



Our reference
F19/13/03-D21/26182

7 November 2024

Ordinary Meeting of Council

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

The timetable for 12 November is as follows:

1.00pm	Workshop <ul style="list-style-type: none">- Three Waters- Percy Thomson Trust
3.00pm	Public Forum <ul style="list-style-type: none">- Sport Taranaki- Stratford Park
3.30pm	Ordinary Meeting of Council

Yours faithfully

Sven Hanne
Chief Executive

2024 - Agenda - Ordinary - November - Open

12 November 2024 03:30 PM



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10. Public Forum Response

11. Questions

12. [Closing Karakia](#)

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AGENDA

Ordinary Meeting of Council



F22/55/05 – D24/50188

Date: 12 November 2024 at 3.30 PM

Venue: Council Chambers, 63 Miranda Street, Stratford

1. Welcome

- 1.1 Opening Karakia
D21/40748 Page 8
- 1.2 Health and Safety Message
D21/26210 Page 9

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 10

Attendance schedule for Ordinary and Extraordinary Council meetings.

6. Confirmation of Minutes

6.1 Ordinary Meeting of Council – 8 October 2024

PE D24/46725 Open D24/50193 Page 11

Recommendation

THAT the minutes of the Ordinary Meeting of Council held on Tuesday 8 October 2024 be confirmed as a true and accurate record.

/
Moved/Seconded

6.2 Executive Committee – 11 October 2024

PE D24/47347 Open D24/50203 Page 15

Recommendation

THAT the minutes of the Executive Committee meeting held on Tuesday 11 October 2024 be confirmed as a true and accurate record

/
Moved/Seconded

6.3 Policy and Services Committee – 22 October 2024
PE D24/48542 Open D24/50822 Page 18

Recommendations

1. THAT the unconfirmed minutes of the Policy and Services Committee meeting held on Tuesday 22 October 2024 be received.
2. THAT the recommendations in the minutes of the Policy and Services Committee meeting, including those in the public excluded section, held on Tuesday 22 October 2024 be adopted.

/
Moved/Seconded

6.3.1 Updated Vehicle Crossings Policy
D23/6851 Page 32

Attached for Council's information with requested changes.

6.4 Sport New Zealand Rural Travel Fund Assessment Committee – 5 November 2024
D24/50203 Page 35

Recommendations

1. THAT the unconfirmed minutes of the Sport NZ Rural Travel Fund Committee meeting held on Tuesday 5 November 2024 be received.
2. THAT the recommendations in the minutes of the Sport New Zealand Rural Travel Fund Committee meeting held on Tuesday 5 November 2024 be adopted.

/
Moved/Seconded

6.5 Taranaki Solid Waste Management Committee – 22 August 2024
Page 38

Recommendation

THAT the unconfirmed minutes of the Taranaki Solid Waste Management Group Committee meeting held on Tuesday 22 August 2024 be received.

/
Moved/Seconded

6.6 Taranaki Emergency Management Group Joint Committee – 5 September 2024
Page 40

Recommendation

THAT the unconfirmed minutes of the Taranaki Emergency Management Group Joint Committee meeting held on Tuesday 5 September 2024 be received.

/
Moved/Seconded

6.7 Regional Transport Committee – Thursday 12 September 2024
Page 43

Recommendation

THAT the unconfirmed minutes of the Regional Transport Committee held on Thursday 12 September 2024 be received.

/
Moved/Seconded

7. District Mayor's Report
D24/50188 Page 49

Recommendation

THAT the report be received.

/
Moved/Seconded

8. Decision Report – Proposed Road Closure for the 2024 Christmas Parade
D24/40117 Page 58

Recommendations

1. THAT the report be received.
2. THAT pursuant to Section 342(1) (b) in accordance with Schedule 10 clause 11(e) of the Local Government Act 1974, approval is hereby given that the Stratford District Council closes the following roads on Friday 6th December 2024, between the hours of 4.30pm and 7.30pm for the purpose of the 2024 annual Christmas Parade.
 - Miranda Street between Regan Street and Fenton Street
 - Fenton Street between Portia Street and Juliet Street
 - Broadway (State Highway 3) between Seyton Street and Page Street
3. THAT Council approves the use of Seyton Street, Juliet Street, Celia Street, Orlando Street and Hills Road as the alternative route for SH3 traffic for both northbound and southbound traffic, whilst the Christmas Parade is in progress.

Recommended Reason

In order for the Stratford Business Association to hold its annual Christmas Parade, it is necessary to close the roads listed above. The proposed road closures require formal endorsement by a Council resolution.

/
Moved/Seconded

9. Decision Report – Ordering of Candidate Names for Local Elections 2025
D24/48564 Page 65

Recommendations

1. THAT the report be received.
2. THAT Council resolves to adopt either:
 - (i) The alphabetical order of candidate names; or
 - (ii) The pseudo-random order of candidate names; or
 - (iii) The random order of candidate names,to be displayed on the voting documents for the 2025 triennial election, as permitted under regulation 31 of the Local Electoral Regulations 2001.

/
Moved/Seconded

10. Public Forum Response (if required)

- **Sport Taranaki**
- **Stratford Park**

11. Questions

12. Closing Karakia

D21/40748 Page 71



Our reference
F19/13/03-D21/40748

Karakia

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

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



Our reference
F19/13/03-D22/17082

Health and Safety Message

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

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

5. Attendance schedule for 2024 Ordinary and Extraordinary Council meetings.

Date	13/02/24	12/03/24	9/04/24	14/05/24	20/06/24	25/06/24	11/06/24	9/07/24	23/07/24	13/08/24	10/09/24	8/10/24	12/11/24	10/12/24
Meeting	O	O	O	O	E	E	O	O	E	O	O	O	O	O
Neil Volzke	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	(AV)		
Steve Beck	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		
Grant Boyde	✓	✓	✓	✓	✓	✓	✓	✓	A	A	✓	✓		
Annette Dudley	✓	✓	✓	✓	✓	✓	A	✓	✓	✓	✓	(AV)		
Jono Erwood	✓	A	✓	✓	✓	✓	✓	✓	✓	✓	A	✓		
Ellen Hall	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		
Amanda Harris	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		
Vaughan Jones	✓	✓	✓	✓	✓	✓	✓	✓	✓	A	✓	✓		
Min McKay	✓	✓	✓	✓	✓	✓	✓	A	✓	✓	✓	✓		
John Sandford	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		
Clive Tongaawhikau	✓	A	A	A	A	✓	A	✓	✓	✓	✓	A		
Mathew Watt	✓	✓	✓	✓	A	✓	✓	✓	✓	✓	A	✓		

Key	
O	Ordinary Meeting
E	Extraordinary Meeting
EM	Emergency Meeting
✓	Attended
A	Apology/Leave of Absence
AB	Absent
S	Sick
(AV)	Meeting held, or attended by, by Audio Visual Link

MINUTES

Ordinary



Date: 8 October 2024 at 3.30 PM

Venue: Council Chambers, 63 Miranda Street, Stratford

Present

The Deputy Mayor M McKay (the Chairperson), the District Mayor N C Volzke (*via audio/visual link*)
Councillors: G W Boyde, S J Beck, J M S Erwood, A M C Dudley (*via audio/visual link*), A K Harris, E E Hall, W J Sandford and M J Watt.

In attendance

The Chief Executive – Mr S Hanne, the Director – Assets – Mrs V Araba, the Director – Environmental Services – Mr B Sutherland, the Acting Director – Corporate Services – Mrs C Craig, the Acting Director – Community Services – Mrs E Bishop, the Committee Secretary – Ms E Coulton, the Communications Manager – Ms G Gibson, the HR & Governance Administrator – Mrs C Reynolds and 3 members of the public.

1. Welcome

It was noted that the District Mayor was attending the meeting via audio visual link and would not chair the meeting due to being unwell. In accordance with Standing Order 14.1 the Deputy Mayor will act as chairperson.

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

The opening karakia was read.

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

2. Apologies

An apology was received from Councillor C M Tongaawhikau.

Recommendation

THAT the apologies be received.

HARRIS/HALL
Carried
CL/24/121

3. Announcements

There were no announcements.

4. Declarations of Members Interest

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

5. Attendance Schedule

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

6. Confirmation of Minutes

6.1 **Ordinary Meeting of Council – 10 September 2024**

Recommendation

THAT the minutes of the Ordinary Meeting of Council held on Tuesday 10 September 2024 be confirmed as a true and accurate record.

HARRIS/BOYDE
Carried
CL/24/122

6.1.1 Public Forum – 10 September 2024

6.2 **Executive Committee - 10 September 2024**

Recommendations

1. THAT the minutes of the Executive Committee meeting held on Tuesday 10 September 2024 be received.
2. THAT the recommendations, in the minutes of the Executive Committee meeting held on Tuesday 10 September 2024, including those in the public excluded section, be adopted.

McKAY/BOYDE
Carried
CL/24/123

6.3 **Audit and Risk Committee – 17 September 2024**

Recommendations

1. THAT the unconfirmed minutes of the Audit and Risk Committee meeting held on Tuesday 17 September 2024 be received.
2. THAT the recommendations, in the minutes of the Audit and Risk Committee meeting held on Tuesday 17 September 2024, excluding item 13 – Risk Management Policy, recommendation 2, be adopted.
3. THAT item 13, resolution 2 (A&R/24/4), be amended to *THAT the Risk Management Policy review continue with an emphasis on sustainability to be included.*

McKAY/JONES
Carried
CL/24/124

6.4 **Farm Committee – 24 September 2024**

Recommendations

1. THAT the unconfirmed minutes of the Farm Committee meeting held on Tuesday 24 September 2024 be received.
2. THAT the recommendations, in the minutes of the Farm Committee meeting held on Tuesday 24 September 2024 be adopted.

BECK/HALL
Carried
CL/24/125

6.5 **Policy and Services Committee – 24 September 2024**

Recommendations

1. THAT the unconfirmed minutes of the Policy and Services Committee meeting held on Tuesday 24 September 2024 be received.
2. THAT the recommendations, in the minutes of the Policy and Services Committee meeting held on Tuesday 24 September 2024 be adopted.

BOYDE/WATT
Carried
CL/24/126

Councillor Boyde noted that since the previous Policy and Services meeting, he has received an email from the sharemilkers regarding their concerns with the addition of a commercial helicopter operation at the Aerodrome, he noted that he is still happy to support the Chief Executive going into negotiations regarding this matter, but wants to make it clear that he should considering the sharemilkers concerns. The Chief Executive noted that as he has not entered negotiations yet he is certain that the concerns will be raised and considered.

7. District Mayor's Report

Recommendations

THAT the report be received.

HARRIS/ERWOOD
Carried
CL/24/127

8. Resolution to Exclude the Public

<p>Recommendation</p> <p><u>THAT</u> the public be excluded from the following parts of the proceedings of this meeting, namely:</p> <p>Agenda Item No: 9</p> <p>The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:</p>								
<table border="1"> <thead> <tr> <th>General subject of each matter to be considered</th> <th>Reason for excluding the public</th> <th>Grounds under section 48(1) for the passing of this resolution</th> </tr> </thead> <tbody> <tr> <td>The Percy Thomson Trust Trustee Appointment</td> <td>The withholding of the information is necessary to protect the privacy of a natural person.</td> <td>To protect the privacy of natural persons, including that of deceased natural persons (s 7(2)(a)).</td> </tr> </tbody> </table>	General subject of each matter to be considered	Reason for excluding the public	Grounds under section 48(1) for the passing of this resolution	The Percy Thomson Trust Trustee Appointment	The withholding of the information is necessary to protect the privacy of a natural person.	To protect the privacy of natural persons, including that of deceased natural persons (s 7(2)(a)).		
General subject of each matter to be considered	Reason for excluding the public	Grounds under section 48(1) for the passing of this resolution						
The Percy Thomson Trust Trustee Appointment	The withholding of the information is necessary to protect the privacy of a natural person.	To protect the privacy of natural persons, including that of deceased natural persons (s 7(2)(a)).						
<p>ERWOOD/BOYDE Carried <u>CL/24/128</u></p>								

3 members of the public left the meeting at 3.45 pm.

9. Public Excluded Item

<p>Recommendation</p> <p><u>THAT</u> the open meeting resume.</p>	<p>SANDFORD/McKAY Carried <u>CL/24/132</u></p>
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3 members of the public rejoined the meeting at 3.57 pm.

The Deputy Mayor shared that Annette Dudley, Doug Robinson and Mary Bourke were successful in their appointment as trustees on the Percy Thomson Trust.

