



TE KAUNIHERA Ā ROHE O
WHAKAAHURANGI
STRATFORD
DISTRICT COUNCIL

Our reference
F19/13/03-D21/26182

22 August 2024

Policy and Services Committee Meeting

Notice is hereby given that the Policy and Services Committee meeting will be held in the **Council Chambers, Stratford District Council, 63 Miranda Street, Stratford** on **Tuesday 27 August 2024** beginning at **3.00pm**.

Timetable for 27 August 2024 as follows:

3.00pm	Policy and Services Committee Meeting
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Yours faithfully

A handwritten signature in blue ink, appearing to read 'Sven Hanne', written in a cursive style.

Sven Hanne
Chief Executive

2024 - Agenda - Policy & Services - August

27 August 2024 03:00 PM



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14. [Closing Karakia](#)

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AGENDA

Policy and Services Committee



F22/55/05-D24/40189

Date: Tuesday 27 August 2024 at 3.00 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 Policy and Services Committee meetings, including Hearings.

6. Confirmation of Minutes

- 6.1 Policy and Services Committee –23 July 2024**
D24/36732 Page 11

Recommendation

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

/
Moved/Seconded

7. Matters Outstanding

D16/47 Page 19

Recommendation

THAT the Matters Outstanding be received.

/
Moved/Seconded

8. Decision Report – Policy Reviews – August 2024

D24/41145 Page 20

Recommendations

1. THAT the report be received.
2. THAT the following, updated policy, being the:
 1. Solid Waste Kerbside Collection Policybe adopted.

Recommended Reason

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

/
Moved/Seconded

9. Decision Report – Stratford Croquet Club – Location Decision

D24/32574 Page 30

Recommendations

- THAT the report be received.
- THAT the Committee adopt one of the options within this report.

Recommended Reason

Elected Members need to decide whether the Stratford Croquet Club's (SCC) request to relocate their activity to the green space next to Wai o Rua (corner of Portia and Regan Streets), is accepted or declined.

/
Moved/Seconded

10. Decision Report – Review of Victoria Park Reserve Management Plan

D24/35125 Page 48

Recommendations

1. THAT the report be received
2. THAT in accordance with Section 41(4) of the Reserves Act 1977, as administering body of the reserve, Council carries out a comprehensive review of the Victoria Park Reserve Management Plan.
3. THAT council approves council officers to seek submissions and feedback from key stakeholders in accordance with the Reserves Act 1977.

Recommended Reasons

The Reserves Act 1977 requires Council to “keep its management plan under continuous review”. Victoria Park is one of Stratford’s premier reserves both in terms of passive and active recreation and warrants their own management plan to better guide their present and future use, maintenance, and development. This plan is due for review, given the changes to parts of the reserve within the last few years.

/

Moved/Seconded

11. Decision Report – Stopping and Disposal of Part Walter Road to Regularize Encroachment

D24/40176 Page 100

Recommendations

1. THAT the report be received.
2. THAT in order to allow a substantial woolshed that has been erected over part of unformed Walter Road to remain, the Council accepts the offer of the adjoining owners, RC & RA McGregor and J Harold to vest as road on the deposit of their proposed plan of subdivision of Part Lot 1 DP 312/B & Lot 1 DP 11027, an area of approximately 822m2 adjoining the area of encroachment and shown as Lot 7 on the scheme plan attached to this report.
3. THAT in exchange for the road to vest as outlined in (2) above and following the deposit of the relative plan of subdivision, the Council agrees to stop that part of Walter Road, which is currently occupied by the woolshed, comprising approximately 709m2 and to amalgamate the road, when stopped, with the owners adjoining land, being Lot 1 DP 11027.
4. THAT the road stopping referred to in (3) above be undertaken in accordance with the provisions of the Public Works Act 1981 and that all associated costs be met by the owners.

Recommended Reason

While Walter Road has only been formed up to the boundary of the owners’ land, the woolshed occupies the unformed continuation of legal road and as such, constitutes an unlawful encroachment. The above recommendations will provide for the substantial woolshed to remain while maintaining the continuity and integrity of Walter Road at no cost or inconvenience to the Council.

/

Moved/Seconded

12. Monthly Reports

11.1 Assets Report
D24/37637 Page 105

Recommendation

THAT the report be received.

/
Moved/Seconded

11.2 Community Services Report
D24/37716 Page 128

Recommendation

THAT the report be received.

/
Moved/Seconded

11.3 Environmental Services Report
D24/33490 Page 137

Recommendation

THAT the report be received.

/
Moved/Seconded

13. Questions

14. Closing Karakia

D21/40748 Page 144



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.

