will this cost, and what can council get for \$100,000. A project plan will be formed from there.
- It was clarified that the fallen tree on Matau Road occurred at night and was from a private property. There was no liability to council.

The Services Asset Manager, the Parks and Reserves Officer, the Project Manager/Engineer and the Graduate Assets Engineer left the meeting at 3.53pm.

11.2 Community Services Report
D22/41460 Page 166

Recommendation

THAT the report be received.

HARRIS/DUDLEY
Carried
P&S/22/160

Questions/Points of Clarification:

- Councillor Harris noted there was only one application in round one of the Sport Rural Travel Fund being Toko School Touch Rugby.
- Councillor Harris noted that Whangamomona Republic Day was to be held on 21 January 2023 with bus tickets being available from the Library and Visitor Information Centre. Bus tickets will be \$10 each and will be available once the passports have arrived.
- The Director – Community Services clarified that the funding received from the Taranaki Electricity Trust had not yet been allocated as officers were awaiting the result of the Better Off Funding Application which included the Victoria Park Drainage.
- The District Mayor noted that he had attended the TET Stadium Committee meeting last week and the rent for the tenant had been discussed. This had been reduced due to the downturn as a result of Covid-19 and the committee was now looking to reinstate that to a market level. The committee receiving higher revenue would reduce financial impact on council.
- The District Mayor noted the ongoing success of the Mayors Taskforce for Jobs and had recently attended a ceremony where the arrangement with FloJo Coffee had been celebrated. This arrangement will see the taskforce providing funding towards barista training costs which will be ongoing when the trainee goes into employment. Next month the forestry course is holding its graduation ceremony with another 10 graduates. This scheme was funded by the taskforce to around \$35,000 and is still going well with a lot of interest. He acknowledged the work of staff who are continuing to promote the scheme.
- Councillor Sandford extended an invitation to councillors to the Positive Ageing Forum on Thursday at 10.30am. He acknowledged the work of the Community Development Officer – Mrs V Fischer in organising this event.

The Community Development Manager and Community Development Officers left the meeting at 3.59pm.

11.3 Environmental Services Report
D22/38341 Page 177

Recommendation

THAT the report be received.

BOYDE/HARRIS
Carried
P&S/22/161

Questions/Points of Clarification:

- It was confirmed that investigations were continuing into the water issues at the Brecon Road subdivision.

12. Questions

There were no questions.

13. Closing Karakia

D21/40748 Page 202

The closing karakia was read.

The meeting closed at 4.01pm.

M McKay
Chairperson

Confirmed this 24th day of February 2022.

N C Volzke
District Mayor

Policy and Services Committee Matters Outstanding Index

ITEM OF MATTER	MEETING RAISED	RESPONSIBILITY	CURRENT PROGRESS	EXPECTED RESPONSE
Street Numbering - Pembroke Road - Ariel Street (raised 26 May 2020)		Blair Sutherland	Ongoing	
Future of Page Street Swimming Pool Complex		Sven Hanne		Annual Plan/Long Term Plan

DECISION REPORT



F22/55/04 – D22/50430

To: Policy and Services Committee
 From: Roothing Asset Manager
 Date: 24 January 2023
 Subject: Americarna 2023 – Proposed Road Closures

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 Friday 24 February 2023, between the hours of 7.00am and 3.00pm for the purpose of the 2023 Americarna event.
 - SH3 Broadway between Seyton Street and Page Street.
 - Regan Street between Miranda Street and Juliet Street between the hours of 9am to 3:00pm
 - Miranda Street between the Seyton Street and Fenton Street.
 - Fenton Street between Juliet Street and SH3 Broadway.
3. THAT the Council approves the alternative routes detailed below:
 - Southbound traffic – Left into Pembroke Road, right into Juliet St, left onto Celia Street and right onto Orlando St to return to SH3 via Hills Road to the south of Stratford.
 - Northbound traffic – Right onto Hills Road, left onto Orlando Street, left onto Celia St, right onto Juliet Street, and left onto Seyton Street to re-join SH3 at Seyton St/SH3 intersection.

Recommended Reason

In order for the Stratford Business Association to host Americarna, it is necessary to close the roads listed above for safety reasons and for the participants to exhibit their vehicles via a static display. The proposed road closures require formal endorsement by a Council resolution.

/
 Moved/Seconded

1. Purpose of Report
 - 1.1 For any street event that requires a road closure, Schedule 10 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 Business Association to close the roads in order to host Americarna on Friday 24 February 2023, between the times specified in the recommendation.
2. Executive Summary
 - 2.1 In order for Americarna to be held in Stratford, the Stratford Business Association has requested that several roads are closed to enable the entrants to exhibit their vehicles for public viewing between 09:45am and 12:45pm. As SH3 Broadway has on street parking, the Stratford Business Association has requested SH3 Broadway is closed from 7am to reduce the possibility of Stratford residents parking on the street before the American cars start arriving from 09:45am. Alternative routes for northbound and

southbound traffic along State Highway 3 will be sign posted for the duration of the static display.

- 2.2 Two temporary bus stops will be provided one on Portia Street for the northbound service and one on Juliet Street (outside Mitre 10) for the southbound service for the duration of the closure. This will allow for the continuation of Hawera to New Plymouth Connector bus service whilst the closure is in operation.

3. Local Government Act 2002 – Section 10

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

The 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. This year’s event is expected to attract in the order of 950 entrants, as the last event was held in 2021. The 2022 event was cancelled due to the requirements around social distancing due to the Covid-19 pandemic.

4. Background

- 4.1 The Stratford Business Association approached the organisers of Americarna to request the event is brought to Stratford for a public static display of the vehicles participating in the event. The most appropriate location for the static display is Broadway, from Seyton Street to Fenton Street.

- 4.2 It is anticipated the 2023 event will be the biggest of the events held thus far, with an anticipated number of entrants being 950. This is partly due to the 2022 event being cancelled as a result of the requirements for social distancing at public events during the Covid-19 pandemic.

As a result of the increase in numbers, we are proposing that a section of SH3 Broadway, south of the southern roundabout, can be used for the static display. The organisers have suggested the cars parked between Fenton St and Page St will be those that are participating in an acceleration event in Hawera later in the afternoon. These cars will be the first to leave.

- 4.3 At the time of writing this report, Americarna had indicated there will be in the order of 950 people who have registered their vehicles to participate in the event. Considering the expected number of vehicles, this will require a sufficient area in order to park the vehicles for the public display.

The intention is to use SH3 Broadway, from Seyton Street to Page Street as the primary parking area. The Stratford Business Association have also requested to close Miranda Street from the Seyton Street through to Fenton Street, as an overspill area for the static display, including the War Memorial Hall car park. There will be Marshalls placed at the closure points to assist with directing traffic. Access to and from the Z service station will only be available after 9:30 am via Regan Street from the west.

- 4.4 The alternative routes for SH3 traffic for the duration of the road closure are as follows:
- Southbound traffic – Left into Pembroke Road St, right into Juliet St, left onto Celia Street and right onto Orlando St to return to SH3 via Hills Road to the south of Stratford.
 - Northbound traffic – Right onto Hills Road, left onto Orlando St, left onto Celia Street, right onto Juliet Street, left onto Seyton Street to re-join SH3 at Seyton Street/SH3 intersection.
- 4.5 As SH3 Broadway is a designated High Productivity Mass Vehicle, (HPMV), route, Stratford District Council is required to issue a memorandum to all HPMV permit holders using SH3 which provides haulage companies a consent to use the alternative routes outlined above.

5. Consultative Process

5.1 Public Consultation - Section 82

The Stratford Business Association are required to liaise with all residents and traders affected by the proposed road closure. AmeriCARna's road closure was advertised in the Stratford Press on Wednesday 6 December 2022 with the objection cut-off date Friday 23 December 2022. There have been no objections.

A letter drop was made to all businesses on Broadway and Miranda Streets and residents of Miranda Street on Tuesday 13 December 2022 informing them of the proposed road closure and AmeriCARna event. All emergency respondents have been informed.

5.2 Māori Consultation - Section 81

As this event is organised by the Stratford Business Association, Council has not undertaken any specific consultation with Iwi for this event.

6. Risk Analysis

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

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

- 6.1 In order for Americarna to be held in a safe manner on public roads, it is essential that these roads are closed for the times stated in the recommendation. This will safeguard the participants in Americarna as well as the public wishing to look at the vehicles in the static display.
- 6.2 Americarna have developed their own Safety Plan, as this is a festival which travels to several towns within the Taranaki region.
- 6.3 A full Health and Safety Management Plan and Traffic Management Plan have been prepared for this event. Further, the Council have been indemnified against any claims whatsoever arising from the event (refer to **Appendix 3**). Although this is not a council run event this element is captured by Risk 29 – Health, Safety and Wellbeing but 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 opportunity to develop a vibrant and prosperous CBD, as well as creating a "feel good factor" during the summer months.
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 closures are outlined in the recommendation above. The only un-known at the time of writing this report, is the number of American vehicles in the static display.

7.3 Significance

	Yes/No	Explain
Is the proposal significant according to the Significance Policy in the Long Term Plan?	No	
Is it:	No	
• considered a strategic asset; or	No	
• above the financial thresholds in the Significance Policy; or	No	
• impacting on a CCO stakeholding; or	No	
• a change in level of service; or	No	
• creating a high level of controversy; or	No	
• possible that it could have a high impact on the community?	Yes	Some traders may be affected by Americarna. However, the Business Association have encouraged the traders along Broadway to embrace the event as this could have some benefits by virtue of the entrants and the visitors coming to Stratford. The extended duration of the closure period will also benefit the traders as the cars and their passengers will be in Stratford for approximately 90minutes longer.

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

7.4 Options

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

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

The options to be considered for this report are:

- Option 1.** Do not approve the closing of the roads listed above. If this is the option chosen, then the Stratford Business Association will not be able to host Americarna. This could have a negative impact on Stratford as a place to hold street events. There would also be an impact on the Business Association members and fellow traders seeing that approximately 950 vehicles plus occupants will not be stopping in Stratford for three hours.
- Option 2.** Endorse the proposed road closures as outlined in recommendation 2 above to indicate our support for this event. **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 Business Association. 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 Business Association has sought the assistance of Fulton Hogan to draft a Traffic Management Plan (**Appendix 3**), along with providing and monitoring that plan throughout the event.

The local Lions Club have been engaged to assist with the parking of the cars along the roads which are proposed to be closed.

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?

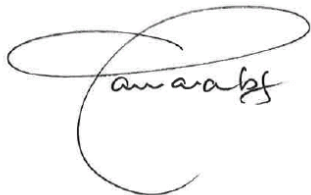
This report is consistent with the policy for Temporary Road Closures.

Attachments

- Appendix 1** Letter indemnifying Stratford District Council.
Appendix 2 Third party Liability Insurance Certificate.
Appendix 3 Traffic Management Plan



Stephen Bowden
Roading Asset Manager



[Endorsed by]
Victoria Araba
Director - Assets



[Approved by]
Tiffany Radich
Chief Executive

Date 17 January 2023

Appendix 1



9 December 2022

Stratford District Council
P O Box 320
STRATFORD

Attention: Stephen Bowden

Dear Stephen

2023 AMERICARNA (STRATFORD)

The Stratford Business Association indemnifies the Stratford District Council and New Zealand Transport Agency against any claim whatsoever arising from the event of AmeriCARna (Stratford) to be held on Friday 24 February 2023.

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

Yours faithfully,

Amy Kingston
SECRETARY

Appendix 2



AMP General Insurance
10 Devon Street East
PO Box 8134
New Plymouth 4342

veronewplymouthsales@vero.co.nz
T: 06 759 4750
F: 06 759 4620

HTL Insurance
New Plymouth

22 November 2022

Certificate of Currency

This certificate confirms details of the insurance cover for

Name of insured	Stratford Business Association
Interest insured	Broadform Liability \$2M
Interest insured	Statutory Liability \$2M
Address	Anywhere in NZ
Period of insurance	From 29/10/2022 to 29/10/2023 at 4pm
Policy number	BIP.4126393
Special terms and conditions	

Please refer to the policy document and schedule for the full policy terms, conditions and exclusions which may limit the scope of this insurance cover.

Vero Central Region Sales

Appendix 3





RCA consent (eg CAR/WAP) and/or RCA contract reference

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RCA consent (eg CAR/WAP) and/or RCA contract reference	
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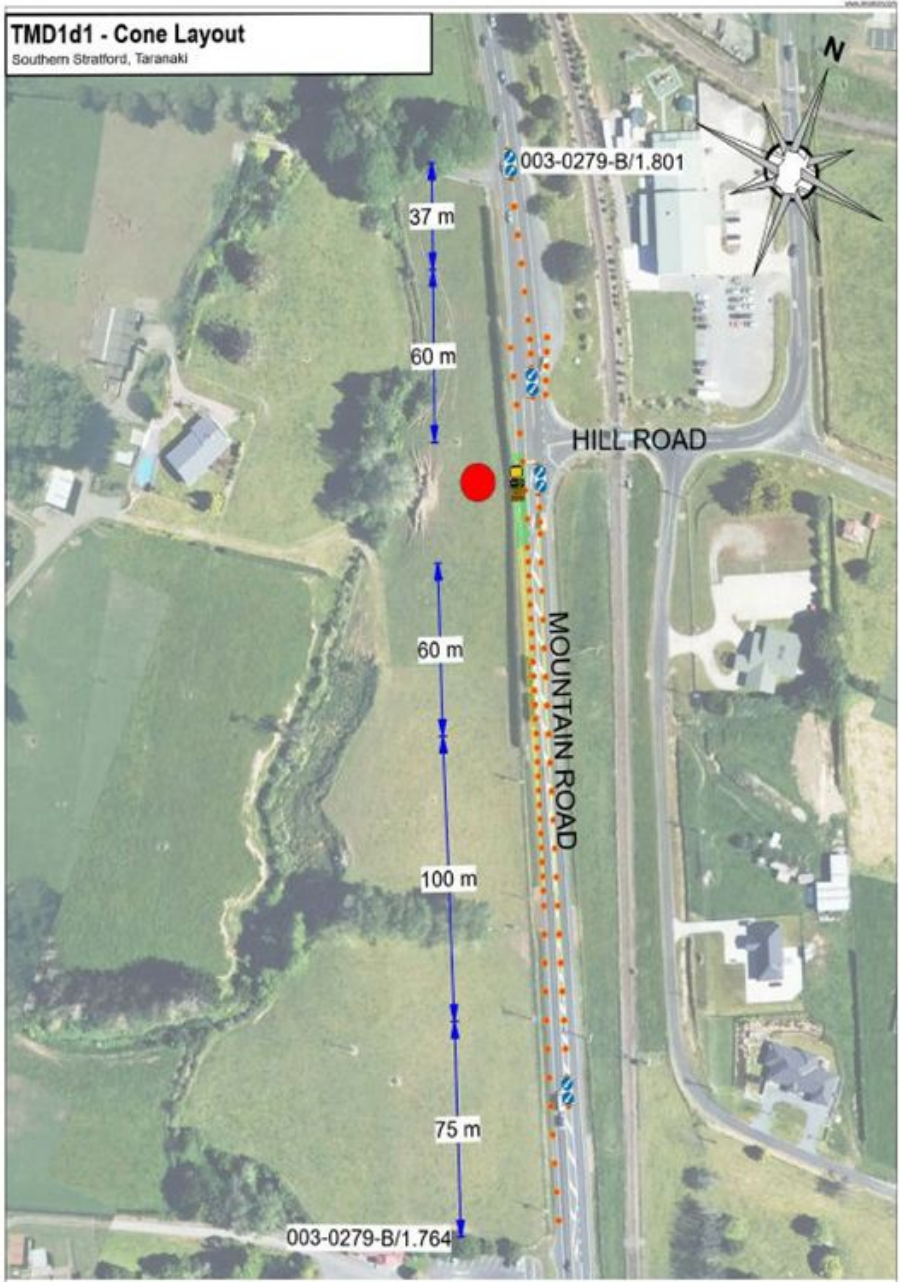


RCA consent (eg CAR/WAP) and/or RCA contract reference



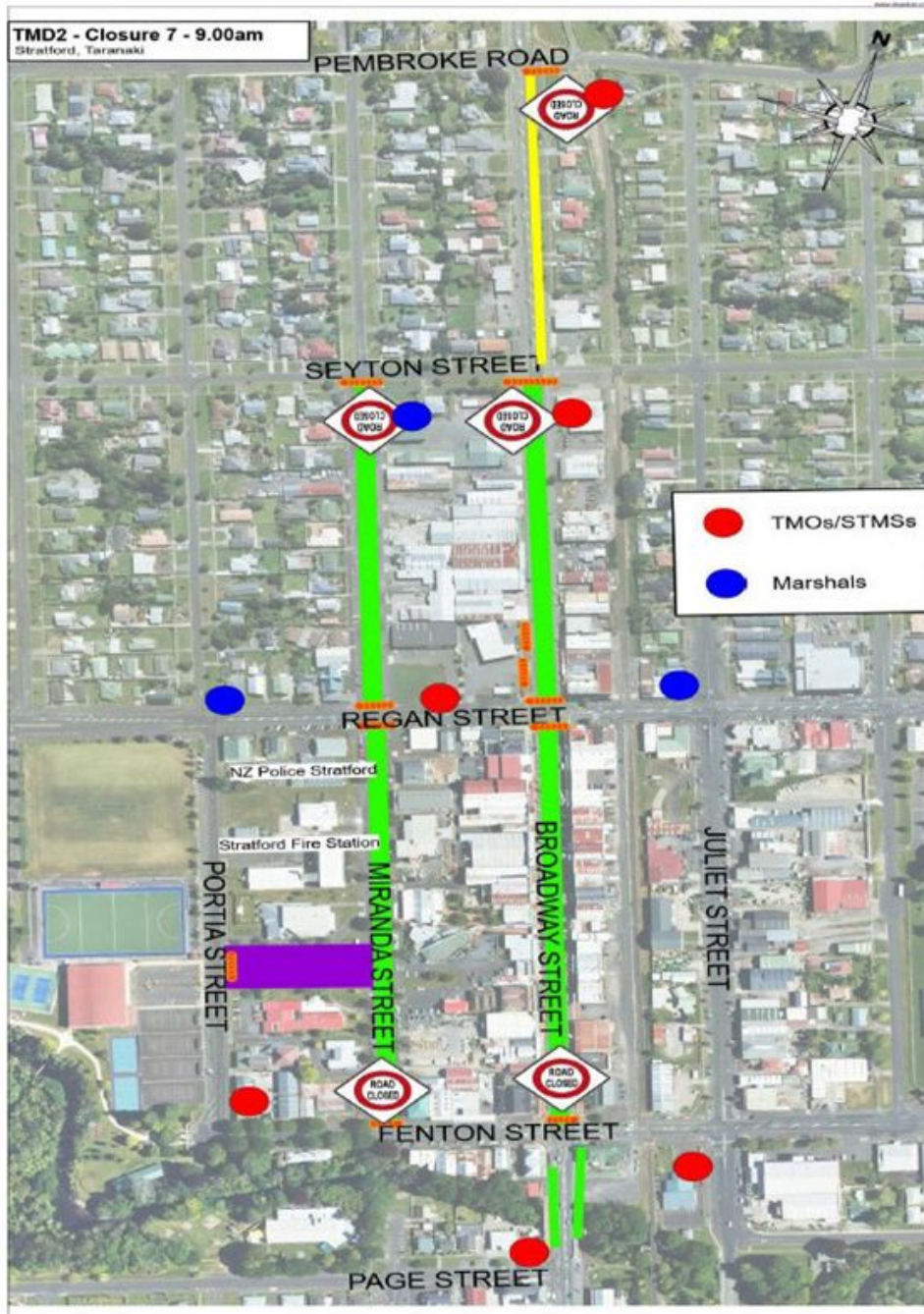


RCA consent (eg CAR/WAP) and/or RCA contract reference



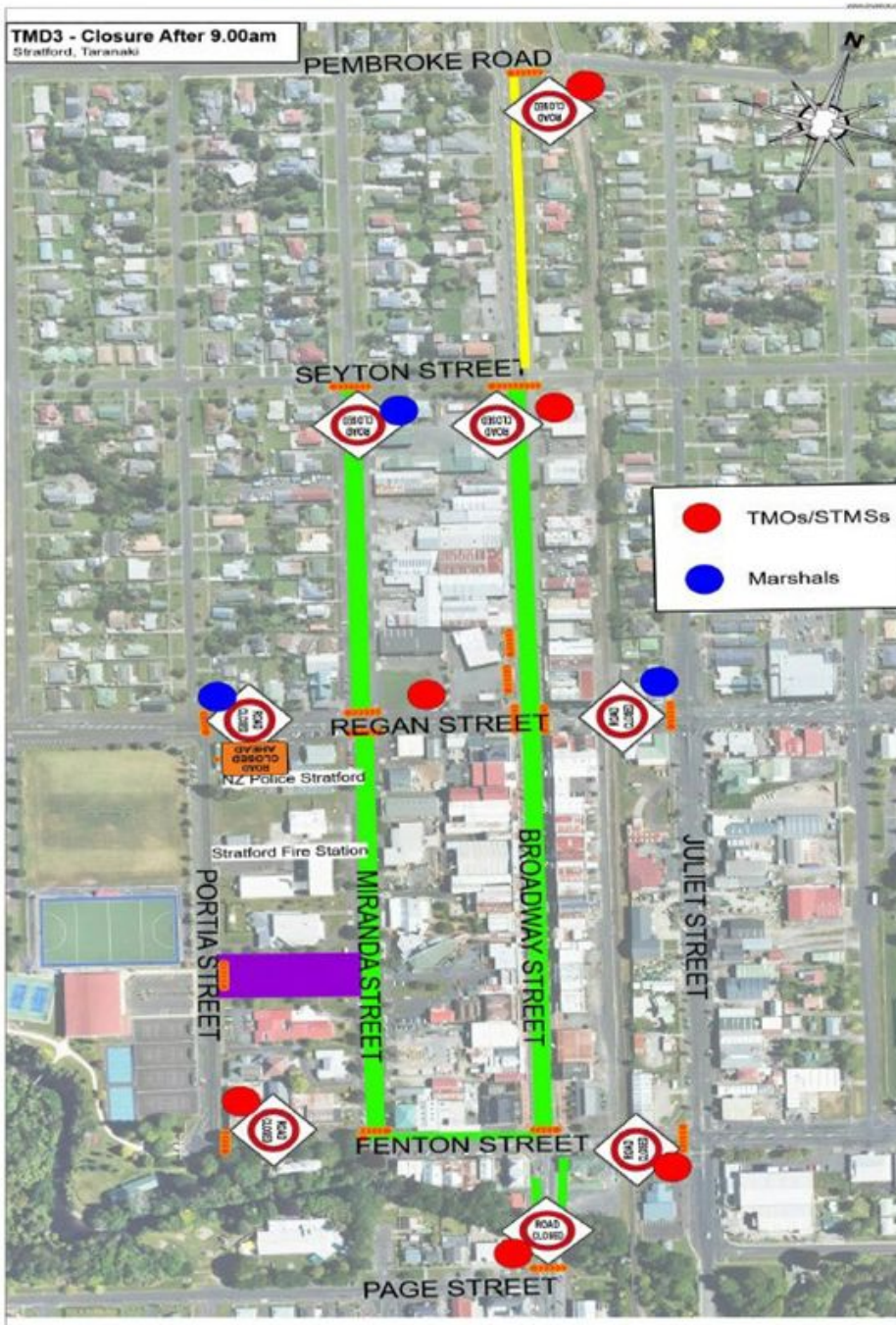


RCA consent (eg CAR/WAP) and/or RCA contract reference





RCA consent (eg CAR/WAP) and/or RCA contract reference



DECISION REPORT



F22/55/04 – D22/49496

To: Policy and Services Committee
 From: Acting Chief Executive
 Date: 24 January 2023
 Subject: Nominating Regional Transport Region

Recommendations

1. THAT the report be received.
2. THAT Council notifies the Taranaki Regional Council that with regard to regional transport it chooses to be represented on the Taranaki Regional Transport Committee.