10. Questions

Councillor Jones questioned as to why the council is utilizing black oxide in the resurfacing of roads. The Chief Executive noted that this is used to reduce glare and falls under health and safety.

11. Closing Karakia

The closing Karakia was read.

The meeting closed at 4.00 pm.

MINUTES

Executive Committee



F22/55/05 – D24/50203

Date: Friday 11 October 2024 at 1 PM

Venue: Council Chambers, 63 Miranda Street, Stratford

Present

The District Mayor N C Volzke (the Chairman), the Deputy Mayor M Mckay, Councillors: G W Boyde, A K Harris and J M S Erwood.

In attendance

Councillor E E Hall

The Chief Executive – Mr S Hanne, the Acting Director – Community Services – Mrs E Bishop (*Part meeting*), and the Committee Secretary – Ms E Coulton.

1. Welcome

The opening karakia was read.

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

2. Apologies

There were no apologies.

3. Announcements

The District Mayor noted that whilst Councillor Hall is not on the executive committee, she is attending today's meeting as an elected member who does not have voting rights. He noted that currently, they believe this is acceptable and in accordance with standing orders, however it does raise a potential issue for future executive committee meetings as it may undermine the confidentiality aspects of some of the activities of this committee. He noted that this will be looked into further.

Councillor Erwood questioned if the Executive Committee public excluded agendas are available for elected members to see. The Chief Executive noted that they are loaded to Diligent, which all elected members have access to.

4. Declarations of Members Interest

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

5. Resolution to Exclude the Public

Recommendation

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

Agenda Item No: 6 and 7

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

General subject of each matter to be considered	Reason for passing this resolution to each matter	Grounds under section 48(1) for the passing of this resolution
Sale of land	The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information and to enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities.	That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist, under section 6 and section 7 of the Act - specifically Section 7(2)(b)(ii) and Section 7(2)(h). (Section 48(1)(a) Local Government Official Information and Meetings Act 1987.

HARRIS/ERWOOD

Carried
EC/24/6

6. Public Excluded Item

7. Public Excluded Item

Recommendation

THAT the open meeting resume.

VOLZKE/McKAY

Carried
EC/24/13

8. Questions

9. Closing Karakia

The closing Karakia was read.

The meeting closed at 2.07 pm.

MINUTES

Policy and Services Committee



F22/55/06 – D24/50822

Date: Tuesday 22 October 2024 at 3.00pm
Venue: Council Chambers, 63 Miranda Street, Stratford

Present

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

In attendance

The Chief Executive – Mr S Hanne, the Director – Assets – Mrs V Araba, the Acting Director - Corporate Services – Mrs C Craig, the Acting Director – Community Services – Mrs E Bishop, the Director – Environmental Services – Mr B Sutherland, the Committee Secretary – Ms E Coulton, the Roading Asset Manager – Mr S Bowden, the Special Projects Manager – Mr N Cooper, the Services Asset Manager – Mr J Cooper (part meeting), the Communications Manager – Ms G Gibson (*part meeting*) the Parks and Reserves Officer – Mrs M McBain, the Community and Economic Development Manager – Ms S Azal (*part meeting*), the Graduate Roading Engineer – Mr F Hick (*part meeting*), the Environmental Health Manager – Mrs R Otter (*part meeting*), the Planner – Ms C Marner (*part meeting*), two members of the public 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

An apology was received from Councillor C W Tongaawhikau.

Recommendation

THAT the apologies be received.

HALL/BOYDE
Carried
P&S/24/230

3. Announcements

There were no announcements.

4. Declarations of members interest

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

5. Attendance Schedule

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

6. Confirmation of Minutes

6.1 Policy and Services Committee –24 September 2024

Recommendation

THAT the minutes of the Policy and Services Committee Meeting held on Tuesday 24 September 2024 be confirmed as a true and accurate record.

VOLZKE/HARRIS
Carried
P&S/24/231

7. Matters Outstanding

Recommendation

THAT the Matters Outstanding be received.

McKAY/VOLZKE
Carried
P&S/24/232

8. Quarterly Report – Economic Development Quarterly Report – Quarter Four 2023/24

Recommendation

THAT the report be received.

ERWOOD/BOYDE
Carried
P&S/24/233

The Acting Director – Community Services noted the following:

- The quarterly report has been consistently being submitted further away from the end of the reporting quarter due to the requirements under the Local Government Act to be reported to New Plymouth District Council as its council controlled organisation first. Officers are working with Venture Taranaki to find a solution for this reporting time fame which is likely to be a snapshot presentation to Stratford at the end of the quarter with the final regional report being circulated once approved by NPDC.
- Mrs Bishop noted an apology was received from Venture Taranaki for the meeting today.
- A workshop is being scheduled with Venture Taranaki to discuss the refresh of Tapuae Roa with council. This will include a high level review of how this strategy relates to the Stratford Economic Development Strategy and will feed into the next part of the development of this.

9. Decision Report – Taranaki Water Service Delivery Options Analysis and Direction

Recommendations

1. THAT the report be received.

ERWOOD/HARRIS
Carried
P&S/24/234

2. THAT the committee notes that Central Government has legislated that Local Authorities are to develop, and publicly consult on a Water Services Delivery Plan (WSDP) by 3 September 2025.

3. THAT the committee notes that these Plans can either be developed on an individual Council basis or jointly, depending on the preferred model chosen.

4. THAT the committee notes that analysis to date has been in conjunction with New Plymouth and South Taranaki District Councils and focused on a long list of options from enhanced status quo through to a regional Water Services Council Controlled Organisation (WSCCO).

5. THAT the committee notes that high-level financial modelling has been completed on a cost per connection basis only. Further detailed financial modelling will consider revenue tariff/sources in the next stage (if applicable).

6. THAT the committee notes that while the work to date has been funded from residual Three Waters Reforms budget, this has now been exhausted and as no budget allocation was made in the LTP, any expenditure on this matter going forward will be unbudgeted. As per the options analysis this could be in the order of \$250-300k.

7. THAT the committee recommends to develop both joint and independent Water Services Delivery Plans as per Option 3 to:

- i) Enable undertaking of more detailed analysis on both scenarios to support future decision-making.
- ii) Maintain 'off ramp' opportunities without risking central government interference or extending into the pre-election period.

HALL/VOLZKE
8 for 1 against
Carried
P&S/24/235

Recommended Reason

While this option incurs additional cost, it ensures elected members have sufficient information available to engage with the community and make an informed decision regarding the future ownership and or management of council's three waters assets and associated services.

The Chief Executive noted the following:

- He summarised that this report and its recommendations are seeking input from elected members on their preferences for actions to take between now and the public consultation period.
- Today elected members are required to discuss options they would like to enquire further on or discard completely.
- Neighbouring councils have made their decision, which is the recommended outcome listed in the report).

Questions/Points of Clarification:

- Councillor Boyde noted his frustration with the obligations set by central government to consult with the public on a large scale matter after the LTP has been completed.
- Councillor Boyde inquired whether examining the two options would incur operational costs and how these would be recorded—would they fall under operating reserves or be categorized as an overspend with an explanation? The Chief Executive clarified that if the proposal is adopted as it stands, it would grant authority to spend the money without needing to bring it back to another Policy and Services meeting in the future.
- Councillor Boyde asked whether exploring an independent venture would involve a CCO or a business unit. The Chief Executive responded that the purpose of today's discussion is to provide guidance to management on the direction to pursue, this can be at a high level of local vs regional or include and exclude individual models.
- Councillor Harris noted that option 3 allows council to have the best of both worlds with a broader outline, however it is costly and not budgeted for. She questioned as to where the money to fund this would come from. The Chief Executive noted that the recommendation from council would be to take the funds out the operational reserve, however elected members have the final say and multiple options to choose from. The Corporate Accountant noted that the reserve currently contains \$640,000.
- Councillor Harris sought clarification on the partnerships and cost savings available with the neighbouring councils if we go for option 3 as they did. The Chief Executive noted that this will only be available if all 3 councils select the same option and decide to work together.
- The District Mayor questioned if option 3 excludes stormwater. The Chief Executive clarified that this is to be decided as part of the design process.
- Councillor Beck noted that he would like to see SDC back themselves and see us do a standalone business unit as we have decent infrastructure available.
- Councillor Watt inquired if anyone has any information on whether the central government intends for the Taranaki councils to merge into a single entity for this issue. He pointed out that it might be possible that, regardless of our decision, they could mandate a merger. The Chief Executive noted that currently we are meeting all legal requirements. The District mayor noted that Councillor Watts question is a perfectly relevant question to be asked at the next step.
- The Deputy Mayor inquired about the implications of expressing interest in a joint venture with the other Taranaki Councils, should they decide to withdraw at the next decision-making checkpoint. The Chief Executive responded that if one council opts out, we would need to consider the feasibility of continuing the joint venture, as having only two councils involved would significantly alter its dynamics.
- The Deputy Mayor noted that page 70 indicates that SDC proceeding on their own is a viable option, she asked if the Chief Executive can speak to that. The Chief Executive clarified that there are a number of criteria to meet if council wants to do a standalone venture.
- Councillor Beck asked the Chief Executive if he is confident that SDC can successfully pursue a standalone venture. The Chief Executive affirmed his belief in the council's capabilities. Councillor Beck also sought clarification on whether a CCO or a business unit would be more cost-effective. The Chief Executive indicated that the business unit is the cheaper option.
- Councillor Hall noted her support to investigate both options as knowledge is power. She emphasised that whilst she does not like making decisions based on others decision outcomes, we need to take into consideration our neighbouring councils indicative decisions and that looking at both options is pragmatic.
- The District Mayor expressed his support for Councillor Hall's comments, emphasizing the importance of exploring both options for comparison. He stressed that elected members need to expand their thinking, noting that this decision should focus on sustainability rather than just the cheapest option. He reiterated that today's task for elected members is simply to indicate which options they wish to explore, rather than making a final choice.

10. Decision Report – Low-Cost Low Risk Improvement Funding

Recommendations

1. THAT the report be received.

DUDDLEY/HARRIS
Carried
P&S/24/236

2. THAT the Committee gives consideration to the **four** options proposed in the report, for the implementation of the low cost low risk improvement projects for the next 3 financial years - 2024/25 to 2026/27- being:

- a. **Option 1** – Proposed Low Cost Low Risk (LCLR) Programme based on NZTA's approved budget of **\$1.5M** at a Funding Assistance Rate (FAR) of **82%**;
- b. **Option 2** – Proposed Low Cost Low Risk (LCLR) Programme based on **half** of Stratford District Council's LTP approved contribution being **\$1.56M**, at an *equivalent* FAR of **44%**;
- c. **Option 3** – Proposed Low Cost Low Risk (LCLR) Programme based on Stratford District Council's LTP approved contribution of **\$3.12M**, at an *equivalent* FAR of **28%**;
- d. **Option 4** – Proposed Low Cost Low Risk (LCLR) Programme based on Stratford District Council's **Normal** FAR of **63%**, equating to a contribution of approximately **\$750k**.

2. THAT the Committee approves **Option 2**, being the implementation of 'Proposed Low Cost Low Risk (LCLR) Programme based on **half** of Stratford District Council's LTP approved contribution of **\$1.56M**, at an *equivalent* FAR of **44%**.

3. THAT the Committee approves the bringing forward of funds from 2026/27 to 2024/25, to match NZTA's re-allocated *Maintenance, Operations and Renewals (MOR)* budgets. This will require an additional operating expenditure of **\$59.6k**, being Council's contribution, to enable Council Officers uplift the *advanced* funding allocation of **\$161.1k** approved by NZTA for (*MOR*) for the 2024/25 financial year.

ERWOOD/BOYDE
9 for 2 against
Carried
P&S/24/237

Recommended Reason

To allow Council Officers to reprogramme Council's Low Cost Low Risk (LCLR) projects for the next 3 years and *Maintenance, Operations and Renewals (MOR)* projects for the 2024/25 financial year.

For the LCLR projects, of the **\$8.34M** budget requested at a FAR of **63%**, only **\$1.5M** was approved for the LCLR resilience projects at a FAR of approximately **82%**. For the MOR projects, a re-allocation of budgets by NZTA from 2026/27 financial year to the 2024/25 financial year has resulted in an increase of **\$161,081** for the 2024/25 financial year. This requires an increase in council share of **\$59.6k**.

There is no change to the total funding sought/approved for the MOR projects.

The Roading Asset Manager noted the following:

- This report was prepared in response to the update given to elected members at the last Policy and Services meeting regarding the lack of approval for funding related to low-cost, low-risk projects.
- It outlines options for our next steps.
- Since that meeting, we have received a letter confirming that the Crown has allocated \$1.5 million to us for necessary repairs.
- We are proposing to spend half of our budget for low – cost, low – risk.

