

**MINUTES OF POLICY & SERVICES COMMITTEE MEETING OF THE
STRATFORD DISTRICT COUNCIL HELD IN THE COUNCIL
CHAMBERS ON TUESDAY 27 APRIL 2010 AT 3.00 PM.**

PRESENT

The Deputy Mayor Mr R M Hignett (Chairman), Councillors A L Frost, V Milner, S M Pugh, J C Rowe, W J Sandford, K R Squire, R K Vickers and the District Mayor Mr N C Volzke.

IN ATTENDANCE

The Chief Executive Mr M R Freeman, the Corporate Services Manager Mr H M Swart, the Executive Administration Officer Mrs D J Christie and there were two representatives from the media (Stratford Press and Daily News) in attendance.

APOLOGIES

Apologies were received from the Planning & Regulatory Manager Mr M R Avery, the Operations Manager Mr J Jones and the Community Services Manager Mrs P R James.

PS/10/58

ROWE/FROST

THAT the apologies be received.

Carried

ANNOUNCEMENTS

There were no announcements.

1. **MATTERS OUTSTANDING**

PS/10/59

RESOLVED

THAT the matters outstanding be received.

Carried

2. **CHIEF EXECUTIVE'S REPORT**

File 03130

PS/10/60

SQUIRE/PUGH

6.1 THAT the report be received.

6.2 THAT the Stratford District Council does not attend the 2010 LGNZ conference.

6.3 THAT the Chair of the Rural Sector, Mayor Forbes, be appointed to hold the proxy vote for the Stratford District Council.

Carried

3. **FINANCE REPORT**

File 06010

Councillor Milner arrived at 3.11pm.

PS/10/61

FROST/SANDFORD

2.1 THAT the finance report be received.

Carried

4. **OPERATIONS MANAGER'S REPORT**

File 18030

PS/10/62

VICKERS/VOLZKE

THAT the Operations Manager's report be received.

Carried

5. **PLANNING & REGULATORY MANAGER'S REPORT**

File 18030

PS/10/63

ROWE/MILNER

5.1 THAT the Planning & Regulatory Manager's report be received.

Carried

6. **COMMUNITY SERVICES MANAGER'S REPORT**

File 18030

PS/10/64

MILNER/PUGH

THAT the Community Services Manager's report be received.

Carried

7. **REVIEW OF POLICIES**

File 16043

Purpose

The purpose of this report is to review and approve Councils policies:

- Accounting
- Conferences, Seminars and Tours
- Election and Poll
- Electrical Endowment Fund

PS/10/65

SANDFORD/PUGH

7.1 THAT Council approve the revised policies below:

- Conferences, Seminars and Tours
- Election and Poll

Recommended Reason

The proposed policies will ensure that controls and systems are in place to deal with the issues covered for Election and Polling and Conferences, Seminars and Tours.

Carried

8. **ELECTRICAL ENDOWMENT FUND POLICY**

File 16043

Purpose

This report is to initiate discussions on changes to the existing Electrical Endowment Fund Policy in such a way that benefit earned from the Fund can be maximised.

Discussion

It was noted that Council are legally bound by legislation to use the funds in perpetuity.

It was noted that Council shouldn't be seen to be acting as a bank and it was suggested that the opportunity to maximise the fund as an investment that has a good return for the community was a good idea. It was also noted that Council have safeguards in place in its Investments Policy if the fund is to be treated as an investment.

PS/10/66

VOLZKE/PUGH

THAT the policy be deleted.

Recommended Reason

The Electrical Endowment Fund is a Council investment which has to be invested with care, diligence and skill to the best advantage of the Stratford District Council ratepayers.

Carried

9. **POLICY MANUAL REVIEW**

File 16043

Purpose

This report is to continue to carry out a review of the Council Policy Manual.

PS/10/67

ROWE/VICKERS

8.1 **THAT** any policies requiring revision from the attached group be identified.

- Presentations to Elected Members and Staff.
- Records Security and Archives.
- Pegging & Maintenance of Roads and Bridges.
- Temporary Road Closures (State Highways).
- Temporary Road Closures (District Roads).

Recommended Reason

This process will result in a more consistent, appropriate policy framework.

Carried

10. **QUESTION TIME**

File 03096

Road Signs – Southern Roundabout

File 18144

The Chief Executive undertook to investigate the sign on the southern roundabout that has been severely damaged about a week ago.

Councillor Hignett asked whether there had been any further complaints regarding the roundabouts with regards to the growth of vegetation.

11. **PUBLIC EXCLUDED**

PS/10/68

MILNER/VICKERS

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

Agenda Item No (s) 12

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

General subject of each matter to be considered	Reason for passing this resolution to each matter	Grounds under section 48(1) for the passing of this resolution
Investment Opportunities No. 12	<p>The disclosure of information would not be in the public interest because of the need to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information -</p> <p>(i) Would be likely to prejudice the supply of similar information, or information from the same source, and it is in the public interest that such information should continue to be supplied; or</p> <p>(ii) Would be likely otherwise to damage the public interest.</p>	<p>That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist, under section 6 or section 7 (except section 7(2)(f)(i) of the Act). (section 48(1)(a) Local Government Official Information and Meetings Act 1987.</p>

Carried

12. **INVESTMENT OPPORTUNITIES**

"PUBLIC EXCLUDED"

PS/10/70

SANDFORD/PUGH

THAT the open meeting resume.

Carried

The meeting concluded at 4.37 pm.

R M Hignett
CHAIRMAN

Confirmed this 11th day of May 2010.

N C Volzke
DISTRICT MAYOR