



Our reference
F19/13/03-D21/26182

6 March 2024

Ordinary Meeting of Council

Notice is hereby given that the Ordinary Meeting of Council will be held in the **Council Chambers, Stratford District Council, 63 Miranda Street, Stratford** on **Tuesday 12 March 2024** beginning at **3.30pm**.

Timetable for 12 March 2024 as follows:

2.00pm	Workshop <ul style="list-style-type: none">- Housing for Older Persons- Consultation Document – Sample Rates
3.00pm	Public Forum <ul style="list-style-type: none">- Taranaki Synthetic Turf Trust
3.15pm	Afternoon Tea for Councillors
3.30pm	Ordinary Meeting of Council

Yours faithfully

Sven Hanne
Chief Executive

2024 - Agenda - Ordinary - March

12 March 2024 03:30 PM



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AGENDA

Ordinary Meeting of Council



F22/55/05 – D24/7821

Date: 12 March 2024 at 3.30 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 Ordinary and Extraordinary Council meetings.

6. **Confirmation of Minutes**

- 6.1 **Ordinary Meeting of Council – 13 February 2024**
D24/5858 Page 9

Recommendation

THAT the minutes of the Ordinary Meeting of Council held on Tuesday 13 February 2024 be confirmed as a true and accurate record.

/
Moved/Seconded

- 6.2 **Policy and Services Committee – 27 February 2024 (Hearing)**
D24/7502 Page 27

Recommendations

- 1. THAT the unconfirmed minutes of the Policy and Services Committee meeting, to hear and consider submissions to the Draft Easter Sunday Shop Trading Policy, held on Tuesday 27 February 2024 be received.
- 2. THAT the recommendations in the minutes of the Policy and Services Committee meeting, to hear and consider submissions to the Draft Easter Sunday Shop Trading Policy, held on Tuesday 27 February 2024 be adopted.

/
Moved/Seconded

6.3 **Policy and Services Committee – 27 February 2024**
D24/7501 Page 31

Recommendations

1. THAT the unconfirmed minutes of the Policy and Services Committee meeting held on Tuesday 27 February 2024 be received.
2. THAT the recommendations in the minutes of the Policy and Services Committee meeting held on Tuesday 27 February 2024 be adopted.

/
Moved/Seconded

6.4 **Regional Transport Committee – Thursday 8 February 2024**
Page 47

Recommendation

THAT the unconfirmed minutes of the Regional Transport Committee held on Thursday 8 February 2024 be received.

/
Moved/Seconded

7. **District Mayor's Report**
D24/8331 Page 51

Recommendation

THAT the report be received.

/
Moved/Seconded

8. **Decision Report – Proposed Road Closures of Toko Road for a Car Club Event – 14 April 2024**
D24/6363 Page 58

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, the Stratford District Council approves the closure of:
 - Toko Road from its intersection with Raupuha Road (RP4.6) to the end of the road (RP10.3) on Sunday 14 April 2024 between the hours of 6.00am to 6.00pm

for the Taranaki Car Club to host a motorsport event, subject to no objections being received.

Recommended Reason

For the Taranaki Car Club to host a Bent Sprint motorsport event, it is necessary to close Toko Road for safety reasons, for the participants and for any spectators. The proposed road closure requires formal endorsement by a Council resolution. This event was held last year on 4 March 2023 and by all accounts it was a very successful event with entrants coming from across the country to participate. The organisers anticipate a similar number of entrants for this year's event.

/
Moved/Seconded

9. Public Forum Response

Speaker: Lloyd Morgan and Hugh Barnes
Topic: Taranaki Synthetic Turf Trust

10. Questions

11. Closing Karakia
D21/40748 Page 80



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 2024 Ordinary and Extraordinary Council meetings.

Date	13/02/24	12/03/24	9/04/24	14/05/24	11/06/24	9/07/24	13/08/24	10/09/24	8/10/24	12/11/24	10/12/24
Meeting	O	O	O	O	O	O	O	O	O	O	O
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	
O	Ordinary Meeting
E	Extraordinary Meeting
EM	Emergency Meeting
✓	Attended
A	Apology/Leave of Absence
AB	Absent
S	Sick
(AV)	Meeting held, or attended by, by Audio Visual Link

MINUTES

Ordinary



F22/55/05 – D24/5858

Date: Tuesday 13 February 2024 at 3.30 PM
Venue: Council Chambers, Stratford District Council, 63 Miranda Street, Stratford

Present

The District Mayor N C Volzke (the Chairman), the Deputy Mayor – M McKay, Councillors: S J Beck, G W Boyde, A M C Dudley (*part meeting*), J M S Erwood, A K Harris, E E Hall, V R Jones, W J Sandford, C M Tongaawhikau and M J Watt.

In attendance

The Chief Executive – Mr S Hanne, the Director – Assets Mrs V Araba, the Director – Corporate Services – Mrs T Radich, the Director – Environmental Services – Mr B Sutherland, the Director – Community Services – Ms K Whareaitu, the Committee Advisor and Executive Assistant – Mrs E Bishop, the Team Leader – Library & Visitor Information – Mrs B Roper (*part meeting*), the Communications Manager – Ms G Gibson (*part meeting*), the Corporate Accountant – Mrs C Craig (*part meeting*), the Acting Community Development Manager – Mrs A Kingston (*part meeting*), the Aquatic Services Team Leader – Mr R Naicker (*part meeting*), the Rooding Asset Manager – Mr S Bowden (*part meeting*), two members of the public (*part meeting*) and one member of the media (Stratford Press)

Via audio/visual link – the Communications Advisor – Mrs S Clarkson (part meeting)

1. Welcome

The District Mayor welcomed Elected Members, members of the public, staff and the media to the meeting.

1.1 Opening Karakia D21/40748 Page 8

The opening karakia was read.

1.2 Health and Safety Message D21/26210 Page 9

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

2. Apologies

There were no apologies received.

3. Announcements

The District Mayor noted the Te Keke Ngahuru Ki Te Awa Tupua – Te Awa Tupua Strategy had been handed out to all councillors. He asked that everyone takes the time to read this and if there were any questions to let him know.

4. Declarations of Members Interest

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

Councillor Boyde – Item 9 – Approve Draft Financial Budgets for Long Term Plan (Hockey Turf Reserve)

Councillor Erwood – Item 9 – Approve Draft Financial Budgets for Long Term Plan (Central Taranaki Safe Community Trust)

5. Attendance Schedule

The attendance schedule for Ordinary and Extraordinary Council meetings was attached.

6. Confirmation of Minutes

6.1 **Ordinary Meeting of Council – 12 December 2023**
D23/50109 Page 11

Recommendation

THAT the minutes of the Ordinary Meeting of Council held on Tuesday 12 December 2023 be confirmed as a true and accurate record.

HALL/JONES
Carried
CL/24/1

6.1.1 Public Forum Notes
D23/49712 Page 22

The notes from the Public Forum held on Tuesday 12 December 2023 were attached for Council's information.

The Roading Asset Manager joined the meeting at 3.34pm.

6.2 **Policy and Services Committee – 23 January 2024**
D24/4505 Page 24

Recommendations

1. THAT the unconfirmed minutes of the Policy and Services Committee meeting held on Tuesday 23 January and Tuesday 30 January 2024 be received.
2. THAT the recommendations in the minutes of the Policy and Services Committee meeting held on Tuesday 23 January 2024 and Tuesday 30 January 2024, *excluding P&S/24/22 (item 15 Fees and Charges), P&S/24/30 (item 17 LTP Capital Projects)*, be adopted.

ERWOOD/McKAY
Carried
CL/24/2

McKAY/BOYDE
Carried
CL/24/3

Item 15 (Fees and Charges) and item 17 (LTP Capital Projects) recommendations were excluded to allow for further discussion and amendments.

6.2.1 Updated – Housing for Older Persons
D23/25127 Page 52

Updated policy for council's information.

6.2.2 Updated – Revenue and Financing Policy
D24/50 Page 55

It was noted on page 59, Civic Amenities, as the asset is not depreciated the wording will be amended to *'therefore the asset depreciation is not funded'*.

6.2.3 Updated – Fees and Charges
D23/1515 Page 65

- The Director – Community Services noted that officers have sought comparison fees from other facilities as requested. They were \$120 per hour or \$75 per hour plus gst for private use compared to Stratford's current charge of \$600. The charges for the swim club were currently noted as to be confirmed in the schedule and the proposal was that a 50% discount be applied for private hire per lane and the full facility hire for swim events with no pool entry charge.
- Councillor Boyde noted he was happy to support this but noted his frustration in the timing of receiving this information. He noted the importance of encouraging as many people and groups as possible to use the facility and this would remove the perception of double dipping.
- Councillor Erwood support the proposal as a good incentive for use.
- Councillor Dudley supported the proposal as it was important to have the pool used as much as possible.
- Councillor Hall suggested an amendment to use the school group – swimming sports to be available twice per year to accommodate for other events within the school year. Councillor Sandford did not support this change as he felt this would result with fees that no one could understand again. Councillor Boyde did not support this amendment as he felt the facility was still really good value and was expensive to run.
- Councillor Dudley noted she had received feedback from a parent at Stratford Primary School as they were looking to do a slip n slide for their triathlon rather than a swim due to the expense. She noted the children were only in the pool for this event for a short time so she supported allowing two events per year. Councillor Harris noted this would be nice to do but felt the fees and charge stipulate swimming sports so a triathlon would fall outside of this. The Deputy Mayor suggested that the pool entry per student of \$2.50 would be a more appropriate mechanism for a short time frame Councillor Dudley noted that the way the charges are applied the school would have to hire the lanes and then pool entry on top. Ms Whareaitu clarified that the school had been charged \$176.50 for lane hire, which was \$3.36 per child, for the previous triathlon event.

Recommendation

THAT a 50% discount apply to:

Private Hire – Per Lane *and*
Full Pool Complex Exclusive Use

With no pool entry charged for these types of bookings for the Taranaki Swimming Club and Stratford Swimming Club.

ERWOOD/BOYDE
Carried
CL/24/4

Recommendation

THAT the proposed fees and charges for 2024/25 be approved to be released for public consultation with the Long Term Plan 2024-34 (LTP) Consultation document.

BOYDE/HALL
Carried
CL/24/5

6.2.4 Updated LTP Capital Projects
Page 80

Updated list of LTP Capital Projects

- The Deputy Mayor noted she had reviewed the capital projects again and would like to revisit some of these that did not feel 100% to her. The first was the lighting at the bike park. She would like to see this completely removed, she noted it was ideally to be a deterrent but it might not work and there would be on-going operation, maintenance and replacement costs.
- Councillor Jones noted he was happy to leave this in as the lights were security lights to boost the function of the cameras and would not be on all the time. He would question this project if they were to be operating 24 hours a day.
- It was clarified that the design for these had not been done yet. The purpose was that they would be security and would most likely be low level LED lights that would be on from sunset to sunrise but this was not set in stone. The Chief Executive noted that motion activated lights were not often used now.
- Councillor Dudley supported retaining this project. As the lighting was for security reasons and to deter vandalism she should the cost would be off set by the money saved on repairing vandalism.
- Councillor Harris supported removing the project. The assumption was that the lights would reveal the identities of offenders but she noted her assumption was they would just conceal their identity.
- Councillor Boyde noted there was already lighting installed at the park which he felt was sufficient.

Recommendation

THAT the Lighting at Bike Park (\$15,000)

BOYDE/HALL
Carried
7 for
CL/24/6

- The Deputy Mayor suggested that the continued walkway development be amended to every second year, removing Years 1, 3, 5, 7 and 9 and increasing Years 2, 4, 6, 8 and 10 to \$30,000 which would see a saving of \$50,000 across the full LTP.
- The Director – Assets noted it would be important to align this with the continued parks development to run the projects together. Combining the projects into one line was not an option as they are similar in nature but different areas of the park sand walkways and keeping them separate gave more flexibility on how the budget was allocated.

Recommendations

1. THAT the Continued Walkway Development be amended as follows:

Years 1, 3, 5, 7 and 9 be removed.

Years 2, 4, 6, 8 and 10 be increased to \$30,000

2. THAT the Continued Parks Development be amended as follows:

Years 1, 3, 5, 7 and 9 be removed.

Years 2, 4, 6, 8 and 10 be increased to \$20,000

McKAY/ERWOOD
Carried
CL/24/7

- Councillor Beck proposed the project replacing the old bricks at the Pioneer Cemetery be reduced to \$20,000 in year 2 as per previous discussions to only do the plaques. Councillor Dudley noted this was grant funded and if funding could not be obtained then only the plaques were going to be done. The Deputy Mayor noted her concern that grant funding was still using someone else's money and the project did not need to be done which was why councillors had felt the bricks were sufficient at this stage.

Recommendation

THAT the replace red brick monument wall with old bricks – Pioneer Cemetery be amended to 'Replace plaques on monument wall – Pioneer Cemetery' \$20,000 Year 2.

BECK/TONGAAWHIKAU
Carried
CL/24/8

- Councillor Hall suggested that the seating to the pump track area be changed from grant funding to loan funding. The pump track is a real asset to the community and is well used. Seating has been identified as a need by parents watching their children at the pump track and she was worried it would not happen if grant funding was not sourced.
- The Deputy Mayor agreed noting she had initially supported it being grant funded. She had visited the pump track and agreed seating was required to be able to watch the children.
- Councillor Sandford did not support the amendment as he stated this was a nice to have luxury item and did not believe the ratepayers should pay for it. Councillor Boyde agreed as there was already seating at the park, it was important to get back to basics and if it did not cost the ratepayers then it was ok.

Recommendation

THAT the seating to pump track project be amended to loan funding

HALL/McKAY
Lost
7 against
CL/24/9

- Councillor Sandford suggested removing the completion of the metal path at Kopuatama Cemetery. He felt this was an unnecessary expense as people walk through to look for graves and visit loved ones not to look at the river. Councillor Watt agreed it was not necessary.
- It was clarified this path would be used by hearses and service vehicles as well.

Recommendation

THAT completion of metal path at Kopuatama Cemetery be removed (\$50,000 Year 2)

SANDFORD/WATT
Carried
CL/24/10

- Councillor Sandford also noted he could not understand the garden planting and seat installation at Kopuatama Cemetery. Seating is a nice to have but not necessary as visitors won't sit 20 meters away from their loved ones they are visiting.
- Councillor Harris noted the OPEX impact was low for this project but noted that gardens are high impact operationally. Mrs Araba clarified that this depended on the type of gardens as hedging could be relatively low maintenance. She clarified this was not a renewal and was creating new gardens and Mrs Radich clarified the majority of this budget was for seating.
- The District Mayor noted that the rural women had donated a garden which had to be removed due to it becoming unidentifiable due to the state of neglect it was in.
-

Recommendation

THAT the garden planting and seat installation – Kopuatama Cemetery project be removed.

SANDFORD/BECK

Carried

CL/24/11

- It was clarified the lime chip completion at King Edward Park was a different project to the completion of replacing lime chip with concrete behind the netball courts and they were both scheduled for the same year to provide the opportunity to reuse the removed lime chip in the extension project if possible.
- Councillors gave approval for officers to place the \$200,000 Kopuatama Cemetery (new land concept plan) in the year that had the lowest rates increase (either 2029/30 or 2030/31).
- Councillor Jones suggested the on-site café – tea and coffee facilities (pool) be moved to 2028/29 to smooth the debt limits.
- Councillor Hall did not support this suggestions as following lengthy discussions on the on-site café the view remained that council should be looking at this. It was a compromise to push this to year 4 and if it was pushed out too far the opportunity to generate revenue would be missed. Councillor Dudley supported this view.
- Councillor Jones noted this project would be debated again at the next LTP but by moving it now it would smooth the debt limits. Councillor Beck supported this.