Questions/Points of Clarification:

- Councillor Boyde asked for clarification on what constitutes an unacceptable risk and who would be liable if we do not receive the expected funding, leading to issues with a proposed project that does not proceed. The Roading Asset Manager responded that SDC's primary goal is to reduce the road toll, but he acknowledged that liability is a complex issue.
- The District Mayor emphasised that he too shares the frustration expressed throughout the room. He noted that we are not alone as only 14 councils received funding in this category, majority of those being put towards projects already in motion. The option 2 presented to us within the report, attempts to strike a balance and allows us to get some projects done.
- Councillor Dudley asked if, by choosing Option 2 and proceeding with the 44%, would NZTA would recognize this and decide to in future, only provide 44% of funding. The Roading Asset Manager noted that he does not have a definitive answer on this, however 63 other councils are in the same situation as us.
- Councillor Hall observed that it seems to be a common trend that we are having to be reactive and reassess decisions that have already been made. She commended SDC staff on pivoting when these challenges arise. Councillor Hall noted that she agrees it will be good to strike a balance, but will be disappointed that we won't be able to accomplish all.
- Councillor Beck noted that he would prefer to go through with option 1 or 4. He noted that we typically do 63% and would like to see it stay.
- Councillor Watt noted that he is in agreeance with Councillor Beck, he noted that our message through the LTP has been that we are going back to basics, therefore he believes we should spend what we have. Councillor Watt expressed that he is concerned that NZTA have done this to test us, he noted that if we spend out of our own pocket, they may expect us to do it again.
- Councillor Erwood noted that he supports option 2. Councillor Boyde noted that he too supports option 2 and notes that it allows us to have balance.

A division was called:

Those voting for the motion: Councillors: Boyde, Dudley, Erwood, Hall, Harris, Jones, Sandford, Volzke and Mckay

Those voting against the motion: Councillors: Beck and Watt.

11. Decision Report – Rates Remission Application – Excessive Water Use Due to a Leak

Recommendations

1. THAT the report be received.

ERWOOD/VOLZKE
Carried
P&S/24/238

The Services Asset Manager noted:

- An application seeking a rate remission has come in and due to the volume of water, it requires to be discussed by the elected members.

Questions/Points of Clarification:

- Councillor Harris questioned if council officers are aware of any change in circumstances in terms of water consumption. The Services Asset Manager noted that the business had a change of scope in 2021 which increased their average water consumption.
- It was clarified that the business had known about the leak and fault for over a month and have not sought to repair it within the timeframe allocated within the policy.
- Councillor Jones inquired whether there is an option to remit half of the rates or defer the decision, allowing the individual to resubmit their case after receiving the updated water bill and gathering more data. He pointed out that, on average, it takes three months to receive the water bill, and given that the leak could of occurred within the first few days, the individual would have been unaware of the issue. It was clarified that the leak in question had persisted for two quarters.

Recommendation

THAT a 50% rate remission due to a leak be approved.

JONES/DUDLEY
Division
For: 2
Against: 9
Lost

A division was called:

Those voting for the motion: Councillors: Jones and Dudley.

Those voting against the motion: Councillors: Boyde, Beck, Erwood, Hall, Harris, Sandford, Watt, Volzke and Mckay.

- Councillor Boyde noted that this is not consistent with our policy and personally doesn't see that we have any choice but to decline it.
- Councillor Hall noted that the information within the report clearly shows a timeline that exceeds the timeframe, therefore no remission should be given.
- Councillor Harris noted that she too does not support the motion on the table as it has been outlined in the report that it does not meet the policies requirements.

Recommendations

2. THAT Council gives consideration under Clause 9 of the Rates Remission Policy to remit water use lost due to a leak.
3. THAT Council declines the application for a rate remission due to a leak.

HALL/BOYDE
9 for 2 against
Carried
P&S/24/239

Recommended Reason

Council Policy allows for rate remission due to a leak to be considered, if the water loss was out of their control. As detailed below, the business informed of a leak and were not proactive in identifying or addressing the leak, and once the leak was identified it was allowed to continue while an application for a rate remission was lodged before the leak was fixed.

Councillor Beck voted against the motion.

12. Decision Report – Draft Vehicle Crossing Policy and Bylaw – Adoption and Release for Public Consultation

Recommendations

1. THAT the report be received.

ERWOOD/SANDFORD
Carried
P&S/24/240

2. THAT the *draft* Vehicle Crossing Policy be adopted with the noted changes.

3. THAT the *draft* Vehicle Crossing Bylaw 2025 be approved and released for public consultation.

ERWOOD/SANDFORD
Carried
P&S/24/241

Recommended Reason

The recommendation from the Committee is required to maintain a current *Vehicle Crossing Policy* and initiate the consultation process for the *draft Vehicle Crossing Bylaw 2025*. Public consultation is required to seek comments from the public on the draft bylaw, and will be undertaken in accordance with the special consultative procedure (SCP) requirements, pursuant to Sections 82 and 83 of the Local Government Act (2002).

The Services Asset Manager left the meeting at 4.19 pm.

Questions/Points of Clarification:

- Councillor Jones questioned as to how many applications for crossings does council receive each year. The Roading Asset Manager noted that we do not receive many.
- Councillor Jones noted that the fees proposed are expensive and not encouraging for members of the community to partake in updating vehicle crossings in accordance with council standards.

One member of the public left the meeting at 4.23 pm.

- Councillor Watt agreed with Councillor Jones regarding the costs. He suggested that provisions could be made to reduce expenses by ensuring that when a council-approved contractor completes the work, it would keep costs down by eliminating the need for multiple inspections.
- Councillor Beck questioned if the delegations within this policy apply to rural areas as well as urban areas. The Roading Asset Manager clarified that yes it does, including traffic management.
- The District Mayor noted that it has long been a practice in the urban area that if an existing vehicle access crossing on a footpath needs to be removed or repaired, the council will cover 50% of the crossing costs.

The Communications Manager left the meeting at 4.28 pm.

- The Deputy Mayor questioned as to who decides and requests the need for a new vehicle crossing as it is not entirely clear. The Roading Asset Manager noted that it is the property owner. The Director – Assets noted that this will be amended to be more clear.
- Councillor Jones noted that he is happy with the policy but wants to see some leniency in the fees and charges to cut costs down if they do it correctly. The District Mayor countered by noting that the multiple inspections are in place so property owners and staff can be certain that the work is being completed properly at various stages throughout the process.

13. Decision Report – Draft Restricted Access of Roads Bylaw 2025 – Adoption and Release for Public Consultation

<p>Recommendations</p> <p>1. THAT the report be received.</p> <p style="text-align: right;">SANDFORD/ERWOOD <u>Carried</u> <u>P&S/24/242</u></p> <p>2. THAT the <i>draft</i> Restricted Access of Roads Bylaw 2025 is released for public consultation using Special Consultative Procedures as required by Section 83 of the Local Government Act 2002.</p> <p style="text-align: right;">HARRIS/BOYDE <u>Carried</u> <u>P&S/24/243</u></p> <p>Recommended Reason</p> <p>Committee’s approval is required to begin the public consultation process, as required by Section 83 of the Local Government Act 2002, allowing the public an opportunity to make submissions on the proposed <i>draft</i> Restricted Access of Roads Bylaw 2025.</p>

The Roading Asset Manager noted the following:

- This bylaw gives council the power to place restrictions on any road that is deemed appropriate, the first road this bylaw will be applied to will be Whangamomona Road.
- This bylaw can help protect roads that are assets to the community by enforcing a seasonal closure or restricting the vehicles types eligible for access.

Questions/Points of Clarification:

- The Director – Assets reiterated that whilst this bylaw will first be used on the Whangamomona road, it is a broad bylaw for any road.
- Councillor Boyde noted that he is in support of this bylaw and is looking forward to it going out for consultation.
- The District Mayor noted that he shares Councillor Boydes thoughts and thinks that it is great that it can apply to any road. He questioned that in the case of Whangamomona Road, is it possible to change dates as needed. The Roading Asset Manager noted that it is possible via council resolution at the time.
- Councillor Harris questioned if this bylaw has a section that simply states that roads should be utilised as a destination connector and not a playground, particularly for 4WDs. The Director – Assets noted that there is a definition of what a road is within the bylaw but it does not go into specifics however, she noted that she would believe that this is common sense. It was clarified that this bylaw will help council recover costs associated with wilful damage.
- Councillor Beck questioned if this bylaw has provisions for limiting logging truck access on specific roads throughout winter due to the damage being caused. The Chief Executive noted that we would get significant push back on this matter if followed through. The Roading Asset Manager noted that it could be possible under a different act, however it is important to bare in mind the response received from the targeted forestry roading rate implementation.

14. Decision Report – Draft Parking Control Bylaw 2025 – Adoption and Release for Public Consultation

<p>Recommendations</p> <p>1. THAT the report be received.</p> <p style="text-align: right;">SANDFORD/DUDLEY Carried <u>P&S/24/244</u></p> <p>2. THAT <i>Draft</i> Parking Control Bylaw 2025 is approved and released for public consultation using Special Consultative Procedures as required by Section 83 of the Local Government Act 2002.</p> <p style="text-align: right;">HALL/DUDLEY Carried <u>P&S/24/245</u></p> <p>Recommended Reason</p> <p>The approval of the Committee is required to initiate the consultation process required by Section 83 of the Local Government Act (2002) to give the public an opportunity to make submissions on the proposed <i>Draft</i> Parking Control Bylaw 2025.</p>
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The Director – Assets noted:

- Pages 267 through to 277 require deletion.
- Page 246 through to 266 should be listed as appendix 2, not 1.

Questions/Points of Clarification:

- The Roading Asset Manager noted that this bylaw is a revised bylaw from the previous version that was introduced to elected members. He noted that the bylaw formalises a large number of actions already in place and captures what is already in place. It was noted that this bylaw allows for changes to be made via Council resolution rather than a bylaw change.
- The District Mayor noted that he likes the flexibility allowed through the bylaw. He further noted that he has one area that he disagrees on, but is happy to see what the community feedback has to say.

The meeting adjourned at 4.57 pm.

The meeting reconvened at 5.05 pm.

15. Monthly Reports

15.1 Assets Report

<p>Recommendation</p> <p><u>THAT</u> the report be received.</p> <p style="text-align: right;">ERWOOD/McKAY Carried <u>P&S/24/246</u></p>
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Questions/Points of Clarification:

- Councillor Boyde noted that the report highlights a few issues discovered within the transfer station and concerns raised by members of the community. He questioned if an update on these concerns can be given. The Services Asset Manager noted that all complaints and concerns have been passed onto Waste Management, he emphasised that due to these complaints they have reinstated the bins that have been taken away.
- Councillor Boyde questioned if the tenders for demolition of the TSB Pool Complex has gone out yet. The Director – Assets noted that tenders have not gone out as of yet as they are awaiting on final checks and reports.
- Councillor Boyde shared that the farm is up 9% and 14% for the year.
- The District Mayor noted that the housing for older persons programme has a new tenant in one of the units and has been a successful addition thus far. He noted that this is the first new tenant since the new fees have been introduced and has not had any declined tenant applications based on fees or finances.
- Councillor Dudley sought clarification on the decline of bookings at our facilities, she questioned if this is due to us now taking deposits. The Director – Assets noted that there are various reasons for the decline in bookings and rise in cancelations.

15.2 Community Services Report

Recommendation

THAT the report be received.

HARRIS/BOYDE
Carried
P&S/24/247

The Acting – Director Community Services noted the following:

- The Library staff scored highly in our Key Research survey, amassing a satisfaction score of 97%. Due to this high score they are being used as an example across Key Research presentations.
- The Stratford District Youth Council are preparing a report recapping their trip to Wellington and is set to be presented at the next meeting.
- Wai o Rua – Stratford Aquatic Centre is currently at capacity with Swim School enrolments having at 510 fir Term 4 enrolments, with a waiting list as well.
- Stratford Primary School and Avon Primary School are undertaking their TOI funded learn to swim classes in Term 4 at Wai o Rua.