8. Attendance schedule for 2024 Policy & Services Committee meetings (including Hearings).

Date	23/1/24	30/1/24**	27/2/24	27/2/24	26/3/24	26/3/24	23/4/24	14/5/24	28/5/24	4/6/24	11/06/24	25/6/24	23/7/24	27/8/24	24/9/24	22/10/24	26/11/24
Meeting	PS	PS	H	PS	H	PS	PS	H	PS	H	H	PS	PS	PS	PS	PS	PS
Neil Volzke	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓				
Steve Beck	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓				
Grant Boyde	✓	✓	A	A	✓	✓	✓	✓	✓	✓	✓	✓	A				
Annette Dudley	✓	✓	✓	✓	✓	✓	✓	✓	✓	A	A	✓	✓				
Jono Erwood	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓				
Ellen Hall	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓				
Amanda Harris	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓				
Vaughan Jones	✓	✓	✓	✓	✓	✓	✓	✓	A	✓	✓	✓	✓				
Min McKay	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓				
John Sandford	✓	✓	✓	✓	✓	✓	A	✓	A	✓	✓	✓	✓				
Clive Tongaawhikau	A	A	✓	✓	A	A	A	A	✓	A	A	✓	A				
Mathew Watt	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓				

** The Policy and Services Committee meeting held on 30 January 2024 was a continuation of the January meeting.

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

MINUTES

Policy and Services Committee



F22/55/05 – D24/36732

Date: Tuesday 23 July 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, J M S Erwood, A K Harris, E E Hall, W J Sandford, A M C Dudley, V R Jones 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 Director – Corporate Services – Mrs T Radich, the Acting Director – Community Services – Mrs E Bishop, the Committee Secretary – Ms E Coulton, the acting Executive Assistant and Committee Advisor – Mrs C Reynolds (*part meeting*), the Roding Asset Manager – Mr S Bowden, the Sustainability Advisor – Ms V Dombroski, the Projects Manager – Mr S Taylor, the Service Asset Manager – Mr J Cooper (*part meeting*), the Parks and Reserves Officer – Mrs M McBain (*part meeting*), the Property Officer – Mrs S Flight (*part meeting*), the Special Projects Manager - Mr N Cooper (*part meeting*) and one member of the media (Stratford Press).

1. Welcome

The opening karakia was read.

The Deputy Mayor welcomed the Chief Executive, Councillors, staff, and the media.

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

2. Apologies

An approved leave of absence was noted for Councillor G W Boyde and an apology noted from Councillor C M Tongaawhikau.

Recommendation

THAT the apologies be received.

ERWOOD/DUDLEY
Carried
P&S/24/188

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.

Councillor A K Harris declared interest in item 9 decision report – Stopping of Part Whangamomona Road and Addition to Whangamomona Domain.

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 –25 June 2024
D24/32049 Page 11

Recommendation

THAT the minutes of the Policy and Services Committee Meeting held on Tuesday 25 June 2024 be confirmed as a true and accurate record.

HARRIS/BECK
Carried
P&S/24/189

The Committee Secretary undertook to make the following amendments:

- Amend Councillor V R Jones to present.
- It was noted that Councillor Tongaawhikau had moved the resolution to confirm the minutes for the Policy and Services Committee Meeting – 11 June 2024 (hearing) as a true and accurate record. However Councillor Tongaawhikau was not present at that meeting. Councillor Hall moved that the minutes were a true and accurate record and Councillor Jones remained as the seconder.

7. Matters Outstanding

D16/47 Page 21

Recommendation

THAT the Matters Outstanding be received.

WATT/JONES
Carried
P&S/24/190

The Chief Executive noted:

- The Parking Bylaw review has been seen by elected members in a workshop but will stay as a matter outstanding until a formal report has been presented to elected members.

8. Decision Report – Proposed Changes to Refuse Transfer Stationing Opening Days and Hours

D24/33401

Page 22

Recommendations

1. THAT the report be received.

DUDLEY/ERWOOD

Carried

P&S/24/191

- ~~2. THAT the Committee approve Option 2, the new hours of operation proposed at the Refuse Transfer Station.~~

Recommended Reason

To allow the closing of the Refuse Transfer Station in the quiet period (midweek) and extension of the hours across the other open days, to create broader opportunity for customers to utilise the site, maximising revenue and the opportunity for waste diversion.

The Services Asset Manager noted:

- Stratford District Council were contacted by the new solid waste contractor with the proposal of altering opening days to have the transfer station closed on Wednesdays and Thursday to assist the lone worker running the transfer station.

