



Our reference  
F19/13/03-D21/26182

17 August 2023

**Policy and Services Committee**

Notice is hereby given that the Policy and Services Committee meeting will be held in the **Council Chambers, Stratford District Council, 63 Miranda Street, Stratford** on **Tuesday 22 August 2023** beginning at 3.00pm.

**Timetable for 22 August 2023 as follows:**

1.00pm	Presentation for Elected Members - Update – Road to Zero (Waka Kotahi)
2.45pm	Afternoon tea for Councillors
3.00pm	Policy and Services Committee

Yours faithfully

Sven Hanne  
**Chief Executive**

# 2023 - Agenda - Policy and Services - August

22 August 2023 03:00 PM



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# AGENDA

## Policy and Services Committee



F22/55/05-D23/26252

**Date: Tuesday 22 August 2023 at 3.00 PM**  
**Venue: Council Chambers, 63 Miranda Street, Stratford**

1. Welcome

**1.1 Opening Karakia**  
D21/40748 Page 9

**1.2 Health and Safety Message**  
D21/26210 Page 10

2. Apologies

3. Announcements

4. Declarations of members interest

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

5. Attendance Schedule

Page 11

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

6. Confirmation of Minutes

**6.1 Policy and Services Committee – 25 July 2023 – Hearing**  
D23/32590 Page 12

**Recommendation**

THAT the minutes of the Policy and Services Committee Meeting held on Tuesday 25 July 2023, to hear and consider submissions to the draft Class 4 Gambling Venues Policy and the draft TAB Venues Policy, be confirmed as a true and accurate record.

/  
Moved/Seconded

**6.2 Policy and Services Committee – 25 July 2023**  
D23/32658 Page 19

**Recommendation**

THAT the minutes of the Policy and Services Committee Meeting held on Tuesday 25 July 2023 be confirmed as a true and accurate record.

/  
Moved/Seconded

7. **Matters Outstanding**  
D16/47 Page 29

**Recommendation**

THAT the Matters Outstanding be received.

/  
Moved/Seconded

8. **Information Report – Stratford Licensing Committee – 2022/23 Annual Report**  
D23/30188 Page 30

**Recommendations**

1. THAT the Annual Report for Stratford District Licensing Committee for 2022/2023 be received and contents noted.
2. THAT, subject to any amendments, the Annual Report will be forwarded to the Alcohol Regulatory and Licensing Authority.

**Recommended Reason**

The report is required to be prepared by the Stratford District Licensing Committee as part of its duties under the Sale and Supply of Alcohol Act 2012.

/  
Moved/Seconded

9. **Information Report – Dog Control Policy and Practices Report – Year Ended 30 June 2023**  
D23/30191 Page 37

**Recommendation**

THAT the Annual Report on Dog Control Policy and Practices for the year ending 30 June 2023 be received and contents noted.

**Recommended Reason**

The report is required under section 10A of the Dog Control Act 1996.

/  
Moved/Seconded

10. **Decision Report – Renaming of Pembroke Road**  
D23/11634 Page 41

**Recommendations**

1. THAT the report be received.
2. THAT the Council approve the renaming of Pembroke Road be renamed by adding East and West suffixes starting at the intersection from Broadway on State Highway.

**Recommended Reason**

The Surveyor General has directed the Council to correct historic inconsistencies in street numbering along Pembroke Road.

/  
Moved/Seconded

11. [Decision Report – Electoral System – First Past the Post or Single Transferable Vote](#)  
D23/32926 Page 50

**Recommendations**

1. THAT the report be received.
2. THAT the Committee resolves for the 2025 Stratford District Council triennial elections to either
  - I. Retain the First Past the Post electoral system;
  - II. Change to the Single Transferable Voting electoral system; or
  - III. Undertake a poll of electors on the electoral system;

And that public notice be given by 19 September 2023 of the decision and of the right of electors to demand a poll on the electoral system to be used.
3. THAT the Committee considers whether to undertake a full representation arrangements review or make any minor ward boundary alterations in 2024 for the 2025 triennial elections (under Sections 19H or 19JA of the Local Electoral Act 2001).

**Recommended Reason**  
Consideration of the electoral system is required by 12 September 2023, with a public notice required by 19 September 2023, under the Local Electoral Act 2001.

/   
Moved/Seconded

12. [Decision Report – Connecting our Communities Strategy](#)  
D23/34852 Page 63

**Recommendations**

1. THAT the report be received.
2. THAT the Committee recommend Council to adopt the Connecting our Communities Strategy.

**Recommended Reasons**

1. The Connecting our Communities Strategy has been amended following feedback from key stakeholders and the Community.
2. The Connecting our Communities Strategy in draft form has already been used as a reference to secure funding from the Ministry of Transport to provide safer walking and cycling facilities in parts of the Stratford township.

/   
Moved/Seconded

13. Decision Report – Adopt Vision and Community Outcomes  
D23/34387 Page 110

**Recommendations**

1. THAT the report be received.
2. THAT the Vision “A Welcoming, Inclusive, Safe community – Te Pūmanawa o Taranaki” (translated as ‘The Beating Heart of Taranaki’), for the Stratford District Council and Long Term Plan 2024-34, be adopted.
3. THAT the Community Outcomes as proposed below, for the Long Term Plan 2024-34 be adopted.

Community outcome: Welcoming

- We celebrate the unique stories of our district
- We are inclusive, and value our diversity
- Stratford is a friendly place where our visitors feel welcomed
- Our diverse community feels safe and supported
- We promote the district as the place to visit, live, play, learn and work

Community outcome: Resilient

- We will empower the community to eliminate waste
- We consider our natural resources as taonga (treasures) and we will work with our treaty partners and the community to protect and look after them
- We support a low-emissions future for our community
- We enable our rangatahi (youth) to be sustainable leaders
- We have resilient infrastructure that meets the current and future needs of the district
- We respect and apply Te Ao Māori values and Matauranga Māori in our mahi (actions/work)

Community outcome: Connected

- We provide opportunities for families and people of all ages to connect with others in the community
- Our community is engaged and actively participates in democracy
- We value local knowledge when making decisions
- We advocate for the services that our community needs to live safe and healthy lives
- We welcome opportunities to work in partnership with others to help achieve our community outcomes
- We are committed to fostering meaningful and genuine partnerships with Mana Whenua

Community outcome: Enabling

- We are a business friendly district
- We encourage a diverse and sustainable business community
- We enable economic growth by supporting business investment and development in our district
- We support the growth of employment opportunities within our community; with a particular focus on our rangatahi (youth)
- We carefully balance the needs and wants of our district when funding services and infrastructure
- We encourage co-governance opportunities with Mana Whenua where it benefits the Stratford district

**Recommended Reason**

The Vision and Community Outcomes will guide the development of the Long Term Plan 2024-34.

/  
Moved/Seconded

14. Monthly Reports

**14.1 Assets Report**  
D23/32682 Page 122

**Recommendation**

THAT the report be received.

/  
Moved/Seconded

**14.2 Community Services Report**  
D23/33427 Page 144

**Recommendation**

THAT the report be received.

/  
Moved/Seconded

**14.3 Environmental Services Report**  
D23/31323 Page 152

**Recommendation**

THAT the report be received.

/  
Moved/Seconded

**14.4 Corporate Services Report**  
D23/34725 Page 159

**Recommendation**

THAT the report be received.

/  
Moved/Seconded

15. Questions

16. Closing Karakia  
D21/40748 Page 174

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**Our reference**  
F19/13/03-D21/40748

**Karakia**

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

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



**Our reference**  
F19/13/03-D22/17082

### **Health and Safety Message**

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

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

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

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

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

# MINUTES

## Policy and Services Committee



F22/55/05 – D23/32590

**Date:** Tuesday 25 July 2023 at 2.00PM

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

**To hear and consider submissions to the Draft Class 4 Gambling Venues Policy and Draft TAB Venue Policy**

### Present

The Deputy Mayor – M McKay (the Chairperson), the District Mayor N C Volzke, Councillors: S J Beck, G W Boyde, A M C Dudley, J M S Erwood, A K Harris, 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 – Corporate Services – Mrs T Radich, the Director – Assets – Mrs V Araba, the Director – Environmental Services – Mr B Sutherland, the Acting Director – Community Services – Mr C Julie, the Committee Advisor and Executive Assistant – Mrs E Bishop, the Environmental Health Manager – Ms R Otter, the HR & Governance Advisor – Mrs C Reynolds (*part meeting*), one member of the public (Mr M Cheer *part meeting*), and one member of the media (Stratford Press)

*Via audio visual link: Two members of the public (Mr J True and Mr D Martin 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

There were no apologies.

#### 3. Announcements

##### Speakers to Submissions

The Chairman reinforced to Councillors that the purpose of this meeting is to hear and consider submissions on the Draft Class 4 Gambling Venues Policy and Draft TAB Venues Policy. Councillors were asked to hear all submissions with an open mind, to restrict their question time to the submitters to points of clarification or issues pertaining to subject matter. Councillors were requested not to get into direct dialogue with submitters. The timeframe scheduled for the day is tight. Councillors may take notes whilst submitters are speaking.

#### 4. Declarations of members interest

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

#### 5. Attendance Schedule

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

6. Acknowledgement of Submissions

Submissions – Page 25

Attached were the 6 submissions received to the Draft Class 4 Gambling Venues Policy and Draft TAB Venue Policy.

**Recommendations**

1. THAT the submissions to the Draft Class 4 Gambling Venues Policy and Draft TAB Venue 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.

HARRIS/VOLZKE  
Carried  
P&S/23/93

**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 4 submitters wishing to speak. Each submitter was allocated five (5) minutes to present their submission and five (5) minutes for questions.

Submission #	Name	Organisation	Page Number	Time
1	Martin Cheer	Pub Charity	25	2.05pm
Points noted in presentation: <ul style="list-style-type: none"> <li>• Mr Cheer is the managing director of Pub Charity which is the oldest gaming trust in New Zealand.</li> <li>• They operate at approximately 125 venues from Kaitia to Central Otago and raise \$40 million of community grants which are distributed to the host areas from which the funds were raised.</li> <li>• For some time these policies have been framed as a debate between those who wish to operate machines and those who wish to oppose machines. The vast majority of people who play and benefit from the machines are not part of this process, he reiterated that the residents, ratepayers and voters all have an interest in this matter. The machines are a fundraising mechanism for this community and an economic benefit for those businesses hosting the machines.</li> <li>• The proposal to reduce the number of machines to 27 to reduce exposure to the general public and to lower the risk of harm from gambling in general does not consider evidence from New Zealand and Australia that says sinking lids and caps have proved to be ineffective mechanisms for reducing harm.</li> <li>• There are low numbers for this area, 0.2% of the adult population considered to be a problem gambler as per the screening index. The harm for Stratford is recorded as 0 for the past three years and there is no record of anyone seeking help for problem gambling setting an extremely low baseline.</li> <li>• Looking at the screening index, which is an analytical tool which looks at the demographic index and risk profile, there is a very low risk for this community.</li> <li>• The argument is to reduce by nine machines to reduce harm, however the number of gaming machines in this community has been reduced by a third from what it was, and the harm rate is unchanged.</li> <li>• He recognised addiction and impulse control is a neurological control issue. These people are exposed to multiple probabilities for impulse control issues and are just as likely to be impacted by nicotine or alcohol.</li> <li>• Gaming Machines are not the only form of gambling in New Zealand. Over the Covid-19 lockdowns online gambling has increased dramatically. So the exposure per capita could be</li> </ul>				

<p>reduced by implementing this policy but everyone in reach of a smart phone has a gateway for all sorts of gambling opportunities.</p> <ul style="list-style-type: none"> <li>• He noted he did not support the proposed policy.</li> </ul> <p>Questions/Points of Clarification:</p> <ul style="list-style-type: none"> <li>• The District Mayor asked if Mr Cheer was suggesting there was no harm in our area as there are no people registered for harm during the year? Mr Cheer clarified he was not suggesting there was no harm from this form or any other form of gambling.</li> <li>• The District Mayor asked if Mr Cheer thought a trail of destruction from a problem gambler who stole from their employer, family and overspent family budgets, but was not registered as a problem gambler, was harmless? Mr Cheer said no.</li> </ul>				
2	Don Martin <i>Via audio visual link</i>	New Zealand Community Trust	37	2.15pm
<p>Points noted in presentation:</p> <ul style="list-style-type: none"> <li>• A sinking lid removes community funding for Stratford, therefore the Trust supports a cap of 36 machines and retaining the relocation clause to allow venues to move to a new and modern premises.</li> <li>• 73% of funds collected go to small projects. For Stratford Avon School received \$18,000, Huiakama School \$17,000, St Joseph's Primary School \$11,000 and the Stratford Amateur Swimming Club \$7,000. Where would these organisations get funding from without these funds?</li> <li>• The machines create an avenue to distribute funds through the community.</li> <li>• He understood there is a balancing act but noted the Trust is here to support activities and is one of the largest funders of amateur sports.</li> <li>• Reducing harm is taken very seriously.</li> <li>• In the last 18 years 10,000 machines have been removed out of the market and from that funding from the sector was reduced by \$80 million.</li> <li>• Most people gamble for entertainment – from lotto, sports to racing. 13% of adults gamble on electronic gaming machines. It is wide spread and socially accepted.</li> <li>• He noted that while machine numbers are reducing, problem gambling numbers are static.</li> <li>• Gaming machines are controlled – online games are the problem and are a major risk for kids.</li> <li>• The Trust offers support for staff training and control checks. \$20 million has gone from the gaming sector to DIA for their prevention and minimisation programme every year.</li> <li>• Relocations are positive. It enables businesses to move away from high deprivation areas, supports local hospitality businesses and creates jobs. It allows businesses to respond to future demands and allows appropriate benefit and responsibility to be placed on the venue.</li> <li>• For every dollar spent 91% is returned as prize money. 3.3% of every dollar spent is returned in grants.</li> </ul>				
3	Te Haupai Korewha	Tui Ora	57	2.25pm
<p>The submitter was not present.</p>				
4	Jarrold True <i>Via audio visual link</i>	The Gaming Association of New Zealand	59	2.35pm
<p>Points noted in presentation:</p> <ul style="list-style-type: none"> <li>• Supports the retention of the current relocation provision as it enables a relocation in any circumstance. The proposal changes the existing clause and narrows it down to only consider relocation in certain circumstances.</li> <li>• Supports the retention of the current cap.</li> <li>• Relocation as a harm minimisation tool allows businesses to move out of areas, there is no good policy reason to restrict relocation if a business wants to move through no fault of their own to a more desirable location. Relocation allows businesses to move out of the undesirable areas such as residential and high deprivation areas. They should not have to wait for a fire or an earthquake to move. They should be able to move out of an earthquake prone building, to free up large locks of land or where the landlord is demanding unreasonable rents, and to move to a new modern refurbished premises. The Te Rapa Tavern was presented as an example of relocation as it helped improve the local economy and creates employment. Council should not be entrenching businesses in run down undesirable locations.</li> </ul>				

- There is a balance between harm and the benefit that comes from gaming machines. They are a form of entertainment, 67% of adults gamble at least once a year, and they create regional and national grants. In 2022 \$516,997 of grants were made in Stratford.
- The problem gambling rate is very low – only 0.2% of the adult population. Presentation numbers for Stratford is 0 new clients over the last 5 years. Locally problem gambling is not high and wouldn't justify a restrictive cap or a sinking lid.
- Machine numbers in Stratford have reduced considerably from 49 machines in 2015.
- There are very strict measures for the venues with new harm prevention measures being introduced from 1 December:
  - One cash withdrawal per day – with any player getting a second withdrawal requiring a report to be completed. There will be legal requirement for the venue manager to review those reports potentially approach the person if viewed as potential problem gambler.
  - ATMs must be in line of sight of the main bar.
  - Gaming machines cannot be visible from outside the venue.
  - Venue staff must undertake three gaming room sweeps per hour to monitor the players. If these are not done they can receive a \$1,000 fine.

8. [Decision Report – Draft Class 4 Gambling Venues Policy and draft TAB Venue Policy.](#)  
D23/19724 Page 7

Council needs to consider submissions to the Draft Class 4 Gambling Venues Policy and draft TAB Policy as part of the consultation process.

**Recommendations**

1. THAT the report be received.  

HALL/SANDFORD  
Carried  
P&S/23/94
2. THAT the committee considers submissions received as part of the public consultation process  

BOYDE/DUDLEY  
Carried  
P&S/23/95
3. THAT the committee adopts the *draft* Class 4 Gambling Venues Policy with the amendment to the relocation clause as noted.
4. THAT the committee adopt the draft TAB Venue Policy.
5. THAT the commencement date of both policies be Wednesday 9 August 2023.  

VOLZKE/BOYDE  
Carried  
P&S/23/96

**Recommended Reason**

The *draft* Class 4 Gambling Venues Policy and *draft* TAB Venue Policy has gone through the public consultation process, required by Sections 82 and 83 of the Local Government Act 2002. Six submissions were received on the Class 4 Gambling Policy 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:

- The objective and intent of the Class 4 Gambling Venues Policy is to minimise harm, control the location of gambling venues and the number of gaming machines.
- The officers preferred option is option 1.
- Option 1 accepts people experience enjoyment from gaming and provides community groups with the ability to apply for funding but addresses community harm by keeping the number of machines at an acceptable level.
- The policy is reviewed every three years and can be reviewed earlier if any changes arise that require an earlier review.

Questions/Points of Clarification:

- Councillor Boyde noted that the submissions consistently requested the relocation provision to be retained, he asked for further elaboration on this proposal. Ms Otter explained that it provides an effective way to reach the target of 27 machines. To achieve the sinking lid the level needs to be high to move and apply for another premises. The District Mayor noted he had changes to this clause to propose. Councillor Boyde noted venues should be able to relocate when a new location is more desirable.

Submissions

1. Pub Charity
  - The District Mayor noted there was a common thread from the providers submitting. This is regarding the sinking lid and relocation policy. Online gambling is outside the jurisdiction of this policy.
  - Thank and acknowledge comments.
2. NZCT
  - Thank and acknowledge comments.
3. Tui Ora
  - This submission does not support club mergers or relocations and recommends to set a number of five gaming machines and have strong policies about reducing harm.
  - Thank and acknowledge comments.
4. Gaming Association of New Zealand
  - Councillor Boyde reiterated he did not feel the relocation element was right.
  - Councillor Hall noted that Mr True had spoken in detail about the reported harm for people who were troubled gamblers. It is likely much higher than these figures and you could not see the true harm of gambling in our community simply by those who have sought help.
  - Councillor Jones noted the high regulation for this industry compared to online gambling with even more regulations being brought in.
  - The District Mayor noted that until recently, over the past 3-4 years there have been 27 machines in the district and only a relatively short period with 36 machines. Retaining the cap of 36 machines would effectively be an increase to the practice over the past 3-4 years.
5. Problem Gambling Association
  - Thank and acknowledge comments.
6. Te Whatu Ora – Health New Zealand
  - Supports having no TAB venues in the District.
  - Thank and acknowledge comments.



Points noted in discussion:

- The District Mayor noted the submissions were split into two groups – one being the service groups keen to support the retention of existing machines and justified by the grants given to the community. He noted these grants are only a portion of what is taken from the community and he did not support the claims that a sinking lid would affect the ability for these grants as the reality has been there have only been 27 machines operating over the past 3-4 years. If 27 machines became the reality with a sinking lid then it would be capped at 27. He noted that the Problem Gambling Foundation says the number and location of machines both count towards accessibility.
- The District Mayor also noted the concern within the submissions regarding the relocation policy. Having read the submissions, and taking on the reference that relocation can be a harm minimising tool, he suggested a change be made to the proposal that relocation was only possible as a result of a natural disaster or event. It does seem restrictive to not have any provision for relocation to a better, brighter and more desirable location. He suggested relocation for an event or natural disaster but adding a second permissible section to be at the discretion of the Chief Executive meeting criteria to relocate for another reason. This would address the concern of a number of agencies.
- Councillor Harris supported the sinking lid to 27. This is no dramatic change as the community has had 27 machines for the most part. She noted there had been discussion prior to the release of this policy regarding relocation and she supported allowing relocation for the growth of a business – for example if a business wanted to move to incorporate a restaurant this would also have great benefits in terms of employment.
- Councillor Hall supported the sinking lid to 27 machines but asked if the relocation wording was changed how it would affect the ability to get to 27 machines? Ms Otter noted that depending on the wording it still has the ability to reduce to 27 machines albeit faster or slower depending on council's direction. It will still provide the ability to reach the goal of 27 machines and creates the ability to move out of a lower socio-economic area or to enhance a business.

*The HR & Governance Administrator left the meeting at 2.52pm.*

- The District Mayor noted that criteria for a relocation would need to ensure the premises the business is leaving discontinues as a venue as well as a requirement for no additional machines at the new venue.
- Councillor Dudley asked if a clause could be added to ensure the business who currently has more than the cap of 9 machines would have to be capped if they relocated? Ms Otter clarified that as this license was prior to 2001 if they relocated and continued to operate then they could take those machines with them.
- Councillor Boyde supported the proposal with a tweak to the relocation provision.
- Changes to be made:
  - Clause 6.1

Delete first sentence and replace with “ An existing Class 4 venue that is forced to vacate its existing venue through no fault of its own as outlined below, will be granted permission to do so subject to meeting the conditions set out in clause 6.2 below.

- (a) The existing venue is unfit to continue operation due to a natural disaster or fire;
- (b) The existing venue is required to move due to public works acquisition under the Public Works Act 1981; or
- (c) The existing venue is an earthquake prone building or a venue with <34% NBS and the premises is relocating into a venue of more than 34% NBS

An existing Class 4 venue that seeks to relocate for other reasons may be granted a consent to continue its gaming activity in another venue or rebuilt premises for the same number of machines that they are licensed to operate, subject to it meeting the conditions set out in Clause 6.2 below and subject to the approval of the Chief Executive.

- Clause 6.2

A Class 4 venue that is seeking to relocate to another venue must meet the requirements as follows:

1. The current Class 4 venue operator is intending to and will be conducting Class 4 gambling at the new location,
  2. The vacated site will not be able to be used by any other Class 4 operator to operate Class 4 Gambling,
  3. The Class 4 operator and venue operator are the same as those cited in the venue agreement for the existing venue and the proposed new venue,
  4. The new venue must also be in the same or lower deprivation area than the existing venue.
  5. The replacement venue meets the other relevant requirements of this policy and the Act.
- The Deputy Mayor noted her support for the change to the relocation policy to help support businesses in our local community to improve and help problem gambling in an area by allowing them to move.

9. Closing Karakia

D21/40748

Page 92

The closing karakia was read.

*The meeting closed at 3.00pm.*

M McKay  
**Chairperson**

Confirmed this 22<sup>nd</sup> of August 2023.

N C Volzke  
**District Mayor**

# MINUTES

## Policy and Services Committee



F22/55/05 – D23/32658

**Date: Tuesday 25 July 2023 at 3.10PM**

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

### Present

The Deputy Mayor – M McKay (the Chairperson), the District Mayor N C Volzke, Councillors: S J Beck, G W Boyde, A M C Dudley, J M S Erwood, A K Harris, 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 – Corporate Services – Mrs T Radich, the Director – Assets – Mrs V Araba, the Director – Environmental Services – Mr B Sutherland, the Acting Director – Community Services – Mr C Julie, the Committee Advisor and Executive Assistant – Mrs E Bishop, the Communications Manager – Ms G Gibson (*part meeting*), the Roading Asset Manager – Mr S Bowden, the Project Manager – Mr S Taylor (*part meeting*), the Projects Engineer – Mr O Mabumbo (*part meeting*), the Parks and Reserves Officer – Mrs M McBain (*part meeting*), the Property Officer – Mrs S Flight (*part meeting*), the Education Officer – Water and Waste – Mr P McNamara (*part meeting*), the Graduate Asset Engineer – Ms K van Hout (*part meeting*), the Communications Advisor – Mrs S Clarkson (*part meeting*), the Sustainability Advisor – Ms V Dombroski (*part meeting*), the Services Asset Manager – Mr J Cooper (*part meeting*) and 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

There were no apologies.

#### 3. Announcements

The District Mayor requested that councillors remain behind following the conclusion of the meeting to discuss the remits for the Local Government New Zealand conference.

#### 4. Declarations of members interest

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

#### 5. Attendance Schedule

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

It was requested that Councillor Boyde's apology be amended to sick for the meeting on 27 June 2023. It was noted that when an apology is recorded it will only be noted on the attendance schedule as sick leave if requested to maintain the privacy of the elected member.

6. Confirmation of Minutes

6.1 Policy & Services Committee – 27 June 2023  
D23/28249 Page 10

**Recommendation**

THAT the minutes of the Policy and Services Committee Meeting held on Tuesday 27 June 2023 be confirmed as a true and accurate record.

TONGAAWHIKAU/ERWOOD  
Carried  
P&S/23/97

7. Matters Outstanding

D16/47 Page 21

**Recommendation**

THAT the Matters Outstanding be received.

ERWOOD/TONGAAWHIKAU  
Carried  
P&S/23/98

8. Decision Report – Policy Reviews – July 2023

D23/30653 Page 22

**Recommendations**

1. THAT the report be received.

HALL/HARRIS  
Carried  
P&S/23/99

2. ~~THAT the attached, updated and new policies, being the:~~

- ~~● Occupation of unused Road Reserve Policy~~
- ~~● Fences on Road Reserve Policy~~
- ~~● Stock Crossing and Races Policy~~
- ~~● Stock Underpasses Policy~~
- ~~● Temporary Road Closures Policy~~
- ~~● Charges for New Wastewater Network Connections Policy~~
- ~~● Discretionary Information in LIMs Policy~~
- ~~● Health and Safety Policy~~

~~be adopted.~~

**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.

The Chief Executive noted the following points:

- This is a general policy update with the majority being a refresh of the existing policy.
- Consideration had been given to combining some of the roading policies into one, however this will be reviewed at a later date due to current workloads.
- The most significant update was to the Discretionary Information in LIMs Policy which clarifies what council does or doesn't volunteer to disclose in a LIM request.

#### Occupation of Unused Road Reserve Policy

- The District Mayor noted the inclusion of a nominal charge per year as opposed to a percentage of the land value, he asked if there was typical size for these blocks of land. The Roding Asset Manager noted that the land varies in size and noted an application that had been received was for 2.5 kms therefore with the percentage charge it would be \$2,500 per year which would be unlikely to be paid. He noted that agreements include keeping the area maintained, fenced and free of weeds and reduced maintenance required by council. He noted an alternative option could be a flat rate fee per size or length.
- It was clarified that this policy would cover new applications and would not be retrospectively charged.
- Mr Bowden noted that there was such a disparity between the costs for these areas of land and the area to be occupied that this review created an opportunity to review the charging basis.

#### Fences on Road Reserve Policy

- It was clarified that the reason electric or barbwire fencing could not be used was due to public health and safety. This was not related to boundary fences that bordered on road reserves and further clarified that this was fencing between the natural fence line/boundary and the road.
- It was clarified that the previous policy (Occupation of Road Reserve Policy) would be used should a resident be using road reserve without an application to occupy (utilising the road reserve without authorisation).
- This policy was not designed to litigate historic situations regarding boundary fences.

#### Stock Crossings and Races Policy

- It was clarified that effluent was noted in the policy as if it is not removed from the road service on a regular basis the chemical within will eat into the bitumen.

#### Stock Underpasses Policy

- Mr Hanne noted that this policy was created to incentivise the introduction of underpasses. Landowners pay for the structure and the work, however it does bring costs to council to restore the road on top but this was as an incentive to remove the conflict of stock and motor vehicles. He noted that due to the tight budgets this incentive may be reconsidered.
- It was noted that in the past eight years there had been two underpasses installed.
- Councillor Beck Noted he felt the cost of the top surface should go back on the applicant. Councillor Erwood supported this.
- Councillor Jones felt that with the small number of underpasses being installed the benefit of getting the cows under the road was greater than the cost of metal. Farmers pay the majority of the rates and he felt they should get some benefit as they get left behind as it is. He fully supported this expense on council.
- Councillor Boyde agreed. He asked when underpasses were inspected and who's cost it is if an issue is identified? Mr Bowden noted that basic bridge inspections are done every two years. If any issues are identified the owner is notified to do some maintenance on it. The owners are required to do the maintenance, but council needs to ensure the structural integrity of the structure is maintained.
- It was noted there were over 100 underpasses throughout the district. Replacement costs would be the owners responsibility, however if they were replaced the cost of the road surface would be councils under this policy.
- It was clarified that if the responsibility for road reinstatement went to the farmer the reinstatement of the road surface could be completed by the contractor completing the underpass if they are able, however council can undertake the work and recover the costs and retains sign off on the work for both scenarios.
- It was clarified that if a property is sold the underpass responsibility falls on the new owner.
- Inspections are completed by council officers during the installation, so there are some supervision costs incurred by council as well.
- It was noted that Waka Kotahi undertake the work themselves to reinstate the road for installations on state highway.

Temporary Road Closures Policy

- This policy had no changes except the move to the new template and updating NZTA to Waka Kotahi.

Charges for New Wastewater Network Connections

- Mr Hanne noted the overall intent of this policy was for those connecting to the network, however there was also a clause covering extension charges.
- The District Mayor noted he had no problem with the connection fee or the policy, however he felt that very few had connected to the extension on Pembroke Road as the charges council is imposing are greater than replacing a septic tank and there had been no gain from this work. The greater the number of people connected to the system meant the greater the distribution of the cost and felt the last sentence of clause 2.2 (from Property owners connecting) should be deleted.
- Councillor Boyde felt the policy required more work and further discussion. Mr Hanne noted it could be discussed now or during the review of the fees and charges.
- The Deputy Mayor noted she would like to see a recovery fee but it should be less than a resident has to pay to install their own septic tank to incentivise to connect.

*The Services Asset Manager left the meeting at 3.56pm.*

Health and Safety Policy

- It was noted that the policy had been broadened to align with reality and that the full pre-approval process was not appropriate for low risk work. A JSA (job safety analysis) was perfectly appropriate for a one-off task.
- This would be added into the updated Health and Safety manual once adopted.
- It was noted that contractors were required to reapply to be on the approved contractor list every two years. This was to ensure key processes are followed and requirements such as insurances, certificates, policies etc. are current. The approved contractor list was purely for Stratford District Council and the costs for performing the pre-approval process were not recouped from the contractors.

**Recommendations**

2. THAT the attached, updated and new policies, being the:

- Occupation of unused Road Reserve Policy
- Fences on Road Reserve Policy
- Stock Crossing and Races Policy
- Temporary Road Closures Policy
- Discretionary Information in LIMs Policy
- Health and Safety Policy

be adopted.

ERWOOD/HARRIS  
Carried  
P&S/23/100

- Councillor Sandford noted there were a lot of underpasses in the district, therefore there could be the potential for these to be dug up for maintenance and questioned if council was responsible for reinstating the road surface in this instance? Mr Bowden noted that underpasses should have a 100 year lifespan, however under this policy council would be required to cover the cost of the reinstatement of the road surface for maintenance purposes.

**Recommendations**

THAT the Stock Underpasses Policy be amended that Council only covers the initial reinstatement of the road surface.

JONES/DUDLEY  
1 against  
The motion was amended  
P&S/23/101

- The District Mayor put a notice to amend the motion. He noted that in most instances an underpass was required when a land owner acquired property across the road therefore this was property development and he did not feel that council should incur the cost associated with this.

**Recommendations**

THAT the Stock Underpasses Policy be adopted with the amendment to remove clause 1.2 and 1.3

VOLZKE/BECK  
3 against  
Carried  
P&S/23/102

- Councillor Boyde noted he did not support the motion to remove clauses 1.2 and 1.3 as this was an incentive to promote safety and minimising road damage. By removing council support it would not encourage farmers to install an underpass.

**Recommendations**

THAT the Charges for New Wastewater Network Connections Policy be adopted with the amendment to remove the second paragraph of clause 2.3.

VOLZKE/ERWOOD  
Carried  
P&S/23/103

- The District Mayor noted that residents who benefit from the service should pay for it. He felt in this instance council was charging residents more than to do the alternative creating a disincentive to join the service. He felt the fees and charges should be looked at in a way to encourage people to connect to the network with the 10% discount removed and just a straight fee to join.
- Fees and charges would be discussed during the Annual Plan or Long Term Plan process.
- It was clarified that this would remove the second paragraph of clause 2.3 being:

*Property owners connecting or committing to connect at the time of construction and where payment is made in full, or a payment agreement for the full amount over a period of 2 years is set up at the time, receive a 10% discount on their wastewater network extension charge.*

9. Decision Report – Carry Forward Capital Projects from 2022/23 to 2023/24  
D23/30711 Page 46

<p><b>Recommendations</b></p> <p>1. <u>THAT</u> the report and attached schedule be received.</p> <p>2. <u>THAT</u> the schedule of uncompleted projects, budgeted for in 2022/23 and previous years, and the amounts proposed, be approved for addition to the capital expenditure budget for 2023/24 in the reforecasted capital budget, with any amendments made as decided by elected members.</p> <p><b>Recommended Reason</b> To seek approval for capital projects that were budgeted for in the previous financial year, to be carried forward to 2023/24.</p>	<p>BOYDE/DUDLEY <u>Carried</u> <u>P&amp;S/23/104</u></p> <p>BOYDE/TONGAAWHIKAU <u>Carried</u> <u>P&amp;S/23/105</u></p>
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The Director – Corporate Services noted the following points:

- This report is brought once a year in years between the Long Term Plan.
- It highlights what was budgeted for, what was completed and what requires approval to carry forward or drop off the budget.
- Approval will mean the projects can carry on into the new financial year, noting that some have started and some have yet to begin. Anything left uncompleted will be reset in the Long Term Plan.
- All capital projects start fresh on 1 July 2024.

Questions/Points of Clarification:

- It was clarified that inflation had not been added to the budgets. Mrs Radich noted that some projects have started and some are in the early stages. A number of projects are scalable so can adjust the volume of work if costs have increased. However if officers cannot deliver on the scope of the project it will be brought back to council. The audit and risk committee receives a capital works project update at each meeting.
- It was clarified that on-going discussions were occurring for the property purchase for the Stratford 2035 project s and if this budget was removed from the capital projects it would stop all work going forward. This project could be brought in again in the Long Term Plan, however if the land became available in the meantime council could not proceed with the purchase without seeking the approval from the executive committee for an unbudgeted spend. It was noted that the current workload for officers was the biggest hurdle for the Stratford 2035 project, however different stages had been designed.
- It was confirmed the generator for the Water Treatment Plan was underway.
- It was clarified the replacements for roading financially assisted by Waka Kotahi was in relation to special purpose roads (two roads up the mountain) and 100% funded.
- It was clarified that the Midhirst cemetery pathways had been approved for Year 3 of the 2021-31 Long Term Plan which was this financial year so is included in the Annual Plan work plan.
- It was clarified that the roading budgets presented were the reduced budgets as a result of the spend in the last financial year.
- It was clarified that the Victoria Park drainage project was not yet complete so the budget in this report was related to completing stage 2.
- It was clarified that the budget regarding the proposed subdivision related to contractual agreements with the vendor to doing a minimum amount of infrastructure within the land.
- The Broadway roundabout garden upgrade was questioned as to at what point of the Stratford 2035 project this would be completed? Mr Hanne noted that the advisory group would recommend to council for decision making and that there were certain elements that could be broken out of the overall scope – however this could lead to misaligned outcomes.



10. Decision Report – Waste Management and Minimisation Plan (WMMP) 2023-2029  
D23/21623 Page 56

**Recommendations**

1. THAT the report be received.

HARRIS/HALL  
Carried  
P&S/23/106

2. THAT pursuant to the Waste Minimisation Act (WMA) 2008, the committee adopts and releases for special consultative procedure as per the Local Government Act 2002, the draft Waste Management and Minimisation Plan (WMMP) 2023-2029.

3. THAT the committee approve for consultation the proposal to change service level with regards to kerbside collection of waste in the district.

McKAY/HALL  
Carried  
P&S/23/107

**Recommended Reasons**

The adoption of draft WMMP under the WMA 2008 requires a special consultative procedure as per the Local Government Act (LGA) 2002. The proposed change to the current kerbside waste collection service levels also requires consultation.

The Director – Assets noted the following points:

- The reports seeks the approval and adoption of the draft Waste Management and Minimisation Plan (WMMP) to release for consultation.
- It also releases for consultation the proposal to change the service level agreement for the current waste collection service.
- The key parts of the report were brought to council previously to adopt the vision and targets etc.

Questions/Points of Clarification:

- The Deputy Mayor requested that it be very clear to the community that these are changes that will be required for us but be driven by central government.
- It was noted that the change to the service level will be clearly separated from the WMMP.
- It was clarified that food waste technically should be separate from green waste as the composting process is separate. Food waste requires a higher level of treatment. This is why a potential green waste collection could be an opt in system.
- The District Mayor noted this was typical government policy being forced on council with no funding stream. He noted his concern of the introduction of policies and mandates without funding streams to support the implementation.
- It was clarified that the proposal would be that the majority of the community would not require a green waste bin (240 litres). The food bin would be a small bin. To combine the two would force all the contents to the higher level of treatment. Legislation does require council's to provide the community a way to dispose of food waste separate from general waste in three years time.

*The Communications Manager and Communications Advisor left the meeting at 4.46pm.*

## 11. Monthly Reports

### 11.1 Assets Report D23/28663 Page 271

#### Recommendation

THAT the report be received.

HARRIS/ERWOOD  
Carried  
P&S/23/108

#### Questions/Points of Clarification:

- It was noted there was no further update on the Midhirst water leak.
- It was clarified that officers are still experiencing teething issues with the electronic water meters and are going back to the manufacturers with the problems.
- It was noted that it cost \$86,000 to replace the bridge on Puniwhakau Road, which included the culvert and realigning the road at the same time.
- The lower customer satisfaction for roading results was noted. There is often confusion between the state highway network and local roads in these surveys, however it may also be that customers are not happy with the level of service being provided – particularly with the condition of some of the forestry roads. These results could go lower as council is unable to respond to service requests. The key performance indicators will be reviewed as part of the Long Term Plan process.

*The Projects Manager, the Projects Engineer, the Parks and Reserves Officer, the Property Officer, the Education Officer – Water and Waste, the Graduate Asset Engineer and the Sustainability Advisor left the meeting at 4.52pm.*

### 11.2 Community Services Report D23/29449 Page 294

#### Recommendation

THAT the report be received.

BOYDE/DUDLEY  
Carried  
P&S/23/109

#### Points noted in discussion:

- Councillor Boyde noted there were two big hockey tournaments coming up in Stratford, one at the end of August and one at the end of September. The under 15 tournament will host teams from all over New Zealand.
- Councillor Harris noted the Central Taranaki Safe Community Trust had applied for funding to purchase a ANPR camera which recognise number plates and will be very helpful for the community if successful.
- Councillor Dudley read a positive post made in the Stratford Community Board regarding a resident visiting Wai o Rua.
- The District Mayor noted that admission to the pool is the highest it has been in 6 years and still continuing to rise. He noted the swim school had started and is very well organised.

**11.3 Environmental Services Report**  
D23/26528 Page 302

**Recommendation**

THAT the report be received.

ERWOOD/HARRIS  
Carried  
P&S/23/110

**11.4 Corporate Services Report**  
D23/30567 Page 310

**Recommendation**

THAT the report be received.

DUDLEY/HARRIS  
Carried  
P&S/23/111

The Director – Corporate Services noted the following points:

- This report has the preliminary results for the end of the year as work is still being undertaken to close off accounts.
- Auditors arrive to commence the audit on Monday 31 July.

Questions/Points of Clarification:

- It was clarified that the additional reactive work for Parks and Reserves expenditure was related to fallen trees.
- The Deputy Mayor questioned the process regarding using debt to cover the cashflow shortages? Mrs Radich clarified that this was monitored monthly and borrowing completed as required which is often dependent on when payments come out. Borrowing is only used for capital expenditure.
- Mrs Radich clarified that the contracts rising from \$1 million to \$2 million was purely an invoice timing issue rather than going over budget.
- It was noted that the IT team have been working really hard to resolve the issues created by the Azure change over.
- It was clarified that management will review the audio system options for the council chambers. It will be brought to council as an Long Term Plan item if required. It was noted that there were much different requirements for an emergency management centre to a meeting set up.

**12. Questions**

There were no questions.

**13. Closing Karakia**  
D21/40748 Page 325

The closing karakia was read.

*The meeting closed at 5.04pm.*

M McKay  
**Chairperson**

Confirmed this 22<sup>nd</sup> of August 2023.