Questions/Points of Clarification:

- Councillor Hall questioned if the Swim School will receive a separate review now that it has completed one year of operation. The Acting Director – Community Services noted this data would form part of the overall business plan for the facility to be able to paint a full picture of the impact this activity has.
- Councillor Sandford questioned if it would be possible for the SBA to provide us with a number of attendees that attended each event in their reporting. The Acting Director – Community Services noted that she will pass that on.
- Councillor Beck requested clarification on whether the school that utilised a different local pool for their swim sports event had returned to the facility The Acting Director of Community Services confirmed that, although the school held their swim sports events elsewhere, they still attend Wai o Rua for their swimming lessons.
- Councillor Hall noted that the Creative Communities Committee have seen and considered an exciting array of projects. She noted that it is positive to see so much happening around the community.
- The Percy Thomson Trust met for their AGM last week, Councillor Hall was excited to announce her appointment of the Chair of the trust.

- The District Mayor noted that the MTFJ has had an outstanding few months with 8 placements being made in the past month. He noted that none of these jobs were advertised positions and that they were all 'word of mouth' opportunities.

15.3 Corporate Services Report

Recommendation

THAT the report be received.

WATT/HALL
Carried
P&S/24/248

The Corporate Accountant noted the following:

- As far as rate rebates go, last year we assisted 338 members of the community.
- Rate rebates for this year are currently sitting at 224 rate payers receiving the full subsidy.

Questions/Points of Clarification:

- Councillor Boyde noted questioned if the revenue management figure listed on page 312, is seeing a steady growth. The Corporate Accountant noted that over time this figure will go down, however they are aware the current figure is rather high.
- Councillor Harris questioned if when undergoing the LTP process, do we take into account and consideration unpaid rates that do not get successfully recovered and do we make any allowances. The Corporate Accountant noted that there is an account for penalty income.
- Councillor Boyde questioned as to where the penalty rates income is situated. The Corporate Accountant noted that penalty rates are situated under democracy and corporate support revenue.

15.4 Environmental Services Report

Recommendation

THAT the report be received.

ERWOOD/McKAY
Carried
P&S/24/249

The Director - Environmental Services noted:

- In regards to the local alcohol policy, STDC have made a formal decision that they would like a policy, however they have not decided if they would like to join our policy shared with NPDC.

16. Resolution to Exclude the Public

Recommendation

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

Agenda Item No: 17

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

General subject of each matter to be considered	Reason for passing this resolution to each matter	Grounds under section 48(1) for the passing of this resolution
Purchase of Land	The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information <i>and</i> to enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities	That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist, under section 6 and section 7 of the Act - specifically Section 7(2)(b)(ii) and Section 7(2)(h). (Section 48(1)(a) Local Government Official Information and Meetings Act 1987.

BOYDE/DUDLEY
Carried
P&S/24/250

The media left the meeting at 5.28pm.

17. Public Excluded Item

Recommendation

THAT the open meeting resume.

BOYDE/JONES
Carried
P&S/24/253

18. Questions

- Councillor Harris questioned if the insurance company has paid for the work to be completed on the Puniwhakau Bridge. The Roading Asset Manager noted that this is still in the works.

19. Closing Karakia

The closing Karakia was read.

The meeting closed at 5.43 pm.

POLICY



Policy:	Vehicle Crossings
Department:	Assets - Roading
Approved by:	Policy and Services Committee
Effective date:	November 2024
Next review date:	2027/2028
Document Number:	D23/6851

1. Purpose

- 1.1 To ensure a consistent standard of vehicle crossings and associated culverts across the district.

2. Objectives

- 2.1 To specify the positioning, construction standards and maintenance of vehicle crossings including associated stormwater pipes under these crossings.
- 2.2 To specify the requirement for the provision and management of culverts under vehicle crossings and the road reserve.
- 2.3 To specify circumstances under which costs of re-constructed vehicle crossing and culverts will be borne by the property owner;
- 2.4 To clarify who is responsible for the maintenance of vehicle crossings and the culverts under them.

3. Positioning of vehicle crossings

- 3.1 Vehicle crossings are to be constructed and located in accordance with NZS4404:2010-Land Development and Subdivision Infrastructure and subsequent amendments. Factors to be taken into account include but are not limited to:
 - Available visibility to traffic;
 - Posted speed limit and/or traffic operating speed of the road concerned;
 - Proximity to intersections, other vehicle crossings and street furniture, such as trees and street lights;
 - Height of kerb;
 - Length of property frontage.
- 3.2 Waka Kotahi approval will be required for provision and positioning of crossings along State Highways.
- 3.3 In situations where road furniture such as a street light or roadside sump is required to be relocated to accommodate the vehicle crossing, all costs associated with the relocation shall be met by the applicant.

4. Construction Standards for Vehicle Crossings

- 4.1 Any new construction, replacement, upgrade of a vehicle crossing requires Council's approval. Property owners must make a vehicle crossing application, either as a separate application, or as part of a building consent application to the Council, for approval.
- 4.2 Construction shall be carried out in accordance with the conditions set out in the Vehicle Crossing permit, and as per the minimum construction standards for vehicle crossings set out in *NZS4404:2010 – Land Development and Subdivision Infrastructure* and subsequent amendments.

- 4.3 Prior to the construction of a new vehicle crossing, the contractor (engaged by the property owner) must submit a Corridor Access Request (CAR) for permission to work within the road reserve. Included in this request is the provision of a Traffic Management Plan (TMP).
- 4.4 Where Council is undertaking the resurfacing of full-width footpaths, or where a significant length of kerb and channel or concrete footpaths is being replaced, the property owners will be given an opportunity for their vehicle crossing to be re-formed or repaired at 50% of Council contract rates. Once completed the maintenance of the vehicle crossings become the property owner's responsibility.
- 4.5 Concrete Vehicle crossings shall not be coloured. Any coloured concrete must stop at the property boundary.
- 4.6 During the course of construction, Council will undertake inspections at different stages.
- For Concrete Vehicle Crossings, the stages are:
- Setting out
 - Pre-pour/boxing
 - Post-pour
- For Sealed Vehicle Crossings, the stages are:
- Setting out
 - Excavation
 - Pre-seal
 - Post-seal
- 4.7 Council's application and inspection charges are as per the *Fees and Charges* in the Annual Plan (AP) or Long-Term Plan (LTP).
- 4.8 While crossings are being constructed, the property owner is required to maintain site safety. Council will pass on to the property owner, all call-out costs for attendance to safety matters or poor traffic management which Council's maintenance contractor has to rectify.

5. Requirement for Culverts for Vehicle Crossings

- 5.1 Culverts for the conveyance of water under vehicle crossings can be in the form of one of the following:
- A pipe;
 - Sheet plate; or
 - Half round pipe covered with concrete.
- 5.2 The Council determines the requirement for culverts at vehicle crossings, taking into account the following factors:
- The presence (or otherwise) of an existing water table, or roadside drain;
 - The probability of Council forming a water table if one doesn't exist – Council will then advise the applicant the extent, from the carriageway edge, to set the culvert;
 - The vertical alignment of the road. If the crossing is to be positioned on the crest of a vertical curve a culvert is unnecessary;
 - The upstream catchment. A vehicle crossing culvert may not be considered '*warranted*' if there is a road culvert immediately adjacent to the proposed or existing crossing, which is discharging water to the other side of the road; and
 - Whether it is feasible to form a dish within the crossing itself. This is usually only viable where there is sufficient distance between the edge of road and front property boundary, or there is insufficient depth of the water table or roadside drain to install a culvert.

6. Reconstruction of Culverts under the Road Reserve

- 6.1 This section outlines under what circumstances culverts will be reconstructed or replaced and who will be liable for the costs associated with this activity.
- 6.2 The culvert may be replaced if it is:
- Undersized – either less than 375mm diameter or undersized for the rainfall catchment it serves;
 - Constructed of non-standard materials i.e., not Class 4 Reinforced Concrete Rubber Ring Jointed (RCRRJ) or Stormboss pipe;

- In poor condition; and/or
 - Misaligned and Ineffective.
- 6.3 Culverts may be lowered or repositioned to:
- Improve drainage of the adjacent property;
 - Maintain public health and safety; and/or
 - Achieve an acceptable road cover (1 metre)
- 6.4 Where the lowering and/or repositioning of road culverts is *to improve drainage of the adjacent property*, the property owner requesting such work must gain written consent from the property owner on the opposite side of the road **OR** both sides of the road, if the culvert is downstream of the property frontage. These costs will be borne by the property owner requesting the work.
- 6.5 Where lowering and/or repositioning of road culverts is to *maintain public health and safety*, works will be carried out by Council's roading maintenance contractor in accordance with the specification of the contract in force.
- 6.6 Where lowering and/or repositioning is to achieve an acceptable road cover, the Council assess the benefits of this work on the culvert's longevity. Based on this assessment, the Council may bear the cost of works - wholly or partially.
- 6.7 All requests to lower, reposition or replace non-compliant culverts by property owner will be undertaken at cost of the property owner.
- 6.8 If Council deems a culvert to be non-compliant and the property owner does not comply with the request to rectify the non-compliance at an appropriate timeframe, Council may remove and replace the non-compliant culvert at the property owner's expense.
- 6.9 In all other cases where culverts are replaced, the full cost of replacement will be borne by the Council.

7. Maintenance of Vehicle Crossings and Culverts

- 7.1 This is to clarify who is responsible for maintaining vehicle crossings and the culverts under them.
- 7.2 The maintenance of culverts under vehicle crossings is the responsibility of the adjacent property owner. While Council will respond to call-outs concerning blockages, it will notify or pass on associated costs for unblocking culverts to the respective property owner - if the blockage is deemed to have resulted from lack of maintenance of the culvert or vehicle crossing. This will also apply to clippings left on urban frontages following mowing.
- 7.3 Council may instruct private property owners to maintain vehicle crossings that are unsafe to the public. Council may also instruct private property owners to re-construct vehicle crossings that are non-standard.
- 7.4 Future maintenance of all rural vehicle crossings is the responsibility of the property owner, except that the Council will seal up to 1 metre into vehicle crossings that have been constructed to comply with the *NZS4404:2010 – Land Development and Subdivision Infrastructure* manual and subsequent amendments.
- 7.5 Future maintenance of urban vehicle crossings is also the responsibility of the property owner, except that the Council will maintain footpaths passing through vehicle crossings where the footpath is a separable portion. This situation occurs on streets with grass berms and the footpath within the crossing is a separate pour.

MINUTES

Sport New Zealand Rural Travel Fund Assessment Committee



**SPORT
NEW ZEALAND**

F16/1042/003- D24/50461

Date: Tuesday 5 November 2024 3.30pm

Venue: Committee Room, Stratford District Council

Present

Councillor A K Harris (the Chairperson), Councillors: J M S Erwood and A M C Dudley, Mr J Whitika and Mrs D Christie (*via visual link*).

In Attendance

The HR and Governance Administrator – Mrs C Reynolds.

Opening Karakia

The opening karakia was read.

1. Apologies

An apology was received from Mayor Volzke.

That the apology be received.

DUDLEY/ERWOOD
Carried

2. Announcements

There were no announcements

3. Minutes

3.1 Confirmation of Minutes

THAT the minutes of the Sport New Zealand Rural Travel Fund Assessment Committee meeting held on 2 April 2024 be confirmed as a true and accurate record.

WHITIKA/CHRISTIE
Carried

4. Correspondence

4.1 Inwards

- 4.1.1 Accountability Form – Toko School Touch
- 4.1.2 Accountability Form – Taranaki Diocesan School for Girls
- 4.1.3 Accountability Form – Toko School Basketball
- 4.1.4 Accountability Form – Eastern Districts Netball
- 4.1.5 Accountability Form Request Information – Stratford High School
- 4.1.6 Sport NZ 2024-28 Strategic Plan
- 4.1.7 Sport NZ Group Strategy Overview
- 4.1.8 Rural Travel Fund Investment Decision Letter May 204

4.2 Outwards

THAT the inwards correspondence be received.