Recommended Reason

The Regional Council requires Council to formally advise every three years.

/
Moved/Seconded

1. Purpose of Report
 - 1.1 To select which regional Council the Stratford district will be represented on for transport.
2. Executive Summary
 - 2.1 As the jurisdictional area of the Stratford District Council spans the boundaries of two regional councils (the Taranaki Regional Council and the Manawatū-Whanganui Regional Council, aka Horizons Regional Council, boundaries) it is necessary for the Stratford District Council to decide which region it would prefer to join with regard to regional transport matters. The choice of Regional Transport Committee representation also determines which Regional Land Transport Plan will apply.
 - 2.2 Most of Council's geographical district and population is within the area of the Taranaki Regional Council and it is therefore recommended that it chooses to remain represented on the Taranaki Regional Transport Committee.
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:			N/A
Social	Economic	Environmental	Cultural

This decision is a requirement under the Land Transport Management Act 2003 which specifies that "if the area of a territorial authority falls into the jurisdiction of more than 1 regional council, the territorial authority must decide (after consulting with the relevant regional councils) which Regional Transport Committee to join."

4. Background

- 4.1 The decision sought is a requirement following triennial local government elections.
- 4.2 The Stratford district has historically been represented on the Taranaki Regional Transport Committee. This is a good fit given the geographic location of the district and has worked well for our community.

5. Consultative Process

5.1 **Public Consultation - Section 82**

This does not require public consultation

5.2 **Māori Consultation - Section 81**

No separate Māori consultation is required.

6. Risk Analysis

<p>Refer to the Council Risk Register - available on the Council website.</p> <ul style="list-style-type: none"> • Does this report cover any issues that relate to any risks on the Council Risk Register, and if so which risks and what are the impacts and likelihood of eventuating? • Does this report cover any issues that may lead to any new risks that are not on the Council Risk Register, and if so, provide some explanation of any new identified risks. • Is there a legal opinion needed?
--

6.1 There are no discernible risks associated with this matter.

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 in line with strategic direction.
What relationship does it have to the communities current and future needs for infrastructure, regulatory functions, or local public services?	Allows council to plan for the future with Taranaki Regional Council.

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?
--

No data is required for this analysis.

7.3 **Significance**

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

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

7.4 **Options**

<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.

Option 1: Choose to be represented on the Taranaki Regional Transport Committee.

Option 2: Choose to be represented on the Horizons Regional Transport Committee.

7.5 **Financial**

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

Council needs to choose to be represented within one of the two groups, there is no direct financial impact arising from this decision.

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 consideration needs to be regarding membership of which committee best meets the needs of our communities.

7.7 **Legal Issues**

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

No legal opinion is needed.

7.8 **Policy Issues - Section 80**

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

No policy changes are required.

Attachments

Appendix 1 Letter – Membership of Taranaki's Regional Transport Committee



Tiffany Radich
Acting Chief Executive

Date 17 January 2023

Appendix 1



9 December 2022
Document: 3130953

Sven Hanne
Chief Executive
Stratford District Council
via email to s_hanne@stratford.govt.nz

Dear Sven

Membership of Taranaki's Regional Transport Committee

The Taranaki Regional Council is in the process of establishing a new Regional Transport Committee (RTC) for the Taranaki Region following the 2022 local authority triennial elections.

In doing so, the Council notes that Section 105(11) of the Land Transport Management Act 2003 specifies that "if the area of a territorial authority falls into the jurisdiction of more than 1 regional council, the territorial authority must decide (after consulting with the relevant regional councils) which Regional Transport Committee to join."

As the jurisdictional area of the Stratford District Council lies over two regional council boundaries (the Taranaki and Manawatu-Whanganui regional boundaries) it is necessary for the Stratford District Council to decide which region it would prefer to join with regard to regional transport matters. The choice of Regional Transport Committee representation also determines the Regional Land Transport Plan which will apply.

Should your organisation wish to again be represented on the Taranaki Regional Transport Committee, a renewed Memorandum of Understanding between the Taranaki and the Horizons Regional Transport Committees is to be entered into, confirming the role of Taranaki in addressing transport matters located within that part of the Stratford District Council area that falls within the Horizons Regional Council's jurisdictional area. This will be drafted and forwarded to yourselves and the Horizons Regional Council for signing once your response has been received. Your early advice to our Council on this matter would therefore be greatly appreciated.

If you have any questions regarding this process, please contact myself or Fiona Ritson via fiona.ritson@trc.govt.nz or 06 765 7127.

47 Cloten Road · Private Bag 713 · Stratford 4352 · New Zealand
T: 06 765 7127 · F: 06 765 5097 · E: info@trc.govt.nz · www.trc.govt.nz
f www.facebook.com/TaranakiRegionalCouncil t twitter.com/TaranakiRC
Please quote our document number in your reply.

Working with people | caring for Taranaki

We look forward to hearing back from you.

Yours faithfully

A handwritten signature in blue ink, appearing to read 'SR', followed by a horizontal line.

Steve Ruru
Chief Executive

cc: Mark Read- Transport Services Manager, Horizons Regional Council.
Mark.Read@horizons.govt.nz

MONTHLY REPORT

Assets Department



F22/55/04 – D22/50734

To: Policy and Services Committee
From: Director – Assets
Date: 16 January 2023
Subject: Assets Monthly Report for November and December 2022

Recommendation

THAT the report be received.

/_____
Moved/Seconded

1. Highlights

Roading

- Work continued in Elsinore Street with the replacement of the kerb, channel and footpath.
- Repairs to Matau Road in readiness for the resealing to be undertaken in 2023. This road is extensively used by logging traffic from the forestry block located north of the Matau Tunnel.
- An un-expected thunderstorm on 19th December in the Ngaere/Pukengahu area of the district caused localised flooding to Cheal Rd and Oru Road requiring both roads to be closed.
- The construction of a roadside drain and gravel footpath was completed prior to Christmas on Toko Road between property numbers 2-12. Further work to install a kerb and channel outside numbers 20-28 will be undertaken in the New Year.
- Work continued on Swansea Rd with the construction of the raised platforms on Swansea Road near Fenton Street and to the south of Cloten Road.

Water Supply

- Maintenance activities ongoing at the 3 Water Treatment Plants.
- Water Treatment Plant Upgrade works - procurement in progress

Wastewater

- Wastewater oxidation pond monitoring and sampling are ongoing. Influent and effluent sampling are ongoing and remains compliant with resource consent conditions.
- Dissolved oxygen probes have been maintained and have shown compliance is being maintained.
- Algal sampling of the wastewater is ongoing for the Diatomix project.
- Pond 4 is receiving 8 litres of Diatomix nutrients per week, and ponds 2 and 3 are receiving 4 litres each.
- Bird scaring operations have resumed.

Trade Waste

- Trade Waste Consents – no new consents were issued.
- Inspections and Sampling operations continue

Stormwater

- There were no stormwater reticulation issues during this reporting period.

Solid Waste

- Recycling Bin Audit results for November shows 95% green tags, 4% amber and 2% red tags, for December shows 84% green tags, 7% amber and 9% red tags;
- Successfully held the inaugural *Repair Café* event held November.

Capital Projects

- Better off Funding: Agreement with the Department of Internal Affairs (DIA) signed; scoping of projects underway.
- On December 4th the Minister for Transport announced the successful applicants for the Transport Choices funding package. The Council was successful with our Expression of Interest (EOI) for the school safety projects and connecting cycleways. The Council’s package has been nominated as a “flagship” project highlighting what a small rural community can do to help deliver the Government’s targets for carbon emission reduction by 2035.

2. Roothing

2.1 Level of Service and Performance Measures

The Levels of Service for the Roothing Activity are measured using several performance indicators as shown in the table below.

Roothing Level of Service (LoS) and Performance Measures

Level of Service	Performance Measure	Target	2022/2023 YTD
Safe Roothing Network	Road safety - The change from the previous financial year in the number of deaths and serious injury crashes (DSI) on the local road network, expressed as a number. (2020/2021 DSI was 1, new target is 0)	-1	For the 2021/22 year there was a total of 6 DSI crashes. To date there has been 2. There were no further DSI crashes in November and December.
Road Condition	Urban Road condition – The average quality of ride on sealed urban road network, measured by smooth travel exposure.	≥ 83%	Not Achieved - 63%
	Rural Road condition- The average quality of ride on sealed rural road network, measured by smooth travel exposure.	≥ 91%	Achieved - 94%
Road Maintenance	Sealed Road maintenance – The percentage of the sealed road network that is resurfaced:	≥5%	Commenced in December with only 0.5km completed.
	Unsealed Road maintenance - The percentage of the unsealed road network that has been metal dressed.	≥7%	Not Achieved - 1%
Footpaths	Footpaths that fall within LoS Standard - The percentage of footpaths within a territorial authority district that fall within the level of service or service standard for the condition of footpaths that is set out in the territorial authority’s relevant document.	>72%	To be confirmed. Another condition survey of the footpaths has been recently completed. Further analysis of the results will be carried out in the forthcoming months.
Customer Request Management Response	Response to service requests - The percentage of customer service requests relating to roads and footpaths to which the territorial authority responds within the time frame specified in the long-term plan.	>88%	Achieved to date - 100%.
Customer Satisfaction	• Roothing Network	>80%	Not Achieved – 39%
	• Footpaths	>80%	Not Achieved - 61% ²

¹ Our target length for resealing is 20km per year. A small amount of sealing was completed prior to the Christmas holiday period. The wet weather has affected the programme. We anticipate the reseals will be completed by mid-March.

²Our target is to use 10,000m³ of metal or the equivalent of 25km (12%) of unsealed roads, assuming a 100mm overlay on a 4m wide road. During November and December, we applied 1093m³ of metal to Junction Rd, Tututawa Rd, Soldiers Rd and Kohuratahi Rd. This brings the total to 3079m³ or 7.70km of road metalled. Our target length is 14.35km (7%).

² The 2022 customer satisfaction survey, indicated that 61% of those surveyed were satisfied with the condition of the footpaths.

2.2 Customer Requests

There are 15 late CRM's that primarily relate to broken glass, damaged road signs, long grass or potholes. These will be attended to as part of the ongoing routine maintenance works.

2.3 Routine Maintenance

Day-to-day maintenance activities continued throughout September and October typically comprising:

- CBD cleaning;
- Bridge cleaning;
- Pothole filling and fixing edge breaks;
- Sweeping up leaves in the urban area;
- Clearing sump tops;
- Litter collection;
- Repairing rubbish tins;
- Grading;
- Clearing water tables;
- Clearing slips;
- Inspecting and clearing culverts; and
- Removing fallen trees.

2.4 Ready Response Works

The only response of note was to close Cheal Rd (intersection with Skinner Rd) and Oru Road due to the road being flooded. This was the result of a flash thunderstorm during the afternoon of 19 December. The roads were closed overnight until the flood waters subsided.



Figure 1: Flooding on Cheal Road



Figure 2: Damage caused to Cheal Road by the floodwaters



Figure 3: Seal damage on Oru Road

2.5 Capital Works

Elsinore Street - Work continued in Elsinore Street to replace the kerb, channel and footpath. The road was re-shaped to suit the profile of the kerblines in order to provide improvements to the stormwater drainage. This was completed in December, prior to the Christmas holiday period.



Figure 4: Completed work on Elsinore Street

Swansea Road - Work continued on Swansea Road with the school safety project which has been affected by the inclement weather over the period.



Figure 5: Swansea Road

2.6 Building Consents, Resource Consents and LIMS

Roading assessments were made for a total of:

- 10 building consent applications;
- 8 resource consent applications; and
- 6 LIM report.

2.7 Matters Outstanding

Speed Management Plan – Schools

The consultation period with the wider community on the Council's plan to reduce the speed limits outside urban and rural schools closed in September.

In accordance with the Setting of Speed Limits 2022, officers have to prepare an Interim Speed Management Plan (ISMP) to be endorsed by Council before the ISMP is sent to Waka Kotahi for certification. This will extend the timeframes for the implementation of the revised speed limits outside our urban and rural schools.

Iwi have been written to seeking their response to the proposed speed limit changes. Consultation closes on Friday 27 January 2023.

Thereafter, the next step is to prepare a report for the Policy and Services Committee.

2.8 Roothing Activities

A snapshot of the programmed and reactive works completed in November and December is shown in *Figures 6 & 7*.



Figure 6: November Monthly Programme Achievement Chart

*Fulton Hogan's Archimedes programme cannot provide a monthly achievement report beyond one month prior to the current month.

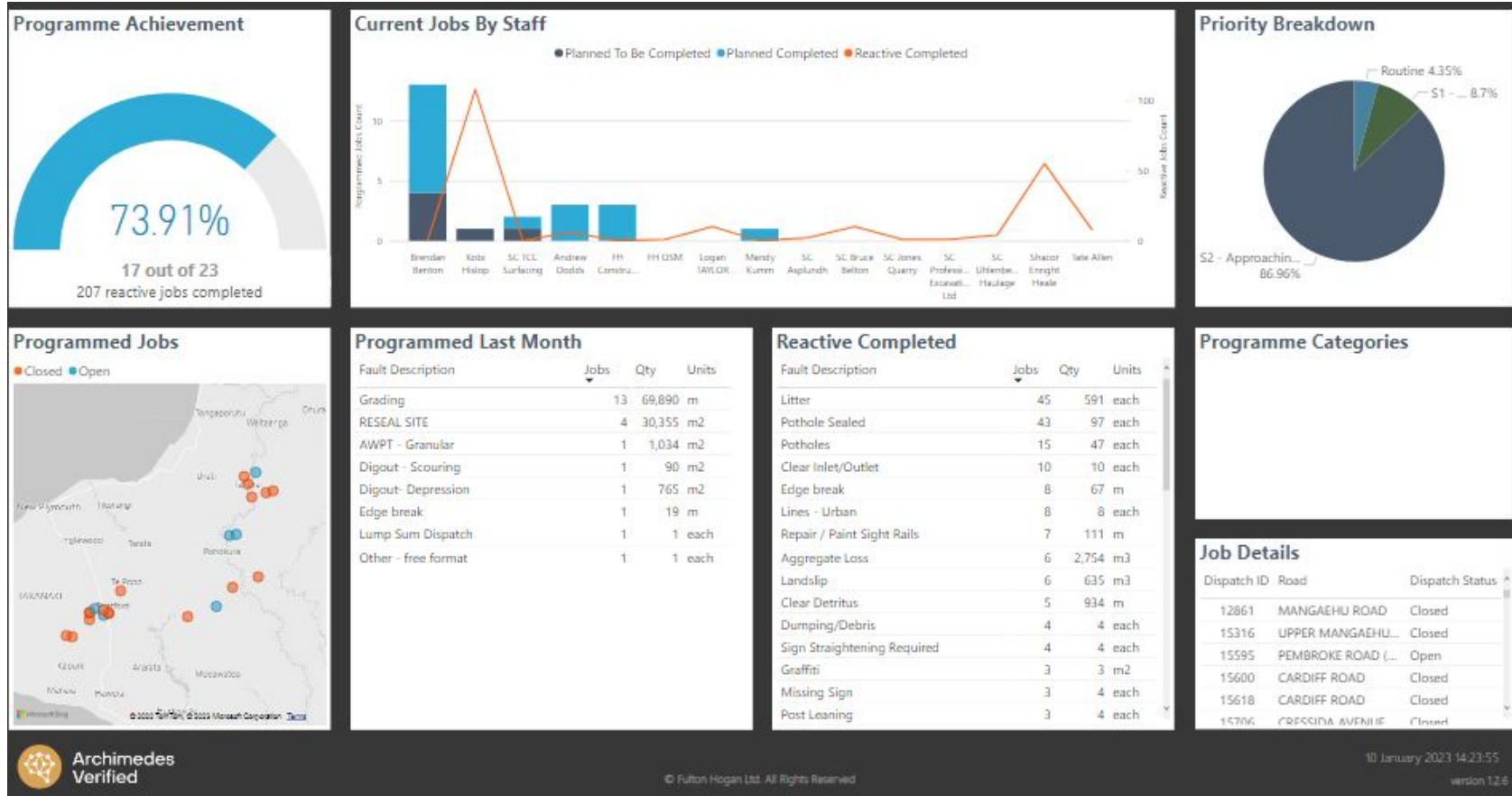


Figure 7: December Monthly Programme Achievement Chart

3. Services

3.1 **Water Supply**

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

Water Supply Level of Service (LoS) and Performance Measures

Level of Service	Performance Measure	Target	2022/2023 YTD
Safe Drinking Water: <ul style="list-style-type: none"> • Drinking Water Standards; • Maintenance of Reticulation 	DWSNZ Bacterial compliance – Compliance with Part 4 of the Drinking-water standards (bacteria compliance)	100%	Achieved to date
	DWSNZ Protozoal compliance – Compliance with Part 5 of the Drinking-water standards (protozoal compliance)	100%	Achieved to date
	Water Loss – The percentage of real water loss from the local authority’s networked reticulation system (including a description of the methodology used to calculate this)	<25%	Not yet measured 2021/2022 Achieved - 17.3%*
A Reliable Water Supply: <ul style="list-style-type: none"> • Response Time; • Unplanned Disruptions 	Urgent Response Times – The performance measure targets for the median response time for urgent attendance and resolution		
	• Attendance for urgent call-out	1 hr	Not Achieved 2 hr 24 mins
	• Resolution for urgent call-out	8 hrs	Not Achieved 15 hr 33 mins
	Non-urgent Response Times – The performance measure targets for the median response time for non-urgent attendance and resolution		
	• Attendance non urgent call-out	2 working days	Not Achieved 2 days 5 hrs 33 mins
	• Resolution non urgent call-out	5 working days	Achieved 3 days 11 hrs 13 mins
	Unplanned Disruptions - The performance measure target for disruptions.		
	<ul style="list-style-type: none"> • Minor disruptions (between 5 and 50 connections affected) • Major disruptions (more than 50 connections affected) 	< 5 <2	Not Achieved 7 Achieved 0
Demand Management	Water Consumption – The average consumption of drinking water per day per resident within the district	<275L / resident / day	Not yet measured
Customer Satisfaction	Number of complaints – The performance measure target for customer satisfaction is <32 complaints per 1,000 connections received for:	<32	Achieved
	• Drinking Water Clarity;		1
	• Drinking Water Taste;		0
	• Drinking Water Odour;		0
	• Drinking Water Pressure or Flow;		0.3
	• Continuity of Supply		0.6

Level of Service	Performance Measure	Target	2022/2023 YTD
Water Pressure	Water Pressure – The average water pressure at 50 properties within the water supply zone, including any that have complained about pressure and or flow meets Council specifications (flow>10l/min & pressure>350kpa)	100%	Not Yet measured
NZFS Conditions	Fire Hydrants – The performance measure targets the percentage of hydrants meeting the NZFS Code of Practice conditions regarding supply	100%	Not Yet measured

*Stratford – 10.8%, Midhirst – 13.9%, Toko – 27% (Persistent leak in the berm of SH43 that went undetected until it grew large enough to be noticeable).

3.1.1 Operations

Water Treatment

November:

- Stratford water treatment plant experienced a power failure due to a blown pole fuse, this caused analytical instruments to trip out and issues were experienced when restarting the plant and pumps.
- Toko experienced a high-water demand over several days which was traced to several leaks in a farm connected to the reticulated supply, the excess demand meant that the bore aquifer was being over used, which allowed fine silt to pass through the water treatment plant filters and into the reservoirs.

December: No water treatment issues were experienced during December.

Water Reticulation

November:

- A dirty water complaint was received at Toko, the reservoirs were inspected and found to contain a fine silt on the bottom of the tanks which is where the water is drawn from, the tanks were drained and a cleaning robot was used to remove the silt.
- A water main failed on Broadway causing a large water spout which lasted for approximately 30 minutes until the line was isolated; the failure was caused by a truck running over the hydrant lid which broke in two and impacted the hydrant below, which caused the riser to crack and then fail.
- An AC water line also failed on Fenton Street, likely due to age.
- Minor leaks were experienced around several tobies in the Stratford Township.