Recommendation

THAT the On-site café – Tea and Coffee facilities (Pool) be moved to 2028/29.

JONES/BOYDE

Carried

7 for (including casting vote)

6 against

CL/24/12

- Councillor Beck noted his desire to remove the walking and cycling budget completely or see it reduced substantially. The Roading Asset Manager noted this was for the physical work of shared use footpaths as well as education. The Connecting our Communities Strategy is about getting people on bikes and supporting them through educational programmes such as the bikes in schools, the second element is providing the facilities to allow bike use such as widening footpaths. The budget scheduled for this covers both elements and the council's contribution would be 37% of total costs.
- It was clarified that if this was removed it would not go in the NZTA application. Mr Bowden noted he could not predict how much would be approved by NZTA when developing the land transport programme but if it was submitted at a reduced level then that would be reflected in the budgets.
- Councillor Sandford felt council had rushed into doing a walking and cycling strategy. The community had spoken quite clearly that they felt it was a waste of money but the feedback did identify areas of town that did need work. He felt the budget should be reduced to a realistic amount.
- It was clarified that extra widening of footpaths being replaced could come out of the footpath renewal programme but it would reduce the meters of footpath renewal.
- Councillor Boyde noted the community had let him know they were not happy about this and he felt uncomfortable with the figure in the budget. There were areas around the school that will help but that times were tough and he would be proposing the budget be reduced to \$200,000 to do those safety improvements.
- Councillor Watt agreed that the majority of the public view had not wanted walking and cycling proposals. He did not want to approve any amount of money that could be used as cycleways under the guise that they were safety improvements.
- Mrs Araba noted there was a lot of confusion amongst councillors on the walking and cycling strategy versus Transport Choices. Council has a walking and cycling strategy which is different and has a

work programme to follow. Mr Hanne noted the importance of keeping the budget under this heading for funding applications.

- Councillor Hall noted this was a significant difference to the \$7.8 million budget that had been initially spoken about, this was about the safety of our roads, and the people who are using the roads and the footpaths to move about. She noted it was categorically untrue that everyone was against this as people had submitted in favour of it and she had been approached by people in support of it. In previous years there have been young people hit by vehicles and this project had talked about crossings that were going to solve some of those issues. She felt removing it would remove the opportunity to do this. She noted council had adopted the connecting our communities strategy and this budget was a way to achieve its goals. This budget isn't the last time council will see this project, this means it is on the table, that it is in front of Waka Kotahi to progress with the bits council wants to progress with. She urged councillors to consider these points before removing the budget.
- It was clarified that footpath renewals were subsidised at 63% but that this could not be increased as renewals only allowed for replacement of what is there. Renewals is funded by depreciation and walking and cycling is a level of service increase and would be loan funded.

The Aquatic Services Team Leader left the meeting at 4.39pm.

- Mr Bowden clarified that the initial project identified through the transport choices process for the primary school work was \$650,000 to \$700,000 so reducing this budget would see this work take three years to build.
- Councillor Tongaawhikau noted the health and safety aspects is a priority around our schools and in the community. He acknowledged it was a lot of money but not at the expense of the safety of our tamariki walking around. He noted reducing the budget was probably a good choice but then it was unknown how much would be funded in the end which would impact projects. He noted he had initially spoken against this budget but now would be voting against the motion to reduce it.
- Councillor Harris noted she did not support the motion, she would like to see it reduced slightly but felt there was merit in keeping it in as felt council would be fools if it was not able to widen a footpath during renewals.
- It was clarified that the budget line needed to be walking and cycling for funding purposes.

Recommendation

THAT the Walking and Cycling budget be reduced to \$200,000 each year.

BOYDE/SANDFORD

Lost

6 for

7 against (including casting vote)

CL/24/13

- The District Mayor used his casting vote to vote against the motion to leave the budget at \$400,000 per year. He noted this was done in the knowledge that the community can come back and express a view that it is too much, or if further savings are required it is still an option to reduce it.
- Councillor Boyde suggested the removal of the Brecon Road bridge project. It is a \$20 million project with a high OPEX and no funders looking to support it. He stated the district cannot afford this.
- Councillor Erwood supported leaving it in. It is time to move on this and indicate to the community it is what council intends to do to open up connectivity and potential footpaths to get our tamariki across that side of town.
- The District Mayor noted this project was already in the draft regional transport plan which will be sent to Waka Kotahi for moderation when it is adopted. Then it will become competitive with all other projects submitted by councils. This is giving Waka Kotahi the opportunity to consider it, if it is removed it will not happen.
- Councillor Beck noted this was a nice to have.
- It was clarified that if this gets approved for funding by Waka Kotahi then it would be subsidised at 63% with the potential of a third party funder if a block of land is opened for housing.

- The District Mayor noted that even where it is at in the budget now is not where council has indicated it will be in previous plans. When it was first entered it was only a \$5 million project and that it is something that will fail to be delivered if it continues to be deferred.
- Councillor Jones noted there would be further discussions preliminary to this as it will not go ahead if funding is not received. He noted it hardly impacts the loan limits in years 4, 5 and 6 so to say council cannot afford it is rubbish.
- Councillor Hall supported retaining this project. She urged councillors to consider what Stratford will be like in 10 years or 15 years, what the community will be like and how we will want to connect our communities. This project is a key to the success of our community.

The Acting Community Development Manager left the meeting at 4.54pm.

- Councillor Jones suggested reducing the budget for the solar panel batteries. This has a high OPEX and high capital cost and he felt council was borrowing for something that has not had a business case presented.
- The District Mayor noted the budget was allocated in 2027/28 and therefore would allow the council at the time to discuss and review it then.
- Councillor Hall asked if would be a better understanding of the OPEX by then? Mr Hanne noted the sustainability strategy will have a list of projects and this is a placeholder to indicate that council are planning on doing work in the sustainability space. Councillor Boyde noted the sustainability strategy was a key component of this and he was happy to leave the figures in there but also to push them out further.

The Corporate Accountant left the meeting at 4.56pm.

Recommendation

THAT the updated LTP Capital Projects list be adopted.

BOYDE/TONGAAWHIKAU
Carried
CL/24/14

6.3 **Taranaki Solid Waste Joint Committee – Thursday 9 November 2023**
Page 87

Recommendation

THAT the unconfirmed minutes of the Taranaki Solid Waste Joint Committee held on Thursday 9 November 2023 be received.

VOLZKE/HARRIS
Carried
CL/24/15

The Deputy Mayor noted that the discussions are continuing around the regional composting facility and that she was proud to see the regional waste minimisation officer report highlighting how well Stratford is doing compared to its neighbours.

6.4 **Regional Transport Committee – Thursday 7 December 2023**
Page 90

Recommendation

THAT the unconfirmed minutes of the Regional Transport Committee held on Thursday 9 December 2023 be received.

VOLZKE/McKAY
Carried
CL/24/16

7. **District Mayor's Report**
D24/4742 Page 95

Recommendations

1. THAT the report be received.

VOLZKE/HARRIS
Carried
CL/24/17

2. THAT Jack Whitika be appointed to the Sport New Zealand Rural Travel Fund Committee until the end of this triennium (October 2025).

VOLZKE/McKAY
Carried
CL/24/18

The District Mayor noted the significance of the King's Theatre being given Heritage 1 status. This is a true acknowledgement of its significance to the community.

8. Decision Report – Proposed Road Closures for Mangaotuku Road and Junction Road for a car club event 23/24 March 2024

D24/1084 Page 113

Recommendations

1. THAT the report be received.

VOLZKE/ERWOOD
Carried
CL/24/19

2. THAT pursuant to Section 342 (1) (b) in accordance with Schedule 10 clause 11(e) of the Local Government Act 1974, approval is hereby given that the Stratford District Council closes:

- Mangaotuku Road from Dog Trial Corner (RP 3.2) to the intersection of SH43 (RP0.08) on Saturday 23 March between the hours of 7.30am – 5.30pm, and;
- Junction Road from 551 Junction Road (RP5.4) to the intersection with Tawhiwhi Road (RP0.8) on Sunday 24 March between the hours of 7.30am-5.30pm.

The closure is to enable the South Taranaki Car Club to host a 2 day national hill climb motorsport event.

BECK/BOYDE
Carried
CL/24/20

Recommended Reason

In order for the South Taranaki Car Club to host a hill climb motorsport event, as part of the National Goldstar Hillclimb Championship, it is necessary to close both Mangaotuku Road and Junction Road for safety reasons for the participants and for any spectators. The proposed road closure requires formal endorsement by a Council resolution. The organisers expect up to 40 entrants from across New Zealand to attend.

9. Decision Report – Approve Draft Financial Budgets for Long Term Plan 2024-34

D24/4405 Page 132

Recommendations

1. THAT the report be received.

VOLZKE/JONES
Carried
CL/24/21

Recommended Reason

To progress the development of the Long Term Plan 2024-34.

Questions/Points of Clarification:

- It was clarified the 13% had been a self imposed target.

Section 4.3 of the Decision Report

Points noted in discussion:

- Councillor Hall noted the figures provided around the pool depreciation made her quite concerned about only funding 10% of the depreciation for the swimming pool given that the current 55% was less than what the facility was costing in CAPEX and loan repayments already. She felt this was creating a hole for further years.

- It was clarified that section 4.3 was summarising the feedback and suggestions made by councillors and noted what had actually been done. Section 4.4 had additional savings and section 7 contained the additional options that had not yet been considered.
- It was clarified that within these proposals the roading reserve balance would be back to a zero balance at the end of Year 2.
- Councillor Watt noted his discomfort in using the Financial Contributions Reserve to fund the subdivision as developers have put the money into this to be used for parks and reserves. Mr Hanne clarified that this was effectively internal borrowing and that the section sales would repay the reserve which is largely dormant. Councillor Boyde supported his concerns but did not want to see the subdivision rate funded.
- Councillor Hall appreciated the desire to cut costs but the proposal to only grant fund community events concerned her as they are key to the outcomes council are trying to achieve. This department runs on an oily rag and they do the best they can with grant funding. Councillor Harris would like to see this fund remain as it is as there was a high chance it could all be grant funded and because there was still the opportunity for the community to provide feedback on where they could see a reduction in levels of service. Councillor Dudley agreed but also noted the suggestion to hold these events biennially.
- The Deputy Mayor noted that retaining this budget indicates to the community that council wants to see these events go ahead, but if grant funding is not achieved then it will deliver a lesser event if need be. In tough financial times it is important to provide access to leisure activities for the community.

Section 4.4 of the Decision Report

Points noted in discussion:

- The Deputy Mayor noted her concern that reducing the contribution to the water ready response budget as the reserve is already depleted. She felt the budget should remain as it was so that it was not depleting any further if it is required. Councillor Hall agreed.
- Councillor Harris requested that the unsubsidised roading expenditure remain as it was as these activities were associated with street cleaning and rural road frontages which are a health and safety and fire risk. It doesn't need to be spent but it is available if required. The District Mayor agreed due to the number of complaints he receives regarding street cleaning and urban frontages.
- It was agreed not to amend either of these budgets.

The meeting adjourned at 5.26pm and reconvened at 5.36pm. The two members of the public left the meeting at the adjournment.

Section 7 of the Decision Report (Option 1)

Points noted in discussion:

- Pool depreciation to remain at 55%.
- Sponsorship revenue – make note for officers to actively pursue funding.
- Cyber Prevention (\$15,000 in budget). Remove but provide further information on what is being proactively done for this to the Audit and Risk Committee if requested.
- District Plan – Mr Hanne noted that there was a risk of the neighbouring councils requiring Stratford to be part of a project which would create an overspend but he felt this was justifiable given the past rating for this activity.
- Civic Functions
 - Councillor Sandford noted he was comfortable holding the Mayoral Reception biennially, however he believed the new homeowners acknowledgement was important and suggested a lower level event with councillors serving drinks and food.
 - The Deputy Mayor supported moving this to a biennial event for both homeowners and community representatives as she acknowledged the value in connecting the homeowners to community group leaders. She felt a letter could be sent to new homeowners annually noting the year the event would be held as well.
 - Councillor Hall noted that renters were also active members of the community and engaging with them would also be valuable.
 - The Committee Advisor and Executive Assistant noted that less than 20% of the new homeowners, who were invited to the 2023 mayoral reception, had attended the event.
 - Agreed to change to biennial. The operational elements of the event will be undertaken by officers.

- Communications
 - It was clarified that moving from to a half page weekly advert would not attract the same savings. The maximum savings would be moving to fortnightly editions however if a reduction in communications is approved then officers will work with the provider to maximise the savings.
 - Council has an obligation to publicly notify certain things which means it could not move to just one of media such as social media.
- Grants/Contributions

Pioneer Village (\$5,000)

- Councillor Sandford noted council had historically had a community grants pool which allocated funding to community organisations, however council had decide it was not fair to give away ratepayer money in this form. He noted Pioneer Village had never come to council with their hand out and put in significant volunteer hours. He felt the contribution from council was important to show other funders that council supports this important part of the community.
- To remain.

Central Taranaki Safe Community Trust (\$15,000)

- The District Mayor noted that one of the functions of this trust was that they provided things for the community that no one else does which would possibly fall back on council if they didn't exist.
- To remain.

Stratford Business Association (SBA) (0.5 FTE/\$40,000 per annum)

- Councillor Boyde noted this contribution was a concern for him as the review of this had not been completed. Mr Hanne clarified that the proposed memorandum of understanding between the association and council had been paused due to the section 17a review and the request to do a full review of the economic development activity. There is budget in Year 1 to complete this review and will be the task of the Community and Economic Development Manager when appointed to the role. Councillor Boyde felt it needed to remain in the budget until the review was complete.
- The District Mayor noted this contribution was there to provide administrative support. Without this support the association will need to rely on its own funds (which they don't have) or volunteers. Events such as AmeriCARna and the Christmas Parade take a considerable amount of organising on behalf of the SBA and he suggested these may not occur without the support from council, or council would be looked at to provide them. He did not see them as being responsible for economic development as the association was more about marketing, promotional activities and events.
- The Deputy Mayor noted this contribution had been brought up time and time again. She noted this could be the opportunity to propose removing council's support to see the community feedback given there are events that would be at jeopardy of not being delivered. It would also give the association the chance to come back and say they did not have the capacity to hire their own secretary or create a volunteer position. She also did not think it fit with economic development and this was being used as a mechanism to cease funding. Mr Hanne noted if it was not economic development then he would struggle to see where it would fit in the four well-beings.
- Councillor Hall noted council did not have a community grants pool but has key relationships with groups. These are relationships where they are providing a community need that council is otherwise unable to do. These are relationships that have been fostered for a very long time and while she acknowledged these decisions needed to be made she felt better thinking about how it is done was needed.
- The District Mayor noted restrictions on the support provided could be made, such as for events but not day to day administration work. Mr Hanne acknowledged there have been comments that the community cannot visually determine if an event is a SBA or council event.
- Councillor Sandford felt the association has lost its way. In the past there was a lot of main street promotions to shop in town and the romeo awards all of which would not have happened without the support of council staff. He noted they did not report back to council directly. He felt that they needed to be woken up with a shock and suggested removing the funding.
- Councillor Erwood noted his concern on a recommendation to remove the funding. He felt this would send the wrong message. Council wants to encourage businesses and he felt this was

going out with a negative connotation. He did not think an informed decision could be made without the review. He also noted that external funders had already committed funding to events that may not happen if this support was pulled.

- It was agreed to include this in Year 1 only.

Sport Taranaki (\$10,000)

- To remain.