DUDLEY/ERWOOD
Carried

Points noted in discussion:

- Mrs Christie questioned how particular the committee wanted to be in accepting accountability forms which have not been filled out and signed, and noted there were a few disparities on several of the accountability forms. She advised she does not wish to limit the funding, but wants the accountability forms to be signed. The Chair noted she would like to go through each accountability form one at a time and address these.
- The Chair noted there are a few signatures missing from the toko school, however they had returned funds.
- Mrs Christie questioned if the Taranaki Diocesan School funds have been returned. The Chair noted they had not yet been returned, however Mrs Reynolds is following this up. Mrs Christie noted the accountability form notes the lack of travel costs is due to the cost of living, however the information from Sport New Zealand is contradictory to this. Councillor Dudley noted she had received comments in the community that Taranaki Diocesan received a large amount of funds for basketball and football, however they do not have teams in these sports.
- Mrs Christie questioned what is classed as being in the rural area, as the toko basketball accountability form had a recipient on Brecon Road. Mrs Reynolds clarified that all residents within the Stratford District are classified as rural, even the town schools would be eligible. Councillor Erwood noted their trainings would likely be in Toko which would require travel.
- Mrs Christie advised she is comfortable with High School recipients going to adults, as long as they are picking up students and taking them to the sport, as a lot of them appear to be coaches. She noted she would like something included in their footer that this is the case.
- The Chair noted it needs to be made clear that the committee is accountable to Sport New Zealand and are audited. There is one accountability form in the correspondence who has been particularly problematic. She noted it is not a difficult accountability form to complete, and it is not difficult to get people to sign it.
- It was agreed the accountability forms would be scrutinised a lot more going forward.
- Mrs Christie noted in terms of the correspondence and accountability forms the guidelines emphasise sport participation, is there anything else done to emphasise opportunities for sports teams to apply to the fund. Mrs Reynolds advised there are Taranaki wide funding expos which she attends to promote the fund, it is also sent to all schools/teams in the community directory, put on the Antenno app, Facebook and into the Central Link.
- The Chair noted in the letter from Sport NZ she cannot help but feel an element of if you do not allocate all of the money it may fall away. She advised she would like the committee to keep doing what they are doing, and the people in the room can promote the funds and encourage clubs to apply.

5. Declarations of Interest

The Chair requested committee members to declare any real or perceived conflicts of interest relating to items on this agenda. There were no declarations of interest.

6. Consideration of Applications

The current status of available funding from Sport New Zealand Rural Travel Fund is as follows:

Received July 2024	\$9,500.00
Funds carried forward	\$2,095.00
Funds returned	\$26.96
TOTAL	\$11,621.96
<u>Less</u>	
Advertising	\$Nil
TOTAL AVAILABLE FOR DISTRIBUTION	\$11,621.96

6.1 Sport New Zealand Rural Travel Fund Guidelines – July 2024 – June 2028

6.2 Information Reports

- 6.2.1 Application Index
- 6.2.2 Information Report

THAT the report be received.

WHITIKA/DUDLEY
Carried

6.2.3 Summary of Applications

7.3 Applications for Funding

THAT the following funding allocations be approved.

CHRISTIE/WHITIKA
Carried

6.3.1	Marco School - Touch	\$600.00
6.3.2	Toko School - Touch	\$600.00

Points noted in Discussion:

- Councillor Erwood noted both the applicants are rural schools and have a good number of participants, and believes support for them will be beneficial. He advised he is happy to support the full amount for both applicants. Mrs Christie agreed. The Chair noted the great work Marco has done a good job getting nearly all of their students involved.
- The Chair noted she like the amount per person amount in the report.

7. **General Business**

- Mrs Christie noted the difficulty in the application forms when the applicants fill in the other funding section. She suggested a yes or a no box, with a if yes more detail. Mrs Reynolds will incorporate this into the form.

8. **Next Meeting**

The next meeting is scheduled for May but has not yet been adopted by Council.

Closing Karakia

The meeting closed at 3.55

Councillor A K Harris
Chairperson



Date: 22 August 2024

Venue: Taranaki Regional Council, 47 Cloten Road, Stratford

Document: 3299872

Present: D H McIntyre Taranaki Regional Council (Chairperson)
B Roach South Taranaki District Council

Attending: A Matthews Taranaki Regional Council
M Jones Taranaki Regional Council
N Chadwick Taranaki Regional Council
V McKay Taranaki Regional Council
M Richardson New Plymouth District Council
A Brasch New Plymouth District Council
G Cotter New Plymouth District Council
C Koen New Plymouth District Council
H Denton South Taranaki District Council
J Ingram South Taranaki District Council
L Campbell South Taranaki District Council

Apologies: Apologies were received and sustained from M McKay and M Chong.
McIntyre/Roach

1. Confirmation of minutes – 14 March 2024

Recommendations

That the Taranaki Solid Waste Management Committee:

- a) took as read and confirmed the minutes and resolutions of the Taranaki Solid Waste Management Committee meeting held at Taranaki Regional Council, 47 Cloten Road Stratford on 14 March 2024
- b) noted that the unconfirmed minutes of the Taranaki Solid Waste Management Committee held at on Thursday 9 November 2023 at Taranaki Regional Council have been circulated to the New Plymouth District Council, Stratford District Council and South Taranaki District Council for receipt and information.

McIntyre/Roach

2. Regional Waste Minimisation Officers Report

- 2.1 G Cotter provided an update on the activities undertaken by the Regional Waste Minimisation Officer in collaboration with the district councils. In particular the zero waste fund and upcoming events throughout the region.
- 2.2 Tyre Wise disposal project – set to get underway from September.

Recommendations

That the Taranaki Solid Waste Management Committee:

- a) received the memorandum Regional Waste Minimisation Officer's Activity Report
- b) noted the activities of the Regional Waste Minimisation Officer and district councils.

Roach/McIntyre

3. Regional Solid Waste Operations Report

- 3.1 G Cotter provided an update on the solid waste services within the region and the reduction of contamination of rates.
- 3.2 South Taranaki District Council provided an update on the sand dune erosion project at Pātea beach.

Recommendations

That the Taranaki Solid Waste Management Committee:

- a) receives the memorandum regional Solid Waste Operations Report.

McIntyre/Roach

4. Recycling & Waste Sorting Facilities Tour

- 4.1 A Matthews provided an update on the plan for a tour of recycling and waste sorting facilities following the meeting on Thursday 14 November 2024.

Recommendations

That the Taranaki Solid Waste Management Committee:

- a) receives the update on the planned tour following the meeting on Thursday 14 November 2024.

McIntyre/Roach

There being no further business, Committee Chairperson, D H McIntyre declared the meeting of the Taranaki Solid Waste Management Committee closed at 11.42am

Taranaki Solid Waste

Management Chairperson: _____

D H McIntyre



Date:	5 September 2024	
Venue:	Stratford District Council, 63 Miranda Street Stratford	
Document:	3304716	
Present:	M Cloke	Chairperson
	P Nixon	South Taranaki District Council
	N Volzke	Stratford District Council
	N Holdom	New Plymouth District Council
Attending:	S Hanne	Stratford District Council
	F Aiken	South Taranaki District Council
	G Green	New Plymouth District Council
	S Ruru	Taranaki Regional Council
	T Velvin	TEMO
	P Johnston	TEMO
	P Waters	NEMA
	M Jones	Governance Administrator

The meeting opened with a group Karakia at 9.00am

Apologies: Were received and sustained from N Walker - Taranaki Regional Council and Liana Poutu Holdom/Nixon

1. Confirmation of CDEM – Joint Committee Minutes – 6 June 2024

Resolved

That the Taranaki Civil Defence Emergency Management Co-ordinating Executive Group:

- took as read and confirmed the minutes and resolutions of the Taranaki Civil Defence Emergency Management Group Joint Committee held at the Stratford District Council, 63 Miranda Street, Stratford 14 March 2024
- noted that the unconfirmed minutes of the Taranaki Civil Defence Emergency Management Joint Committee held at the Stratford District Council, 63 Miranda Street Stratford on 14 March 2024, have been circulated to the New Plymouth District Council, Stratford District Council and the South Taranaki District Council for their receipt and information.

Holdom/Volzke

2. Receipt of CDEM – CEG Minutes 19 August 2024

Resolved

That the Taranaki Civil Defence Emergency Management Joint Committee:

- a) received the unconfirmed minutes of the Taranaki Civil Defence Emergency Management Co-ordinating Executive Group Meeting held Taranaki Regional Council, 47 Cloten Road, Stratford on 19 August 2024
- b) adopted the recommendations therein.

Cloke/Nixon

3. National Emergency Management Agency Update

- 3.1 P Waters – National Emergency Management Agency (NEMA), provided an update on NEMA activities.

Resolved

That the Taranaki Civil Defence Emergency Management Joint Committee:

- a) received the memorandum National Emergency Management Agency Update.

Nixon/Volzke

4. Appointment of Local Recovery Manager - STDC

- 4.1 T Velvin advised of the appointment of Mr Simon Walkinshaw to the role of local Recovery Manager to South Taranaki District.

Resolved

That the Taranaki Civil Defence Emergency Management Joint Committee:

- c) received the memorandum Appointment of Mr Simon Walkinshaw as Local Recovery Manager – South Taranaki District Council
- d) noted the content of the memorandum
- e) approved the appointment of Mr Simon Walkinshaw as Local Recovery Manager.

Holdom/Cloke

5. Appointment of Sarah Downs as Lead Controller - NPDC

- 5.1 T Velvin advised of the appointment of Mrs Sarah Downs to the role of Local Controller, New Plymouth District Council.

Resolved

That the Taranaki Civil Defence Emergency Management Joint Committee:

- a) received the memorandum Appointment of Local Controller
- b) noted the content of the memorandum
- c) approved the appointment of Mrs Sarah Downs, to the role of Local Controller.

Holdom/Nixon

6. Quarterly Performance Report Q4 – 2023/24

6.1 T Velvin provided an update on the Q4 Quarterly Performance Report 2023/24.

Todd will provide a breakdown for the next

Resolved

That the Taranaki Civil Defence Emergency Management Co-ordinating Executive Group:

- a) received the memorandum, Quarterly Performance Report Q4 2023/24.

Cloke/Nixon

There being no further business the Civil Defence Emergency Management – Joint Committee Chair, M J Cloke, declared the Civil Defence Emergency Management – Joint Committee meeting closed with a Karakia at 9.28 am.

Civil Defence Emergency

Management – Joint Committee Chairperson: _____

M J Cloke



Date: 12 September 2024

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

Document: 3305672

Present:

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

Attending:

M Nield	Taranaki Regional Council
L Hawkins	Taranaki Regional Council
F Ritson	Taranaki Regional Council
C Gazley	Taranaki Regional Council
L Davidson	Taranaki Regional Council
A Harris	Stratford District Council
S Knarsten	New Plymouth District Council
L Beck	New Plymouth District Council
V Lim	South Taranaki District Council
S Craddock	Port Taranaki Limited
R O'Keefe	NZ Police
P Ward	NZ Police

Zoom: Julia McLean – New Zealand equestrian community

Apologies: There were no apologies.

1. Deputation

- 1.1 J McLean, New Zealand equestrian community, provided a deputation seeking support from the Committee to have horse riders recognised as Vulnerable Road Users by Land Transport New Zealand/Waka Kotahi.
- 1.2 It was requested that Officers prepare a paper in support of recognising horse riders as a vulnerable road user and present this to the next meeting.

Resolved

That the Taranaki Regional Transport Committee:

- a) requested officers prepare a paper in considering recognising horse riders as vulnerable road users.

Cloke/Duynhoven

2. Confirmation of Minutes Regional Transport Committee – 13 June 2024

- 2.1 It was noted that Amanda Harris was an apology for the meeting held Thursday 13 June and was not in attendance.

Resolved

That the Taranaki Regional Transport Committee:

- a) took as read and confirmed the minutes of the Taranaki Regional Transport committee held at 47 Cloten Road, Stratford 13 June at 1.00pm
- b) noted the unconfirmed minutes of the Taranaki Regional Transport Committee meetings held at 47 Cloten Street, Stratford on 8 February 2024 at 1.00pm and 18 April 2024 at 10.00am, have been circulated to the New Plymouth District Council, Stratford District Council and the South Taranaki District Council for their receipt and information.

Cloke/Volzke

3. Receipt of Minutes Regional Transport Advisory Group – 15 August 2024

- 3.1 L Stewart confirmed that there will be no new centre barriers installed between Normanby and Hāwera. This is due to the change in funding of the GPS.

Resolved

That the Taranaki Regional Transport Committee:

- a) received the unconfirmed minutes of the Taranaki Regional Transport Advisory Group held at 47 Cloten Road, Stratford on 15 August 2024.

Cloke/Nixon

4. Port Taranaki Limited Presentation

4.1 S Craddock provided a presentation and update on Port Taranaki Limited.

Resolved

That the Taranaki Regional Transport Committee:

- a) received the presentation from Port Taranaki Limited

Volzke/Nixon

5. Regional Land Transport Plan 2024

5.1 F Ritson provided an update on the Regional Land Transport Plan 2024.

5.2 Officers continue to extend invites to KiwiRail. They were unable to attend this meeting and have informed that they will try and attend the December meeting.

5.3 A paper was presented to this Committee at the June 2024 meeting outlining specific questions to be asked to Kiwirail. This will be circulated to members to ensure that what is being asked is what they would like to have covered.