December: No major issues were experienced in the reticulation network during December.

3.1.2 Capital Works

22/23 Watermain Renewals

Broadway (between Romeo St and Celia St) is programmed for February / March 2023.

Water Treatment Plant Upgrade

- Final design for the replacement of the Pātea raw water delivery line and the associated grit removal tank is being independently reviewed.
- Generator – Procurement underway to appoint Engineer to design the Foundation Pad to withstand earthquakes etc.
- Reservoir overflow to backwash pond – Scope of works finalised; design consultant engaged.
- Stratford WTP wheel wash – Existing infrastructure investigations completed; scope of works created; Council owned submersible pump has been inspected.

3.1.3 Building Consents, Resource Consents and LIMs

Assessments were made for a total of:

- 21 Building Consent applications;
- 4 Resource Consent application; and
- 9 LIM reports.



Figure 8: Mains break on Broadway – Hydrant failure after impact



Figure 9: Water line failure on Fenton Street – AC pipe split

3.2 **Wastewater**

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

Wastewater Level of Service (LoS) and Performance Measures

Level of Service	Performance Measure	Target	2022/2023 YTD
System Adequacy	Dry weather sewerage overflows - The number of dry weather sewerage overflows from the territorial authority's sewerage system, expressed per 1000 sewerage connections to that sewerage system.	<5 per 1,000	Achieved 0.38
Discharge Compliance	Resource Consent Compliance – Compliance with the territorial authority's resource consents for discharge from its sewerage system measured by the number, received by the territorial authority in relation to those resource consents, of:	0	Achieved
	• Abatement notices;		0
	• Infringement notices;		0
	• Enforcement orders; and		0
	• Convictions.		0
Response and Resolution Times	Sewerage overflows - Where the territorial authority attends to sewerage overflows resulting from a blockage or other fault in the territorial authority's sewerage system, the following median response times are measured:		
	• Attendance time from the time that the territorial authority receives notification to the time that service personnel reach the site.	1 hour	Not Achieved 8 hrs 13 mins
	• Resolution time from the time that the territorial authority receives notification to the time that service personnel confirm resolution of the blockage or other fault.	8 hours	Not Achieved 22hrs 32 mins
Customer satisfaction	Complaints - The total number of complaints, expressed per 1000 connections to the territorial authority's sewerage system, received by the territorial authority about any of the following:	<5	Not Achieved
	• Sewage odour		0
	• Sewerage system faults		11.8
	• Sewerage system blockages		0.38
Trade Waste Complaints Response times	• Attendance time: from the time the Council receives notification to the time that a Trade Waste Officer arrives on site.	2 working days	Achieved
Trade Waste Consent Processing	• Percentage of trade waste consent applications processed within 15 working days.	100%	Achieved

3.2.1 **Operations**

Wastewater Treatment

- There were no major issues relating to wastewater treatment operations during this reporting period.

Wastewater Reticulation

- There were no major issues relating to wastewater reticulation during this reporting period.

Health and Safety

There were no health and safety incidents during this reporting period.

Oxidation Pond Influent and Effluent Sampling

- Monthly influent and effluent sampling of the wastewater treatment ponds is ongoing in accordance with resource consent conditions.
- Compliance was maintained during this reporting period.

3.2.2 **Capital Works - Wastewater Treatment Upgrade**

- Algal sampling of the wastewater is ongoing for the Diatomix project.
- Dosing volumes have been changed, ponds 2 and 3 are receiving 4 litres of Diatomix nutrients each per week, and ponds 4 is receiving 8 litres per week, in accordance with instruction from Council's Diatomix Consultant.
- Bird scaring operations have resumed and are proving effective, Fish and Game have tentatively suggested they will allow the birds on the oxidation ponds to be culled during the upcoming Paradise Duck hunting season.

3.2.3 **Matters Outstanding**

- There are no matters outstanding for this reporting period.

3.3 **Trade Waste**

The following provides a summary of Trade Waste Activities for the month of November and December:

3.3.1 **Trade Waste Consents**

- No new consents were issued.

3.3.2 **Trade Waste Consent Holders**

- Inspections and sample operations continue.
- One sucker truck operator provided a sample for analysis to assess for compliance with regard to their consent limits for Phosphorus and Nitrogen. This analysis showed the sample was compliant with their consent condition for discharge characteristics.
- Re-sampling of a funeral business has been arranged. Previous results received showed levels of formaldehyde above the permitted level in the Bylaw. The operator however admitted his normal procedure was not being followed and therefore concentrations are not realistic in terms of what the wastewater system would normally receive from the business. Following re-sampling further consideration will be given as to whether a conditional consent is required by the business for the management of their waste. Research underway with regard to funeral home waste and consulting with Gisborne Council who have consented their operators within their district (note: most Councils do not consent these types of operators).
- Esk Road disposal site showed a small increase in use over November and December in comparison to the limited use over the September and October period
- Esk Road facility CCTV cameras have been unable to view since 28th November. IT resolved the issue end of December.

3.3.3 **Permitted Activities**

Nil activity to report.

3.4 **Stormwater**

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

Stormwater Level of Service (LoS) and Performance Measures

Level of Service	Performance Measure	Target	2022/2023 YTD
Stormwater system protects property from impacts of flooding.	System adequacy		
	<ul style="list-style-type: none"> The number of flooding events that occur in a territorial authority district. "Flooding" in this context means Stormwater entering a habitable floor 	0	0
	<ul style="list-style-type: none"> For each flooding event, the number of habitable floors affected. (Expressed per 1000 properties connected to the territorial authority's Stormwater system.) 	0	0
	<ul style="list-style-type: none"> For each flooding event, the number of buildings in the central business zone affected by flooding. 	0	0
Discharge Compliance	Resource Consent Compliance – Compliance with the territorial authority's resource consents for discharge from its Stormwater system measured by the number of:	N/A	
	<ul style="list-style-type: none"> Abatement notices; 		
	<ul style="list-style-type: none"> Infringement notices; 		
	<ul style="list-style-type: none"> Enforcement orders; and 		
	<ul style="list-style-type: none"> Convictions. 		
Response and Resolution Times	The median response time to attend a flooding event, measured from the time that the territorial authority receives notification to the time that service personnel reach the site.	1hr	0hrs
Customer satisfaction	Complaints - The number of complaints received by a territorial authority about the performance of its Stormwater system, expressed per 1000 properties connected to the territorial authority's Stormwater system.	< 8	0

3.4.1 **Operations**

- There were no major issues relating to storm water infrastructure during this reporting period.
- There were no health and safety incidents during this reporting period.

3.4.2 **Matters Outstanding**

There are no matters outstanding for this reporting period.

3.5 Solid Waste

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

Solid Waste Level of Service (LoS) and Performance Measures

Level of Service	Performance Measure	Target	2022/2023 YTD
The levels of waste generated are reducing	Quantity of Waste to landfill per household (phh) (municipal kerbside collection only) (kgs per annum)	<600kg	Achieved to date – average monthly total 538kgs (Nov 501kgs phh)
	Percentage (by weight) of Council controlled waste stream that is recycled (municipal kerbside collection only).	>20%	Achieved to date - average monthly result 24% (Nov – 29.4%)
Customer Satisfaction	Percentage of customers satisfied with the service provided.	>80%	Achieved as per the 2022 Survey 83%

3.5.1 Planning – Strategies, Policies, Plans and Bylaws

- The Waste Levy Contestable Fund Policy adopted in September 2022 has now gone live with pre-release information posted through social media and on the Stratford Council App. Applications will open in Feb 2023. A *Waste Levy Advisory Group* will be formed to consider all applications to this fund.
- The Regional Waste Services Contract (15/SW01), which includes the kerbside collection service and transfer station operations, expires on 30 September 2024. Given the complexity and large scope of the contract, the three Councils have engaged the services of Morrison Low who are consultants with waste services expertise for this project. The project is a regional collaboration with each individual Council responsible for the technical specifications relating to their service.
The Procurement Plan has been completed and the request for tender will be created from this.
- Consultation Stage Three for the development of the WMMP in collaboration with NPDC and STDC has commenced with workshops being planned for community input into “where do we want to be” for the WMMPs. This will be completed by March 2023.
- The Council will be implementing a communication plan to enhance input from Iwi/hapu and key stakeholders early in 2023, to ensure better community involvement in the planning stages of the WMMP.

3.5.2 Contamination Levels at the MRF

- The contamination levels at the MRF for the previous 12 months is reported at 23% for September. Unfortunately, due to staff losses within EnviroWaste, no further updates have been provided.
- At the waste officers’ meeting in October, direction was given to the bin auditor to increase the quality of the inspection of contaminated recycling, to allow increased education to targeted households. This resulted in a slight increase in the number of red tags issued in December.

3.5.3 Waste Minimisation - Current Initiatives

Council hosted the inaugural “Repair Café” event in November. Over 60 repairs were presented with a 85% success rate - achieved by a team of six repairers. Repairs ranged from an old kerosene lamp to old garden power tools and clothing. A request has been received from the Repair Team to host the event quarterly, with the Council support through the donation of a suitable venue.



Figure 10: Waste Minimisation Repair café event - a successful repair

- **Bintainers** – Officers are considering the use of 'bintainers' to replace the recycling station used at events. The proposal is for the Education Officer – Water and Waste to take the station to all school pet/gala days and community events, to increase the messaging and knowledge around the need for uncontaminated and recyclable product streams.
 - **Online Wananga** - The Education Officer – Water and Waste is working with Sustainable Taranaki and South Taranaki/Central Taranaki representatives from Para Kore around the feasibility and planning of community garden option to be initiated in early 2023.
 - **Central Link** – In early 2023, Central link will have a new section is dedicated to providing information to residents on the various ideas, initiatives and strategies for reducing waste to landfill. The message will focus on 'moving up' the waste hierarchy from simply recycling to either avoiding or re-using.
 - Planning is underway for an education campaign on planting for seasons, identifying what plants and trees and flowers need less water over the coming summer months.
- 3.5.4 **Education Strategy** – To be presented to elected members at a workshop in early 2023.
- 3.5.5 **Kerbside Collection** - July 2021 to date has seen an annual increase of 1.4 tonnes of waste disposed at the landfill, as a result of an additional 53 households added to the numbers serviced.
- 3.5.6 **Organic Waste Facility Feasibility Study** - Elected Members at the 26 July 2022 P& S Meeting, approved the progression of Option 5 - *Commercial and community network of multiple facilities* of the Feasibility report. Further work is underway to progress this option.
- 3.5.7 **Weekly Recycling Bin Audits** - The monthly recycling audit summary from 1 January 2022 to 31 December 2022 is provided in *Figure 11*. In summary, for November, the amber and red tags were at 2% and 3% respectively and Green was at 95%, for December with more emphasis placed on contamination the rates were 7% and 9% respectively but this was over a smaller sample.

Council Officers are working on local campaigns to educate the community more regularly on correct recycling. The waste officers' meeting in October requested that the contractor has a focus on quality of bin audits rather than quantity, to better understand why bin audit results differ considerably from contamination rates found at the MRF.

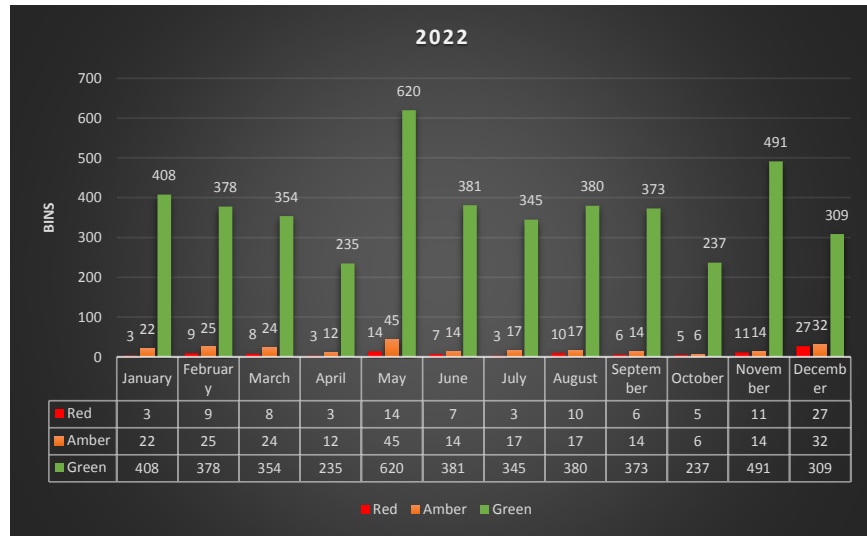


Figure 11: Monthly results for recycling bin audits by EnviroWaste for 2022

3.5.8 Recycling Bin Service Suspensions

Currently no properties have bin suspension notices in accordance with Section 12.6 of the Solid Waste Management and Minimisation Bylaw. Bin services are restored at the expiry of the 3-month suspension period. Council Officers note that there are several properties with multiple red tags and these are being targeted for positive education. Their bins have been relabelled with up to date recycling information

4 Property

The Council manages a number of community facilities including the Aerodrome; Civic Amenities; and Rental and Investment properties.

The Customer service request history for the property activity is shown below.

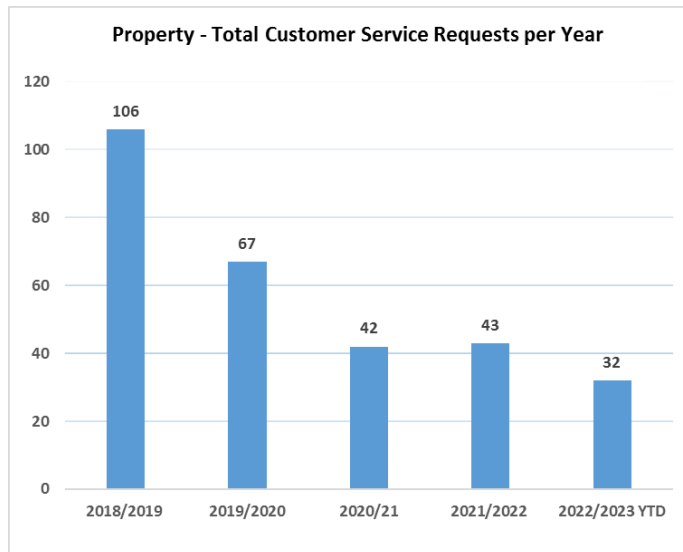


Figure 12: Customer service request history – Property – November and December 2022

Capital Works Programme

Below is a summary of capital projects underway.

- TET Multi Sports Stadium Emergency Lighting and Doors Design – Building Consent expected to be lodged in January 2023;
- Bell Tower car park reinstatement – To commence in February 2023;
- Percy Thomson Building Roof replacement – Request for Tender due to go out in January 2023;
- Glockenspiel Initial Seismic Assessment (ISA) – Report due mid-January 2023;
- War Memorial Centre Detailed Seismic Assessment (DSA) – Report due mid-January 2023;
- TSB Pools Initial Seismic Assessment (ISA) – Procurement process ongoing.

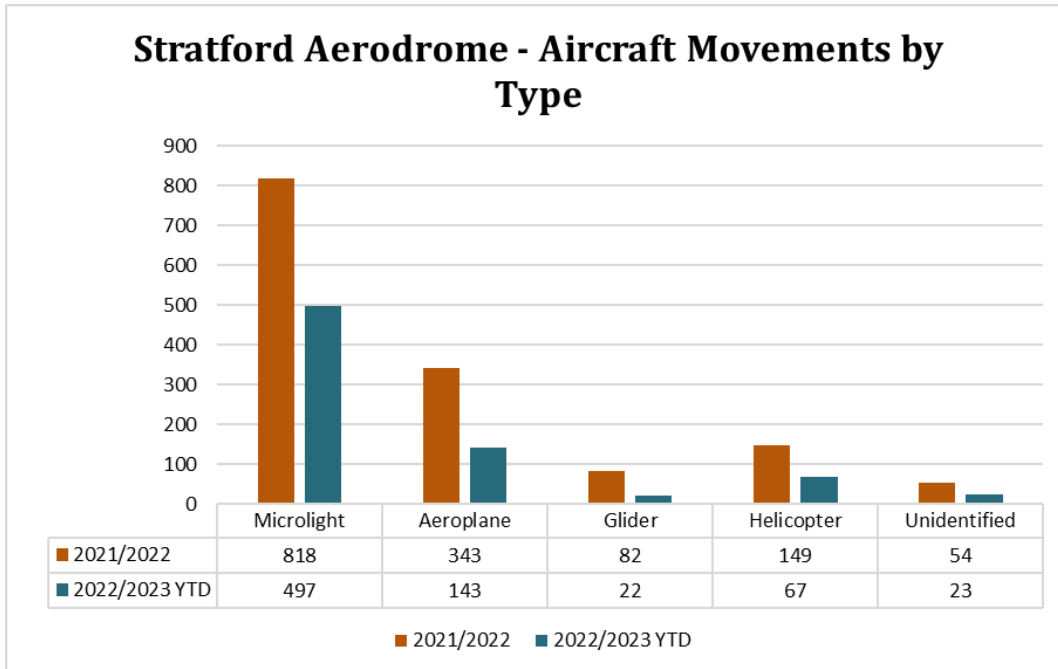
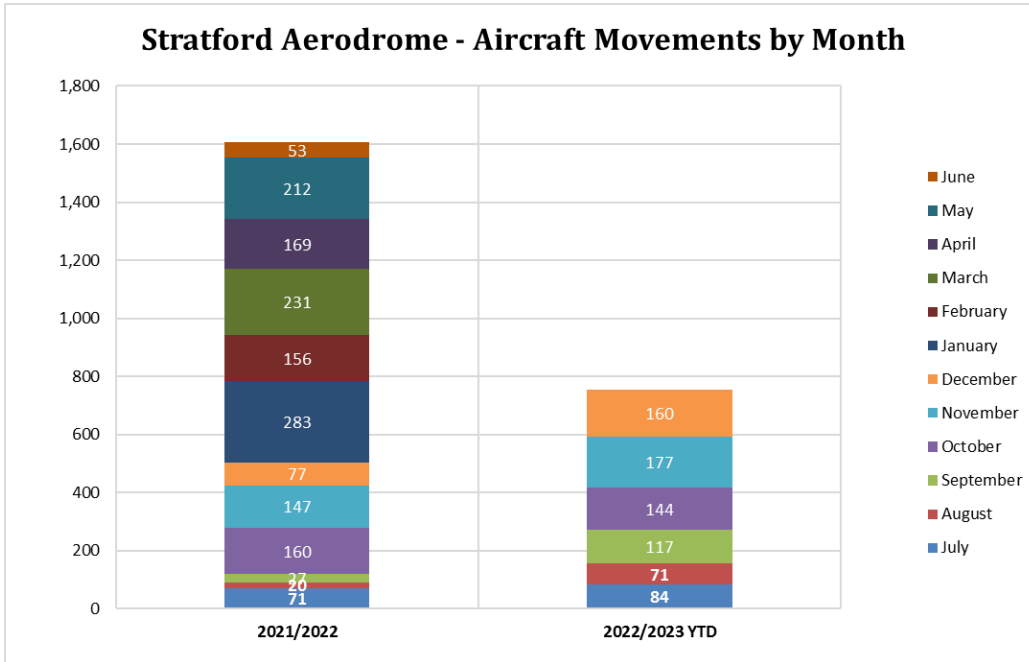
4.1 Aerodrome

- 4.1.1 Civil Aviation Authority (CAA) have completed their investigation on the October incident involving a microlight which nosed over when the control grip came out of the control stick. No one was hurt or injured. CAA accepted the procedures followed by the Aerodrome users. The investigation is now closed.
- 4.1.2 Officers have established an Aerodrome User Group (AUG) to facilitate quarterly discussions amongst the Aerodrome Users. The next meeting will be held in February 2023.
- 4.1.3 The installation of the new jet A1 fuel dispenser and holding tank, by RD Petroleum Aviation, was completed in December. Progress photos are shown below



Figure 13: Progress photos of the installation of the RD Jet A1 Fuel Tank and Dispenser

4.1.4 Customer satisfaction of the condition and maintenance of the Aerodrome facility is greater than 70%. This is measured annually and reported at the end of the financial year.