Venture Taranaki (\$145,000)

- The District Mayor strongly recommended not removing this altogether. There is a lot of government funding available dependent on a regional approach. This would have significant impacts on our neighbouring councils if it was not a truly regional organisation.
- It was noted the agreements are three yearly.
- The District Mayor noted that as the discussions around economic development have only just begun, this budget could be included for the first three years of the LTP to be reviewed at a later time.
- Councillor Boyde noted that two years ago he would have supported dropping the contribution considerably, however he has seen some real value in the last couple of years. They have realigned themselves and are working with councils better. He struggled with the amount but supported leaving money in the budget for it.
- It was clarified that requests for funding to help access external funding would be separate from this budget.
- The Deputy Mayor supported continuing to review this following comments around how many people are actually accessing their clinics from Stratford. She suggested more accountability to be able to signal that council may look to reduce some of those services.
- Councillor Erwood noted he could not see the value in this and would like to see the amount reduced.
- To remain.

Percy Thomson Trust (\$50,000)

- It was noted that the Statement of Intent would be presented at the next Policy and Services Committee which will enlighten council on the trust's financial status. The trust is also currently reviewing its position as a council controlled organisation and there are further discussions to held.
- Councillor Hall felt this should remain until the conversations of what the trust looks like from their perspective are held. Removing this contribution risks fracturing a relationship. Councillor Boyde agreed but noted he would like to see this only in Year 1. With a million dollars in investments he questioned the annual contribution of \$50,000.
- To remain.

Te Matatini (\$20,000)

- It was clarified this was an allocation of \$20,000 for a one off payment to support his event. Participants will be staying and practicing throughout the region with event based at the Bowl of Brooklands.
- Councillor Tongaawhikau noted that Te Matatini was the Olympics of kapa haka. One group of 40 plus come with multiple supporters and there will be 60 groups. Overseas visitors come to the event as well. Marae, motels, hotels will be booked up. He felt \$20,000 was an investment into something the entire nation gets behind. There will be 80,000 – 100,000 people needing to be housed and fed. The businesses and the community will reap the benefits.

Councillor Dudley left the meeting at 6.16pm.

- Councillor Hall noted that the economic impact for our area, Taranaki and Stratford, is going to significant. This is five times the economic impact that WOMAD brings to the region. The impact this will have for our iwi, hapu and the cultural impact for the community will be significant and providing a grant like this shows our commitment to our community. The Deputy Mayor agreed and noted that she supported both cash and in-kind support as she saw nothing but positivity from this.

- Councillor Sandford noted his concern that council cannot afford to give out ratepayers money like this as it will be a very narrow group who will benefit from this such as restaurants, motel owners and supermarkets. He would support in-kind support but not a cash contribution.
- Councillor Harris agreed with the concept of supporting this event but agreed she would prefer it to be in-kind such as hall hire and using our communications. Mr Hanne noted a report can be brought back with in-kind support options when officers know what will be required.
- Councillor Watt asked for clarification if any of these events will be held in Stratford? Ms Whareaitu noted that competition takes place at the Bowl of Brooklands, however the local marae is already booked for a team to stay at. She noted the teams were made up of 40 people plus support and the majority of marae are in South Taranaki so there will also be through traffic impacting Stratford. It would be about getting the town activated and participating in the event. Councillor Tongaawhikau noted that there will be involvement with schools and that any money and resource that comes back to the community will be good for everyone. Councillor Watt noted his concern that cash contribution would not bring any more benefit than in-kind support.
- The Deputy Mayor noted the message that would be sent with a cash contribution, this would be that Stratford was happy to take the financial benefits from this event but was not happy to invest a very small portion of what is likely to be the benefits. What message would this send to the community? The cultural impact and economic development impact will be significant and if council was not going to invest in something that will benefit its businesses, then it should not be investing in economic development at all.
- The District Mayor noted that culture was one of the four well-beings. This was last held in Taranaki over 30 years ago and will not present itself again in our lifetimes. There is a cultural and social benefit from this and he would be supporting the inclusion in the budget.

Recommendation

THAT the \$20,000 cash contribution to Te Matatini be included in the budget for Year 1.

McKAY/HALL
Carried
7 for
CL/24/22

Hockey Turf Reserve (\$10,000)

- Councillor Boyde removed himself from the table during this discussion.
- It was clarified that the land was owned by the council but the turf was owned and maintained by the Turf Trust. Council makes no contribution to the turf that is currently there.
- It was clarified that council does not maintain other sports grounds other than the grass. It does not maintain the cricket wicket or supply the rugby goals.
- The Deputy Mayor this was different to other sport grounds and brings cool events to the district. If it was lost there would be a detrimental impact on the community.
- Councillor Sandford noted that there had just been 21 teams from around New Zealand here for a tournament last weekend. There have been 37 international hockey matches played here and two Oceania Cups. The last international event was held three years ago.
- Councillor Beck supported this contribution as he saw more positives than negatives.
- Councillor Harris supported this contribution remaining and noted that when Victoria Park had been out of action rugby had used the turf for soft training.
- To remain.

Positive Ageing Group (\$7,500)

- This was budget to run two forums per year plus the International Day of the Older Person.
- To remain.

- Customer Satisfaction Survey
 - Ms Whareaitu noted there was an opportunity to save \$10,000 per annum if the survey was delivered via email. However this will impact the split in the community. Moving to every second year would impact council's KPIs.
 - Councillor Hall noted her support to continue to outsource this service but with a view to provide via email.
 - It was clarified there would be no savings by changing the frequency of the survey.
 - Reduce budget to \$18,000 and move to providing the survey via email.
- Library/Information Centre
 - The Team Leader – Library and Visitor Information noted keeping the AA closed on Saturdays had had no impact on users and the Stratford was a real outlier for offering the service on Saturday as long as it has.
 - It was noted the average people in on a normal day was 270, and was around 100 on a Saturday so was a similar number to weekdays.
 - The Deputy Mayor supported closing the AA desk on Saturdays but was not supportive of closing the whole facility as the library is a really important centre piece of the community and creates a level playing field for everyone – especially in financially difficult times. Councillor Boyde agreed noting the planned developments for Prospero Place and the library being a centre point.
 - Councillor Hall noted she was interested to see the feedback received on this as there will be people who work Monday to Friday who simply cannot access the services.
 - Councillor Sandford noted it was important to look at saving money and nothing had been saved yet. He felt people would survive without the library being open on Saturdays.

Recommendation

THAT the AA Desk be closed on Saturdays.

McKAY/BOYDE
Carried
1 against
CL/24/23

Recommendation

THAT the full Library Facility close on Saturdays.

SANDFORD/ERWOOD
Lost
3 for
CL/24/24

- Book Purchases
 - Mrs Roper noted that the benchmark for this is about \$6.06 per capita. Stratford currently spends \$4.96 per capita. Book issue are still rising every year and the target for book loans per capita is 6 per person with Stratford sitting at 6.2.
 - To remain.

The Communications Advisor left the meeting at 6.47pm.

- Aerodrome – reduce level of reporting via Aim system.
 - It was clarified that the voice recordings are still taken and can be accessed if required but it will cost extra.
 - It was agreed to remove.

- Draft Budgets
 - The District Mayor noted a third scenario for the sample rates had been presented, it was important to think about how this is communicated to the community to show how this impacts properties. Mrs Radich clarified that how this is presented to the community will be brought to the February Policy and Services Committee.
 - Mrs Radich clarified that this was the last time to make any changes to the financials, however there may be further amendments after it has been presented to the auditors. Following the audit it will be presented to council one more time before being released for consultation.
 - Councillor Hall noted her concern that council was setting itself up to fail from the start with the 110% debt ratio. It was clarified that the 110% debt ratio goal and 13% rates cap were made as guidance/target figures, these will be discussed with the financial strategy at the Policy and Services Committee meeting.
 - Councillor Beck noted that council was about to approve the budgets that were not at the 13% cap. It was clarified that the 13% had been provided as a guide and once the budgets are approved the financial strategy can be finalised and brought to the Policy and Services Committee for approval. Mr Hanne further clarified that if the 13% cap was confirmed at this point then council was still able to breach the limit as long as the breach is formally acknowledged.

Recommendations

2. THAT the draft financial budgets for the Long Term Plan 2024-34 be approved, after consideration of further options to reduce rates in 7.4 of this report.
3. THAT the approved draft financial budgets, with the above amendments, be included in the Long Term Plan 2024-34 and associated documents, including the Financial Strategy, Infrastructure Strategy and Consultation Document.

McKAY/VOLZKE
Carried
CL/24/25

Recommended Reason

To progress the development of the Long Term Plan 2024-34.

The Deputy Mayor noted this had been a very long process. Nobody wanted to see a double digit figure but she felt more comfortable this time as council can go to the community and say they have gone through the budgets line by line. She noted her appreciation to the council officers for the efforts they have gone to for this process.

10. [Decision Report – Amend Treasury Management Policy](#)

D24/4714 Page 151

Recommendations

1. THAT the report be received.

BOYDE/HARRIS
Carried
CL/24/26

Recommendation

THAT the Net Debt to Revenue ratio be increased to 120%

HALL/BOYDE
Withdrawn
CL/24/27

Points noted in discussion:

- Councillor Hall noted council had tried really hard to get to the 110% ratio but suggested the amendment meant council would not be in breach of the policy for a number of years.
- Councillor Beck noted that if the ratio was 115% then council would only be breaching the policy in one year. He suggested it be set at 115%.
- Councillor Hall and Councillor Boyde withdrew the resolution to more to 120%.

Recommendation

THAT the Net Debt to Revenue ratio be increased to 115%

BECK/BOYDE
Carried
CL/24/28

Recommendations

2. THAT the Treasury Management Policy be amended as highlighted in the track changes in **Appendix 1** of this report.

HARRIS/McKAY
Carried
CL/24/29

Recommended Reason

To ensure the policy is fit for purpose for the next ten years of the Long Term Plan 2024-34.

Points noted in discussion:

- It was requested and approved to amend the policy to note the requirement of elected member approval, on a case by case basis, for borrowing for renewals and replacements if the reserves are insufficient.
- The Deputy Mayor noted the debt repayment schedule amendment allowed for a longer repayment period and questioned how councillors would have visibility of this. Mrs Radich clarified that budgets would be kept at 25 years but this would allow councillors to stretch out a repayment term if they requested it, it would only be done with specific council approval.
- It was clarified that council contributes to being part of LGFA and also earns interest from this membership.

11. [Public Forum Response](#)

It was noted the s public forum speaker had rescheduled to 12 March 2024.

12. [Questions](#)

There were no questions.

13. Closing Karakia

D21/40748 Page 164

The closing karakia was read.

The meeting closed at 7.14pm

N C Volzke
Chairman

Confirmed this 12th day of March 2024.

N C Volzke
District Mayor

MINUTES

Policy and Services Committee



F22/55/05 – D24/7502

Date: Tuesday 27 February 2024 at 2.00PM
Venue: Council Chambers, 63 Miranda Street, Stratford

To hear and consider submissions to the Draft Easter Sunday Shop Trading Policy.

Present

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

In attendance

The Chief Executive – Mr S Hanne, the Director – Environmental Services – Mr B Sutherland, the Director – Community Services – Ms K Whareaitu, the Committee Advisor and Executive Assistant – Mrs E Bishop, the Environmental Health Manager – Ms R Otter, one member of the media (Stratford Press).

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

A leave of absence was approved for Councillor G W Boyde

Recommendation

THAT the apology be received.

DUDLEY/HARRIS
Carried
P&S/24/50

3. Announcements

The Chairman reinforced to Councillors that the purpose of this meeting is to hear submissions on the Draft Easter Sunday Shop Trading Policy.

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 conflicts of interest.

5. Attendance Schedule

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

6. Acknowledgement of Submissions

Submissions – Pages 18-19

The two submissions received were attached to the agenda.

Recommendations

1. THAT the submissions to the draft Easter Sunday Shop Trading Policy be received.
2. THAT the submitters be advised of the outcome of their submission and notified that the minutes of the Policy and Services Committee Meeting, and subsequent meetings, will be available on Council's website.

HALL/DUDLEY
Carried
P&S/24/51

Recommended Reason

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

7. Submitters To Be Heard

There were no submitters wishing to speak.

8. Decision Report – Draft Easter Sunday Shop Trading Policy

D23/50686 Page 8

Council needs to consider submissions as part of the consultation process.

Recommendations

1. THAT the report be received.

TONGAAWHIKAU/SANDFORD
Carried
P&S/24/52

Recommended Reason

The *draft* Easter Sunday Shop Trading Policy has gone through the public consultation process, required by Sections 82 and 83 of the Local Government Act 2002. Two submissions were received as a result of the public consultation process. The committee is now required to consider these submissions.

The Environmental Health Manager noted the following points:

- There were two submissions received, one for and one in opposition to Easter Sunday trading.
- It was considered that this policy could generate some controversy but did not raise significant concern or support from the community.
- Easter Sunday is not one of the 12 legal public holidays enjoyed nationally but is considered a trading day for the purpose of this Act only.
- This policy does not impact on council's capacity to deliver or perform in any way other than the administration to maintain the policy.
- MBIE are responsible for employment matters under the Act.
- The current policy allows equality, fair trade and the opportunity for a business in the Stratford district to choose whether or not they trade.

Questions/Points of Clarification:

- Councillor Beck questioned how many shops trade on Easter Sunday. Ms Otter noted there were no statistics available as to many how many shops open.

Points noted in discussion:

- Councillor Beck noted he agreed with Submission 2. This is a religious holiday and it is something that as a nation we have always held with high regard. He would like to support Option 3 to revoke the policy.
- The District Mayor noted that the submitter also makes a point that Easter Sunday is likely to be the only day off in as year, other than Christmas, that shops are shut. He disagreed as the shop does not have to be shut to have a day off, and shops are not obliged to open every day. He noted the inference here was if the shops were shut then everyone gets a day off which is true.

Recommendation

THAT the committee revoke the *draft* Easter Sunday Shop Trading Policy (Option3) that allows Easter Sunday trading in the Stratford District.

BECK/No seconder
Motion lapsed.
P&S/24/54

- Councillor Hall noted New Zealand was a country of diverse people with diverse beliefs and she supported the idea of allowing people to practice those but not enforcing them. She supported allowing the option to trade on Easter Sunday.
- The District Mayor noted that while Easter Sunday is not a public holiday it is recognised as a day of significance. Many businesses operate and work on that Sunday and every other Sunday, such as farmers, medical and health workers, police and dozens of other areas. This policy specifically relates to shops. He noted many businesses choose to operate on Sundays and others do not. He felt it should always be the owners choice and council should not restrict them from earning an income.
- Councillor Beck voted against the motion.

Recommendations

2. THAT the committee considers submissions received as part of the public consultation process of the *draft* Easter Sunday Shop Trading Policy
VOLZKE/HARRIS
Carried
P&S/24/53
3. THAT the committee adopt the *draft* Easter Sunday Shop Trading Policy (Option1) that allows Easter Sunday trading in the Stratford District.
4. THAT the commencement date of the Easter Sunday Shop Trading Policy be Wednesday 13 March 2024.

DUDLEY/HALL
Carried
1 against
P&S/24/54

Recommended Reason

The *draft* Easter Sunday Shop Trading Policy has gone through the public consultation process, required by Sections 82 and 83 of the Local Government Act 2002. Two submissions were received as a result of the public consultation process. The committee is now required to consider these submissions.

9. Closing Karakia

D21/40748 Page 20

The closing karakia was read.

The meeting closed at 2.14pm

M McKay
Chairman

Confirmed this 26th day of March 2024.

N C Volzke
District Mayor

MINUTES

Policy and Services Committee



F22/55/05 – D24/7501

Date: Tuesday 27 February 2024 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, A M C Dudley, J M S Erwood, A K Harris, E E Hall, V R Jones, W J Sandford, C M Tongaawhikau and M J Watt.