Resolved

That the Taranaki Regional Transport Committee:

- a) received the memorandum titled, Regional Land Transport Plan 2024 now in effect
- b) noted that the Regional Land Transport Plan for Taranaki 2024/25-2026/27 has been lodged with Waka Kotahi NZ Transport Agency and made publically available
- c) noted that the Government Policy Statement on Land Transport 2024 has been finalised and is now in effect.

Nixon/Cloke

6. Emergency Works Funding Policies Update

6.1 F Ritson provided an update requesting that the Committee's submission on Waka Kotahi's "Emergency Works investment policies" consultation be approved retrospectively. Noting that Waka Kotahi has already begun implementing many of the conclusions that came out of the consultation.

6.2 Concerns were raised around the short timeframes for consultation. It was requested that a letter be sent to the minister outlining these concerns.

Resolved

That the Taranaki Regional Transport Committee:

- a) received the memorandum, Emergency Works funding policies update
- b) retrospectively endorsed the submission to Waka Kotahi NZ Transport Agency on the 'Emergency Works investment policies' consultation
- c) noted that a number of the proposed policy changes have already been put into effect while other will be considered by the Waka Kotahi Board later in 2024
- d) determined that this decision be recognised as not significant in terms of section 76 of the Local Government Act 2002

- e) determined that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with section 79 of the Act, determined that it does not require further information, further assessment of options or further analysis of costs and benefits, or advantages and disadvantages prior to making a decision on this matter.

Duynhoven/Volzke

7. Speed Management Update

- 7.1 F Ritson gave an update on national speed management policies.

Resolved

That the Taranaki Regional Transport Committee:

- a) received the memorandum, Speed Management update
- b) noted the release of the draft Land Transport Rule: Setting of Speed Limits 2024 for which consultation closed on 11 July 2024, and noted that some of the changes proposed are of concern to Road Controlling Authorities
- c) noted the copies of submissions made on the draft Land Transport Rule: Setting of Speed Limits 2024 including from the Inglewood, Kaitake, and Clifton Community Boards
- d) noted that further information will be brought back to the Committee once the Land Transport Rule: Setting of Speed Limits 2024 is finalised.

Cloke/Nixon

8. Request to Vary the Regional Land Transport Plan 2024

- 8.1 L Beck provided an update in order to request acceptance of a request to amend Taranaki's 2024–2025 Regional Land Transport Plan (RLTP).

Resolved

That the Taranaki Regional Transport Committee:

- a) received the memorandum, Request to vary the Regional Land Transport Plan for Taranaki 2024/25-2026/27
- b) agreed to the requested variation to the Regional Land Transport Plan for Taranaki 2024/25-2026/27, made by New Plymouth District Council and Waka Kotahi NZ Transport Agency, to add a project (South Road/Devon St West SH45 safety improvements).
- c) noted this variation to the Regional Land Transport Plan for Taranaki 2024/25-2026/27 and forwards it on to Waka Kotahi NZ Transport Agency.
- d) determined that this decision be recognised as not significant in terms of section 76 of the Local Government Act 2002

- e) determined that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with section 79 of the Act, determined that it does not require further information, further assessment of options or further analysis of costs and benefits, or advantages and disadvantages prior to making a decision on this matter.

Volzke/Duynhoven

9. Territorial Updates (RLTP Implementation Updates)

- 9.1 S Knarston, New Plymouth District Council provided an update on transport activities within the New Plymouth District.
- 9.2 V Lim, South Taranaki District Council provided an update on transport activities within the South Taranaki District.
- 9.3 N Volzke, Stratford District Council provided an update on transport activities within the Stratford District.
- 9.4 It was requested that a paper be prepared for the next meeting outlining the issues of rail utilisation.
- 9.5 C Gazley, Taranaki Regional Council provided an update on public transport activities.

Resolved

That the Taranaki Regional Transport Committee:

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

Cloke/Nixon

10. Waka Kotahi New Zealand Transport Agency Update

- 10.1 L Stewart - Waka Kotahi provided an update on regional and national activities.

Resolved

That the Taranaki Regional Transport Committee:

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

11. 2024-27 National Land Transport Programme – Final Decision notification

- 11.1 M Nield notified members of the correspondence received from the New Zealand Transport Agency Waka Kotahi.

Resolved

That the Taranaki Regional Transport Committee:

- a) received the memorandum titled 2024-27 National Land Transport Programme – Final decision notification
- b) noted the content of the attached letter titled 2024-27 National Land Transport Programme – Final Decisions from the New Zealand Transport Agency | Waka Kotahi.

Cloke/Volzke

There being no further business the Committee Chairperson, Councillor A L Jamieson declared the Regional Transport Committee meeting closed with Karakia at 3.10pm.

Regional Transport

Committee Chairperson: _____

A L Jamieson

Unconfirmed

MONTHLY REPORT

District Mayor



F22/55/04-D24/50828

To: Council
From: District Mayor
Date: 8 November 2024
Subject: District Mayor Monthly Report – October 2024

Recommendation

THAT the report be received.

 Moved/Seconded

1. Nga Ruahine Residential Building

An early morning start was the call as representatives from Te Korowai o Ngāruahine blessed the residential building project that is about to get underway. Iwi have bought the building in Juliet Street previously occupied by the Stratford Club and have plans to convert the vacant building into accommodation units. Fond memories of the club came to mind as the mauri stone was laid and I can recall several major renovations of the club building over the years, but nothing like what is planned now.

The need for low cost, basic accommodation is acute across the country and Ngāruahine have recognised this need in Taranaki and intend to invest to address this issue. The renovation work is estimated to take around twelve months to complete and will start shortly.

2. Local Alcohol Policy

The South Taranaki District Council has recently considered whether or not it should adopt a Local Alcohol Policy. Their debate is timely, as presently the combined New Plymouth and Stratford local alcohol policy is being reviewed. I was invited to speak to their council which I did, and was able to promote the benefits of having a policy and encouraged elected members to explore the possibility of having a combined regional policy. A regional policy can offer consistency across the three districts, but still provide the opportunity for local variations, if desired. This has been the experience with the present combined policy of the New Plymouth and Stratford councils. Elected members decided to move forward with some options aimed at adopting a local alcohol policy.

3. Stratford High School Prizegiving

Every year around this time I am invited to attend the Stratford High School prizegiving. It is an important occasion for those receiving awards and certificates, and especially for those students about to leave school and enter the wide, wide world outside of the school. The prizegiving event itself followed the common, traditional format that hasn't changed much over the years, but in recent times I have noticed a change in the students and their support for each other. My perception is that over the last two or three years the students seem to be more engaged, school spirit is high and there is a more positive direction among the school leavers. This is reflected in the school role that is now growing again. After speaking with some of the senior students and hearing their future plans, all associated with the school should be very proud of Stratford High School.

The event also marked a significant milestone for me personally as it was on the day of the Stratford High School prizegiving 15 years ago that I left the stage to be informed of the outcome of the by-election and that I had been elected District Mayor.

4. Tūtaki Annual General meeting

Last month, it was a pleasure to attend the Tūtaki Annual General meeting. The organisation has been very successful for many years by delivering wrap around support and counselling services for youth in our area. The work they do is challenging and I imagine, at times, quite frustrating but the staff are very passionate and committed to delivering a first class service and they do just that. Having the police involved as a partner agency provides a hugely beneficial relationship that facilitates interventions that help keep many of our youth out of the justice system and help guide them through their most vulnerable years.

The adjacent Lion's Den gymnasium operated by Tūtaki continues to be very popular. As well as delivering health benefits to young and old, the gym generates a tidy profit and this money is used to partly fund the operations of the youth services. All up, Tūtaki is a great model and it continues to provide essential support services within our community.

5. Correspondence

- Stratford Volunteer Fire Brigade Call Outs – October 2024
- Living Streets of Aotearoa – letter
- BusinessNZ – Government Procurement letter

6. Some Events Attended

- Attended – Blessing of Ngaruahine Residential Building
- Attended – MTFJ Candidates meeting
- Attended – South Taranaki District Council meeting
- Attended – Stratford Park Steering Group meeting
- Attended – Stratford 2035 Project Team meeting
- Attended – Tūtaki Annual General meeting
- Attended - Stratford High School Prizegiving
- Attended - Stratford Health Trust meeting
- Met – with Carl Bates, Member of Parliament
- Met – with representative of Stratford Park Project
- Met - with NZTA Regional Relationship Manager Linda Stewart
- Radio Interview - Access Radio (x1)
- Newspaper - Stratford Press Interviews and Articles (multiple)
- Newspaper - Daily News (multiple)
- Attended - Regional Mayors and Chairs weekly meeting (x4)
- Attended - Regional Mayors and Chairs, Emergency Services meeting (x1)
- Attended - Council Pre-Agenda meetings (x2)
- Attended - Council Meetings (x3)



N C Volzke JP
District Mayor

Date: 7 November 2024

Stratford Volunteer Fire Brigade Call Outs End September 2024

- 26-09-24 Alarm activation Avon Medical Centre Romeo Street, Fluorescent light smouldering
- 27-09-24 Motor vehicle accident Regan Street / Juliet Street
- 30-09-24 Investigate the smell of smoke Ariel Street

Stratford Volunteer Fire Brigade Callouts October 2024

The Stratford Fire Brigade responded to 15 calls in October 2024

- 04-10-24 Alarm activation Woolworths Broadway North
- 08-10-24 Fire in freezer's @ Ample Meats Mountain Road
- 09-10-24 Assist ambulance with medical call Romeo Street
- 09-10-24 Assist with setting up landing zone for helicopter at Avon Primary School
- 11-10-24 Motor vehicle accident truck vs. Pedestrian Broadway
- 12-10-24 Motor vehicle accident car vs. power pole Pembroke Road
- 14-10-24 Special Service dog stuck in car Broadway
- 15-10-24 Gas leak Pembroke Road
- 16-10-24 Machinery on fire Matau Road Matau, assist Toko fire brigade
- 17-10-24 Alarm activation New Commercial Hotel Broadway South
- 18-10-24 Alarm activation @ old TSB swimming pool Page Street
- 22-10-24 Tanker required tractor on fire in shed Opunake Road Te Kiri, assist Opunake and Kaponga fire brigades
- 24-10-24 Tanker required Waiteika Road tractor on fire assist Opunake fire brigade stood down before arrival
- 26-10-24 House fire Pembroke Road West
- 29-10-24 Motor vehicle accident car vs. power pole York Road



18 October 2024

Neil Volzke JP
District Mayor
Te Kaunihera ā Rohe ō Whakaahurangi | Stratford District Council

Tēnā koe Neil,

On behalf of Living Streets Aotearoa, the national walking advocacy organisation, I'm getting in touch to say how much we appreciate the way you've spoken up in support of the pedestrian crossings recently installed in Stratford. We've already heard from one of our members what a game-changer these crossings will be for pedestrians in Stratford, and in the face of the Taxpayers' Union's ill-informed criticism, we are impressed by the way you have stood up to them in defence of your ratepayers and in defence of pedestrian safety.

Every two years, Living Streets Aotearoa holds our Golden Foot Walking Awards – the most recent awards ceremony was this past July: <https://www.livingstreets.org.nz/goldenfoot>

When the 2026 Awards open for nominations, the installation of these crossings is exactly the sort of project that deserves a nomination, and we hope that you and your Council will consider doing so.

Thanks once again for your support for walking and for good pedestrian infrastructure.

Ngā mihi nui
Tim Jones
President, Living Streets Aotearoa



Level 13 NTT Tower
157 Lambton Quay
PO Box 1925
Wellington 6140
New Zealand

Tel: 04 496-6555
www.businessnz.org.nz

15 October 2024

To the Mayors and CEO's
of Local Government in NZ.
(Via e mail)

Dear Mayors and CEO's

Using Government Procurement to boost the economy

As you will be aware, each year, government agencies spend approximately \$51.5 billion on a wide range of goods and services.

Central and local Government spending can have a big impact on the local economy because the government tends to control the bigger projects. In a country of 5 million people, where most of our businesses are small to medium sized enterprises (SME's) there can be barriers to winning Government contracts.

Over the years, BusinessNZ has advocated for Procurement Rules, which emphasise "whole of life value" over 'lowest cost' procurement. The latter can be a false economy if the lowest cost solution is poor quality and doesn't last very long.

We have also advocated for Procurement Rules that require Government agencies to take into account the wider economic benefits of their procurement decisions.

It is our observation, that even if the Rules of Procurement contain language we have advocated for, the far harder task is getting procurement managers all around New Zealand to put the rules into action. The Rules as they stand are akin to a smorgasbord of options/recommendations. We think there could be a good case for reducing the rules down significantly so that they are more impactful, digestible and enforceable and we are asking central government to do this.