N C Volzke  
**District Mayor**

**Policy and Services Committee  
Matters Outstanding Index**

ITEM OF MATTER	MEETING RAISED	RESPONSIBILITY	CURRENT PROGRESS	EXPECTED RESPONSE
Street Numbering - Pembroke Road - Ariel Street (raised 26 May 2020)		Blair Sutherland	Complete – Pembroke Road  Ongoing – Ariel Street	Refer to Agenda item 10

# INFORMATION REPORT



F22/55/04 – D23/30188

**To:** Policy and Services Committee  
**From:** Environmental Health Manager  
**Date:** 22 August 2023  
**Subject:** Stratford District Licensing Committee – 2022/23 Annual Report

## Recommendations

1. THAT the Annual Report for Stratford District Licensing Committee for 2022/2023 be received and contents noted.
2. THAT, subject to any amendments, the Annual Report will be forwarded to the Alcohol Regulatory and Licensing Authority.

## Recommended Reason

The report is required to be prepared by the Stratford District Licensing Committee as part of its duties under the Sale and Supply of Alcohol Act 2012.

/\_\_\_\_\_  
Moved/Seconded

## 1. Purpose of Report

- 1.1 The report is prepared for the Alcohol and Regulatory Licensing Authority (ARLA). The report gives ARLA an overview of the District Licensing Committee workload and activities for the past financial year.

## 2. Executive Summary

- 2.1 The report covers statistical information, agency initiatives, the Local Alcohol Policy, enforcement and liaison with other agencies for the 2022/2023 year.

## 3. Local Government Act 2002

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:			
Social	Economic	Environmental	Cultural
✓		✓	

- 3.1 The details in the report relate to key regulatory functions that Council performs in accordance with the purpose of the Local Government Act.

**4. Background**

4.1 The Stratford District Licensing Committee is required by statute to prepare an Annual Report for ARLA. This report covers all of the activities that the District Licensing Committee was involved with during the financial year. It is required by s.199 of the Act, and is required to include:

- An overview of the District Licensing Committee
- District Licensing Committee initiatives provided
- Local Alcohol Policy
- Legislation trends
- Licence statistics

**5. Information Summary**

5.1 This report notes a drop in the number of licensed premises and a slight increase in the number of applications for an alcohol licence. There has also been a significant increase in the number of special licensed events. This is considered to be a result of end of the pandemic notice and the restrictions associated with Covid-19.

**6. Strategic Alignment**

**6.1 Direction**

The Stratford Community Outcome of having “a built environment that is attractive, safe and healthy” is addressed by the collective information in this report.

**6.2 Annual Plan and Long Term Plan**

The recommendation does not have any implications for the 2021-2031 Long Term Plan.

**6.3 District Plan**

The recommendation does not have any implications for the Stratford District Plan.

**6.4 Legal Implications**

The content of this report is provided annually to Alcohol Regulatory and Licensing Authority in a survey format. Failure to produce this report would see the District Licensing Committee not fulfilling its duties as required by the Sale and Supply of Alcohol Act 2012.

**6.5 Policy Implications**

There are no policy implications concerning the recommendation.

**Attachments**

**Appendix 1** Annual Report – Stratford District Licensing Committee



Rachael Otter  
**Environmental Health Manager**



[Endorsed by]  
Blair Sutherland  
**Director – Environmental Services**



[Approved by]  
Sven Hanne  
**Chief Executive**

**Date**



## **Appendix 1**

# **ANNUAL REPORT**

# **STRATFORD DISTRICT LICENSING COMMITTEE**

**1 JULY 2022 - 30 JUNE 2023**

## **ANNUAL REPORT FOR**

### **STRATFORD DISTRICT LICENSING COMMITTEE**

**1 JULY 2022 - 30 JUNE 2023**

#### **INTRODUCTION**

This Annual Report has been prepared pursuant to s.199 of the Sale and Supply of Alcohol Act 2012.

This report covers a 12 month period from 1 July 2022 to 30 June 2023.

#### **OVERVIEW OF THE DISTRICT LICENSING COMMITTEE WORKLOAD**

Stratford District Council's Chief Executive Sven Hanne has delegated the position of the Stratford District Licensing Committee Secretary to the Environmental Services Director Blair Sutherland, who has delegated powers of authority, duties and discretion under the Act.

Neil Volzke is the Commissioner of the Stratford District Licensing Committee. A Chairperson will be appointed by the Council in due course. The remaining committee members are selected from a list shared between the New Plymouth District Council and the Stratford District Council. Rachael Otter is the Chief Licensing Inspector and Sian Horton is the Licensing Inspector.

A total of 90 licence applications were received by the Stratford District Licensing Committee during the 2022/2023 period. One of these applications was for a Temporary Authority and required a hearing of the committee.

Licence applications have been steady over the last five years and application numbers have either increased or decreased slightly. Applications for special licences have increased if compared to the 2022/2023 period. This is considered a result of the end of the pandemic notice and associated restrictions.

#### **DISTRICT LICENSING COMMITTEE INITIATIVES PROVIDED**

The Taranaki region's three Territorial Authorities, along with NZ Police, Taranaki District Health Board and NZ Fire Service have a Combined Agency Agreement. This combined approach confirms relationships between parties and provides a clear understanding of the collaboration between parties. It will ensure the delivery of appropriate responses, minimise duplication, streamline practices and provide for effective and efficient use of resources.

Both licensing inspectors and the Stratford District Licensing Committee Commissioner attended training webinars during the 2022/2023 period.

#### **LOCAL ALCOHOL POLICY (LAP)**

The combined New Plymouth District Council and Stratford District Council Local Alcohol Policy became operative on 28 February 2017. The policy is due for its first review this year.

The purpose of the LAP is to provide local direction on alcohol licensing matters and gives clear guidance to applicants and the community so they are certain about the provisions for alcohol licensing in the Stratford District.

#### **CURRENT LEGISLATION AND TRENDS**

93.7 percent of premises were inspected for compliance during the 2022/2023 period. Two premises were not inspected for compliance. One is closed for re-construction and the other premises operates an off-licence. While the off-licence is still current, the premises is currently closed and is unlikely to open in the near future.

No enforcement action was taken during the 2022/2023 period. General compliance with legislation by licensees and managers operating in the Stratford District has been good.

No new trends have been noted over the 2022/2023 period, other than an increase in Special Licence applications and a reduction in the number of applications for Manager's Certificates.

Three premises have either closed or not renewed their licence during this period. Toko Junction Tavern have not renewed their licence and the Forgotten 43 Brewing are not renewing their on-licence for their original business. Royale Restaurant & Bar also closed their doors permanently in 2022.

### **LICENCE STATISTICS**

	<b>2018/2019</b>	<b>2019/2020</b>	<b>2020/2021</b>	<b>2021/2022</b>	<b>2022/2023</b>
On Licence	13	14	13	15	12
Off Licence	9	10	10	12	12
Club Licence	8	9	9	8	8
<b>Total Licences</b>	<b>30</b>	<b>33</b>	<b>32</b>	<b>35</b>	<b>32</b>
<b>Applications</b>					
New On/Off/Club/BYO Licence	4	2	3	7	0
Renewal/Variation of Licences	9	12	12	9	12
Temporary Authorities	0	3	4	4	1
Manager's Certificates	15	15	13	21	14
Renewal of Manager's Certificates	32	33	32	36	34
Specials	29	16	23	11	29
Certificates of Compliance	0	0	0	0	0
Extract from records	0	0	0	0	0
<b>Total issued</b>	<b>89</b>	<b>81</b>	<b>87</b>	<b>88</b>	<b>90</b>

Stratford District Licensing Committee  
 LICENSED PREMISES (ACTIVE) REGISTER FOR YEAR ENDING 30 JUNE 2023

Premises Name	Type	Nature of	Address		Licensee	Licence No.	Date of	Expiry Date	
Club X	Club	Sports Club	127	Cordelia St	STRATFORD	Club X Incorporated	34/CL/2/2022	17/03/2003	17-Mar-25
Colonel Malone's	On	Restaurant	319	Broadway	STRATFORD	Colonel Malone's Limited	34/ON/9/2021	10/12/2020	10-Dec-24
Dawson Falls Mountain Lodge	On	Restaurant		Manaia Rd	KAPONGA	Te Rere o Kapuni Ltd	34/ON/3/2021	9/03/2017	09-Mar-24
Empire Hotel	On	Hotel	320	Fenton St	STRATFORD	Empire Hotel 2017 Limited	34/ON/3/2022	31/10/2018	31-Oct-25
Fine Wines of the World	Off	Cellar Door	231	Broadway	STRATFORD	Michael Gregory Radich	34/OFF/5/2020	19/10/2007	19-Oct-23
Five Star Liquor	Off	Bottle Store	6	Fenton St	STRATFORD	Stratford Liquor Merchants Ltd	34/OFF/1/2023	20/04/2004	20-Apr-26
Masala Bay	On	Restaurant	262	Broadway	STRATFORD	NMP Holdings Ltd	34/ON/7/2020	8/11/2019	08-Nov-23
Midhirst Tavern	On	Tavern	3158	Mountain Rd	MIDHIRST	KL Reddy Limited	34/ON/5/2022	27/01/2023	27-Jan-24
New Commercial Hotel	On	Hotel	339	Broadway	STRATFORD	Bahudha Limited	34/ON/2/2022	16/04/2021	16-Apr-25
Stratford Avon Bowling Club	Club	Sports Club		Regan St	STRATFORD	Stratford Avon Bowling Club Inc	34/CL/3/2022	20/10/2006	20-Oct-25
Stratford Cricket Club	Club	Sports Club		Cordelia St	STRATFORD	Stratford Cricket Club Inc	34/CL/1/2021	28/08/2000	28-Aug-24
Stratford Golf Club	Club	Sports Club		Pembroke Rd	STRATFORD	Stratford Golf Club Inc	34/CL/2/2021	9/08/1990	28-Aug-24
Stratford Mountain House	On	Restaurant		Pembroke Rd	STRATFORD	Ngati Ruanui Operating Company Limited	34/ON/5/2021	15/07/2011	15-Jul-24
Stratford New World Supermarket	Off	Supermarket	114	Regan St	STRATFORD	Harris Store Limited	34/OFF/4/2023	7/06/2016	07-Jun-26
Stratford Rugby & Sports Club	Club	Sports Club	61	Orlando St	STRATFORD	Stratford Rugby & Sports Club Inc	34/CL/1/2023	21/03/2007	21-Mar-26
Strathmore Golf Club	Club	Sports Club	989	Makuri Rd	STRATFORD	Strathmore Golf Club Inc	34/CL/4/2022	6/12/1994	06-Dec-25
Taranaki Stock Car Club	Club	Sports Club	9	Flint Rd	STRATFORD	Taranaki Stock Car Club Inc	34/CL/1/2022	3/12/2010	07-Mar-25
Stratford Black Bull Liquor	Off	Bottle Store	279	Broadway	STRATFORD	Preet and Preet Stratford Limited	34/OFF/3/2022	11/11/2021	11-Nov-25
Whangamomona Hotel	On	Hotel	6018	Ohura Rd	STRATFORD	JB Ventures (2012) Ltd	34/ON/9/2020	13/12/2013	13-Dec-23
Whangamomona Hotel	Off	Hotel	6018	Ohura Rd	STRATFORD	JB Ventures (2012) Ltd	34/OFF/6/2020	13/12/2013	13-Dec-23
Shakee Pear @ the Village	On	Restaurant	3912	Mountain Rd	STRATFORD	Shakee Pear Limited	34/ON/5/2020	8/11/2010	08-Nov-23
Stratford 4 Square	Off	Grocery Store	406	Broadway	STRATFORD	Watergold Limited	34/OFF/2/2021	8/09/2020	08-Sep-24
Countdown Stratford	Off	Supermarket	21A-2	Broadway	STRATFORD	General Distributors Limited	34/OFF/4/2022	12/06/2015	12-Jun-25
Big Barrel	Off	Bottle Store	36	Miranda St	STRATFORD	Just Liquor Limited	34/OFF/2/2022	30/06/2015	12-Jun-25
Forgotten 43 Brewing	Off	Cellar Door	279	Broadway	STRATFORD	Forgotten 43 Brewing Limited	34/OFF/3/2021	19/09/2017	06-Sep-24
Arts Collective	Off	Cellar Door	11	Fenton St	STRATFORD	The Couch Limited	34/OFF/2/2023	3/04/2019	03-Apr-26
Arts Collective	On	Cafe/Restaurant	11	Fenton St	STRATFORD	The Couch Limited	34/ON/6/2022	13/12/2018	13-Dec-25
Egmont Rod & Custom Club	Club	Sports Club	119	Cordelia St	STRATFORD	Egmont Rod and Custom Club Inc	34/CL/3/2020	28/11/2019	28-Nov-23
Stadium Bar and Bistro	On	Tavern	62	Portia St	STRATFORD	Roberts Tribe & Company Limited	34/ON/1/2022	5/04/2022	05-Apr-25
Stadium Bar and Bistro	Off	Tavern	62	Portia St	STRATFORD	Roberts Tribe & Company Limited	34/OFF/1/2022	5/04/2022	05-Apr-25
Forgotten 43 Ale House and Eatery	Off	Tavern	200	Broadway	STRATFORD	Forgotten 43 Brewing Limited	34/OFF/3/2021	27/05/2021	27-May-24
Forgotten 43 Ale House and Eatery	On	Tavern	200	Broadway	STRATFORD	Forgotten 43 Brewing Limited	34/ON/8/2021	27/05/2021	27-May-24

# INFORMATION REPORT



F22/55/04 – D23/30191

**To:** Policy and Services Committee  
**From:** Environmental Compliance Officer  
**Date:** 22 August 2023  
**Subject:** Dog Control Policy & Practices Report – Year Ended 30 June 2023.

**Recommendation**

THAT the Annual Report on Dog Control Policy and Practices for the year ending 30 June 2023 be received and contents noted.

**Recommended Reason**  
 The report is required under section 10A of the Dog Control Act 1996.

\_\_\_\_\_  
 Moved/Seconded

**1. Purpose of Report**

The purpose of this report is to present to Council the Annual Report on Dog Control Policy and Practices (**Appendix 1**).

**2. Executive Summary**

The Dog Control Act 1996 requires Council to report annually on its Dog Control Policy and practices, give public notice of that report after adoption by Council and send a copy to the Secretary for Local Government. This report meets those requirements.

**3. Local Government Act 2002**

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
<b>Social</b>	<b>Economic</b>	<b>Environmental</b>	<b>Cultural</b>
✓		✓	

The Dog Control Policy contributes to the *performance of a good quality regulatory function and local public service*.

**4. Background**

The Dog Control Act 1996 requires a Territorial Authority to report annually on Dog Control Policy and practices:

**10A Territorial authority must report on dog control policy and practices**

- (1) A territorial authority must, in respect of each financial year, report on the administration of-
- “(a) its dog control policy adopted under section 10; and
  - “(b) its dog control practices.
- (2) The report must include, in respect of each financial year, information relating to-
- “(a) the number of registered dogs in the territorial authority district:
  - “(b) the number of probationary owners and disqualified owners in the territorial district:
  - “(c) the number of dogs in the territorial authority district classified as dangerous under section 31 and the relevant provision under which the classification is made:
  - “(d) the number of dogs in the territorial authority district classified as menacing under section 33A or section 33C and the relevant provision under which the classification is made:
  - “(e) the number of infringement notices issued by the territorial authority:
  - “(f) the number of dog related complaints received by the territorial authority in the previous year and nature of those complaints:
  - “(g) the number of prosecutions taken by the territorial authority under this act.
- (3) The territorial authority must give public notice of the report-
- “(a) by means of a notice published in-
  - “(i) 1 or more daily newspapers circulating in the territorial authority district; or
  - “(ii) 1 or more other newspapers that have at least an equivalent circulation in that district to the daily newspapers in that district; and
  - “(b) by any means that the territorial authority thinks desirable in the circumstances.
- (4) The territorial authority must also, within 1 month after the adopting the report, send a copy of it to the Secretary for Local Government.”

**5. Information Summary**

The attached report is produced to meet the requirement of the Dog Control Act 1996.

The Animal Control team has seen another increase in the number of dogs for the 2022/2023 registration year. Out of 2176 known dogs 97.5% are recorded as registered. The number of complaints, wandering dogs and impounding has also increased.

The number of dogs attacks has also increased. Three of these cases were forwarded to the Council’s legal representatives for prosecution. Other cases have resulted in the classification of the dog as either dangerous or menacing and/or an infringement notice being issued.

**6. Strategic Alignment**

**6.1 Direction**

The Stratford Community Outcome of having a “*built environment that is attractive, safe and healthy*” is addressed by the collective information in this report.

**6.2 Annual Plan and Long Term Plan**

The recommendation does not have any implications concerning the proposed Long Term Plan.

**6.3 District Plan**

The recommendation does not have any implications concerning the Stratford District Plan.

**6.4 Legal Implications**

There are no legal implications concerning the recommendation.

6.5 **Policy Implications**

There are no policy implications concerning the recommendation.

**Attachments**

**Appendix 1** - Council report to the Department of Internal Affairs required by the Dog Control Act 1996.



Megan Moss  
**Environmental Compliance Officer**



[Endorsed by]  
Blair Sutherland  
**Director – Environmental Services**



[Approved by]  
Sven Hanne  
**Chief Executive**

**Date** 15 August 2023

## Appendix 1

### STRATFORD DISTRICT COUNCIL

#### DOG CONTROL POLICY & PRACTICES REPORT - YEAR ENDED 30 JUNE 2022

	This Year 2022/23	Last Year 2021/22
<b>DOG REGISTRATIONS</b>		
Total number of registered dogs	2176	2135
Total number of Probationary Owners	NIL	NIL
Number of Probationary Owner declarations this year	NIL	NIL
Number of lapsed Probationary Owners this year	NIL	NIL
Total number of Disqualified Owners	3	3
Number of Disqualified Owner declarations this year	NIL	3
Number of lapsed Disqualified Owners this year	NIL	NIL
Total number of Dangerous Dogs	2	NIL
Number of Dangerous Dog classifications this year	2	NIL
Provision(s) (Number)		
31(1)(a)	1	NIL
31(1)(b)	0	NIL
31(1)(c)	1	NIL
Total number of Menacing Dogs	11	10
Number of Menacing Dog classifications this year	2	2
Provision(s) (Number)		
33A(1)(a)	1	1
33A(1)(b)(i)	0	0
33A(1)(b)(ii)	1	1
Number of Infringement Notices issued	118	154
Infringements forwarded to Court for collection	23	37
Number of Prosecutions obtained	3	2
Number of dogs impounded	52	37
Number of dogs destroyed	3	11
Number of dogs rehoused	10	1
Total Number of complaints	286	237
Barking dogs	63	62
Wandering dogs	192	150
Dog attacks on stock or other animals	5	15
Dog attacks on people	8	1
Dogs rushing	1	9
Miscellaneous*	17	10

\*Miscellaneous duties are responses to calls for lost dogs, dog rescue, customer complaints, education and the like.



# DECISION REPORT



F22/55/04 – D23/11634

**To:** Policy and Services Committee  
**From:** Environmental Health Manager  
**Date:** 22 August 2023  
**Subject:** Renaming of Pembroke Road

## Recommendations

1. THAT the report be received.
2. THAT the Council approve the renaming of Pembroke Road be renamed by adding East and West suffixes starting at the intersection from Broadway on State Highway.

## Recommended Reason

The Surveyor General has directed the Council to correct historic inconsistencies in street numbering along Pembroke Road.

/  
Moved/Seconded

## 1. Purpose of Report

To seek approval from the Council to rename Pembroke Road to Pembroke East and Pembroke West to correct historic inconsistencies and errors in street numbering as shown on the map attached as **Appendix 1**.

## 2. Executive Summary

- 2.1 The Surveyor General has identified some areas in the Stratford District where street numbers and lettering do not meet the criteria of the Australian/New Zealand Standard, Rural and Urban Addressing (AS/NZ 4819:2011).
- 2.2 As a result of the notification from the Surveyor General to correct the inconsistencies, Council Officers, in conjunction with Toitu Te Whenua Land Information NZ (LINZ), have investigated options that will meet the NZ Standard requirements and minimise the impact on residents as much as practically possible.
- 2.3 The proposal to rename and renumber Pembroke Road, is considered a logical solution and is the recommended option by LINZ to ensure this proposal meets the required standard.
- 2.4 Residents of Pembroke Road properties have been advised of the proposal. In addition, the proposal has been socialised with emergency services and NZ Post.

**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
<b>Social</b>	<b>Economic</b>	<b>Environmental</b>	<b>Cultural</b>
✓	✓	✓	

For emergency services such as fire, police and ambulance, it is critical that properties are numbered correctly as this ensures there is no delay in getting help where it is needed. Correct numbering also helps other services like New Zealand Post, couriers, and utility providers.

**4. Background**

- 4.1 Inconsistencies have occurred in the way street numbers were allocated in the Stratford District as a result of historic subdivisions and additional housing that extended over the then boundaries between the Stratford Borough and County Council.
- 4.2 The Surveyor General has identified these inconsistencies and has directed the Council to correct the numbering to meet the required Australian/NZ Standard.
- 4.3 This proposal was part of a presentation at a council workshop in 2022, where other street numbering inconsistencies were also presented. The consensus from the committee at this time was to formally present the changes to the Council on completion of targeted consultation with the residents of Pembroke Road.

**5. Consultative Process**

**5.1 Public Consultation - Section 82**

No formal public consultation is required as part of this process. Targeted consultation has been undertaken with the affected residents of Pembroke Road, Emergency services and NZ Post.

Every property on Pembroke Road was hand delivered notification of the proposed name and numbering change. Out of approximately 320 properties, six residents contacted the Council via phone or email to provide feedback. NZ Post also provided feedback.

Three of residents noted the following concerns:

- **There will be two identical numbers at either end of Pembroke Road, and this may create confusion for emergency services and NZ Post.**

The proposal is to rename Pembroke Road to Pembroke Road East and Pembroke Road West. NZ Post has commented that because the proposal will have two identical numbers at either end of Pembroke Road that this will cause some confusion and mail will be returned to the sender as a result.

We are aware the postal service is no longer being used like it once was, with most people now using electronic messaging and other on-line services, where a property owner/occupant is responsible for documenting their address in most cases. While it is considered there will be some disruption, it is expected this will

improve over time. Emergency Services have not taken the opportunity to provide feedback.

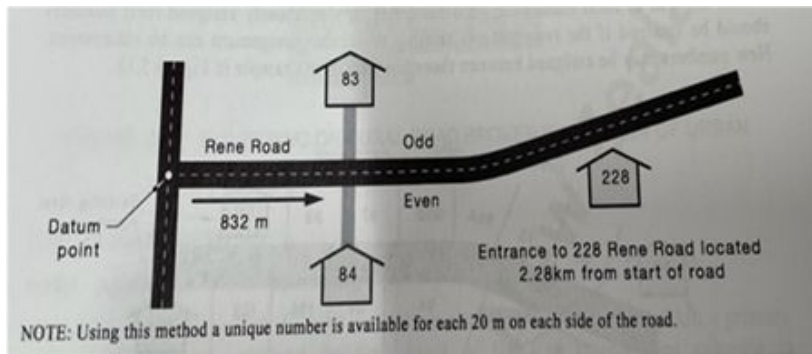
The suffixes would ensure that while two properties would have the same number, they would have different addresses the same as Flint Road East and Flint Road West.

- **Why not have the numbering starting from either end of Pembroke Road?**

Selection of a Datum point for the purpose of street addressing should be from a road that is most common or a feeder road. There is no established common road at the Maunga end of Pembroke Road. Forest Road, currently a paper road that travels around the base of the Maunga is not formed and while future consideration could be given to establish this road, it is unlikely it would be more than a gravel road to support cyclists, tramping and the like.

A portion of Esk Road situated at the East end of Pembroke Road by the golf course is also unformed and is not a common road.

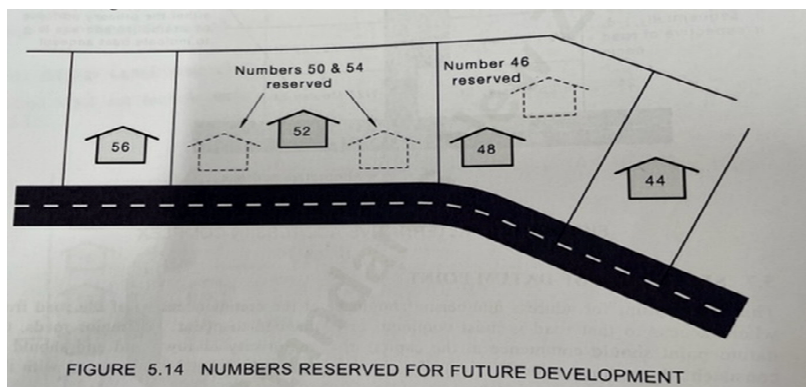
In addition, Pembroke Road consists of rural and urban numbering. Different rules for numbering apply to rural and urban areas. Rural areas are measured by applying the distance rule, as follows:



*The primary address site number in a rural area shall be determined by dividing the distance (in metres) from the datum point to the access pint by 10, then rounding to the nearest odd number on the left side of the road, or even number on the right side.*

(Australia/New Zealand Standard AS/NZS 4819:2011)

And urban numbers are assigned as follows:



*Urban numbering shall be assigned sequentially according to existing and planned urban address, sites and additional numbers should be reserved for an address site with an abnormally wide frontage where there is potential for development.*

(Australia/New Zealand Standard AS/NZS 4819:2011)

The most logical datum point would start from Broadway. Starting at Broadway would also allow visitors to use the distance system to locate rural properties making it easier places. Using either end of Pembroke Road as a starting point would frustrate that ability. In addition, using the datum point from Broadway would reduce the chance of future anomalies occurring.

The proposal has recently been sent back to LINZ to confirm approval. In an email dated 26 June 2023, LINZ confirmed their approval noting this is the best approach.

**5.2 Māori Consultation - Section 81**

This is an administrative procedure. No Iwi consultation was undertaken as part of this process.

**6. Risk Analysis**

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

6.1 No legal opinion is needed. The Council is required to correct street numbering to the required NZ Standard as noted in paragraph 4.2 of this report.

This is a historic issue and is not associated with a risk on the Stratford District Council Risk Register.

**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?	No
What relationship does it have to the communities current and future needs for infrastructure, regulatory functions, or local public services?	The current numbering is not in a logical or compliant sequence and could confuse and impede the response of emergency services and other service agents.

**7.2 Data**

<ul style="list-style-type: none"> <li>• Do we have complete data, and relevant statistics, on the proposal(s)?</li> <li>• Do we have reasonably reliable data on the proposals?</li> <li>• What assumptions have had to be built in?</li> </ul>
--

As noted in paragraph 1 of this report, a map indicating the incorrect numbering and proposed corrections is attached as **Appendix 1**.

7.3 **Significance**

	Yes/No	Explain
Is the proposal significant according to the Significance Policy in the Long Term Plan?	No	
Is it:	No	
• considered a strategic asset; or	No	
• above the financial thresholds in the Significance Policy; or	No	
• impacting on a CCO stakeholding; or	No	
• a change in level of service; or	No	
• creating a high level of controversy; or	No	
• possible that it could have a high impact on the community?	No	However, the proposal affects approximately 320 properties on Pembroke Road. A number of these residents will be required to update the number of their properties. This proposal has been socialised with all residents on Pembroke Road.

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"> <li>1. What options are available?</li> <li>2. For <b>each</b> option: <ul style="list-style-type: none"> <li>• explain what the costs and benefits of each option are in terms of the present and future needs of the district;</li> <li>• outline if there are any sustainability issues; and</li> <li>• 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?</li> </ul> </li> <li>3. After completing these, consider which option you wish to recommend to Council, and explain: <ul style="list-style-type: none"> <li>• how this option is the most cost effective option for households and businesses;</li> <li>• if there are any trade-offs; and</li> <li>• what interdependencies exist.</li> </ul> </li> </ol>
---

**Option 1: The Council rename Pembroke Road as presented on the map attached as Appendix 1 to allow the correction of street numbering.**

This proposal has been approved by LINZ as the best solution to correct anomalies and prevent future inconsistencies. This proposal is also consistent with the way Flint Road East and West is currently named and numbered. A small number of residents on Pembroke Road have provided feedback on the proposal, some of which supported the proposal.

**Option 2: The Council chooses alternative names other than Pembroke East and West.**

As noted, LINZ have approved the way in which the new numbering of Pembroke Road should be undertaken. However, the council have the option of choosing an alternative name for either end of Pembroke Road, other than Pembroke West and East.

Stratford's road names have had a Shakespearian affiliation for the past 140 years. The tradition began in 1878 when it was decreed that all roads of the town should be named after the works of William Shakespeare. Pembroke Road was one of these roads.

While officers cannot confirm if Pembroke Road was named after the Earl of Pembroke, it is noted that the Earl was the most important patron of the arts of the early seventh century and is considered the person to whom Shakespeare dedicated his Sonnets\*

The following Shakespearean names are provided, should the Council not see the above suggested name change to Pembroke East and West as suitable:

- Ophelia
- Shylock
- Viola Benvolio
- William

\**Shakespeare's Patron: William Herbert, Third Earl of Pembroke, 1580 – 1630* - <https://books.google.co.nz/books/about/Shakespeare>

Gloria Webby, Stratford's Shakespearean enthusiast, has also confirmed that the Earl was a patron of Shakespeare, who wrote plays for him, as well as acting in them; often performing in Pembroke's theatres.

**Option 3. The Council could choose to keep the name Pembroke Road on the west side and change the name of the east side of Pembroke Road.**

Pembroke Road became a formed road over 100 years ago and is well known to tourists nationally and internationally. Pembroke Road is documented as the road to the Maunga.

Located on the east side is the Stratford Golf Club that has been operating for many years and caters to tourists and locals as well as hosting a number of annual tournaments. The Stratford Golf Club is also documented as a stop-over for RV and caravan vehicles visiting the Stratford District.

**Council officers recommend Option 1.** This option is consistent with the way Flint Road East and Flint Road West is named and numbered.

The proposal to rename and renumber Pembroke Road has been socialised with residents and out of approximately 320 residents, only 6 residents provided feedback. No feedback has been received from emergency services. LINZ approve and support this proposal.

While the renumbering process will cause some disruption to residents, changing the name entirely will have a greater impact on residents, organisations and businesses currently operating on Pembroke Road.

Further consultation with residents is considered appropriate should the committee choose alternative street names.

If the committee chooses option 1 staff will confirm the new numbering with Pembroke Road residents and appropriate agencies.

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 proposal would require new signage and is considered minor works.

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?

There is no benefit in deferring this proposal.

7.7 **Legal Issues**

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

The Council has been directed by LINZ to correct street numbering inconsistencies. The proposal is supported by LINZ and meets the NZ Standards.

Section 319(1)(j) of the Local Government Act 1974, allows the Council to name or change the name of any road within the district. LINZ must be notified of any decision by the Council to change the name of a road.

7.8 **Policy Issues - Section 80**

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

There are no policy issues. This proposal is in-line with section 27 of the Stratford District Council's Public Places Bylaw 2021 that notes the Council can at any time, alter the number of any building where it may be in the Council's opinion necessary or advisable to do so.

**Attachments**

**Appendix 1** Maps – Pembroke Road East and West



Rachael Otter  
**Environmental Health Manager**



[Endorsed by]  
Blair Sutherland  
**Director – Environmental Services**



Sven Hanne  
**Chief Executive**

**DATE** 15 August 2023



TE KAUNIHERA Ā ROHE O  
**WHAKAAHURANGI**  
**STRATFORD**  
DISTRICT COUNCIL

### Proposed Changes to Pembroke Road East

The information provided is an indication only and needs to be validated in the field. The Stratford District Council accepts no responsibility for errors or omissions for loss or damage resulting from the reliance or use of this information. Cadastral information is derived from LINZ's Digital Cadastral Record System (CRS) CROWN COPYRIGHT RESERVED.

### Map Legend

- 123 Stratford
- 123 Current Addresses
- 23 Proposed Addresses
- Affected Road/Street
- State Highways
- Railways



Map Version 2





TE KAUNIHERA Ā ROHE O  
**WHAKAAHURANGI**  
**STRATFORD**  
DISTRICT COUNCIL

### Proposed Changes to Pembroke Road West

The information provided is an indication only and needs to be validated in the field.  
The Stratford District Council accepts no responsibility for errors or omissions for loss or damage resulting from the reliance or use of this information.  
Cadastral information is derived from LINZ's Digital Cadastral Record System (CRS) CROWN COPYRIGHT RESERVED.

### Map Legend

- Stratford**
- 123 Current Addresses
  - 23 Proposed Addresses
  - Affected Road/Street
  - State Highways
  - Railways



Map Version 2

# DECISION REPORT



F22/55/04 – D23/32926

**To:** Policy and Services Committee  
**From:** Director – Corporate Services  
**Date:** 22 August 2023  
**Subject:** Electoral System – First Past the Post or Single Transferable Vote

## Recommendations

1. THAT the report be received.
2. THAT the Committee resolves for the 2025 Stratford District Council triennial elections to either
  - I. Retain the First Past the Post electoral system;
  - II. Change to the Single Transferable Voting electoral system; or
  - III. Undertake a poll of electors on the electoral system;

And that public notice be given by 19 September 2023 of the decision and of the right of electors to demand a poll on the electoral system to be used.

3. THAT the Committee considers whether to undertake a full representation arrangements review or make any minor ward boundary alterations in 2024 for the 2025 triennial elections (under Sections 19H or 19JA of the Local Electoral Act 2001).

## Recommended Reason

Consideration of the electoral system is required by 12 September 2023, with a public notice required by 19 September 2023, under the Local Electoral Act 2001.

/  
Moved/Seconded

## 1. Purpose of Report

- 1.1 The purpose of this report is to consider the electoral system options of First Past the Post (FPP) or Single Transferable Vote (STV) for the 2025 local election. Other representation arrangements for the election may also be considered for review at this time.

## 2. Executive Summary

- 2.1 Council can resolve to retain the current electoral system (FPP) or resolve to change the electoral system to STV. Such a resolution must be made no later than 12 September 2023 (two years prior to the next triennial election) unless it decides to hold a poll of electors prior to the 2025 triennial elections. Although Council officers do not make recommendations on electoral decisions, the current electoral system is easily understood by the electors in the Stratford district, and has been the only electoral system used.
- 2.2 As the last full representation review was carried out in 2021, a representation arrangements review is not required to be undertaken until 2027, unless Council wishes to undertake a further review or make minor internal boundary adjustments.

**3. Local Government Act 2002 – Section 10**

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

**4. Background**

- 4.1 Council has historically used the FPP electoral system, which is where the candidate with the most votes wins. Voters are able to vote for the number of candidates up to the number of seats in the ward, and one mayor. It is a very simple method of electing candidates and is widely used in local government and throughout the world. It is the recommended choice where there are lower number of candidates to choose from.
- 4.2 Under STV, voters rank candidates in their order of preference. For example, if there were four seats in a ward, you would write ‘1’ next to your preferred candidate, all the way down to ‘4’ for your 4<sup>th</sup> preferred candidate. This way you only have one vote, but can indicate your preference for all the candidates you vote for, so that if the preferred candidate doesn’t need your vote it is then transferred to the next highest candidate you ranked. Conversely, if the person you ranked ‘1’ is unlikely to get the number of votes to reach the threshold, your 2<sup>nd</sup> preference will be used instead. Your vote always counts. This compares to FPP, where you have three equal votes.
- 4.3 The Future for Local Government review recommends adopting STV as the nationwide method for local elections. The final report advises that *“STV can be representative of voters’ choices because a vote can be transferred if a preferred candidate does not meet a certain threshold. This transfer of votes avoids wasted ballots. Early research demonstrates that STV leads to improvements in the representation of women. However, the representative benefits of STV work best when there is a large pool of candidates and wards with more than one seat being contested.”*
- 4.3 Currently, New Plymouth District Council is the only council in Taranaki that uses STV. Taranaki Regional Council have recently resolved to retain FPP. In the 2022 local elections, 15 out of 78 councils (19%) used STV.

**5. Consultative Process**

- 5.1 **Public Consultation - Section 82**  
The public have not been consulted on the electoral system but electors have the right (at least 5% of electors) to demand a poll on the electoral system to be used, and Council will ensure the public notice informs the community of this right.
- 5.2 **Māori Consultation - Section 81**  
Māori have not been consulted with on the preferred electoral system.

**6. Risk Analysis**

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

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

- 6.1 The main risk identified is that the change in the electoral system may lead to confusion with electors (voters), and the results of the election may not be reflective of the community’s preferences. However, the STV electoral system has been implemented across New Zealand and is the preferred electoral system as recommended by the Future For Local Government task force.
- 6.2 There is minimal legislative or compliance risk associated with this decision. Council is not required to make a decision on the electoral system. However, a public notice must be issued by 19 September 2023 advising electors they may demand a poll at any time on this matter, and advising of the decision by Council if one is made.

**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?	No
What relationship does it have to the communities current and future needs for infrastructure, regulatory functions, or local public services?	N/A

**7.2 Data**

- 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?

Refer to the attached report prepared by Election Services Ltd.

**7.3 Significance**

	Yes/No	Explain
Is the proposal significant according to the Significance Policy in the Long Term Plan?	No	Not significant but public notice required
Is it:	No	
• considered a strategic asset; or	No	
• above the financial thresholds in the Significance Policy; or	No	
• impacting on a CCO stakeholding; or	No	
• a change in level of service; or	No	
• creating a high level of controversy; or	No	
• possible that it could have a high impact on the community?	No	

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

**7.4 Options**

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

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

**Options**

**Option 1** Retain the existing First Past the Post electoral system. This is simple, and the community is familiar with this system. There is a lower cost associated with it as it requires less back end work to tally up the votes.

**Option 2** Change to the Special Transferable Voting electoral system. This has a higher cost due to the additional amount of processing required.

**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 STV electoral system comes at a higher cost compared to the FPP system.

**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?

N/A

**7.7 Legal Issues**

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

A legal opinion is not required. The recommendations in this report comply with the statutory requirements imposed on Council.

7.8 **Policy Issues - Section 80**

- |   |
|---|
| <ul style="list-style-type: none"><li>• Are there any policy issues?</li><li>• Does your recommendation conflict with Council Policies?</li></ul> |
|---|

N/A

**Attachments:**

**Appendix 1** Report from Election Services Ltd – *Electoral Decisions*



Tiffany Radich  
**Director – Corporate Services**



[Approved by]  
Sven Hanne  
**Chief Executive**

**Date** 15 August 2023

# Appendix 1



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**Title:** Electoral Decisions

**Report to:** Stratford District Council

**Author:** Dale Ofsoke, Electoral Officer

**Date:** 19 July 2023

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## 1.0 Summary / Te Whakarāpopotanga

The Local Electoral Act 2001 provides for local authorities in 2023 to consider certain electoral matters for the 2025 triennial elections.

The first matter is consideration of the electoral system, which must be completed by 12 September 2023, to decide whether:

- the First Past the Post (FPP) electoral system is retained; or
- the Single Transferable Voting (STV) electoral system is introduced; or
- a poll of electors is held on which electoral system is to be used for the next two triennial elections.

The second matter is consideration of Māori wards (where applicable). However, as Council established a Māori ward in 2020 (for the 2022 and 2025 triennial elections), no action is required regarding this in 2023.

The third matter is undertaking a representation arrangements review (where applicable). As a representation arrangements review was undertaken in 2021 (for at least the 2022 triennial elections), no action is required regarding this in 2024 unless Council wishes to undertake a further representation review (this may be undertaken after three-years if required) or make any minor boundary alterations to current ward boundaries.

## 2.0 Recommendation / Te Whaikupu

THAT the report titled 'Electoral Decisions' be received; and

THAT pursuant to section 27 of the Local Electoral Act 2001 Council resolves for the 2025 Stratford District Council triennial elections to:

*either*

- (i) retain the First Past the Post electoral system;  
*or*
- (ii) change to the Single Transferable Voting electoral system;  
*or*
- (iii) undertake a poll of electors on the electoral system;

and that public notice be given by 19 September 2023 of the decision and of the right of electors to demand a poll on the electoral system to be used; and

THAT Council considers (this is optional) whether to undertake a further representation arrangements review or make any minor ward boundary alterations in 2024 for the 2025 triennial elections (under sections 19H or 19JA of the Local Electoral Act 2001).

## 3.0 Background / Te kōrero ā mua

The Local Electoral Act 2001 (LEA) provides for greater flexibility and local choice in several electoral related matters. The principal matters requiring consideration by most local authorities in 2023/2024 for the 2025 triennial elections are (i) the choice of electoral system (FPP or STV), (ii) for some whether or not to establish Māori wards (if not already established) and (iii) for some to undertake a representation arrangements review.

Consideration of the electoral system is to be made by 12 September 2023 with a public notice required by 19 September 2023; consideration of Māori wards is required by 23 November 2023 (not applicable to Council); and consideration of whether to undertake a further representation arrangements review or to make any minor boundary alterations should be made as soon as practicable.



## **4.0 The issues / Ngā take**

The LEA requires a local authority, when considering certain electoral matters, to comply with set requirements and timeframes. These are detailed in **Appendix 1**.

The dates contained in Appendix 1 are generally the last compliance dates and it is anticipated that most of the matters can be completed prior to these dates.