Questions/Points of Clarification:

- Councillor Sandford noted that he has talked to the lone worker at the Refuse Transfer Station, she has expressed that very few patrons visit the transfer station on boxing day and new years day, he asked if it has been discussed about closing on those days to assist the lone worker. The Service Asset Manager noted that whilst it has not been discussed, he will look into this further.
- The Director – Assets noted a correction for page 23, she expressed that table 2: Proposed Stratford Refuse Transfer Station Opening Hours, states that Wednesday and Thursday have total of 3 hours, it should say 0 hours.
- Councillor Beck questioned the volume of patrons that attend the transfer station on the proposed closed days. The Services Asset Manager clarified that the proposed closed days are the slowest days and typically average a total of 6 patrons. Councillor Beck noted that he had a concern about isolating specific members of the community such as shift workers by closing midweek but expressed that due to the numbers provided maybe it will not be as isolating as he previously thought.
- Councillor Jones sought clarification on whether this proposal falls under operational or governance as they are operational hours. The Chief Executive clarified that technically it is classified as an operational matter but was brought to elected members as staff believed it was a sensitive matter and if it was not brought to elected members it would have been brought up regardless.
- Councillor Hall believes that this is an operational matter and has appetite to move option 2.
- Councillor Harris acknowledges that it is an operational matter but has a concern with the earlier opening hours being dropped off with the removal of the Wednesday opening hours. She expressed that she would like to see the early opening hour reinstated on another day. The Services Asset Manager noted that this can be looked in to.
- Councillor Hall withdrew her previous motion and proposed a new motion.

Recommendation

2. THAT the Committee approve Option 2, the new hours of operation proposed at the Refuse Transfer Station with the request that officers discuss with the contractors to have an earlier opening time one day a week to counter the loss of the current Wednesday morning timeframe.

HALL/HARRIS
Carried
P&S/24/192

Councillor Harris left the table at 3.15 pm.

9. [Decision Report – Stopping of Part Whangamomona Road and Addition to Whangamomona Domain](#)

D24/33880 Page 27

Recommendations

1. THAT the report be received.

ERWOOD/VOLZKE
Carried
P&S/24/193
2. THAT, subject to the consent of the Minister of Lands, Council proceeds to stop under the provisions of either Section 342 of the Local Government Act 1974 or Section 116 of the Public Works Act 1981, that portion of Whangamomona Road containing approximately 9,280 square metres (subject to survey) on the northern side of the road adjacent the Whangamomona Domain campground.
3. THAT, following the stopping, that portion of the road stopped in Recommendation 2, apart from a 20-metre strip that will automatically become Local Purpose (Esplanade) Reserve, be vested in Council as Recreation Reserve, and added to the Whangamomona Domain to be managed by the Whangamomona Domain Board Incorporated on behalf of Council.

BECK/HALL
Carried
P&S/24/194

Recommended Reason

A large proportion of the infrastructure on the Whangamomona Domain (originally a school site) is built on or over the boundary of the domain, encroaching on a legal road adjacent the Whangamomona River. This potentially creates an issue in terms of future resource consents. The recommendations will rectify this legal situation.

- The Services Asset Manager noted that the Whangamomona Camp Ground prior to the grounds becoming a council reserve, was a school that was built without consideration to legal boundaries. He expressed that due to this, a planned section of work encroaches on the legal boundary of a road that is classified as a road but is unformed. He noted that due to the legal yet unformed road there are issues with boundary lines and building and expanding is going to be an ongoing issue with resource and building consents. The way to resolve this issue is to stop the road.

Questions/Points of Clarification:

- The Services Asset Manager clarified that it was anticipated this work would cost about \$9,000 for the survey and legal work and the Gazette notification between \$600-\$1,200

Councillor Harris rejoined the table at 3.20 pm.

10. Decision Report – Draft Sustainability Policy - Approval

D24/33825 Page 34

Recommendations	
1. <u>THAT</u> the report be received.	WATT/McKAY Carried <u>P&S/24/195</u>
2. <u>THAT</u> the Policy and Services Committee approves the <i>DRAFT Sustainability Policy</i> .	HALL/DUDLEY Carried <u>P&S/24/196</u>
Recommended Reason The adoption of this policy, will enable consideration of sustainability in decision making across Council, activities, services, and functions.	

The Sustainability Advisor noted that sustainability is a journey and not a destination. Therefore the policy will grow overtime with further discussion and trial and error.

11. Monthly Reports

11.1 Assets Report
D24/32566 Page 40

Recommendation	
<u>THAT</u> the report be received.	ERWOOD/DUDLEY Carried <u>P&S/24/197</u>

The Property Officer and the Parks and Reserves Officer joined the meeting at 3.23 pm.