We have looked at a few examples of what other countries are doing (Australia, Canada, the UK) to boost the participation of their local businesses in procurement opportunities, and they are all much more supportive of local businesses (**without breaching any international free trade agreements**) than is the case in New Zealand (see Appendix 1).



We appreciate that the best supplier for a project may not be a local supplier, depending on the size and complexity of a project, but it would be good to see points awarded in tender evaluation for the use of a local business somewhere in the supply chain as a subcontractor, if not the tier one supplier.

Our definition of a local business would be quite broad, they could be overseas owned, but if they have a local office and employ local people that pay tax in New Zealand, then that is contributing to the local economy and to job creation/retention.

It is always frustrating when we hear about local businesses that have more success winning overseas contracts, than they have in their home market. A big foundation customer, such as a government agency, gives our exporters greater credibility when pitching for international work.

We would like to see better access to government procurement opportunities (which tend to be bigger projects) growing bigger and more export capable firms.

We have talked to multi-nationals looking to win New Zealand Government tenders who have gone to great lengths to put together a consortium of local companies to support their tier one bid and were then disappointed the procuring agency did not appear to be awarding any points in the tender evaluation to the local content aspect of the bid.

While other countries do a range of things to better support the local economy when it comes to procurement, some of them in our view are overly complex and costly, in terms of setting up support systems like Australia's Industry Capability Network, Procurement Assistant Canada (PAC) etc.

It would be far simpler in our view to mandate that government agencies (central and local) are required to give a weighting for a local business bid. A weighting won't necessarily be enough for them to win the tender if other aspects of their proposal fall short, but it will serve to put local suppliers on the radar of evaluators, and it will potentially encourage tier one multinational suppliers to look for local partners.

In Victoria, Australia they take the following approach (noting their definition of local content includes New Zealand businesses under Trans-Tasman Mutual Recognition Agreement).

In both standard and strategic projects, procuring agencies must include a 10 per cent weighting for local content in overall procurement evaluation criteria. For example, if evaluation criteria provides for up to 100 points, ten of these points could be allocated to the evaluation of the VIPP or LIDP Plans provided by suppliers. A local content commitment of 95 per cent within these plans would earn suppliers 9.5 points out of a possible ten towards their overall tender evaluation.¹¹

Feedback we are getting from procurement professionals that work both with government agencies, local government and with suppliers, is that local government is doing a better job including local suppliers than central government. They say procurement professionals in central government could do with additional training and capability building and that could make a change for the better as well.

So, in closing, we are recommending simplifying the Procurement Rules, giving a weighting for local suppliers and investing in more training for government procurement professionals. We are pursuing these recommendations with Hon Melissa Lee, but any support you could add to putting this into action at local government level would be most welcome.

Yours sincerely



Catherine Beard
Director, Advocacy
BusinessNZ



Dane Ambler
Exec Director
Buy NZ Made.

Appendix 1.

The place of SMEs in government procurement rules

Australia

The Commonwealth Procurement Rules document in Australia¹ (published on 1 July 2024) is subtitled “Achieving value for money”, but it explicitly recognises the need to provide opportunities for SMEs.

It's Foreword states that:

“The Commonwealth procurement framework is a major economic lever, and the Government will use its significant purchasing power to stimulate First Nations entrepreneurship and further increase the opportunities for small and medium sized enterprises (SMEs) securing Commonwealth contracts.”

An SME is defined as an Australian or New Zealand firm with fewer than 200 full-time employees.

The rules document includes a section on SMEs that further states:

“To ensure that Small and Medium Enterprises (SMEs) can engage in fair competition for Australian Government business, officials should apply procurement practices that do not unfairly discriminate against SMEs and provide appropriate opportunities for SMEs to compete. Officials should consider, in the context of value for money:

- a. the benefits of doing business with competitive SMEs when specifying requirements and evaluating value for money;*
- b. barriers to entry, such as costly preparation of submissions, that may prevent SMEs from competing;*
- c. SMEs' capabilities and their commitment to local or regional markets; and*
- d. the potential benefits of having a larger, more competitive supplier base, including the disaggregation of large projects into smaller packages, where appropriate, that maximise competition.”*

Commitments to support SMEs are:

“ The Australian Government is committed to non-corporate Commonwealth entities procuring at least 25 per cent of contracts by value from SMEs, for contracts with a value of up to \$1 billion.

In addition, the Government has a target of non-corporate Commonwealth entities procuring 40 per cent of contracts, by value from SMEs, for contracts with a value of up to \$20 million.

¹ [Commonwealth Procurement Rules 2024 \(finance.gov.au\)](https://www.finance.gov.au)

The Australian Government recognises the importance of paying suppliers on time, particularly SMEs. Non-corporate Commonwealth entities must make all payments to suppliers within the maximum payment terms, following the acknowledgement of the satisfactory delivery of goods or services and the receipt of a correctly rendered invoice.”

DECISION REPORT



F22/55/04 – D24/40117

To: Council
From: Roading Asset Manager
Date: 12 November 2024
Subject: Proposed Road Closure for the 2024 Christmas Parade

Recommendations

1. THAT the report be received.
2. THAT pursuant to Section 342(1) (b) in accordance with Schedule 10 clause 11(e) of the Local Government Act 1974, approval is hereby given that the Stratford District Council closes the following roads on Friday 6th December 2024, between the hours of 4.30pm and 7.30pm for the purpose of the 2024 annual Christmas Parade.
 - Miranda Street between Regan Street and Fenton Street
 - Fenton Street between Portia Street and Juliet Street
 - Broadway (State Highway 3) between Seyton Street and Page Street
3. THAT Council approves the use of Seyton Street, Juliet Street, Celia Street, Orlando Street and Hills Road as the alternative route for SH3 traffic for both northbound and southbound traffic, whilst the Christmas Parade is in progress.

Recommended Reason

In order for the Stratford Business Association to hold its annual Christmas Parade, it is necessary to close the roads listed above. The proposed road closures require formal endorsement by a Council resolution.

/
Moved/Seconded

1. Purpose of Report

- 1.1 For any street event that requires a road closure, Schedule 10 clause 11(e) of the Local Government Act 1974 requires a Council resolution to endorse the proposed road closure. This report seeks this endorsement for the purposes of allowing the Stratford Business Association to close the roads listed above on 6 December 2024 between the times specified in the recommendation.

2. Executive Summary

- 2.1 In order for the annual Christmas Parade to be held, for health and safety reasons the Stratford Business Association have requested that several roads are closed for the purposes of gathering the parade floats together and for the route of the Christmas Parade. An alternative route for northbound and southbound traffic along State Highway 3 will be sign posted for the duration of the parade.

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 annual event brings together the community at a festive time of the year to participate in the parade as well as enjoying the spectacle of the event.	
Social	Economic	Environmental	Cultural
✓			

The report is for the purposes of providing good regulatory function, as street events such as this, require a Council resolution to endorse a proposed road closure.

4. Background

- 4.1 Each year the Stratford Business Association request that State Highway 3, Broadway is closed to through traffic between Seyton Street and Page Street. The Stratford Business Association require all participants in the parade to gather in the War Memorial car park with their decorative floats before proceeding in the parade. **Appendix 1** shows the letter received from the Stratford Business Association requesting the road closure.
- 4.2 The parade route is from the War Memorial car park, south along Miranda Street, turning left onto Fenton Street to State Highway 3 at Broadway. At the southern roundabout, the parade turns left onto State Highway 3 Broadway, heading north towards Regan Street, circles the northern roundabout, before heading south on State Highway 3 Broadway to return to Fenton Street. At the southern roundabout (Fenton Street), the parade turns right into Fenton Street, proceeds along Fenton Street, turning right into Miranda Street to return to the War Memorial car park.
- 4.3 The alternative route for State Highway 3 traffic for the duration of the parade is Seyton Street, Juliet Street, Celia Street, Orlando Street and Hills Road. This route is available for all southbound and northbound traffic. As State Highway 3/Broadway is a designated High Productivity Mass Vehicle (HPMV), route, Stratford District Council is required to issue a memorandum to all HPMV permit holders using State Highway 3. This memorandum gives permission for the alternative route to be used as a HPMV route for the duration of the closure.

5. Consultative Process

5.1 Public Consultation - Section 82

The Stratford Business Association are required to liaise with all residents and traders affected by the proposed road closure. An advertisement was placed in the Central Link newspaper on 23 September 2024 and was placed on the Stratford District Council website on 23 September 2024. At the time of writing this report, no written objections have been received by the Stratford District Council. The closing date for feedback was Friday 25 October 2024.

Stratford Business Association has contacted the New Zealand Transport Agency, Police, Fire Service, St John’s Ambulance and the Road Transport Authority seeking their approval for the proposed road closure. At the time of writing this report, no objections have been received.

5.2 **Māori Consultation - Section 81**

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

6. **Risk Analysis**

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

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

A full Health and Safety Management Plan and Traffic Management Plan have been prepared for this event. Further, Stratford District Council have been indemnified against any claims whatsoever arising from the event (**Appendix 1**).

In order for the Christmas Parade to be held in a safe manner on public roads, it is essential that these roads are closed for the duration of the Christmas Parade. This will safeguard the participants in the Christmas Parade as well as spectators along the route of the parade. Each entrant in the parade has to provide two people to walk alongside their float as a safety precaution. This is a requirement of the Stratford Business Association. This requirement has been included in their Safety Plan for the event.

7. **Decision Making Process – Section 79**

7.1 **Direction**

	Explain
Is there a strong link to Council's strategic direction, Long Term Plan/District Plan?	Yes. This event brings the community together to participate in a fun activity during the festive season.
What relationship does it have to the communities current and future needs for infrastructure, regulatory functions, or local public services?	This report supports the performance of Council by providing a regulatory function in accordance with the Local Government Act 2004.

7.2 **Data**

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

Yes, the times of the proposed road closures are outlined in the recommendation above.

7.3 **Significance**

	Yes/No	Explain
Is the proposal significant according to the Significance Policy in the Long Term Plan?	No	
Is it:	No	
• considered a strategic asset; or	No	
• above the financial thresholds in the Significance Policy; or	No	
• impacting on a CCO stakeholding; or	No	
• a change in level of service; or	No	
• creating a high level of controversy; or	No	
• possible that it could have a high impact on the community?	Yes	Some traders may be affected by the parade. However, the Business Association have encouraged the traders along Broadway to be part of the late night shopping event.

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

7.4 **Options**

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

Option 1.

Do not approve the closing of the roads listed above. If this is the option chosen, then the Stratford Business Association will not be able to hold their annual Christmas Parade.

Option 2.

Endorse the proposed road closures as outlined in recommendation two above to indicate our support for this event. This will have a positive impact on Stratford at this festive time of year. **This is the recommended option.**

7.5 **Financial**

- Is there an impact on funding and debt levels?
- Will work be undertaken within the current budget?
- What budget has expenditure come from?
- How will the proposal be funded? eg. rates, reserves, grants etc.

The cost of providing the traffic management will be met by the Stratford Business Association. Stratford District Council's officer time for approving the traffic management plan is met from current roading budgets.

7.6 **Prioritisation & Trade-off**

- Have you taken into consideration the:
- Council's capacity to deliver;
 - contractor's capacity to deliver; and
 - consequence of deferral?

The Stratford Business Association has sought the assistance of Central Traffic Services to provide and monitor the traffic management for the duration of the event.

7.7 **Legal Issues**

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

Pursuant to Section 342(1) (b) Schedule 10 clause 11(e) of the Local Government Act 1974, provides powers to Council to formally endorse a recommendation to close a road for the purposes of a street event.

7.8 **Policy Issues - Section 80**

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

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

Attachments:

Appendix 1 – Letter of request from Stratford Business Association

Appendix 2 – Traffic Management Plan for the event.



Debra Taplin
Roading Engineer



[Endorsed by]
Victoria Araba
Director – Assets



[Approved by]
Sven Hanne
Chief Executive

Date 5 November 2024

Appendix 1



12 September 2024

Stephen Bowden
Stratford District Council
PO Box 320
STRATFORD

Dear Stephen

2024 Christmas Parade

The Stratford Business Association is planning the annual Christmas Parade to be held on Friday 6 December 2024. We will have a market and entertainment in Prospero Place starting from 5pm with carols following the parade. The road closure will be in place from 4:30pm – 7:30pm.

The parade will follow the same route as previous years. The proposed areas for road closure are:

- Miranda St between Regan St and Fenton St and the War Memorial Carpark
- Fenton St between Portia St and Broadway (SH3)
- Broadway (SH3) between Seyton St and Page St

We have engaged Central Traffic Services who will be completing the Traffic Management Plan and carrying out the work on the day.