### **4.1 Electoral System**

Council has historically used the FPP electoral system and has the opportunity every three-years to review the electoral system to be used for the next triennial election (2025).

For the 2022 triennial elections, 63 of 78 local authorities used the FPP electoral system, and 15 of 78 local authorities used the STV electoral system. Local authorities currently using the STV electoral system are:

Dunedin City Council, Far North District Council, Gisborne District Council, Greater Wellington Regional Council, Hamilton City Council, Kaipara District Council, Kapiti Coast District Council, Marlborough District Council, Nelson City Council, New Plymouth District Council, Palmerston North City Council, Porirua City Council, Ruapehu District Council, Tauranga City Council and Wellington City Council.

A table comparing FPP and STV (as used in a territorial authority's electoral system poll and approved by DIA) follows.

COMPARING FPP AND STV	
<p><b>A typical FPP voting document could look like this</b></p>	<p><b>A typical STV voting document could look like this</b></p>
<p><b>HYPOTHETICAL CITY COUNCIL DOWNTOWN WARD ELECTING THREE (3) COUNCILLORS</b> You can tick up to three (3) candidates</p>	<p><b>HYPOTHETICAL CITY COUNCIL DOWNTOWN WARD ELECTING THREE (3) COUNCILLORS</b> Rank candidates in order of preference ... '1' '2' '3' etc</p>
<p>Vote Here</p> <p><input checked="" type="checkbox"/> BROWN, Sandy</p> <p><input checked="" type="checkbox"/> JONES, Sam</p> <p><input type="checkbox"/> OWENS, Harry</p> <p><input checked="" type="checkbox"/> TAWHIRI, Ngaire</p> <p><input type="checkbox"/> WATSON, Alice</p>	<p>Number Here</p> <p>3 BROWN, Sandy</p> <p>1 JONES, Sam</p> <p>5 OWENS, Harry</p> <p>2 TAWHIRI, Ngaire</p> <p>4 WATSON, Alice</p>
FPP	STV
FPP has long been widely used in New Zealand, is familiar and is generally easy to understand.	STV is currently used in Australia, United States, Ireland and Malta. Along with all the DHBs it is also being used by fifteen New Zealand Councils in 2022. STV is also used by companies like Fonterra, to select board members.
Each voter is able to cast one vote for each vacancy to be filled. Voters place a tick beside the name of the candidate or candidates they wish to vote for.	Each voter gets one vote, no matter how many vacancies. Voters rank candidates in order of preference - "1" beside their most preferred candidate "2" beside the second-most preferred candidate, and so on. Voters do not have to rank all candidates, but must use consecutive numbers.
The candidate who receives the most votes is elected. Where there is more than one vacancy, the candidates (equal to the number of vacancies) who receive the most votes are elected.	A candidate must reach the quota to be elected. Where there is more than one vacancy, the candidates (equal to the number of vacancies) who reach the quota are elected.
FPP is not a form of proportional representation. Each tick is counted as a vote for that candidate and the candidate or candidates with the most votes are elected. A candidate may be elected by a small margin.	STV is a proportional electoral system. Proportional systems are intended to provide more effective representation for all significant points of view, although it cannot be guaranteed that STV will provide an increased diversity of representation.
A candidate may receive more votes than they need to get elected.	A candidate would not receive more votes than they would need to get elected, as surplus votes are transferred to the next preference.
Some voters may not have supported any of the candidates who get elected.	If voters rank every candidate, they are likely to have supported at least one successful candidate.
Where political parties or organised political groupings contest the elections, and there are say 3 vacancies, voters can vote for the 3 candidates representing a political party or organised political group ("block" voting). This can result in all candidates from a political party or organised political group being elected.	STV can moderate "block" voting as voters can rank every candidate therefore making it more difficult for all candidates from a political party or organised political group to be elected.

The process that Council can follow to determine its electoral system is:

- (i) Council can resolve which electoral system is to be used, with a required public notice;
- (ii) five per cent of electors can demand a poll at any time;
- (ii) Council can choose to hold a poll, irrespective of whether or not a poll is demanded by electors.

**(I) COUNCIL TO RESOLVE WHICH ELECTORAL SYSTEM IS TO BE USED**

Council can resolve to retain the current electoral system (FPP) or resolve to change the electoral system to STV. Such a resolution must be made no later than 12 September 2023 (two years prior to the next triennial election) unless it decides to hold a poll of electors prior to the 2025 triennial elections.

Any resolution that changes the electoral system would take effect for the 2025 triennial elections and continue in effect until either Council resolves otherwise, or a poll of electors is held.

**(II) ELECTORS' RIGHT TO DEMAND A POLL**

Under section 28 of the LEA, Council **must** give public notice, by 19 September 2023, of the right of electors to demand a poll on the electoral system to be used for the 2025 triennial elections. If Council passes a resolution under section 27 of the LEA to change the electoral system from FPP to STV the public notice must include:

- (a) notice of that resolution; and
- (b) a statement that a poll is required to countermand that resolution.

Section 29 of the LEA allows 5% of the electors enrolled at the previous triennial election to demand a binding poll be held on which electoral system is to be used for the next two triennial elections. The poll demand must be made in writing to the Chief Executive by a number of electors equal to or greater than 5% of the electors (344 electors) and can be made anytime, but to be effective for the 2025 triennial elections, must be made by 21 February 2024.

If a valid demand for a poll is received after 21 February 2024, a poll must be held after 21 May 2024 (e.g. with the 2025 triennial elections), the outcome effective for the 2028 and 2031 triennial elections.

**(III) COUNCIL MAY DECIDE TO HOLD A POLL OF ELECTORS**

Council can decide to hold a poll of electors at any time (section 31 of the LEA), but to be effective for the 2025 triennial elections, must decide no later than 21 February 2024, irrespective of whether a valid demand has been received, or the time has expired for electors to demand a poll.

Public notice of the poll must be given as soon as practicable after the resolution and the poll itself must be completed by 21 May 2024 (to be effective for the 2025 triennial elections).


The result of the poll is binding and will determine whether FPP or STV is to be used for at least the next two triennial elections (2025, 2028) and for all subsequent elections until either a further resolution takes effect or a further poll is held.

#### 4.2 Representation Arrangements Review

A representation arrangements review must be undertaken at least once every six years (section 19H of the LEA). As the last review was undertaken in 2021 (following the establishment of a Māori ward) the next review is not required until 2027. However, Council is able to undertake a further representation arrangements review after three-years, or make any ward boundary adjustments, in 2024 if it so wishes.

Current representation arrangements are:

- mayor elected at-large
- 11 councillors elected from three wards
  - Rural General Ward (4)
  - Urban General Ward (6)
  - Stratford Māori (1)

	Name and title of signatory	Signature
Author	Dale Ofsoske, Electoral Officer	

**APPENDIX 1**



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**2023/2024 ELECTORAL SYSTEM & REPRESENTATION  
ARRANGEMENTS REVIEW TIMETABLE**

**CURRENT LEGISLATIVE REQUIREMENTS**

By 12 September 2023*	A local authority <b>MAY</b> resolve to change the electoral system (from the system it used at the 2022 general election) for the next two triennial elections.	Section 27 of LEA
By 19 September 2023*	A local authority <b>MUST</b> give public notice that electors may at any time demand that a poll be held on the future electoral system to be used by the local authority for the next two triennial elections, and if a poll outcome is to apply to the next triennial election, a demand for a poll must be received by 21 February 2024. If a resolution has been made by a local authority by 12 September 2023, this must be included in the notice.	Section 28 of LEA
By 21 February 2024*	<b>IF</b> a demand for a poll that a specified electoral system be used for the next two triennial elections is received by 21 February 2024, a poll must be held by 21 May 2024.	Sections 29 and 30 of LEA
By 21 February 2024*	A local authority <b>MAY</b> also resolve to undertake a poll of electors that a specified electoral system be used for the next two triennial elections.	Section 31 of LEA
From 1 March 2024	Period commences for formal consultation/resolution of initial proposal for Representation Arrangements Review by local authority.	Section 19K (1AA) of LEA
By 21 May 2024*	If a successful demand for a poll has been received by 21 February 2024, or a resolution for a poll has been made by a local authority by 21 February 2024 (that a specified electoral system be used for the next two triennial elections), then a poll <b>MUST</b> be held within 89 days of notification.	Section 33 of LEA

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By 31 August 2024*	Period concludes for consultation/resolution of initial proposal for Representation Arrangements Review by local authority.	Section 19H of LEA
By 8 September 2024*	A local authority <b>MUST</b> give public notice of resolution of initial proposal. One-month submission period.	Section 19M of LEA
By 8 October 2024*	Submission period closes.	Section 19M of LEA
By 19 November 2024*	Submissions heard by local authority and resolution of final proposal made by a local authority.	Section 19N of LEA
By 19 November 2024*	A local authority <b>MUST</b> give further public notice of its resolution of final proposal (within six weeks of public notice). -One-month appeal/objection period.	Section 19N of LEA
By 20 December 2024*	Appeal/objection period closes.	Section 19O of LEA
By 15 January 2025*	Forward all Representation Arrangements Review material to LGC (if appeal/objection received).	Section 19Q of LEA
Before 11 April 2025*	Determination by LGC	Section 19R of LEA

\* may be earlier than but not later than

Dale Ofoske, January 2023

# DECISION REPORT



F22/55/04 – D23/34852

**To:** Policy and Services Committee  
**From:** Projects Manager  
**Date:** 22 August 2023  
**Subject:** Connecting our Communities Strategy

## Recommendations

1. THAT the report be received.
2. THAT the Committee recommend Council to adopt the Connecting our Communities Strategy.

## Recommended Reasons

1. The Connecting our Communities Strategy has been amended following feedback from key stakeholders and the Community.
2. The Connecting our Communities Strategy in draft form has already been used as a reference to secure funding from the Ministry of Transport to provide safer walking and cycling facilities in parts of the Stratford township.

/\_\_\_\_\_  
Moved/Seconded

## 1. Purpose of Report

The purpose of this report is to present the final revision of the Connecting our Communities Strategy to the Policy and Services Committee for adoption, having incorporated feedback from targeted stakeholders and community.

## 2. Executive Summary

- 2.1 Following a request to consult in January 2022, Officers sought feedback from targeted stakeholders and community on the draft Connecting our Communities Strategy in May to July 2022.
- 2.2 Council received 13 responses, including from Waka Kotahi and Transporting New Zealand. These responses have been incorporated into the Strategy.
- 2.3 It is important to note that this strategy has supported the Council's application for \$7.8 million through the Transport Choices Programme, to provide safe walking and cycling opportunities for our local school children.
- 2.4 The strategy includes a robust walking and cycling action plan for the next 3-year, 10-year and 30-year period.

**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 - This acknowledges that local democratic decision-making process has been followed for adopting a strategy to improve the transport network.	
Social	Economic	Environmental	Cultural
✓	✓	✓	

**3 Background**

- 4.1 Following a request to consult in January 2022, Officers sought feedback from targeted stakeholders and community on the draft Connecting our Communities Strategy in May to July 2022.
- 4.2 Council received 13 responses, including from Waka Kotahi and Transporting New Zealand.
- 4.3 These responses have been incorporated into the Strategy. Amendments of note include:
  - Draft version focused too much on road safety.... would encourage framing the strategy more holistically and integrating key policies, such as the Emissions Reduction Plan (Waka Kotahi); and
  - Greater consideration needed to improving freight connections and climate change strategic priorities in the Government Policy Statement (Transporting New Zealand).
- 4.4 Council secured funding of \$7.8 million through the Transport Choices Programme in 2022 for the construction of infrastructure to provide safe walking and cycling opportunities for our local school children. This funding was largely achieved due to having the Connecting our Communities Strategy, albeit in draft form.
- 4.5 Transport Choices has incorporated feedback from the community, including:
  - Cycling in Stratford is too dangerous; and
  - Difficult to cross SH3.
- 4.6 The Transport Choices Programme has guided officers to develop a 3-year, 10-year, and 30-year programme for key routes in Stratford, which are included in the Strategy.
- 4.7 Feedback was also sought at the same time regarding school speed zones. Feedback from this consultation has also been included in this Strategy as they are closely related.



## 5 Consultative Process

### 5.1 Public Consultation - Section 82

Officers approached the community for feedback regarding the Connecting our Communities Strategy. Consultation centred around identifying key stakeholders and contacting them directly, as well as general community consultation through the various media outlets.

Targeted consultation around speed limits around schools was held shortly before the community was approached for both topics. Feedback for both topics (speed limits at schools and walking and cycling in the district) was also considered in amending the Strategy as they are closely related.

### 5.2 Māori Consultation - Section 81

No consultation is required with iwi for the purposes of this report.

## 6 Risk Analysis

6.1 The only risk is the Committee may not endorse the Strategy. This will result in SDC, as a Road Controlling Authority, not being able to meet its obligations under the Ministry of Transport's 'Government Policy Statement' and 'Emissions Reductions Plan'.

This does not relate to any current risks on Council's risk register, however the closest associated risk would be *risk 78* as funding is provided to deliver these services currently not covered by a council strategy.

## 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 – Our Long-Term Plan states that we will provide a safe environment for our community.
What relationship does it have to the communities current and future needs for infrastructure, regulatory functions, or local public services?	Yes – This provides guidance for good quality infrastructure and regulatory function.

### 7.2 Data

Public feedback was used to consider amendments to the draft strategy.

### 7.3 Significance

	Yes/No	Explain
Is the proposal significant according to the Significance Policy in the Long-Term Plan?	No	This proposal is of medium significance
Is it: <ul style="list-style-type: none"> <li>considered a strategic asset; or</li> </ul>	Yes	This strategy will provide guidance for further policies, plans, and strategies to implement a safe transport network.
<ul style="list-style-type: none"> <li>above the financial thresholds in the Significance Policy; or</li> </ul>	No	
<ul style="list-style-type: none"> <li>impacting on a CCO stakeholding; or</li> </ul>	No	
<ul style="list-style-type: none"> <li>a change in level of service; or</li> </ul>	Yes	The consultation process could result in a change to the way Council makes decisions regarding the transport network.
<ul style="list-style-type: none"> <li>creating a high level of controversy; or</li> </ul>	No	Feedback from the community has been incorporated in the final revision of the strategy.
<ul style="list-style-type: none"> <li>possible that it could have a high impact on the community?</li> </ul>	Yes	By promoting alternative transport options, Council could influence how the community accesses the district.

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

### 7.4 Options

The options for this report are as follows:

**Option 1 –** Do nothing. Council will struggle to obtain subsidised funding from Waka Kotahi for the transport network. This will also invalidate some of our reasons for the Transport Choices projects.

**Option 2 –** Delay the adoption of the Connecting our Communities Strategy.

By having the Strategy in draft form, Council was able to provide evidence to Waka Kotahi and the Ministry of Transport that walking and cycling modes will be considered as part of the overall Transport Network for the District. As such, Council was successful in an application for \$7.8 million to implement a major portion of a proposed walking and cycling network for Stratford.

By delaying the adoption of this strategy, future funding opportunities to enhance our Transport network may be missed.

**Option 3 –** Adopt the Connecting our Communities Strategy.

By adopting the Strategy, Council will formalise the direction of our Transport Network for the next 30 years and meet our obligations to provide a network in line with the current direction of Government.

**This is the recommended option.**

**7.5 Financial**

Adoption of the Strategy has no initial financial implications as it will provide direction for future works to include walking and cycling options.

Having the Strategy will provide Council future opportunities to apply for subsidised funding from Waka Kotahi.

**7.6 Prioritisation & Trade-off**

There is no trade-off for this report.

**7.7 Legal Issues**

As part of our legal obligations as a Road Controlling Authority, we were required to undertake consultation with the community and statutory consultees, who are:

- Waka Kotahi NZ Transport Agency;
- The Automobile Association;
- Police;
- Road Transport Association;
- National Road Carriers

The Strategy has been amended to include feedback from all parties that submitted.

**7.8 Policy Issues - Section 80**

This is consistent with SDC's Policies and Bylaws.

**Attachment:**

**Appendix 1 – Connecting our Communities Strategy.**



Steve Taylor  
**Projects Manager**



[Endorsed by]  
Stephen Bowden  
**Roading Assets Manager**



[Endorsed by]  
Victoria Araba  
**Director – Assets**



[Approved by]  
Sven Hanne  
**Chief Executive**

**Date:** 15 August 2023

## APPENDIX 1

### *A Plan of action for walking and cycling in Stratford ...*



**Connecting our Communities  
Strategy 2023-2053**



TE KAUNIHERA Ā ROHE O  
**WHAKAAHURANGI**  
**STRATFORD**  
DISTRICT COUNCIL



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## Glossary

Vulnerable Road User	Pedestrians (including persons on skateboards, roller skates, foot scooters, and using mobility aids such as powered wheelchairs), public transport users (Bus, Taxi, Total Mobility) and cyclists.
Accessible Street	Roadway that is easy to approach, reach, enter, and/or use.
Alternative Transport	All modes of travel other than private motor vehicle. This includes using public transport (bus, taxi, total mobility), walking (including mobility aids, pushchairs/strollers, scooters), and cycling (including e-bikes).
Cycle lane	Special vehicle lane marked on a road with a cycle symbol, which can only be used for cycling.
Cycle way	'Cycle Lane' that is not on the roadway (shared paths and separated cycle paths).
Road safety	Safety in using roads for motor traffic, cyclists, and pedestrians. It often involves lowering speed limits and installing control systems, such as traffic islands, narrow traffic lanes and pedestrian crossing opportunities.
Waka Kotahi	New Zealand Transport Agency

## Acronym Glossary

GPS	Government Policy Statement
LTP	Long Term Plan
MBIE	Ministry of Business, Innovation and Employment
MoT	Ministry of Transport
NPDC	New Plymouth District Council
RLTP	Regional Land Transport Plan
SDC	Stratford District Council
SH3	State Highway 3
SH43	State Highway 43
STDC	South Taranaki District Council
TRC	Taranaki Regional Council
VKT	Vehicle Kilometre Travelled

## 1. Introduction

The **Connecting our Communities Strategy** (the Strategy) is developed in alignment with the Government Policy Statement (GPS) to guide the Stratford District Council (the Council) in several key areas, including:

- Developing a transport system where no-one is killed or seriously injured.
- Providing transport options to our communities for accessing social and economic opportunities.
- Developing a low carbon transport system that supports emissions reductions, safety, and inclusive access.
- Facilitating improvements in freight connections to drive economic development.

Central government periodically develops and revises the Government Policy Statement (GPS) on land transport every 10 years, with reviews every 3 years. The GPS serves as a guide for land transport investment over the next decade. It plays a crucial role in determining funding allocation from the Land Transport Fund and shaping activities included in the Regional Land Transport Plan (RLTP) and the National Land Transport Programme (NLTP).

This Strategy addresses current transport network challenges, highlights opportunities for improvement, and outlines proposed actions for strategic investment over the next 30 years. By this, the Council will optimise existing partnerships and create new opportunities to maximise infrastructure investment benefits.

### 1.1. Purpose

Over the next three decades, our focus will be on fostering sustainable transport in the Stratford district. This strategy outlines our commitment to creating safe and reliable road transport infrastructure, ensuring that our communities are well-connected and secure.

By promoting sustainable transport, we aim to contribute significantly to the realisation of the Stratford district's social, environmental, cultural, and economic objectives. This approach will not only enhance the overall well-being of our residents but also positively impact the surrounding environment, preserving our cultural heritage, and supporting local businesses and industries.

Our commitment to sustainable transport will serve as a cornerstone for the future development of Stratford, fostering a resilient and prosperous community for generations to come. Through a coordinated effort, we aspire to build a greener, more connected, and thriving Stratford district, aligned with the principles of sustainability and environmental stewardship.

### 1.2. Our Vision

Council's vision in the Long-Term Plan (2021-2031) is:

*“A vibrant resilient and connected community – in the heart of Taranaki.”*

Our vision for **Connecting our Communities** Strategy is linked to the overall vision for the district:

*“A progressive district where our transport network “that fosters prosperity, health and wellbeing of our communities”*

### 1.3. Objectives

This Strategy focuses on the gradual implementation of enhanced sustainable transport facilities in the district, with a priority on connecting schools to key community destinations and urban residential areas. It also prioritises improvements for vulnerable road users who do not rely on private vehicles (cars, motorbikes, trucks, vans, etc.). This Strategy is designed to increase connectivity, accessibility and the safety of our road infrastructure such as footpaths, cycle lanes, cycleways and roads.

## **2. The Stratford District**

### **2.1. Geographical Location**

The Stratford district is 2,170 km<sup>2</sup> of land in the heart of Taranaki (**Figure 1**). To the north is the New Plymouth District; west, and south is the South Taranaki district. These combine to make up the Taranaki region. To the east, the district is bordered by the Ruapehu and Whanganui districts within the Horizons region. The Stratford district comprises 4 key centres – Stratford; Midhirst; Toko and Whangamomona.

#### **2.1.1. Stratford**

Stratford is the main town in Stratford with a population of approximately 5,784. It serves as a service centre for the central Taranaki rural region.

SH3 segregates the community facilities including the primary schools, the multi-sports facility, and the Memorial Hall to the west. While the main high school and bike park is on the eastern side. Miranda Street also provides an important link with a secondary and primary school, day care centre, public library, memorial hall, church, and medical centre located between Warwick Road and Pembroke Road.

#### **2.1.2. Midhirst**

Midhirst is a small village in the Stratford District, approximately 4 km north of Stratford, on SH3. One of the most distinctive features of the township is the towering concrete and glass milk-powder drying plant, which was one of New Zealand's most advanced in its time (1980). The factory closed after amalgamating with Kiwi Dairies in 1983.

Midhirst has a similar problem as Stratford. SH3 segregates the eastern side of Midhirst with the primary school, dairy and domain on the western side. At the 2018 census, 252 people live in Midhirst.

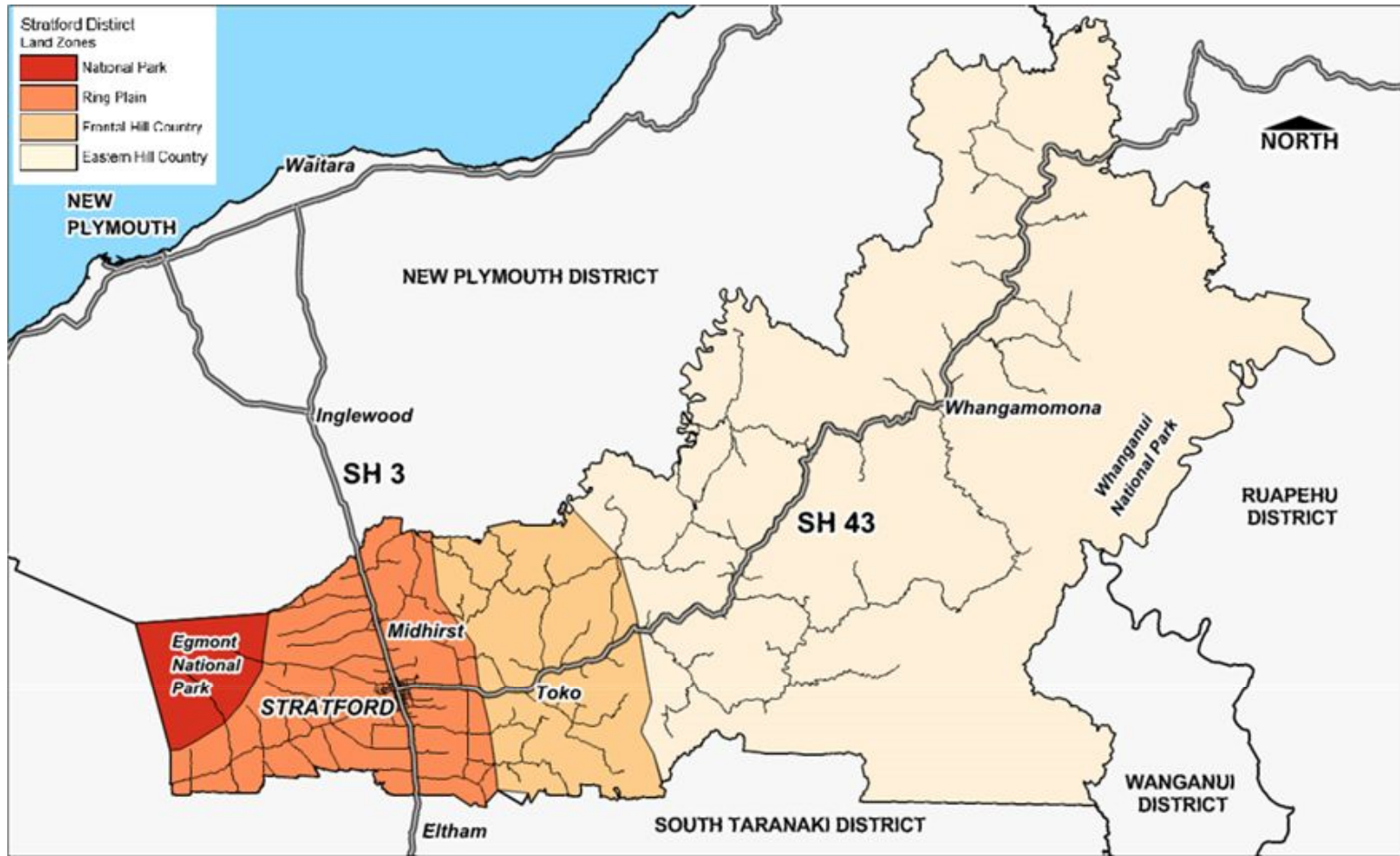
#### **2.1.3. Toko**

Toko lies approximately 10 kilometres east of Stratford, along State Highway 43 (SH43). Approximately 160 people live in or around the Toko settlement. The village consists of factory buildings which are used for an engineering business, and the church, hall, domain, hotel, trucking depot, and an automotive workshop are still being used for business and social activities.

Toko Primary School was established in 1893 and is situated on SH43, approximately 2.2 kilometres east of Toko, in the 100 km/h speed zone.

#### **2.1.4. Whangamomona**

Whangamomona is the last of the major settlements in the Stratford district. Situated 65 kilometres east of Stratford and 87 kilometres from Taumarunui, Whangamomona is positioning itself as an ideal resting point along SH43. While the resident population is approximately 150 (Tatauranga Aotearoa Statistics New Zealand, 2018), the Whangamomona Republic Day is attended by thousands of people. With the rising popularity of SH43 and the rail line among tourists, Whangamomona is enjoying something of a renaissance.



**Figure 1: The Stratford District Map**

## 2.2. Stratford Communities

In addition to the 4 main centres described in 2.1 above, the Strategy seeks to safely connect our social communities with new and improved walking and cycling facilities. People are not necessarily confined to one group and can also be part of all groups.

### 2.2.1. The School Community

This community includes all school children, their families, and staff that work at the school. Residents living around the school are also included in this community.

This community is our priority group and has formed the basis for our roading network. The Strategy is committed to providing safe infrastructure to encourage school children to walk or cycle to school. Achieving this commitment will help Council to reduce emissions while habits of walking and cycling will be formed for future generations.

The Emissions Reduction Plan was issued by central government to meet New Zealand's first emissions budget. This will enable New Zealand to transition to a low-emissions future in a way that is achievable and affordable. To support their mandate, central government has, in recent times, allocated a significant amount of funding to the provision of safe road transport walking and cycling facilities, i.e., Transport Choices and 'Bikes in Schools'.

### 2.2.2. Vulnerable Road Users

Vulnerable road users are road users outside vehicles, who have little to no protection from crash forces. They are most at risk in traffic, especially when there are differences in the mass and speed of various types of vehicles.

This group includes pedestrians (including scooter and skateboard users), cyclists, motorcyclists, children, the elderly, people with disabilities, and road workers

### 2.2.3. Stratford Residents

Designing a transport network that caters to all Stratford district residents is critical to the success of the district. The primary objective of such a network is to ensure seamless mobility while prioritizing safety, efficiency, and sustainability. To achieve this, the network design will need to consider the diverse needs of every single person that lives in the district.

By embracing the community needs, a transport network can be designed that truly serves the needs of all road users while fostering a more sustainable and inclusive urban environment.

### 2.2.4. Tourists

The region's tourism sector is in a high growth phase, enhanced by the Lonely Planet travel guide naming Taranaki as the second-best region to visit in the world for 2017.

Stratford is uniquely placed as a destination of choice. Stratford provides an ideal location as the gateway to Taranaki Maunga for hikers, cyclists, and climbers, while the Forgotten World Highway is fast becoming a major tourist attraction with the rail cart tours between Taumarunui and Stratford, and extraordinary rugged scenery and history. Stratford is also home to New Zealand's only Glockenspiel Town Clock, incorporating the Shakespeare theme of the town.

The Whangamomona Republic Day is now a major attraction with trains and tour buses running from Auckland to attend the event.

The New Zealand Cycle Trail recognises a network of existing and potential cycle trails within New Zealand. This network includes a Heartland Ride between Taumarunui and New Plymouth, which is promoted by the Taranaki Trails Trust. Noticeably, there is a gap in the network, in central and south Taranaki. There are opportunities here for Stratford, particularly considering recent publicity by Lonely Planet, naming the Forgotten World Highway in their Epic Bike Rides of the World.

## 2.3. Rooding Network

Stratford is linked to New Plymouth and Hawera via SH3. The smaller town of Midhirst is located 5 kilometres north of Stratford, also on SH3. Taumarunui and Stratford are linked via SH43, also known as the Forgotten World Highway. This highway links the settlements of Toko and Whangamomona to Stratford.

The two state highways, SH3 and SH43, provide the main arterial routes. Waka Kotahi manages these two roads. They intersect in the Stratford Town Centre at the intersection of Broadway and Regan Street.

With an average daily traffic volume of 15,056 vehicles, SH3 bisects the town centres of Stratford and Midhirst. SH43, 218 to 1,455 vehicles per day, bisects both Toko and Whangamomona.

The district's local roads are generally very wide and have low traffic volumes. Streets in urban settings are typically up to 30m wide, with the formed carriageway between 7.5 m and 8 m. Consequently, berms, incorporating footpaths, on either side of the road can be up to around 11 m wide, especially in the centre of Stratford. In Stratford, many streets are characterised by deep stormwater drains and high kerbs.

Toko, Midhirst, and Whangamomona each have unique challenges presented by the influence of the State Highways. Local roads in these towns typically have lower volumes and slower speeds, and some specific issues have been identified (such as logging traffic in Midhirst).

## 2.4. Initiatives

Initiatives currently being implemented in and around the Stratford district include:

### 2.4.1. SDC - Transport Choices Project

This is a central government-funded project for walking and cycling in urban Stratford Township.

The Stratford Schools Safety Project is an infrastructure project that will deliver **strategic walking, cycling and micro-mobility networks** to connect schools and support **safe green, emissions-free and healthy** school travel in the Stratford township through the newly created **walkable neighbourhoods**. This is a key start in our journey to making Stratford township a model **'active-mode'** community for small rural towns.

### 2.4.2. NPDC - Lets Go Project

The New Plymouth District Council (NPDC) has taken a lead in New Zealand as one of the two Model Walking And Cycling Communities. Since 2010 when the programme began, NPDC has implemented a wide range of initiatives, both infrastructure and non-infrastructure, to encourage active modes of travel in the district. This work is notable for its comprehensive approach under the 'Let's Go' banner <https://www.npdc.govt.nz/let-s-go/>

### 2.4.3. STDC

The South Taranaki District Council (STDC) has a prioritised list of projects that it is promoting to improve access facilities within its district. The implementation of this programme is overseen by a group of senior staff, chaired by the district's Mayor.

A key regional project is the construction of a cycle trail from Hawera to Stratford and New Plymouth. The initial stage of this trail would be between Hawera and Normanby.

### 2.4.4. TRC – Better Travel Choices

The Taranaki Regional Council (TRC) plays an important part in transport around the Taranaki Region. It manages the RLTP and provides guidance to the three district councils.

The RLTP's broad purpose is to identify the key transport issues and challenges in the region and how land transport activities proposed in the Plan will address those issues.

TRC is currently developing a Better Travel Choices Strategy for the Taranaki Region. The regional strategy will follow the same theme and outcomes as this strategy.

### 3. Legislative and Strategic Alignment

The Strategy is guided by legislation including several national, regional, and local strategies, policies, plans and programmes (**Figure 2**). These strategies provide a framework supporting the greater provision and promotion of a safer transport network for economic reasons and the increase in transport choices.

The strategies, policies, plans, and programmes are aimed to connect at the following target groups:

- Commuter – access from home to place of work/education
- Road safety – where everyone feels safe to use the transport network
- Recreational – Health and well-being; tourism.

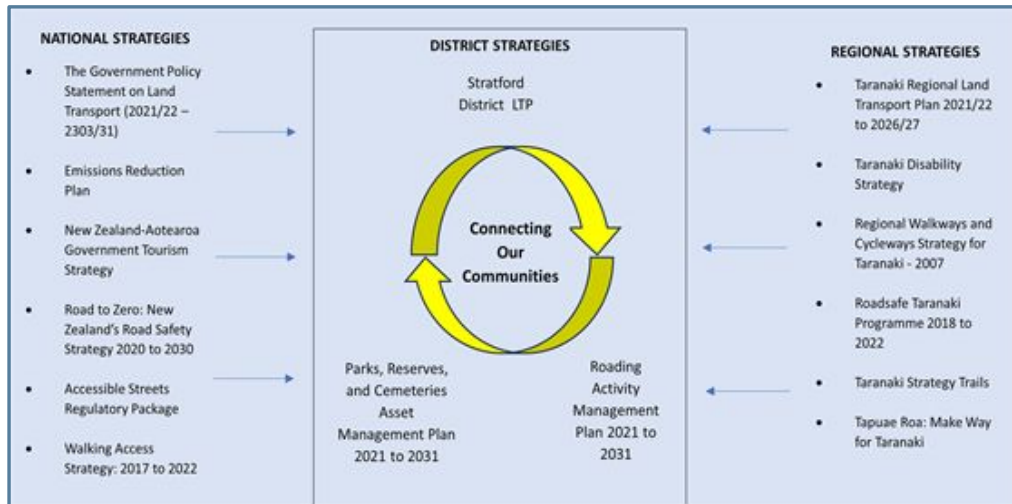
**Appendix 1** provides a detailed summary of these legislation, local strategies, plans and programmes.

Key legislation include:

- Land Transport Act 1998
- Land Transport Management Amendment Act 2008
- Land Transport Road User Rule 2004
- Land Transport (Speed Limits Validation and Other Matters) Act 2015

Key Strategies include the:

- Government Policy Statement on Land Transport (2021/22 – 2030/31);
- Emissions Reduction Plan 2022;
- Taranaki Disability Strategy;
- Roadsafes Taranaki Programme (2018 -2022); and
- Taranaki Trails Strategy.



**Figure 2: Legislative and Strategic Context**

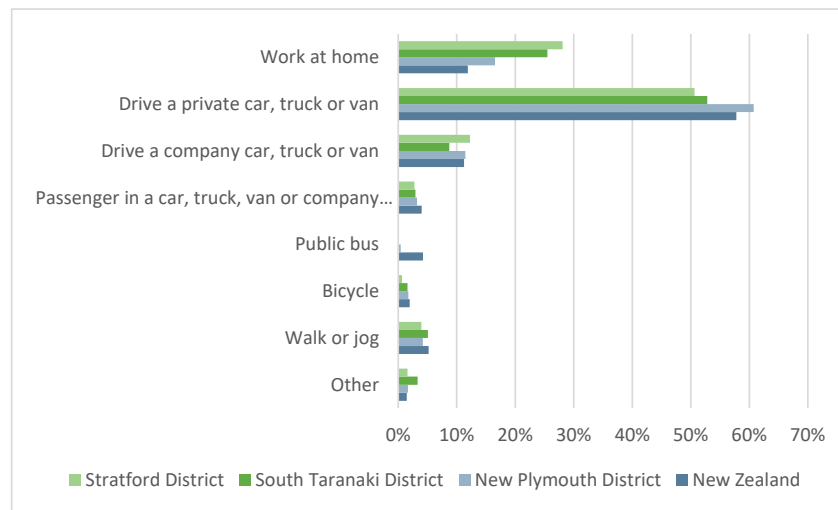


## 4. Transport Network Statistics

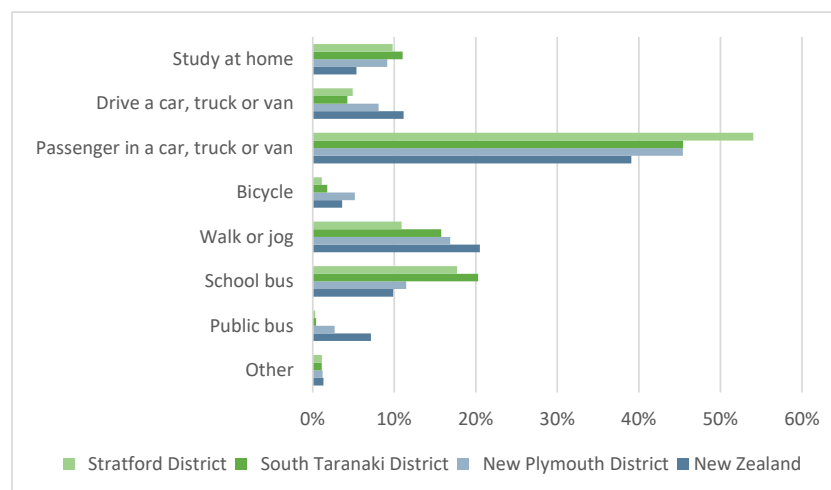
### 4.1. Census Data

Statistics New Zealand held a nationwide census in 2018. The census asked questions regarding how people utilised the transport network at that time. More than 1.4 million working people drove a private car, truck, or van to work. Over 120,000 students drove to their place of education.

The 2018 Census data is available for information on journeys to work and education. This is shown in **Figures 3 and 4** below. The graphs show a heavy reliance on private motor vehicle in all locations in the region.



**Figure 3: Journeys to Work: Stratford district vs neighboring districts and New Zealand**



**Figure 4: Journeys to Education: Stratford district vs neighbouring districts and New Zealand**

## 4.2. Crash Statistics

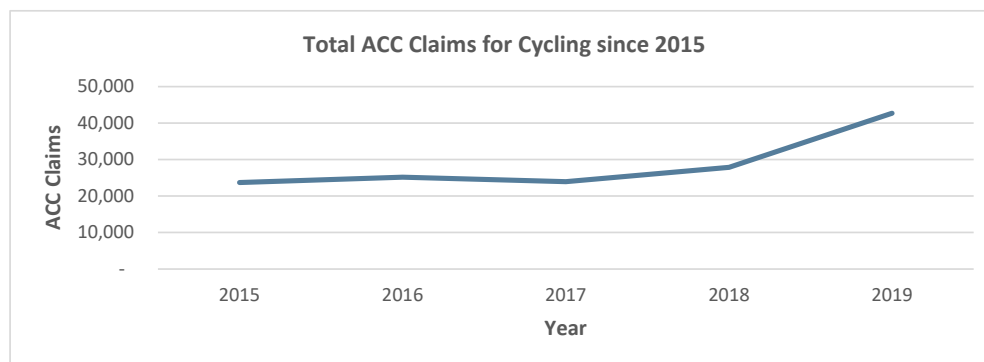
Crash statistics are derived from both ACC and Waka Kotahi.

ACC data is deemed more dependable for reporting on the safety of walking and cycling. The reason behind this is that not all accidents are reported to the police and subsequently entered into the Crash Analysis System (CAS) system. Consequently, any injuries related to walking and cycling that require medical treatment are more likely to be recorded in the ACC data. This makes it a more comprehensive and accurate source for understanding the safety aspects of these activities. ACC Claims by region is presented in **Table 1 and Figure 6**.

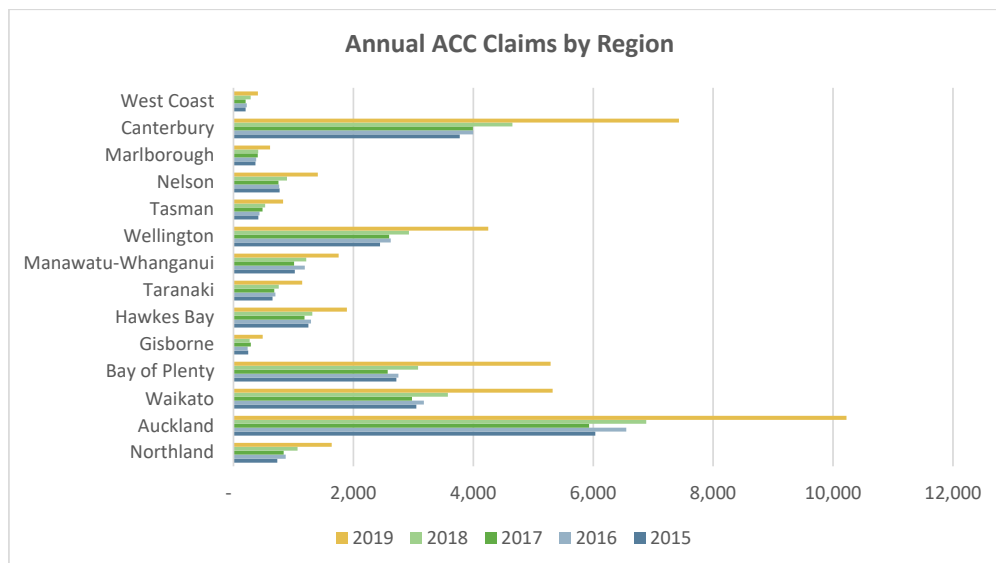
In the first months of 2021, ACC has recorded 18,243 road crash claims in New Zealand. Approximately 15% of those claims were from vulnerable road users. This percentage has been steadily increasing over the last three years (**Figure 5**).