- Councillor Sandford noted that the ceremony for the Ron Bray memorial bench seat was a beautiful morning and Ron's wife Averil Bray was very happy with the outcome.
- Councillor Dudley noted that she has been in contact with Mrs Araba regarding page 57 and the Centennial Restrooms, TET and War Memorial and loss of recent patrons. She contacted Mrs Araba asking if she would be able to provide a income outline as to how much the facilities are making. She has since been notified that whilst patronage is down, income is up. Councillor Dudley noted that she will circulate the received information to the elected members.
- Councillor Jones expressed that he was under the impression that council is no longer undertaking the use of Diatomix as it was not working. The Services Asset Manager noted that

the Taranaki Regional Council are in tomorrow to discuss the next step. He expressed that we are likely using the product we have left and then not re-purchasing.

- Councillor Erwood asked if there were any updates on the Page Street Sportsground damage. The Parks & Reserves Officer noted that since the initial report another incident has occurred where the same family have returned to the grounds and re-damaged the sportsground. She has spoken to 105 and this incident has been recorded and added to previous complaints.
- The Deputy Mayor mentioned that in previous instances of vandalism, the communications team had posted images of the incidents on social media and Antenno. She suggested that this approach might encourage residents of the Page Street area to report any repeat incidents to the police. The Parks & Reserves Officer clarified that a local resident has been promptly notifying her when acts of vandalism occur. She mentioned ongoing discussions with the communications team regarding a plan of action. Councillor Erwood recommending asking the resident to notify police as the first call and to ring 111 not 105.
- Councillor Beck expressed his concern regarding illegal dumping and the cost it is causing council. He asked if the rise in illegal dumping may have a correlation to the suspension of bins? The Services Asset Manager noted that he believes the rise in illegal dumping is due to a person advertising rubbish removal and taking it away and illegally dumping it.

11.2 Community Services Report
D24/32710 Page 64

Recommendation

THAT the report be received.

McKAY/HARRIS
Carried
P&S/24/198

The Acting Director – Community Services noted the following:

- The Puanga events held in June were reflected on. The Starry Night event attracted over 600 people and in addition to the event being free there were whānau ora (health), Tamariki kai (snacks) and māra kai (vegetable seeds) provided to each family in attendance by Ngāruahine Iwi Health Services. The event had a positive indoor-outdoor flow with the facility being used in its entirety. The Stratford District Youth Council and the District Mayor were kept busy cooking the free sausage sizzle all night. There has been a great deal of positive feedback received from the community and both council, and Ngāruahine Iwi Health Services are pleased with the event and the collaboration.
- The Library also had an exceptional week seeing 223 tamariki attending the Puanga programme led by the Children's and Youth Librarian.

The Acting Executive Assistant and Committee Advisor joined the meeting at 3.33 pm.

Questions/Points of Clarification:

- Councillor Sandford noted the misspelling of Midhirst on page 70.
- The District Mayor reiterated that the Starry Night event was super successful, and he noted the positive impact from the collaboration with Ngāruahine Iwi Health Services and Council.
- The District Mayor noted that the Mayoral Forum has been meeting and engaging in discussion surrounding the refresh of Tapuae Roa. He expressed that the draft refresh will come to council within the next 6 weeks for endorsement and is happy to meet individually with elected members to discuss it.

11.3 Environmental Services Report
D24/30675 Page 72

Recommendation

THAT the report be received.

JONES/McKAY
Carried
P&S/24/199

The Director - Environmental Services noted:

- At the previous P&S meeting it was discussed to chase the local alcohol policy review along and get in contact with NPDC. NPDC has responded and have notified us as to why there have been delays in moving along with this. STDC have recently also indicated an interest in joining the policy, so a meeting has been booked in for the next couple of weeks to discuss these matters. He expressed that whilst not much has changed since last meeting, there is progress being made.

11.4 Corporate Services Report
D24/30676 Page 79

Recommendation

THAT the report be received.

ERWOOD/HARRIS
Carried
P&S/24/200

The Director – Corporate Services noted the following:

- A mistake has been made and the wrong report has been uploaded, she circulated the correct report.
- There has been work done on creating preliminary end of year results, but it is expected to not be finalised until later in July as processing of the final valuation is yet to be done.
- Capital works delivery was at 55% last financial year with over half the projects completed. She noted that a summary of year 1 of the LTP has also been included with a breakdown of \$18,516,000 to be spent.
- There has been new budget authorisation to upgrade the audiovisual equipment within the chambers. She noted that it is looking to be slightly more expensive than previous quotes due to the time period left between obtaining the quotes and proceeding.