In attendance

The Chief Executive – Mr S Hanne, the Director – Assets Mrs V Araba (*part meeting*), the Director – Environmental Services – Mr B Sutherland, the Committee Advisor and Executive Assistant – Mrs E Bishop, the Communications Manager – Ms G Gibson, the Corporate Accountant – Mrs C Craig, the Chairman Percy Thomson Trust – Mr B Ellis (*part meeting*), the Communications Advisor – Mrs S Clarkson (*part meeting*), the Acting Community Development Manager – Mrs A Kingston (*part meeting*), the Roding Asset Manager – Mr S Bowden (*part meeting*), the Property Officer – Mrs S Flight (*part meeting*), the Parks and Reserves Officer – Mrs M McBain (*part meeting*), the Projects Manager – Mr S Taylor (*part meeting*), the HR & Governance Administrator – Mrs C Reynolds (*part meeting*), the Sustainability Advisor – Ms V Dombroski (*part meeting*), the Services Asset Manager – Mr J Cooper (*part meeting*), the Graduate Roding Engineer – Mr F Hick (*part meeting*), four members of the public (*part meeting*), one member of the media (Stratford Press).

Via audio/visual link: the Director – Corporate Services – Mrs T Radich, the Director – Community Services – Ms K Whareaitu, two representatives Venture Taranaki (part meeting) and one member of the public (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

A leave of absence was approved for Councillor G W Boyde

Recommendation

THAT the apology be received.

HARRIS/DUDLEY
Carried
P&S/24/55

3. Announcements

The Chief Executive noted an amendment had been made to the Housing for the Older Person Policy. The full policy was tabled along with two additional pieces of feedback received after the agenda had been published. These were circulated to the committee electronically and available in hard copy at the meeting.

4. Declarations of members interest

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

Councillor Harris – Item 8, 4.3.5 (Remitting of Fees to Non-Profit Organisations Policy)

5. Attendance Schedule

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

6. Confirmation of Minutes

6.1 Policy and Services Committee –23 and 30 January 2024 D24/2499 Page 13

Recommendation

THAT the minutes of the Policy and Services Committee Meeting held on Tuesday 23 and 30 January 2024 be confirmed as a true and accurate record.

BECK/JONES
Carried
P&S/24/56

The Committee Advisor and Executive Assistant undertook to make the following amendments:

- Page 20, second bullet point *she* to *he*
- Page 20, fifth bullet point *amendment to the motion* change to *change to the motion*.
- Page 21, last bullet point, request to bequest
- Page 27, third bullet point, *year 2025* amend to *year 2035*.
- Page 35, first bullet point, amend *hallway* to *halfway*.

7. Matters Outstanding

D16/47 Page 41

Recommendation

THAT the Matters Outstanding be received.

JONES/ERWOOD
Carried
P&S/24/57

8. Decision Report – Policy Reviews – February 2024

D24/6183 Page 42

Deputation – Michael Coes – Housing for Older Person Policy

Points noted in presentation:

- In 2014 when his father was a tenant he was paying \$110 per week in rent compared to the current \$140 per week. Residents acknowledge the rents have not gone up significantly so are not against a rental increase but are against how it has been calculated.
- New Plymouth and South Taranaki rents vary from \$140 to \$220 per week and have an intended increase of 10%. With a 10% increase their rent would increase to \$154 however with the proposed calculations they would increase to \$161 which is significant for those on a NZ Super.
- He noted they were not eligible for any support from Work and Income, however he noted the District Mayor has advised there may be some support available.
- He noted there were other ways to calculate the rent other than the proposed market value. He noted New Plymouth rents were rated on a square meter basis and were between \$160 - \$220 per week with Eltham paying \$140 per week, Hawera \$140 - \$160 per week, Waverley \$140 per week and Inglewood \$140 per week.

- He noted the pensions do not increase by 10% each year and the proposed increase would see residents in a dire situation.
- He questioned the operating cost for the facility being \$160,000 a year when residents only see mowing and the odd inspection. He requested clarification of these costs.
- The rent increase will cause financial hardship so they are requesting a review be undertaken on the running costs of the facility.
- He noted they had sought legal counsel who have advised further details are required before decisions are made.

Questions/Points of Clarification:

- The District Mayor noted there was the potential for tenants to access other funding support for help with rental costs through the Ministry of Social Development. He asked if there were any tenants currently receiving any sort of supplements or support? Mr Coes confirmed there were two tenants receiving supplements from Work and Income but did not know of any others who were eligible. He noted if the person had more than \$8,500 in their bank account, or in a funeral investment fund, then they are discounted from being eligible.
- Mr Coes asked if there would be another opportunity for tenants to speak to council about these issues? Mr Hanne noted that the policy was in front of elected members today for adoption. There are a couple of options to be considered, it could be take off the agenda to be discussed at a future date but this would still leave uncertainty with what it is going to be. He noted elected members have incorporated this increase into the Long Term Plan and any changes will need to be incorporated back into the financials for this.

Recommendations

1. THAT the report be received.
TONGAAWHIKAU/HALL
Carried
P&S/24/58
2. THAT the following, updated and new policies, being the:
 1. CCTV Cameras Policy
VOLZKE/ERWOOD
Carried
P&S/24/59
 2. Housing for Older Persons Policy (replacing Housing for the Elderly Policy)
JONES/WATT
Division
4 for
7 against
Lost
P&S/24/60
 3. Presentations to elected members Policy (replacing the Presentation to Elected Members and Staff Policy)
ERWOOD/TONGAAWHIKAU
Carried
P&S/24/61
 4. Council Vehicles JONES/BECK
JONES/BECK
1 against
Carried
P&S/24/62

be adopted.

Adoption of Policies

CCTV Cameras Policy

- It was clarified that the cameras were used to charge commercial trade waste operators who discharge trade waste at Esk Road.
- It was clarified 4.2 of the policy meant that council's obligation was to make every best effort to ensure the cameras are working. To be able to use the camera footage for enforcement then the other party needs to have been advised of the camera before recording.
- It was clarified that the fees and charges reference would be at the staff charge out rates. This is due to the staff time required to retrieve the footage and ensure it is in a usable format for the external party.
- It was noted there was strict criteria for an external party to access the footage. Requests have been turned down in the past.
- It was clarified the cameras at Victoria Park (Bike park and grandstand) were owned by the Central Taranaki Safe Community Trust.
- It was requested that a further clause be added to note: *and any other locations where cameras are installed subsequent to the adoption of this policy.*
- It was requested that 5.2 be amended to read: and to provide evidence of *unlawful* use of the facility.

The Services Asset Manager and the Rooding Asset Manager joined the meeting at 3.27pm.

Housing for Older Persons Policy

The Chief Executive noted the following points:

- Two further pieces of feedback for the Housing for the Older Person Policy were tabled. These were circulated to councillors and hard copies were available at the meeting.
- A change to 4.2 of the Housing for Older Person Policy was noted:
 - 4.2 To achieve the funding objectives, rents for Housing for Older Persons will be set at no less than 80% of market rates. *Where data is not available for a one bedroom unit in Stratford, the market rate will be set at 80% for a median two-bedroom house in Stratford or the closest applicable town (if no market data exists for Stratford), as indicated on the Government tenancy website.*

Questions/Points of Clarification:

- Councillor Hall noted that the feedback had highlighted a concern that the market rent was based on New Plymouth rents. Mr Hanne clarified that the tenancy website had been used for the properties, Stratford does not have a 1 bedroom unit but what is consistently available is a 2 bedroom property. Therefore the ratio between a 1 and 2 bedroom unit in New Plymouth had been used to calculate the rent for a 1 bedroom unit from the data available for a 2 bedroom unit.
- The District Mayor felt Hawera would have been more similar to Stratford than New Plymouth, or a combination of the two. His concern was the rent the residents would be charged would be 80% of whatever number council decides is the market value therefore it is important to have accuracy on how that number is reached. He felt uneasy about how it was being done at the moment. He would also like some certainty from MSD that subsidies are available for those people who will meet the criteria. He felt more work was required, and the legal advice sought by the residents should be considered. Mr Hanne confirmed there was no 1 bedroom data available for Hawera.
- The Deputy Mayor noted there had been a suggestion to calculate rent on a percentage of income. She asked how much time and administration would be required to do this, and how regularly would it need to be reviewed? Mr Hanne noted the key issue was council was trying to achieve a percentage of cost recovery. Officers then tried to find a fair process to come to that 80% cost recovery as instructed. A percentage of income would not achieve the desired outcomes or original intent. He noted that the calculation would be a straight comparison of the benefits received and multiplying it by the percentage council decides. The District Mayor noted setting rents based on incomes is the principle used for community housing providers, these units do not fall into that category.
- Councillor Harris requested further insight into the running costs of these facilities. Mr Hanne noted that this activity has its share of the facilities maintenance and parks and reserves contract and staff overhead.
- Councillor Watt agreed with leaving this policy and doing more research on the rent. He asked if any rental managers had been approached to do a rental appraisal? Mr Hanne confirmed a local real estate company had completed an appraisal as part of the development of the policy. The Projects Manager noted this was appraised at \$360 per week.
- The District Mayor did not feel council was in a position to make a decision today. He noted the policy was to ensure any customer could figure out the rent themselves and see that they are being

fairly applied. He wanted some time to think whether or not this was the robust way to calculate the rent.

- Mr Taylor clarified that the median rent for a 2 bedroom unit in New Plymouth was \$520 and the median rent for 1 bedroom was \$420 which was 80% of the two bedroom unit. The Stratford two bedroom unit was \$416 so the calculation had been 80% of that figure. Councillor Hall asked if that theory could be applied to different areas to make sure the difference is consistent around the country.
- Councillor Beck felt this information should have been provided earlier for councillors to have made a decision. He felt the real estate appraisal made more sense as it was locally based. Mr Hanne reiterated that this information had been discussed with councillors previously.
- It was clarified that the rates and services are covered by council not the tenants.
- Councillor Hall noted there had been a number of scenarios presented by elected members and staff around the way the rental amount is analysed. She felt it would be right to take the policy off the table to discuss the way forward.
- Councillor Jones noted the process outlined by the Chief Executive was robust and was less than the amount appraised by the real estate agent. He was happy with the way it had been calculated and was happy to move on with the policy as it is. He noted it would not be generating the full rate in Year 1 so there was time to review it next year if necessary.
- Councillor Watt agreed and felt staff had done their research as well as approaching a local real estate agent to do the appraisal which worked out higher than the rent proposed. He did not think more research and information gathering was required.
- It was clarified a policy can be reviewed at any time.
- Councillor Sandford noted he was against the motion. Council had always tried to keep those rents at a place that is affordable for the residents in there. He now realised they have been too low for too long and believed it has to move but did not feel happy with the amount. He was happy to wait for further legal opinion and to have more discussion now there was more light thrown on the situation from the submitters.

A division was called:

Those voting for the motion: Councillors: Jones, Tongaawhikau, Watt and the Deputy Mayor.

Those voting against the motion: Councillors: Beck, Dudley, Erwood, Hall, Harris, Sandford and the District Mayor.

The five members of the public left the meeting at 3.56pm (including the member of public on audio/visual link)

The Graduate Roading Engineer joined the meeting at 3.56pm.

Presentations to Elected Members

- The Chief Executive noted that presentations to staff had been separated from this policy and would be moved into a more appropriate document.
- Councillor Sandford noted elected members presentations had been separated from staff to align with three year terms of council.
- It was clarified that the leaving presentation was separate (and potentially in addition to) long service recognition.

Council Vehicles

- The Chief Executive noted that this policy had remained largely unchanged but now included EV and Hybrid vehicles.
- Councillor Jones felt that the best vehicle for the job should be considered and suggested removing EV and Hybrid out. He also noted that new engines last a lot longer than 100,000kms. Mr Hanne noted this had previously been five years or 100,000kms. Some of the vehicles have specific adjustments and requirements, such as the animal control vehicle, and it was felt five years was too short. Additionally a lot of the vehicles do not do a lot of kilometres so 100,000kms would be about six to seven years. It was also about keeping the overall look of the fleet.
- Councillor Jones requested that clause 2.6 should have EV and Hybrid removed and changed to the most practicable and cost effective vehicle for the required job. Mr Hanne noted that this was also about taking into account some of the corporate responsibilities council has. If there was a sustainability policy it would be included in there. EV and Hybrid vehicles can still be considered if this sentence was removed.
- Councillor Hall supported retaining the wording as it says the practicalities will be considered.

Recommendation

THAT clause 2.6 of the Council Vehicle Policy, regarding Battery Electric Vehicles (BEVs) or Hybrid Electric Vehicles (HEVs), be removed.

JONES/BECK
Division
For: 7
Against: 4
Carried
P&S/24/63

A division was called.

Those voting for the motion: Councillors: Beck, Dudley, Erwood, Jones, Sandford, Tongaawhikau and Watt.

Those voting against the motion: Councillors: Hall, Harris, the Deputy Mayor and the District Mayor.

Councillor Harris left the table at 4.16pm.

The Graduate Asset Engineer left the meeting at 4.16pm.

Withdrawal of policies

Remitting of Fees to Non-Profit Organisations

- Mr Hanne noted the remitting of fees was more significant now due to size of the projects, building act changes and general requirements. It was a lot of staff time for no income and the suggestion was to remove the policy to ensure the community was not covering the shortfall.
- Councillor Hall asked how many not for profit organisations apply for this in a year? The Director – Environmental Services noted it was not widely used, however a significant project that met the criteria could result in a large number being remitted.
- The District Mayor noted the alternative to removing it could be putting a cap on the remittance amount to retain a bit of support for those organisations. He suggested it would be capped at a dollar amount per application.
- Councillor Hall was reluctant to see this policy removed but saw a balance with having a capped amount. Not for profit organisations fill the gap between what the community needs and what the government supplies. There are limited ways for council to support not for profit groups and yet they help council meet the community well-beings. She felt showing support for them was tangible but recognised the financial strains on councils at the moment. She felt a cap would provide a median and noted that applications for smaller projects would find this kind of support significant.
- Councillor Jones felt that potentially a lot of organisations did not know this policy existed. He noted that organisations also have rate remissions and some would have land and receiving other benefits from council.
- Councillor Beck did not want to see the policy removed but supported a cap.
- Councillor Sandford noted that a cap would still impact the ratepayers and supported deleting the policy.
- It was clarified that the building consent fee was a small percentage of the total project costs.
- Councillor Hall and Councillor Beck noted their vote against the motion.

The Sustainability Advisor left the meeting at 4.24pm.

Councillor Harris re-joined the table at 4.24pm.

Infringement Notices

- This policy does not have any additional value as it is national policy which council cannot change anyway.

Recommendations

2. THAT the following policies, being the:

1. Remitting of fees to Non-Profit Organisations

SANDFORD/ERWOOD
2 against
Carried
P&S/24/64

2. Infringement Notices Policy

be withdrawn.

BECK/WATT
Carried
P&S/24/65

Recommended Reason

This is part of council's rolling review of policies. Policies require review from time to time to ensure they still reflect current legislation and best practice, as well as elected members' views and meet the business needs of the organisation. Any policies recommended for withdrawal have either been found to be not required, amalgamated into an existing policy or replaced by a new policy as outlined in the body of this report.

9. [Information Report – Economic Development Quarterly Report – Quarter One and Two 2023/24](#)
D23/50634 Page 78

Recommendation

THAT the report be received.

HARRIS/ERWOOD
Carried
P&S/24/66

The Acting Community Development Manager noted the following points:

- Venture Taranaki had left the meeting, she noted their apologies.
- There were a couple of new sections which have been added to the report including the regional economic profile of the district.

The Acting Community Development Manager left the meeting at 4.30pm.

10. Information Report – Percy Thomson Trust – Half Yearly Report as at 31 December 2023
D24/6175 Page 99

Recommendations

1. THAT the report be received.

HALL/ERWOOD
Carried
P&S/24/67

2. THAT Council receive the half yearly report for Percy Thomson Trust as at 31 December 2023.

TONGAAWHIKAU/HARRIS
Carried
P&S/24/68

Recommended Reason

In terms of Section 66 of the Local Government Act 2002 the Percy Thomson Trust, being a council controlled organisation, must deliver to Council a half yearly report (as at 31 December 2023) before 1 March 2024.