**Table 1: New ACC claims per region for cycling since 2015**

Region	2015	2016	2017	2018	2019
Northland	732	873	838	1,069	1,639
Auckland	6,034	6,552	5,931	6,886	10,225
Waikato	3,050	3,176	2,978	3,575	5,323
Bay of Plenty	2,718	2,753	2,573	3,079	5,289
Gisborne	245	237	291	271	490
Hawkes Bay	1,251	1,295	1,185	1,316	1,892
Taranaki	652	699	683	757	1,148
Manawatu-Whanganui	1,024	1,190	1,010	1,215	1,755
Wellington	2,446	2,622	2,598	2,927	4,251
Tasman	417	435	487	530	829
Nelson	771	764	750	894	1,409
Marlborough	369	381	406	414	611
Canterbury	3,774	3,999	3,994	4,651	7,429
West Coast	203	223	204	287	410
<b>TOTAL</b>	<b>23,686</b>	<b>25,199</b>	<b>23,928</b>	<b>27,871</b>	<b>42,700</b>



**Figure 5: Total ACC Claims for Cycling since 2015**



**Figure 6: Annual Claims from ACC by Region**

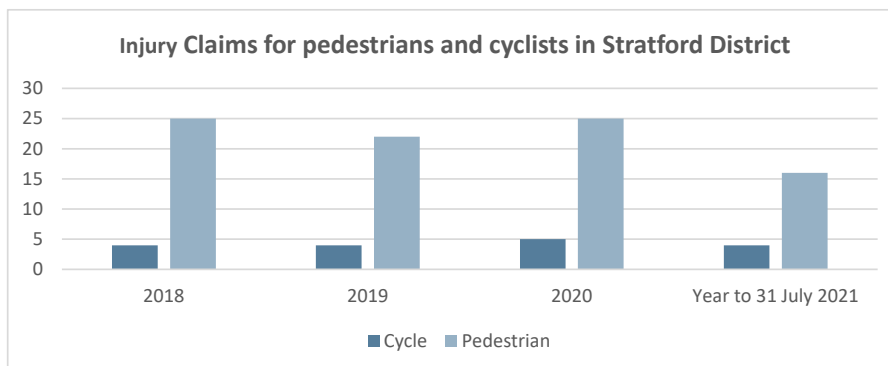
ACC data is considered to have a more accurate representation of injuries sustained by vulnerable road user. This is because, not all crashes are reported to Police, therefore Waka Kotahi information will not capture all incidents.

Data provided from ACC in **Table 2 and Figure 7** shows consistent injury claims for pedestrians and cyclists in the Stratford District for the last four years:

**Table 2: Injury Claims for pedestrians and cyclists in the Stratford District**

Year	Cycle	Pedestrian	Total
2018	4	25	29
2019	4	22	26
2020	5	25	30
Year to 31 July 2021*	4	16	20

\* This is the extent of data received from ACC to date



**Figure 7: Injury Claims for pedestrians and cyclists in Stratford District**

### 4.3. Perceived Safety

While many barriers exist regarding the uptake of alternative modes, the most common barrier for walking and cycling is the perceived safety. Even the term ‘Vulnerable Road User’ plays a part in this barrier.

Perception is the way a person thinks about or understands something. What a person perceives is what they see as ‘real’. And it is this perception of reality that shapes their behaviours. However, are what people perceiving real? Is a neighbourhood unsafe because the media report make a big deal of an attack in it? What is the impact of a parent who doesn’t let their children walk to school because they perceive it as too dangerous? Is this useful in teaching the children road safety?

Perception is complex; it is individual and dependent on numerous factors; life experiences, beliefs, type of community (urban vs rural), age, socioeconomic status, type of job and employment status, race and economic structure of the community are some of the factors which influence perception of safety. Hence, within a community, there will be diverse perceptions of safety which need to be addressed. Community safety initiatives need to ensure that these are included, in addition to the interventions for reducing the factors which cause injuries, to develop and support injury-free communities.

The safety of our roads and streets is a critical part of ensuring the system delivers these purposes. A safe road system not only prevents needless deaths and serious injuries but can help improve lives and lifestyles too. Improving road safety makes our towns and cities more accessible, connected, and livable, ensuring people feel safe to walk or cycle. A safer road network would encourage parents to let their children walk to school, which promotes independence, and improve accessibility for older and disabled people.

It’s about making small, visible changes to our streets and the way people use them, quickly – and helping people embrace cycling, walking or public transport as a means of travel. There are many small-scale improvements we can make to our transport network that will have a strong impact on improving the experience for people who use the networks which, in turn will make alternative transport modes a more attractive option for people.

## 5. Stakeholder Engagement

### 5.1. Stakeholder Identification

The identification of key stakeholders occurred at the beginning of the development of this strategy. Key stakeholders identified are those that will:

- Benefit from using the facilities
- Be impacted using the facilities
- Assist to fund this strategy

Key stakeholder groups identified are provided in **Appendix 2**.

### 5.2. Prior Community Engagement

In November 2019, a community survey was initiated. This targeted users of the network by age group, being 5-13 years, 13-18 years and 65 plus, with a more general survey developed for other members of the community.

A family survey was also compiled, enabling comments from all demographics within a family. The survey was held electronically, with hard copies available and distributed as necessary.

### 5.3. Stakeholder and Community Feedback

Stakeholder and community feedback was collated in December 2019. Feedback associated with previous forms of engagement were also used to inform this strategy, including from the:

- 2019 and 2020 Customer Satisfaction Survey (Rooding/footpath feedback)
- 2018 Footpath Survey Engagement Strategy and Feedback
- 2017 Stratford Cycling Strategy feedback

Aside from barriers outside SDC's control (namely 'Weather'), the local perception is that the level of walking and cycling activity in Stratford is low, based on:

- Street lighting – very poor/inadequate.
- Footpaths – Ranging from none available to narrow and uneven connections.
- Crossing opportunities – Lack of crossing points on SH3, deep guttering on many urban streets.
- State Highway traffic – Heavy vehicles through town, speed.
- School zones – Lack of limited speed zones outside schools.
- Cycle lanes – Lack of cycle lanes, no visible connections with the ones available.

Community feedback indicated a strong desire for recreation and tourism in the Stratford district. The feeling from the survey was that Stratford was missing out on tourism opportunities due to:

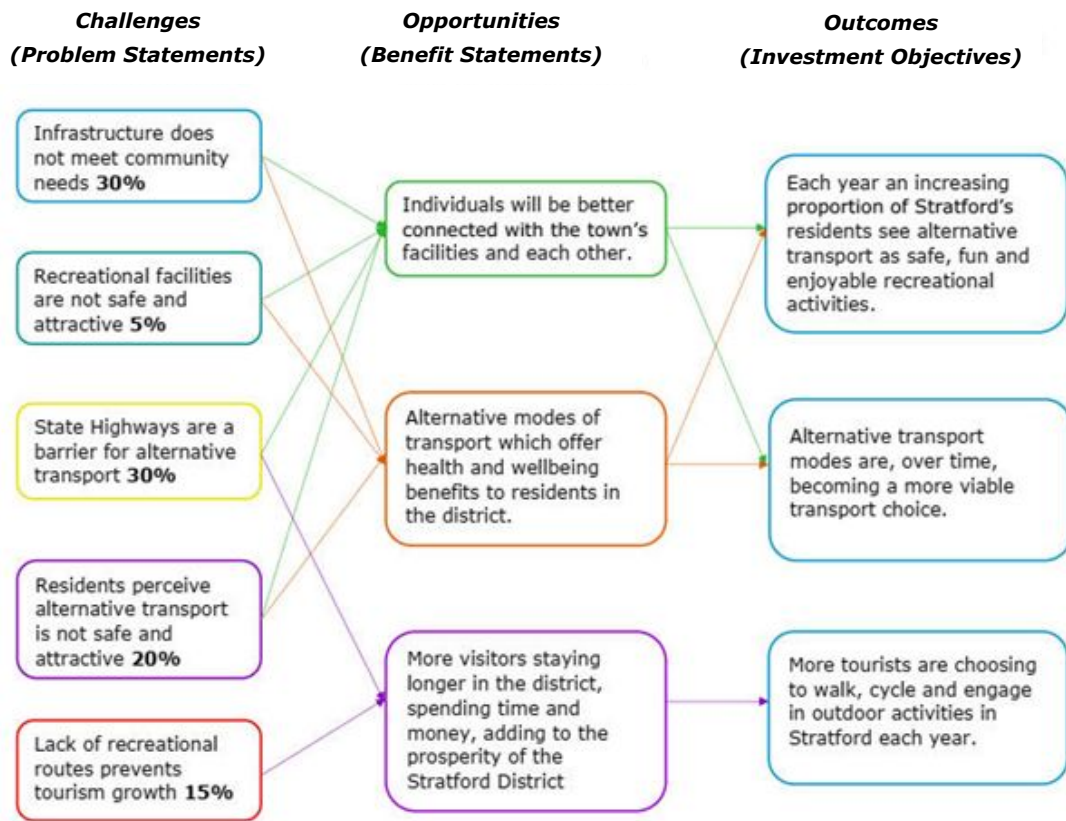
- Taranaki Maunga – lack of connection to and from 'The gateway to the Mountain'.
- Pioneer Village – lack of connection from Stratford, even though it is less than 1 km from Warwick Road.
- SH43 – The New Zealand Cycle Trail includes the Forgotten World Highway, even though it misses the section from Stratford to Whangamomona.

## 6. Investment Statements

The Investment Logic Map (ILM) in **Figure 8** provides a summary and shows the linkage between these 3 concepts of:

- Problem Statements;
- Benefit Statements; and
- Investment Objectives.

These 3 concepts are explained in further detail in **Sections 6.1 to 6.3**.



**Figure 8: Linkage between Challenges, Opportunities, and Investment Objectives**

## 6.1. Problem Statements

Problem statements are used by Waka Kotahi in the Business Case Approach (BCA) to quickly and clearly communicate the underlying challenges that could be addressed by investment. They are an important part of the case for investment and are identified at an early stage in the business case, then revisited in subsequent phases of development.

**Problem Statements** were identified as part of robust stakeholder engagement in 2019.

Five Problem Statements were developed and consulted on. These problem statements have been weighted to reflect the significance of each issue to our community, with weightings ranging from 5% to 30%:

### 6.1.1. Problem Statement 1 – 30%

**Infrastructure does not meet community needs.**

The existing Infrastructure does not meet the current and future needs of the community.

### 6.1.2. Problem Statement 2 (5%)

**Recreational facilities are not safe and attractive.**

The lack of recreational walking opportunities in Stratford district is a barrier to locals walking in safe and attractive surroundings.

### 6.1.3. Problem Statement 3 (30%)

**State Highways are a barrier for alternative transport.**

Walking on and across State Highway 3 is risky and not easy, meaning few people make an effort to walk to the other side of town.

### 6.1.4. Problem Statement 4 (20%)

**Residents perceive alternative transport is not safe.**

The perception by Stratford district residents that the district is not developed/designed for safe and attractive walking and cycling.

### 6.1.5. Problem Statement 5 (15%)

**Lack of recreational routes prevents tourist growth.**

The lack of recreational routes for visitors prevents Stratford district from being a destination or stop-off point for visitors.

## 6.2. Benefit Statements

The consequence of the problem can be used to point to the outcomes or benefits that could reasonably be expected if the problem is addressed. Benefits were also developed during stakeholder consultation.

Three Benefits Statements were identified as outcomes sought to achieve the vision of the strategy.

### 6.2.1. Benefit Statement 1

**Individuals will be better connected with the town's facilities and each other.**

All users of the transport network will have better access to the town's facilities and friends and family.

### 6.2.2. Benefit Statement 2

**Alternative modes of transport which offer health and well-being to residents in the district.**

Alternative modes of transport not only improve lifestyle wellbeing, but also help to reduce emissions.

### 6.2.3. Benefit Statement 3

**More visitors staying longer in the district, spending time & money, adding to the prosperity of the district.**

By providing for growth in tourism, we create opportunities for economic development and jobs in our community.



### 6.3. Investment Objectives

Investment objectives support the delivery of our benefit statements by describing what the investment is intended to achieve. Setting investment objectives is a key action in the strategic case and informs the later assessment of potential alternatives and options in the economic case.

**Investment Objectives** were developed during stakeholder consultation once the problem and benefit statements were identified.

Progress against these indicators will be reported annually to the Council.

#### 6.3.1. Investment Objective 1

**Each year an increasing proportion of Stratford's residents see alternative transport as safe, fun, and enjoyable recreational activities.**

As this objective has not been measured before there presently is no benchmark for it. Indicators of progress and achievement may be assessed through annual Community Surveys (assessing attitudes towards alternative transport in Council's annual residents and ratepayers' surveys) and Counters (installation of cycle and pedestrian counters on key routes).

#### 6.3.2. Investment Objective 2

**Alternative transport modes are, over time, becoming a more viable transport choice.**

performance indicators against this measure would be provided by census data, Bike in Schools, and data from schools on the number of children using alternative transport modes to travel to school.

#### 6.3.3. Investment Objective 3

**More tourists are choosing to walk, cycle, and engage in outdoor activities in Stratford each year.**

Data to measure performance would be collected through counters (installation of cycle and pedestrian counters on key routes) and visitor surveys (accommodation providers to record number of visitors, duration and purpose of stay).

## 7. Actions

To achieve the investment objectives identified, Council will adopt the following actions to ensure that the objectives if this Strategy are integrated into Council decision making. The actions are grouped under the 3 key investment objectives.

### 7.1. Actions for Investment Objective 1:

- **Action 1.1** – Encourage people to use alternative transport for daily trips, tourism, recreation, health, and the environment.
- **Action 1.2** – Actively promote alternative transport as a desirable and mainstream mode of transport.
- **Action 1.3** – Lead the community by example through the Council actively supporting alternative transport in its day-to-day operation.
- **Action 1.4** – Encourage and support community projects and events that increase alternative transport in daily activities.
- **Action 1.5** – Support safety, education and training programmes for walkers, cyclists, and motorists.
- **Action 1.6** – Ensure that the District Plan and other relevant documents are consistent with this strategy.
- **Action 1.7** – Ensure that our policies and plans are compatible with strategies of neighbouring districts.

### 7.2. Actions for Investment Objective 2

- **Action 2.1** – Ensure new roads and footpaths, where practical, are compatible with the needs of all vulnerable road users of all ages and abilities.
- **Action 2.2** – Make existing roads and footpaths, where practical, compatible with the needs of all vulnerable road users of all ages and abilities.
- **Action 2.3** – Ensure that Council's safety management system for roads, such as traffic calming and local area traffic management plans, include the safety of vulnerable road users.
- **Action 2.4** – Ensure that new subdivisions provide convenient and attractive linkages for vulnerable road users through and between subdivisions.
- **Action 2.5** – Provide vulnerable road users with good links within Stratford's towns.
- **Action 2.6** – Monitor evolving best practice and adopt best practice guidelines and standards for design, construction, and maintenance of transport facilities.
- **Action 2.7** – Ensure that all relevant strategies, policies, plans and practices include and support walking and cycling and publish, promote, implement, monitor and maintain this strategy.

### 7.3. Actions for Investment Objective 3:

- **Action 3.1** – Promote and encourage tourism opportunities that include walking and cycling.
- **Action 3.2** – Develop facilities and links for walking and cycling, both on and off road that help integrate the walking and cycling networks.
- **Action 3.3** – Expand and enhance and promote existing walking and cycling networks and facilities, and new facilities as they are developed.
- **Action 3.4** – Provide direction signs and information for walking and cycling route options within the towns and for the wider cycle trail network.

## 8. Opportunities

7 key opportunity areas have been identified to assist with the actions identified, see **Appendix 3** for a detailed description.

Some of the key opportunities are provided under the 7 areas below.

### 8.1. Accessibility

- Adopting 'RTS 14 – Guidelines for facilities for blind and vision impaired pedestrians.
- Considering mobility parking locations, connection to footpath, and usage.

### 8.2. Walking

- Adopting Waka Kotahi's 'Pedestrian Planning Design Guide' recommended widths.
- Provide more safe crossing opportunities of SH.3 and SH.43.
- Installing missing footpath to improve connections.

### 8.3. Cycling

- Bi-directional on road separated cycle lanes, and Off-street shared and separated cycle ways in both urban and rural areas.
- Provide bike parking and storage at key community locations, including the library.
- Promote Bikes in Schools with all primary schools in the district.

### 8.4. Tourism

- Providing new, safe, and interesting places to explore, including the Stratford Discovery Trail; Kingheim Walkways in Whangamomona.
- Working with Waka Kotahi, Venture Taranaki, and the Taranaki Trails Trust to provide a complete transport network between Mount Ruapehu and Taranaki Maunga.
- Providing a complete transport network to explore the Shakespeare heritage.

### 8.5. Public Transport/Bus Transport

- Continuing to liaise with the Taranaki Regional Council and the services they can offer for Stratford residents.
- Installing the correct infrastructure (bus shelters/seating, high kerbs, bus information etc.) at bus stop locations as necessary.

### 8.6. Traffic Calming

- Adopting 30 km/h speed school zones in the urban areas (60 km/h in rural areas).
- Adopting a 30 km/h speed zone on Broadway (between the two roundabouts).

### 8.7. Freight Connections

- Exploring Heavy Vehicle bypass options for the CBD.
- Signalised intersections to manage vehicle flow.

## 9. Funding

### 9.1. Internal Funding

By developing this strategy, SDC will work towards identifying and implementing long-term projects aimed at promoting sustainable transportation and improving the overall livability of the district. This strategy recognises the significant benefits of alternative modes of transportation, including reducing traffic congestion, improving public health, and mitigating the environmental impact of car-dependent societies.

By adopting this strategy, SDC can undertake a thorough assessment of the current infrastructure, identifying gaps and areas of improvement for vulnerable road users. This evaluation involves analyzing existing footpaths, and cycleways, as well as considering factors such as connectivity, safety, and accessibility. Through this process, SDC will pinpoint specific locations that require infrastructure upgrades or new projects, such as the construction of pedestrian-friendly walkways, cycle lanes, or bike-sharing programs.

Furthermore, this strategy facilitates the collection and analysis of valuable data regarding transportation patterns, usage statistics, and user preferences. By leveraging this data, planners can gain insights into the demand for walking and cycling infrastructure, identifying areas with the highest potential for improvement and long-term investment. This information can guide the prioritisation of projects, enabling SDC to allocate resources in the Long-Term Plan effectively and implement changes that will have a meaningful and lasting impact on their transportation systems.

Ultimately, this strategy serves as a roadmap for long-term planning, fostering sustainable mobility solutions and creating vibrant, people-centric urban environments.

### 9.2. External Funding

Funding for investment projects identified by the strategy will be funded through one or a combination of the following sources:

- Loans
- Reserves
- National Land Transport Plan

Grants by other Partners including:

- Transport Choices - 2022
- Better off Funding - 2021
- MBIE economic stimulus package (shovel ready) - 2020
- Other Central Government funding streams.

SDC is proactive in seeking alternate funding sources when government funding is not applicable. Where appropriate, the Council submits funding requests to:

- Toi Foundation
- Taranaki Electricity Trust
- Other philanthropic funders.

## 10. Implementation Plan

Short-, medium- and long-term plans for the implementation of 'Connecting our Communities' developed include:

- A 3-year detailed Action Plan to feed into the Roding Asset Management Plan (RAMP) and the LTP for 2021-2031. The details of the 3-year Action Plan will set in place a mechanism for regular review of the actions - **Appendix 4**.
- A 10-year Implementation Plan for the LTP for 2021-2031, including projects proposed from Year 4 to Year 10 - **Appendix 5**; and
- A 30-year Implementation Plan to inform the Council's 30-year Infrastructure Strategy (2021-2051) as required by the Local Government Act 2002 - **Appendix 6**.

### 10.1. 3-Year Implementation Plan

The 3-year detailed Action Plan is provided in Table 4 below and shown in Appendix 3. This has been developed as part of the Transport Choices Programme. This programme, valued at \$7.8M, is expected to be complete within a 3-year period.

**Table 3: The 3 - Year Implementation Plan**

Project(s)	Description
<b>Stratford Primary School Safety Improvement</b>	<ul style="list-style-type: none"> <li>• Speed reduction to 30 km/hr.</li> <li>• Shared 2.5 m wide footpath with traffic calming measures.</li> </ul>
<b>Avon School / Hamlet Street Walking and Cycling Provisions</b>	<ul style="list-style-type: none"> <li>• Speed reduction to 30 km/hr.</li> <li>• Shared 2.5 m wide footpath with traffic calming measures.</li> </ul>
<b>St Joseph's Primary School – Walking and Cycling provisions</b>	<ul style="list-style-type: none"> <li>• Speed reduction to 30 km/hr.</li> <li>• Shared 2.5 m wide footpath with traffic calming measures.</li> </ul>
<b>Portia Street Cycleway and 2 raised platforms</b>	<ul style="list-style-type: none"> <li>• Bi-directional separated cycleway.</li> <li>• Raised pedestrian crossing platform connecting the War Memorial Centre and TET Multisport Centre.</li> <li>• Raised platform pedestrian crossing facility connecting Wai-O-Rua and proposed car park facility.</li> </ul>
<b>0.25 km Connection between Aquatic Centre and SH3</b>	<ul style="list-style-type: none"> <li>• Bi-directional separated cycleway on Regan Street.</li> </ul>
<b>1x Crossing point on Pembroke Road</b>	<ul style="list-style-type: none"> <li>• Raised pedestrian crossing platform at the entrance to Taranaki Diocesan.</li> </ul>
<b>Centennial bridge crossing</b>	<ul style="list-style-type: none"> <li>• Upgrade Centennial bridge crossing over the Pater River</li> </ul>
<b>2.5 km Phase 1 Stage 1 Connections between the Schools</b>	<ul style="list-style-type: none"> <li>• Combination of 2.5 m shared paths and bi-directional separated cycle lanes to connect the three primary schools in Stratford.</li> </ul>
<b>Regan St Connection from SH3 to Bike Park (on SH43)</b>	<ul style="list-style-type: none"> <li>• Continuation of bi-directional cycle lane on SH43, from SH3 to the Bike Park (Waka Kotahi).</li> </ul>
<b>Modelling of traffic impacts arising from different crossing options on through traffic on Broadway (SH3).</b>	<ul style="list-style-type: none"> <li>• This will support the location identification of the two crossing points within the CBD.</li> </ul>
<b>Two Crossing points within the CBD</b>	<ul style="list-style-type: none"> <li>• Installation of two raised pedestrian crossing platforms on Broadway (Waka Kotahi).</li> </ul>
<b>2.6 km Phase 2 Stage 1 Connections between the Schools</b>	<ul style="list-style-type: none"> <li>• Combination of 2.5 m shared paths and bi-directional separated cycle lanes to connect the three primary schools and Stratford High School.</li> </ul>

## 10.2. 10 -Year Implementation Plan

The 10-year detailed Action Plan is indicated in Table 4 and shows the projects suggested for implementation from Year 4 to Year 10.

**Table 4: The Indicative Implementation Plan – Year 4 - 10**

Project(s)	Description
<b>Brecon/Celia intersection</b>	<ul style="list-style-type: none"> <li>• Raised shared pedestrian and cycling platform on Celia Street.</li> </ul>
<b>Brecon/Regan intersection</b>	<ul style="list-style-type: none"> <li>• Raised shared pedestrian and cycling platform on Regan Street.</li> <li>• Mini roundabout.</li> </ul>
<b>Brecon/Pembroke/Midsummer intersection</b>	<ul style="list-style-type: none"> <li>• Raised shared pedestrian and cycling platform on Pembroke Road.</li> </ul>
<b>Pembroke/SH3 intersection</b>	<ul style="list-style-type: none"> <li>• Raised shared pedestrian and cycling platform on SH3 (Waka Kotahi).</li> </ul>
<b>0.6 km Phase 1 Stage 2 Connections between the Schools</b>	<ul style="list-style-type: none"> <li>• Combination of 2.5 m shared paths and bi-directional separated cycle lanes to connect the three primary schools in Stratford.</li> </ul>
<b>1.9 km Phase 1 Stage 2 Connections between the Schools</b>	<ul style="list-style-type: none"> <li>• Combination of 2.5 m shared paths and bi-directional separated cycle lanes to connect the three primary schools and Stratford High School.</li> </ul>
<b>4.5 km Phase 1 Stage 3 Connections between the Schools</b>	<ul style="list-style-type: none"> <li>• Combination of 2.5 m shared paths and bi-directional separated cycle lanes to connect the three primary schools and Stratford High School.</li> </ul>
<b>7 km Phase 1 Stage 4 Connections between the Schools</b>	<ul style="list-style-type: none"> <li>• Combination of 2.5 m shared paths and bi-directional separated cycle lanes to connect the three primary schools and Stratford High School.</li> </ul>
<b>Pembroke/Cordelia intersection</b>	<ul style="list-style-type: none"> <li>• Raised shared pedestrian and cycling platform on Pembroke Road.</li> </ul>
<b>Pembroke/Swansea intersection</b>	<ul style="list-style-type: none"> <li>• Raised shared pedestrian and cycling platform on Pembroke Road.</li> </ul>
<b>Swansea/SH43 intersection</b>	<ul style="list-style-type: none"> <li>• Raised shared pedestrian and cycling platform on SH43 (Waka Kotahi).</li> </ul>
<b>Cordelia/SH43 intersection</b>	<ul style="list-style-type: none"> <li>• Raised shared pedestrian and cycling platform on SH43 to connect to the Bike Park (Waka Kotahi).</li> </ul>
<b>Swansea/Celia intersection</b>	<ul style="list-style-type: none"> <li>• Raised shared pedestrian and cycling platform on Swansea Road.</li> </ul>
<b>SH3/Warwick intersection</b>	<ul style="list-style-type: none"> <li>• Raised shared pedestrian and cycling platform on SH3 and railway (Waka Kotahi and Kiwi Rail).</li> </ul>
<b>3 km Phase 2 Stage 2 Connections between the Schools</b>	<ul style="list-style-type: none"> <li>• Combination of 2.5 m shared paths and bi-directional separated cycle lanes to connect the three primary schools and Stratford High School.</li> </ul>
<b>7 km Phase 2 Stage 3 Connections between the Schools</b>	<ul style="list-style-type: none"> <li>• Combination of 2.5 m shared paths and bi-directional separated cycle lanes to connect the three primary schools and Stratford High School.</li> </ul>

## 10.3. 30 -Year Implementation Plan

The 30-year detailed Action Plan is essentially all other improvement works not included in the 10-year programme. Included in this 30-year Plan is the upgrade of footpaths in the district to the required standards and service levels, though not specifically included in the projects listed in **Tables 3 and 4** above. Footpath upgrade is an ongoing project under the Councils maintenance programme.

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## Appendices



## Appendix 1: Legislative and Strategic Context

### Summary of key relevant Legislation

The New Zealand Transport System is controlled by several Acts.

- Land Transport Act 1998
- Land Transport Management Amendment Act 2008
- Land Transport Road User Rule 2004
- Land Transport (Speed Limits Validation and Other Matters) Act 2015
- Walking Access Act 2008

### Summary of National, Regional and District Strategies, Policies, Plans and Programmes

The Transport Outcomes Framework clarifies for everyone involved what we are aiming to achieve, why this is important and how we will work together to achieve our goals. It helps the transport sector work together, provides a framework for assessing the effectiveness of policy, and ensures all forms of transport are considered when planning, investment and regulatory decisions are made.

#### National Strategies

##### **A The Government Policy Statement on Land Transport (2021/22 – 2030/31)**

TARGET GROUP – ROAD SAFETY, COMMUTER

The GPS sets out the government's priorities for expenditure from the National Land Transport Fund over the next 10 years and directly guides the investment that the NZ Transport Agency makes in the land transport system. The GPS has a purpose to:

*"Improve people's wellbeing, and the liveability of places."*

There is an increased focus on urban areas to ensure that transport and land use planning reduces the need to travel by private motor vehicle, including supporting a mode shift for trips in urban areas from private vehicles to more efficient, low-cost modes like walking, cycling and public transport.

**With 'Connecting our Communities', SDC will further enhance access to present and future funding opportunities with Waka Kotahi and Ministry of Business Innovation & Employment (MBIE).**

##### **B Emissions Reduction Plan**

Transport is one of our largest sources of greenhouse gas emissions and is responsible for 17 per cent of Aotearoa New Zealand's gross emissions.

Decarbonising the transport system will deliver better transport for everyone in Aotearoa New Zealand and contribute to more vibrant, resilient and prosperous places to live, work and visit. It will reduce our reliance on volatile global energy markets.

By 2035, more people will be able to walk, cycle and use public and shared transport options. This will reduce congestion, air pollution and noise, create better places to live in, and support public health and wellbeing.

As a result, we will have a more sustainable, inclusive, safe and accessible transport system that better supports economic activity and community life.

**'Connecting our Communities Strategy' will guide Council decisions to realise vehicle kilometre travelled (VKT) reductions.**

### **C New Zealand-Aotearoa Government Tourism Strategy**

Tourism creates inclusive growth by distributing economic opportunities and bringing social benefits across our regions, cities, and communities.

We want to make sure the many benefits of tourism are realised, while managing the impacts. This requires a tourism system that is able to create a clear direction, adapt to external changes, and bring communities along with it.

**'Connecting our Communities' will help to grow the tourism market for the Stratford District and provide opportunities for economic benefits.**

### **D Road to Zero: New Zealand's Road Safety Strategy 2020 to 2030**

TARGET GROUP – ROAD SAFETY, COMMUTER, RECREATIONAL

This strategy is centred on a vision where no one is killed or seriously injured in road crashes. The strategy is supported by an action plan for 2020-2022.

A key action is to enhance the safety and accessibility of footpaths, bike lanes and cycle ways:

*"The Government has a focus on increasing the uptake of active modes of travel, to deliver benefits in road safety, health, and the environment."*

### **E Accessible Streets Regulatory Package**

TARGET GROUP – ROAD SAFETY, COMMUTER, RECREATIONAL

Accessible Streets is one of 15 actions proposed under the new Road to Zero strategy. It is a collection of Land Transport Rule changes designed to improve safety for footpath users, encourage active modes of transport, and support the creation of more liveable and vibrant towns and cities.

Accessible Streets aims to support a shift from private vehicles to more energy efficient, low-cost, and healthier modes of transport like walking, cycling and public transport. Everyone who uses the transport network will be affected by these changes.

**With 'Connecting our Communities', Stratford District Council will fulfil their obligations as a Road Controlling Authority under the Land Transport Rule.**

### **F Walking Access Strategy: 2017 to 2022**

TARGET GROUP - RECREATIONAL

This strategy ensures public access to New Zealand's rivers and beaches and negotiate free, certain and enduring access across New Zealand for the benefit of all.

Through the creation of free, certain, and enduring access, the Commission is ultimately ensuring that New Zealanders maintain and enhance their connection with our natural heritage, promoting healthier lifestyles to enable better-connected communities to thrive, and enabling wonderful experiences that turn international visitors into advocates for New Zealand.

**With ‘Connecting our Communities’, Stratford District Council can work with various tourism agencies and organisations to provide a network of trails and linkages that will increase tourism in the district.**

### **Regional Strategies**

#### **A Taranaki Regional Land Transport Plan 2021/22 to 2026/27 (currently under review)**

TARGET GROUP – ROAD SAFETY

Taranaki is generally well connected and serviced from a roading infrastructural perspective relative to its size and population.

However, there are transport infrastructure issues that require ongoing attention if Taranaki is to meet its current and anticipated growth and development needs, and to continue to contribute to national growth and productivity. One issue in the RLTP is to ensure a regionally and nationally integrated transport network.

Integration promotes cooperation, agreement on goals to be worked towards, mutually supportive actions and activities, improved effectiveness and efficiency and better value for money.

**With the help of ‘Connecting our Communities’, Stratford District Council will achieve increased emphasis on integrating safe transport modes.**

#### **B Taranaki Disability Strategy**

TARGET GROUP – ROAD SAFETY, COMMUTER, RECREATIONAL

The Taranaki Disability Strategy is a partnership of 12 organisations ranging from government agencies, local and regional authorities, and local organisations within the Taranaki region. This strategy and action plan provides a framework for greater collaboration in working together towards a non-disabling society.

The vision for the strategy is:

*“Taranaki is a non-disabling society, a place where every person with impairments leads a life free of disability.”*

**‘Connecting our Communities’ provides a tool for Stratford District Council to align itself to the Taranaki Disability Strategy and provide a more inclusive transport network.**

#### **C Regional Walkways and Cycleways Strategy for Taranaki – 2007 -under review**

TARGET GROUP – ROAD SAFETY, COMMUTER, RECREATIONAL

This strategy is important for establishing the Region’s approach to walking and cycling. The Strategy’s vision for walking and cycling is:

*‘To provide greater transport choice and opportunities for people to discover and enjoy Taranaki’s unique environment through walking and cycling’.*

**‘Connecting our Communities’ includes all modes of transport. Walking and cycling is just two components of an overall emphasis on a safe transport network.**

## **D Roadsafes Taranaki Programme 2018 to 2022**

### TARGET GROUP – ROAD SAFETY

Roadsafe Taranaki delivers a community road safety programme in Taranaki to deliver the Roadsafes Taranaki Strategic Plan with assistance from the Road Safety Planning Group.

The Community Road Safety Programme has a specific focus on behaviour change and safe courteous driving in Taranaki.

**‘Connecting our Communities’ will continue to demonstrate Stratford District Council’s commitment to the Roadsafes Taranaki shared service by promoting a change in behaviour around road safety.**

## **E Taranaki Strategy Trails**

### TARGET GROUP – RECREATIONAL

The Taranaki Tracks and Trails 2040 Strategy sets out to create a movement of people around the mountain.

The overarching tracks and trail vision is:

*“To invite everyone – local and visitor alike - to join in Taranaki’s journey by making their own journeys around the mountain, along routes that are woven from mountain to sea.”*

**‘Connecting our Communities’ will work with the Taranaki Trails Trust to encourage a complete network of trails for the promotion of tourism trails.**

## **F Tapuae Roa: Make Way For Taranaki**

### TARGET GROUP – RECREATIONAL

Tapuae Roa is a key regional document, having been funded by the region’s three district councils and the regional council, together with the Ministry of Business Innovation and Employment and Te Punui Kōkiri.

Tapuae Roa provides directions for growth guided by the vision:

*“Attractive lifestyles; talented people; high-value economy.”*

The Strategy seeks emphasis of effort on accelerating growth for the Visitor Sector.

**‘Connecting our Communities’ will demonstrate Stratford District Council’s commitment to this strategy by encouraging tourism to the District.**

## **District Strategies**

### **A The Stratford District Long Term Plan (2021 – 2031)**

#### TARGET GROUP – ROAD SAFETY. COMMUTER, RECREATIONAL

SDC is the Road Controlling Authority under the Local Government Act 1974 and 2002 with responsibility for all local roads in the area. It is a fundamental requirement under the Act to provide an integrated, safe, responsive, and sustainable local land transport network.

**‘Connecting our Communities’ will help Council achieve the outcomes set out in the Long Term Plan by providing a sustainable environment, connected communities, and enabling economy opportunities.**

## **B Rooding Activity Management Plan 2021 to 2031**

### TARGET GROUP – ROAD SAFETY

The Rooding Activity Management Plan describes the financial, engineering and technical strategies and practices that SDC uses to meet its strategic obligations to provide a level of service for road users in a way that is cost effective for households and businesses.

This plan informs the Council's Long Term Plan along with providing justification for Council's programme which forms part of the National Land Transport Programme (NLTP). It details Council owned assets and communicates asset management information/strategies with stakeholders, elected members, service managers, and other interested parties.

**'Connecting our Communities' will help Council to achieve the benefit statements of this plan by providing a safer transport network for all users.**

## **C Parks, Reserves, and Cemeteries Asset Management Plan 2021 to 2031**

### TARGET GROUP – RECREATIONAL

The Parks, Reserves and Cemeteries Activity Management Plan 2021-2031 is a 10 Year Strategic Plan for the Stratford District Council which details how the Council will manage the Parks, Reserves, Cemeteries activities, assets, and services in an efficient, safe, reliable, and sustainable manner to provide value for money for customers and investors.

**'Connecting our Communities' will help Council to provide safe and accessible parks and reserves to satisfy community social and recreational needs.**

## Appendix 2: Key Stakeholders

- All schools from early childhood to tertiary education
- Families with children under 13 years – through the Pre and Primary Schools
- Young people aged 13 to 18 years – through Primary and High Schools and other youth organisations
- Older population – supported by Age concern, retirement villages, rest homes and their own families
- Vulnerable groups (physically and visually impaired) – supported by Taranaki Disabilities Information Centre Trust, CCS Disability Action, Blind Low Vision New Zealand etc.
- Iwi – including Ngā Rauru, Ngāruahine, Ngāti Maru, Ngāti Mutunga, Ngāti Ruanui, Ngāti Tama, and Te Atiawa
- Waka Kotahi NZ Transport Agency
- Taranaki District Health Board
- Taranaki Regional Council
- New Plymouth and South Taranaki District Council
- Venture Taranaki – along with the Taranaki Trails Trust and the New Zealand Cycle Trail.
- Stratford Business Association

## Appendix 3: Opportunities for Network Improvement

### 1. Accessibility

Vulnerable transport users rely on a good footpath and cycling network. Many people in this category are unable to drive a vehicle due to age or health. A coordinated pedestrian network is essential in any urban location.

Safety is a concern for all pedestrians. Children, older adults, disabled people, Māori, and Pasifika are more likely to be injured when pedestrians. Disabled people frequently find travel as pedestrians difficult, stressful, and tiring. The result of barriers to access or safety concerns means pedestrians take fewer trips, or longer less convenient trips, with both immediate and long-term effects on their mental and physical health.

**Opportunities to improve the network include:**

- **Adopting 'RTS 14 – Guidelines for facilities for blind and vision impaired pedestrians.**
- **Adopting Waka Kotahi's 'Pedestrian Planning Design Guide' with amendments to improve accessibility.**
- **Considering mobility parking locations, connection to footpath, and usage.**
- **Regular auditing of footpaths and footpath connections to ensure continued free access to the transport network.**
- **Updating technical specifications to best practise for future development in the district.**
- **Ensure all consenting applications (subdivisions etc.) have considered accessibility in the design.**

### 2. Walking

A footpath network of 62 kilometers is available in the Stratford district. The majority is in Stratford, with Midhirst accounting for the remainder. In addition to the urban footpath network, Stratford Township has approximately 18 km of walkways that are well used and popular with the public, including the Carrington Walkway, Three Bridges Trail, and the Cardiff Centennial Walkway.

Concerns raised from community surveys have centered on the extent and quality of the current footpaths and crossing the state highways. As with cycling, connections are important, along with the lack of width and roughness of the path. This aligns with accessibility concerns.

**Opportunities to improve the footpath network include:**

- **Adopting Pedestrian Planning and Design Guide recommended widths.**
- **Installing missing footpath to improve connections.**
- **Installing kerb infrastructure that is negotiable by all users.**
- **Provide more safe crossing opportunities of SH.3 and SH.43**
- **Updating technical specifications to best practise for future development in the district.**

### 3. Cycling

Under the Government's emission reduction plan, Transport Choices aims to support active transport modes and reduce New Zealand's carbon emissions from the transport network.

By making small visible changes to our streets, SDC can contribute by creating a cycle network and enhancing our walking and public transport options.

At present, there are few dedicated cycling facilities within the district. A short length of cycle lane is in place on Regan St (SH43) to the east of Broadway, and a short length of separated cycle way has been provided on Fenton Street, between Swansea Road and Cordelia Street.

Of major concern is the lack of visible connections between the cycling infrastructure.

SDC is currently involved in supporting opportunities for the development of the Forgotten World Highway 'epic ride'.

SDC can also promote safer cycling to schools through the Bikes for Schools programme.

**Opportunities to improve the network include:**

- **Signage**
- **Bi-directional on road separated cycle lanes**
- **Off-street shared and separated cycle ways in both urban and rural areas.**
- **Provide bike parking and storage at key community locations, including the library and bus stops.**
- **Promote Bikes in Schools with all primary schools in the district.**

#### **4. Tourism**

There is an opportunity to implement infrastructure measures that will enhance the visitors' experience. The transport network infrastructure aims to provide safe and viable options to cater for travel and recreational activity.