4.2 Civic Amenities

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

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

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

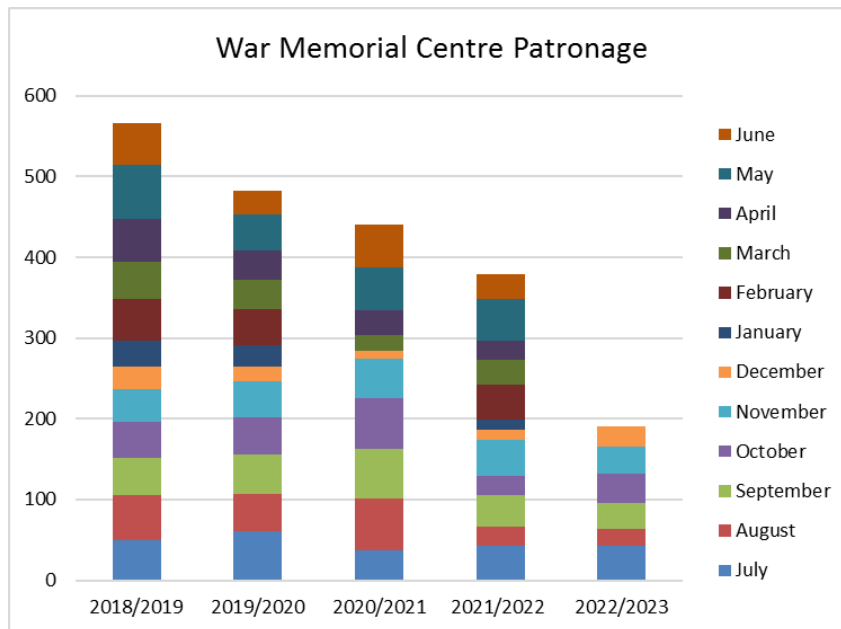
Level of Service	Performance Measure	Target	2022/2023 YTD
To provide facilities that are well maintained and utilised.	Buildings legally requiring a Building Warrant of Fitness (WoF) have a current Building WoF at all times.	100%	100%
	Annual booking of War Memorial Centre.	>500	191
	Annual booking of Centennial Restrooms.	>200	146
To provide suitable housing for the elderly.	Percentage of Customer satisfaction.	>89%	93%
	Annual Occupancy rate.	>95%	100%
To provide clean, well maintained toilet facilities.	Percentage of Stratford District residents satisfied with overall level of service of toilets.	>80%	89%

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

4.2.1 Housing for the Elderly

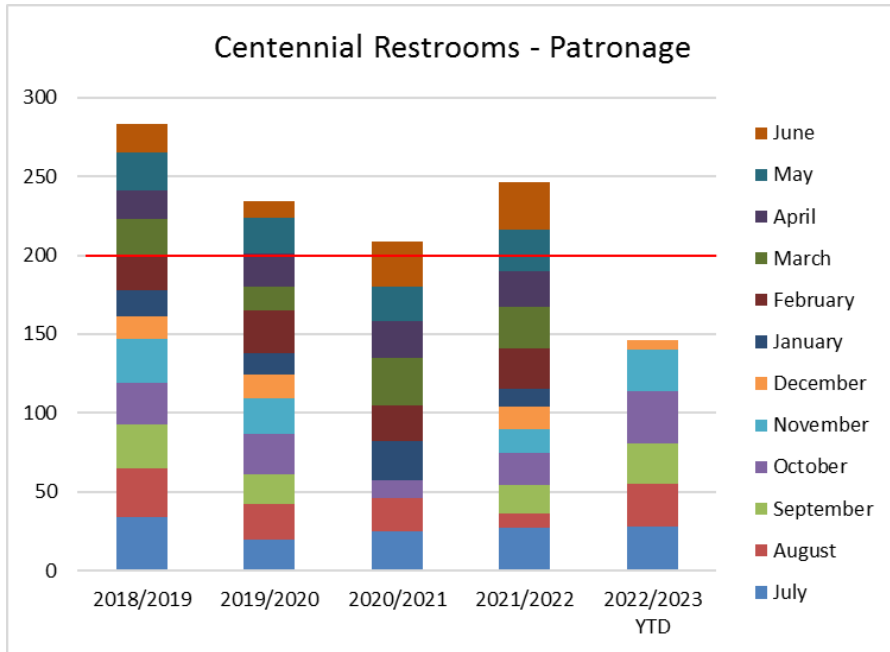
The current occupancy rate for the month of November and December is 100% and therefore achieves the performance rate measure of >95 %.

4.2.2 War Memorial Centre



14 bookings were cancelled during the months of November and December.

4.2.3 Centennial Restrooms



13 booking were cancelled during the months of November and December.

4.3 Rental and Investment Properties

The Council's Rental and Investment Properties are:

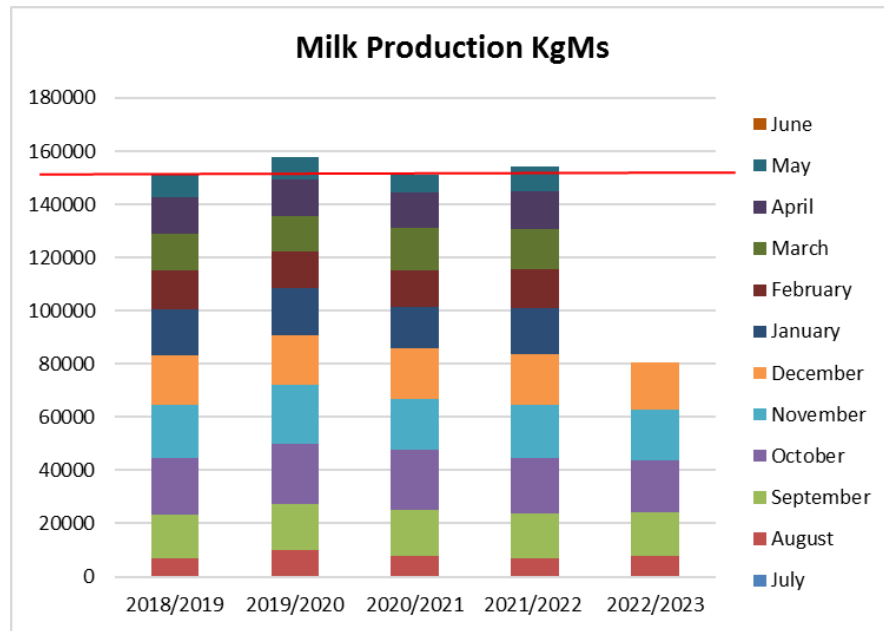
- the Farm;
- the Holiday Park (operated by a third party, with a formal lease on the land); and
- Rental properties (urban and rural land, and commercial properties).

The Levels of Service are measured annually and reported at the end of the financial year, using the performance indicators shown in the table below.

Level of Service	Performance Measure	Target	2022/2023 YTD
Maximum profits from the farm are returned to Council.	Milk production is maximised	>150,000 kg	80,631.20 Kg
The Council is meeting national Environmental standards.	The Council farm's Environmental Plan is reviewed annually	Compliance	Expected to achieve
Leased property is safe and fit for purpose.	Number of complaints from tenants.	<5	0

4.3.1 The Farm

- Riparian plants for this season have been ordered and will be available for planting in May 2023;
- In January Fonterra will complete a site visit to discuss an update to the Taiki Farm Environment Plan;
- During the months of November and December a total of 36,786.30 KgMS were produced, which brings the overall total production to 80,631.20 KgM.
- The history of the Farm milk production is shown in the chart below.



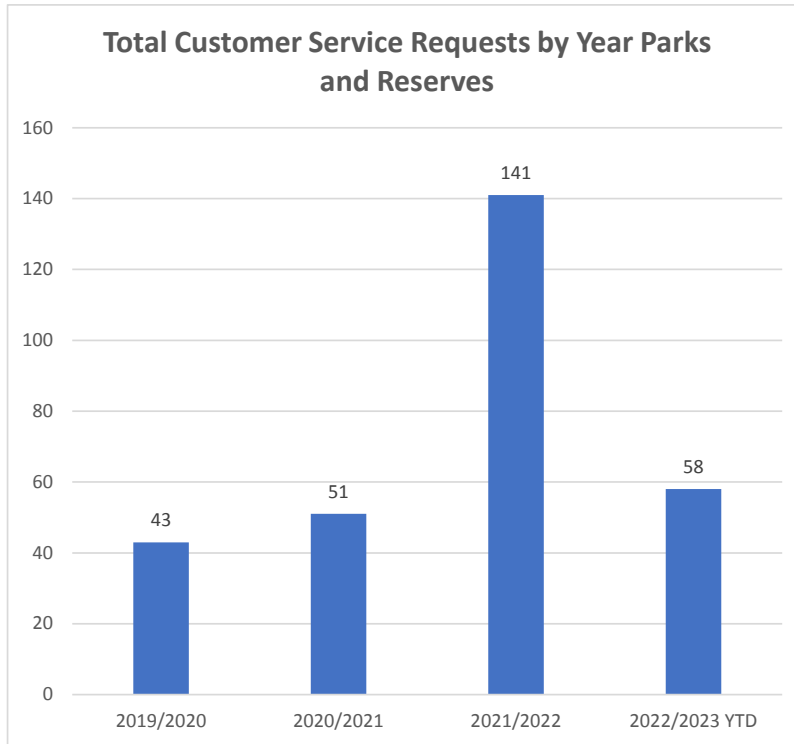
5. Parks and Reserves

The performance of Council's parks and reserves activities are measured using the targets shown in the table below. Measurement is done annually and reporting at the end of the financial year.

- The Arboretum project (in conjunction with the Percy Thomson Trust) is programmed in for next financial year to align with the Windsor Park Reserve Management Plan, which has just now been approved.
- Progress on the Whangamomona septic tank is underway, Resource Consent to be lodged with Horizons Regional Council.

Level of Service	Performance Measure	Target	2022/2023
To provide parks, Sports fields and other open spaces that meet community demand	Number of complaints and requests for service.	<40	58
	Percentage of Stratford residents satisfied with:		
	Parks;	>80%	
	Sports fields;	>80%	
	Cemeteries.	>80%	
Safe playgrounds are provided	All playgrounds meet NZ Safety Standards.	Full Compliance	
Foot Bridges are safe.	All foot bridges meet NZ Safety standards.	Full Compliance	

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



	2019/2020	2020/2021	2021/2022	2022/2023 YTD
Parks	3	10	24	18
Structures	9	2	32	6
Sports grounds	3	5	5	3
Playgrounds	1	1	14	6
Cemeteries	5	5	11	5
Street Trees	11	15	24	9
Walkways	11	13	31	11
Total	43	51	141	58

6. Capital Projects

Progress updates on some of Council's key projects, as **31 December 2022**.

6.1 Wai O Rua Stratford Aquatic Centre

Construction is complete and facility has officially been opened. Minor remedial works are underway as required. A Request for Proposal is to be advertised in January 2023 for a concept design of an outdoor facility at the site (between the Aquatic Centre and Regan Street).

6.2 The Whangamomona walkways

Easements have now been registered against the relevant titles and the Walking Access Commission has formally appointed Council as the Controlling Authority. Signage has been erected and some track tidy up work has completed. A tidy up of the carpark will be required when the weather improves ahead of a formal opening.

6.3 Better off Funding

SDC has been allocated \$10.27 million of the \$2.5b support package, as part of the Water Reforms – a package intended to support councils to ensure they are not worse off due to the reforms process.

- \$2.57 million available for Tranche 1; and
- \$7.70 million available for Tranche 2 (available from July 2024).

The Tranche 1 projects are underway and include:

- The Brecon Road Extension – Business Case Procurement to commence in February 2023;
- Town Centre Development including the Prospero Place and Broadway Beautification;
- Skate Park development – Procurement process to commence in January 2023;
- Victoria Park Drainage Project – Tender Evaluation ongoing; and
- Enabling Wastewater Infrastructure for the Stratford Park – Procurement process to commence in May 2023

6.4 Connecting our Communities Strategy

Consultation on the Connecting our Communities Strategy closed on 19 August and feedback from the public and identified stakeholders. Evaluation of Feedback from the consultation is underway, including discussions with Waka Kotahi for the Interim Speed Management Plan. This strategy will also incorporate Waka Kotahi's direction for encouraging alternative modes of transport, and projects approved for the Transport Choices Package fund (final EOI).

A revised strategy is expected to be finalised in March 2023.

6.5 Transport Choices Package

The Minister of Transport announced a \$350 million package for Road Controlling Authorities to fast-track projects that will help reduce Vehicle Kilometres Travelled (VKT). Stratford District Council successfully applied for \$7.8 M for schools' safety improvement works to be undertaken in 2 phases:

- Phase 1 of this application is focussed on providing approximately **4.75 km** of walking and cycling infrastructure network which will connect the three Primary Schools located in the western part of urban Stratford Township. An extension of this phase includes the introduction of ***Bike in Schools*** to the 3 primary schools; and
- Phase 2 will address the State Highway (SH3) severance of Stratford Township, and the associated 2.2 km of network connections for enhanced cross-connectivity from these Primary Schools to the High School and the Whakaahurangi Marae. The provision of safe crossing facilities on SH3 will also allow the community to safely access key community destinations including the TET Sports hub and the newly completed government-funded community facilities being the Wai-o-Rua – The Stratford Aquatic Centre to the west of SH3 and the Bike Park to the east.

The procurement of specialist consultants for these works is underway.

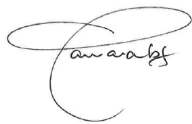
All projects are expected to be completed by June 2024.

Consultation has concluded for traffic calming treatment outside Stratford Primary School. Two responses were received and feedback from Waka Kotahi will be incorporated in the final design

7. Resource Consents

Several resource consent applications have been lodged with the Taranaki Regional Council (TRC) as shown below.

RC Number	Location	Description	Stakeholders	Update
1276-3	Midhirst Te Popo Water Take	To take water from the Te Popo Stream, a tributary of the Manganui River for community public water supply purposes	Fish and Game NZ, Te Atiawa, Ngāti Ruanui, Ngāruahine, Ngāti Maru, Okahu Inuawai Manataiao Hapū, Pukerangioraha Hapū	Application with TRC, awaiting Cultural Impact Assessment to be commissioned by Iwi
0409-3	Stratford Public Swimming Pool, Page St, Stratford	To discharge from the Stratford Public Swimming Pool into the Patea River on one occasion per year up to a total of 550 cubic metres of swimming pool water to empty the pool for maintenance	Fish and Game NZ, Ngāti Ruanui, Ngāruahine	Iwi feedback received – no issues. Awaiting outcome of application processing from the TRC.
1337-3	East Road, Toko	To take and use groundwater from a bore in the vicinity of the Toko Stream in the Patea catchment for Toko rural water supply purposes	Ngāti Ruanui, Ngāruahine, Ngāti Maru	Iwi feedback received – no issues. Awaiting outcome of application processing from the TRC.
6605-1	East Road, Toko	To discharge treated filter backwash water from the Toko Water Treatment Plant into a soak hole adjacent to the Manawawiri Stream	Ngāti Ruanui, Ngāruahine, Ngāti Maru	Iwi feedback received – no issues. Awaiting outcome of application processing from the TRC.
6468-1	Cordelia Street, Stratford	To erect, place and maintain a culvert in an unnamed tributary of the Kahouri Stream in the Patea catchment for flood control purposes	Ngāti Ruanui, Ngāruahine	Iwi feedback received – no issues. Awaiting outcome of application processing from the TRC.



Victoria Araba
Director - Assets



[Approved by]
Tiffany Radich
Chief Executive

Date 17 January 2023

MONTHLY REPORT

Community Services Department



F22/55/04-D22/49514

To: Policy and Services Committee
 From: Director – Community Services
 Date: 24 January 2023
 Subject: Community Services Monthly Report – November & December 2022

Recommendation

THAT the report be received.

 Moved/Seconded

This report presents a summary of the monthly progress and any highlights for the main areas of activity within Community Services i.e., Community and Economic Development, Communications, Library and Visitor Information Centre, Pool and Service Centre. The Long-Term Plan 2021 - 2031 sets the performance measures for these activities and this report presents, in tabular form, the progress measured to date against the target for each performance measure.

1. Highlights

- Scarecrow Trail
- Trade Graduation Ceremony
- PAG November Forum
- Christmas Parade, Carols and Markets
- Mayoral Gifts Campaign
- Customer Satisfaction Survey – first dashboard results received
- AA Vehicle and Driver License Centre Audit

2. Community and Economic Development

Performance Measures (*Performance Measures in bold*)

	Target	2022/23 YTD
Deliver or facilitate community events	>5	Achieved - 14
Percentage of residents feeling a sense of community	80%	
Number of client interactions with Venture Taranaki's Business Advisory Services	100%	
Mentor matches made as requested	100%	

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

2.2 Stratford District Youth Council (SDYC)

The Stratford District Youth Council are applying for the Tū Manawa Active Aotearoa funding from Sport Taranaki. Tū Manawa provides funding for quality play, active recreation and sport opportunities and experiences for Youth.

If successful this funding will go towards:

- Te Wera Youth Council Team Building camp
- Youth week events such as a Silent Disco
- Operational costs of Colour in the Park

The SDYC had a busy November and December.

Highlights include:

- Entering a scarecrow into the annual Scarecrow Trail
- Completing interviews with new and current councillors to be shared on social media and the SDC Website
- Volunteering at the Stratford A&P Show
- Applications opened in December to join the SDYC, closing 31 January. Interviews to follow in February.
- SDYC Christmas Dinner at TET Stadium

Upcoming meetings and events:

- Youth Council leavers afternoon tea: Tuesday 7 February, 4.30pm.
- Youth Council Projects meeting: Tuesday 21 February, 4.30pm.
- Colour in the Park: Sunday 5 March.

2.3 Civic and Community Events

Completed:

- Scarecrow Trail: 28 October – 13 November
- Trade Graduation Ceremony: 3 November
- PAG Forum: 24 November
- A&P Show: 26 – 27 November
- Mayoral Gifts (Nominations): 1 – 13 December
- Christmas Parade: 2 December
- Mayoral Gifts Campaign

Coming Up:

- Whangamomona Republic Day – 21 January
- Youth Council nominations close – 31 January
- Summer Nights (Movies) – 4 February
- Scooter Competition (ZEAL and SDYC partnership) – 18 February
- Americarna (Stratford stop off) – 24 February
- Summer Nights (Concert) – 25 February
- Colour in the Park – 5 March

2.4 Community Projects and Activity

2.4.1 Mayors' Taskforce for Jobs (MTFJ)

Registrations

	Nov/Dec	YTD
Young People Registered	19	61
Businesses Registered	10	14

Employment

	Nov/Dec	YTD
Young people placed into employment	12	24
Young people who are employed but require assistance with upskilling		
Young people registered onto programme and straight in study	1	15*
Young people received support and found work themselves	1	2
Total	14	

*Nine out of the fifteen placed into study and training are now in employment. They are included in YTD placement total.

November highlights

- Stratford held its Trade Graduation Ceremony where 23 were congratulated on their achievements.
- The Barista Fit for Work Programme that is supported by MTFJ Stratford, FloJo Coffee and Tūtaki was launched.

- At the end of November, six registered young people started with Wai o Rua - Stratford Aquatic Centre. These placements align with the aquatics development programme that provides opportunity for young people to gain life-long skills and entry into the sector. These young people have been supported with a wage subsidy to increase their hours to 30+ a week. These extra hours will allow them to upskill quicker and also support the business during the busier summer season.

December highlights

- The Forestry Management Level 2 Course Graduation was held. Five out of the six rangatahi that MTFJ Stratford supported in this programme graduated. The feel-good story from this group was securing a full-time job for one of the graduates who is autistic. The level of his ability makes it difficult to place him into certain types of forestry work. MTFJ Stratford found a new to the region, family-run landscaping business that is happy to take him on and make him a part of their small team. This has been hand-shaked to MSD to provide further support for the future with Mana in Mahi.

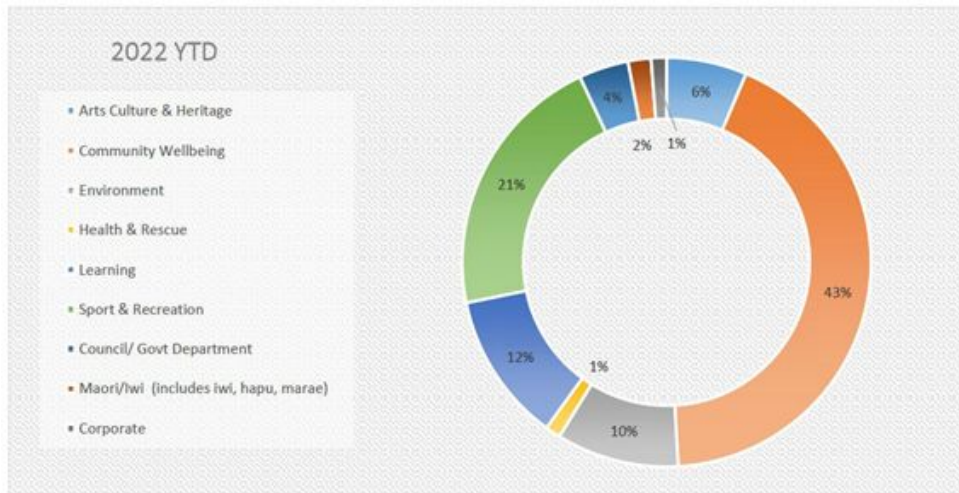
2.4.2 Community Relationships Framework

Two workshops were facilitated in Stratford between November and December;

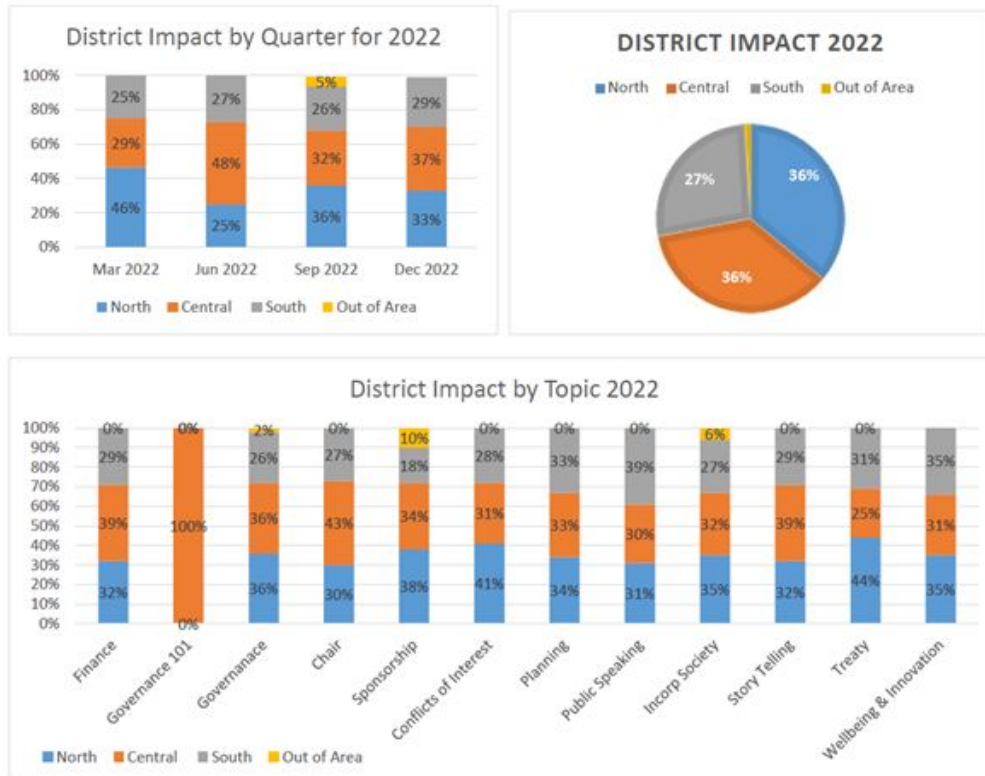
- Incorporated Societies Act (Overview of changes and what groups needed to be aware of) – 14 participants
- Finance (Intermediate) – 7 participants

The Wheelhouse – snapshot of support in numbers

Attendance Numbers By Organisation Type



Impact Analysis By District



Stratford Business Association

A partnership agreement has been drafted and will be presented to council early in the new year to confirm support as highlighted.