The Percy Thomson Trust Chairman, noted the following points:

- The six monthly report shows the trust continues to struggle along financially.
- In terms of operations the gallery and arboretum are going quite well. The programme in the gallery has been excellent and they continue to attract new visitors. It is well on the way to meeting the KPI of 20,000 visitors which has not been met the last couple of years.

11. Decision Report – Percy Thomson Trust – Statement of Intent 2024-2027
D23/6161 Page 120

Recommendations

1. THAT the report be received.

WATT/McKAY
Carried
P&S/24/69

- ~~2. THAT Council notes that the provision of the draft Statement of Intent for Percy Thomson Trust relating to the period 1 July 2024 to 30 June 2027 within this report meets the legislative requirements of a CCO to deliver a draft statement of intent to its shareholders by 1 March in the year preceding the financial year to which the draft statement relates, and~~

- ~~3. THAT Council provide any comments on the draft statement of intent it wishes the board of the Percy Thomson Trust to consider in the preparation of its final Statement of Intent. The final Statement of intent must delivered to shareholders before the commencement of the financial year it relates to unless the deadline is formally extended by the shareholders.~~

Recommended Reason

In terms of Schedule 8 of the Local Government Act 2002 Percy Thomson Trust, being a Council Controlled Organisation, must deliver a draft Statement of Intent on or before 1 March 2024 to its shareholders, being the Stratford District Council.

The Percy Thomson Trust Chairman, noted the following points:

- The Statement of Intent has been prepared on a status quo position, however he noted there have been a number of discussions around where the trust is heading and the future of the trust. Some of these options have been presented to the Mayor and set out a preferred method of where the trust goes, how it could be organised and what council's involvement would be. He noted this would be presented to councillors by the Mayor.

- He noted some of the issues were getting too big for the trust to handle, such as the building requirements. The trust has taken the approach of thinking if it was to start from scratch what would it look like.
- The Statement of Intent presented does show that the trust will continue to eat into the reserves over the next three years.
- The trust asks that the \$50,000 annual grant from council be maintained, along with the in-kind donations.

Questions/Points of Clarification:

- The Deputy Mayor felt that continuing as normal should not be an option with the financials as they are. She felt the Statement of Intent was counter productive if the trust was looking at how it would operate if it started today. Mr Ellis noted the trust was legally required to prepare a Statement of Intent but it was acknowledged this may well change before 1 July.
- The District Mayor noted the amount of external fundraising was less than previous budgets, but was significantly higher than what was achieved this year. He acknowledged the discussions regarding the future of the trust and felt the Statement of Intent should be received as a draft document and look to discuss the options presented to him at another date. He nominated himself and Councillor Hall to review the key points raised and suggest options to council. He would like to see the conclusion of the reorganisation by 30 June. It was acknowledged that one of the main issues have been the audit fees which would still be in place for this financial year, however may be significantly less for the upcoming financial year if this reorganisation is completed.
- Mr Hanne noted that any structural changes to the trust would be a parallel and independent process from the Statement of Intent. However if council wanted anything in this Statement of Intent it needed to inform the trust at this point.
- The Deputy Mayor noted she was not comfortable receiving the Statement of Intent knowing it is not the intention of the trust moving forward. She requested that it be received with a request for more information and details around the future governance and operation of the trust.

Recommendations

2. THAT Council notes that the provision of the draft Statement of Intent for Percy Thomson Trust relating to the period 1 July 2024 to 30 June 2027 within this report meets the legislative requirements of a CCO to deliver a draft statement of intent to its shareholders by 1 March in the year preceding the financial year to which the draft statement relates, and requests the Percy Thomson Trust comes back to council with information and details on the future governance and operation of the Percy Thomson Trust.

McKAY/HALL
Carried
P&S/24/70

The Chairman – Percy Thomson Trust, the HR & Governance Administrator and the Communications Advisor left the meeting at 4.51pm.

12. Decision Report – Donation of Bench Seat

D24/5459

Page 144

Recommendations

1. THAT the report be received.

HARRIS/BECK

Carried

P&S/24/71

2. THAT the Committee approves Option 2 – to approve the donation of a bench seat

BECK/SANDFORD

Carried

P&S/24/72

Recommended Reason

To approve the donation of a bench seat (with a memorial plaque) from the Bray family to commemorate Ronald (Ron) Bray who worked at the Stratford District Council for 31 years as Park Superintendent.

Questions/Points of Clarification:

- The Deputy Mayor asked what the upkeep on a donated item would look like? The Parks and Reserves Officer noted the usual lifespan for a bench seat like this was 10-15 years with only waterblasting or polishing of the plaque likely to be required.

Points noted in discussion:

- The District Mayor noted he had requested the report be brought to council to allow elected members the opportunity to support the acknowledgement of the individual. He also noted that he felt council should consider the maintenance and eventual replacement as part of considering a donation of this sort.
- Councillor Harris felt this was an appropriate tribute, Councillor Beck agreed.
- Councillor Sandford noted that Mr Bray used to inspect all sports grounds during winter with a stick with a blue ribbon and if you turned up to your ground and the stick was there you knew, and respected, that the ground was closed.

13. Decision Report – Proposed Road Closure of Miranda Street for ANZAC Day Service
D24/3500 Page 147

<p>Recommendations</p> <p>1. <u>THAT</u> the report be received.</p> <p style="text-align: right;">ERWOOD/DUDLEY Carried <u>P&S/24/73</u></p> <p>2. <u>THAT</u> pursuant to Section 342(1) (b) in accordance with Schedule 10 clause 11(e) of the Local Government Act 1974, Stratford District Council approves the closure of the following roads between the hours 5.30am to 10.00am on Thursday 25 April 2024:</p> <ul style="list-style-type: none">• Miranda Street between Fenton Street and Regan Street – 5:30am to 10:00am• War Memorial Car park to be closed• Fenton St from Broadway to Malone Gates and Portia St to the TET carpark <p>for the purpose of the ANZAC Day Dawn Service</p> <p style="text-align: right;">BECK/DUDLEY Carried <u>P&S/24/74</u></p> <p>Recommended Reason</p> <p>In order for the Stratford District Council to hold ANZAC Day commemorations, it is necessary to close the roads listed above for the safety of the public gathering for the dawn service at the Cross of Sacrifice on Miranda Street. The proposed road closures require formal approval by a Council resolution.</p>
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Questions/Points of Clarification:

- It was clarified the parade would go from Portia Street (by the TET Multisports Stadium), along Fenton Street and up Miranda Street to the cenotaph.

*The Parks and Reserve Officer and Councillor Tongaawhikau left the meeting at 4.58pm.
The meeting was adjourned at 4.58pm and reconvened at 5.08pm.*

14. Decision Report – Approve Draft Financial Strategy
D24/6151 Page 153

<p>Recommendations</p> <p>1. <u>THAT</u> the report be received.</p> <p style="text-align: right;">JONES/VOLZKE Carried <u>P&S/24/75</u></p> <p>2. <u>THAT</u> the draft Financial Strategy be approved and released for audit review, before the final draft Financial Strategy is approved to be released for consultation, with amendment.</p> <p style="text-align: right;">HARRIS/HALL Carried <u>P&S/24/76</u></p> <p>Recommended Reason</p> <p>This is an opportunity for elected members to formalise their initial stance on the Financial Strategy for the district, prior to releasing for audit review.</p>
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Points noted in discussion:

- Councillor Hall noted her concern that having a rates increase limit of 7% gave a less realistic view to the ratepayers as having a rates increase higher than the limit resulted in less credibility. She noted the same rigorous process would be undertaken to ensure rates stay as low as possible but thought a higher limit would be more realistic.
- The Deputy Mayor shared similar concerns. She did not think council could realistically come up with an accurate figure and wondered if some commentary around aspiring towards the limit would be more accurate. She liked 7% as a number but felt some rewording with aspirational tones was required.
- Councillor Jones noted that council had been chasing 6% as a level for so long and ended up above it. The 15.5% increase would bring council to the level it should be at for the rates take and then it should be able to stay at the lower levels. To achieve the lower numbers this jump was required. He was happy with it staying at 7%.
- It was clarified that the inflation numbers were the BERL Index figures used by all councils. It was requested that this be made clearer in the strategy. CPI takes into accounts household consumer expenses and the BERL Index was inflation reflecting inflation for council related expenditure.
- Councillor Beck supported retaining 7%. He noted it was important to not see it rising higher.
- Councillor Watt agreed with leaving it at 7%. He noted inflation relates more to construction costs and the usual inflation of construction was 3%, however in 2022 it was 10.4%.
- Councillor Hall supported changing the wording to *aspire to*, to reflect the true intent of what council is trying to achieve.
- It was clarified it was legislatively required to have a limit, the Corporate Accountant noted these benchmarks were part of the financial regulations that council has to report on. A breach can occur as long as it can be explained. The big increase in Year 1 will result in smaller increases later on. Mr Hanne noted an additional sentence could be added to make it clear that council will make every attempt to be within this limit.
- It was noted that council will see the final version of this when it has been audited.

15. Decision Report – Infrastructure Strategy

D24/6282

Page 170

Recommendations	
1. <u>THAT</u> the report be received.	HARRIS/McKAY Carried <u>P&S/24/77</u>
2. <u>THAT</u> the draft Infrastructure Strategy be approved and released for audit review, before the final Infrastructure Strategy is adopted for community feedback.	McKAY/JONES Carried <u>P&S/24/78</u>
Recommended Reason	
This is an opportunity for elected members to ensure that the Infrastructure Strategy reflects their position on the management of Council's core assets in the next 30 years, prior to releasing the Consultation Document for audit review.	

Questions/Points of Clarification:

- Councillor Jones noted that removing the uneconomical bridges would cover the cost to build the Brecon Road bridge straight away.
- The Deputy Mayor noted the strategy was really good to read. She felt it was very clear what council is trying to do.

16. Decision Report – Approve draft Consultation Document for release to Auditors

D24/6241

Page 244

Recommendations

1. THAT the report be received.

DUDLEY/HALL
Carried
P&S/24/79

2. THAT the draft Consultation Document be approved and released for audit review, before the final Consultation Document is approved to form the basis for the consultation with the community.

MOVED/SECONDED
Carried
P&S/24/80

3. THAT, in accordance with Standing Order 8.4, an Extraordinary Meeting of Council be held on Tuesday 26 March 2024 at 1.00pm to release the final Consultation Document, and supporting information, for consultation with the community.

4. THAT the hearing date for submissions to the Long Term Plan be amended to Tuesday 14 May 2024, as noted in **Appendix 1**.

HALL/McKAY
Carried
P&S/24/81

Recommended Reason

This is an opportunity for elected members to ensure that the consultation documents reflects their priorities and aspirations regarding the outcomes of the Long Term Plan, prior to releasing the Consultation Document for audit review.

The Communications Manager noted that the changes to the wording in the Financial Strategy would be carried over to the Consultation Document.

Questions/Points of Clarification:

- It was requested the table on page 267 amended to *water services and solid waste*.
- The District Mayor noted the sample rates table now captured the fact that property values have gone up by different values and now reflects the different amounts in the rate increases. He requested a lifestyle property be added as another example.
- It was requested the \$29 a week for commercial properties be checked.
- Councillor Beck noted the sample rates examples will be the most looked at page and it needed to be clear. He noted the Annual Plan was good as it had all the percentages separated out, Mr Hanne noted it was easier to show in an Annual Plan as there isn't a property revaluation at the same time.
- Councillor Hall reiterated what a really straight forward document it was and congratulated the Communications Manager.

17. Monthly Reports

17.1 Assets Report D24/3178 Page 273

Recommendation

THAT the report be received.

McKAY/BECK
Carried
P&S/24/82

Questions/Points of Clarification:

- It was clarified that the schools have been approached by the Education Officer – Water and Waste for workshops with the intention being to tailor the workshops to what the individual schools require support with.
- The Director – Assets noted there had been good results with the Diatomix Project at the beginning but it was not really providing the desired results now. It has been trialed for two years and council is still meeting most of the consent conditions. Officers will need to get a consultant to do a report at the end of the term to see where to go from here.
- The District Mayor noted the change in plans for the septic tank at the Whangamomona Campgrounds and noted his concern that patronage is significantly different from days where there are events to normal day to day use. He asked if officers were confident they were building the right tank for the demand? My Taylor noted that the average patronage goes up significantly when there is the pig hunt, republic day or rugby games. When designing a septic solution it needs to work on the worst case scenario as that is the amount it takes. Officers are working through options such as additional port-a-loos for events or emptying the tank before the big days. Mrs Araba noted the new consultant was practical and on track.
- Councillor Jones noted the footpaths outside the primary school were being widened, and noted councillors had been told the renewals could not be used for widening. Mrs Araba noted that the low cost low risk budget was topping up the renewals for this project as a safety project. It was clarified that these replacements will fit inside the current design for future work outside the school.

17.2 Community Services Report D24/4295 Page 295

Recommendation

THAT the report be received.

ERWOOD/SANDFORD
Carried
P&S/24/83

The Communications Manager noted the following points:

- Sunday 3 March is the Stratford Youth Festival which is a combined event with Zeal Taranaki and the Stratford District Youth Council.
- The new youth councillors will be sworn in on Monday. All welcome to attend.
- A Positive Ageing Forum is scheduled for 21 March, please share with networks.
- The Sport New Zealand Rural Travel Fund is now open but has had minimal interest, please share with community contacts if able. The Creative Communities Fund opens next month.
- It was clarified the LGOIMA requests are now coordinated by Corporate Services and would be moved to be included in that monthly report.

Questions/Points of Clarification:

- Councillor Hall noted the outcomes for the Mayors Taskforce for Jobs and felt the parameters were very restrictive and did not reflect the work undertaken by staff. She noted it was looking unlikely to reach the goal of 38 and asked how that would impact funding? The District Mayor agreed that a lot more than nine people had been helped through this initiative. He did expect the funding to be reduced if the goal was not met.
- Councillor Hall noted the Stratford Business Association membership was 141, but was 150 in the Economic Development Quarterly Report. Ms Gibson noted that these reports did cover a different time period but she would clarify this. It was noted that council did not hold the knowledge of the total businesses in Stratford as this would be impacted by the different definitions of business.
- Councillor Beck noted there were 466 enrolments for Wai o Rua Swim School, Mr Hanne noted there had been less around 200 in the first term so to double that is really good. He noted it was important to retain the quality over quantity to keep the high reputation of the service. A financial report on this service will be included in the business report.
- Councillor Sandford noted he had received many complaints about the road closure from 7am for AmeriCARna.

17.3 Environmental Services Report
D24/1633 Page 303

Recommendation

THAT the report be received.

WATT/HARRIS
Carried
P&S/24/84

The Director – Environmental Services noted that there was now a solution for the numbering issues on Ariel Street which would involve renumbering three properties. The proposal has been sent to LINZ. It was noted that officers have raised the issue with Google regarding Pembroke Road West and Pembroke Road East.

17.4 Corporate Services Report
D24/5866 Page 310

Recommendation

THAT the report be received.

DUDLEY/ERWOOD
Carried
P&S/24/85

Questions/Points of Clarification:

- Councillor Hall requested more information on the reason for the variances in the operating expenditure for civic amenities and the library. Mrs Craig noted that some of the overspends are caused by timing with seasonal requirements and will even out when the work reduces.
- The Deputy Mayor asked at what point do officers stop spending and remain on track? It was noted elected members can ask these questions at any meeting and that staff do try to stick within budgets.
- Councillor Hall noted the recent conversations in the Long Term Plan about the significance in overspending and felt that more context should be provided in this report as to why they are over budget. She did not want to miss opportunities to address this and felt proactively provided information in the report would be helpful.
- Mrs Araba noted the budgets were mostly split across 12 months equally so at certain times they do go over. There will be some equalisation by the end of the financial year.
- It was noted that if a budget was going to be known to go over then it would be brought to the attention of councillors as soon as possible.
- It was requested that further context be provided in this report on the variances to the budgets.