The physical network required to deliver on the outcomes of this strategy will be developed as part of the Implementation Plan, taking into consideration the result of public consultation on the draft strategy. This plan will be subject to regular stakeholder engagement to continually inform the infrastructure investment.

**Opportunities to improve the network include:**

- **Providing new, safe, and interesting places to explore, including the Stratford Discovery Trail; Kingheim Walkways in Whangamomona**
- **Working with Waka Kotahi, Venture Taranaki and the Taranaki Trails Trust to provide a complete transport network between Mount Ruapehu and Taranaki Maunga**
- **Providing a link between Stratford and Taranaki Maunga**
- **Working with NPDC and STDC to link between New Plymouth and Hawera.**
- **Providing a complete transport network to explore the Shakespeare heritage.**

#### **5. Public Transport/Bus Transport**

Public transport, managed by the TRC, consists of the Connector Bus, between Hawera and New Plymouth, and a newly appointed Taxi and Total Mobility Scheme provider.

The Ministry of Education provides school buses for Stratford High School and connections to Inglewood and New Plymouth secondary education.

Many vulnerable road users rely on public transport when it is too far to walk or ride. Having a network that is accessible enhances the service and allows residents to participate in society.

SDC plays a role in providing accessible public transport by installing and maintaining suitable infrastructure to minimise access concerns. Infrastructure can include:

- Bike parking



- Wider footpaths on main walking routes
- Raised kerbs at bus stops
- Shelter and/or seating
- Bus information

**Opportunities to improve the network include:**

- **Continuing to liaise with the Taranaki Regional Council and the services they can offer for Stratford residents.**
- **Installing the correct infrastructure (bus shelters/seating, high kerbs, bus information etc.) at bus stop locations as necessary.**
- **Promoting public transport through media, website etc. as necessary.**

## **6. Traffic Calming**

Traffic calming uses physical design and other measures to improve safety for motorists, pedestrians, and cyclists. It has become a tool to combat speeding and other unsafe behaviours of drivers in the neighbourhoods. It aims to encourage safer, more responsible driving and potentially reduce traffic flow.

Traffic calming also leads to a Speed Management Plan that will deliver safe and appropriate speed limits in line with New Zealand's Road Safety Strategy. With better speed management, the community will experience a variety of well-being benefits, such as improved accessibility, physical activity, and environmental outcomes.

Livable Streets is a concept that fits well with traffic calming and is a concept that SDC will explore. Providing no clear division in certain zones between pedestrian space and vehicle space, vehicles tend to travel at lower speeds. It is a new concept to New Zealand with mixed results, so SDC will base traffic calming around which mode of transport should be prioritized above the others. Each location will be different, but will provide an overall network that is usable for everybody.

SDC aims to create easy, safe, and connected journeys on our transport network. This requires us to manage the effects that subdivisions and land use development have on the safety and efficiency of our transport infrastructure.

SDC will provide traffic calming measures outside places of interest, based on community feedback and sound engineering processes.

Starting off with traffic calming outside our schools, future development of Broadway (in conjunction with Waka Kotahi) and surrounding streets will enhance the community experience.

Development in Midhirst, Toko, and Whangamomona (in conjunction with Waka Kotahi) will encourage economic development in these locations.

**Opportunities to improve the network include:**

- **Adopting 30 km/h speed school zones in the urban areas (60 km/h in rural areas)**
- **Adopting a 30 km/h speed zone on Broadway (between the two roundabouts)**
- **Adopting a cycle first approach around the Bike Park at the intersection of Regan Street and Cordelia Street**
- **Adopting a pedestrian first approach between the main CBD (Broadway – Fenton Street to Regan Street) and Stratford Primary School. This will also incorporate links with the new Aquatic Centre, War Memorial Hall, and TET Multi Sports Centre.**
- **Adopting a pedestrian and cycling first approach outside all schools in the district.**
- **Provide safe crossing opportunities of SH.3 and SH.43 (signalised or other)**

## **7. Freight Connections**

One of the most common concerns raised about the CBD of Stratford is the number of Heavy Vehicles travelling through town. This can be solved by providing alternative routes (bypasses) for the freight companies to use.

Bypasses are a mixed blessing as they can reduce the noise, vibration and pollution of heavy vehicles but can also reduce business for retailers, petrol stations and cafes. For road haulers, bypasses will typically lengthen the trip distance so to offer time savings, the bypass needs to be faster than the existing route.

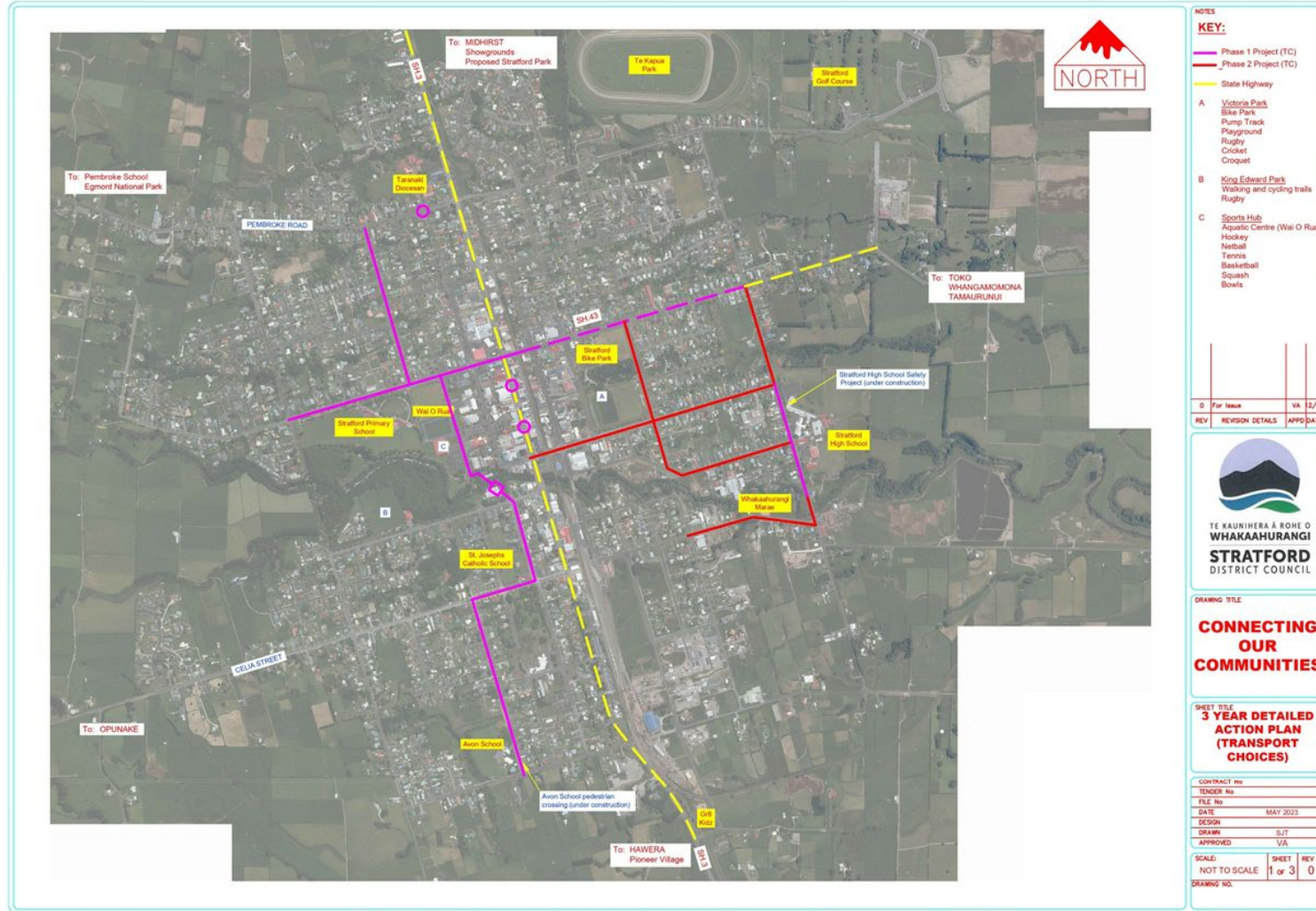
SDC is also aware of diverting heavy Vehicles onto residential streets. This needs to be avoided as much as possible as this can have a detrimental effect to the local community.

This strategy will help SDC to explore how freight is moved around on our transport network and works for all concerned stakeholders.

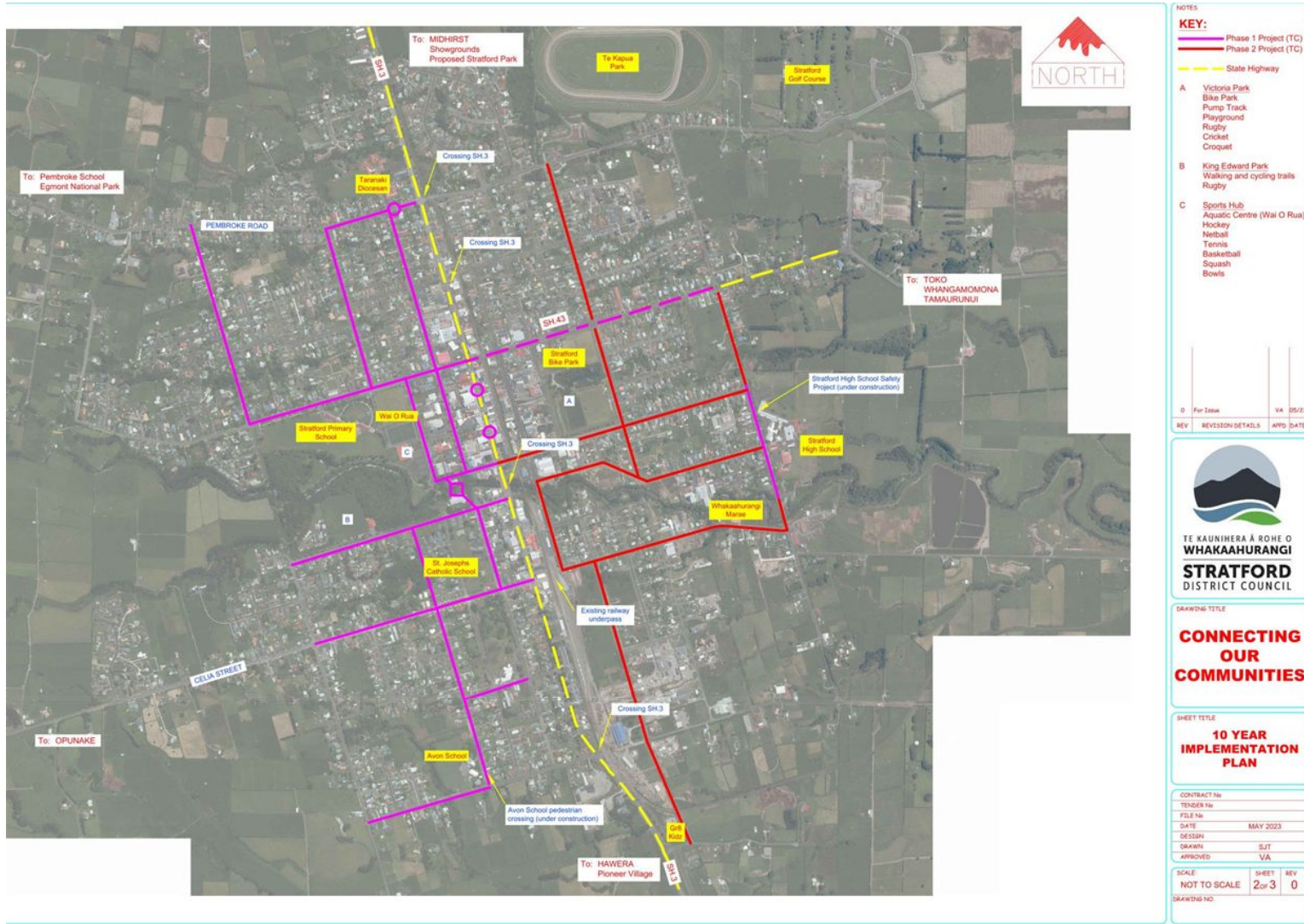
### **Opportunities to improve the network include:**

- **Exploring Heavy Vehicle bypass options for the CBD while ensuring there is no detrimental effects on the local community**
- **Signalised intersections to manage vehicle flow**

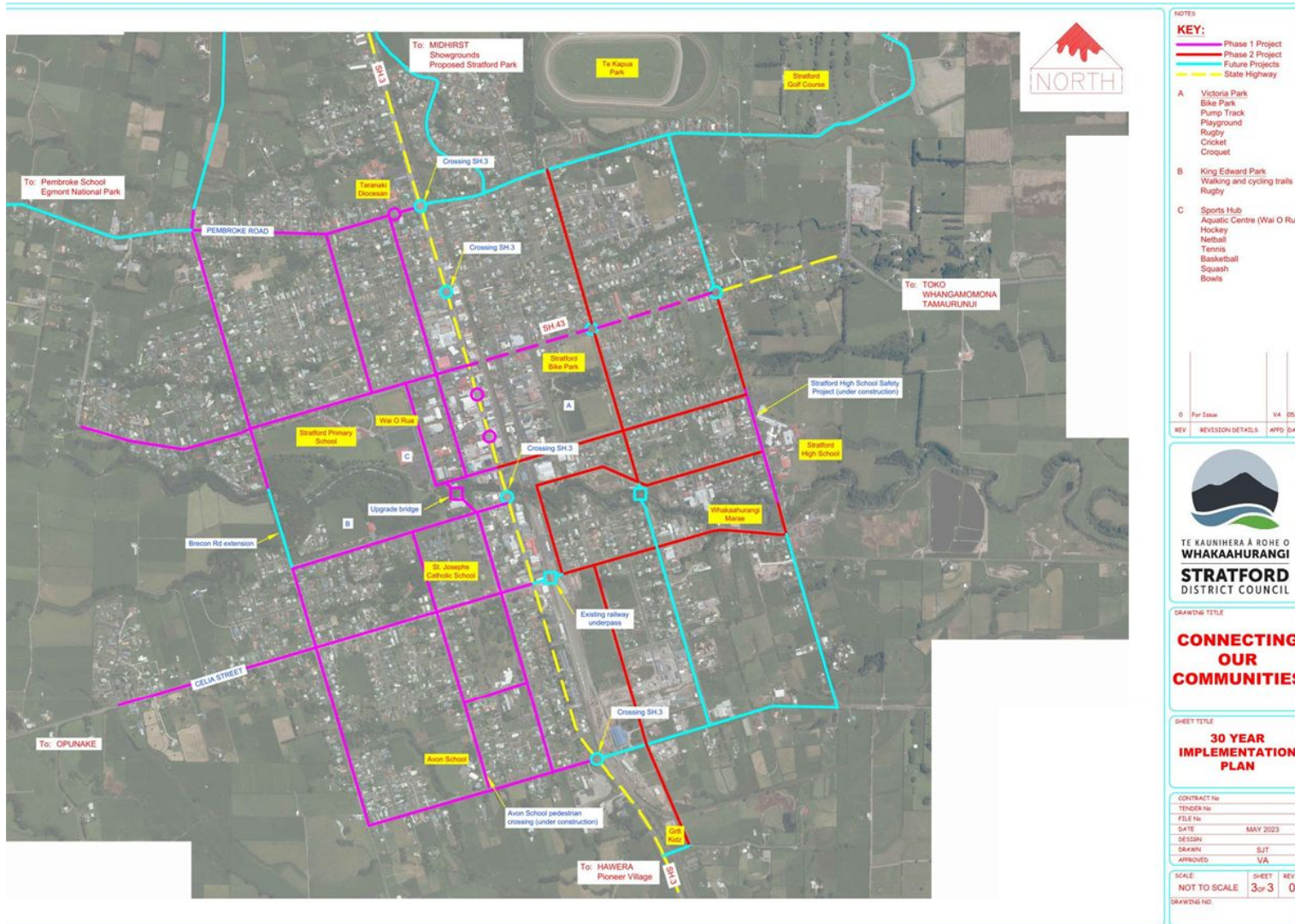
**Appendix 4: Proposed 3 Year Implementation Plan**



Appendix 5: Indicative 10 Year Implementation Plan



Appendix 6: Indicative 30 Year Implementation Plan



# DECISION REPORT



F22/55 – D23/34387

**To:** Policy and Services Committee  
**From:** Director – Corporate Services  
**Date:** 22 August 2023  
**Subject:** Adopt Vision and Community Outcomes

## Recommendations

1. THAT the report be received.
2. THAT the Vision “A Welcoming, Inclusive, Safe community – Te Pūmanawa o Taranaki” (translated as ‘The Beating Heart of Taranaki’), for the Stratford District Council and Long Term Plan 2024-34, be adopted.
3. THAT the Community Outcomes as proposed below, for the Long Term Plan 2024-34 be adopted.

### Community outcome: Welcoming

- We celebrate the unique stories of our district
- We are inclusive, and value our diversity
- Stratford is a friendly place where our visitors feel welcomed
- Our diverse community feels safe and supported
- We promote the district as the place to visit, live, play, learn and work

### Community outcome: Resilient

- We will empower the community to eliminate waste
- We consider our natural resources as taonga (treasures) and we will work with our treaty partners and the community to protect and look after them
- We support a low-emissions future for our community
- We enable our rangatahi (youth) to be sustainable leaders
- We have resilient infrastructure that meets the current and future needs of the district
- We respect and apply Te Ao Māori values and Matauranga Māori in our mahi (actions/work)

### Community outcome: Connected

- We provide opportunities for families and people of all ages to connect with others in the community
- Our community is engaged and actively participates in democracy
- We value local knowledge when making decisions
- We advocate for the services that our community needs to live safe and healthy lives
- We welcome opportunities to work in partnership with others to help achieve our community outcomes
- We are committed to fostering meaningful and genuine partnerships with Mana Whenua

### Community outcome: Enabling

- We are a business friendly district
- We encourage a diverse and sustainable business community
- We enable economic growth by supporting business investment and development in our district
- We support the growth of employment opportunities within our community; with a particular focus on our rangatahi (youth)
- We carefully balance the needs and wants of our district when funding services and infrastructure
- We encourage co-governance opportunities with Mana Whenua where it benefits the Stratford district

## Recommended Reason

The Vision and Community Outcomes will guide the development of the Long Term Plan 2024-34.

/  
 Moved/Seconded

## 1. Purpose of Report

- 1.1 To approve the Vision and Community Outcomes for Stratford District Council and the Long Term Plan 2024-34, based on a summary of the feedback from Elected Members and the Community, in response to questions posed around the desired future for the Stratford district.

## 2. Executive Summary

- 2.1 A vision is a guiding statement towards what Council is striving towards. The current vision, developed for the Long Term Plan 2021-31, is:

*“A vibrant, resilient, connected community – in the heart of Taranaki”.*

Having a Vision is not a legislative requirement, however it summarises the bigger picture of what Council is trying to achieve. The Community Outcomes and Strategic Goals must align with the Vision.

- 2.2 Key themes that came through strongly from the feedback from the community and elected members in the pre-engagement phase of this process was that Stratford should be a welcoming environment that is safe and is appealing for all ages and diverse backgrounds.

- 2.3 Based on the feedback, the proposed Vision for the Long Term Plan 2024-34 is:

*A Welcoming, Inclusive, Safe community – Te Pūmanawa o Taranaki*

However, other options for the Vision have been included in 7.4 of this report.

- 2.4 The proposed Community Outcomes reflect the key themes from the community and local iwi, and centre around the four well-beings in the Local Government Act 2002 – Cultural, Social, Economic and Environmental. The changes incorporate a more genuine commitment to partner and collaborate with iwi and incorporate Māori values into what Council does.

## 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 – direct link between the Community Outcomes and the four well-beings.	
<b>Social</b>	<b>Economic</b>	<b>Environmental</b>	<b>Cultural</b>
✓	✓	✓	✓

## 4. Background

- 4.1 The Vision should describe the desired future state, and be the overarching statement for Council’s purpose. It should be aspirational. Without vision there is confusion, and decisions are made erratically without focus and direction. A vision that is supported by the people it represents provides a foundation for strong and credible leadership. The Council’s Purpose is legislated for in the Local Government Act 2002 – to contribute to the four wellbeings: Economic, Cultural, Social and Environmental. The Community Outcomes are defined in the Act and should state the outcomes that Council will set out to achieve to promote the four wellbeings.

- 4.2 Having a Vision is not a legislative requirement, however it summarises the bigger picture of what Council is trying to achieve. Key themes that the community wanted to see for Stratford from the feedback were that Stratford should be a safe place, that welcomes diversity and is attractive and inviting. The proposed Vision incorporates te reo Maori “Te Pūmanawa o Taranaki” translated as “The beating heart of Taranaki” with connotations of being the place where action is happening and being driven, with heart referencing also to the caring and welcoming aspect of the Stratford district.
- 4.3 Community Outcomes are required by the Local Government Act 2002, and the Long Term Plan must describe the Community Outcomes of the district. They are defined in legislation as “the outcomes that a local authority aims to achieve in order to promote the social, economic, environmental, and cultural well-being of its district in the present and for the future”. The Community Outcomes must align with the Vision, and Council activities must align with the Community Outcomes and demonstrate how they contribute towards achieving the Community Outcomes. Refer to **Appendix 1** for a high level analysis of this.
- 4.4 Council is now in a position to adopt the Vision and Community Outcomes that will lead the development of the Long Term Plan 2024-34. There is further opportunity to change the final Vision and Community Outcomes when the Long Term Plan goes out for consultation in early 2024.

## 5. Consultative Process

### 5.1 Public Consultation - Section 82

Pre-engagement consultation was undertaken with the community during June/July 2023 – with the questions posed to the community being:

1. What three words best describe how you want the Stratford District to be known?
2. Imagine Stratford in ten years' time. If Council continued doing what we're doing now would you be happy with the outcome? Comments were welcomed in terms of what the Council was doing well, and areas where improvement is needed.
3. What do you worry about for our district, now and in the future?
4. If you were to add to Council services, what would you add?

The results of the survey are attached to this report in **Appendix 2**.

### 5.2 Māori Consultation - Section 81

Draft Vision statements and Community Outcomes were sent to iwi representatives directly in July for input. The feedback supported the proposal and encouraged Council to further consider a direct partnership approach with iwi and include reference to co-governance, in an attempt to use more active statements as opposed to passive, and focus on outcomes for Māori.

The feedback from iwi has been incorporated into the proposed Vision and Community Outcomes.

## 6. Risk Analysis

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

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



- 6.1 Council's risk management framework is centred around the overall risk of Council not being able to meet its objectives. This report is about setting the Council objectives. The decision on a Vision and Community Outcomes do not relate to any specific risk on Council's risk register.

However, there is potential risk for Council to make a decision on the Vision and Community Outcomes without listening and responding to the community. Pre-engagement and consultation methods have ensured that the voice of the community is strongly felt through the proposed Vision and Community Outcomes.

## 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 – setting strategic direction
What relationship does it have to the communities current and future needs for infrastructure, regulatory functions, or local public services?	Driving future strategies, policies and budgets

### 7.2 Data

- 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?

Refer to pre-engagement responses in **Appendix 2**.

A workshop with Elected Members was held on which supported and elaborated on the community responses.

Draft Vision and Community Outcomes were then issued to iwi for feedback with responses encouraging bolder wording around partnering with mana whenua (which was recommended as the preferred reference to acknowledge the iwi who have authority over the Stratford district), where the partnership is for the betterment of the district.

The next step in the development of the Long Term Plan 2024-34 is to review service levels and performance measures for each Council Activity, using the Community Outcomes to drive the process and thinking around what Council plans to do in the next ten years.



7.3 **Significance**

	Yes/No	Explain
Is the proposal significant according to the Significance Policy in the Long Term Plan?	No	Does not have a direct impact on the community – but still relevant as it will drive decision making for the Long Term Plan 2024-34
Is it:	No	
• considered a strategic asset; or	No	
• above the financial thresholds in the Significance Policy; or	No	
• impacting on a CCO stakeholding; or	No	
• a change in level of service; or	No	
• creating a high level of controversy; or	No	
• possible that it could have a high impact on the community?	No	

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

7.4 **Options**

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

**Option 1:**

Adopt a Vision for Council, with the proposed options being:

1. A welcoming, inclusive, safe community – Te Pūmanawa o Taranaki
2. A welcoming community – Te Pūmanawa o Taranaki
3. A welcoming community with a safe and active lifestyle – Te Pūmanawa o Taranaki
4. A welcoming community, where people prefer to live – Te Pūmanawa o Taranaki

And adopt the Community Outcomes for Council, with the proposed options as stated in the resolution.

**Option 2:**

Review the proposed options and consider making further amendments.

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.

This is likely as we work through how the updated Community Outcomes will impact service delivery, however financial impacts have not yet been considered for the Long Term Plan 2024-34.

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?

There may currently be areas where Council is not delivering on the Community Outcomes proposed, and that will require a review of levels of service delivery and how Council can impact and contribute to the Community Outcomes.

7.7 **Legal Issues**

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

N/A

7.8 **Policy Issues - Section 80**

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

N/A

**Attachments:**

**Appendix 1:** Draft Community Outcomes mapped to Council Activities

**Appendix 2:** Summary of Community Feedback on LTP questions – July 2023

**Appendix 3:** Community Outcomes (current) in Long Term Plan 2021-31



Tiffany Radich  
**Director – Corporate Services**



[Approved by]  
Sven Hanne  
**Chief Executive**

**Date** 15 August 2023

Appendix 1

	Recreation and Facilities					Community Development			Democracy Governance	Environmental Services					Roading Rooding	Stormwater Stormwater	Wastewater Wastewater	Solid Waste Solid Waste	Water Supply Water Supply
	Aerodrome	Civic Amenities	Community Hub (Library /site)	Waio-Rua	Parks and Reserves	Cemeteries	Community Services	Economic Development		Investment Properties	Building Control	Planting	Road and Liquor	Animal Control					
<b>WELCOMING</b>																			
We celebrate the unique stories of our district			✓	✓	✓		✓			✓									
We are inclusive, and value our diversity Stratford is a friendly place where our visitors feel welcomed		✓	✓	✓	✓		✓	✓		✓		✓	✓						
We are committed to fostering meaningful and genuine relationships with Mana Whenua							✓	✓		✓		✓		✓		✓			✓
<b>RESILIENT</b>																			
We will empower the community to eliminate waste		✓			✓		✓	✓			✓								✓
We consider our natural resources as taonga (treasures) and we will work with our Treaty partners and community to look after them					✓						✓				✓	✓	✓	✓	✓
We support a low-emissions future for our community					✓				✓		✓			✓					
We enable our rangatahi (youth) to be sustainable leaders					✓				✓					✓				✓	
We have resilient infrastructure that meets the current and future needs of the district	✓					✓			✓					✓	✓	✓	✓	✓	✓
We respect Te Ao Māori values and Matauranga Māori in our mahi							✓	✓						✓	✓	✓	✓	✓	✓
<b>CONNECTED</b>																			
Our diverse community feels safe and supported		✓	✓	✓	✓		✓			✓		✓	✓	✓	✓				
We provide opportunities and facilities for families and people of all ages to connect with others in the community	✓	✓	✓	✓	✓	✓	✓				✓	✓		✓					
Our community are engaged and actively participate in democracy			✓				✓			✓									
We value local knowledge when making decisions							✓	✓		✓									
We advocate for the services that our community needs to live safe and healthy lives		✓			✓		✓			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
We welcome opportunities to work in partnership with others to help achieve our community outcomes	✓		✓					✓	✓				✓						
<b>ENABLING</b>																			
We are a welcoming and business friendly district	✓	✓	✓					✓			✓	✓	✓			✓	✓	✓	✓
We encourage a diverse and sustainable business community	✓						✓	✓	✓										
We enable economic growth by supporting business investment and development in our district								✓											
We promote the district as the place to visit, live, play, learn and work	✓	✓	✓	✓	✓		✓	✓											
We support the growth of employment opportunities within our community, with a particular focus on our rangatahi (youth)							✓	✓											
We carefully balance the needs and wants of our district when funding services and infrastructure								✓	✓					✓	✓	✓	✓	✓	✓
We encourage co-governance opportunities with Mana Whenua where it benefits the Stratford district							✓	✓		✓			✓		✓	✓			✓

## Appendix 2

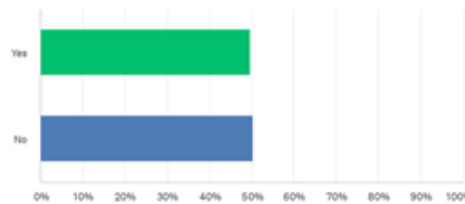
### Let's Talk Progress 2024-34 Survey – open ended responses summarised and question graphs.

The full open end responses to all questions are available in the summary PDF for elected members to read.

Q1 What three words best describe how you want the Stratford district to be known?



Q2 Imagine Stratford in 10 years' time. If Council continued doing what we're doing now would you be happy with the outcome?



#### Key themes categorised under the four wellbeings

Q3. People who said Yes to Q2 “Imagine Stratford in 10 years’ time. If Council continued doing what we’re doing now would you be happy with the outcome?” were asked what three areas we do well.

##### Environmental:

- Maintaining cleanliness in the town
- Preservation of green areas, parks, and walkways
- Protecting the environment and waterways
- Planning for sustainability and future-proofing financially

##### Cultural:

- Support for arts, culture, and community events
- Promotion of local identity and heritage

##### Social:

- Community involvement and engagement
- Events and activities for all age groups
- Provision of parks, playgrounds, and public spaces
- Youth programmes and spaces

##### Economic:

- Balancing budgets and prioritising spending
- Tourism promotion and development
- Supporting local businesses and markets
- Providing good basic facilities and infrastructure

**Q4. People who said No to Q2 “Imagine Stratford in 10 years’ time. If Council continued doing what we’re doing now would you be happy with the outcome?” were asked what three areas we should focus on for improvements.**

**Environmental:**

- Reduce through traffic in town centre
- Implement low-emission strategies
- Improve waste disposal and cleanliness
- Enhance the appearance of the district

**Cultural:**

- Promote arts, theater, and cultural events
- Embrace and showcase Māori culture
- Maintain the Shakespearean theme

**Social:**

- Support vulnerable individuals and families
- Provide opportunities and support for youth
- Foster a safe and inclusive community
- Maintain and improve community resources and facilities

**Economic:**

- Lower rates and control spending
- Invest in infrastructure and roads
- Attract diverse businesses
- Promote tourism
- Upgrade facilities and amenities in the town center

**Q5 People’s biggest worries about the future of our district**

**Environmental:**

- Climate change impacts
- Natural hazard concerns
- Rubbish accumulation and pollution
- Lack of recycling and sustainability practices

**Cultural:**

- Potential loss of cultural identity
- Lack of promotion and preservation of local history and heritage
- Māori language integration concerns

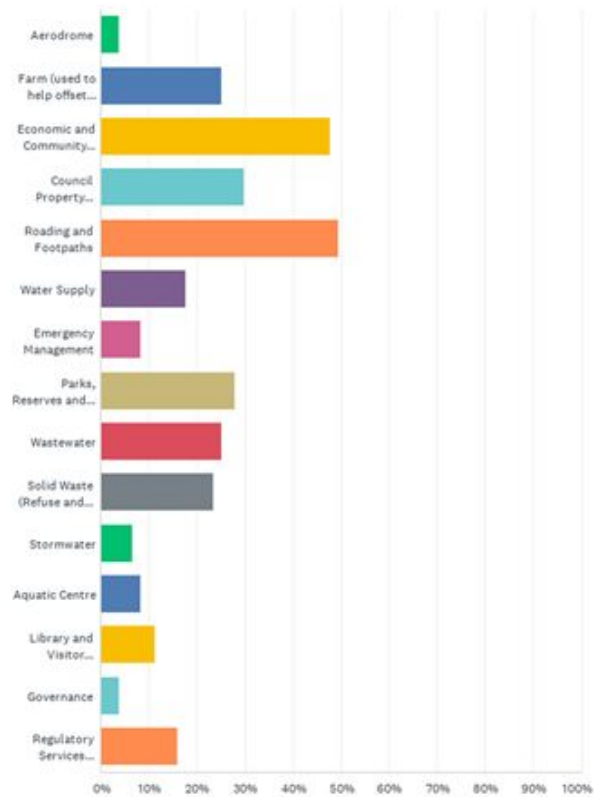
**Social:**

- Deterioration of community safety and increasing crime rates
- Decline in youth engagement and interest in activities
- Loss of community services and facilities

**Economic:**

- Business closures and loss of shops
- Rising rates and financial burden on residents
- Lack of economic development and investment
- Decreased affordability of housing and cost of living

**Q6** This is the list of areas rates currently get spent on. What do you consider as the top three areas Council will need to invest in over the next 10 years? (Keeping in mind Water Supply, Stormwater and Wastewater are part of the current water reforms, and may not be delivered by Council when that is finalised). Tick just your top three.



**Note:** there was an error with this question above for a period of time while the survey was open, it had Roding and Footpaths twice and left out stormwater. This was amended, but Roads and Footpaths response should be higher than what is shown.

**Q7** Is there is anything else Council should be doing / spending rates on.

These bullet points cover a selection of the types of answers received to this question. Much of what was suggested were existing services Council do, however respondents clearly don't know or don't think we do a good job of it and should invest more in that area.

**A few ideas from people:**

- More funding for cemeteries
- Funding for healthcare
- Support for education and schools
- Youth development programmes and activities
- Green waste pick-up and electronic waste disposal
- Dog park
- Urban rainwater collection tanks
- Finding a solution to support building owners to upgrade and preserve old buildings and shop fronts
- Charging stations for electric vehicles
- Safe and secure storage for bicycles in the town

## Appendix 3

### COMMUNITY VISION

# Community Outcomes

## Vision

Council has spent time reviewing its vision statement for the district and will aspire to be:

**A vibrant, resilient, and connected community – in the heart of Taranaki**

## Community outcomes

To deliver the vision we will develop strategies, policy and procedures that facilitate and encourage a

- Vibrant Community
- Sustainable Environment
- Connected Communities
- Enabling Economy

Council has a role on behalf of the community it represents in planning, delivering and monitoring parts of this vision.

Council has held workshops to refine the outcomes to better reflect what is important to Stratford. These are then used to provide direction and inform Council on service delivery and use of resources. These community outcomes are:

Community Outcome	What council will do
<b>Vibrant community</b> 	<ul style="list-style-type: none"> <li>• We celebrate and embrace our community's cultures and traditions</li> <li>• We tell our unique story</li> <li>• We develop strong relationships with iwi, hapu and marae</li> </ul>
<b>Sustainable environment</b> 	<ul style="list-style-type: none"> <li>• Our natural resources can be enjoyed now and by future generations</li> <li>• We are committed to working towards zero waste</li> <li>• We have well planned and resilient infrastructure that meets the current and future needs of the district</li> <li>• We aim to understand and support Te Ao Māori values and principles</li> </ul>
<b>Connected communities</b> 	<ul style="list-style-type: none"> <li>• Our neighbourhoods are safe and supported</li> <li>• We enable positive healthy lifestyles, through access to health, social and recreation services</li> <li>• We have a strong sense of belonging</li> <li>• We value opportunities to be involved and work together as a community</li> </ul>
<b>Enabling economy</b> 	<ul style="list-style-type: none"> <li>• We are a welcoming and business friendly district</li> <li>• We encourage a strong and diverse local economy</li> <li>• We promote opportunities to visit, live and invest in the district</li> <li>• We support economic opportunities for Māori</li> </ul>



**COMMUNITY VISION**

**The group of activities contribute predominantly to the following community outcomes:**

ACTIVITIES	Vibrant community 	Sustainable environment 	Connected communities 	Enabling economy 
Recreation and Facilities	✓	✓	✓	✓
Community Development	✓		✓	✓
Democracy	✓	✓	✓	✓
Environmental Services		✓	✓	✓
Roading			✓	✓
Stormwater		✓		✓
Wastewater		✓		✓
Solid Waste		✓		✓
Water Supply		✓		✓

**The group of activities meet the purpose of the Local Government four well-beings as follows:**

ACTIVITIES	Cultural	Social	Economic	Environmental
Recreation and Facilities	✓	✓	✓	✓
Community Development	✓		✓	✓
Democracy	✓	✓	✓	✓
Environmental Services		✓	✓	✓
Roading			✓	✓
Stormwater		✓		✓
Wastewater		✓		✓
Solid Waste		✓		✓
Water Supply		✓		✓

# MONTHLY REPORT

## Assets Department



F22/55/04 – D23/32682

To: Policy and Services Committee  
From: Director – Assets  
Date: 22 August 2023  
Subject: Assets Monthly Report for July 2023

### Recommendation

THAT the report be received.

/  
Moved/Seconded

## 1. Highlights

### Roading

- Work to install a new *Armco* roadside barrier at 343 Opunake Road was completed.
- A further \$56,000 has been spent on repairing the damage to Puniwhakau Road, as the forestry operation continues through the winter months.
- Waka Kotahi have offered some additional funding if officers make a request by 18 August to help with the pavement repairs to roads damaged by forestry. This is over and above the current approved allocation, but it can only be spent on specific roads affected by forestry works.

### Water Supply

- Maintenance activities ongoing at the 3 Water Treatment Plants.
- Water Treatment Plant Upgrade works - procurement in progress
- A section of the old water trunk main blew out in early July. An installation issue with one of the valves was identified during the incident. The valve has since been fixed by the installer under the defects liability period.

### Wastewater

- Wastewater oxidation pond monitoring and sampling are ongoing. Influent and effluent sampling are ongoing and remains compliant with resource consent conditions.
- Dissolved oxygen probes have been maintained and show full compliance.
- Algal sampling of the wastewater is ongoing for the Diatomix project.

### Trade Waste

- Trade Waste Consents – nil new consents issued.

### Stormwater

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

### Solid Waste

- On 27 July 2023, Elected Members of the Policy and Services Committee adopted the *draft* WMMP 2023 to release for public consultation. The public release of the proposed WMMP 2023 is subject to approval of the P&S Committee minutes by full Council.
- Public Consultation will commence on 16 August 2023.
- Waste Audit - Red and Amber are at 1% and 16% respectively for July.

### Parks and Reserves

- Reinstatement of Stage 1 of the Victoria Park drainage project is complete.
- Stage 2 works have started, which includes the following:
  - removal of old main drain and installation of new drain,
  - checking grade of laterals, and
  - final reinstatement.

**Property**

- The Aero Club’s new hangar is progressing well.
- Painting of the milking parlour is now completed.
- Fonterra have reviewed the Farms Environmental Plan and identified new actions to be completed.

**Special Projects**

- Feedback period for the Transport Choices project commence on 14 August 2023.
- Better off Funding and Transport Choices projects are ongoing.
- The *Connecting Our Communities Strategy* is being completed to include consultation feedback, the final strategy is being presented at this meeting.

**2. Roothing**

**2.1 Level of Service and Performance Measures**

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

**Roothing Level of Service (LoS) and Performance Measures**

Level of Service	Performance Measure	Target	2023/2024 YTD
Safe Roothing Network	Road safety - The change from the previous financial year in the number of deaths and serious injury crashes (DSI) on the local road network, expressed as a number. The number of DSI's for 2021/2022 was 6. Our target is 5 a reduction of 1.	-1	Achieved to date = 0 There were no DSI crashes in July.
Road Condition	Urban Road condition – The average quality of ride on sealed urban road network, measured by smooth travel exposure.	≥ 83%	Not Achieved - 63% (as at 2022/23). Waka Kotahi is undertaking nationwide data collection surveys as a part of their Consistent Data Collection Strategy.
	Rural Road condition- The average quality of ride on sealed rural road network, measured by smooth travel exposure.	≥ 91%	Achieved - 93% (as at 2022/23). See comment above.
Road Maintenance	Sealed Road maintenance – The percentage of the sealed road network that is resurfaced:	≥5%	Not Achieved <sup>1</sup> The reseal programme for the year has not been started.
	Unsealed Road maintenance <sup>2</sup> - The percentage of the unsealed road network that has been metal dressed.	≥7%	0.5% Achieved to date
Footpaths	Footpaths that fall within LoS Standard - The percentage of footpaths within a territorial authority district that fall within the level of service or service standard for the condition of footpaths that is set out in the territorial authority's relevant document.	>72%	The last survey achieved a result of 89% of the footpaths were above our intervention target of 10% defects per 100m of footpath.  No further survey has been undertaken or programmed. We need to determine if another survey is warranted given the

<sup>1</sup> Our target length for resealing is 20km per year.

<sup>2</sup>Our target is to use 10,000m<sup>3</sup> of metal or the equivalent of 25km (12%) of unsealed roads, assuming a 100mm overlay on a 4m wide road. To date we have re-metalled 1km of the unsealed network.