Questions/Points of Clarification:

- Councillor Sandford noted that page 96 indicates a frightening figure, he asked what this figure was comprised of. The Director – Corporate Services clarified that the figure he is referring to is the invoice total. She expressed that \$250,000 of that amount is loan associated.
- Councillor Harris noted the audiovisual upgrades that are set to be underway within the chambers, she asked if it is set to cost more than anticipated in previous quotes and if it is out by a significant amount of money, it will come back to elected members for consultation. The Chief Executive noted that if was known at the start of a project that it could not be completed within the assigned budget, it would come back to council for discussion.
- Councillor Harris thanked The Director - Corporate Services for her contribution the council and the committee, she noted that she will be missed.
- Councillor Beck noted that the end of June debt ratio was at 94, he highlighted that under tough times it is commendable that it is under 100. He expressed that it is looking healthy.

- Councillor Jones noted that capital expenditure spend is 55%, he highlighted that it seems to be an ongoing issue and asked why projects are not being completed. The Chief Executive noted that there has been an impact from external activities no longer proceeding. He noted significant activities such as the subdivision, Prospero Place and transport choices. He emphasised that internal resourcing is not the issue.
- Councillor Jones noted the talk surrounding the subdivision and wetlands and the reduction in the number of sections, he asked if we are aware of the financial impacts as of yet. The Chief Executive clarified that the financial modelling has not been done yet.
- The District Mayor clarified that the 55% mentioned by Councillor Jones refers to 55% of the budget having been used, not projects completed. He noted that 72% of projects have been completed with 16 cancelled or postponed.

12. Questions

There were no questions.

13. Closing Karakia

D21/40748 Page 97

The closing karakia was read.

The meeting closed at 3.52 pm.

M McKay
Chairperson

Confirmed this 27th day of August 2024.

N C Volzke
District Mayor

**Policy and Services Committee
Matters Outstanding Index**

ITEM OF MATTER	MEETING RAISED	RESPONSIBILITY	CURRENT PROGRESS	EXPECTED RESPONSE
Parking Bylaw	Ordinary 12 March	Steve Bowden	Under Review	

DECISION REPORT



F22/55/04 – D24/41145

To: Policy and Services Committee
From: Chief Executive
Date: 27 August 2024
Subject: Policy Reviews – August 2024

Recommendations

1. THAT the report be received.
2. THAT the following, updated policy, being the:
 1. Solid Waste Kerbside Collection Policybe adopted.

Recommended Reason

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

/
Moved/Seconded

1. Purpose of Report

This report is part of Council's rolling review of its policies. There are a small number of policies that are reviewed as part of other processes and will not form part of this review cycle – but the majority of policies are expected to be presented this way over time. Occasionally where a policy requires significant attention, this may be done via a separate report.

2. Executive Summary

Policies are an essential element of Council's business processes as they communicate elected members' expectations on general business matters to staff. These require periodic review to remain current.

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
✓	✓	✓	✓

Up to date policies enable council to perform a good quality local public service and good quality regulatory functions.

4. Background

- 4.1 While Council regularly reviews its policies, a notable backlog has recently been identified. Staff are working to address this backlog to ensure policies are reviewed in the appropriate time frame.
- 4.2 Policy review cycles vary notably and part of the review of each policy will be to ensure each policy has the appropriate review cycle attached. Review of policies can be triggered outside of the normal review cycle by a range of factors, including but not limited to legislative change, operational requirements identified by staff and request by elected members.
- 4.3 The policy included in this report are summarised below. For the policy for adoption within this report, the following changes have been incorporated and are being recommended by staff:

4.3.1 Solid Waste Kerbside Collection Policy – Appendix 1

- 4.3.1.1 The intent is very similar to the original policy adopted in 2019, being the minimisation of recycling contamination via education and enforcement.
- 4.3.1.2 Revised policy is clearer on process and also serves as a guideline to staff to ensure fair and consistent treatment especially of contamination events.
- 4.3.1.3 New policy is stronger in defining terms and service area than previous policy to ensure it would withstand legal challenge.

5. Consultative Process

5.1 **Public Consultation - Section 82**

Some policies will require public consultation, this determination will be made on a case-by-case basis in alignment with legislative requirements and Council's Significance and Engagement Policy.

5.2 **Māori Consultation - Section 81**

Where appropriate, direct consultation will be undertaken with Māori.