- It was clarified the land purchase for the Stratford 2035 note meant it was unlikely to proceed this financial year. The landowner has started the last requirement to proceed with the sale.

18. Questions

There were no questions.

19. Closing Karakia

D21/40748 Page 328

The closing karakia was read.

The meeting closed at 6.19pm

M McKay
Chairman

Confirmed this 26th day of March 2024.

N C Volzke
District Mayor



Date: 8 February 2024

Venue: Taranaki Regional Council Boardroom, 47 Cloten Road, Stratford

Document: 3245608

Present:

A Jamieson	Taranaki regional Council (Chairperson)
T Cloke	Taranaki Regional Council
N Volzke	Stratford District Council
P Nixon	South Taranaki District Council
H Duynhoven	New Plymouth District Council
L Stewart	Waka Kotahi

Attending:

C Littlewood	Taranaki Regional Council
M Nield	Taranaki Regional Council
A Harris	Stratford District Council
L Hawkins	Taranaki Regional Council
F Ritson	Taranaki Regional Council
R Broad	Automobile Association (joined meeting at 1.05pm)
M Jones	Taranaki Regional Council
N Chadwick	Taranaki Regional Council
S Bowden	Stratford District Council
R Leitao	New Plymouth District Council (joined meeting at 1.09pm)
C Gazley	Taranaki Regional Council (joined meeting at 1.15pm)

Apologies: Were received and sustained from R O'Keefe, NZ Police,
Duynhoven/Nixon

1. Confirmation of Minutes Regional Transport Committee – 7 December 2023

Resolved

That the Taranaki Regional Transport Committee:

- a. took as read and confirmed the minutes of the Taranaki Regional Transport committee held at 47 Cloten Road, Stratford on Wednesday 7 December 2023 at 1.00pm
- b. noted the unconfirmed minutes of the Taranaki Regional Transport Committee held at 47 Cloten Street, Stratford on Wednesday 6 September 2023 at 10.30am, have been circulated to the New Plymouth District Council, Stratford District Council and the South Taranaki District Council for their receipt and information.

Volzke/Stewart

2. Confirmation of Minutes Regional Transport Advisory Group – 25 January 2024

Resolved

That the Taranaki Regional Transport Committee:

- a. received the unconfirmed minutes of the Taranaki Regional Transport Advisory Group held at 47 Cloten Road, Stratford on Wednesday 25 January 2024
- b. noted that the minutes of the Taranaki Regional Transport Advisory Group meetings held at 47 Cloten Road, Stratford on 25 January 2025 have been circulated to the New Plymouth District Council, Stratford District Council and the South Taranaki District Council for their receipt and information.

Cloke/Jamieson

3. Confirmation of Minutes State Highway 3 Working Group – 3 October 2023

Resolved

That the Taranaki Regional Transport Committee:

- a. received the unconfirmed minutes of the State Highway 3 Working Group meeting held at the St Johns Rooms, 41 North Street (SH3) Mōkau, on 3 October 2023 at 10.30am.

Duynhoven/Nixon

4. RTC 2024 Meetings Planner

- 4.1 Ms L Hawkins, Policy Manager to informed the committee of the proposed meeting calendar for 2024.

Resolved

That the Taranaki Regional Transport Committee:

- a. endorsed the meeting schedule and contents contained in Appendix 1 (#324585), and notes that additional items may be added to meeting agendas as the need arises throughout the year,
- b. determined that this decision be recognised not significant in terms of section 76 of the Local Government Act 2002
- c. determined that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with section 79 of

the Act, determined that it does not require further information, further assessment of options or further analysis of costs and benefits, or advantages and disadvantages prior to making a decision on this matter.

Cloke/Nixon

5. Mid-Term Review Regional Land Transport Plan 2024

5.1 Ms F Ritson provided an update the committee on the draft consultation process.

Resolved

That the Taranaki Regional Transport Committee:

- a. received the memorandum *Mid-Term Review Regional Land Transport Plan 2024 for Public Consultation*
- b. noted that key aspects of the draft *Regional Land Transport Plan for Taranaki 2024* will be covered in a presentation as part of this Committee meeting.
- c. agreed that the mid-term review draft *Regional Land Transport Plan for Taranaki 2024*
 - contributes to the purpose of the LTMA, which is to contribute to an effective, efficient, and safe land transport system in the public interest
 - is consistent with the 2021 Government Policy Statement on Land Transport (GPS 2021), noting that an updated GPS had not been released at the time of preparing this memo
 - has taken into account
 - i. relevant national and regional policy statements or plans under the *Resource Management Act 1991*
 - ii. the National Energy Efficiency and Conservation Strategy
 - iii. likely funding from any source
- d. agreed the updated priority ordering of activities included in Table 8 of the draft *Regional Land Transport Plan for Taranaki 2024*
- e. adopted the draft *Regional Land Transport Plan for Taranaki 2024* for public consultation
- f. determined that this decision be recognised as not significant in terms of section 76 of the Local Government Act 2002, determined that this decision be recognised as not significant in terms of section 76 of the Local Government Act 2002.

Cloke/Jamieson

6. Regional Speed Management Plan Update

6.1 Ms L Hawkins, provided an update the Committee on the recent amendments of the Speed Management Plan (RSMP) following the change in Government.

Resolved

That the Taranaki Regional Transport Committee:

- a. received the memorandum titled, Regional Speed Management Plan update
- b. noted that the requirement for Road Controlling Authorities to develop SMPs for implementing safe and appropriate speed limits throughout the district/region is now no longer mandatory
- c. noted the Council's role supporting the RTC and RCAs in preparing a RSMP and facilitating public consultation of the RSMP is no longer mandatory

- d. noted that a memo recommending the approach to discontinue work on the RSMP will be tabled at the 19 February 2023 Taranaki Regional Council, Executive, Audit and Risk Committee.

Volzke/Cloke

7. Waka Kotahi New Zealand Transport Agency Update

- 7.1 Miss L Stewart - Waka Kotahi provided an update on regional and national activities

Resolved

That the Taranaki Regional Transport Committee:

- a. received the updates and presentation provided by Waka Kotahi New Zealand Transport Agency.

Duynhoven/Nixon

8. Territorial Authorities Updates

- 8.1 Mr V Lim, South Taranaki District Council provided an update on transport activities within the South Taranaki District
- 8.2 Mr S Bowden, Stratford District Council provided an update on transport activities within the Stratford District.
- 8.3 Mr R Leitao, New Plymouth District Council provided an update on transport activities within the New Plymouth District

Resolved

That the Taranaki Regional Transport Committee:

- a. received the update provided by the South Taranaki District Council on its transport activities
- b. received the update provided by the Stratford District Council on its transport activities
- c. received the update provided by the New Plymouth District Council on its transport activities.

Cloke/Volzke

There being no further business the Committee Chairperson, Councillor A L Jamieson declared the Regional Transport Committee meeting closed with Karakia at 2.49pm

Regional Transport

Committee Chairperson: _____

A L Jamieson

MONTHLY REPORT

District Mayor



F22/55/04 – D24/8331

To: Council
From: District Mayor
Date: 6 March 2024
Subject: District Mayor Monthly Report – February 2024

Recommendation

THAT the report be received.

/
Moved/Seconded

1. Local Water Done Well

In the five months that have passed since the general election in October last year, the new coalition government has been busy undoing many of their predecessors plans and policies. Repealing Labours controversial Three Waters Reforms was always on the list of targets for change and with this done, the Minister has now signaled the next steps for implementing a new plan for the future of water services in New Zealand, Local Water Done Well. A letter from the Minister is attached to this report and the new direction has been summarized as follows:

Local Water Done Well recognizes the importance of local decision-making and flexibility for communities and councils to determine how their water services will be delivered in future. It will do this while ensuring a strong emphasis on meeting rules for water quality and investment in infrastructure.

Local Water Done Well will be implemented through two pieces of legislation. The first bill, which will establish the framework and transitional arrangements for the new water services system, will be passed by the middle of 2024. A second bill to provide for the long-term replacement regime will be introduced in December 2024. This recent announcement also saw of the establishment of a Technical Advisory Group to provide expert advice on the implementation of Local Water Done Well.

Local Water Done Well has a fundamentally different approach to that of the previous government. It does not mandate the establishment of and transition to new water services entities nationally. Meaning, the water services reform National Transition Unit (NTU) and iwi Māori directorate are to be disestablished.

Consultation has now been concluded with affected staff and will see a shutdown by 28 March 2024. The Policy, Legislation and Stewardship function will be retained to support the policy and legislative requirements of Local Water Done Well.

As part of the closedown of the water services reform program, and to preserve any value from the work undertaken to date, the NTU has been focused on a substantive review of the information it has developed, collating it for ease of use and creating appropriate storage facilities to enable efficient access.

As councils consider how to best deliver water services moving forward, there are documents developed by the NTU which may serve as useful templates for adaptation to the various council circumstances. A process has been set up for those councils that may wish to access relevant NTU material.

2. Universal Water Metering

I recently stumbled across a news article, as shown below, which highlights one of the key benefits derived from universal water metering in the New Plymouth District. It probably goes without saying but it is an excellent, real example and confirmation of the evidence that elected members had presented to them when the Stratford District Council opted into installing meters across our network. The identification of water leaks was well anticipated and understood, but the magnitude of some of the leaks is quite surprising. Repairing leaks in a timely way has an obvious environmental benefit but the monetary benefit is equally as important as shown in this article.

Although our installation work is progressing, it is not as far advanced as New Plymouths. When the metering is at a point where we can detect leaks on a large scale, it is a reasonable assumption to make, that we too will see a similar return on investment.

“Installing water meters has allowed the New Plymouth District Council (NPDC) to postpone a \$4 million pump station upgrade for Urenui and Tikorangi in north Taranaki.

Meters have identified so many leaks in the area - including one property using 60m³, or about 450 bathtubs a day - that once they were fixed, demand dropped to the point where the upgrade was not needed.

Peak demand had been at 132m³ (about 880 bathtubs full) an hour - on the threshold that would have required an upgrade.

About 13,000 meters have already been installed out of 26,000 planned across the district as part of a \$248 million investment in water infrastructure across 10 years.

So far this month, they had identified and helped stop leaks totalling 463m³ a day, equivalent to about 68 Olympic swimming pools a year.

Currently, most households in the district paid a flat rate for water, regardless of how much they use.

According to Water NZ's 2021 National Performance Review, residential water use of 288 litres per person per day was higher than the national average of 222 litres”

3. Regional Transport Committee Meeting

The quarterly Regional Transport Committee meeting was held on 7th December 2023. Meeting minutes are included within this agenda.

4. Americarna Event

The 2024 Americarna event was, as always, an epic blast from the past featuring around 800 gas guzzling vehicles that would catch the eye of most people (or blokes, at least). The two-hour stopover in Stratford allowed hundreds of spectators to have a close look over the cars and simply imagine the hours and hours of work that had been put into each vehicle to reach the display standards we saw. I thank the Stratford Business Association for organising this event and bringing the joy that was very evident to everyone.

5. Summer Nights Concert

The annual Summer Nights concert went off without a hitch. Held in the picturesque rhododendron dell the event was well supported, despite the fact it was competing with other events across the region. Thankfully the weather played its part to make it an enjoyable evenings entertainment. While this event was free entry to the public attending, this type of event is expensive to put on and attaining significant sponsorship is key to being able to have an event of this nature each year. I hope it continues, but the increased costs associated with it, is posing a more and more challenging task for council to contend with.

6. Stratford Grey Power Annual Meeting

It was my privilege to attend the Annual General meeting of Stratford Grey Power. This is a long standing organisation and is still well supported with twenty-six members attending the meeting. As guest speaker I was able to focus on the Long Term Plan Consultation Document and highlight its contents to members present. There was good engagement and some well thought out questions from the audience. My thanks to long standing chairman Peter Hartley for taking on the role for another year and providing the support to our older residents.

7. Correspondence

- Stratford Volunteer Fire Brigade Call Outs – February 2024
- Hon Simeon Brown – Implementing Local Water Done Well

8. Some Events Attended

- Attended – Stratford District Youth Council meeting (x1)
- Attended – Taranaki Regional Transport Committee meeting
- Attended – Summer Nights Concert Event
- Attended – Reforms/Western Bight discussion group
- Attended – Justice of the Peace training session
- Attended – De-escalation training session
- Attended – Stratford Grey Power Annual General meeting- guest speaker
- Attended – Americarna event
- Attended – Stratford Health Trust meeting (x1)
- Met - with CEO of WITT Te Pukenga
- Met – with Carl Bates, Member of Parliament for Wanganui
- Met - with representatives of Ample Meats
- Met – with Central Taranaki Primary Schools Principals group
- Met – with Barbara Kuriger, Member of Parliament for Taranaki-King Country
- Met – with Chairman of the Percy Thomson Trust
- Radio Interview - Access Radio (x1)
- Newspaper - Stratford Press Interviews and Articles (multiple)
- Newspaper - Daily News, Glenn McLean - Interview
- Attended - Regional Mayors and Chairs weekly meeting (x5)
- Attended - Council Pre-Agenda meetings (x3)
- Attended - Council Public Forums and Deputations (x2)
- Attended - Council Workshops (x1)
- Attended - Council Meetings (x3)



N C Volzke JP
District Mayor

Date: 6 March 2024

Stratford Volunteer Fire Brigade Call Outs February 2024

The Stratford Fire Brigade responded to 18 calls in February 2024

- 03-02-24 Motor vehicle accident Whangamomona Saddle stood down before leaving station
- 03-02-24 Residential alarm activation at Maryann Rest Home Brecon Road
- 05-02-24 Alarm activation Marire Home Page Street
- 12-02-24 Alarm activation Eltham fire station stood down before arrival
- 13-02-24 Rural appliance to vegetation fire Patea Road Patea
- 14-02-24 Vegetation fire Ohura Road Douglas assist Toko fire brigades stood down before arrival
- 14-02-24 Assist ambulance with medical call Essex Street
- 14-02-24 Assist ambulance with medical call A/P showground's Flint Road
- 15-02-24 Hayshed fire Douglas Road assist Toko fire brigade
- 17-02-24 Investigate reports of smoke Nash Road
- 18-02-24 Assist ambulance with medical call Rosalind Street
- 19-02-24 Assist ambulance with medical call Waingongoro Road
- 21-02-24 Motor vehicle accident SH 3 / Climie Road
- 24-02-24 Alarm activation New Commercial Hotel Broadway
- 25-02-24 Motor vehicle accident Opunake Road / Hastings Road
- 25-02-24 Investigate reports of smoke Fenton Street
- 27-02-24 Alarm activation Maryann Rest Home Brecon Road
- 29-02-24 Rubbish bin fire Fenton Street

Hon Simeon Brown

Minister for Energy
Minister of Local Government
Minister of Transport
Minister for Auckland
Deputy Leader of the House



To: All Council Mayors + GWRC Chair

Dear Mayor

Implementing Local Water Done Well

Following my previous (December) letter, I'm pleased to provide you with an update on progress with implementing our plan for addressing New Zealand's long-standing water infrastructure challenges, Local Water Done Well (LWDW).

Last week the Prime Minister and I outlined the Government's plan for the next 12-18 months to implement LWDW. This included the repeal of the previous Government's three waters legislation, which was passed through Parliament last week.

This is a significant milestone, and I am energised about the work ahead of us. The Government is committed to enabling councils to determine water services infrastructure arrangements that work for them and their communities, while ensuring rules for water quality and long-term investment in infrastructure are met.