Level of Service	Performance Measure	Target	2023/2024 YTD
			financial constraints we are under this year.
<b>Customer Request Management Response</b>	Response to service requests - The percentage of customer service requests relating to roads and footpaths to which the territorial authority responds within the time frame specified in the long-term plan.	>88%	Achieved
<b>Customer Satisfaction</b>	• Rooding Network	>80%	Not Achieved – The results for the first quarter will not be known until October.
	• Footpaths	>80%	Not Achieved - The results of the first quarter will not be known until October.

## 2.2 Customer Requests

There are nine outstanding CRM's for the month of July, two of which are abandoned or wrecked cars on road reserve, and five are subdivision applications.

## 2.3 Routine Maintenance

Day-to-day maintenance activities continued throughout July typically comprising:

- CBD cleaning;
- Bridge cleaning;
- Pothole filling and fixing edge breaks;
- Sweeping up leaves in the urban area;
- Clearing sump tops;
- Litter collection;
- Repairing rubbish bins;
- Grading;
- Clearing water tables;
- Pavement repairs on un-sealed roads;
- Installed orange bollards at five intersections in Stratford to a mixed reaction from the community.

## 2.4 Ready Response Works

Council contractors undertook some snow clearing on 1 and 3 July on Pembroke Road, see **Figure 1**.

## 2.5 Capital Works

**Opunake Road** – Work to install a new *Armco* roadside barrier at 343 Opunake Road was completed. This is one of the many locations that were identified and put forward to Waka Kotahi for funding under the Road to Zero programme (**Figure 2**).

## 2.6 Building Consents, Resource Consents and LIMS

Rooding assessments were made for a total of:

- Three building consent applications;
- Seven resource consent applications; and
- Six LIM reports.

## 2.7 Stratford's Speed Management Plan.

In accordance with the Land Transport Rule: Setting of Speed Limits 2022, the draft Speed Management Plan (SMP) is being finalised to be submitted to the Taranaki Regional Council by the 31 August 2023.

It is proposed to implement Stratford's Speed Management Plan in six (6x) phases over a 6-year period, as outlined below:

- **2024/25 - The Periphery of the CBD – Proposed 30km/h speed limit.** These are the roads bounded by Seyton Street (Miranda Street to Orlando Street) to the north; Fenton Street (Portia Street to Orlando Street) to the south; Portia Street (Fenton Street to Regan Street) to the west; and Orlando Street (Fenton Street to Seyton Street) to the east.
- **2025/26 - Midhirst.** All local roads proposed to be reduced to **40km/h**.
- **2026/27 - Rural Roads.** All rural roads are proposed to be reduced to **80km/h**.
- **2027/28 - Review of changes to date.**
- **2028/29 - Stratford, Midhirst, Toko and Whangamomona.** Review if further speed limit reductions are required. Proposed speed limit would be **30km/h** for all local roads.
- **2029/30 - Rural Roads.** A further review to determine if some of the rural roads are reduced to **60km/h** in keeping with the Safe and Appropriate Speed for the roads where this is applicable, e.g. eastern hill country.

The Regional Council will collate all the 3x district Councils' (SDC, NPDC & STDC) *draft* Speed Management Plans to form the *draft* Regional Speed Management Plan (RSMP). This RSMP will be presented to the Regional Transport Committee on 6 September for moderation. Thereafter, the *draft* RSMP will be released for public consultation between 18 September and 29 October 2023.

It is anticipated that final RSMP will be ready for adoption by the Regional Transport Committee by early June 2024 following the respective adoption of each individual RCA's Final Speed Management Plan in April 2024.

## 2.8 Roading Activities

A snapshot of the programmed and reactive works completed in July is shown in **Figure 3**.



**Figure 1:** Snow on Pembroke Rd



**Figure 2:** The Armco roadside barrier installation on Opunake Road

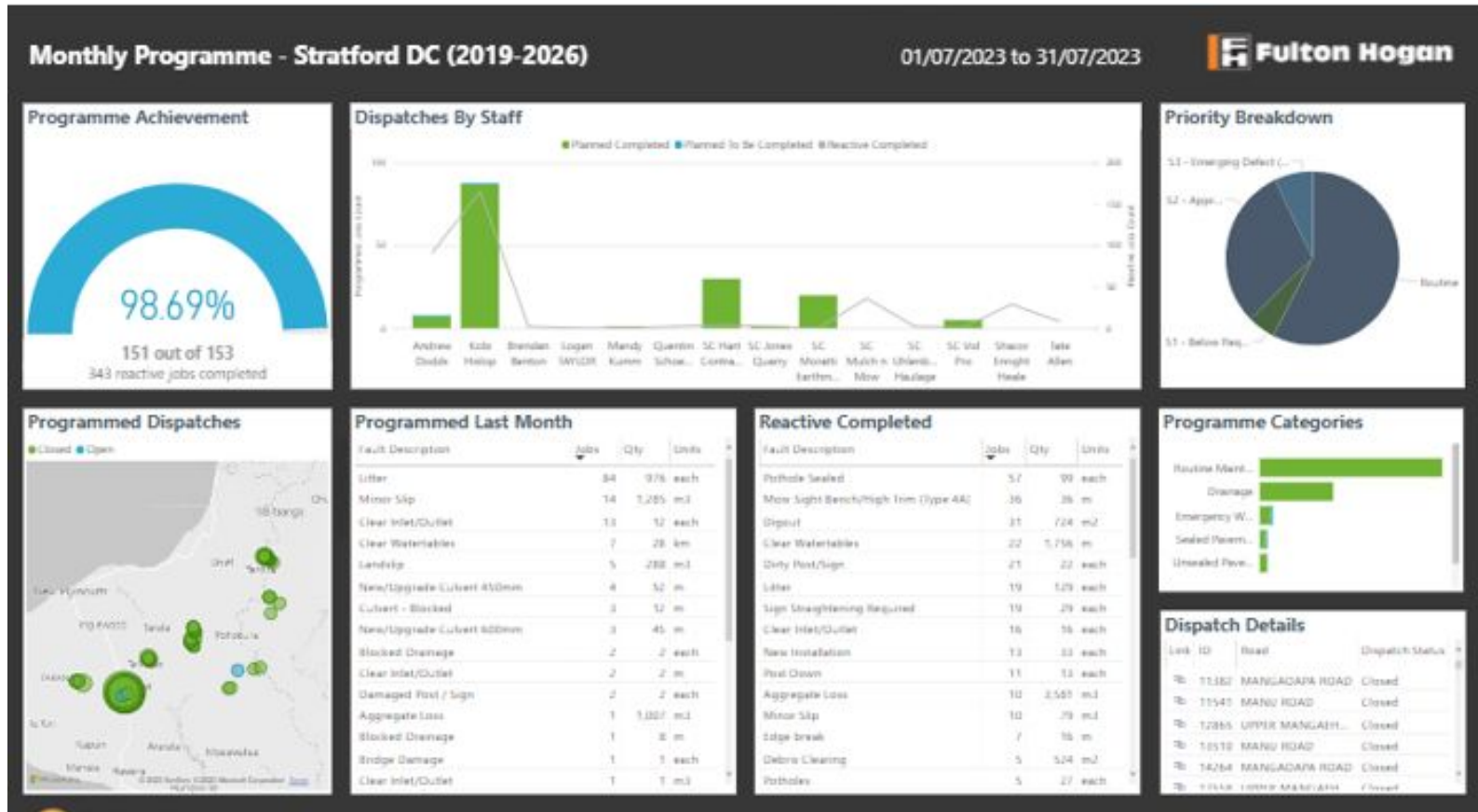


Figure 3: July 2023 Monthly Programme Achievement Chart

### 3. Services

#### 3.1 Water Supply

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

#### Water Supply Level of Service (LoS) and Performance Measures

Level of Service	Performance Measure	Target	2023/2024 YTD
<b>Safe Drinking Water:</b>	DWSNZ Bacterial compliance – Compliance with Part 4 of the Drinking-water standards (bacteria compliance)	100%	Achieved
• <b>Drinking Water Standards</b>	DWSNZ Protozoal compliance – Compliance with Part 5 of the Drinking-water standards (protozoal compliance)	100%	Achieved
• <b>Maintenance of Reticulation</b>	Water Loss – The percentage of real water loss from the local authority’s networked reticulation system (including a description of the methodology used to calculate this)	<25%	<b>2022/2023</b> Achieved – 13.5% Stratford – 15.3 Midhirst – 17 Toko – 8.2
<b>A Reliable Water Supply:</b>	<b>Urgent Response Times</b> – The performance measure targets for the median response time for urgent attendance and resolution		
	• Attendance for urgent call-out	1 hr	Achieved 0 hr 28 mins
	• Resolution for urgent call-out	8 hrs	Achieved 5 hr 33 mins
	<b>Non-urgent Response Times</b> – The performance measure targets for the median response time for non-urgent attendance and resolution		
	• <b>Response Time</b> Attendance non urgent call-out	2 working days	Achieved 0 days 7 hrs 16 mins
	• <b>Unplanned Disruptions</b> Resolution non urgent call-out	5 working days	Achieved 0 days 9 hrs 54 mins
	<b>Unplanned Disruptions</b> - The performance measure target for disruptions.		
	• Minor disruptions (between 5 and 50 connections affected)	< 5	Achieved 0
• Major disruptions (more than 50 connections affected)	<2	Achieved 0.33	
<b>Demand Management</b>	<b>Water Consumption</b> – The average consumption of drinking water per day per resident within the district	<275L / resident / day	<b>Achieved 22/23</b> 159 average Stratford – 187 Midhirst – 143 Toko - 147
<b>Customer Satisfaction</b>	<b>Number of complaints</b> – The performance measure target for customer satisfaction is <32 complaints per 1,000 connections received for:		Achieved
	• Drinking Water Clarity;		0
	• Drinking Water Taste;	<32	0
	• Drinking Water Odour;		0
	• Drinking Water Pressure or Flow;		0.33
• Continuity of Supply		0	



Level of Service	Performance Measure	Target	2023/2024 YTD
<b>Water Pressure</b>	<b>Water Pressure</b> – The average water pressure at 50 properties within the water supply zone, including any that have complained about pressure and or flow meets Council specifications (flow>10l/min & pressure>350kpa)	100%	Achieved
<b>NZFS Conditions</b>	<b>Fire Hydrants</b> – The performance measure targets the percentage of hydrants meeting the NZFS Code of Practice conditions regarding supply	100%	Achieved

**Water Treatment**

- Acceptable solutions have been identified to ensure the hazardous substance location certificate is issued with regards to the chemical bunds within the Stratford water treatment plant. The bund works are planned to occur during August.

**Water Reticulation**

- During early July a section of the old trunk main blew out within the farmland approximately 2.2 km’s from the water treatment plant shown in Figure 4. During the incident response an installation issue was found with one of the cross-connection valves between the two trunk mains at the water treatment plant, which delayed isolating the section of the trunk main that had blown out. The valve has since been fixed by the installer under the defects liability period.



Figure 4: Broken 375 mm PVC trunkmain

- Water leaks in Midhirst were identified using the final quarter water meter readings. The property owners were informed and the water usage has since returned back to normal levels.

**3.1.2 Capital Works**

**2023/2024 Watermain Renewals**

- The Pembroke Road water main renewal has been advertised for construction. The tender is under evaluation with works planned to begin in September 2023.

**Electronic Water Meter Upgrade**

- The contract tender process was delayed due to staff commitments and is planned to be advertised during August. Issues with the electronic water meter reading software were resolved in conjunction with the supplier. Hardware and software settings were adjusted, and the functionality has greatly improved. Further trials are ongoing.

**Water Treatment Plant Upgrade**

- The replacement project is in progress.
- The generator has been delivered to site and the shed has been constructed around it.

**3.1.3 Building Consents, Resource Consents and LIMs**

Assessments were made for a total of:

- Five Building Consent applications;
- Three Resource Consent applications; and
- Four LIM reports.

**3.2 Wastewater**

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

**Wastewater Level of Service (LoS) and Performance Measures**

Level of Service	Performance Measure	Target	2023/2024 YTD
<b>System Adequacy</b>	<b>Dry weather sewerage overflows</b> - The number of dry weather sewerage overflows from the territorial authority's sewerage system, expressed per 1000 sewerage connections to that sewerage system.	<5 per 1,000	Achieved 0
<b>Discharge Compliance</b>	<b>Resource Consent Compliance</b> – Compliance with the territorial authority's resource consents for discharge from its sewerage system measured by the number, received by the territorial authority in relation to those resource consents, of:	0	Achieved
	• Abatement notices;		0
	• Infringement notices;		0
	• Enforcement orders; and		0
	• Convictions.		0
<b>Response and Resolution Times</b>	<b>Sewerage overflows</b> - Where the territorial authority attends to sewerage overflows resulting from a blockage or other fault in the territorial authority's sewerage system, the following median response times are measured:		
	• Attendance time from the time that the territorial authority receives notification to the time that service personnel reach the site.	1 hour	Achieved 0 hrs 0 mins
	• Resolution time from the time that the territorial authority receives notification to the time that service personnel confirm resolution of the blockage or other fault.	8 hours	Achieved 0 hrs 0 mins
<b>Customer satisfaction</b>	<b>Complaints</b> - The total number of complaints, expressed per 1000 connections to the territorial authority's sewerage system, received by the territorial authority about any of the following:	<5	Achieved
	• Sewage odour		0
	• Sewerage system faults		0
	• Sewerage system blockages		0

Level of Service	Performance Measure	Target	2023/2024 YTD
<b>Trade Waste Complaints Response times</b>	<ul style="list-style-type: none"> <li>Attendance time: from the time the Council receives notification to the time that a Trade Waste Officer arrives on site.</li> </ul>	2 working days	July – 1 - Achieved
<b>Trade Waste Consent Processing</b>	<ul style="list-style-type: none"> <li>Percentage of trade waste consent applications processed within 15 working days.</li> </ul>	100%	July – 0 - Achieved

### 3.2.1 Operations

#### Wastewater Treatment

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

#### Wastewater Reticulation

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

#### Health and Safety

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

#### Oxidation Pond Influent and Effluent Sampling

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

### 3.2.2 Capital Works - Wastewater Treatment Upgrade

- Algal sampling of the wastewater is ongoing for the Diatomix project.
- Bird scaring operations are ongoing.
- The fencing contract for the wastewater treatment ponds has been awarded and is due to commence in August.

### 3.2.3 Matters Outstanding

- There are no matters outstanding for this reporting period.

## 3.3 Trade Waste

The following provides a summary of Trade Waste Activities for the month of July:

### 3.3.1 Trade Waste Consents

- No new consents issued.

### 3.3.2 Trade Waste Consent Holders

- Programme to inspect and sample operators continues. Since several operators rarely use (or have never used) the Esk Road facility, some sampling has not always been able to be completed within timeframes specified in their consents. Ongoing.
- Esk Road disposal site showed a further drop in use over the July reporting period.
- One Conditional Consent holder had annual inspection and sampling for compliance monitoring. Inspection was satisfactory but results are pending.

### 3.3.3 Permitted Activities

- Audit of grease management systems in high-risk food premises is underway. This is to confirm compliance with the permitted activities within the district. Five inspections were conducted during the July period with one of these not compliant and required corrective action.

3.3.4 **General**

- Diatomix project update – ongoing monitoring continues with no exceptions to report.
- A Grease Trap information sheet was developed in conjunction with the Communications Team to supply to customers when conducting inspections or as required.
- One Trade Waste associated complaint was received and investigated within required timeframes. The complaint was not substantiated, and no further action was required.

3.4 **Stormwater**

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

**Stormwater Level of Service (LoS) and Performance Measures**

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

3.4.1 **Operations**

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

3.4.2 **Matters Outstanding**

There are no matters outstanding for this reporting period.

### 3.5 Solid Waste

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

The data for the new Council year starting July 2023 has not been received from the Contractor at the time of this report.

#### Solid Waste Level of Service (LoS) and Performance Measures

Level of Service	Performance Measure	Target	2023/2024
The levels of waste generated are reducing	Quantity of Waste to landfill per household (kg/hh/annum) (municipal kerbside collection only)	<600kg kg/hh/annum	Data for July not yet received. Achieved 566.5kg in 2022/23 <b>(Figure 5)</b>
	Percentage (by weight) of Council controlled waste stream that is recycled (municipal kerbside collection only).	>20%	Data for July not yet received. Achieved to June 2023 - 23.44% (June – 21.6%) <b>(Figure 6)</b>
Customer Satisfaction	Percentage of customers satisfied with the service provided.	>80%	Not yet achieved to date - 17%*

\* As per the Customer Satisfaction Survey Verbatim Quarterly Report July 2023, 51 comments were recorded. 17% of these were positive; 19% were neutral with suggestions for improvements i.e.: green-waste, organic waste and expanding services to rural areas. 62.7% were negative with most directed to our regional contracted services, i.e., inconsistent pickups and drivers' actions around damaging bins.

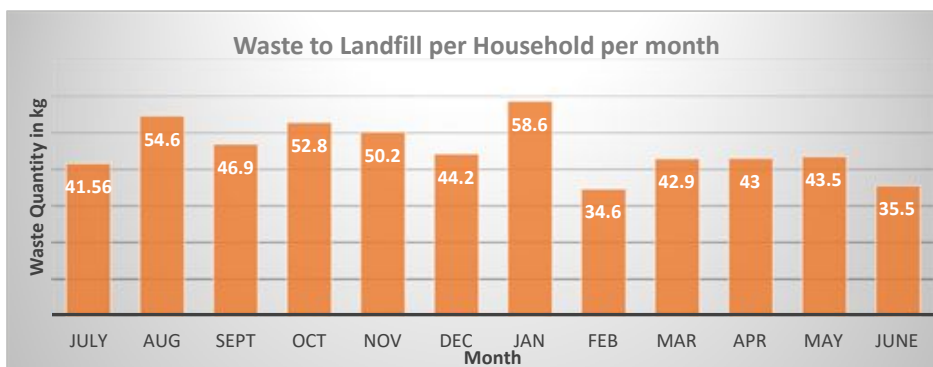


Figure 5: Quantity of Waste to landfill per household (per household) (municipal kerbside collection only to June)

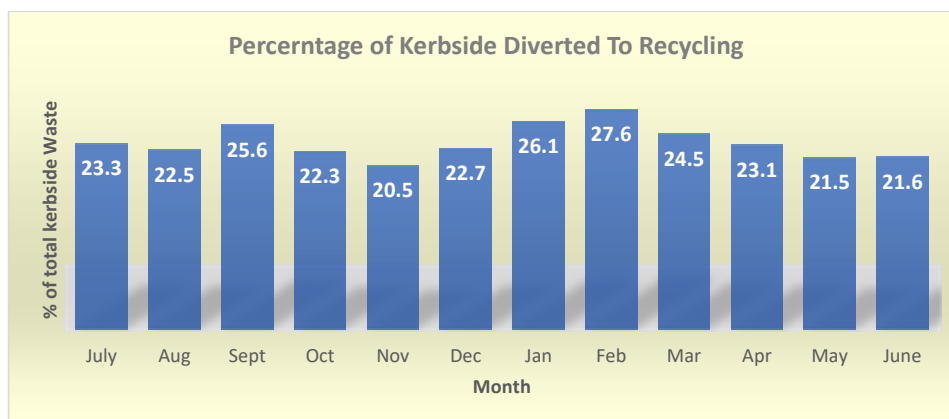


Figure 6: Percentage of total Kerbside Waste collection diverted to recycling – to June 2023

### 3.5.1 Planning – Strategies, Policies, Plans and Bylaws

- **The WMMP 2023 Project**

On July 27, 2023, Elected Members of the Policy and Services Committee adopted the *draft* WMMP 2023 to release for public consultation. Officers also sought approval for public consultation for the proposal to introduce a food and green waste collection service at the kerbside. The public release of the proposed WMMP 2023, which is subject to approval of the P&S Committee minutes by full Council, will commence on 16 August 2023.

Ngāti Ruanui, Ngāruahine and Ngāti Maru Iwi have received the *draft* WMMP 2023 version for their review and feedback, again subject to approval of full council meeting on 8 August 2023. Officers are currently updating the Solid Waste Activity Management Plan in readiness for the LTP review.

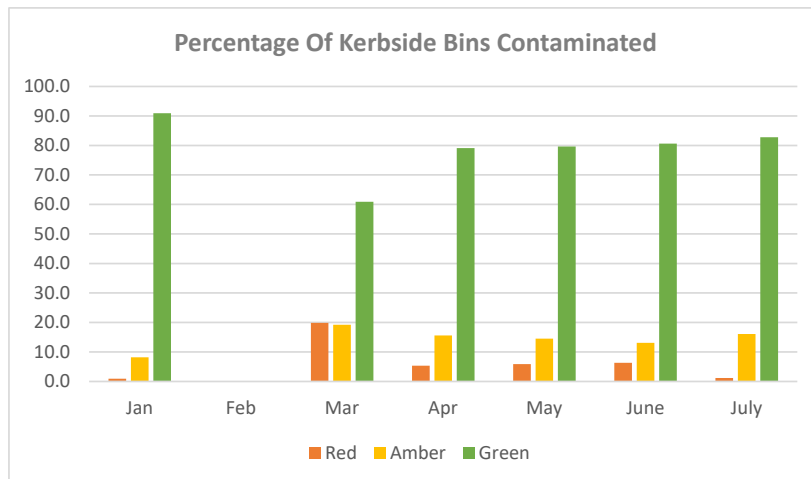
- **The Sustainability Project**

The Audit and Risk (A&R) committee is seeking an Information Report on Climate Change resilience and what the associated Council risks and risk mitigations are. This is due in October for November A&R meeting.

### 3.5.2 Contamination Levels of Kerbside Recycling

- In July, a total of 17 education packs were issued, comprising:
  - 14 education packs issued for *minor contamination*; and
  - 3 *First* notifications and education packs
- Waste Audit result - Red and Amber are at 1% and 16% respectively for July.

*The low result is due to only 2 out of 5 bin audits completed in the month of July. This issue has been raised with our Contractors.*



*Figure 7: Monthly Waste Contamination Proportion of Recycling Bins.*

### 3.5.3 Waste Minimisation

In July, the following Education Officer activities were completed:

- **Plastic Free July:** The campaign was promoted via Central Link.
- **Bin the Lid:** The campaign was promoted via Central Link- ongoing once per month.
- **Stratford Repair Café:** Was held on 2 July; 29 appliances were brought in with 23 repaired on the day.
- **Stratford My Walk In Wardrobe:** Was held on 29 July; the statistics will be reported in the next report, the event recorded a good turnout.

3.5.4 **Waste Levy Contestable Fund**

- Council Officers are planning to attend a composting workshop at Avon Primary School - a recipient of the SDC Waste Levy Contestable fund. The founder of the composting system (<https://carboncyclecompost.com/>) will deliver and install the composting containers and Officers will learn how this system works to promote it to wider organizations.

4. **Property**

Council Officers manage several community facilities including the Aerodrome; Civic Amenities; and Rental and Investment properties. The Customer service request history for the property activity is shown in **Figure 8** below.

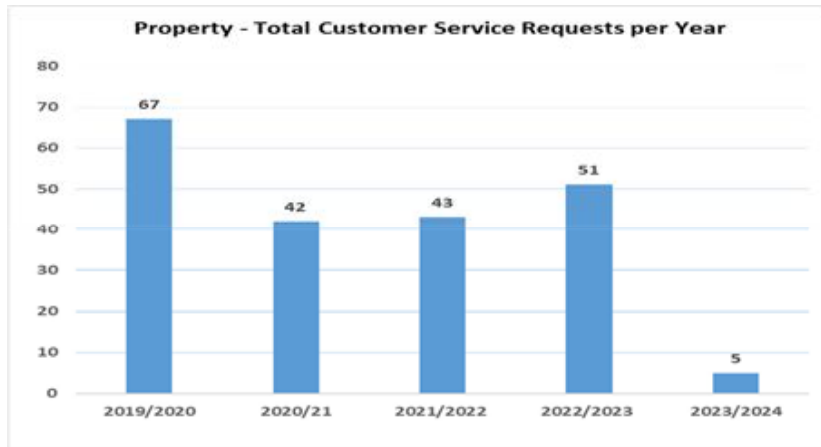


Figure 8: Customer service request history - July 2023

4.1 **Aerodrome**

Below is a summary of July activities at the Aerodrome (**Figures 9 - 11**):

- The Aerodrome Management plan review commenced in July and is due to be completed in August. Council Officers will present the reviewed plan to the Farm and Aerodrome Committee in September.
- The Aerodrome Safety Committee has been established, with the next meeting scheduled in August.
- The Aero Club Hangar is progressing well and is due to be completed by August.



Figure 9: Progress photos of the Aero Clubs new hangar - July 2023

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

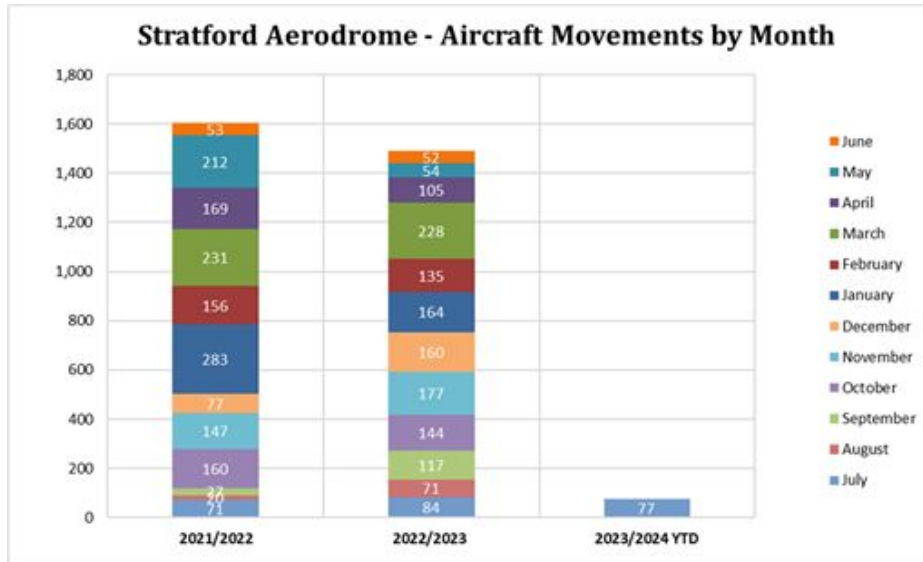


Figure 10: Stratford Aerodrome Aircraft Movements – July 2023

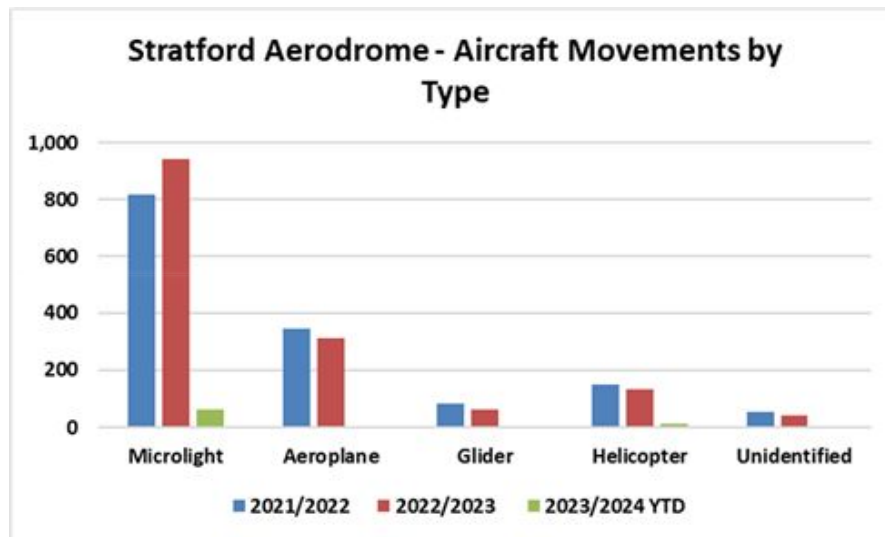


Figure 11: Stratford Aerodrome Aircraft Movements by Type – July 2023

#### 4.2 Civic Amenities

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

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



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

Level of Service	Performance Measure	Target	2023/2024
To provide facilities that are well maintained and utilised.	Buildings legally requiring a Building Warrant of Fitness (WoF) have a current Building WoF at all times.	100%	100%
	Annual booking of War Memorial Centre.	>500	34
	Annual booking of Centennial Restrooms.	>200	20
To provide suitable housing for the elderly.	Percentage of Customer satisfaction.	>89%	Expected to achieve
	Annual Occupancy rate.	>95%	100%
To provide clean, well maintained toilet facilities.	Percentage of Stratford District residents satisfied with overall level of service of toilets.	>80%	Expected to achieve%

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

**4.2.1 Housing for the Elderly**

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

The Housing for the Elderly units, are currently being updated to meet the new Healthy Homes standard, this is a new standard which Tenancy Services recently introduced.

**4.2.2 War Memorial Centre**

Eight bookings were cancelled during the month of July.

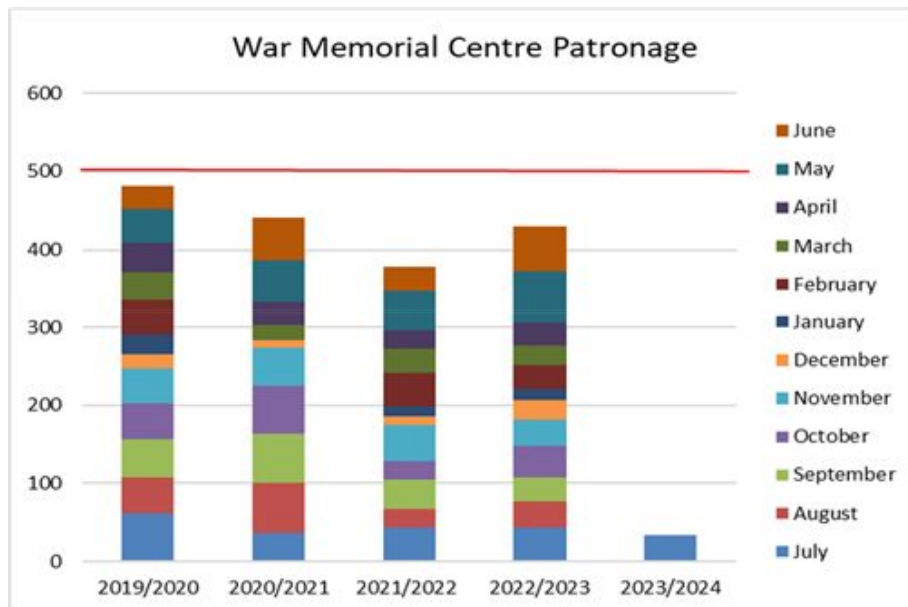


Figure 12: War Memorial Centre Patronage – July 2023

**4.2.3 Centennial Restrooms**

Two bookings were cancelled during the month of July.

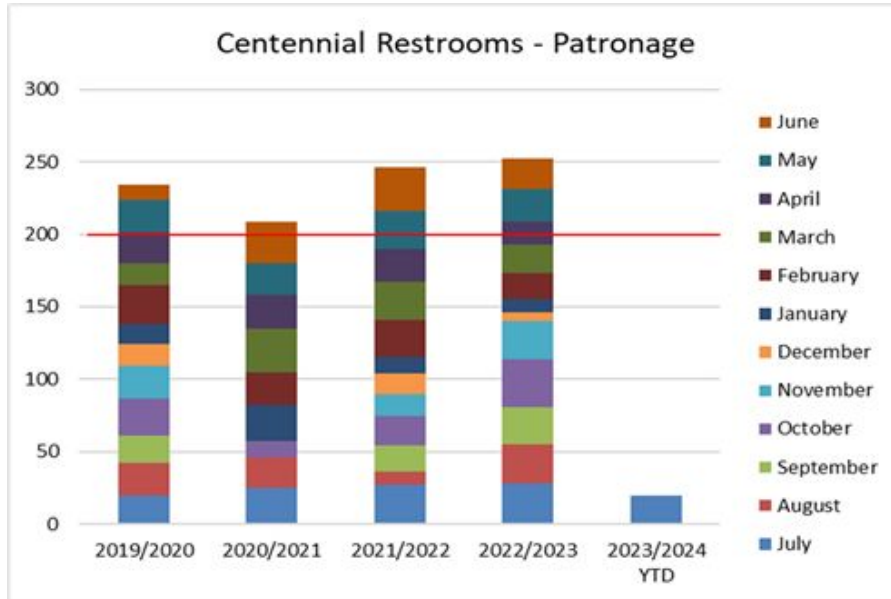


Figure 13: Centennial Restrooms Patronage – July 2023

**4.3 Rental and Investment Properties**

The Council's Rental and Investment Properties are:

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

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

Level of Service	Performance Measure	Target	2032/2024 YTD
Maximum profits from the farm are returned to Council.	Milk production is maximised	>150,000 kg	0
The Council is meeting national Environmental standards.	The Council farm's Environmental Plan is reviewed annually	Compliance	Expected to achieve
Leased property is safe and fit for purpose.	Number of complaints from tenants.	<5	Expected to achieve

**4.3.1 The Farm**

- Taranaki Regional Council is due to complete an audit in August to identify the planting gaps and fencing requirements for the 2023/2024 season.
- The Sharemilker is busy on the farm completing required maintenance before calving starts.
- Painting of the milking parlour is now completed (Figure 14).
- Fonterra have reviewed the Farms Environment Plan and identified new actions to be completed.



Figure 14: Completed Photos of the Milking Parlour

The history of the Farm milk production is shown in Figure 15 below.

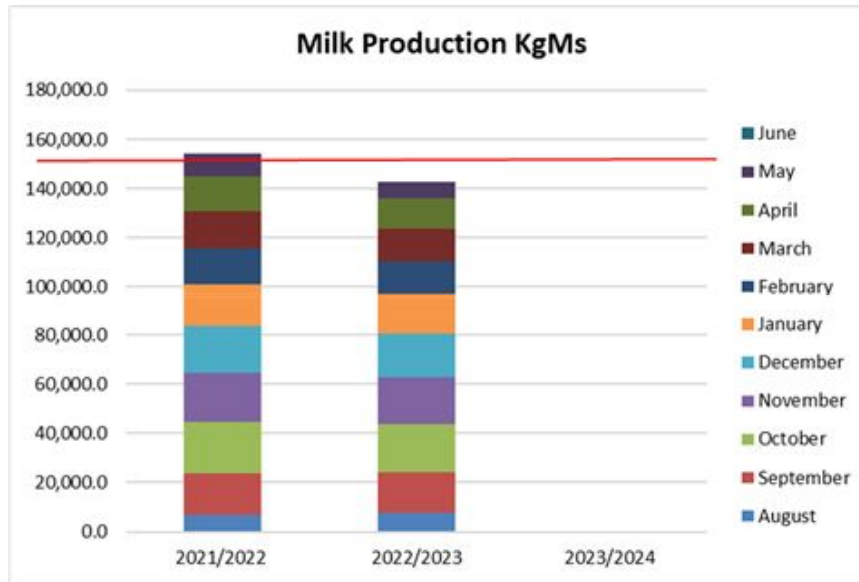


Figure 15: Milk Production KgMs

#### 4.4 Capital Projects Summary

Below is an update on the capital projects:

- The TET Multicentre *Entrance Door and Gymnasium Door Upgrade* – Officers are working with the architect to make amendments to the design. This project will continue for the first half of this financial year due to resources (architect to update plans) and supply of materials.

- Works are programmed for this financial year to update the fire system to a type 4 at the TET Multicentre for Liquor Licensing requirements.
- Seismic Reports findings are that the War Memorial Centre (WMC), TET Multisport Centre, Glockenspiel and the former TSB Pool Complex are all below the 34% New Building Standard (NBS) for earthquake readiness. Officers are working with respective consultants to determine the financial implications of the progress of these projects.

**5. Parks and Reserves**

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

Level of Service	Performance Measure	Target	2023/2024 YTD
<b>To provide parks, Sports fields and other open spaces that meet community demand</b>	Number of complaints and requests for service.	<40	2
	Percentage of Stratford residents satisfied with:		
	Parks;	>80%	Achieved -92%
	Sports fields;	>80%	Achieved -83%
	Cemeteries.	>80%	Not Achieved -70%
<b>Safe playgrounds are provided</b>	All playgrounds meet NZ Safety Standards.	Full Compliance	Achieved -Full compliance
<b>Foot Bridges are safe.</b>	All foot bridges meet NZ Safety standards.	Full Compliance	Achieved -Full compliance

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

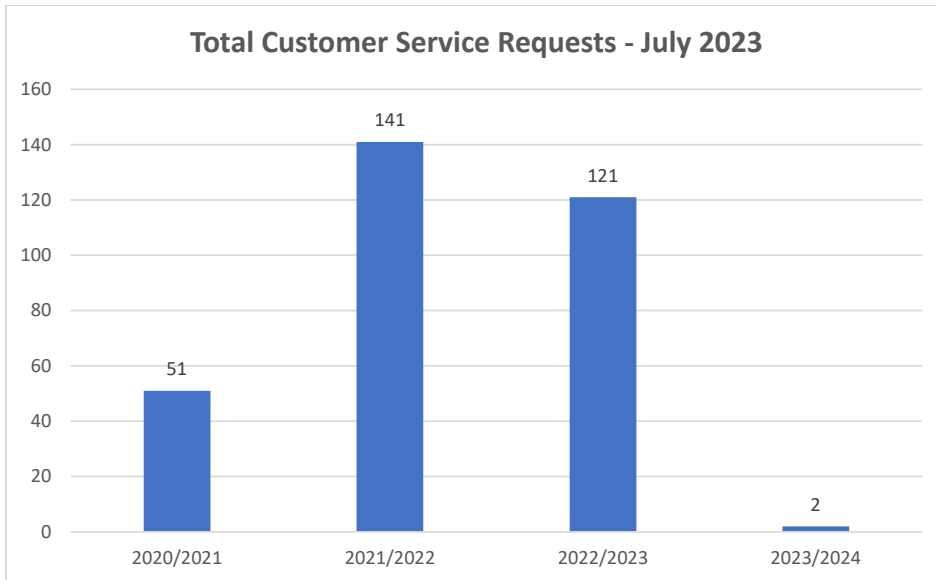


Figure 16: Total Customer Service Requests – July 2023

	2020/2021	2021/2022	2022/2023	2023/2024 (YTD)
Parks	10	24	31	
Structures	2	32	17	
Sports grounds	5	5	7	
Playgrounds	1	14	7	
Cemeteries	5	11	12	
Street Trees	15	24	28	1
Walkways	13	31	19	1
<b>Total</b>	<b>51</b>	<b>141</b>	<b>121</b>	<b>2</b>

#### Capital Projects Summary

- At the Kopuatama Cemetery:
  - Entrance Upgrade – Upgrade to the entrance in final stages – Downer Contractors now brought in to finish planting and mulching;
  - Water Tank – Replacement tank has been installed and water is now connected to the cemetery grounds;
  - CCTV Cameras – Installation complete;
- Victoria Park Drainage – Stage 2 underway with replacement of current main drain and reinstatement of ground;
- The Arboretum project with the Percy Thomson Trust is complete.

## 6. Capital Projects

Progress updates on some of Council's key projects, as of **31 July 2023**.

### 6.1 Wai O Rua Stratford Aquatic Centre

Construction is complete. The building is in its *Defects Liability Period* until 14 November 2023.

### 6.2 The Whangamomona walkways

The Walking Access Commission is in the process of formalising Council's appointment as Controlling Authority as a walking trail.

Taranaki Trails Trust has requested for Council to be the Controlling Authority for the Mountain Bike Trail from Mangaere Road to Whangamomona. Officers are considering all associated costs and risks associated with this request.

### 6.3 Better off Funding

The Council has been allocated \$2.57 million (Tranche 1) of the \$2.5b support package, as part of the *Three Water Reforms* – a package intended to support councils to ensure they are no worse off due to the reforms process. The \$7.70 million Tranche 2 funding has since been withdrawn by Central Government because of the changes to the *Affordable Waters Reform*.

The Tranche 1 projects are underway. Projects and progress updates are given below:

- **The Brecon Road Extension.**  
Discussions with potential consultants and Waka Kotahi are ongoing for the development of a business case for future funding applications. A business case will be developed in the 2023/24 financial year so the project will be ready for any future funding opportunities.
- **Town Centre Development including the Prospero Place and Broadway Beautification.**  
This project is included under the **Stratford 2035** banner. A Project team has been established to oversee its delivery and is meeting towards the end of August to identify projects for this financial year.  
  
Negotiations with the landowner for the purchase of green space (Prospero Place) is ongoing.
- **Skate Park development**  
Construction of a Skate Bowl commenced in July 2023. This could take up to two months to construct due to weather.
- **Victoria Park Drainage Project**  
Construction is substantially complete. Remedial works are underway and anticipated for completion before the start of the cricket season in October. Unfortunately, the Contractor failed to deliver this project within the agreed timeframe. This has been disruptive to the rugby games and is rather disappointing. Officers have had discussions with the Contractor to discuss the issues of this project to ensure this does not happen again. The Contractor has taken responsibility for the failings of this project and is working with Stratford Rugby to offset the losses they have suffered due to Field One being out of action and Field Two being waterlogged for much of the season.
- **Enabling Wastewater Infrastructure for the Stratford Park** – Modelling of existing capacity in Stratford's wastewater network is underway, to allow an impact assessment on the existing network. This is an on-going contract due for completion in 2026.

