

**MINUTES OF POLICY & SERVICES COMMITTEE MEETING OF THE
STRATFORD DISTRICT COUNCIL HELD IN THE COUNCIL
CHAMBERS ON TUESDAY 25 MAY 2010 AT 3.00 PM.**

PRESENT

The District Mayor Mr N C Volzke (Chairman), Councillors A L Frost, V Milner, S M Pugh (*arrived 3.07pm*), J C Rowe, W J Sandford, K R Squire and R K Vickers.

IN ATTENDANCE

The Chief Executive Mr M R Freeman, the Planning & Regulatory Manager Mr M R Avery, the Operations Manager Mr J Jones, 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).

APOLOGIES

It was noted that Councillor R M Hignett was on leave of absence. An apology was received from the Community Services Manager Mrs P R James.

PS/10/89

ROWE/MILNER

THAT the apology from the Community Services Manager be received.

Carried

ANNOUNCEMENTS

There were no announcements.

1. **MATTERS OUTSTANDING**

PS/10/90

RESOLVED

THAT the Matters Outstanding index be received.

Carried

2. **CHIEF EXECUTIVE'S REPORT**

File 03130

PS/10/91

FROST/MILNER

THAT the report be received.

Carried

3. **FINANCE REPORT**

File 06010

PS/10/92

VICKERS/PUGH

THAT the finance report be received.

Carried

4. **OPERATIONS MANAGER'S REPORT**

File 18030

PS/10/93

SANDFORD/ROWE

THAT the Operations Manager's report be received.

Carried

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

File 18030

PS/10/94

FROST/MILNER

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

Carried

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

File 18030

PS/10/95

VICKERS/SQUIRE

THAT the Community Services Manager's report be received.

Carried

7. **ROAD NETWORK PROCUREMENT STRATEGY**

File 18157

Purpose

The purpose of this report is to present Stratford District Council's Procurement Strategy.

Discussion

It was noted that Council have to comply with the Strategy before October and is a requirement from the Agency. Council's strategy has been endorsed and the document explains what we are doing and has been brought together from the Asset Management Plans and the LTCCP.

Councillor Vickers asked whether many other Councils do it this way, or is it because of this Councils small size that allows us to do the strategy in-house.

The Operations Manager replied that consultancy costs are huge and it is much cheaper for this Council to do it in-house. He noted that for bigger organisations it may be cheaper for them to have a consultant. He noted that a lot of councils that chose to have a consultant now wish they had done it in-house.

PS/10/96

ROWE/SQUIRE

7.1 THAT Council receives and notes the information.

Recommended Reason

To comply with the procurement procedures in NZTA's new *Procurement Manual*, Council must have an NZTA endorsed Roading Network Procurement Strategy in place, by 1 October 2010.

Carried

8. **ANNUAL PLAN 2010/2011**

File 01082

Purpose

This report is to progress decisions on the Annual Plan for the 2010/2011 year.

PS/10/97

ROWE/SQUIRE

7.1 THAT Council:

- (a) Notes the views of submitter number 1 and declines to alter the Annual Plan.
- (b) Notes the views of submitter number 2 and declines to alter the sealing programme within the Annual Plan.

- (c) Notes the views of submitter number 3 and declines to alter the Annual Plan.
- (d) Notes the views of submitter number 4 and declines to alter the Annual Plan.
- (e) Notes the views of submitter number 5 and requests the Chief Executive to investigate Transfer Station hours during 2010/11.
- (f) Notes the views of submitter number 6 and requests the Chief Executive to investigate Eco Burials during 2010/11.
- (g) Notes the views of submitter number 7 and declines to include a drinking fountain within the Annual Plan.
- (h) Notes the views of submitter number 8 and declines to alter the Annual Plan.
- (i) Notes the views of submitter number 9 and declines to alter the Annual Plan but refers the comments to the 2011 review of the Revenue and Financing Policy.
- (j) Notes the views of submitter number 10 and declines to alter the Annual Plan.
- (k) Notes the views of submitter number 11 and declines to alter the Annual Plan.
- (l) Notes the views of submitter number 12 and declines to alter the Annual Plan.
- (m) Notes the views of submitter number 13 and declines to alter the sealing programme within the Annual Plan.
- (n) Notes the views of submitter number 14 and declines to alter the sealing programme within the Annual Plan.
- (o) Notes the views of submitter number 15 and declines to alter the sealing programme within the Annual Plan.
- (p) Notes the views of submitter number 16 and declines to alter the sealing programme within the Annual Plan.
- (q) Notes the views of submitter number 17 and declines to alter the sealing programme within the Annual Plan.
- (r) Notes the views of submitter number 18 and declines to alter the sealing programme within the Annual Plan.
- (s) Notes the views of submitter number 19 and declines to alter the sealing programme within the Annual Plan.

- (t) Notes the views of submitter number 20.
- (u) Notes the views of submitter number 21 and declines to alter the Annual Plan but refers the comments to the 2011 review of the Revenue and Financing Policy.

Carried

Discussion

The Chief Executive referred to page 68, noting that the "15% GST" is now a reality. He noted that there are two issues to deal with, one being the rates which is able to be dealt with easy, the other is the fees and charges. He advised that:

- the rates are to be set as an exclusive figure and depending on when people pay ie. full amount, quarterly payments etc, will depict which GST is used.
- the fees and charges are currently inclusive of GST, but the most reasonable way to express them for this year is as an exclusive figure. This will see swings and roundabouts in particular when payment is made in cash, therefore a rounding policy will need to be adopted and work with what we have and look at them again next year.

It was noted that the GST is something that is imposed on Council.

PS/10/98

VICKERS/PUGH

7.2 THAT the Council requests the Chief Executive to prepare the Annual Plan reflecting the following principles in regard to GST:

- (a) Rates are at GST exclusive amounts.
- (b) Fees and Charges are expressed as a GST exclusive amount, and a standard cash rounding policy is adopted.

Recommended Reason

Decisions are required to process the adoption of the 2010/11 Annual Plan.

Carried

9. QUESTION TIME

File 03096

Pot Holes - Southern Roundabout

File 18196

Councillor Frost noted that a number of pot holes had appeared at the southern roundabout after the recent downpour of rain. He asked whether Land Transport were going to fix the pot holes properly as they keep reappearing.

The Operations Manager noted that Council have met with the consultants and engineer for the agency and shown them the roundabout issue and basically explained what has been happening. Council have been notified that the Land Transport Agency are on to it.

The meeting concluded at 3.45 pm.

N C Volzke
CHAIRMAN

Confirmed this 8th day of June 2010.

N C Volzke
DISTRICT MAYOR