Taranaki Pioneer Village

The committee continues to work with the external provider to gain customer and community insights that will be incorporated into an engagement plan.

2.4.3 Stratford Strategies and Town Centre Plans

Town Centre Plan concepts were presented as part of council’s display stand at this year’s A&P Show. Feedback received was positive and the community largely supported what is being proposed. A project team will now be established to include key members that will refine the concepts, identify opportunities of how other planned or funded activity can be incorporated and start the implementation.

2.5 **Funding**

2.5.1 Creative Communities Scheme

The next Creative Communities Scheme funding round opens on 6 March and closes on 7 April 2023.

2.5.2 Sport New Zealand Rural Travel Fund

The Sport New Zealand Rural Travel Fund closed on 28 October 2022. The Committee met on 24 November to review applications. Only 1 application was received this round and was successfully awarded funding.

2.5.3 Toi Foundation

Council is currently identifying projects to be included in the annual application to the Toi Foundation. Once assessed council will be invited to submit an application on selected projects early in the new year.

2.6 **Positive Ageing**

The Positive Ageing Group held their forum on 24 November, which was a successful event with some great feedback from attendees. Guest speakers included representative from Fire & Emergency NZ, Central Taranaki safe community trust and a joined presentation from ACC and Sport Taranaki. During the last meeting for 2022, the group discussed their ideas for the March forum and enjoyed a Christmas lunch together.

Upcoming meetings and events:

- Positive Ageing ordinary meeting: Wednesday 8 February, 10.30am

2.7 **Stratford Business Association**

Memberships	
October total	140
New	0
November total	140

Completed events/activity:

- BA5 – GMC Chiropractor – Wednesday 16 November
- Santa’s Cave – December working with Fieldtorque Taranaki.
- Christmas Parade, Market and Carols – Friday 2 December

The Christmas Parade was a very successful event with 28 float entries ranging from an aeroplane to large school groups, fire engines and everything in between. 36 vendors were also at the market. It is great to have large community events back for all to enjoy.

Coming up:

- Americarna (Stratford) – Friday 24 February 2023

3. Communications

3.1 **News Media**

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

Central Link focus for November and December:

- New Council sworn in
- Volunteers beautify Midhirst Old Cemetery
- Scarecrow Trail registrations and hunt on
- Did you know - rubbish and recycling campaign
- Trade Graduates 2023
- Skate Park feedback
- Can I swim here? Water quality campaign
- Antenna App
- New Waste Levy Fund
- 2023 Council meeting calendar
- Library Christmas events
- Stratford Repair Café
- Reminder of backyard burning rules
- Visit the SDC site at the Stratford A&P Show
- Stratford Christmas Parade
- Summer Nights free outdoor events are back
- Mayoral Christmas Gift Appeal
- Youth Council applications open for 2023
- School Holiday Programme







- Funding to improve local travel choices
- Whangamomona Republic Day
- Retail available at Wai o Rua - Stratford Aquatic Centre
- Library Summer Reading programme
- Best wishes for the festive season from Mayor Volzke
- Upcoming school holiday events
- Annual Report adopted by Council
- Public notices (Meeting schedule – November/December/January, Weed Spraying – Urban, Temporary Road Closure – Christmas Parade, Proposed Temporary Road Closure – Taranaki Car Club event, Proposed Temporary Road Closure –Americarna, Temporary partial road closure - Republic Day, Whangamomona, King Edward Park pathway closure)

News/Media Releases posted to stratford.govt.nz for the months of November and December:







- Stratford celebrates trade graduates
- New community fund aims to reduce landfill waste in Stratford
- Ready your repairs. Stratford Repair Café opens on 3 December!
- Summer Nights outdoor events are back for 2023
- Mayoral Christmas Gift Appeal - donations open 1 December
- Stratford Youth Council is recruiting
- Funding package to improve transport choices in Stratford
- Wai o Rua – Stratford Aquatic Centre closure
- Repair Café a success thanks to handy volunteers
- Look after your pets these holidays
- Best wishes for the festive season from Mayor Volzke
- 2021/22 Annual Report adopted.

3.2 **Digital channels**

November snapshot:

Website	Social Media
 <p>5,900 ↓2,800 Users</p>	 <p>See December update.</p>
 <p>39,296 ↑4,646 Page views</p>	 <p>13,131 ↓46.7% People reached The number of people who saw any of Council's posts at least once this month.</p>
 <p>9,520 ↓4,027 Total sessions (visits) A session is the period of time a user is actively engaged with Council's website.</p>	 <p>See December update.</p>

December snapshot:

Website		Social Media	
	5,200 ↓700 Users		39 New Facebook followers /stratforddistrictcouncil 3,983 people follow Council's page.
	19,000 ↓20,296 Page views		15,697 ↑18.4% People reached The number of people who saw any of Council's posts at least once this month.
	8,017 ↓1,503 Total sessions (visits) A session is the period of time a user is actively engaged with Council's website.		24 New Instagram followers /stratford_nz 1,066 people follow Council's account.

3.3 Official Information Requests

For the 2022 calendar year, Council has received 58 Local Government Official Information and Meetings Act (LGOIMA) requests.

The below table includes the LGOIMA's received for the months of November and December 2022.

Date Received	Query	Due Date	Date Responded	Days to Respond
4/11/2022	Venture Taranaki Trust: Income Confirmation Request	2/12/2022	9/11/2022	3
8/11/2022	Registered dogs in the district	6/12/2022	9/11/2022	1
17/11/2022	Civil Defence staff	15/12/2022	Requester withdrew their request, no response required.	N/A
23/11/2022	Council artwork	12/01/2023	7/12/2022	10
24/11/2022	Resource consents	13/01/2022	16/12/2022	16
29/11/2022	Three Waters assets	18/01/2022	30/11/2022	1
1/12/2022	Three Waters Polling	20/01/2022	1/12/2022	1
30/11/2022	Elected Member demographics	19/01/2022	1/12/2022	1

3.4 Customer Satisfaction Survey – move to quarterly data collection

The 2022/23 annual residents' survey, has moved to a quarterly data collection with Key Research, the external research company contracted to deliver the survey on Council's behalf.

This means Key Research will ask a random selection of residents to undertake the survey four times year, rather than just once a year as done previously. People receive a letter in the post inviting them to do the survey online or by paper copy – the first data collection was carried out in November and the next will be in January, then March and June after that. People are not invited to do the survey more than once in that 12 month period.

This new data collection aims to provide more value in the analysis.

It will:

- provide timely information to assist with managing performance instead of a single point-in-time snapshot (via a quarterly dashboard).
- identify improvement opportunities, implement actions at timelier intervals, and avoid surprises that can occur with annual snapshots.
- account for seasonality and the effect of topical issues of the day by distributing the data collection to four intervals throughout the year.

The first dashboard was received in late December, these results will be provided to council at the Policy and Services meeting in February. This initial wave of collection resulted in a sample of 96 responses. The target sample after four waves is 400 residents.

The main objective of the annual residents' survey is to:

- Test residents' perceptions around the lifestyle associated with Stratford district, satisfaction with council services, leadership, financial management and value for money
- Provide measurable performance criteria, that can be monitored over time
- Identify areas for improvement

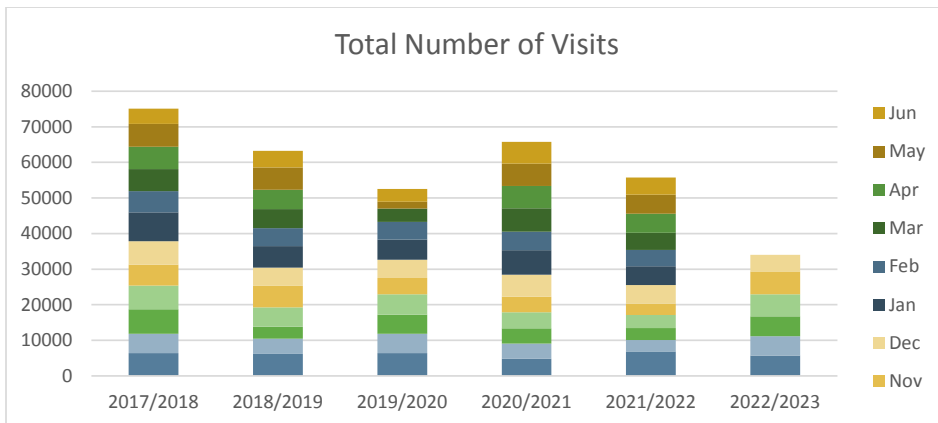
The results of the annual survey are reported in the Annual Report against the Long Term Plan non-financial performance measures. The full report for public release will be available in July 2023 – you can see the 2021/22 one here:

<https://www.stratford.govt.nz/our-council/council-documents/annual-residents-survey>




4. Visitor Information and Library Services

Performance Measures (*Performance Measures in bold*)



	Target	2022/23 YTD
Number of users of AA Agency Service is measured	>10,000	4,165
Percentage customers are satisfied with the Information Centre	>80%	
Number of items (including digital) issued annually	>40,000	30,874
% of library users satisfied with library services	>80%	
Number of people participating in library events and programmes	>1,200	1,482



Visitors/Users per service

Service	November/December	Year to date (2022/23)
 Information Services (brochures/maps/ event tickets etc)	446/348 ↑114/↓72	1,469
 Vehicle/Driver licensing	763/627 ↑71/↓136	4,165
 Programme and Events	152/236 ↓198/↑184	1,482

Library services - Items Issued

Service	November/December	Year to date (2022/23)
 In person	4,584/4,255 ↑99/↓329	27,633
 Online	535/574 ↑1/↑29	3,241

Programme/Event Users

Age group		November/December	Year to date (2022/23)
65+	Seniors	2/18 - / ↑16	123
18+	Adults	44/66 ↑26 / ↑22	286
13-17	Secondary School	0	0
5-12	Primary School	24/126 ↓218 / ↑102	570
<5	Pre-School	44/26 ↓33 / ↓18	363

4.1 **Highlights for November and December**

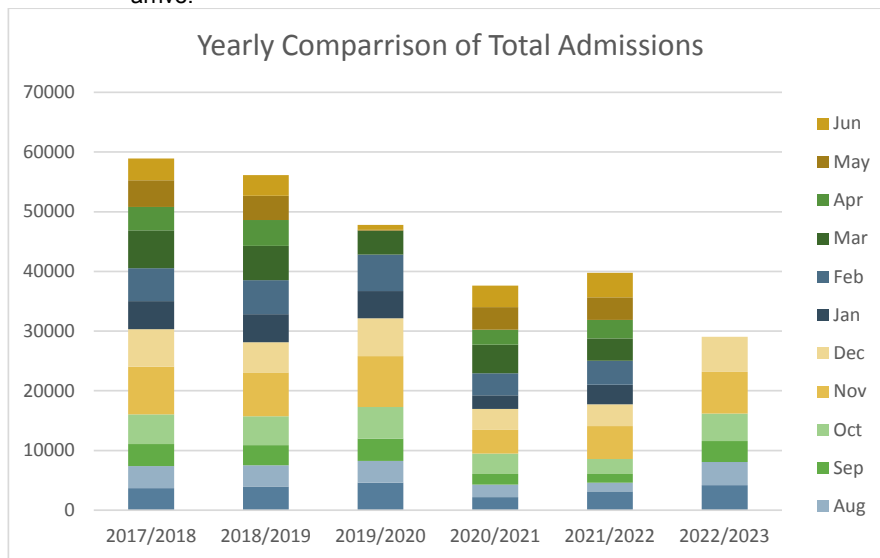
- It was a busy start to November with Centuria Taranaki Garden Festival visitors and are beginning to see the impact of more international visitors.
- The AA Vehicle and Driver License Agency located in the facility was audited by Waka Kotahi on November 10th, 2022. This audit provides assurance to Waka Kotahi that the Agency understands the requirements set out in the Service Delivery Agreement and Agent Portal and has controls in place to ensure compliance with those requirements. The outcome of this audit was very positive, with the Agency presenting a low risk. This is the first audit since the co-location of Information Centre services into the Library.
- Christmas craft sessions for adults were held, with a great turn out and engagement from a number of community groups.
- The Summer Reading and School Holiday Programmes began and were well received. This year the Summer Reading programme has been designed to include exploring, participating and manaakitanga. Activity in December included a Story Walk in Victoria Park, and over 120 children attended Christmas Craft sessions in the lead up to Christmas.
- School and early childhood centre visits continued through November.

5. Pool Complex

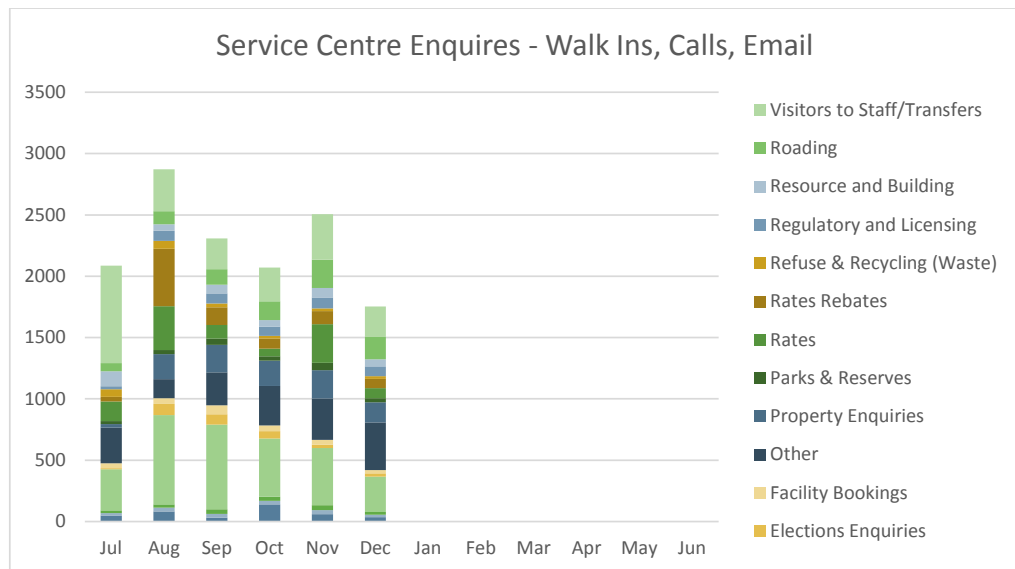
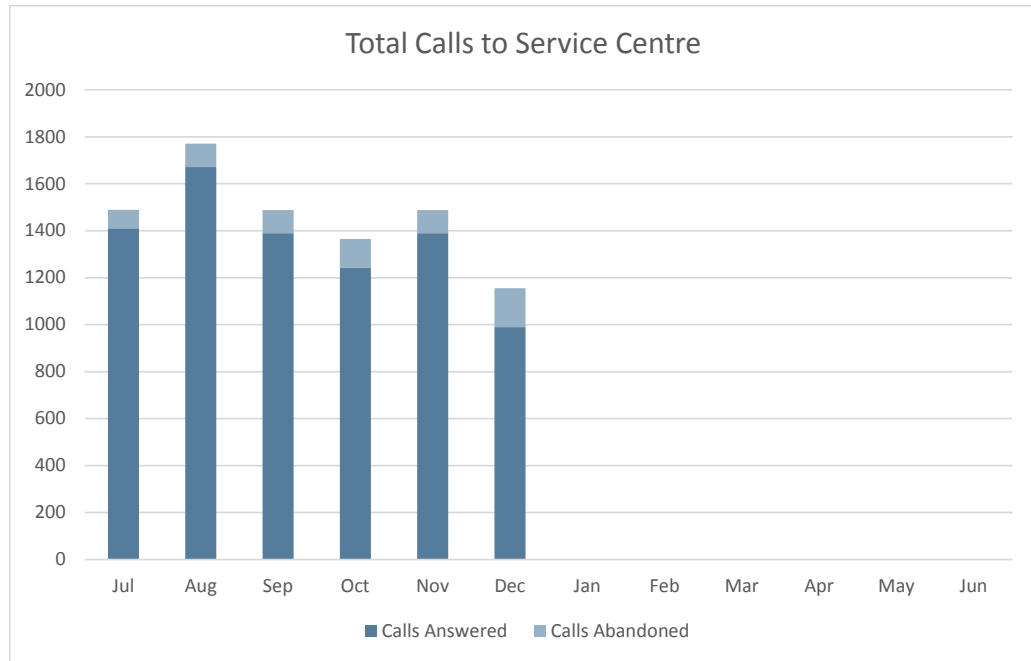
Level of Service Category	Performance Measure	Target	2022/23 YTD
The pool complex will be a safe place to swim	Number of reported accidents, possible accidents and similar incidents per annum (pa).	<80	26
	Compliance with NZS5826:2010 NZ Pool Water Quality Standards	100%	100%
	PoolSafe accreditation is met	100%	
The pool facilities meet demand	Percentage of pool users are satisfied with the pool	>80%	
	Number of pool admissions per annum	>55,000	29040

5.1 **Highlights for November and December**

- November and December saw 12,865 patrons through the facility.
- These figures are likely to increase as the reporting does not seem to be including the statistics from the school bookings correctly.
- A new poolsafe audit was completed and confirmation of this being achieved is still to arrive.



6. Service Centre





Chade Julie
Acting Director - Community Services



Tiffany Radich
Acting Chief Executive

Date: 17 January 2023

MONTHLY REPORT

Environmental Services Department



F19/13/04 – D22/43790

To: Policy and Services Committee
From: Director – Environmental Services
Date: 13 January 2023
Subject: Environmental Services Monthly Report – November/December 2022

Recommendation

THAT the report be received.

/
Moved/Seconded

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

1. Overview

Seventeen applications for building consent were received in November 2022. These included:

- Five log fires, one pole shed, five new dwellings, one accessory building, two relocations, one installation of a secondary waste system and two extension/alteration to a commercial building.
- Not included in the monthly figure are a further four amendments, two withdrawn consents, one amusement device application and two exemptions (one for insulation installation and one to install three marquees at the Stratford Showgrounds).

Thirteen applications for building consent were received in December 2022. These included:

- Two log fires, four new residential dwellings, two relocations, and two extension/alterations to residential dwelling and one accessory building (garage), two new commercial buildings.
- Not included in the monthly figure are a further seven amendments, and one exemption (replace failing 10m retaining wall), one Certificate of Public Use and one extension application.

During November and December the applications received followed a similar pattern to previous years. That is that they tended to come in two waves. The first is received in November where applicants are aiming to have consent by Christmas. This wave is usually followed by a brief quiet period followed by a second smaller wave where applicants are aiming to have their applications lodged by Christmas. We are currently working through those applications but are starting to hear of some projects that are not expected to proceed straight away due to difficulties obtaining finance. If this is correct we might begin to see some reduction in the number of applications received during 2023.

2. Strategic/Long Term Plan Projects

Work on the joint New Plymouth District Council and Stratford District Council Local Alcohol Policy started late last year and is still in an information gathering phase. Work on the formal part of the process will start once New Plymouth District Council are ready for it to commence.

The last remaining road naming and numbering project relates to Pembroke Road which has been delayed to allow completion of the Gambling Venues and TAB Venue Policies. The road naming project will come back to elected members in the first quarter of 2023.

Dashboard – All Business Units

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

Activity	Result Nov	Result Dec
Building Consent Authority		
Building Consent Applications	17	13
Building Consents Issued	20	14
Inspections completed	148	98
Code Compliance Certificate Applications	17	24
Code Compliance Certificates Issued	21	18
Code Compliance Certificates Refused	4	5
Number of Building Consents Received in Hard Copy	0	0
Number of Buildings Consents Received Digitally	17	13
Building Act Complaints received and responded to	0	0
Planning		
Land Use Consents Received	2	1
Land Use Consents Granted	1	1
Subdivision Consents Received	6	5
Subdivision Consents Granted	5	2
223/224 Applications Received	3	3
223/224 Applications Granted	4	6
Resource Consent Applications Received in Hard Copy	0	0
Resource Consent Applications Received in Digital Form	7	3
Resource Consent Applications Placed on Hold or Returned	1	0
LIM's Received	7	1
LIM's Granted	8	2
Environmental Health		
Registered Premises Inspected for Compliance under the Food or Health Act	3	1
Health or Food Act Complaints Received and responded to	2	1
Licensed Premises Inspected for Compliance under the Sale & Supply of Alcohol Act.	1	5
Certificates and Licence Applications received under the Sale and Supply of Alcohol Act	9	1
Bylaw Complaints Received and responded to	27	21
Dog Complaints Received and responded to	23	17

3. Key Performance Indicators – All Business Units

4.1 Building Services

Level of Service	Performance Measures	Targets	Status
To process applications within statutory timeframes.	Percentage of building consent applications processed within 20 days.	100%	November 24 of the 24 (100%), 6.1 average processing days. December 25 of the 25 (100%), 4.9 average processing days.
	Percentage of inspection requests completed within 24 hours of request.	100%	November 144 of the 148 (97%) December 95 of the 98 (97%) inspections were within 24 hours of the request. The seven that weren't were due to being booked more than 24 hours in advance.
	Percentage of code compliance certificate applications determined within 20 working days.	100%	November 21 of the 21 (100%) December 18 of the 18 (100%) CCC's issued were issued within 20 working days.
To process LIMs within statutory timeframes	% of LIMs processed within statutory timeframes.	100%	100%
To retain registration as a Building Consent Authority.	Current registration	Confirmed	Achieved.
48	Percentage of customers using building consent processes are satisfied with the service provided.	>80%	The customer service survey will be undertaken later in the year.