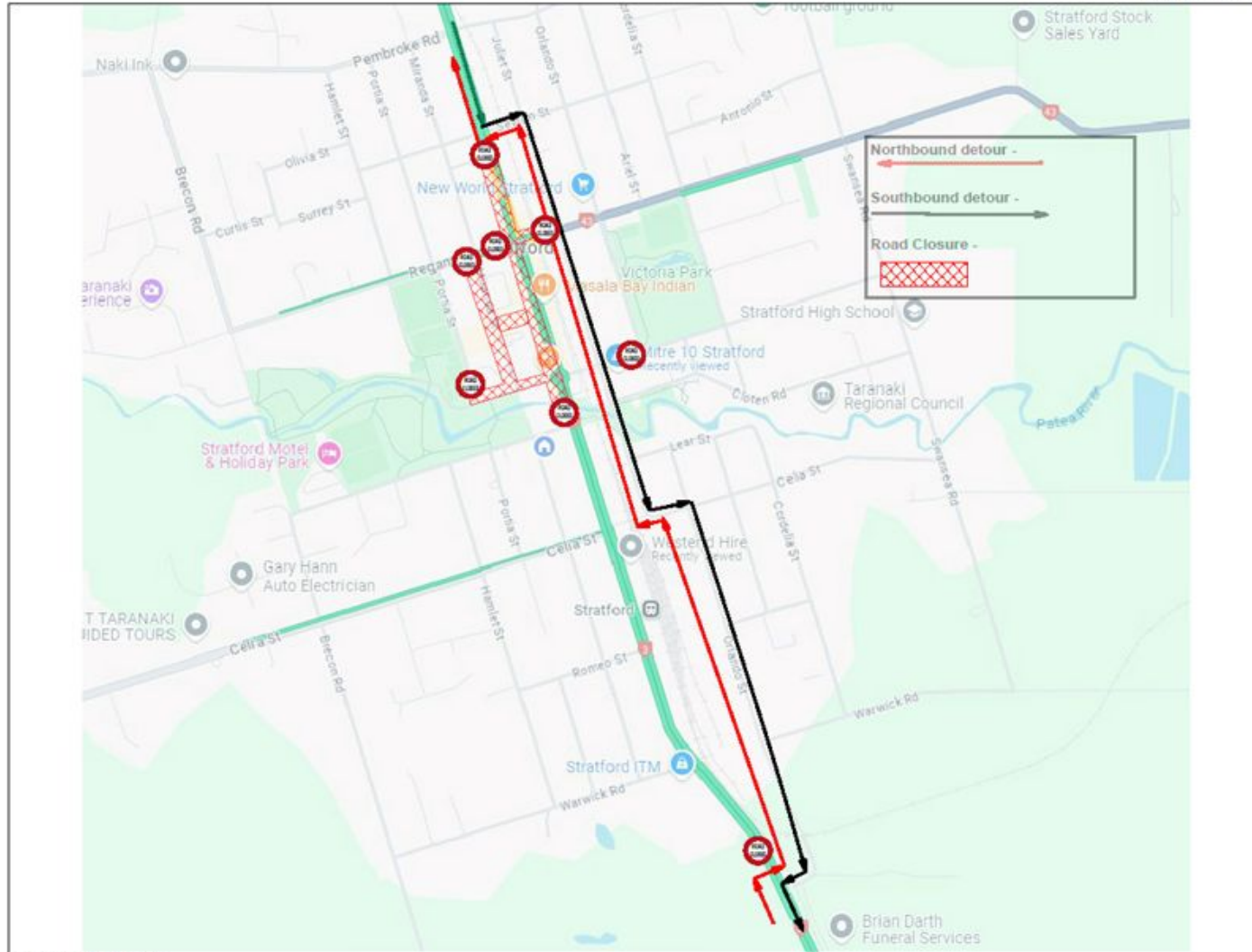
The Stratford Business Association indemnifies the Stratford District Council and New Zealand Transport Agency against any claim whatsoever arising from the Stratford Christmas Parade to be held on Friday 6 December 2024.

A copy of our public liability insurance Certificate of Currency is attached. Please note that this expires on 29/10/2024. I will send the new policy through once received.

Kind regards,

Amy Kingston
SECRETARY

Appendix 2



DECISION REPORT



F22/55/04 – D24/48564

To: Policy & Services Committee
From: Chief Executive
Date: 12 November 2024
Subject: Ordering of Candidates Names for Local Elections 2025

Recommendations

1. THAT the report be received.
2. THAT Council resolves to adopt either:
 - (i) The alphabetical order of candidate names; or
 - (ii) The pseudo-random order of candidate names; or
 - (iii) The random order of candidate names,

to be displayed on the voting documents for the 2025 triennial election, as permitted under regulation 31 of the Local Electoral Regulations 2001.

/
Moved/Seconded

1. Purpose of Report

- 1.1 The purpose of this report is to give an update on preliminary matters relating to the 2025 Local Authority Triennial elections for Stratford District Council, being held on Saturday 11 October 2025.
- 1.2 Elected members are also being asked to make a decision on the ordering of candidate names to appear on the voting documents.

2. Executive Summary

- 2.1 Pursuant to the Local Electoral Act 2001 (“the Act”), Council is required to confirm a number of administrative requirements for the conduct of the 2025 Local Authority Triennial elections.
- 2.2 Council has already considered a number of matters that directly relate to the forthcoming elections as part of the Representation Review completed in 2021, which included an addition of a Māori ward member, and minor boundary changes to the Rural and Urban wards. In August 2023 Council decided not to undertake a full representation review or make any minor ward boundary alterations in 2024 for the 2025 triennial elections.
- 2.3 In August 2023, Council resolved to retain the First Past the Post electoral system for the 2025 triennial elections.
- 2.4 Council is not required to adopt a decision on the ordering of candidate names, and the default position is alphabetical ordering. However, this decision is being brought to Council to ensure a tidy process and give elected members an opportunity to change to random ordering if that is desired.
- 2.5 The council may resolve that candidate names are arranged on the voting document in alphabetical order of surname, pseudo-random order or random order. With pseudo-random order of names, the same random order appears on each voting document. With random order of names, a different random order appears on each voting document.

- 2.6 The Candidate Handbook, Elected Member Protocols, and Māori Wards Guide have not yet been compiled but will be circulated to elected members when available.

3. Local Government Act 2002 – Section 10

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

4. Background

- 4.1 The 2025 Local Authority Triennial elections will be conducted under the Local Electoral Act 2001, by postal vote, on Saturday 11 October 2022.
- 4.2 The three Taranaki local authorities and the Taranaki Regional Council (TRC) conduct the triennial local government as a shared service. A regional Request for Proposal (RFP) process was undertaken by Council officers in 2015 for the position of Electoral Officer and all associated duties with regards to elections. The successful bidder was Independent Election Services Ltd (IESL) of Auckland. Consequently, the councils formally appointed Mr Dale Ofoske (Managing Director of IESL) as their Electoral Officer.

Section 12 of the Local Electoral Act 2001 states that:

(1) For every local authority there must at all times be an electoral officer appointed by the local authority to exercise the powers and carry out the duties conferred on the electoral officer by this Act and any other enactment, in relation to that local authority.

(2) The electoral officer may—

(a) delegate to any person or class of persons any power or duty under this Act or regulations made under this Act (except this power of delegation):

(b) appoint or engage any person or class of persons for the purposes of carrying out any of those powers or duties.

(3) An electoral officer, unless he or she dies, resigns, is dismissed from office, or becomes incapable of acting, remains in office until his or her successor comes into office.

- 4.3 As part of the Electoral Officer’s duties in relation to the upcoming election, a summary election report will be prepared, and presented to the Audit and Risk Committee in 2025. This will include an election readiness checklist, election timetable and protocols for elected members as a guide, particularly during the campaign period. The timetable is attached to this report as **Appendix 1**.

5. Consultative Process

5.1 Public Consultation - Section 82

No public consultation is required as the decision on the ordering of candidate names is not significant enough to warrant engaging with the community.

5.2 Māori Consultation - Section 81

No Māori consultation has been undertaken as per the reasoning above.

6. Risk Analysis

6.1 The decision being made in this report relates to the ordering of candidate names. The potential risks to using either the Pseudo-Random Order or the Random Order methods relate to voter confusion and potential criticism. There is no risk on Council’s risk register in relation to elections.

7. Sustainability Consideration

7.1 This matter does not have a direct link to the sustainability policy or its guiding principles.

8. Decision Making Process – Section 79

8.1 Direction

	Explain
Is there a strong link to Council’s strategic direction, Long Term Plan/District Plan?	No direct link
What relationship does it have to the communities current and future needs for infrastructure, regulatory functions, or local public services?	The local elections confirm the governance structure that make decisions that affect these functions and services.

8.2 Data

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

Candidate Order

Clause 31 of the Local Electoral Regulations 2001 allows Council to determine that candidates’ names may be arranged on the voting documents in alphabetical order of surname, pseudo-random order or random order. If there is no resolution, then candidate’s name must be arranged in alphabetical order, being the default option.

A study conducted by Auckland Council, based on three Auckland Council elections (2010, 2013 and 2016), in October 2018 revealed that there was no compelling evidence that candidates being listed first were more likely to be elected.

8.3 **Significance**

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

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

8.4 **Options**

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

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

The options available to the Council for the ordering of candidate names on the 2025 Triennial Local Government Election voting papers are:

- (i) the alphabetical order of candidate names; or
- (ii) the pseudo-random order of candidate names; or
- (iii) the random order of candidate names

If no option is decided on by elected members, the default method will be alphabetical order.

8.5 **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.

There is no price difference in any of the options above. Previously, option (iii) was a lot more expensive, but the new ink jet printing capability means that the cost of printing remains the same regardless of whether all voting papers are the same or all different.

8.6 **Prioritisation & Trade-off**

- Have you taken into consideration the:
- Council's capacity to deliver;
 - contractor's capacity to deliver; and
 - consequence of deferral?

Not applicable.

8.7 **Legal Issues**

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

All legal issues have been considered by the independent Electoral Officer. There is no risk of non-compliance with legislation by making a decision based on the information in this report. There may be legal implications if Council does not follow proper processes. To avoid this, Council has appointed a highly experienced Electoral Officer from Election Services Ltd to guide Council in the Local Election 2025.

8.8 **Policy Issues - Section 80**

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

Not applicable.

Attachments

Appendix 1 Election Timetable



Sven Hanne
Chief Executive

Date: 5 November 2024

Appendix 1



2025 Local Government Elections 11 OCTOBER 2025

TIMETABLE WĀTAKA

May 2025	National ratepayer roll qualifications and procedures campaign [Sec 39, LEA]
Monday 9 June 2025	Electoral Commission's enrolment update campaign commences
Friday 4 July 2025	Public notice of election, calling for nominations, roll open for inspection [Sec 42, 52, 53, LEA]
FRIDAY 4 JULY 2025	NOMINATIONS OPEN / roll open for inspection [Sec 42, LEA]
FRIDAY 1 AUGUST 2025	NOMINATIONS CLOSE (12 NOON) / ROLL CLOSURES [Sec 5, 42, 55 LEA, Reg 21, LER]
Friday 8 August 2025	Public notice of day of election, candidates' names [Sec 65, LEA]
Friday 5 September 2025	Electoral officer certifies final electoral roll [Sec 51, LEA, Reg 22, LER]
TUESDAY 9 SEPTEMBER – MONDAY 22 SEPTEMBER 2025	DELIVERY OF VOTING DOCUMENTS [Reg 51, LER]
Tuesday 9 September – Saturday 11 October 2025	Progressive roll scrutiny [Sec 83, LEA] Special voting period (12 noon) [Sec 5 LEA, Reg 35, LER] Early processing period (12 noon) [Sec 80, LEA]
by Friday 10 October 2025	Appointment of scrutineers (12 noon) [Sec 68, LEA]
SATURDAY 11 OCTOBER 2025	ELECTION DAY [Sec 10, LEA] Close of voting (12 noon) [Sec 84, LEA] Progress and preliminary results available as soon as practicable after close of voting [Sec 85, LEA]
Monday 14 October – Friday 17 October 2025	Official count [Sec 84, LEA]
Friday 17 October – Saturday 18 October 2025	Declaration of result/public notice of declaration [Sec 86, LEA]
mid/late December 2025	Return of electoral donations & expenses form [Sec 112A, LEA]

LEA = Local Electoral Act 2001 LER = Local Electoral Regulations 2001 (incorporating 30 July 2024 changes)



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.