I understand that following my announcement last week the Department of Internal Affairs shared some detailed repeal bill information with council chief executives. I wanted to contact you directly to provide further information about:

- Our plan to implement LWDW through a three-stage legislative approach
- The establishment of a Technical Advisory Group to support the detailed design of LWDW policy.

I also wanted to provide a contact at the Department of Internal Affairs should you wish to have any early discussions about possible future water service delivery arrangements.

Our plan to implement LWDW

I am pleased we have been able to make good progress in our first 100 days in Government, with the repeal of the previous Government's legislation now complete.

Further legislation to implement LWDW will progress in two further stages. The first bill, which will establish the framework and transitional arrangements for the new water services system, will be passed by the middle of 2024. A second bill to provide for the long-term replacement regime will be introduced in December 2024.

Set out below is our three-stage legislative approach, and the different components expected to be included in each bill.

1

REPEAL LEGISLATION: LAY FOUNDATION FOR NEW SYSTEM

INTRODUCED AND ENACTED FEB 2024



- Restore continued council ownership and control of water services, and responsibility for service delivery.
- Provide support options to help councils complete and include water services in their 2024-34 long-term plans.

2

ESTABLISH FRAMEWORK AND TRANSITIONAL ARRANGEMENTS

INTRODUCED AND ENACTED MID-2024

- Provide a framework for councils to self-determine future service delivery arrangements via a water services delivery plan (to be submitted within 12 months).
- Establish foundational information disclosure requirements (as first step towards economic regulation).
- Streamline requirements for establishing council-controlled organisations under the Local Government Act to enable councils to start shifting the delivery of water services into more financially sustainable configurations, should they wish to do so.
- Provide technical and advisory support to Auckland Council to determine how they wish to create a financially sustainable model for Watercare.

3

ESTABLISH ENDURING SETTINGS AND BEGIN TRANSITION

INTRODUCED DECEMBER 2024 AND ENACTED MID-2025

- Set long-term requirements for financial sustainability.
- Provide for a range of structural and financing tools, including a new class of financially independent council controlled organisations.
- Consider the water regulator's empowering legislation to ensure the regulatory regime is efficient, effective, and fit-for-purpose, and standards are proportionate for different types of drinking water suppliers.
- Provide for a complete economic regulation regime.
- Establish regulatory backstop powers, to be used when required to ensure effective delivery of financially sustainable or safe water services.
- Refine water service delivery system settings to support the new system, such as consistent industry standards.

Technical Advisory Group establishment

Last week I also announced the establishment of a Technical Advisory Group (TAG) to contribute specialist and technical expertise to myself and the Department as we develop policy and legislation to implement LWDW.

Leading experts in finance, infrastructure and local government will take on key roles as members of the TAG.

One of the key areas of focus for the TAG is providing advice and assurance on policy and legislative settings that will enable local councils to appropriately recover costs and access the long-term debt needed to fund the required investment in water infrastructure.

You can find more information about the TAG, including membership and Terms of Reference on the Department website, at: www.dia.govt.nz/Water-Services-Policy-and-Legislation

Enabling councils to determine future water services arrangements

I recognise that councils will be at different stages in their thinking and readiness in determining their preferred future water services delivery model.

I also recognise that many councils are wanting to move quickly to put new arrangements in place and lead the way in developing local solutions to their water services challenges.

While our legislative plan provides certainty about our direction of travel, there are details to be worked through in the months ahead. We need to work together to ensure councils have the tools and information they need to support a smooth transition.

To this end, I have instructed officials at the Department to be available to assist with early discussions that councils may be having about their possible future service delivery arrangements.

Please contact Hamiora Bowkett, Executive Director, Water Services Policy, Legislation and Stewardship, by emailing waterservices@dia.govt.nz, should your council wish to set up initial discussions with Department officials.

Yours sincerely,

A handwritten signature in blue ink, appearing to be 'Simeon Brown', with a long horizontal stroke extending to the right.

Hon Simeon Brown
Minister of Local Government

DECISION REPORT



F22/55/04 – D24/6363

To: Council
From: Roading Engineer
Date: 12 March 2024
Subject: Proposed Road Closures of Toko Road for a Car Club Event - 14 April 2024

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, the Stratford District Council approves the closure of:
 - Toko Road from its intersection with Raupuha Road (RP4.6) to the end of the road (RP10.3) on Sunday 14 April 2024 between the hours of 6.00am to 6.00pm

for the Taranaki Car Club to host a motorsport event, subject to no objections being received.

Recommended Reason

For the Taranaki Car Club to host a Bent Sprint motorsport event, it is necessary to close Toko Road for safety reasons, for the participants and for any spectators. The proposed road closure requires formal endorsement by a Council resolution. This event was held last year on 4 March 2023 and by all accounts it was a very successful event with entrants coming from across the country to participate. The organisers anticipate a similar number of entrants for this year's event.

/
Moved/Seconded

1. Purpose of Report

- 1.1 For any street/road event that requires a road closure, Schedule 10, Clause 11(e) of the Local Government Act 1974 requires a Council resolution to endorse the proposed road closure. This report seeks this endorsement for the purpose of allowing the Taranaki Car Club to close the eastern length of Toko Road from the intersection of Raupuha Road to the road end on the 14 April 2024

2. Executive Summary

- 2.1 In order for the Taranaki Car Club to hold a Bent Sprint event along Toko Road, the car club has approached Stratford District Council seeking permission to close part of Toko Road from its intersection with Raupuha Road to the road end, a further six kilometres along Toko Road.
- 2.2 As this is a residential rural road, the car club have undertaken a letter drop to all residents (**Appendix 1**), proof of a visitation log (**Appendix 2**) provided the Council with a Traffic Management Plan (**Appendix 3**), a Safety Plan (**Appendix 4**) for the event and a copy of their Public & Products Liability Insurance Certificate (**Appendix 5**). These have been included as attachments to this report.

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.

4. Background

- 4.1 The Taranaki Car Club was formed in the early 1950's and has a long history. The club aims to bring local, affordable events to the Taranaki landscape by running street sprints and hillclimbs. Street sprints are very popular with drivers and spectators, good examples of these are the De Havilland Drive Street Sprint and the Stratford Street Sprint (run by the South Taranaki Car Club).
- 4.2 The event that the Taranaki Car Club wish to run in Stratford in April is a Bent Sprint where drivers compete against the clock to complete a 2.7km course. Referrals of interesting and remote roads are received from club members. The club consults with the local community and organise road closures and Motorsport New Zealand permits. It is the club's intention to repeat the event over several years following a successful first run held on 27 March 2022.
- 4.3 For the Toko Road event Huinga Hall has been hired for drivers to use during the run. The club expects around 18-25 drivers and 20 support personnel to participate. The Taranaki Car Club events attract drivers from Taranaki, Whanganui and Wellington.
- 4.4 The Taranaki Car Club have submitted a request to the Stratford District Council seeking permission to close the eastern section of Toko Road from the intersection of Raupuha Road for the purposes of holding this Bent Sprint event. The date of the event is Sunday 14 April 2024 and the proposed closure is from 6.00am to 6.00pm. This proposal is a re-run of the event that was held on two previous occasions, which on all accounts was a success. There have been numerous road racing events held in the district in the past few years, including the Silver Ferns Rally, the Targe Rally and the annual Street Sprint event within the Stratford township.

5. Consultative Process

5.1 Public Consultation - Section 82

The Taranaki Car Club are required to liaise with all residents affected by the proposed road closure. The proposed road closure was advertised in Central Link on Wednesday 28 February with the objection cut-off date of Wednesday 13 March. Due to timing this cut-off date falls the day after the council meeting and if any objections are raised then this report will be submitted again in April. However, to date no objections have been received. The event was also published on SDC's website from Wednesday 28 February onwards. A second notice will be published in the Stratford Press and on the Council website subject to the recommendations outlined above being endorsed by Council.

As this event must be approved by Motorsport New Zealand, the emergency services are formally notified of the event and are listed in the Safety Plan.

5.2 **Māori Consultation - Section 81**

There are no known effects that this event is likely to have on local Iwi issues.

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 For the Taranaki Car Club to host this motorsport event in a safe manner on public road, it is essential that these roads are closed for the times stated in the recommendation. This will safeguard the participants of the event, spectators and any residents wishing to travel along Toko Road during the time of the road closure.

Within the safety plan of the event (**Appendix 3**), there is a risk assessment provided by the event organisers.

Council Risk Register – Risk No.29: Health, Safety and Wellbeing: Public Events. If health and safety accidents of incidents occur during events, then increased costs can occur to the events and reputation is damaged.

For this event the Taranaki Car Club have Public and Products Liability Insurance a copy of which can be found in (**Attachment 4**). The insurance covers the cost of repair to any property damage, such as fences. The entrants will carry their own insurance for their vehicles should they have an incident during this event.

Council Risk Register – Risk No. 70: Health, Safety and Wellbeing: Dangerous Road due to weather events. If there are dangerous conditions that are not managed and communicated to the public appropriately, then there is a higher potential for car accidents and possible road fatalities.

The control for this risk is that Council officers can undertake an inspection of Toko Road prior to the event.. If SDC officers deem the road to be unsafe due to a weather event, we will notify the organisers during the week preceding the event.

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. The event provides an opportunity to demonstrate the uniqueness of the Stratford district by allowing a Bent Sprint event on one of its scenic rural roads.
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 time of the proposed road closure is outlined in the recommendation above. There is an expectation that 18-25 vehicles will participate in the sprint event, with each competitor having a minimum of four attempts at a timed pass along 2.7km of Toko Road, throughout the day. The prize giving will be held in the Toko Tavern afterwards.

7.3 **Significance**

	Yes/No	Explain
Is the proposal significant according to the Significance Policy in the Long Term Plan?		
Is it:	No	
• considered a strategic asset; or	No	
• above the financial thresholds in the Significance Policy; or	No	
• impacting on a CCO stakeholding; or	No	
• a change in level of service; or	No	
• creating a high level of controversy; or	No	
• possible that it could have a high impact on the community?	No	Whilst the sprint event is underway, there could be limited access available to residents and the general public that are intending to drive along Toko Road but not the community overall.

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

7.4 **Options**

- | |
|---|
| <p>An assessment of costs and benefits for each option must be completed. Use the criteria below in your assessment.</p> <ol style="list-style-type: none"> 1. What options are available? 2. For each option: <ul style="list-style-type: none"> • explain what the costs and benefits of each option are in terms of the present and future needs of the district; • outline if there are any sustainability issues; and • explain if the outcomes meet the current and future needs of communities for good-quality local infrastructure, local public services, and performance of regulatory functions? 3. After completing these, consider which option you wish to recommend to Council, and explain: <ul style="list-style-type: none"> • how this option is the most cost effective option for households and businesses; • if there are any trade-offs; and • what interdependencies exist. |
|---|

The options to be considered for this report are:

Option 1. Do not approve the closing of Toko Road. If this is the option chosen, then the Taranaki Car Club will not be able to host the Bent Sprint event.

Option 2. Endorse the proposed road closure as outlined in recommendation 2 above to indicate council's support of this event. This will have a positive impact for Stratford. **This is the recommended option, as this is consistent with other similar requests for closing roads for motorsport events.**

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 Taranaki Car Club. 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 Taranaki Car Club has engaged TMS to prepare the traffic management plan and have their own STMS to supervise the traffic management on the day of the event, should the recommendation be approved.

7.7 **Legal Issues**

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

Pursuant of 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 to residents of Toko Road

Appendix 2 – Visitation Log

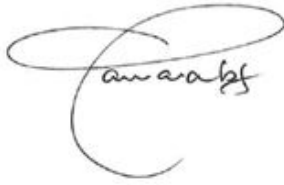
Appendix 3 - Traffic Management Plans

Appendix 4 – Safety Plan for the event

Appendix 5 - Public & Products Liability Insurance



Debbie Taplin
Roading Engineer

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

[Endorsed by]
Victoria Araba
Director - Assets

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

[Approved by]
Sven Hanne
Chief Executive

Date 5 March 2024

APPENDIX 1



Notice of Application of Road Closure

Dear resident,

The Taranaki Car Club has applied to hold a motorsport event on your road on **Sunday 14th April, 2024**

Our event here in 2023 was very popular with the drivers and we really appreciated being able to hire the local hall.

We appreciate your cooperation and understanding. We do our best to minimise disruption to residents and will let you come and go safely during the day. Of course we only want this to happen when we have stopped the event so communication between us and you is essential on the day.

The road closure will be advertised in the Stratford Press on Wednesday 28th February. You have the right to object and if you wish to do this then contact the SDC Roading team by Wednesday March 13th. We hope that rather than doing this you can talk to us about your concerns and we will do our best to work with you to keep everyone happy.

Here are some FAQ's about our proposed event:

Why do you put tape on my property?

This is a requirement of our motorsport permit and the road closure. We need you to know that there may be a car coming your way at speed and is for your safety. Our set-up team will be busy on early Sunday morning. The road closure signs will be in place just before 7am although you will be able to exit the road up to 9.15am. The first cars will be on the course at about 10.00am and the event should be completed by 4.30pm.

The nature of the event makes it difficult to be precise about this so it is **IMPORTANT THAT YOU DO NOT ENTER THE ROAD EVER THROUGH THE TAPED OFF AREAS**. Please do not make any assumptions about the event being finished if you have not seen a car for a little while. There are many reasons why this may happen and cars could re-appear at any time. If you need to access your home or business on that day we will work with you to keep the delay as small as possible.

What if your car damages a fence/building?

Yes, this does happen and we have fencers on hand to make repairs. If they cannot fix the fence straight away then they will leave it stock proof and then come during the week. The fence will be fixed to your standard and the fencer knows to make sure you are completely happy. Motorsport New Zealand has taken out a public liability insurance cover of \$10,000,000 to cover any major damage.

If you have any queries or concerns please phone me on **0275 775118**. On the day you can also contact me on that number or talk to any of the radio marshals at the road closure points who will get in touch with me.

We will have spare radios that we can leave with anyone who needs to come and go. Let me know and I can drop one off during our set up on the day.

Thanks again, we don't take your cooperation for granted, we really appreciate it.

Andrew Larsen

Event Organiser

Appendix 2

Taranaki Car Club Visitation Log

Toko Rd Bent Sprint – Sunday April 14th 2024

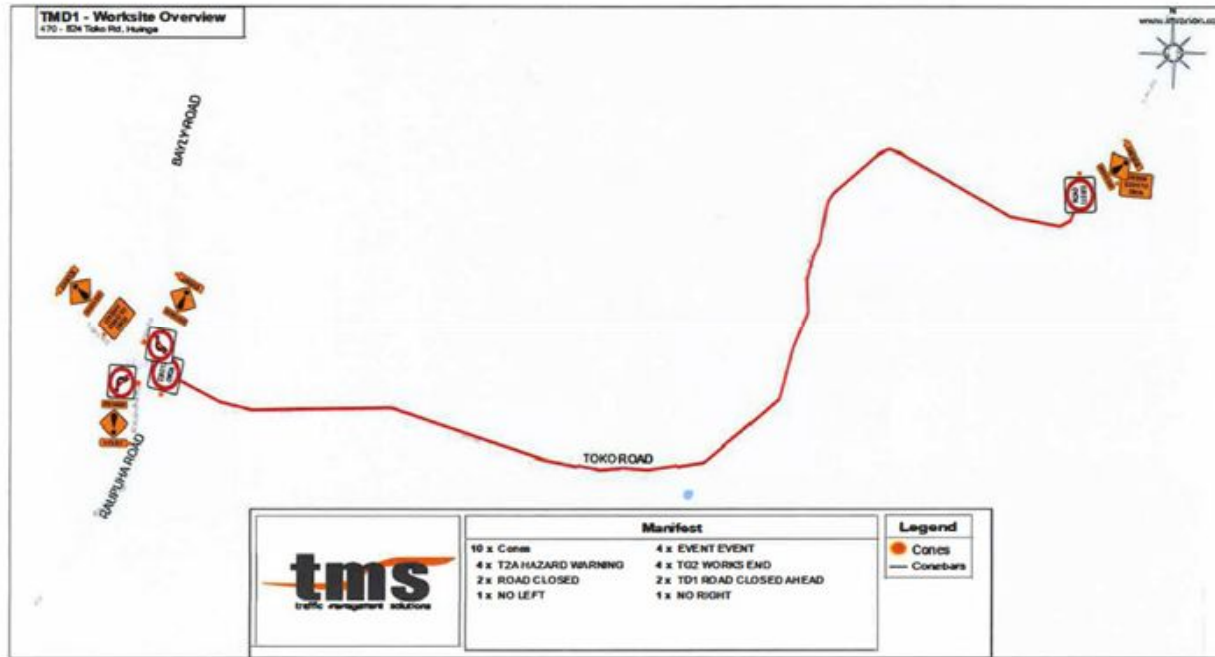
24 & 28 FEB 2024

Signing this document is an acknowledgement that you have been visited, not that you support the event.