4.2 **Planning and Bylaws**

Level of Service	Performance Measure	Target	Status
To promote the sustainable management and use of land and public spaces.	To undertake a comprehensive review of the district plan, with notification within statutory timeframes.	N/A in Year 2	Not required at this time.
	To undertake a systematic review of bylaws and related policies as they reach their statutory review dates.	100% review within timeframes	Polices and bylaws for review have been identified and are currently in progress, beginning with bylaws.
To process resource consents within statutory timeframes.	% of non-notified applications processed within 20 working days.	100%	100%
	% of notified applications processed within legislated timeframes for notification, hearings and decisions.	100%	100%
	% of S223 and S224 applications processed within 10 working days.	100%	100%
Service meets customer expectations.	Percentage of customers using resource consent processes are satisfied with the service provided	>80%	The customer service survey will be undertaken later in the year.

4.3 **Community Health and Safety**

Level of Service	Performance Measure	Target	Status
To fulfil obligations to improve, promote and protect public health	Percentage of registered premises registered under the Food Act, Health Act, Beauty and Tattoo Bylaw, to be inspected for compliance.	100%	100%
	Health nuisance and premise complaints are responded to within 1 working day.	100%	100%
To fulfil obligations as a District Licensing Committee	Percentage of licensed premises inspected.	100%	94.2%
	Percentage of applications processed within 25 working days (excluding hearings).	100%	100%
To monitor and enforce bylaws	Percentage of complaints responded to within 2 hours.	100%	100%
To ensure dogs are controlled	Percentage of known dogs registered	95%	97.5%
	Percentage of dog attack/wandering dog complaints responded to within an hour	100%	100%

4. Detailed Reporting Building Services

5.1 **Building Control Authority (“BCA”)**

5.1.1 Compliance/Notices to Fix issued as a BCA
No Notices to Fix were issued by the BCA in November/December 2022.

5.1.2 Lapsed Consents
Section BC5 of the Quality Management System requires the BCA to check the files to identify consents issued 10 months previously, against which no inspections have been recorded. The check has been undertaken and one building consent was lapsed and no warning letters were issued in November/December 2022.

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

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

5.1.4 **Training needs analysis**
One Building Control Officer has been enrolled into year 2 of the Future Skills (Large Buildings) diploma course, for their Reg 18 qualification.

There are significant changes being made to the Building Act 2004, associated regulations, and Building Code which are scheduled for various times throughout 2023. Training in relation to these changes will be provided to BCO’s to align with their scheduled release dates.

Through Civil Defence a need has been identified for training on rapid building assessment. This is being scheduled for BCOs during 2023.

5.1.5 **Internal audit/external audit timetable**
During November/December internal audits were undertaken by the Quality Manager.

- Reg7(2)(b) receiving applications
- Reg 7(2)(f) monitoring CCCs at 24 months
- Reg 11(2)(e) supervision
- Reg 17(2)(d) operational management review
- Reg 17(3A) complaints about practitioners

Internal audits went well with two actions raised and added to the BCA continuous improvement register.

5.2 Territorial Authority

5.2.1 Compliance Schedules/Building Warrants of Fitness

Two compliance Schedules for Toko Fire Station and Ministry of Social Development were amended in November/December 2022.

No notifications were issued for Warrant of Fitness renewal.

5.2.2 Swimming Pools

15 swimming pool inspections were undertaken in November/December 2022. Of the pools inspected 11 passed, two were confirmed as having been removed and two were non-compliant. The non-compliant items are being addressed with the pool owners and a reinspection will be undertaken to confirm that the remediation work has been completed.

5.2.3 Non-Standard Site Register Maintenance

No new sites were added to the non-standard site register in November/December 2022.

5.2.4 Notices to Fix/Other Compliance as a Territorial Authority

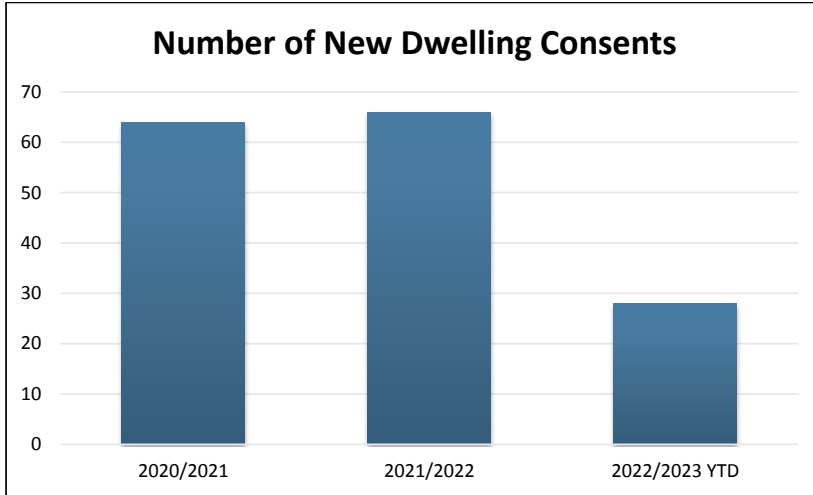
No Notices to Fix for unauthorised building works were issued by the Territorial Authority in November/December 2022.

5.3 Trends Analysis

5.3.1 Consents applied for by type:

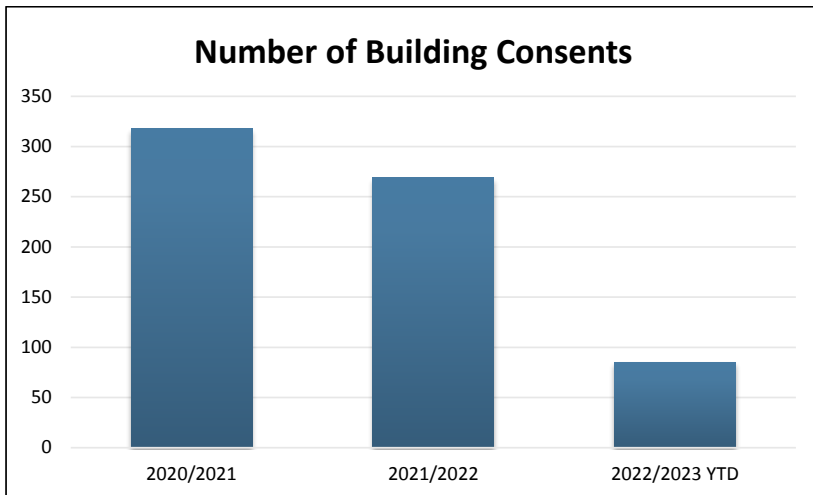
Type	Nov 2022	Dec 2022	Nov 2021	2022/2023 Year to Date	2021/2022 Whole Year
New Dwellings	5	4	2	28	66
Relocated dwellings	2	2	0	8	9
Relocated buildings other than dwellings	0	0	0	0	0
Fires	5	2	4	19	83
Pole sheds/accessory buildings	2	1	5	10	50
Additions/alterations – residential	0	2	6	6	22
New Commercial buildings	0	2	0	3	10
Additions/alterations – commercial	2	0	1	7	14
Other/miscellaneous	1	0	1	4	15
Certificate of Acceptance (not in total)	0	0		3	12
Total/s	17	13	19	88	281

New House indicator by year



Year	New Dwellings
2020/2021	64
2021/2022	66
2022/2023 YTD	28

Consent numbers by year



Year	Building Consents
2020/2021	318
2021/2022	281
2022/2023 YTD	85

A handwritten signature in blue ink, appearing to read "Blair Sutherland".

Blair Sutherland
Director - Environmental Services

A handwritten signature in black ink, appearing to read "Tiffany Radich".

[Approved]
Tiffany Radich
Acting Chief Executive

Date: 17 January 2023

MONTHLY REPORT

Corporate Services Department



F22/55 – D23/1042

To: Policy and Services Committee
From: Director – Corporate Services
Date: 24 January 2023
Subject: Corporate Services Monthly Report – December 2022

Recommendation

THAT the report be received.

/_____
Moved/Seconded

1. Financial Management

Reports attached, as at 31 December 2022, are:

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

1.1 Summary of Financial Results and Progress for December 2022 YTD (half-year)

Revenue

Total Revenue is \$2,871,593 over budget, at **\$14,635,568** for the year to date. Total Operating Revenue (excluding extraordinary revenue) is over budget by \$783,458, at **\$12,547,433**.

The Waka Kotahi subsidy (Roading) is over by \$169,233 due to increased emergency reinstatement works in the rural roading network due to weather events, resulting in Council's share of funding being claimed (from Waka Kotahi) to match expenditure. Fees and Charges is over budget by \$441,479, largely due to operational grant funding, i.e. the Mayor's Taskforce for Jobs (allocated to the Community Services Activity) which wasn't budgeted for, and funding from the Taranaki Electricity Trust towards events, and economic development initiatives – also unbudgeted for. Revenue for Cemeteries, Farm, Building Control, and Solid Waste activities is also up against budget.

Expenditure

Total Expenditure is \$1,136,016 over budget, at **\$12,080,545** for the year to date. Direct Operating Expenditure is over budget by \$1,100,502. The Swimming Pool is over budget by \$308,591, due to increased operational costs associated with the new pool that were unanticipated. These include staffing levels, higher energy usage, and increased contractor demands e.g. cleaning. Community Services is over budget by \$150,204 however much of this additional expenditure is externally funded. Expenditure for the Farm, and Resource Consents activities are also over budget. Information Centre expenditure is 24% under budget, Building Control expenditure is under budget, while revenue is equally over budget, same with the Solid Waste activity.

1.2 Capital Expenditure Report

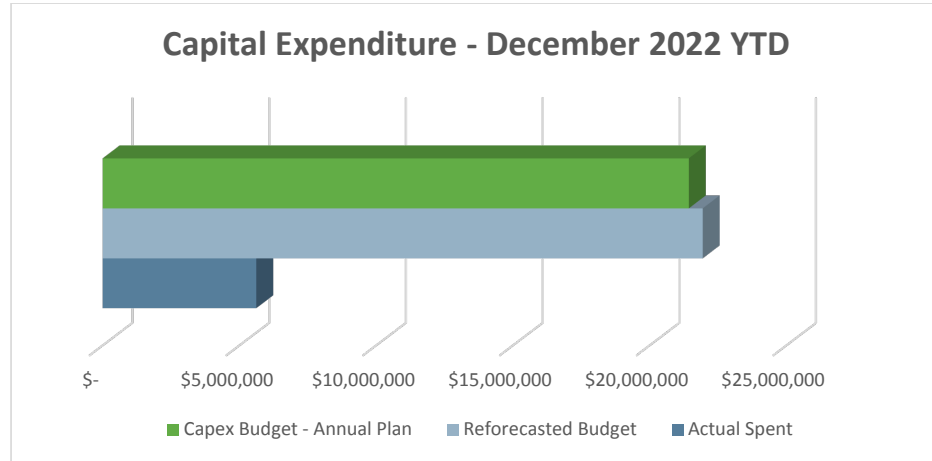
In August 2022, Council agreed to carry forward \$3,969,880 of uncompleted capital projects.

Total capital expenditure funds available for the 2022/23 financial year is **\$21,433,087**. Of this:

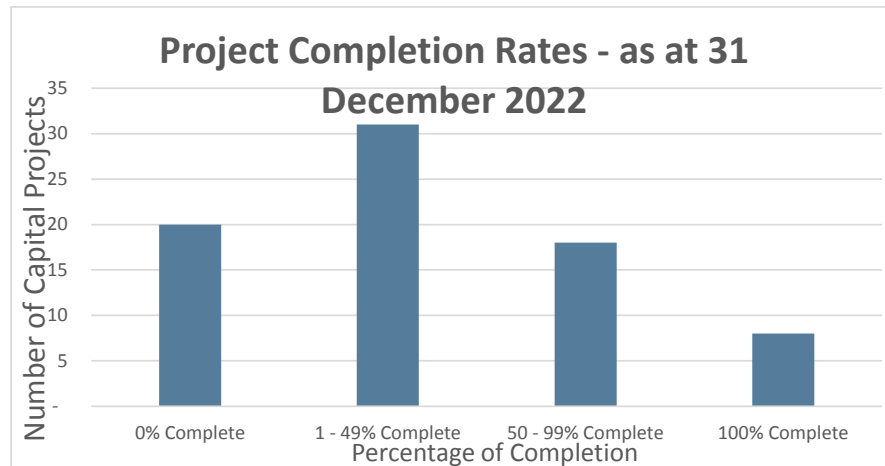
- \$7,000,239 is for replacing existing assets,
- \$12,213,873 is for new assets or improving existing assets, and
- \$2,218,975 is to cater for district growth.

Total actual capital expenditure for the year to date, is \$5,617,582, or 26% of the total budget.

The reforecasted budget below, in comparison to the Annual Plan budget, shows that Council staff expect to spend \$508,417 more by year end than the original budget of \$21,433,087. This includes current budget, plus new additional expenditure unbudgeted for including \$500,000 for cemetery land purchase (funded from Asset Sales Proceeds Reserve), and \$750,000 in relation to Transport Choices funding for Roading.



The project completion percentages in the graph below relate to where capital projects are at in terms of delivery of the scope of the project (note Council has 77 projects in its capital work programme for 2022/23, including projects started in the previous year, and new projects). 74% of all capital projects planned have now commenced.



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

1.3 Treasury Management

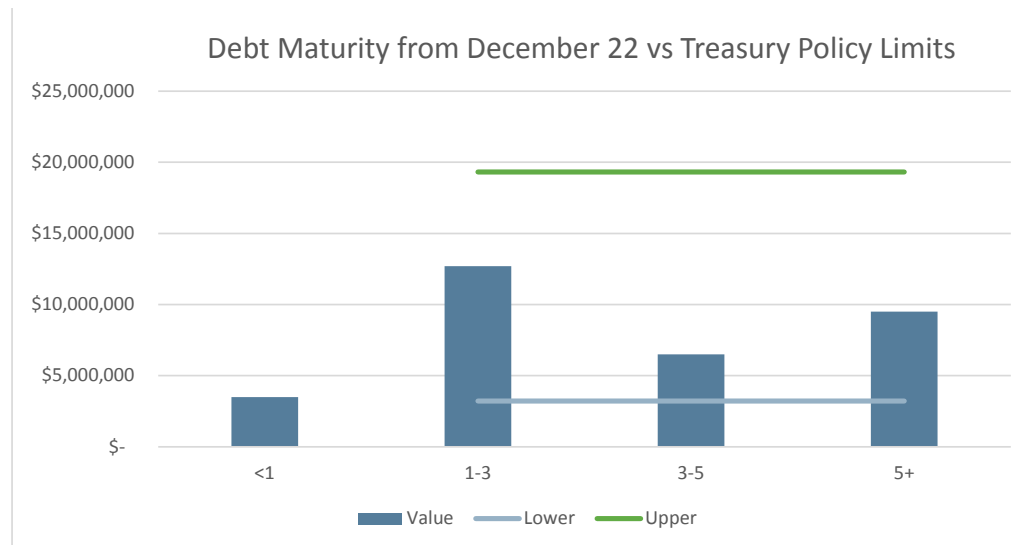
Gross Council debt as at 31 December 2022 was \$32,200,000. Net debt is \$19,020,000 after netting off financial investments comprising of \$6,000,000 on term deposits with registered New Zealand banks, and the \$7,180,000 loan to the Stratford A&P Association.

Gross debt is allocated by Activity, and the areas with the larger debt balances include:

- Three Waters Activities - \$10,711,017
- Swimming Pool - \$12,315,304
- Farm - \$1,968,533
- A&P Association Stratford Park loan - \$7,180,000
- Library - \$795,086
- Solid Waste (Rubbish and Recycling) - \$877,769

The Net Debt to Revenue ratio is currently at 72% (Council's limit is 130%). Based on estimated annual revenue for 2022/23 of \$26,470,000, **Net Debt** could increase to \$34,411,000 before breaching Council's limit as per the Treasury Management Policy.

All Council debt, made up of Local Government Funding Agency ('LGFA') loans, is 100% fixed and within Treasury Policy limits.



The weighted average cost of debt is 2.90% over all loans. A total of \$3,500,000 will mature in 2023, that will need to be refinanced. Current LGFA rates (as at 12 January 2023) show a range of interest rates from 4.52% for one month, to 5.92% for one year, to 5.65% for 14 years.

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

¹ As at 30 June, reserves balances totalled \$8,526,000 including General Asset Renewals Reserve \$4,653,000, Contingency Reserve \$504,500, Asset Sale Proceeds Reserves \$1,183,143, Targeted Rate Reserves \$340,910, and Financial Contributions Reserve \$1,034,000.

	Actual	Policy
Actual Fixed Debt	92%	>60%
Actual Floating Debt	0%	<60%
Fixed 1-3 years	23%	10-60%
Fixed 3-5 years	32%	10-60%
Fixed >5 years	26%	5-60%
Debt Matures 1-3 years	23%	10-60%
Debt Matures 3-5 years	32%	10-60%
Debt Matures > 5 years	26%	10-60%
Debt Servicing to Revenue Ratio	3%	<10%
Net Debt to Revenue Ratio	72%	<130%
Liquidity Ratio	144%	>110%
Net Debt per Capita	\$ 1,879	<\$3,000
Net Debt per Ratepayer	\$ 4,015	N/A
Maximum Investment with Counterparty	\$ 7,000,000	N/A

Cashflow Forecast

It is anticipated that a further \$3,000,000 of debt will be required to maintain cash reserves at \$6,000,000, due to capital expenditure funding requirements over the next 12 months.

2.0 Revenue Collection

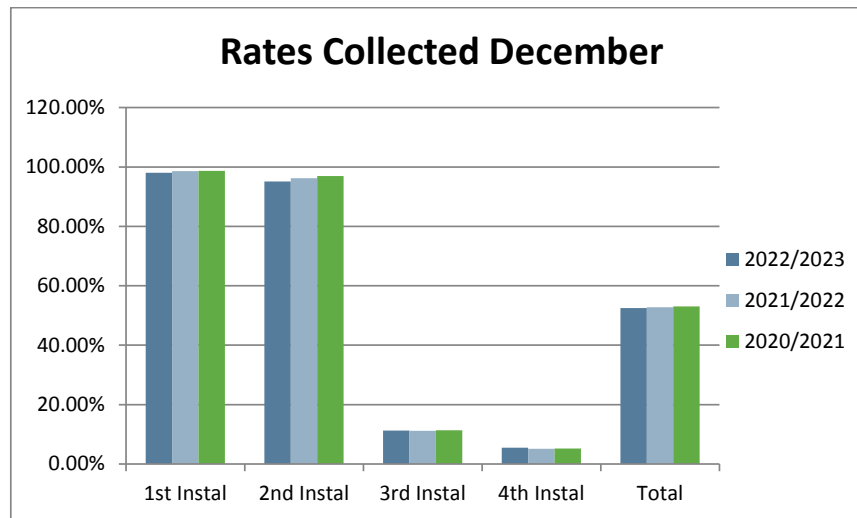
2.1 Rates

Rates Arrears (owing from 2021/22 year and earlier) \$61,124

As at 31 December 2022, 82% of rates in arrears have been collected since 1 July 2022 (2021: 78%). Staff will be bringing a decision report to the February Policy and Services Committee recommending that the property rating sale process commence for three ratepayers who are overdue by more than three years with their rates accounts.

Current Year Rates

As at 31 December 2022, 52% of rates had been collected (2021: 53%).



2.2 Outstanding Debtors

Of the total debtors as at 31 December 2022 of \$3,194,500, 5%, or \$174,439, was overdue. Total infringements is all overdue at \$66,556 and includes overdue dog registrations and historical parking fines all sitting with the Ministry of Justice.

3.0 Information Technology and Records

Information Technology Update

- The old Swimming Pool security camera system has been re-purposed and installed at the pound to improve security and surveillance. In addition, some upgrades were completed, including a new DVR (Digital Video Recorder) and the positioning of cameras on poles to restrict tampering. Graham Lynch Security and SMS engineering worked alongside IT to complete this work.
- Work continues on the network infrastructure upgrade within the Microsoft Azure datacentres with an expected Go Live date in February. This environment will provide numerous software and security enhancements over the current network environment.
- The tender for 16 cell phones is complete; all were sold for a total of \$1,077.
- Four system outages occurred in the data centre between the 17th of November and the 23rd of December. Systems have been stable since the 23rd and discussions continue with Civica how outages can be prevented going forward.
 - 17th November Incident – The root cause was the expiry of licenses installed on the two impacted routers that reduced network throughput to 1Mbps. The issue was a result of contractor human error.
 - 22nd November Incident – The root cause was an authentication feature being disabled by default when a patch was installed. It was established that a Civica engineer did not complete adequate testing during the change implementation.
 - 5th December Incident – The preliminary root cause was virtual system resource exhaustion on some critical servers. Further investigation is ongoing.
 - 22nd December Incident – The email system was inaccessible, followed by email performance issues in Outlook. The problem is resolved, and the finalised incident report is yet to arrive.

Records Management Update

- Approximately 240 property files remain to be digitized, these are mostly rural properties.
- Staff have nearly completed the cataloguing of the artworks and photos around the administration building and within the Council archives.
- The Council's Information Management Strategy is currently under review and will be submitted to Senior Leadership Team for approval.