#### 6.4 Connecting our Communities Strategy

Consultation on the Connecting our Communities Strategy closed on 19 August 2022 and feedback from the public and identified stakeholders received. The Strategy is currently finalised to incorporate feedback and Transport Choices components. The final strategy is being presented at this meeting for adoption.

#### 6.5 Transport Choices Package

##### *Current Update*

A survey went out in Term 2 to the three primary schools, asking questions based around:

- What is stopping you from letting your child walk or cycle to school?
- If it was safer to walk or cycle, would you let your child do so?
- Does your child have access to a bike and/or know how to ride a bike?

Council is currently seeking feedback from the community on:

- whether the new infrastructure will encourage an uptake in use of walking and cycling.
- the impact of the infrastructure for residents in the location of the infrastructure.

Drop-in sessions will be held weekly from 18 August 2023 until the 8<sup>th</sup> of September in the Library on Friday mornings, and one-off community meetings will be held at Stratford Primary School and St Joseph's School towards the end of August 2023.

##### *Background Information*

The Minister of Transport announced a \$350 million package for Road Controlling Authorities to fast-track projects that will help reduce Vehicle Kilometres Travelled (VKT). Stratford District Council successfully applied for \$7.8m for schools' safety improvement works and \$180k for the **Bikes in Schools** Project for the three urban schools.

The Council's project has been nominated as a **'Flagship'** School project featuring the school safety improvements and the reallocation of road space to connect the three Primary Schools. This is to be supported by the introduction of **Bikes in Schools** installations. The project is to be delivered in phases and stages, commencing with Stage 1 of Phases 1 & 2. Other stages will be included in the Connecting our Communities Strategy and implemented as funds are available.

Specialist consultants have been procured and an overall network plan was independently reviewed to determine the best routes and priorities. Regular meetings with Waka Kotahi are ongoing to align with Central Government's objectives and targets. Design plans are being issued to Waka Kotahi after consultation and safety audits are completed.

All projects are expected to be completed by June 2024.

## 7. Resource Consents

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

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



Victoria Araba  
Director – Assets



[Approved by]  
Sven Hanne  
Chief Executive

Date 16 August 2023

# MONTHLY REPORT

## Community Services Department



F22/55/04-D23/33427

To: Policy and Services Committee  
 From: Director – Community Services  
 Date: 22 August 2023  
 Subject: Community Services Monthly Report – July 2023

### Recommendation

THAT the report be received.

/\_\_\_\_\_  
 Moved/Seconded

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

### 1. Highlights

- Puanga Celebrations: 11 – 17 July including the Starry Night event
- School Holiday Programme: activity and participation
- Positive Ageing Forum
- Wai o Rua – Learn to Swim Programme and Toi Foundation Primary School Education Programme

### 2. Community and Economic Development

#### Performance Measures (*Performance Measures in bold*)

	Target	2022/23 YTD
<b>Deliver or facilitate community events</b>	>5	3
<b>Percentage of residents feeling a sense of community</b>	80%	
<b>Number of client interactions with Venture Taranaki's Business Advisory Services</b>	100%	
<b>Mentor matches made as requested</b>	100%	

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

2.2 **Stratford District Youth Council (SDYC)**  
 During the school holidays the SDYC hosted an On the Bus event. This time 35 youth went on the bus to Bowlarama in New Plymouth and enjoyed pizza for lunch and participated in Mini Golf and Laser Tag. A great time was had by all who attended.

#### Upcoming meetings and events:

- SDYC Ordinary Meeting followed by the Project meeting – 5 September 2023, 4.30pm Council Chambers



## 2.3 Civic and Community Events

### Coming Up:

- Chunuk Bair Commemorations: 8 August
- Meet the candidates: Friday 18 August
- Ba5 - Wednesday 16 August – Team Hope/ Inkpot Cafe

### Complete:

- Puanga celebrations: 11 – 17 July
- A Starry Night: 13 July
- School Holiday Programme: 1 – 16 July
- SDYC on the bus: 7 July
- PAG forum: 27 July

## 2.4 Community Projects and Activity

### 2.4.1 Mayors' Taskforce for Jobs (MTFJ)

#### Registrations

	July	YTD
Young People Registered	6	6
Businesses Registered	0	0

#### Employment

	July	YTD
People placed into employment	1	1
Young people who are employed but require assistance with upskilling	0	0
Young people registered onto programme and straight in study	4	4
People who received support and found work themselves	0	0

#### Highlights

- SDC has been provided with a funding contract to support the programme for another two years with the target of achieving at least 38 sustainable employment outcomes.
- Facilitated a full-time employment opportunity with Superior Civil Construction, this young male will start as a labourer with the intention of the placement turning into an apprenticeship. Support included; PPE and drivers licensing support.
- A new partnership has been developed alongside ZEAL and the Bishop's Action Foundation to mentor and provide skills training for youth, including; young enterprise, horticulture, public relations and logistics. Through this partnership, four youth are being supported to train and operate a business called KAltaki Composting. The programme will run in collaboration with Te Popo Gardens and local cafés that aims to collect food scraps and turn into compost that will be used to grow vegetables for the café at the gardens. The concept was initially trialled in Marfell and was a success. The opportunity has now been brought to Stratford with the intention of it growing from there.
- The programme continues to support youth to facilitate drivers licensing opportunities as well as identified value adds to other programmes such as Blue Light Te Ara Tika.

### 2.4.2 Community Relationships Framework

#### Stratford Business Association

Placed on hold. Discussions to be held with the SBA Committee to commit resourcing as part of future funding applications to ensure they are able to operate sustainably.

2.5 **Funding**

2.5.1 Creative Communities Scheme

The Creative Communities Scheme Committee met on 5 July 2023 to assess nominations received for new committee members. Three new committee members were appointed at this meeting Sally Flintoff, Tracey Reynolds, Helene Fourie. This funding round opened 31 July and closes 1 September. The Creative Communities Scheme Committee will meet on 20 September 2023 to assess the applications.

2.5.2 Sport New Zealand Rural Travel Fund

The next funding round opens 2 October 2023.

2.6 **Positive Ageing**

On 27 July the quarterly Positive Ageing Forum was held. Guest speakers included Rachel Hooker from the TSB New Plymouth Fraud team who spoke about scam busting and fraud fighting. Following this we had Richard Williams, the new manager at GQ Lawyers in Stratford and Rod Gordon who spoke about Wills, Estates, Trusts, and Power of Attorneys. The forum was well received with over 60 people in attendance. These quarterly Forums continue to be a popular activity for the senior citizens of the Stratford District.

The Positive Ageing AGM is on 9 August 2023 at 10.30am. This group has seen a noticeable decline in participation from committee members due to several challenges and the lack of engagement to bring on new members. For the group to continue it may need to either take a different direction or model of delivery.

Upcoming meetings and events:

- Positive Ageing Ordinary Meeting (AGM): 9 August 2023 at 10.30am
- Positive Ageing Forum: 23 November 2023 at 10.30am

2.7 **Stratford Business Association**

Memberships	
New	
Current total	146

Upcoming BA5 events:

- Wednesday 16 August – Team Hope/ Inkpot Cafe
- Wednesday 20 September – Lion’s Den – *pencilled*
- Wednesday 18 October – NZME
- Wednesday 14 November – Meet the committee (SBA)

3. **Communications**

3.1 **External communications**

Four Central Link updates were produced in July. These are printed in the Stratford Press and shared online at stratford.govt.nz and on Council’s Facebook page weekly. Much of the content within our weekly Central Link is also shared with local media (print and radio), published as news articles on our website and social media sites, and sent as an Antenno update.







**Focus for July:**

- Approval of school zone speed changes
- Plastic Free July and waste minimisation tips
- Single-use plastic ban
- Puanga event
- Orange flexi guide installation at some intersections
- School holiday programme activities
- Free Learn to Swim lessons for central Taranaki schools
- Promotion of Antenno app
- Library hour changes for Puanga and staff training
- No-go zones for dogs

- Dog registration reminders
- Have your say: King Edward Park Reserve Management Plan
- Citizens Awards winner announcement and awards
- My Walk in Wardrobe sustainable fashion market event
- Stratford Transport Choices project
- Creative Communities Scheme fund recipients
- Public notices (July meeting schedule)

### 3.2 Digital channels

#### July snapshot:

Website		Social Media	
	<b>6,000</b> ↑400 Users		<b>11</b> New Facebook followers /stratforddistrictcouncil 4,247 people follow Council's page.
	<b>21,312</b> ↑2,155 Page views		<b>108,217</b> ↑104% People reached The number of people who saw any of Council's posts at least once this month.
	<b>9,600</b> ↑489 Total sessions (visits) A session is the period of time a user is actively engaged with Council's website.		<b>14</b> New Instagram followers /stratford_nz 1,114 people follow Council's account.

### 3.3 Official Information Requests

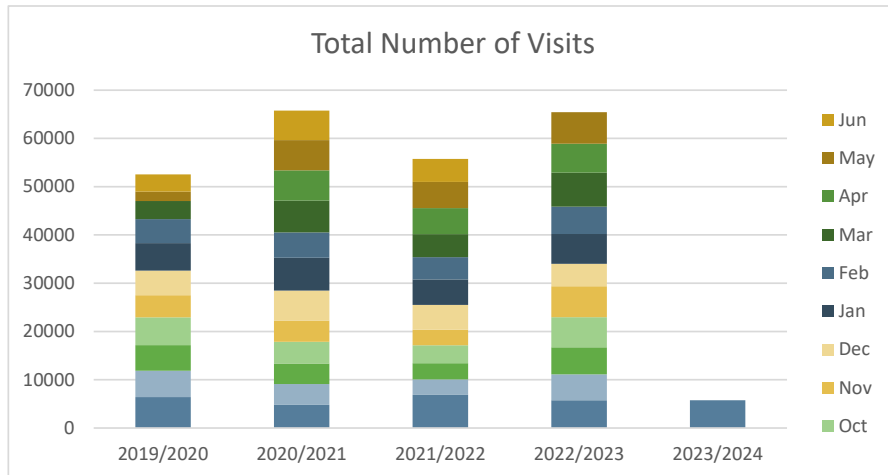
For the 2023 calendar year, Council has received 48 Local Government Official Information and Meetings Act (LGOIMA) requests.  
The below table includes the LGOIMA's received for the month of July 2023

Date Received	Requested by	Query	Due Date	Date Responded	Days to Respond
3/07/2023	John Harrison	Waste Transfer Station	1/08/2023	19/07/2023	11
5/07/2023	New Plymouth Police	Camera footage	3/08/2023	7/07/2023	2
12/07/2023	Stratford Press	Vision and Values workshop resources - 11 July		12/07/2023	1
17/07/2023	Don Carson Forest Owners Association	Reports on forestry investment and development	14/08/2023	17/07/2023	1
17/07/2023	Jennifer Luke - FIForesight	Council food service outlets	14/08/2023	19/07/2023	2




#### 4. Visitor Information and Library Services

**Performance Measures** (*Performance Measures in bold*)



	Target	2023/24 YTD
Number of users of AA Agency Service is measured	>10,000	679
Percentage customers are satisfied with the Information Centre	>80%	
Number of items (including digital) issued annually	>40,000	5121
% of library users satisfied with library services	>80%	
Number of people participating in library events and programmes	>1,200	290



**Visitors/Users per service**

Service	July	Year to date (2023/24)
 Information Services (brochures/maps/ event tickets etc)	<b>293</b> ↑6	
 Vehicle/Driver licensing	<b>679</b> ↓101	<b>679</b>
 Programme and Events	<b>290</b> ↑20	<b>290</b>

**Library services - Items Issued**

Service	June	Year to date (2023/24)
 In person	<b>4,540</b> ↑43	<b>4,540</b>
 Online	<b>581</b> ↑75	<b>581</b>

**Programme/Event Users**

Age group	April	Year to date (2023/24)
<b>65+</b> Seniors	<b>22</b> ↓5	<b>22</b>
<b>18+</b> Adults	<b>76</b> ↑25	<b>76</b>
<b>13-17</b> Secondary School	<b>0</b> ↑↓	<b>0</b>
<b>5-12</b> Primary School	<b>141</b> ↓179	<b>141</b>
<b>&lt;5</b> Pre-School	<b>32</b> ↓66	<b>32</b>

**4.1 Highlights for July**

- July started with a busy and successful School Holiday Programme. All events were well attended and received great feedback from the community. The activities were loosely themed around Plastic Free July, with a focus on sustainability and reusing every day items.
- Over 360 people visited the facility as part of the Starry Night event for Puanga. Library staff constructed a tunnel with UV lights so the stars created by local tamariki as part of our education programme would glow. Other activity in the facility included weaving facilitated by the Māori Women's Welfare League.
- The Library and Information Centre closed for a day on Thursday 20 July to enable all staff to participate in Conflict Management and Situational Safety training with Craig Gilbert from Lead Consulting. Feedback received from staff was very positive and that the course was engaging and relevant to what is experienced on a day to day basis.
- Physical items issued increased by 5.5% when compared with the previous year, showing that the facility continues to maintain a strong demand for books for both leisure and informational reading.

5. Pool Complex

Level of Service Category	Performance Measure	Target	2023/24 YTD
The pool complex will be a safe place to swim	Number of reported accidents, possible accidents and similar incidents per annum (pa).	<80	7
	Compliance with NZS5826:2010 NZ Pool Water Quality Standards	100%	100%
	Pool Safe accreditation is met	100%	100%
The pool facilities meet demand	Percentage of pool users are satisfied with the pool	>80%	
	Number of pool admissions per annum	>55,000	6715

5.1 Highlights for July

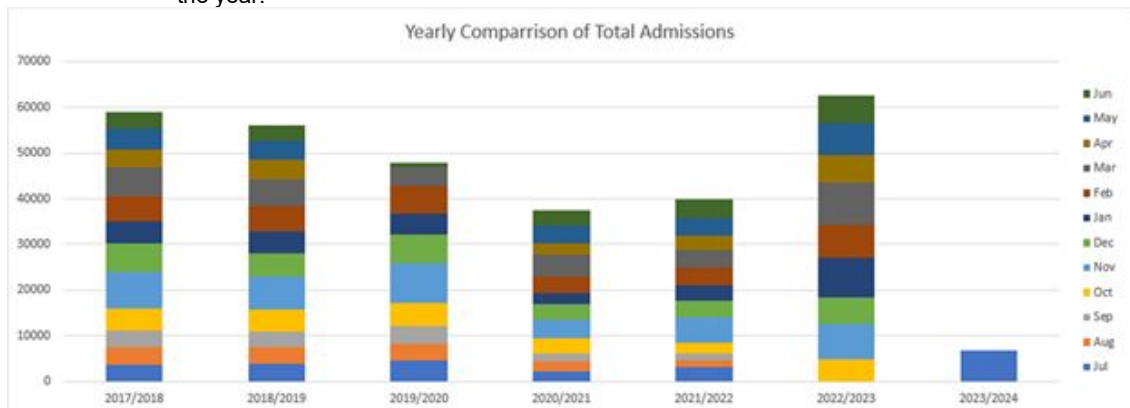
- July saw 6,715 patrons through the facility.
- The Ice Breakers (a collection of Taranaki’s best swimmers) competed in an event that ran from the 1 - 6 July and was a great experience to host them in the facility.
- Vertical Horizon Adventure Centre communitiy group attended the facility, with a total of 200 children, hiring out two pools.
- The facility hosted a Taranaki winter champs event from 7 - 9 July .
- Water Safety lessons were run through Central Taranaki Community Safe Trust that saw adults and children engage with the facility.
- Ongoing relationships being developed with iwi, an example of this can be shown through the Ngaruahine Iwi holiday programme that ran over this time.
- Term 3 school group bookings kicked off with a total of 5 schools covering the week. This will see roughly a total of 350 students through the facility each week thanks to the funding support received by the TOI Foundation.
- The facility led swim school also kicked off over this time with 205 enrolled students. The programme and staff have received very positive feedback from both participants and parents that has since translated into enrolments for term 4.

Overall another busy month including continued growth in the group fitness and private swim lessons;

- Strength and Balance classes have increased by 18.7%
- 15 private swim lessons booked in weekly and growing

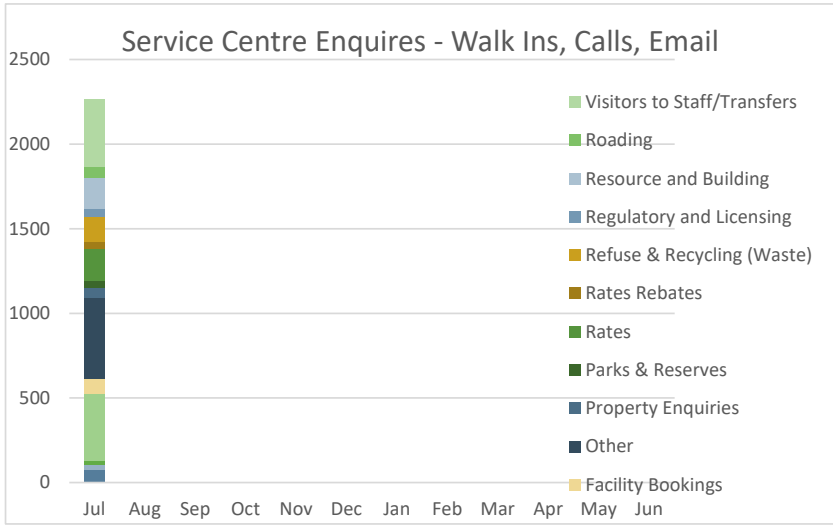
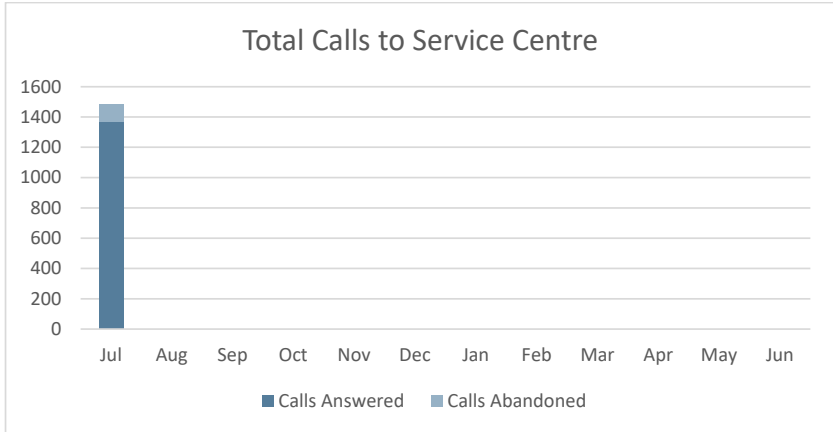
Upcoming bookings (significant and new opportunities)

- Surf Life Saving event to be held on 20 August that will include clubs participating from outside of the region.
- Organisation and business end of year functions already starting to be booked in.
- Vertical Horizon Adventure Centre community group future bookings till the end of the year.



**6. Service Centre**

Moving into the first month of Council financial year July has continued to be busy with dog registration renewals for the 2023/2024 financial year and health and liquor registrations. There were 2,267 customer interactions recorded through phone calls, emails and counter enquiries for July similar to June's total.



**Chade Julie**  
**Acting Director - Community Services**

[Approved by]  
**Sven Hanne**  
**Chief Executive**

**Date: 15 August 2023**

# MONTHLY REPORT

## Environmental Services Department



F22/55/04– D23/31323

**To:** Policy and Services Committee  
**From:** Director – Environmental Services  
**Date:** 22 August 2023  
**Subject:** Environmental Services Monthly Report – July 2023

### Recommendation

THAT the report be received.

/  
Moved/Seconded

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

#### 1. Overview

Six applications for building consent were received in July 2023. These included three log fires, two pole sheds, and one alteration to a residential dwelling. There were also a further three amendments to existing building consents, two applications for exemptions from requiring building consent (for insulation) and one application for a Project Information Memorandum.

The 2023/2024 financial year has got off to a relatively quiet start. This is not unusual and is likely a combination of unfavourable conditions for construction, higher than usual financial pressures facing potential developers and the upcoming general election. There are still reasonable levels of customer inquiries being received, so it seems that there is still a reasonable level of interest in undertaking development.

#### 2. Strategic/Long Term Plan Projects

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

Officers have been working on the Pembroke Road naming project which is included in a separate report in this agenda.



### 3. Dashboard – All Business Units

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

Activity	Result Jul
<b>Building Consent Authority</b>	
<b>Building Consent Applications</b>	6
<b>Building Consent Amendment Applications</b>	3
<b>Building Consents Issued</b>	14
<b>Building Consent Amendments Issued</b>	7
<b>Inspections completed</b>	95
<b>Code Compliance Certificate Applications</b>	20
<b>Code Compliance Certificates Issued</b>	17
<b>Code Compliance Certificates Refused</b>	8
<b>Number of Building Consents Received in Hard Copy</b>	0
<b>Number of Buildings Consents Received Digitally</b>	6
<b>Building Act Complaints received and responded to</b>	0
<b>Planning</b>	
<b>Land Use Consents Received</b>	0
<b>Land Use Consents Granted</b>	0
<b>Subdivision Consents Received</b>	7
<b>Subdivision Consents Granted</b>	2
<b>223/224 Applications Received</b>	5
<b>223/224 Applications Granted</b>	6
<b>Resource Consent Applications Received in Hard Copy</b>	0
<b>Resource Consent Applications Received in Digital Form</b>	7
<b>Resource Consent Applications Placed on Hold or Returned</b>	6
<b>LIM's Received</b>	6
<b>LIM's Granted</b>	6
<b>Environmental Health</b>	
<b>Registered Premises Inspected for Compliance under the Food or Health Act</b>	3
<b>Health or Food Act Complaints Received and responded to</b>	3
<b>Licensed Premises Inspected for Compliance under the Sale &amp; Supply of Alcohol Act.</b>	0
<b>Certificates and Licence Applications received under the Sale and Supply of Alcohol Act</b>	3
<b>Bylaw Complaints Received and responded to</b>	11
<b>Dog Complaints Received and responded to</b>	33

### 4. Key Performance Indicators – All Business Units

#### 4.1 Building Services

Level of Service	Performance Measures	Targets	Status
To process applications within statutory timeframes.	Percentage of building consent applications processed within 20 days.	100%	21 of the 21 (100%) applications were processed within 20 working days.
	Percentage of inspection requests completed within 24 hours of request.	100%	93 of the 95 (98%) inspections were within 24 hours of the request. The two that weren't, were due to being booked more than 24 hours in advance.
	Percentage of code compliance certificate applications determined within 20 working days.	100%	17 of the 17 (100%) CCC's issued were issued within 20 working days.

Level of Service	Performance Measures	Targets	Status
To process LIMs within statutory timeframes	% of LIMs processed within statutory timeframes.	100%	Six of the six (100%) LIMs were processed within 10 working days.
To retain registration as a Building Consent Authority.	Current registration	Confirmed	Achieved.
Service meets customer expectations.	Percentage of customers using building consent processes are satisfied with the service provided.	>80%	The results from the first wave of the customer satisfaction survey are not yet available.

#### 4.2 Planning and Bylaws

Level of Service	Performance Measure	Target	Status
To promote the sustainable management and use of land and public spaces.	To undertake a comprehensive review of the district plan, with notification within statutory timeframes.	Notification of a proposed District Plan.	Work on this project has been delayed until a decision has been reached on participation in the first tranche of regions to develop plans under the new system.
	To undertake a systematic review of bylaws and related policies as they reach their statutory review dates.	100% review within timeframes	There are no bylaws or policies currently outside their statutory review periods.
To process resource consents within statutory timeframes.	% of non-notified applications processed within 20 working days.	100%	Two out of the two(100%) applications were processed within 20 working days.
	% of notified applications processed within legislated timeframes for notification, hearings and decisions.	100%	N/A
	% of S223 and S224 applications processed within 10 working days.	100%	Two out of the two (100%) applications were processed within 10 working days.
Service meets customer expectations.	Percentage of customers using resource consent processes are satisfied with the service provided	>80%	The results from the first wave of the customer satisfaction survey are not yet available.

#### 4.3 Community Health and Safety

Level of Service	Performance Measure	Target	Status
To fulfil obligations to improve, promote and protect public health	Percentage of registered premises registered under the Food Act, Health Act, Beauty and Tattoo Bylaw, to be inspected for compliance.	100%	100%
	Health nuisance and premise complaints are responded to within 1 working day.	100%	100%
To fulfil obligations as a District Licensing Committee	Percentage of licensed premises inspected.	100%	100%
	Percentage of applications processed within 25 working days (excluding hearings).	100%	100%
To monitor and enforce bylaws	Percentage of complaints responded to within 2 hours.	100%	100%
To ensure dogs are controlled	Percentage of known dogs registered	95%	81%
	Percentage of dog attack/wandering dog complaints responded to within an hour	100%	100%

## 5. Detailed Reporting Building Services

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

5.1.1 Compliance/Notices to Fix issued as a BCA  
No Notices to Fix were issued by the BCA in July 2023.

5.1.2 Lapsed Consents  
Section BC5 of the Quality Management System requires the BCA to check the files to identify consents issued 11 months previously, against which no inspections have been recorded. The check has been undertaken and no consents were lapsed in July 2023.

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

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

#### 5.1.4 Training needs analysis

One Building Control Officer is continuing studying towards his Diploma in Building Surveying. This is the final year of this programme of study.

Training in these areas is either currently still being delivered internally or awaiting training programmes to be delivered in conjunction with other Councils and will be delivered in coming months.

- AS/NZS1547:2012 On-site domestic wastewater management,
- Compliance Schedule/BWoF systems.
- CCC Certification with specified systems
- Undertaking BWoF Audits

#### 5.1.5 Internal audit/external audit timetable

During July one internal process audit was undertaken by the Council’s Quality Manager. Recommendations identified from the audit have been added to the continuous improvement register. The following regulation was audited:

Reg 7(2)(f) Code Compliance Certificates

## 5.2 Territorial Authority

### 5.2.1 Compliance Schedules/Building Warrants of Fitness

Two onsite BWoF audits were undertaken during July 2023. These related to Taranaki Diocesan School and Taranaki Regional Council. No existing Compliance Schedules were re-built in July 2023.

No notifications were issued for Warrant of Fitness renewal.

### 5.2.2 Swimming Pools

There are 86 swimming pools on the Council's swimming pool register. There is one that requires remediation work to achieve compliance.

### 5.2.3 Earthquake-Prone Buildings

The owners of buildings that have been identified as potentially being earthquake-prone were formally notified on 1 August. Letters were sent to the owners of 89 buildings informing them that their buildings may not meet the minimum seismic strength for buildings. After receiving a letter building owners have 12 months to provide a seismic assessment that determines whether the building is earthquake prone. Since the letters have gone out officers have received one report confirming a building as being earthquake prone, another confirming that a building is not earthquake prone and a third that is currently being reviewed.

### 5.2.4 Non-Standard Site Register Maintenance

No new sites were added to the non-standard site register in July 2023.

### 5.2.5 Notices to Fix/Other Compliance as a Territorial Authority

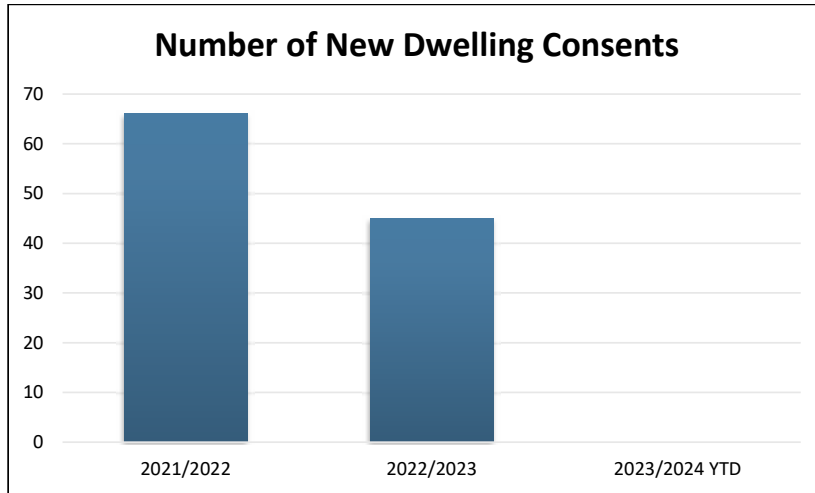
No Notices to Fix for unauthorised building works were issued by the Territorial Authority in July 2023.

## 5.3 Trends Analysis

### 5.3.1 Consents applied for by type:

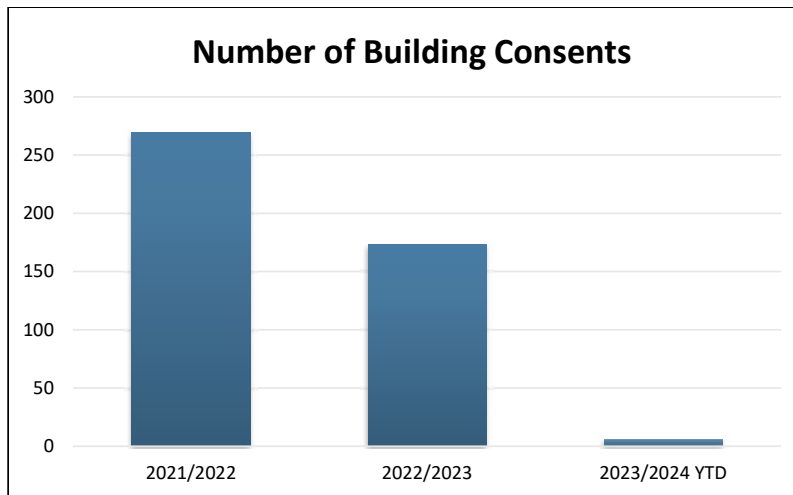
Type	Jul 2023	Jul 2022	2022/2023	2021/2022 Whole Year
<b>New Dwellings</b>	0	2	44	66
<b>Relocated dwellings</b>	0	0	15	9
<b>Relocated buildings other than dwellings</b>	0	0	0	0
<b>Fires</b>	3	4	55	83
<b>Pole sheds/accessory buildings</b>	2	1	26	50
<b>Additions/alterations – residential</b>	1	1	13	22
<b>New Commercial buildings</b>	0	0	5	10
<b>Additions/alterations – commercial</b>	0	3	10	14
<b>Other/miscellaneous</b>	0	0	5	15
<b>Total/s</b>	<b>6</b>	<b>11</b>	<b>173</b>	<b>269</b>

**New House indicator by year**



Year	New Dwellings
2021/2022	66
2022/2023	45
2023/2024	0

**Consent numbers by year**



Year	Building Consents
2021/2022	269
2022/2023	173
2023/2024 YTD	6



Blair Sutherland  
**Director - Environmental Services**



[Approved]  
Sven Hanne  
**Chief Executive**

**Date:** 15 August 2023

# MONTHLY REPORT

## Corporate Services Department



F22/55/04 – D23/34725

To: Policy and Services Committee  
 From: Director – Corporate Services  
 Date: 22 August 2023  
 Subject: Corporate Services Monthly Report – July 2023

### Recommendation

THAT the report be received.

/\_\_\_\_\_  
 Moved/Seconded

## 1. Financial Management

Reports attached, as at 31 July 2023, are:

- 1) Summary by Activity of the Year ended 30 June 2023
- 2) Statement of Comprehensive Revenue and Expenses (interim)
- 3) Expenditure and Revenue by Activity (interim)
- 4) Capital Expenditure Report (interim)
- 5) Treasury Report
- 6) Cashflow Forecast

### 1.1 Summary of Financial Results for the year ended 30 June 2023

*Net Result (interim only)*

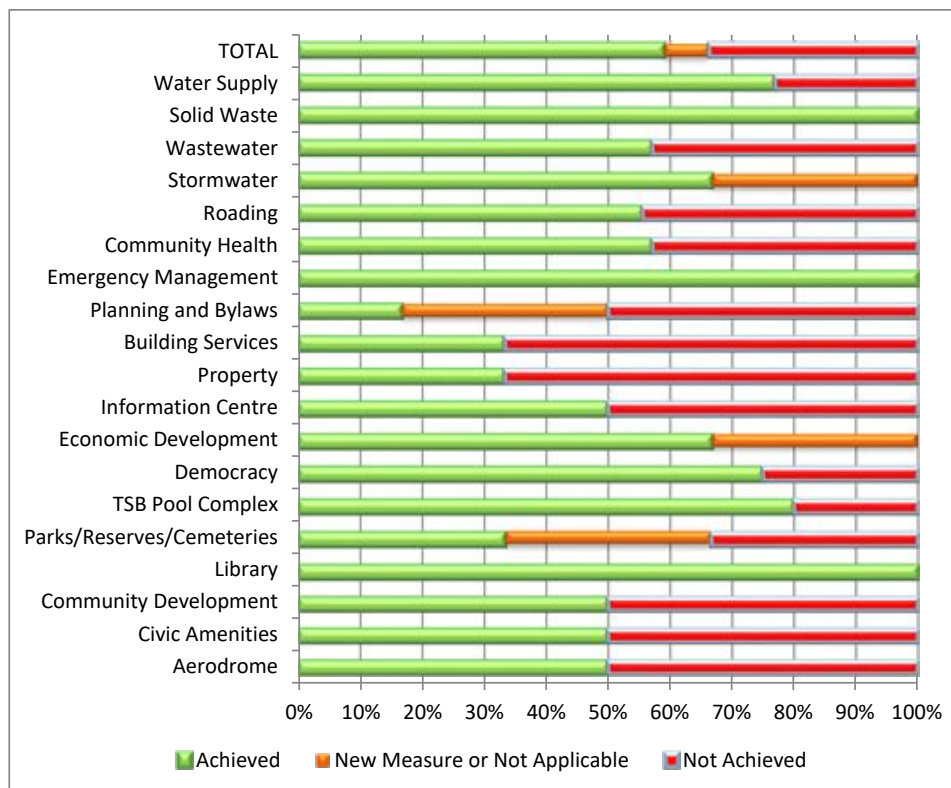
The annual audit process is underway and is on track to be completed by mid September. The Annual Report 2022/23 will be presented to the October Ordinary meeting for adoption, unless there are any major issues identified in the meantime.

The interim results for the 2022/23 financial year are showing:

	Actual \$000's	Budget \$000's
Net Surplus	\$3,070	\$5,039
Rates Revenue	\$15,040	\$14,845
Total Revenue	\$27,141	\$26,470
Total Operating Expenditure	\$24,071	\$21,431
Total Capital Expenditure	\$13,330	\$21,433

Included in the Net Surplus, \$3,684,910 is capital expenditure funding revenue from Waka Kotahi, and \$2,172,645 is Provincial Growth Funding from Ministry of Business Innovation and Employment for capital projects. Refer to Appendix 1 for a summary of the cost of services by Council Activity.

The following graph shows the non-financial performance measure outcomes for the year. The achievement rate of 60% (59 out of 99) is similar to the previous year's 61%. A separate information report will be presented to Council explaining the results.



**1.2 Financial Results for July Year to Date (YTD)**

Note - The financial results presented are for July only, being the first month of the financial year, and may not be representative of an average month.

*Revenue*

Total Revenue for the YTD is \$629,956 over budget, at **\$1,866,831**. Operating Revenue (excluding extraordinary revenue) is over budget for the YTD by \$387,135, at **\$1,624,010**.

Grant revenue includes a grant from the Toi Foundation of \$154,235 for swimming lessons for Wai-o-Rua and \$87,500 of provincial growth funding.

*Expenditure*

Total Expenditure for the YTD is \$177,177 under budget, at **\$2,105,863**. Direct Operating Expenditure is under budget for the YTD by \$175,992.

**1.2 Capital Expenditure Report**

Total capital expenditure funds available for the 2023/24 financial year is **\$22,500,541**. This is made up of budgeted capital expenditure as per the Annual Plan 2023/24 of \$16,457,145 and budgeted amounts brought forward from the previous year of \$6,043,396. Of the total budget available:

- \$6,339,561 is for replacing existing assets,
- \$15,034,649 is for new assets or improving existing assets, and
- \$1,126,331 is to cater for district growth.

Actual capital expenditure for the YTD is \$902,029.



### 1.3 Treasury Management

#### Summary

Gross Debt (LGFA)	\$	35,700,000
Term Deposits	\$	5,000,000
A&P Association Loan	\$	7,180,000
<b>Net Debt</b>	<b>\$</b>	<b>23,520,000</b>

Gross Council debt as at 31 July 2023 was \$35,700,000, an increase of \$2,000,000 from the previous month. However, a \$1,000,000 maturity in August 2023 was refinanced early, in July, in anticipation of increasing interest rates and to reduce administration costs.

Net debt is \$23,520,000 after netting off financial investments comprising of \$5,000,000 on term deposits with registered New Zealand banks, and the \$7,180,000 loan to the Stratford A&P Association.

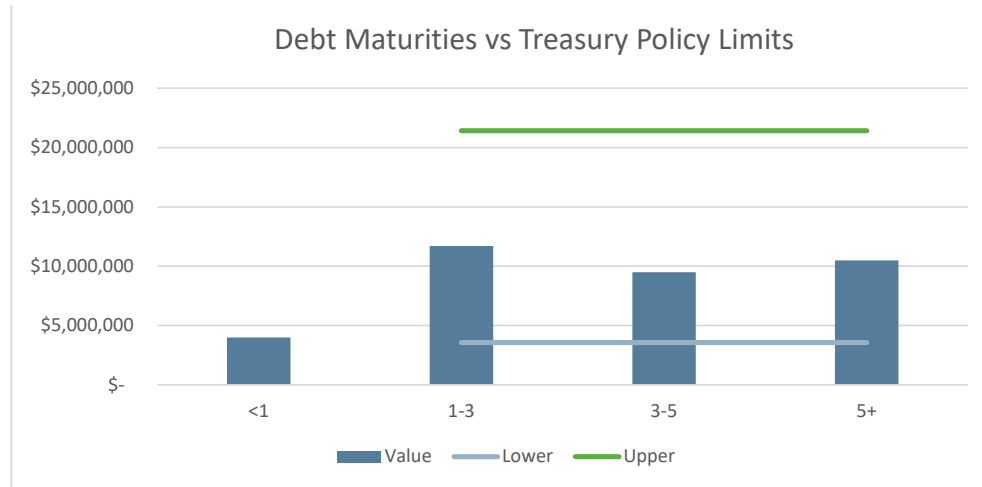
All debt covenants were met as at 31 July 2023.

	<i>Actual</i>	<i>Policy</i>
Actual Fixed Debt	100%	>60%
Actual Floating Debt	0%	<60%
Fixed 1-3 years	33%	10-60%
Fixed 3-5 years	27%	10-60%
Fixed >5 years	29%	5-60%
Debt Matures 1-3 years	33%	10-60%
Debt Matures 3-5 years	27%	10-60%
Debt Matures > 5 years	29%	10-60%
Debt Servicing to Revenue Ratio	3%	<10%
Net Debt to Revenue Ratio	76%	<130%
Liquidity Ratio	178%	>110%
Net Debt per Capita	\$ 2,381	<\$3,000
Net Debt per Ratepayer	\$ 4,772	N/A
Maximum Investment with Counterparty	\$ 4,000,000	N/A

#### Borrowings

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

The Net Debt to Revenue ratio is currently at 76% (Council's limit is 130%). Based on budgeted annual revenue for 2023/24 of \$31,101,000, **Net Debt** could increase to \$40,431,300 before breaching Council's limit as per the Treasury Management Policy.



Interest rates have remained at a similar level to the previous month. The latest LGFA borrowing rates as at 2 August 2023 are:

- 1 year 6.05%
- 5 years 5.70%
- 10 years 5.83%

The weighted average interest rate across all Council debt is currently at **3.37%**. The interest rate used for budgeting purposes for the Annual Plan 2023/24 is 3.45%.

The weighted average interest rate of all term deposits is **5.80%**.

**Cashflow Forecast**

As at the end of July 2023, Council had \$1,970,527 in the bank. Term deposits will increase to \$6,000,000

Further borrowing is expected over the next 12 months to cover cash shortfalls expected from October 2023 onwards.

**2.0 Revenue Management**

**2.1 Rates**

An update on outstanding rates will be provided in September. Rates invoices were issued in August and staff are working through recalculating direct debits, issuing letters to banks for previous year arrears where the ratepayer is not consistently making payments, and updating property information.

**2.2 Outstanding Debtors**

The Outstanding Debtors report as at 31 July is attached to this report. There are no areas for concern.