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 The key risk within this process is that legislative and or consultation requirements are overlooked or policy change creates undesired outcomes. These factors need to be managed on a policy-by-policy basis as part of the process.

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?	Policies form the basis of a variety of council functions including the provision of infrastructure, regulatory functions and the provision of a local public service.
What relationship does it have to the communities current and future needs for infrastructure, regulatory functions, or local public services?	Policies in many cases form the basis and framework to how these needs are identified, addressed and met.

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?

The review and preparation of each policy will incorporate the required research and where needed additional information and or data will be provided within the relevant context.

7.3 Significance

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

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

7.4 Options

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

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

There is overall no alternative to having key policies. For policies which are not legislatively required, consideration needs to be given whether the effort to develop and maintain a policy exceeds the potential benefit. Within each policy, council has options how to manage events and actions stipulated by that policy. These options will be discussed with elected members for each relevant policy.

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.

There is no immediate impact other than through the actions triggered by each policy. This will be discussed on a policy-by-policy level where required.

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?

No trade-off is being undertaken, all policies will form part of the review cycle, as outlined in the original report on this matter.

7.7 Legal Issues

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

There are no legal implications at a high (all policies) level, individual policies will have to reflect current legislation.

7.8 Policy Issues - Section 80

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

The subject of this report is the review of policies, their alignment, legality and timely review

Attachment:

Appendix 1 – Solid Waste Kerbside Collection Policy – D23/49635



Sven Hanne
Chief Executive

Date 20 August 2024

POLICY



Policy:	Solid Waste Kerbside Collection Policy
Department:	Assets
Approved by:	Policy and Services Committee
Effective date:	XXXXXX 2024
Next review date:	XXXXXX 2027
Document Number:	D23/49635

1. Purpose
 - 1.1 To provide a framework that enables a fair and consistent approach to the Council-provided Solid Waste Kerbside Collection Service.
 - 1.2 To outline the management actions for reducing contamination in Council's Solid Waste Kerbside Collection waste streams.
 - 1.3 To define the Solid Waste Kerbside Collection Service Area (Service Area) (Service Area Map in Appendix 1)
2. Scope
 - 2.1 The Solid Waste Kerbside Collection Policy (The Policy) applies to the Council-provided Solid Waste Kerbside Collection Service. The Policy is to be read in conjunction with the Council's Solid Waste Management and Minimisation Bylaw 2020 and subsequent amendments.
3. Objectives
 - 3.1 To specify the roles and responsibilities of Council, as the service provider, and service recipients pertaining to the Solid Waste Kerbside Collection Service in the district.
 - 3.2 To encourage appropriate behaviour in the district towards reducing contamination in all our waste streams.
 - 3.3 To enable, encourage and facilitate increased diversion of waste from landfill.
 - 3.4 To specify management actions that Council will take to achieve objectives.
4. Maximum Number of Approved Waste Containers
 - 4.1 Each Separately Used or Inhabited Part of a rating unit (SUIP), used for residential purposes within the Service Area, will be provided with one set of approved waste containers comprising:
 - A 120 litre general waste bin;
 - A 240 litre recycling bin; and
 - A 60 litre glass crate.
 - 4.2 Service recipients may request an additional set of approved waste containers, which may be supplied at the discretion of the Council if it is deemed that extraordinary circumstances apply.
 - 4.3 The request shall be made in writing to the Services Asset Manager.
 - 4.4 Council reserves the right to decline the request.
 - 4.5 Additional sets of approved containers will incur a set fee, over and above the Targeted Rate.

5. Kerbside Collection

- 5.1 Kerbside collection service is mandatory for all SUIPs, used for residential purposes in the service area.
- 5.2 New waste containers will be supplied to service recipients within the service areas when notification or request (as the case may be) is received from the:
- Building Control Office that a Code of Compliance Certificate (CCC) has been issued for a new dwelling ; *OR*,
 - Revenue Manager that the appropriate solid waste rates will be/ have been invoiced; *OR*
 - Customer Request Management (CRM) system, and confirmed by an authorised officer, that the requested approved waste containers are required.
- 5.3 Properties not located on the collection route may apply for approval to receive the service. If granted, collection will be subject to the approved waste container/s being in a designated place on the collection route. Approval for service collection will be at the discretion of the Services Assets Manager.
- 5.4 Marae, Churches, registered sports clubs and other community organisations, can apply to 'opt' into the Solid Waste Kerbside Collection Service, thereby will attract the set rate for the service.
- 5.5 Schools, ECEs, and Kura can apply for recycling waste containers, including commingled and glass waste containers, at no cost, within the service area. Approval for collection (for clause 5.4 and 5.5) will be at the discretion of the Services Assets Manager.
- 5.6 Council's kerbside collection service occurs:
- Weekly, every Monday, for general refuse collection; and
 - Fortnightly, every Monday, for recycling collection, alternating weekly between glass crate and recycling waste bin collection.
- 5.7 In order for approved containers to be collected, service recipients must ensure that the approved containers are:
- Left kerbside by 7.30am Monday morning;
 - Not obstructed;
 - Closed, and not overflowing;
 - Not compacted; and
 - Not contaminated and
 - Not exceeding maximum weight.(Appendix 2)
- 5.8 The Council aims to reduce contamination in all waste streams in line with our Waste Management and Minimisation Plan (WMMP) vision of "*Empowering Our Community to Eliminate Waste*".
- 5.9 Acceptable and unacceptable materials are detailed in (Appendix 2).