House No	Name	Signature
108 Toko Rd.	[REDACTED]	[REDACTED]
847 Toko Rd.	[REDACTED]	LETTER LEFT IN W/BOX
646 Toko Rd.	[REDACTED]	[REDACTED]
824 Toko Rd.	[REDACTED]	[REDACTED]
766 Toko Rd.	[REDACTED]	[REDACTED]
600 Toko Road k. 522.	[REDACTED]	[REDACTED]
602 Toko Rd.	[REDACTED]	[REDACTED]
554 Toko Rd.	[REDACTED]	[REDACTED]
480 TOKO RD.	[REDACTED]	[REDACTED]

Appendix 3

Traffic control devices manual part 8 CapTTM Section E, appendix A, Traffic management plans Page 9 Edition 4, April 2020



Appendix 4

TOKO RD BENT SPRINT

14TH APRIL 2024

Event Health and Safety Plan

CONTENTS

Event Health & Safety Policy

Event Details

Event Specific Details

Key Responsibilities & Contact Details

Site Plans

Hazard ID Management

Incident Report

Major Medical / Major First Aid Emergency

EVENT HEALTH AND SAFETY POLICY

Taranaki Car Club Inc. recognises its responsibility to protect the health, safety, and welfare of all people directly associated with the event, including members of the public, whether attending the event or not.

We are committed to provide a safe environment for everyone to the best of our abilities. The details are set out in the event specific Health and Safety Plan which complies with the requirements set out in Health and Safety at Work Act 2015 (HSWA) and other relevant legislation.

We confirm that the following requirements are part of the plan:

- A process is in place for the hazard identification, risk assessment, and control of hazards.
- Monitoring and review of control measures for hazards at intervals appropriate to the event to ensure effectiveness.
- Health and Safety responsibilities are clearly assigned to designated persons.
- An accident record is kept on site and in accordance with WorkSafe New Zealand.
- All participants at the event possess the necessary knowledge, skills, and training that enable them to perform their job adequately.
- The event location has been inspected by the designated health and safety person to ensure the venue's safety
- Develop and provide an overall emergency plan which takes into consideration the event location, pack-in, pack-out, event activities, and any specialist procedures and instruction that may be required.

Event Organiser : Andrew larsen

Signature: 

Date 5/04/2024

EVENT DETAILS

Event name:	Toko Rd Hillclimb
Event location:	Toko, Taranaki
Course:	Length of course is 2.7km, on a chip seal surface. It is intended that we will be running one car on the course at any one time.
Event date:	14 th April, 2024
Start time:	9:00am
Finish time:	5:00pm
Pack in Date:	14 th April, 2024
Pack in Time:	6:00am
Pack out Date:	14 th April, 2024
Pack out Time:	6:00pm

Contact Information

Event Organiser:	Andrew larsen
Contact Phone:	0275 775118
Email:	thelarsens@slingshot.co.nz
Address:	69 Parris St, Waitara 4320

Event Description:

Toko Rd bent sprint is a motorsport event held for local and out of town drivers to enjoy.

Events such as this held in remote country roads do not attract observers as access to the course is restricted by the nature of the event and the ability to move around. Event organisers do not allow movement of spectators along the road during the event and so spectating is limited to other drivers/crew at the start line of the event.

EVENT SPECIFIC PLAN

Participants	18-25 Drivers plus crew members
Spectators	0
Volunteers	5-10

Event Sanctioning:

Toko Rd Hillclimb is a sanctioned event through Motor Sport NZ.

Briefing:

A prior briefing will be held with all those involved with running the event. Hazards and controls will be discussed, PPE issued, and all requirements and responsibilities will be advised.

Those with key responsibilities will brief the volunteers under their authority before they undertake their positions on the day.

Incident Reporting:

All incidents are to be reported to Event Organisers and the relevant paperwork is to be completed.

Refer included Incident Report Form.

Road & Foot Path Closure:

A Stratford District Council approved road closure as per Transport (Vehicular Traffic Road Closure) Regulations 1965. will be in place for the event. This will take effect prior to set up on the event day. The road closure will be implemented and managed by an experienced contractor. Volunteer marshals will guard and direct at the road closure points for the duration of the closure.

Closed Roads

- Toko Rd

Note: There is a Paper road shown on some maps

There are no footpaths or pedestrian walkways within the road closure.

Entrants:

All entrants are to be registered for the event prior to the day. They are required to be affiliated with Motor Sport NZ. Proof of this affiliation is required to be presented at documentation on the morning of the event.

Communication will be sent to entrants prior to the event outlining all timings and requirements for the day. Entrants must not be under the influence of alcohol or drugs. Breath testing maybe undertaken on the day. A failed test will result disqualification of the entrant.

All vehicles must pass a scrutineering check on the day. The vehicles must be presented as they will race. Scrutineering will take place the morning of the event and throughout the day as necessary. All entrants must have approved safety gear. This will be checked during scrutineering.

All entrants will sign a Declaration of Indemnity prior to racing.

Vehicle Access and egress to Venue:

Emergency vehicles will access from Toko Rd.

Competition vehicles will access the venue via Toko Rd.

Intervention / Recovery Vehicle:

Recovery vehicles will be onsite for the duration of the event. They will clear the race area of any cars that encounter mechanical issues to allow the quick continuation of the event.

<u>Vehicle</u>	<u>Position</u>
Fire Response vehicle:	By start line with access to the track
First Aid:	By start line with access to the track
Tow Vehicle:	By start line with access to the track

Scrutineering Team:

The scrutineering team will consist of mechanically knowledgeable people. list of required checks will be undertaken and signed off. Any failure on these checks will mean that the car will not be able to race unless the required changes can be made before scrutineering closes.

Stewards / CoC:

A Motor Sport NZ Steward and CoC will be present. They will liaise with event organisers to assist with the safe running of the event and ensure that all rules and regulations are followed.

Start Line / Race Control:

Race control will be situated in the Taranaki Car Club HQ bus which will be placed at the start line.

The start line, Timing and lights will be controlled by a competent and dedicated person (s) for the day. Timing and start and finish line will have direct communication with each other. Each race will not begin until the race controller has given the all clear.

Each driver will be checked for helmet, seat belt & correct race clothing before starting.

Crowd Control:

Toko Rd is very remote and so we anticipate that spectating will consist of crew members and the drivers themselves when not racing. Spectators cannot access any part of the road during the event. As a result, all spectating will be done at the Start Line behind the cars as they are released. TCC officials will monitor crowd control.

Amenities:

We will have use of the community hall for competitors to use on the day. Toilets are inside.

Communication:

Taranaki Car Club inc will provide the communication hub inside the Event Bus. They will be in direct contact via radio with two radio marshals (position indicated on map). They will be equipped with fire extinguishers and red flags. The club radio's will be used for communication between the Event Headquarters, COC, Finish flag, and one marshal point is visible from the finish point for additional queries from marshals if required.

Helpers / Volunteers:

Helpers / Volunteers will be briefed prior to the event. This brief will include what is required of them on the day and how to respond to emergency situations.

They will be asked to be prepared for the weather conditions e.g. Sun hats and sunscreen for a fine day, raincoat for a wet day. Radios will be issued where required. They will be briefed on expectations with crowd control and regular checks will be undertaken by event organisers to ensure there are no issues.

Emergency Procedures:

First aid will be onsite for medical first response.
Refer Fire and Major Medical Emergency Procedure included.

KEY RESPONSIBILITIES AND CONTACT DETAILS			
Responsibility	Name of contact person	Contact number (preferably mobile)	Company name
Event management	Andrew Larsen	0275 775118	Taranaki Car club
Crowd Control			Taranaki Car club

Traffic Management	Will Adlam	0273 559846	STMS-127176
First aid	Norma Bryce	027 420 6646	Taranaki Car club
Emergency control	Sean Bryce	027 4696677	Taranaki Car club
Head Scrutineer	Kiley Jury	0277 085911	Taranaki Car club
MSNZ Steward	TBC		
MSNZ CoC	TBC		
Taranaki Base Hospital		06 753 6139	
Phoenix Emergency Doctors		06 759 4295	
Local Authority SDC	Debra Taplin	(06) 765 6099	
Fire & Medical Major Emergency		111	

SITE PLAN:



HAZARD IDENTIFICATION AND MANAGEMENT

RISK ASSESSMENT MATRIX

Risk is determined by multiplying the Likelihood of injury/ damage by the Consequence.

Risk Assessment (refer to risk assessment matrix):					
Hazard / Task	Risk Description	Risk Rating (Consequence x Likelihood = Risk Rating)	Risk Control Measures	Responsibility	Monitoring /Actions
Heavy lifting during pack in and pack out	Strain or injury	Moderate - Medical treatment (3) Likely - Could easily happen (4) High (10 - 15) management attention needed	Use machinery to lift and place heavy items where available Lift in pairs or more Lift from the knees/legs Communication	Organisers Pack in/out volunteers	Spotter in place
Crowd/public/spectators	Death or injury	Catastrophic - Death (5) Unlikely - Hasn't happened yet but could (2) High (10 - 15) management attention needed	Road closure in place to restrict and control access. Eliminate any spectator zones in front of the start line Warning tape/signage at restricted areas Radio communication between event organizers and marshals.	Event organisers Volunteers Marshals TMP & STMS	Regular check ins with all event volunteers and marshals via radio or cell phone.

Moving Vehicles	Death or injury to pedestrian/worker	Catastrophic - Death (5) Unlikely - Hasn't happened yet but could (2) High (10 - 15) management attention needed	Designated speed limits Speed limit 5km in pit area. Reverse parking for drivers in pits. Eliminate pedestrian areas forward of the start line. Road closure in place to restrict and control vehicle access. Spotter for reversing vehicles.	Event organisers Drivers and crews Volunteers	Radio communication Regular checks
Environmental - Hot weather	Sunburn Dehydration	Minor - First aid treatment (2) Likely - Could easily happen (4) Moderate (4 - 9) specify who is responsible	Brief crew on bringing sunscreen and hats for a fine day. Provide water during the day to marshal's & volunteers.	Everybody	Regular checks Radio communication
Environmental – Wet weather	Injury to driver Injury to spectators Injury to volunteers Damage to property Slippery surfaces	Major - Hospital Treatment (4) Possible - Could happen / known to happen (3) High (10 - 15) management attention needed	Postpone/cancel event if conditions become dangerous.	Event organiser	Check forecast prior to event
	Spill Fumes Fire	Major - Hospital Treatment (4) Unlikely - Hasn't happened yet but could (2) Moderate (4 - 9) specify who is responsible	Spill kits on hand. Fuel containers fit for purpose. Fire truck and extinguishers on hand.	Event organiser Drivers and pit crews	
Electrical	Electrocution Trip over cables	Minor - First aid treatment (2) Possible - Could happen / known to happen (3) Moderate (4 - 9) specify who is responsible	Battery operated tools where possible. Leads/electrical equipment tagged and tested. Electrical connections to be in good working order and weather proof. Power leads to be arranged in a safe condition and not across pedestrian areas. Site set out to avoid spectator access around electrical operations.	Event organiser Drivers and pit crews Vendors	Checks Site walk through prior to event start time.

Noise	Hearing damage Upset children	Insignificant - No injuries (1) Likely - Could easily happen (4) High (10 - 15) management attention needed	Advise caregivers of noise prior to bringing children into venue. Hearing protection to be worn by crew stationed close to race area.	Event Organiser	Regular checks
Power Tools	Electrocution Injury to operator	Major - Hospital Treatment (4) Unlikely - Hasn't happened yet but could (2) Moderate (4 - 9) specify who is responsible	Battery operated tools where possible. Leads/electrical equipment tagged and tested.	Event organiser	Checks
Machinery operating during pack in and pack out	Death or injury to operator or bystander	Catastrophic - Death (5) Unlikely - Hasn't happened yet but could (2) High (10 - 15) management attention needed	Clear communication. Hi vis vests to be worn. Hazards are discussed prior to operation.	Event organiser	
Environment – Pollution Rubbish Exhaust & fuel fumes Oil & fuel spill	Sore eyes / breathing difficulties from fumes Rubbish on the ground – trip hazards	Moderate - Medical treatment (3) Possible - Could happen / known to happen (3) Moderate (4 - 9) specify who is responsible	Pick up rubbish if seen, rubbish bin to be at HQ. Spill kit onsite.	Event Organiser	Pick up rubbish as the day progresses
Power Boxes		Major – Hospital Treatment (4) Possible – Could happen / Known to happen (3) Low (1-3) manage by routine procedures	Identifying positions of all power boxes	COC, Event Organiser	Barrier if required

		Consequences				
		Insignificant (1) No injuries / minimal financial loss	Minor (2) First aid treatment / medium financial loss	Moderate (3) Medical treatment / high financial loss	Major (4) Hospitalable / large financial loss	Catastrophic (5) Death / massive financial loss
Likelihood	Almost Certain (5) Often occurs / once a week	Moderate (5)	High (10)	High (15)	Catastrophic (20)	Catastrophic (25)
	Likely (4) Could easily happen / once a month	Moderate (4)	Moderate (8)	High (12)	Catastrophic (16)	Catastrophic (20)
	Possible (3) Could happen or known it to happen / once a year	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
	Unlikely (2) Hasn't happened yet but could / once every 10 years	Low (2)	Moderate (4)	Moderate (6)	Moderate (8)	High (10)
	Rare (1) Conceivable but only on extreme circumstances / once in 100 years	Low (1)	Low (2)	Low (3)	Moderate (4)	Moderate (5)

Appendix 5



Level 32, ANZ Centre
 23-29 Albert Street
 Private Bag 92055
 Auckland 1142, New Zealand
 Telephone +64 9 306 0350
 www.veroliability.co.nz

Insurance Certificate		Client ID	Agent No
Public & Products Liability		43826	8000014

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

POLICY NUMBER	HO-LPL-6171359	
THE INSURED	Motorsport New Zealand Inc and Member Clubs in respect of Permitted Events Only	
BUSINESS DESCRIPTION	Administration, Governance and Regulation of Motor Sport in New Zealand	
POLICY PERIOD	From 4.00pm	31 December 2023
	To 4.00pm	31 December 2024
LIMIT OF INDEMNITY	\$ 10,000,000	any one Occurrence and for any one Period of Insurance in respect of Products Hazard
EXCESS	\$ 3,500	per Occurrence
POLICY WORDING	VL POL PL-032022	
FIRE PROTECTION COSTS	Limit of Indemnity \$2,000,000 any one claim and in the annual aggregate, subject to an excess of \$3,500 each and every claim	

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

Signed for and on behalf of Vero Liability Insurance Limited

Authorised Officer
 DTL



15 December 2023



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.