### 3.0 Information Technology

#### Information Technology Update

- IT is currently working through an annual audit with Deloitte. This year's audit appears to be more high-level focused on security controls, policy, and procedures.
- The annual hardware replacement program for Computer desktops, laptops, and monitors is underway. Equipment aged > 5 years is scheduled for replacement in September.
- Multi-Factor Authentication [MFA] for all staff logins is currently being implemented and will be turned on for all staff in the coming weeks. MFA offers an additional layer of security to our network users accessing systems remotely and is a requirement for Cyber Insurance. We are approximately 65% complete.

#### Information Management Update

- A further 36 rural property files have been digitized. Approximately 138 remain to be completed.
- Privacy Act training is once again being rolled out to all staff.



Tiffany Radich  
**Director, Corporate Services**



Approved By:  
Sven Hanne  
**Chief Executive**

**Date:** 15 August 2023

## 3 Summary Cost of Services - Council

FUNCTION	Revenue		Expenditure		Net Actual 2022/23 \$000	Net Budget 2022/23 \$000	Actual 2021/22 \$000
	Actual \$000	Budget \$000	Actual \$000	Budget \$000			
<b>Recreation and Facilities</b>							
Aerodrome	25	27	121	101	96	74	71
Civic Amenities	65	52	1,035	1,017	970	965	856
Pensioner Housing	67	79	162	143	95	63	41
Library	15	14	774	691	759	677	719
Parks and Reserves	8	9	931	757	923	748	690
Cemeteries	138	104	212	187	75	83	91
TSB Pool Complex	355	241	2,583	1,487	2,228	1,246	977
<b>Sub-Total</b>	<b>673</b>	<b>526</b>	<b>5,819</b>	<b>4,383</b>	<b>5,146</b>	<b>3,856</b>	<b>3,445</b>
<b>Democracy</b>							
Democracy	37	-	1,329	1,243	1,292	1,243	1,178
Corporate Support	131	85	-	-	(131)	(85)	(70)
<b>Sub-Total</b>	<b>168</b>	<b>85</b>	<b>1,329</b>	<b>1,243</b>	<b>1,162</b>	<b>1,158</b>	<b>1,108</b>
<b>Community Development</b>							
Economic Development	-	-	569	598	569	598	618
Community Services	36	34	693	437	657	404	410
Council Projects	-	-	31	-	31	-	13
Information Centre	62	39	220	287	158	248	204
Farm Investment	638	489	482	385	(156)	(104)	(111)
Holiday Park	3	3	3	2	(1)	(1)	(1)
Rental Properties	35	36	68	69	33	33	31
<b>Sub-Total</b>	<b>773</b>	<b>601</b>	<b>2,065</b>	<b>1,778</b>	<b>1,291</b>	<b>1,178</b>	<b>1,164</b>
<b>Environmental Services</b>							
Building Control	458	433	948	994	490	561	481
Dog Control	123	145	222	210	99	65	79
District Plan	-	-	213	208	213	208	187
Resource Consents	120	121	325	240	205	119	126
Bylaws	(15)	1	137	142	152	141	127
Environmental Health	33	31	200	166	167	135	136
Liquor Licensing	30	34	138	109	108	75	76
<b>Sub-Total</b>	<b>749</b>	<b>765</b>	<b>2,183</b>	<b>2,069</b>	<b>1,434</b>	<b>1,304</b>	<b>1,212</b>
<b>Civil Defence and Emergency Management</b>							
Civil defence and emergency management	-	-	320	343	320	343	333
<b>Sub-Total</b>	<b>-</b>	<b>-</b>	<b>320</b>	<b>343</b>	<b>320</b>	<b>343</b>	<b>333</b>
Roading	6,406	5,322	7,479	6,370	1,073	1,047	723
Business Unit	403	400	298	380	(105)	(20)	1
<b>Sub-Total</b>	<b>6,809</b>	<b>5,722</b>	<b>7,777</b>	<b>6,750</b>	<b>967</b>	<b>1,027</b>	<b>724</b>
<b>Stormwater</b>							
Stormwater	-	-	463	437	463	437	363
<b>Sub-Total</b>	<b>-</b>	<b>-</b>	<b>463</b>	<b>437</b>	<b>463</b>	<b>437</b>	<b>363</b>
<b>Wastewater (Sewerage)</b>							
Wastewater (Sewerage)	38	75	1,070	1,097	1,032	1,022	985
<b>Sub-Total</b>	<b>38</b>	<b>75</b>	<b>1,070</b>	<b>1,097</b>	<b>1,032</b>	<b>1,022</b>	<b>985</b>
<b>Solid Waste</b>							
Solid Waste	213	118	987	1,050	774	932	775
<b>Sub-Total</b>	<b>213</b>	<b>118</b>	<b>987</b>	<b>1,050</b>	<b>774</b>	<b>932</b>	<b>775</b>
<b>Water Supply</b>							
Water Supply	489	485	2,226	2,160	1,737	1,675	1,460
<b>Sub-Total</b>	<b>489</b>	<b>485</b>	<b>2,226</b>	<b>2,160</b>	<b>1,737</b>	<b>1,675</b>	<b>1,460</b>

## Statement of Comprehensive Revenue and Expense

For the Year to Date - July 2022

	July '23 Actual YTD	July '23 Budget YTD	Variance YTD	Total Budget 2023/24	July 22 Actual YTD
<b>Operating Revenue</b>					
Finance Revenue	\$35,599	\$27,000	\$8,599	\$324,000	\$26,745
Waka Kotahi NZTA Roothing Subsidy	\$663,898	\$380,833	\$283,065	\$4,570,000	\$651,947
Rates Revenue - excl water consumption rate	\$0	\$0	\$0	\$15,693,000	\$0
Water Supply - Consumption Charge	\$807	\$0	\$807	\$491,000	\$1,603
Sundry Revenue	\$452	\$1,917	(\$1,465)	\$55,000	\$462
Farm Milk Proceeds	\$17,465	\$51,333	(\$33,868)	\$616,000	\$23,146
User Charges for Services	\$1,060,024	\$775,792	\$284,232	\$2,638,000	\$707,008
<b>Total Operating Revenue</b>	<b>\$1,778,245</b>	<b>\$1,236,875</b>	<b>\$541,370</b>	<b>\$24,387,000</b>	<b>\$1,410,911</b>
<b>Extraordinary Revenue</b>					
Grant Funding	\$87,500	\$0	\$87,500	\$6,611,000	\$0
Financial Contributions	\$1,086	\$0	\$1,086	\$0	\$28,695
Other Revenue	\$0	\$0	\$0	\$0	\$4,318
Dividends	\$0	\$0	\$0	\$103,000	\$0
<b>Total Extraordinary Revenue</b>	<b>\$88,586</b>	<b>\$0</b>	<b>\$88,586</b>	<b>\$6,714,000</b>	<b>\$33,013</b>
<b>Total Revenue</b>	<b>\$1,866,831</b>	<b>\$1,236,875</b>	<b>\$629,956</b>	<b>\$31,101,000</b>	<b>\$1,443,924</b>
<b>Operating Expenditure</b>					
Personnel Costs	\$468,414	\$445,308	(\$23,106)	\$5,789,000	\$380,239
Other Direct Operating Costs	\$997,800	\$1,196,898	\$199,098	\$11,687,000	\$1,210,207
<b>Total Operating Expenditure</b>	<b>\$1,466,214</b>	<b>\$1,642,206</b>	<b>\$175,992</b>	<b>\$17,476,000</b>	<b>\$1,590,446</b>
<b>Other Operating Expenditure</b>					
Depreciation	\$537,417	\$537,417	\$0	\$6,449,000	\$446,250
Finance Costs	\$102,232	\$103,417	\$1,185	\$1,241,000	\$68,548
<b>Total Other Expenditure</b>	<b>\$639,649</b>	<b>\$640,833</b>	<b>\$1,185</b>	<b>\$7,690,000</b>	<b>\$514,798</b>
<b>Total Expenditure</b>	<b>\$2,105,863</b>	<b>\$2,283,039</b>	<b>\$177,177</b>	<b>\$25,166,000</b>	<b>\$2,105,244</b>
<b>Net Surplus (Deficit)</b>	<b>(\$239,032)</b>	<b>(\$1,046,164)</b>	<b>\$807,133</b>	<b>\$5,935,000</b>	<b>(\$661,320)</b>

### Capital Revenue/Expenditure is made up of:

NZTA Funding for Roothing capital projects	\$412,834	\$269,890
Provincial Growth Funding	\$87,500	\$0
Community Grants and Donations	\$0	\$0
	\$500,334	\$269,890

**Adjusted Net Surplus/(Deficit)\***                      **(\$739,366)**      **(\$1,316,055)**      \$576,689

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

## Expenditure and Revenue by Activity

For the Year to Date - July 2022

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

Revenue includes user charges, water revenue by meter, and sundry revenue as per Comprehensive report

	July '23 Actual YTD	July '23 Budget YTD	Variance YTD	Total Budget 2023/24	July 22 Actual YTD
<b><u>Recreation and Facilities</u></b>					
<b>Aerodrome</b>					
Expenditure	\$8,695	\$13,107	\$4,412	\$135,000	\$10,569
Revenue	\$541	\$2,250	(\$1,709)	\$27,000	\$4,280
Net cost of activity	\$8,154	\$10,857	\$2,703	\$108,000	\$6,289
<b>Civic Amenities</b>					
Expenditure	\$40,430	\$91,885	\$51,455	\$529,000	\$132,226
Revenue	\$1,031	\$4,500	(\$3,469)	\$54,000	\$8,054
Net cost of activity	\$39,399	\$87,385	\$47,986	\$475,000	\$124,172
<b>Pensioner Housing</b>					
Expenditure	\$7,663	\$20,140	\$12,477	\$121,000	\$13,338
Revenue	\$0	\$6,417	(\$6,417)	\$77,000	\$6,195
Net cost of activity	\$7,663	\$13,723	\$6,060	\$44,000	\$7,143
<b>Library</b>					
Expenditure	\$51,340	\$49,586	(\$1,754)	\$495,000	\$65,680
Revenue	\$6,220	\$1,250	\$4,970	\$15,000	\$14,671
Net cost of activity	\$45,120	\$48,336	\$3,216	\$480,000	\$51,009
<b>Parks and Reserves</b>					
Expenditure	\$60,463	\$81,144	\$20,681	\$724,000	\$70,369
Revenue	\$0	\$750	(\$750)	\$9,000	\$1,971
Net cost of activity	\$60,463	\$80,394	\$19,931	\$715,000	\$68,398
<b>Cemeteries</b>					
Expenditure	\$19,367	\$18,083	(\$1,284)	\$209,000	\$18,242
Revenue	\$1,607	\$12,083	(\$10,476)	\$145,000	\$10,478
Net cost of activity	\$17,760	\$6,000	(\$11,760)	\$64,000	\$7,764
<b>TSB Pool Complex</b>					
Expenditure	\$151,119	\$224,464	\$73,345	\$1,976,000	\$102,402
Revenue	\$198,342	\$32,667	\$165,675	\$392,000	\$18,654
Net cost of activity	-\$47,223	\$191,797	\$239,020	\$1,584,000	\$83,748
<b><u>Democracy and Corporate Support</u></b>					
Expenditure	\$114,183	\$112,930	(\$1,253)	\$1,279,000	\$113,135
Revenue	\$36,936	\$13,583	\$23,353	\$140,000	\$26,707
Net cost of activity	\$77,247	\$99,347	\$22,100	\$1,139,000	\$86,428
<b><u>Community Development</u></b>					
<b>Community Services</b>					
Expenditure	\$51,596	\$35,333	(\$16,263)	\$496,000	\$33,763
Revenue	\$103,254	\$0	\$103,254	\$0	\$12,436
Net cost of activity	-\$51,658	\$35,333	\$86,991	\$496,000	\$21,327
<b>Economic Development</b>					
Expenditure	\$56,355	\$54,216	(\$2,139)	\$626,000	\$30,560
Revenue	\$0	\$0	\$0	\$0	\$0
Net cost of activity	\$56,355	\$54,216	(\$2,139)	\$626,000	\$30,560
<b>Information Centre</b>					
Expenditure	\$11,595	\$22,966	\$11,371	\$251,000	\$24,520
Revenue	\$5,078	\$5,417	(\$339)	\$65,000	\$3,930

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

Revenue includes user charges, water revenue by meter, and sundry revenue as per Comprehensive report

	July '23 Actual YTD	July '23 Budget YTD	Variance YTD	Total Budget 2023/24	July 22 Actual YTD
Net cost of activity	\$6,517	\$17,550	\$11,033	\$186,000	\$20,590
<b>Rental Properties</b>					
Expenditure	\$3,204	\$6,751	\$3,547	\$44,000	\$6,112
Revenue	\$2,934	\$3,083	(\$149)	\$37,000	\$2,934
Net cost of activity	\$270	\$3,668	\$3,398	\$7,000	\$3,178
<b>Farm</b>					
Expenditure	\$5,905	\$38,899	\$32,994	\$345,000	\$17,807
Revenue	\$17,465	\$51,333	(\$33,868)	\$616,000	\$23,146
Net cost of activity	-\$11,560	-\$12,434	(\$874)	-\$271,000	-\$5,339
<b>Holiday Park</b>					
Expenditure	\$121	\$167	\$46	\$2,000	\$190
Revenue	\$0	\$0	\$0	\$3,000	\$0
Net cost of activity	\$121	\$167	\$46	-\$1,000	\$190
<b><u>Environmental Services</u></b>					
<b>Building Control</b>					
Expenditure	\$58,698	\$86,827	\$28,129	\$1,008,000	\$84,138
Revenue	\$51,373	\$43,583	\$7,790	\$523,000	\$49,722
Net cost of activity	\$7,325	\$43,244	\$35,919	\$485,000	\$34,416
<b>District Plan</b>					
Expenditure	\$11,789	\$62,167	\$50,378	\$746,000	\$17,386
Net cost of activity	\$11,789	\$62,167	\$50,378	\$746,000	\$17,386
<b>Resource Consents</b>					
Expenditure	\$20,815	\$30,783	\$9,968	\$353,000	\$22,533
Revenue	\$3,086	\$10,500	(\$7,414)	\$126,000	\$9,953
Net cost of activity	\$17,729	\$20,283	\$2,554	\$227,000	\$12,580
<b>Food and Health</b>					
Expenditure	\$15,499	\$16,300	\$801	\$189,000	\$17,460
Revenue	\$13,376	\$17,500	(\$4,124)	\$35,000	\$9,146
Net cost of activity	\$2,123	-\$1,200	(\$3,323)	\$154,000	\$8,314
<b>Alcohol Licensing</b>					
Expenditure	\$7,474	\$10,333	\$2,859	\$124,000	\$11,159
Revenue	\$1,184	\$2,833	(\$1,649)	\$34,000	\$1,735
Net cost of activity	\$6,290	\$7,500	\$1,210	\$90,000	\$9,424
<b>Parking and Other Bylaws</b>					
Expenditure	\$10,164	\$12,833	\$2,669	\$154,000	\$9,900
Revenue	\$20	\$83	(\$63)	\$1,000	-\$11
Net cost of activity	\$10,144	\$12,750	\$2,606	\$153,000	\$9,911
<b>Animal Control</b>					
Expenditure	\$23,609	\$20,881	(\$2,728)	\$235,000	\$20,201
Revenue	\$110,662	\$120,125	(\$9,463)	\$167,000	\$91,103
Net cost of activity	-\$87,053	-\$99,244	(\$12,191)	\$68,000	-\$70,902
<b>Civil Defence</b>					
Expenditure	\$54,700	\$55,917	\$1,217	\$431,000	\$44,612
Net cost of activity	\$54,700	\$55,917	\$1,217	\$431,000	\$44,612
<b><u>Assets</u></b>					
<b>Roading</b>					
Expenditure	\$470,656	\$335,083	(\$135,573)	\$4,021,000	\$511,998
Revenue	\$1,147,689	\$864,833	\$282,856	\$5,208,000	\$1,055,877

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

Revenue includes user charges, water revenue by meter, and sundry revenue as per Comprehensive report

	July '23 Actual YTD	July '23 Budget YTD	Variance YTD	Total Budget 2023/24	July 22 Actual YTD
Net cost of activity	-\$677,033	-\$529,750	\$147,283	-\$1,187,000	-\$543,879
<b>Stormwater</b>					
Expenditure	\$25,109	\$16,160	(\$8,949)	\$198,000	\$18,777
Revenue	\$0	\$0	\$0	\$0	\$0
Net cost of activity	\$25,109	\$16,160	(\$8,949)	\$198,000	\$18,777
<b>Wastewater (Sewerage)</b>					
Expenditure	\$41,669	\$47,667	\$5,998	\$572,000	\$45,715
Revenue	\$3,830	\$2,917	\$913	\$35,000	\$5,697
Net cost of activity	\$37,839	\$44,750	\$6,911	\$537,000	\$40,018
<b>Solid Waste</b>					
Expenditure	\$24,319	\$82,907	\$58,588	\$1,001,000	\$67,941
Revenue	\$37,211	\$14,167	\$23,044	\$170,000	\$25,423
Net cost of activity	-\$12,892	\$68,741	\$81,633	\$831,000	\$42,518
<b>Water Supply</b>					
Expenditure	\$119,677	\$94,675	(\$25,003)	\$1,178,000	\$135,464
Revenue	\$807	\$0	\$807	\$491,000	\$1,603
Net cost of activity	\$118,870	\$94,675	(\$24,196)	\$687,000	\$133,861
<b>Total Activity Expenditure</b>	\$1,466,214	\$1,642,206	\$175,992	\$17,442,000	\$1,646,197
<b>Total Activity Revenue</b>	\$1,742,646	\$1,209,875	\$532,771	\$8,370,000	\$1,383,704
<b>Net Cost of Activities</b>	-\$276,432	\$432,331	\$708,763	\$9,072,000	\$262,493



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**CAPITAL EXPENDITURE SUMMARY BY ACTIVITY AS AT 31 JULY 2023**

**Grant funded**

Council Activity	Project Description	2023/24 Annual Plan Budget (a)	Carry-forwards and adjustments	Total Funds Available (a + b)	2023/24 Actual Expenditure YTD	Projected year end forecast	2023/24 Projected under/(over) spend	Project Completion %	Expected Project Completion Date	Status of each Project
<b>GROWTH - to meet additional demand</b>										
Economy	Proposed Council subdivision	1,049,000	77,331	1,126,331	0	1,126,331	0	0%	By 30 June 2024	
<b>Total Growth Expenditure</b>		<b>1,049,000</b>	<b>77,331</b>	<b>1,126,331</b>	<b>0</b>	<b>1,126,331</b>	<b>0</b>			
<b>LEVEL OF SERVICE - to improve the level of service on an existing asset or provide an additional asset to increase a service level</b>										
Roading	Transport Choices Projects	7,700,000	0	7,700,000	11,040	7,700,000	0	0%	By 30 June 2024	80% of the cost is covered by the Transport Choices funding
Roading	Road to Zero	0	588,366	588,366	25,815	30,000	558,366	0%	By 30 June 2024	Budget adjusted to match funding from Waka Kotahi
Roading	Walking and Cycling Strategy - footpath improvements	156,000	0	156,000	0	156,000	0	0%	By 30 June 2024	
Solid Waste	Healthy homes upgrade	7,000	0	7,000	0	7,000	0	0%	By 30 June 2024	
Stormwater	Reticulation Capacity Increase	143,300	177,322	320,622	0	320,622	0	0%	By 30 June 2024	
Stormwater	Silt retention lake bypass	265,400	0	265,400	0	265,400	0	0%	By 30 June 2024	
Stormwater	Modelling	0	6,363	6,363	0	6,363	0	0%	By 30 June 2024	
Stormwater	Safety improvements	124,600	224,877	349,477	0	349,477	0	0%	By 30 June 2024	
Wastewater	Reticulation capacity increase	159,300	200,223	359,523	0	359,523	0	0%	By 30 June 2024	
Wastewater	Camper van drainage facility	7,900	0	7,900	0	7,900	0	0%	By 30 June 2024	
Wastewater	Stage 2 treatment upgrade	5,300	0	5,300	0	5,300	0	0%	By 30 June 2024	
Wastewater	Modelling	0	9,483	9,483	118	9,483	0	0%	By 30 June 2024	
Wastewater	Inflow and infiltration programme	159,300	122,152	281,452	92,787	281,452	0	0%	By 30 June 2024	
Wastewater	Treatment plant upgrade	0	325,493	325,493	0	325,493	0	0%	By 30 June 2024	
Water Supply	Water meter upgrade	337,100	509,751	846,851	3,612	846,851	0	0%	By 30 June 2024	
Water Supply	Steetwork ridermains	31,800	0	31,800	0	31,800	0	0%	By 30 June 2024	
Water Supply	Raw water delivery line	0	1,968,698	1,968,698	0	1,968,698	0	0%	By 30 June 2024	
Water Supply	Raw water analyser	0	28,230	28,230	0	28,230	0	0%	By 30 June 2024	
Water Supply	Generator for treatment plant	0	9,819	9,819	396	9,819	0	0%	By 30 June 2024	
Parks and Reserves	Broadway Roundabout Gardens upgrade	0	60,000	60,000	0	60,000	0	0%	By 30 June 2024	
Parks and Reserves	Walkway development	20,000	0	20,000	0	20,000	0	0%	By 30 June 2024	
Parks and Reserves	Skate Park upgrade - Victoria Park	0	0	0	0	0	0	0%	By 30 June 2024	
Parks and Reserves	Skate Park upgrade - Victoria Park	0	0	0	0	0	0	0%	By 30 June 2024	
Parks and Reserves	Park development	13,600	0	13,600	0	13,600	0	0%	By 30 June 2024	
Parks and Reserves - Cemetery	Midhirst cemetery pathway upgrade	31,400	0	31,400	0	31,400	0	0%	By 30 June 2024	
Swimming Pool	Play equipment	0	0	0	8,860	10,000	(10,000)	0%	By 30 June 2024	
Civic Amenities	Stratford 2035	482,345	979,056	1,461,401	0	1,461,401	0	0%	By 30 June 2024	
Civic Amenities	WMC - carpark lighting upgrade	57,600	0	57,600	0	57,600	0	0%	By 30 June 2024	
Civic Amenities	TET Stadium improvements	52,400	24,671	77,071	0	77,071	0	0%	By 30 June 2024	
Pensioner Housing	Healthy homes upgrade	29,500	0	29,500	0	29,500	0	0%	By 30 June 2024	
Farm	Water lines and trough upgrade	12,600	0	12,600	0	12,600	0	0%	By 30 June 2024	
Farm	Landscaping / riparian planting	3,700	0	3,700	0	3,700	0	0%	By 30 June 2024	
<b>Total Level of Service Expenditure</b>		<b>9,800,145</b>	<b>5,234,504</b>	<b>15,034,649</b>	<b>142,628</b>	<b>14,486,283</b>	<b>548,366</b>			
<b>REPLACEMENTS - replaces an existing asset with the same level of service provided</b>										
Roading - Financially assisted NZTA	Unsealed Road metalling (includes forestry roads)	750,000	(100,000)	650,000	242,715	650,000	0	0%	By 30 June 2024	Budget adjusted to match funding from Waka Kotahi
Roading - Financially assisted NZTA	Sealed Road resurfacing	880,000	(461,476)	418,524	65,800	418,524	0	0%	By 30 June 2024	Budget adjusted to match funding from Waka Kotahi

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Council Activity	Project Description	2023/24 Annual Plan Budget (a)	Carry-forwards and adjustments	Total Funds Available (a + b)	2023/24 Actual Expenditure YTD	Projected year end forecast	2023/24 Projected under/(over) spend	Project Completion %	Expected Project Completion Date	Status of each Project
Roading - Financially assisted NZTA	Drainage Renewals	680,000	(80,000)	600,000	137,734	600,000	0	0%	By 30 June 2024	Budget adjusted to match funding from Waka Kotahi
Roading - Financially assisted NZTA	Pavement Rehabilitation	700,000	(50,000)	650,000	42,300	650,000	0	0%	By 30 June 2024	Budget adjusted to match funding from Waka Kotahi
Roading - Financially assisted NZTA	Structure Components Replacement	530,000	376,477	906,477	50,240	906,477	0	0%	By 30 June 2024	Budget adjusted to match funding from Waka Kotahi
Roading - Financially assisted NZTA	Traffic Servcies Renewals	130,000	(20,000)	110,000	4,700	110,000	0	0%	By 30 June 2024	Budget adjusted to match funding from Waka Kotahi
Roading - Financially assisted NZTA	Footpath renewals	150,000	(110,000)	40,000	0	40,000	0	0%	By 30 June 2024	Budget adjusted to match funding from Waka Kotahi
Roading - Financially assisted NZTA	Low cost low risk safety	575,000	46,614	621,614	62,702	621,614	0	0%	By 30 June 2024	Budget adjusted to match funding from Waka Kotahi
Roading - Financially assisted NZTA	Sealed Road resurfacing-Special purpose	0	60,000	60,000	0	60,000	0	0%	By 30 June 2024	Budget adjusted to match funding from Waka Kotahi
Roading - Financially assisted NZTA	Unsealed Road resurfacing-Special purpose	0	10,000	10,000	0	10,000	0	0%	By 30 June 2024	Budget adjusted to match funding from Waka Kotahi
Roading - Financially assisted NZTA	Drainage Renewals-Special purpose	0	10,000	10,000	27,309	10,000	(30,000)	0%	By 30 June 2024	Budget adjusted to match funding from Waka Kotahi
Roading - Financially assisted NZTA	Traffic services renewals-Special purpose	60,000	5,000	65,000	0	65,000	0	0%	By 30 June 2024	Budget adjusted to match funding from Waka Kotahi
Roading - Financially assisted NZTA	Low cost low risk safety - Special purpose roads	0	54,458	54,458	0	54,458	0	0%	By 30 June 2024	Budget adjusted to match funding from Waka Kotahi
Stormwater	Reticulation Renewals	56,000	101,983	157,983	0	157,983	0	0%	By 30 June 2024	
Wastewater	Step / aerate treatment renewals	31,800	0	31,800	0	31,800	0	0%	By 30 June 2024	
Wastewater	Pumps and electrics	31,800	0	31,800	0	31,800	0	0%	By 30 June 2024	
Wastewater	Bulk discharge	0	18,262	18,262	0	18,262	0	0%	By 30 June 2024	
Wastewater	Infiltration renewals	194,300	157,495	351,795	95,258	351,795	0	0%	By 30 June 2024	
Water Supply	Laterals	32,500	0	32,500	23,546	32,500	0	0%	By 30 June 2024	
Water Supply	Stratford street work rider mains	270,700	0	270,700	0	270,700	0	0%	By 30 June 2024	
Water Supply	Infrastructural general - Stratford	26,100	0	26,100	0	26,100	0	0%	By 30 June 2024	
Water Supply	Infrastructural general - Midhirst	3,400	0	3,400	0	3,400	0	0%	By 30 June 2024	
Water Supply	Toko bore	0	134,500	134,500	0	134,500	0	0%	By 30 June 2024	
Water Supply	Reservoir overflow to pond	0	74,042	74,042	0	74,042	0	0%	By 30 June 2024	
Water Supply	Infrastructural general - Toko	1,800	0	1,800	0	1,800	0	0%	By 30 June 2024	
Water Supply	Stratford reservoir	0	38,669	38,669	0	38,669	0	0%	By 30 June 2024	
Water Supply	Midhirst reservoir	0	26,838	26,838	0	26,838	0	0%	By 30 June 2024	
Water Supply	Membranes	0	146,044	146,044	0	146,044	0	0%	By 30 June 2024	
Water Supply	Meter replacements	53,100	57,750	110,850	0	110,850	0	0%	By 30 June 2024	
Water Supply	Midhirst resource consent	106,200	197,040	303,240	0	303,240	0	0%	By 30 June 2024	
Water Supply	Hydrants	15,700	0	15,700	987	15,700	0	0%	By 30 June 2024	
Parks and Reserves	Replace septic tank - Whangamomona Camp Ground	121,000	15,778	136,778	0	136,778	0	0%	By 30 June 2024	
Civic Amenities	WMC - replace furniture	3,100	0	3,100	0	3,100	0	0%	By 30 June 2024	
Miranda Street Office	Furniture Replacement	3,100	0	3,100	0	3,100	0	0%	By 30 June 2024	
Miranda Street Office	Partial roof replacement	31,400	0	31,400	0	31,400	0	0%	By 30 June 2024	
Corporate	Computers/Peripherals/ Software	131,000	0	131,000	6,110	131,000	0	0%	By 30 June 2024	
Corporate	Vehicle Replacement (after trade in)	20,000	22,087	42,087	0	42,087	0	0%	By 30 June 2024	
Corporate	Miscellaneous	20,000	0	20,000	0	20,000	0	0%	By 30 June 2024	
<b>Total Replacement Expenditure</b>		<b>5,608,000</b>	<b>731,561</b>	<b>6,339,561</b>	<b>759,401</b>	<b>6,369,561</b>	<b>(30,000)</b>			
<b>TOTAL EXPENDITURE</b>		<b>\$16,457,145</b>	<b>\$6,043,396</b>	<b>\$22,500,541</b>	<b>\$902,029</b>	<b>\$21,982,175</b>	<b>\$518,366</b>			

49586.08696

LIABILITIES AND INVESTMENTS STATEMENT AS AT 31 JULY 2023					
<b>Public Debt Statement</b>					
Lender	Amount	Interest Rate	Term (Years)	Date Drawn	Maturity Date
LGFA	\$ 1,000,000	4.12%	1	12/08/2022	15/08/2023
LGFA	\$ 1,000,000	1.14%	3	19/04/2021	15/04/2024
LGFA	\$ 2,000,000	2.53%	5	10/05/2019	10/05/2024
LGFA	\$ 2,000,000	3.38%	7	27/08/2018	15/04/2025
LGFA	\$ 4,000,000	4.22%	3	12/08/2022	15/04/2025
LGFA - A&P	\$ 3,700,000	1.04%	5	21/12/2020	21/12/2025
LGFA	\$ 1,000,000	1.67%	5	19/04/2021	15/04/2026
LGFA	\$ 1,000,000	2.02%	6	7/04/2020	15/04/2026
LGFA	\$ 1,000,000	1.38%	7	11/05/2020	15/04/2027
LGFA	\$ 2,000,000	4.17%	5	14/04/2022	15/04/2027
LGFA	\$ 1,500,000	3.65%	9	27/08/2018	15/04/2027
LGFA	\$ 1,000,000	2.12%	7	19/04/2021	15/05/2028
LGFA	\$ 1,000,000	4.23%	6	12/08/2022	15/05/2028
LGFA	\$ 2,000,000	4.26%	6	14/04/2022	15/05/2028
LGFA	\$ 1,000,000	5.50%	5	24/05/2023	15/05/2028
LGFA	\$ 1,000,000	5.49%	6	24/05/2023	20/04/2029
LGFA	\$ 1,000,000	5.66%	6	10/07/2023	20/04/2029
LGFA	\$ 3,000,000	5.67%	7	10/07/2023	15/05/2030
LGFA	\$ 2,000,000	4.30%	9	14/04/2022	15/05/2031
LGFA - A&P	\$ 3,500,000	1.87%	12	21/12/2020	21/12/2032
	<b>\$ 35,700,000</b>	<b>3.37%</b>			
<b>Internal Debt Register</b>					
Activity	Amount	Start Date	Term	Interest Rate	Details
Water Supply	\$ 1,190,795	2013	N/a	3.37%	Water treatment plant
Farm	\$ 1,909,228	2016	N/a	3.37%	As at 1 July 2023
<b>Committed Cash Facilities</b>					
Lender	Facility Value	Outstanding	Rate		
TSB Bank	\$ 1,000,000	\$ -	BKBM* + 3%		
	<b>\$ 1,000,000</b>				
<b>Investment Statement</b>					
Investee	Amount	Interest Rate	Term (Days)	Start	End
Westpac	\$ 1,000,000	5.52%	120	12/04/2023	10/08/2023
ASB	\$ 1,000,000	5.83%	120	12/06/2023	10/10/2023
ASB	\$ 1,000,000	5.83%	117	15/06/2023	10/10/2023
ASB	\$ 2,000,000	5.93%	120	13/07/2023	10/11/2023
A&P Association	\$ 3,680,000	1.29%	1826	22/12/2020	22/12/2025
A&P Association	\$ 3,500,000	2.12%	4383	22/12/2020	22/12/2032
	<b>\$ 12,180,000</b>	<b>3.38%</b>			
<b>Shareholdings Statement</b>					
	No. of Shares	Share Price	Value of Shares		
Fonterra	158,716	\$ 3.19	\$ 506,304		
Ravensdown	21,820	\$ 1.00	\$ 21,820		
Civic Financial	65,608	\$ 0.99	\$ 64,952		
			<b>\$ 593,076</b>		
<b>Other Investments</b>					
	Date Drawn	Amount	Interest Rate	Details	
Vendor loan to EBS Trust	2020	\$ 190,000	LGFA rate plus 0.25%, currently 6.125%	Repayable - June 2024	

\*BKBM - The Bank Bill Market Rate is a short term interest rate used widely in NZ as a benchmark for pricing debt.

### CASHFLOW FORECAST FOR THE YEAR ENDED JULY 2024

	Jul-23	Actual Jul-24	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	12 Month
<b>OPENING BALANCE</b>	<b>686,704</b>	<b>686,704</b>	<b>1,970,527</b>	<b>2,197,411</b>	<b>1,055,411</b>	<b>199,358</b>	<b>1,374,358</b>	<b>252,358</b>	<b>537,358</b>	<b>2,397,358</b>	<b>1,380,377</b>	<b>340,377</b>	<b>2,353,877</b>	<b>253,247</b>	<b>14,312,011</b>
Rates	700,000	472,156	3,500,000	600,000	550,000	3,500,000	320,000	320,000	3,200,000	620,000	600,000	3,500,000	655,000	500,000	17,865,000
NZTA Refunds	1,142,617	1,142,617	763,484	600,000	650,000	275,000	600,000	500,000	600,000	1,100,000	550,000	330,000	290,000	1,100,000	7,358,484
Fees and Charges	450,000	410,913	415,000	300,000	400,000	500,000	300,000	400,000	350,000	415,000	380,000	450,000	430,000	400,000	4,740,000
Interest Revenue	1 35,698	35,698	35,000	73,000	30,000	30,000	73,000	30,000	30,000	53,019	30,000	3,500	46,000	36,000	469,519
Other Revenue	2 -	-	-	1,560,000	-	-	1,560,000	-	-	1,560,000	-	-	30,335	-	4,710,335
<b>Total Cash In</b>	<b>2,328,315</b>	<b>2,061,383</b>	<b>4,713,484</b>	<b>3,133,000</b>	<b>1,630,000</b>	<b>4,305,000</b>	<b>2,853,000</b>	<b>1,250,000</b>	<b>4,180,000</b>	<b>3,748,019</b>	<b>1,560,000</b>	<b>4,283,500</b>	<b>1,451,335</b>	<b>2,036,000</b>	<b>35,143,338</b>
Salaries and Wages / Elected Members	515,000	502,473	566,000	515,000	560,000	560,000	515,000	515,000	400,000	515,000	500,000	500,000	500,000	500,000	6,146,000
Payments to Suppliers - Operating	900,000	840,962	700,000	700,000	700,000	700,000	700,000	800,000	900,000	1,000,000	900,000	700,000	1,000,000	850,000	9,650,000
Major contract payments	1,400,000	1,314,185	1,200,000	2,760,000	1,000,000	1,200,000	2,760,000	1,200,000	1,000,000	2,960,000	1,200,000	1,100,000	2,000,000	1,200,000	19,580,000
Interest Expense	-	-	20,600	-	226,053	170,000	-	-	20,000	-	-	170,000	51,965	-	658,618
GST Paid / (Received)	150,000	119,939	-	300,000	-	500,000	-	450,000	-	290,000	-	200,000	-	-	1,340,000
<b>Total Cash Out</b>	<b>2,965,000</b>	<b>2,777,560</b>	<b>2,486,600</b>	<b>4,275,000</b>	<b>2,486,053</b>	<b>3,130,000</b>	<b>3,975,000</b>	<b>2,965,000</b>	<b>2,320,000</b>	<b>4,765,000</b>	<b>2,600,000</b>	<b>2,270,000</b>	<b>3,551,965</b>	<b>2,550,000</b>	<b>37,374,618</b>
(Increase)/Reduce Financial Investments	-	-	- 1,000,000	-	-	-	-	-	-	-	-	-	-	-	1,000,000
Borrowing /(Repaying) Loans	-	2,000,000	- 1,000,000	-	-	-	-	2,000,000	-	-	-	-	-	1,000,000	2,000,000
<b>CLOSING BALANCE</b>	<b>50,019</b>	<b>1,970,527</b>	<b>2,197,411</b>	<b>1,055,411</b>	<b>199,358</b>	<b>1,374,358</b>	<b>252,358</b>	<b>537,358</b>	<b>2,397,358</b>	<b>1,380,377</b>	<b>340,377</b>	<b>2,353,877</b>	<b>253,247</b>	<b>739,247</b>	<b>14,362,030</b>
<b>Net Debt</b>	<b>21,520,000</b>	<b>23,520,000</b>	<b>21,520,000</b>	<b>21,520,000</b>	<b>21,520,000</b>	<b>21,520,000</b>	<b>21,520,000</b>	<b>23,520,000</b>	<b>23,520,000</b>	<b>23,520,000</b>	<b>23,520,000</b>	<b>23,520,000</b>	<b>23,520,000</b>	<b>24,520,000</b>	
<b>Gross Debt</b>	<b>33,700,000</b>	<b>35,700,000</b>	<b>34,700,000</b>	<b>34,700,000</b>	<b>34,700,000</b>	<b>34,700,000</b>	<b>34,700,000</b>	<b>36,700,000</b>	<b>36,700,000</b>	<b>36,700,000</b>	<b>36,700,000</b>	<b>36,700,000</b>	<b>36,700,000</b>	<b>37,700,000</b>	
<b>Investments - Term Deposits</b>	<b>5,000,000</b>	<b>5,000,000</b>	<b>6,000,000</b>	<b>6,000,000</b>	<b>6,000,000</b>	<b>6,000,000</b>	<b>6,000,000</b>	<b>6,000,000</b>	<b>6,000,000</b>	<b>6,000,000</b>	<b>6,000,000</b>	<b>6,000,000</b>	<b>6,000,000</b>	<b>6,000,000</b>	
<b>Investments - A &amp; P Loan</b>	<b>7,180,000</b>	<b>7,180,000</b>	<b>7,180,000</b>	<b>7,180,000</b>	<b>7,180,000</b>	<b>7,180,000</b>	<b>7,180,000</b>	<b>7,180,000</b>	<b>7,180,000</b>	<b>7,180,000</b>	<b>7,180,000</b>	<b>7,180,000</b>	<b>7,180,000</b>	<b>7,180,000</b>	

**Notes re Cashflow Forecast:**

1. A&P Interest on Loan due every quarter
2. DIA Transitional Funding, and Transport Choices funding expected.

## Outstanding Debtors as at 31 July 2023

Category	Total Outstanding	Overdue > 3 months	Notes relating to outstanding balances
Rates	\$279,925	\$279,926	The overdue balance for rates debtors is what is owed for previous financial years. All outstanding rates are charged a 10% penalty on what is outstanding at the end of each quarter. Advice has been sent to bank for collection of some overdue accounts, one is with the solicitors for a property rating sale.
Transfer Station	\$625	\$0	
Cemeteries	\$26,895	\$17,200	Overdues relate to 13 debtors, of which 11 have payment arrangements with council. Two are waiting on probate and will then be cleared.
Rental Properties	\$21,735	\$603	
Pensioner Housing	-\$6,786	\$0	Rent and bond in advance.
Planning and Regulatory	\$2,026	\$836	This relates to 3 debtors, the largest one is with the debt collectors.
Facility Hire	\$4,893	-\$90	
Sundry Debtors	\$473,434	\$7,283	Sundry debtors includes secured debt, and a number of small accounts relating to a variety of activities that don't fit within the other categories.
Legal Fees	\$6,220	\$6,220	Relating to property rating sale, expect to recover through sale process.
Targeted Rates after Strike	\$1,177	\$1,177	Services added after 1 July 2022 via debtor invoice, all now overdue - 4 debtors. To be sent to debt collectors.
Debtors Accruals	\$246,529	\$0	Includes Fonterra milk revenue accrued (not yet paid), interest revenue receivable upon maturity - as the main items.
NZTA	\$763,485	\$0	
Swimming Pool	\$6,859	\$0	
Resource Consents	\$15,695	\$900	One overdue debtor from 2022.
Building Consent Revenue	\$3,320	\$555	The overdue balance relates to inspection fees.
Infringements	\$18,626	\$18,626	All debtors are < 3 years overdue and with the Ministry of Justice for collection. Largely, outstanding dog registrations.
Wastewater Discharge	\$5,965	\$0	
Water Billing	\$99,394	\$27,994	A number of properties are being investigated for leaks. One property has been sent to first mortgagee.
<b>TOTAL</b>	<b>\$1,970,016</b>	<b>\$361,230</b>	



**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.