Tiffany Radich
Director, Corporate Services / Acting Chief Executive

Date:

16 January 2023

Statement of Comprehensive Revenue and Expense

For the Year to Date - December 2022

	December '22 Actual YTD	December '22 Budget YTD	Variance YTD	Total Budget 2022/23	December '21 Actual YTD
Operating Revenue					
Finance Revenue	\$172,623	\$116,000	\$56,623	\$232,000	\$96,891
Waka Kotahi NZTA Rooding Subsidy	\$2,704,733	\$2,535,500	\$169,233	\$5,071,000	\$2,124,173
Rates Revenue - excl water consumption rate	\$7,256,211	\$7,180,000	\$76,211	\$14,360,000	\$6,875,146
Water Supply - Consumption Charge	\$216,358	\$242,500	(\$26,142)	\$485,000	\$200,410
Sundry Revenue	\$36,986	\$32,100	\$4,886	\$53,000	\$16,351
Farm Milk Proceeds	\$295,668	\$234,500	\$61,168	\$469,000	\$294,671
Other Direct Activity Operating Revenue	\$1,864,854	\$1,423,375	\$441,479	\$2,332,000	\$1,425,420
Total Operating Revenue	\$12,547,433	\$11,763,975	\$783,458	\$23,002,000	\$11,033,062
Extraordinary Revenue					
Grant Funding - Capital Other	\$1,984,406	\$0	\$1,984,406	\$3,450,000	\$4,789,076
Financial Contributions	\$72,065	\$0	\$72,065	\$0	\$206,602
Other Revenue	\$19,436	\$0	\$19,436	\$0	\$48,178
Dividends	\$12,228	\$0	\$12,228	\$19,840	\$12,488
Total Extraordinary Revenue	\$2,088,135	\$0	\$2,088,135	\$3,469,840	\$5,056,344
Total Revenue	\$14,635,568	\$11,763,975	\$2,871,593	\$26,471,840	\$16,089,406
Operating Expenditure					
Personnel Costs	\$2,600,399	\$2,390,000	(\$210,399)	\$4,780,000	\$2,289,721
Other Direct Operating Costs	\$6,399,632	\$5,509,529	(\$890,103)	\$10,562,400	\$5,483,516
Total Operating Expenditure	\$9,000,031	\$7,899,529	(\$1,100,502)	\$15,342,400	\$7,773,237
Other Operating Expenditure					
Loss (gain) on disposal of assets	\$0	\$0	\$0	\$0	\$699
Depreciation	\$2,613,208	\$2,677,500	\$64,292	\$5,355,000	\$2,595,444
Finance Costs	\$453,498	\$367,500	(\$85,998)	\$735,000	\$242,649
Sundry Expenditure	\$13,808	\$0	(\$13,808)	\$0	\$14,985
Total Other Expenditure	\$3,080,514	\$3,045,000	(\$35,514)	\$6,090,000	\$2,853,777
Total Expenditure	\$12,080,545	\$10,944,529	(\$1,136,016)	\$21,432,400	\$10,627,014
Net Surplus (Deficit)	\$2,555,023	\$819,446	\$1,735,577	\$5,039,440	\$5,462,392
Other Comprehensive Revenue and Expense					
Gain/(Loss) on Infrastructure Revaluation	\$0	\$0	\$0	\$1,341,000	\$0
Total Other Comprehensive Revenue and Expense	\$0	\$0	\$0	\$1,341,000	\$0
TOTAL COMPREHENSIVE REVENUE AND EXPENSE FOR THE YEAR	\$2,555,023	\$819,446	\$1,735,577	\$6,380,440	\$5,462,392
Capital Revenue/Expenditure is made up of:					
NZTA Funding for Rooding capital projects	\$1,328,003	\$1,619,342			
Community Grants and Donations	\$1,984,406	\$0			
	<u>\$3,312,409</u>	<u>\$1,619,342</u>			
Adjusted Net Surplus/(Deficit)*	(\$757,386)	(\$799,896)	\$42,510		

*The budgeted YTD net deficit includes un-funded depreciation - mainly rooding as 61% of capital projects are subsidised, and some Council buildings.

Statement of Financial Position

As at 31 December 2022

	December '22 Actual YTD	December '21 Actual YTD
Assets		
Current Assets		
Cash and Cash Equivalents	\$716,774	\$2,255,105
Short Term Deposits	\$6,000,000	\$7,000,000
Receivables	\$3,194,500	\$1,292,529
Prepayments	\$0	\$0
LGFA Borrower Notes	\$40,000	\$32,000
Current Assets Total	\$9,951,274	\$10,579,634
Non-Current Assets		
Investment in Other Financial Assets		
LGFA Borrower Notes	\$675,000	\$415,000
Shares	\$547,048	\$681,575
Loan to Stratford A and P Association	\$7,180,000	\$7,180,000
Trust Settlements	\$110	\$110
Work in Progress	\$28,760,501	\$17,277,930
Property, Plant & Equipment / Intangibles	\$422,732,363	\$393,219,669
Non-Current Assets Total	\$459,895,022	\$418,774,284
Assets Total	\$469,846,296	\$429,353,918
Liabilities & Equity		
Equity		
Renewal Reserves	\$4,964,739	\$5,265,131
Contingency Reserve	\$504,500	\$504,500
Other Council Created Reserves	\$1,598,689	\$1,458,243
Restricted Reserves	\$1,191,475	\$992,740
Targeted Rate Reserves	\$340,910	\$99,189
Asset Revaluation Reserves	\$226,366,136	\$199,752,785
Retained Earnings	\$199,523,376	\$195,034,900
Equity Total	\$434,489,825	\$403,107,488
Liabilities		
Current Liabilities		
Borrowings (maturing less than one year)	\$14,500,000	\$2,000,000
Provision for Landfill Aftercare	\$6,902	\$6,766
Employee Entitlements	\$281,909	\$243,298
Payables and Deferred Revenue	\$2,854,802	\$3,726,037
Non-Current Liabilities		
Borrowings	\$17,700,000	\$20,200,000
Employee Entitlements	\$0	\$51,894
Provision for Landfill Aftercare	\$12,858	\$18,435
Liabilities Total	\$35,356,471	\$26,246,430
Liabilities & Equity Total	\$469,846,296	\$429,353,918

Expenditure and Revenue by Activity

For the Year to Date - December 2022

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

Revenue excludes Rates, Interest, and Extraordinary Revenue as per Comprehensive report

	December '22 Actual YTD	December '22 Budget YTD	Variance YTD	Total Budget 2022/23	December '21 Actual YTD
<u>Recreation and Facilities</u>					
Aerodrome					
Expenditure	\$51,201	\$48,684	(\$2,517)	\$96,000	\$45,774
Revenue	\$13,109	\$13,500	(\$391)	\$27,000	\$14,083
Net cost of activity	\$38,092	\$35,184	(\$2,908)	\$69,000	\$31,691
Civic Amenities					
Expenditure	\$300,981	\$282,379	(\$18,602)	\$518,000	\$255,810
Revenue	\$36,894	\$26,000	\$10,894	\$52,000	\$35,407
Net cost of activity	\$264,087	\$256,379	(\$7,708)	\$466,000	\$220,403
Pensioner Housing					
Expenditure	\$62,302	\$60,099	(\$2,204)	\$110,000	\$47,778
Revenue	\$30,445	\$39,500	(\$9,055)	\$79,000	\$35,256
Net cost of activity	\$31,857	\$20,599	(\$11,259)	\$31,000	\$12,522
Library					
Expenditure	\$334,980	\$298,049	(\$36,931)	\$589,000	\$313,337
Revenue	\$20,160	\$7,000	\$13,160	\$14,000	\$43,900
Net cost of activity	\$314,820	\$291,049	(\$23,771)	\$575,000	\$269,437
Parks and Reserves					
Expenditure	\$356,248	\$334,287	(\$21,961)	\$655,000	\$324,114
Revenue	\$4,788	\$4,500	\$288	\$9,000	\$3,921
Net cost of activity	\$351,460	\$329,787	(\$21,673)	\$646,000	\$320,193
Cemeteries					
Expenditure	\$102,977	\$90,314	(\$12,663)	\$180,000	\$84,058
Revenue	\$71,069	\$52,000	\$19,069	\$104,000	\$60,671
Net cost of activity	\$31,908	\$38,314	\$6,406	\$76,000	\$23,387
Swimming Pool					
Expenditure	\$816,584	\$507,993	(\$308,591)	\$989,000	\$498,637
Revenue	\$122,868	\$120,500	\$2,368	\$241,000	\$77,377
Net cost of activity	\$693,716	\$387,493	(\$306,223)	\$748,000	\$421,260
<u>Democracy and Corporate Support</u>					
Expenditure	\$642,673	\$624,298	(\$18,376)	\$1,243,000	\$566,004
Revenue	\$117,189	\$74,600	\$42,589	\$138,000	\$72,642
Net cost of activity	\$525,484	\$549,698	\$24,214	\$1,105,000	\$493,362
<u>Community Development</u>					
Community Services					

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

Revenue excludes Rates, Interest, and Extraordinary Revenue as per Comprehensive report

	December '22 Actual YTD	December '22 Budget YTD	Variance YTD	Total Budget 2022/23	December '21 Actual YTD
Expenditure	\$353,704	\$203,500	(\$150,204)	\$437,000	\$185,402
Revenue	\$253,411	\$17,000	\$236,411	\$34,000	\$47,082
Net cost of activity	\$100,293	\$186,500	\$86,207	\$403,000	\$138,320
Economic Development					
Expenditure	\$307,372	\$299,900	(\$7,473)	\$598,000	\$242,389
Revenue	\$88,404	\$0	\$88,404	\$0	\$0
Net cost of activity	\$218,968	\$299,900	\$80,932	\$598,000	\$242,389
Information Centre					
Expenditure	\$108,463	\$142,699	\$34,236	\$283,000	\$111,577
Revenue	\$32,039	\$19,500	\$12,539	\$39,000	\$22,742
Net cost of activity	\$76,424	\$123,199	\$46,775	\$244,000	\$88,835
Rental Properties					
Expenditure	\$26,520	\$28,565	\$2,045	\$52,000	\$27,395
Revenue	\$17,982	\$18,000	(\$18)	\$36,000	\$15,695
Net cost of activity	\$8,538	\$10,565	\$2,027	\$16,000	\$11,700
Farm					
Expenditure	\$199,816	\$152,364	(\$47,452)	\$295,000	\$157,542
Revenue	\$295,668	\$234,500	\$61,168	\$469,000	\$294,671
Net cost of activity	-\$95,852	-\$82,136	\$13,716	-\$174,000	-\$137,129
Holiday Park					
Expenditure	\$1,265	\$1,000	(\$265)	\$2,000	\$864
Revenue	\$0	\$0	\$0	\$3,000	\$0
Net cost of activity	\$1,265	\$1,000	(\$265)	-\$1,000	\$864
Environmental Services					
Building Control					
Expenditure	\$457,794	\$498,843	\$41,049	\$994,000	\$511,720
Revenue	\$263,094	\$216,500	\$46,594	\$433,000	\$205,400
Net cost of activity	\$194,700	\$282,343	\$87,643	\$561,000	\$306,320
District Plan					
Expenditure	\$100,932	\$104,000	\$3,068	\$208,000	\$72,333
Net cost of activity	\$100,932	\$104,000	\$3,068	\$208,000	\$72,333
Resource Consents					
Expenditure	\$173,531	\$120,600	(\$52,932)	\$240,000	\$99,138
Revenue	\$72,248	\$60,500	\$11,748	\$121,000	\$54,193
Net cost of activity	\$101,283	\$60,100	(\$41,184)	\$119,000	\$44,945
Food and Health					
Expenditure	\$100,011	\$83,300	(\$16,711)	\$166,000	\$83,814
Revenue	\$23,343	\$15,500	\$7,843	\$31,000	\$20,280
Net cost of activity	\$76,668	\$67,800	(\$8,868)	\$135,000	\$63,534

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

Revenue excludes Rates, Interest, and Extraordinary Revenue as per Comprehensive report

	December '22 Actual YTD	December '22 Budget YTD	Variance YTD	Total Budget 2022/23	December '21 Actual YTD
Alcohol Licensing					
Expenditure	\$72,419	\$54,800	(\$17,619)	\$109,000	\$55,009
Revenue	\$15,617	\$17,000	(\$1,383)	\$34,000	\$16,612
Net cost of activity	\$56,802	\$37,800	(\$19,002)	\$75,000	\$38,397
Parking and Other Bylaws					
Expenditure	\$70,290	\$71,000	\$710	\$142,000	\$67,141
Revenue	\$129	\$500	(\$371)	\$1,000	\$474
Net cost of activity	\$70,161	\$70,500	\$339	\$141,000	\$66,667
Animal Control					
Expenditure	\$105,462	\$102,500	(\$2,962)	\$205,000	\$96,872
Revenue	\$136,259	\$131,375	\$4,884	\$145,000	\$139,199
Net cost of activity	-\$30,797	-\$28,875	\$1,922	\$60,000	-\$42,327
Civil Defence					
Expenditure	\$149,660	\$141,000	(\$8,660)	\$342,000	\$210,707
Net cost of activity	\$149,660	\$141,000	(\$8,660)	\$342,000	\$210,707
Assets					
Roading					
Expenditure	\$2,574,370	\$2,107,000	(\$467,370)	\$3,824,000	\$2,181,602
Revenue	\$3,174,256	\$3,061,000	\$113,256	\$5,722,000	\$2,598,044
Net cost of activity	-\$599,886	-\$954,000	(\$354,114)	-\$1,898,000	-\$416,442
Stormwater					
Expenditure	\$104,089	\$91,000	(\$13,089)	\$182,000	\$97,730
Revenue	\$0	\$0	\$0	\$0	\$0
Net cost of activity	\$104,089	\$91,000	(\$13,089)	\$182,000	\$97,730
Wastewater (Sewerage)					
Expenditure	\$330,394	\$330,000	(\$394)	\$660,000	\$277,822
Revenue	\$19,549	\$37,500	(\$17,951)	\$75,000	\$34,941
Net cost of activity	\$310,845	\$292,500	(\$18,345)	\$585,000	\$242,881
Solid Waste					
Expenditure	\$465,156	\$497,348	\$32,192	\$1,000,000	\$525,997
Revenue	\$93,720	\$59,000	\$34,720	\$118,000	\$68,025
Net cost of activity	\$371,436	\$438,348	\$66,912	\$882,000	\$457,972
Water Supply					
Expenditure	\$630,837	\$624,010	(\$6,828)	\$1,224,000	\$632,671
Revenue	\$216,358	\$242,500	(\$26,142)	\$485,000	\$200,410
Net cost of activity	\$414,479	\$381,510	(\$32,970)	\$739,000	\$432,261
Total Activity Expenditure	\$9,000,031	\$7,899,529	(\$1,100,502)	\$15,343,000	\$7,773,237
Total Activity Revenue	\$5,118,599	\$4,467,975	\$650,624	\$8,410,000	\$4,061,025
Net Cost of Activities	\$3,881,432	\$3,431,554	(\$449,878)	\$6,933,000	\$3,712,212

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CAPITAL EXPENDITURE SUMMARY BY ACTIVITY AS AT 31 DECEMBER 2022

Grant funded

Council Activity	Project Description	2022/23 Annual Plan Budget (a)	Carry-forwards and adjustments	Total Funds Available (a + b)	2022/23 Actual Expenditure YTD	Projected year end forecast	2022/23 Projected under/(over) spend	Project Completion %	Expected Project Completion Date	Status of each Project
GROWTH - to meet additional demand										
Economy	Proposed Council subdivision	1,025,000	1,193,975	2,218,975	475	2,218,975	0	5%	By 30 June 2023	Agreements for sale and purchase have been executed, and council has approved the purchase. Waiting on resource consent for the required boundary adjustment, expected to be February 2023, with partial settlement (\$1.6m) 10 working days thereafter, the balance (\$535,000) to be paid on issue of new titles, anticipated to be April 2023.
Parks and Reserves - Cemetery	Additional land purchase	0	0	0	500,000	500,000	(500,000)	100%	Complete	The additional land purchase has been funded from the asset sales proceeds reserve.
Total Growth Expenditure		1,025,000	1,193,975	2,218,975	500,475	2,718,975	(500,000)			
LEVEL OF SERVICE - to improve the level of service on an existing asset or provide an additional asset to increase a service level										
Roading	Brecon Road Extension	257,700	0	257,700	0	50,000	207,700	0%	By 30 June 2023	Funding approved by Better Off Funding package. Council will develop an Expression of Interest for the development on a business case for NZTA Waka Kotahi.
Roading	Road to Zero	0	917,381	917,381	492,225	917,381	0	54%	By 30 June 2023	Some projects have rolled over into this financial year - including the Stratford High School safety project.
Roading	Transport Choices	0	0	0	11,560	750,000	(750,000)	2%	By 30 June 2023	This is Council funded until the funding agreement is signed with Waka Kotahi then an 80% FAR will apply.
Roading	Walking and Cycling Strategy - footpath improvements	140,400	136,500	276,900	78,031	276,900	0	28%	By 30 June 2023	This is for the upgrade to the southern footpath on Fenton Street between Swansea Road and Cordelia Street. The old cycleway has been removed.
Stormwater	Reticulation Capacity Increase	139,700	70,672	210,372	0	210,372	0	55%	By 30 June 2023	Achilles and Miranda Street design complete, Achilles Street contract has been written and is going out for tender, easement to be obtained, Miranda Street Contract is being written.
Stormwater	Modelling	31,000	0	31,000	0	31,000	0	10%	By 30 June 2023	Consultant engaged and modelling work has commenced.
Stormwater	Safety improvements	121,400	117,370	238,770	903	238,770	0	15%	By 30 June 2023	Work required for rock armouring of a storm water culvert off Pembroke Road. Contractor engaged to undertake works on the outlet of a storm water detention pond in King Edward Park. Assessments of access to storm water infrastructure is occurring.
Wastewater	Reticulation capacity increase	155,200	67,381	222,581	9,805	222,581	0	10%	By 30 June 2023	Two wastewater model proposals are being evaluated.
Wastewater	Modelling	51,700	0	51,700	0	51,700	0	10%	By 30 June 2023	A supplier has been appointed and work will commence in January 2023.
Wastewater	Inflow and infiltration programme	155,200	142,719	297,919	1,391	297,919	0	10%	By 30 June 2023	The three year network investigation and pipelining contract has been awarded, network condition assessments due to commence during February.
Wastewater	Treatment plant upgrade	0	394,979	394,979	68,885	394,979	0	80%	By 30 June 2023	Diatomix dosing has commenced and agal sampling is ongoing.
Water Supply	Water meter upgrade - change existing to electronic meters	361,400	196,870	558,270	1,269	558,270	0	55%	By 30 June 2023	Procured water meters have been installed in Midhurst and Toko, more meters have been ordered for Stratford and manifold upgrades are to occur.
Water Supply	Electronic water reading software	0	51,500	51,500	1,605	51,500	0	75%	By 30 June 2023	Software and data incorporation is due to be trialled when meter installation is complete.
Water Supply	Raw water delivery line	2,000,000	0	2,000,000	1,560	2,000,000	0	20%	By 30 June 2023	Final design is being independently reviewed prior to contract writing and initiating the tender process.
Water Supply	Raw water analyser	95,000	0	95,000	0	95,000	0	30%	By 30 June 2023	Procurement of the associated equipment is progressing.

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Council Activity	Project Description	2022/23 Annual Plan Budget (a)	Carry-forwards and adjustments	Total Funds Available (a + b)	2022/23 Actual Expenditure YTD	Projected year end forecast	2022/23 Projected under/(over) spend	Project Completion %	Expected Project Completion Date	Status of each Project
Water Supply	Generator for treatment plant	105,000	0	105,000	0	105,000	0	15%	By 30 June 2023	Generator requirements and associated infrastructure for Stratford WTP are being investigated prior to procurement. Quotes being sought for the concrete foundation pad.
Water Supply	Street work rider mains	301,700	0	301,700	0	301,700	0	50%	By 28 February 2023	Broadway renewal programmed for February. Craig Street renewal programmed for February.
Water Supply	Second trunkmain (Council funded)	486,450	0	486,450	0	0	486,450	0%	Completed	Not required
Water Supply	Second trunkmain	1,024,650	0	1,024,650	659,435	659,435	365,215	100%	Completed	The project has been completed, and is now under the defects liability period.
Parks and Reserves	Broadway Roundabout Gardens upgrade	0	60,000	60,000	0	60,000	0	0%	By 30 June 2023	Awaiting completion of Broadway Town Centre Plans.
Parks and Reserves	Walkway development	10,000	0	10,000	10,562	12,000	(2,000)	95%	By 28 February 2023	This budget is to install a 50 metre concrete path behind the TET stadium towards the Dell. 45 metres have been installed to date.
Parks and Reserves	Skate Park upgrade - Victoria Park	0	0	0	14,088	150,000	(150,000)	20%	By 30 June 2023	The skate bowl was a health and safety risk, so has been removed. A design concept proposal will be advertised before 20 February 2023 to determine the replacement of a skate bowl and to improve the facility overall. This project is fully funded through the Better Off Funding package.
Parks and Reserves	Victoria Park drainage	60,000	0	60,000	0	140,000	(80,000)	10%	By 30 April 2023	Tenders have been evaluated, a preferred supplier has been identified, and now going through the procurement process for acceptance. Work is programmed for March / April 2023. The extra costs will be funded through the Better Off Funding package.
Parks and Reserves	Park development	6,400	0	6,400	2,154	6,400	0	30%	By 30 June 2023	The lime chip path at the pump track has been installed, and planting is underway.
Parks and Reserves	Trees of Significance - Walkway	0	5,000	5,000	0	5,000	0	0%	By 30 June 2023	Waiting for iwi confirmation on signage.
Parks and Reserves - Cemetery	Koputama cemetery entrance upgrade	76,800	0	76,800	0	76,800	0	0%	By 30 June 2023	Working with Community Services Department on design concept.
Swimming Pool	Pool development	3,410,000	0	3,410,000	1,432,676	3,000,000	410,000	95%	By 30 June 2023	The pool is now operational, and was officially opened in October 2022, and minor defects works and IT enhancements are now underway. The total cost of the project to date is \$20.6m, and with the final works yet to be completed on the facility, this leaves an underspend of just over \$1m, (on the total project budget of \$22m) which will be used for the outdoor area next to the pool. A proposal for the design of this area will be advertised in January 2023, which will then determine the features that will be constructed, to complete the facility and surrounding area. \$1.4m this year is funded from the Provincial Growth Fund and the balance is funded by Council.
Civic Amenities	Stratford 2035	520,000	459,056	979,056	0	979,056	0	5%	By 30 June 2023	Concept plans have been drafted and were initially presented at the A and P Show, for early engagement and feedback with the community. A project team will be established to incorporate wider development and activity associated with external funding i.e. Better Off and Transport Choices Funding, to ensure Council maximise opportunities around these budgets.
Civic Amenities	WMC - kitchen and cabinetry upgrade	0	12,481	12,481	8,465	8,465	4,016	100%	Completed	
Civic Amenities	WMC - appliance upgrade	0	5,164	5,164	4,389	4,389	775	100%	Completed	
Civic Amenities	TET Stadium improvements	51,300	0	51,300	10,886	51,300	0	20%	By 30 June 2023	The emergency lighting and floor design contract has been awarded and work is underway.