6. Approved Waste Container Repairs, Replacement and Missed Collections

- 6.1 The Council will ensure that, when notified of damage to an approved waste container, repair or replacement is carried out within 10 working days.
- 6.2 If, a repair or replacement is required due to general wear and tear, or council contractors damaging the approved waste containers, then these waste containers will be repaired or renewed at no cost to the service recipient. If the approved waste containers are damaged by the service recipient, the cost of replacement containers or repair will be sought from the service recipient.
- 6.3 For missed collections on a Monday, Council needs to be notified by 3.00pm on Tuesday for re-collection within that week.

7. Recycling Waste Container Audits

- 7.1 Recycling bin audits will be carried out by the Council and its authorised agents, prior to collection, to check for contamination and prohibited waste. The results are

aggregated and provide an indication of service recipients' waste recycling behaviour. These results are reported to Council monthly.

- 7.2 All recycling container contamination occurrences will be recorded and tagged accordingly:
 - 1. A Green tag means the recycling has been done correctly.
 - 2. An Amber tag means the recycling contains minimal non-recyclable material; and
 - 3. A Red tag means the recycling contains general refuse or other contaminated material.
- 7.3 All amber tags will be recorded, and education letters sent to the affected service recipient.
- 7.4 Each red-tagged approved recycling container is recorded as a contamination occurrence.
- 7.5 Red-tagged approved waste containers, and any other approved waste container that the authorised agent or approved council officer deems as containing incorrect materials, will not be collected.

8. Notification of contamination occurrences to Service Recipients

- 8.1 The Council will issue a letter to service recipients following each contamination occurrence for up to three (3) occurrences.
- 8.2 Following each contamination occurrence, approved council officers or authorised agents, will issue a letter and visit the property to further educate and ensure compliance.
- 8.2 At the *first occurrence*, the Council will send a letter to the service recipient outlining the correct materials to go into the bins, including the appropriate contact at council for more information.
- 8.3 At the *second occurrence*, (within 2 years) the Council will send a letter to the service recipient outlining the contamination incident, the contamination history recorded at the property, the date of previous incident, and advise of service collection suspension, should a third contamination incident occur.
- 8.4 At the *third occurrence*, (within 2 years) Council will send a letter to the service recipient outlining the contamination incident, the records of contamination history of the property, and the dates the previous incidents occurred. The letter will also advise the service recipient to contact Council within five (5) working days. At this stage, the recycling service will be suspended for a period of up to 3 months.

9. Suspension and Reinstatement of Service

- 9.1 After the suspension period, the Council *may* reinstate the service, following appropriate communication with the service recipient and upon being satisfied that there will be no further occurrence of contamination by the service recipient.
- 9.2 In the instances where the recycling service of a rental property has been suspended and there is a tenancy change, the suspension may be lifted upon satisfactory confirmation of the tenancy change.
- 9.3 In instances where a suspended tenant changes address, the suspension period will carry over to the new property until fully discharged.

10. Dispute Resolution

- 10.1 In the event of a dispute over any aspect of The Policy, immediate action will be taken by the Services Asset Manager through effective and constructive consultation between the parties concerned and in accordance with any Council complaints or dispute resolution policies. If a resolution cannot be reached, the Director of Assets will have final say on the matter.

11. Exceptions

- 11.1 There are no exceptions to The Policy.