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Council Activity	Project Description	2022/23 Annual Plan Budget (a)	Carry-forwards and adjustments	Total Funds Available (a + b)	2022/23 Actual Expenditure YTD	Projected year end forecast	2022/23 Projected under/(over) spend	Project Completion %	Expected Project Completion Date	Status of each Project
Farm	Water lines and trough upgrade	12,300	0	12,300	8,492	12,300	0	70%	By 31 March 2023	Sharemilker has mapped out where troughs are to go and installation has commenced.
Farm	Landscaping / riparian planting	3,500	0	3,500	0	3,500	0	10%	By 30 June 2023	Planting will commence in May 2023.
Total Level of Service Expenditure		9,576,800	2,637,073	12,213,873	2,818,381	11,721,717	492,156			
REPLACEMENTS - replaces an existing asset with the same level of service provided										
Roading - Financially assisted NZTA	Unsealed Road metalling (includes forestry roads)	780,000	60,000	840,000	454,079	700,000	140,000	65%	By 30 June 2023	Funding reduced to pay for the rehabilitation programme
Roading - Financially assisted NZTA	Sealed Road resurfacing	890,000	3,034	893,034	109,880	893,034	0	12%	By 30 June 2023	Two sites resealed prior to Christmas. The remaining funds are P&G items associated with the contract.
Roading - Financially assisted NZTA	Drainage Renewals	700,000	0	700,000	421,270	700,000	0	43%	By 30 June 2023	Kerb and channel replacement on Swansea Road, Elsinore Street and Surrey Street.
Roading - Financially assisted NZTA	Pavement Rehabilitation	750,000	0	750,000	506,784	890,000	(140,000)	57%	By 30 June 2023	Opunake Rd/Palmer Rd completed. Seyton St completed. Monmouth Rd commenced 9 January. Flint Road due to start in March.
Roading - Financially assisted NZTA	Structure Components Replacement	941,500	(294,500)	647,000	59,645	647,000	0	9%	By 30 June 2023	Sites still to be confirmed with consultants.
Roading - Financially assisted NZTA	Traffic Services Renewals	75,275	37,725	113,000	44,987	113,000	0	38%	By 30 June 2023	Works will be less than what is required due to limited budget against increased costs.
Roading - Financially assisted NZTA	Footpath renewals	170,000	0	170,000	0	170,000	0	0%	By 30 June 2023	Work has commenced on Elsinore Street and Surrey Street.
Roading - Financially assisted NZTA	Low cost low risk safety	855,000	(333,858)	521,142	82,691	521,142	0	16%	By 30 June 2023	Beaconsfield Road improvements, and Dunn's Bridge re-alignment
Roading - Financially assisted NZTA	Sealed Road resurfacing-Special purpose	60,000	54,000	114,000	4,246	175,000	(61,000)	2%	By 30 June 2023	Pembroke Road reseals programmed for early 2023. Have brought forward 2023/24 allocation of funding, to do as one contract.
Roading - Financially assisted NZTA	Unsealed Road resurfacing-Special purpose	0	10,000	10,000	0	10,000	0	0%	By 30 June 2023	Approved allocation from Waka Kotahi - special purpose roads include parts of Manaia and Pembroke Rd within Taranaki Maunga area (100% funded by Waka Kotahi).
Roading - Financially assisted NZTA	Drainage renewals-Special purpose	0	10,000	10,000	0	10,000	0	0%	By 30 June 2023	Approved allocation from Waka Kotahi - special purpose roads include parts of Manaia and Pembroke Rd within Taranaki Maunga area (100% funded by Waka Kotahi).
Roading - Financially assisted NZTA	Traffic services renewals-Special purpose	0	5,000	5,000	3,352	5,000	0	67%	By 30 June 2023	Installation of sight rails (long white wooden safety reflectors on side of road)
Roading - Financially assisted NZTA	Low cost low risk safety - Special purpose roads	20,000	19,695	39,695	0	60,000	(20,305)	0%	By 30 June 2023	Safety improvements by Dawson Falls carpark. Survey and design before liaising with Ngaruahine and DOC. The 2023/24 funding will also be brought forward for the one bigger project.
Solid Waste	Transfer Station - Building renewals	10,300	0	10,300	4,260	10,300	0	30%	By 30 June 2023	Works programmed for February.
Stormwater	Reticulation Renewals	55,000	46,983	101,983	0	101,983	0	10%	By 30 June 2023	Achilles and Miranda Street design complete, Achilles Street contract has been written and is going out for tender, easement to be obtained, Miranda Street Contract is being written.
Wastewater	Step / aerate treatment renewals	31,000	19,800	50,800	24,349	50,800	0	50%	By 30 June 2023	This is an ongoing programme of works as required.
Wastewater	Bulk discharge	31,000	0	31,000	0	31,000	0	10%	By 30 June 2023	Works planned to remediate areas around the pump station that eroded during heavy rain; subsequently exposing power and camera cables.
Wastewater	Infiltration renewals	189,400	155,586	344,986	18,060	344,986	0	10%	By 30 June 2023	The three year network investigation and pipelining contract has been awarded, network condition assessments due to commence during February.
Water Supply	Laterals	31,600	30,600	62,200	0	62,200	0	0%	By 30 June 2023	Ongoing programme of works
Water Supply	Stratford street work rider mains	263,900	105,000	368,900	338,533	368,900	0	50%	By 28 February 2023	Broadway renewal programmed for February. Craig Street renewal programmed for February.

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Council Activity	Project Description	2022/23 Annual Plan Budget (a)	Carry-forwards and adjustments	Total Funds Available (a + b)	2022/23 Actual Expenditure YTD	Projected year end forecast	2022/23 Projected under/(over) spend	Project Completion %	Expected Project Completion Date	Status of each Project
Water Supply	Infrastructural general - Stratford	25,800	0	25,800	0	25,800	0	15%	By 28 February 2023	Waterline under a stream at Biron Place is programmed for February.
Water Supply	Infrastructural general - Midhirst	3,100	3,000	6,100	0	3,000	3,100	0%	By 30 June 2023	Ongoing as required.
Water Supply	Toko bore	134,500	0	134,500	0	134,500	0	2%	By 30 June 2023	Ongoing as required.
Water Supply	Reservoir overflow to pond	77,600	0	77,600	0	77,600	0	10%	By 30 June 2023	Scope of works has been written and electrical engineers have inspected the existing Council owned submersible pump.
Water Supply	Pipe bridges	103,500	0	103,500	0	103,500	0	75%	By 30 June 2023	Patea River pipe bridge is being replaced, the Hunt Road pipe bridge has been upgraded.
Water Supply	Infrastructural general - Toko	1,600	0	1,600	0	1,600	0	0%	By 30 June 2023	Ongoing as required
Water Supply	Stratford reservoir	30,000	15,536	45,536	0	45,536	0	0%	By 30 June 2023	Cleaning requirement to be assessed.
Water Supply	Midhirst reservoir	15,000	15,000	30,000	0	30,000	0	0%	By 30 June 2023	Cleaning requirement to be assessed.
Water Supply	Toko reservoir	5,000	1,500	6,500	0	0	6,500	100%	Completed	Reservoir cleaned by Council staff using Council equipment.
Water Supply	Membranes	150,000	0	150,000	0	150,000	0	0%	By 30 June 2023	Membranes procurement ongoing. Discussions with the supplier have indicated that none may be available this financial year.
Water Supply	Meter replacements	51,700	6,050	57,750	0	57,750	0	50%	By 30 June 2023	Procured water meters have been installed in Midhirst and Toko and more have been ordered for Stratford.
Water Supply	Midhirst resource consent	103,500	93,540	197,040	0	197,040	0	10%	By 30 June 2023	Iwi are providing assessment reports to determine the need for a cultural impact assessment.
Water Supply	Hydrants	15,300	14,800	30,100	21,939	30,100	0	0%	By 30 June 2023	Work ongoing as required.
Parks and Reserves	Replace septic tank - Whangamnomona Camp Ground	0	45,699	45,699	16,014	45,699	0	30%	By 30 April 2023	A concept design has been agreed upon, and contractors are providing a more detailed scope of works.
Civic Amenities	WMC - replace furniture	3,200	0	3,200	0	3,200	0	0%	By 30 June 2023	Ongoing
Civic Amenities	Storage shed	0	26,699	26,699	24,341	24,341	2,358	100%	Completed	
Civic Amenities	Demolish Bell Tower	0	0	0	4,300	10,000	(10,000)	0%	By 28 February 2023	Planting completed, sealing of carpark left to do.
Farm	House - hot water cylinder	0	0	0	11,148	11,148	(11,148)	100%	Completed	The hot water cylinder required replacing urgently due to it failing.
Miranda Street Office	Furniture Replacement	3,200	0	3,200	3,278	3,278	(78)	100%	Completed	
Corporate	Computers/Peripherals/ Software	162,000	50,875	212,875	145,570	212,875	0	0%	By 30 June 2023	Ongoing
Corporate	Vehicle Replacement (after trade in)	39,500	0	39,500	0	39,500	0	0%	By 30 June 2023	Replacement programme currently being reviewed
Corporate	Miscellaneous	20,000	0	20,000	0	20,000	0	0%	By 30 June 2023	As required
Total Replacement Expenditure		6,798,475	201,764	7,000,239	2,298,726	7,090,812	(90,573)			
TOTAL EXPENDITURE		\$17,400,275	\$4,032,812	\$21,433,087	\$5,617,582	\$21,531,504	-\$98,417			

LIABILITIES AND INVESTMENTS STATEMENT AS AT 31 DECEMBER 2022					
Public Debt Statement					
Lender	Amount	Interest Rate	Term (Years)	Date Drawn	Maturity Date
LGFA	\$ 1,000,000	1.55%	3	7/04/2020	15/04/2023
LGFA	\$ 1,500,000	3.47%	5	24/05/2018	24/05/2023
LGFA	\$ 1,000,000	4.12%	1	12/08/2022	15/08/2023
LGFA	\$ 1,000,000	1.14%	3	19/04/2021	15/04/2024
LGFA	\$ 2,000,000	2.53%	5	10/05/2019	10/05/2024
LGFA	\$ 2,000,000	3.38%	7	27/08/2018	15/04/2025
LGFA	\$ 4,000,000	4.22%	3	12/08/2022	15/04/2025
LGFA - A&P	\$ 3,700,000	1.04%	5	21/12/2020	21/12/2025
LGFA	\$ 1,000,000	1.67%	5	19/04/2021	15/04/2026
LGFA	\$ 1,000,000	2.02%	6	7/04/2020	15/04/2026
LGFA	\$ 1,000,000	1.38%	7	11/05/2020	15/04/2027
LGFA	\$ 2,000,000	4.17%	5	14/04/2022	15/04/2027
LGFA	\$ 1,500,000	3.65%	9	27/08/2018	15/04/2027
LGFA	\$ 1,000,000	2.12%	7	19/04/2021	15/05/2028
LGFA	\$ 1,000,000	4.23%	6	12/08/2022	15/05/2028
LGFA	\$ 2,000,000	4.26%	6	14/04/2022	15/05/2028
LGFA	\$ 2,000,000	4.30%	9	14/04/2022	15/05/2031
LGFA - A&P	\$ 3,500,000	1.87%	12	21/12/2020	21/12/2032
	\$ 32,200,000	2.90%			
Internal Debt Register					
Activity	Amount	Start Date	Term	Interest Rate	Details
Water Supply	\$ 1,270,795	2013	N/a	2.90%	Water treatment plant
Farm	\$ 1,865,286	2016	N/a	2.90%	As at 1 July 2022
Committed Cash Facilities					
Lender	Facility Value	Outstanding	Rate		
TSB Bank	\$ 1,000,000	\$ -	BKBM* + 3%		
	\$ 1,000,000				
Investment Statement					
Investee	Amount	Interest Rate	Term (Days)	Start	End
Westpac	\$ 2,000,000	3.84%	122	9/09/2022	9/01/2023
Westpac	\$ 1,000,000	4.05%	60	12/12/2022	10/02/2023
Westpac	\$ 1,000,000	4.47%	99	30/11/2022	9/03/2023
Westpac	\$ 2,000,000	4.76%	120	12/12/2022	11/04/2023
A&P Association	\$ 3,680,000	1.29%	1826	22/12/2020	22/12/2025
A&P Association	\$ 3,500,000	2.12%	4383	22/12/2020	22/12/2032
	\$ 13,180,000	2.87%			
LGFA	\$ 16,000	1.15%	1103	7/04/2020	15/04/2023
LGFA	\$ 24,000	3.06%	1826	24/05/2018	24/05/2023
LGFA	\$ 25,000	3.72%	368	12/08/2022	15/08/2023
LGFA	\$ 25,000	0.74%	1092	19/04/2021	15/04/2024
LGFA	\$ 32,000	2.13%	1827	10/05/2019	10/05/2024
LGFA	\$ 32,000	2.98%	2423	27/08/2018	15/04/2025
LGFA	\$ 100,000	3.82%	977	12/08/2022	15/04/2025
LGFA	\$ 92,500	0.64%	1826	21/12/2020	21/12/2025
LGFA	\$ 25,000	1.27%	1822	19/04/2021	15/04/2026
LGFA	\$ 16,000	1.62%	2199	7/04/2020	15/04/2026
LGFA	\$ 16,000	0.98%	2530	11/05/2020	15/04/2027
LGFA	\$ 24,000	3.25%	3153	27/08/2018	15/04/2027
LGFA	\$ 50,000	3.82%	1827	14/04/2022	15/04/2027
LGFA	\$ 50,000	3.91%	2223	14/04/2022	15/05/2028
LGFA	\$ 25,000	1.72%	2583	19/04/2021	15/05/2028
LGFA	\$ 25,000	3.83%	2103	12/08/2022	15/05/2028
LGFA	\$ 50,000	3.95%	3318	14/04/2022	15/05/2031
LGFA	\$ 87,500	1.47%	4383	21/12/2020	21/12/2032
	\$ 715,000	2.53%			
Shareholdings Statement					
	No. of Shares	Share Price	Value of Shares		
Fonterra	158,716	\$ 2.60	\$ 412,662		
Ravensdown	21,820	\$ 1.00	\$ 21,820		
Civic Financial	65,608	\$ 0.99	\$ 64,952		
			\$ 499,434		
Other Investments					
	Date Drawn	Amount	Interest Rate	Details	
Vendor loan to EBS Trust	2020	\$ 190,000	Nil	Repayable July 2023	

*BKBM - The Bank Bill Market Rate is a short term interest rate, as at 11 Jan 2023, the BKBM was 4.86%.

CASHFLOW FORECAST FOR THE YEAR ENDED DECEMBER 2023

		Actual													
	Dec-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	12 Month
OPENING BALANCE	1,899,968	1,899,968	711,692	911,817	2,955,217	2,258,217	427,164	1,895,859	936,959	893,959	2,687,359	1,460,359	214,306	1,889,306	711,692
Rates	540,000	314,357	380,000	3,150,000	500,000	500,000	3,000,000	500,000	450,000	3,500,000	500,000	500,000	3,500,000	320,000	16,800,000
NZTA Refunds	597,470	597,470	417,182	490,000	840,000	800,000	350,000	270,000	172,000	750,000	600,000	650,000	275,000	600,000	6,214,182
Fees and Charges	400,000	222,500	250,000	350,000	415,000	250,000	350,000	400,000	315,000	300,000	300,000	400,000	500,000	250,000	4,080,000
Sale of Assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Interest Revenue	1 45,000	72,481	30,000	30,000	73,000	30,000	30,000	73,000	30,000	30,000	73,000	30,000	30,000	73,000	532,000
PGF Funding - pool	2 -	-	-	1,610,000	-	-	-	-	-	-	-	-	-	-	1,610,000
Other Revenue	3 391,000	275,425	238,625	-	-	-	-	-	-	-	-	-	-	-	238,625
Total Cash In	1,973,470	1,482,233	1,315,807	5,630,000	1,828,000	1,580,000	3,730,000	1,243,000	967,000	4,580,000	1,473,000	1,580,000	4,305,000	1,243,000	29,474,807
Salaries and Wages / Elected Members	450,000	468,787	470,000	566,000	450,000	450,000	566,000	450,000	450,000	566,000	500,000	500,000	560,000	470,000	5,998,000
Payments to Suppliers - Operating	650,000	629,054	800,000	600,000	700,000	700,000	700,000	700,000	700,000	700,000	700,000	700,000	700,000	700,000	8,400,000
Major contract payments	1,400,000	1,520,703	1,400,000	2,400,000	1,500,000	2,035,000	1,500,000	1,000,000	1,200,000	1,500,000	1,200,000	1,400,000	1,200,000	1,200,000	17,535,000
Interest Expense	51,965	51,965	-	20,600	-	226,053	168,669	51,900	-	20,600	-	226,053	170,000	-	883,875
GST Paid / (Received)	-	-	445,682	-	(125,000)	-	(673,364)	-	(340,000)	-	300,000	-	-	500,000	107,318
Total Cash Out	2,551,965	2,670,509	3,115,682	3,586,600	2,525,000	3,411,053	2,261,305	2,201,900	2,010,000	2,786,600	2,700,000	2,826,053	2,630,000	2,870,000	32,924,193
(Increase)/Reduce Financial Investments	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Borrowing /(Repaying) Loans	-	-	2,000,000	-	-	-	-	-	1,000,000	-	-	-	-	-	3,000,000
CLOSING BALANCE	1,321,473	711,692	911,817	2,955,217	2,258,217	427,164	1,895,859	936,959	893,959	2,687,359	1,460,359	214,306	1,889,306	262,306	262,306
Net Debt	19,020,000	19,020,000	21,020,000	21,020,000	21,020,000	21,020,000	21,020,000	21,020,000	22,020,000	22,020,000	22,020,000	22,020,000	22,020,000	22,020,000	22,020,000
Gross Debt	32,200,000	32,200,000	34,200,000	34,200,000	34,200,000	34,200,000	34,200,000	34,200,000	35,200,000	35,200,000	35,200,000	35,200,000	35,200,000	35,200,000	35,200,000
Investments - Term Deposits	6,000,000	6,000,000	6,000,000	6,000,000	6,000,000	6,000,000	6,000,000	6,000,000	6,000,000	6,000,000	6,000,000	6,000,000	6,000,000	6,000,000	6,000,000
Investments - A & P Loan	7,180,000	7,180,000	7,180,000	7,180,000	7,180,000	7,180,000	7,180,000	7,180,000	7,180,000	7,180,000	7,180,000	7,180,000	7,180,000	7,180,000	7,180,000

Notes re Cashflow Forecast:

1. A&P Interest on Loan due every quarter
2. Ministry for Business Innovation and Employment funding for the pool was due in December 2022.
3. Crown Infrastructure Partnerships - three waters funding

Outstanding Debtors as at 31 December 2022

Category	Total Outstanding	Overdue > 3 months	Notes relating to outstanding balances
Rates	\$368,958	\$61,124	The overdue balance for rates debtors is what is owed for previous financial years. All outstanding rates are charged a 10% penalty on what is outstanding at the end of each quarter. Advice has been sent to bank for collection of some overdue accounts, one is with the solicitors for a property rating sale.
Transfer Station	\$1,045	\$0	
Cemeteries	\$32,615	\$14,895	Overdues relate to 13 debtors, of which all have payment arrangements with council. One that has an arrangement with Impact is being followed up as they no longer collect on our behalf.
Rental Properties	\$6,390	\$1,208	One property is on a monthly payment arrangement. Another debtor is being pursued.
Pensioner Housing	-\$4,690	\$0	
Planning and Regulatory	\$11,651	\$7,306	This relates to 7 debtors, that are all with debt collectors. Four of these may need to be written off, due to the length of time outstanding - and relate to invoices issued to exacerbators, on-charge of costs Council has incurred on their behalf e.g. removal of rubbish, towing of vehicle etc.
Facility Hire	\$4,312	\$0	
Sundry Debtors	\$1,906,021	\$2,402	Largely relates to Govt funding invoiced but not yet received. Overdue debtors are actively being pursued by debt collectors. One account is in a payment arrangement.
Legal Fees	\$6,220	\$6,220	Charged for services in connection with outstanding rates. These fees are expected to be recovered via legal proceedings eg. Rating sale. The fees date back to November 2019.
Targeted Rates after Strike	\$469	\$469	Services added after 1 July 2022 via debtor invoice. Due 30 June 2023. Outstanding amount is one debtor, that has been contacted and disputing.
Debtors Accruals	\$277,509	\$0	
Debtors Control	\$0	\$0	
Private Works	\$1,643	\$0	
NZTA	\$417,182	\$0	
Swimming Pool	\$9,230	\$0	
Resource Consents	\$26,103	\$900	One debtor is being pursued by regulatory team.
Building Consent Applications	\$23,041	\$0	One debtor written to, given notice to be sent to Debt Management Central.
Building Control - Other	\$1,585	\$600	One debtor is being pursued by regulatory team.
Infringements	\$66,556	\$66,556	All debtors are overdue and with the Ministry of Justice for collection. Largely, outstanding dog registrations.
Wastewater Discharge	\$7,242	\$1,802	One debtor has been contacted, awaiting payment.
Water Billing	\$31,419	\$10,957	A number of properties are being investigated for leaks. One property is being sent to first mortgagee.
TOTAL	\$3,194,500	\$174,439	



TE KAUNIHERA Ā ROHE O
WHAKAAHURANGI
STRATFORD
DISTRICT COUNCIL

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.