Appendix 1 - Solid Waste Service Collection Areas

Solid Waste Kerbside Collection Service Area - Stratford and Midhirst



Stratford



Midhirst



Appendix 2 - Acceptable and Unacceptable Materials

1.1 **General Waste Container - (Red Lid Bin- Maximum Weight = 35kg)**

A. Acceptable materials are:

- General household waste
- Plastic types 3,4,6 and 7
- Paper Board cartons like, Yogurt, juice and long-life milk containers, stock containers
- Non compostable garden waste like, cabbage tree (Ti Kōuka) and flax (Harakeke) leaves
- Bagged nappies and animal waste
- All soft plastic including chippie and muesli bar bags and wrappers
- Soiled pizza boxes and paper
- All bottle tops and lids
- Old shoes, clothing and broken toys
- Wrapped broken glass or crockery/china
- Bagged cold ash

B. Unacceptable materials include:

- Construction waste
- Explosives and ammunition
- Flammable material- including batteries and vapes
- Automotive products and parts, paints and solvents, Household cleaners
- Liquid and Dry chemicals
- Electronic and electrical items

[A-Z of alternative places to take household waste](#)

1.2 **Recycling Container – (Yellow Lid- Maximum Weight = 35Kg)**

A. Acceptable materials are:

- Paper and flattened cardboard
- Clean plastics with the number 1,2 and 5 including soft drink and milk bottles- lids removed and put into general waste bin. (rinsed and clean)
- Plastic meat trays with number 1,2 and 5 (rinsed and clean)
- Tin cans (rinsed clean)
- Aluminium cans (rinsed clean)

B. Unacceptable materials include:

- Takeaway coffee cups
- Long life milk or juice cartons
- Gladwrap and plastic bags
- Polystyrene
- Glass
- Gas canisters
- Food and garden waste
- Nappies
- Batteries
- Clothing, shoes or textiles
- Hazardous chemicals or medical waste
- Any type of aerosol canisters

1.3 **Glass Recycling – (Blue Crate Maximum Weight = 12kg)**

A. Acceptable

- Clean unbroken glass bottles and jars (lids removed and into general waste bin)

B. Unacceptable materials include:

- Broken glass
- Drinking glasses
- Pyrex and cookware
- Window/windshield glass
- Light bulbs
- Spectacles

DECISION REPORT



F22/55/04 – D24/32574

To: Policy and Services Committee
From: Parks and Reserves Officer
Date: 27 August 2024
Subject: Croquet Club - Location Decision

Recommendations

THAT the report be received.

THAT the Committee decline Stratford Croquet Club's request to relocate to the green space next to Wai o Rua (corner of Portia and Regan Streets).

Recommended Reason

Establishment of a permanent facility within this reserve space would negatively impact the current, mainly casual users of this space as well as permanently compromise any future potential to add to the aquatic centre.

Moved/Seconded

1. Purpose of Report
 - 1.1 The purpose of this report is to seek Elected Members decision on whether to grant the Stratford Croquet Club's request to re-locate to the green space next to Wai o Rua.
2. Executive Summary
 - 2.1 The current SCC facility supports 2 courts with no space for expansion.
 - 2.2 At the Policy and Services Hearing for the King Edward Park Reserve Management Plan held on Tuesday, 26 March 2024, the Stratford Croquet Club requested that Council approve the relocation of the Stratford Croquet Club from its current home at the Victoria Park reserve (**Appendix 1**), to a bigger facility able to accommodate **up to** four courts (**Appendix 2**). The Stratford Croquet Club expressed their preferred choice is the green space next to Wai o Rua.
 - 2.3 Elected Members deferred their decision for the re-location of the croquet courts pending feedback received from the key stakeholders of King Edward Park. This being the case, Council instructed officers, to liaise with the King Edward Park key stakeholders to determine how these stakeholders saw this green space being utilised. Council officers contacted the following Key Stakeholders to seek their views:
 - Stratford Community Sports Society
 - Taranaki Tennis Club
 - Stratford Eltham Rugby Sports Club
 - Principal, Stratford Primary School
 - Stratford Scout and Guide Den Committee
 - Taranaki Synthetic Turf Trust
 - Taranaki Hockey Federation
 - Taranaki Regional Council
 - Taranaki Forest and Bird
 - Netball Taranaki
 - Iwi/hapu
 - 2.4 Unfortunately no feedback or comments were received from any of the organisations listed above.

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
✓	✓	✓	

3.1 This application will support the promotion of social benefits to the community. The relocation of Stratford Croquet Club will allow the club to grow its member base as well as provide opportunities to hold (or co-host) tournaments and events thus bringing additional revenue to the Stratford district. This however needs to be balanced against any potential maintenance costs and the potential opportunity cost of this land not being available for other uses.

4. Background

- 4.1 The croquet courts are currently situated in Victoria Park, beside Stratford’s main playground and the Bike Park.
- 4.2 The croquet club can fit a maximum of two courts in its current location. The club have reported that two courts is not sufficient to accommodate the current membership of 32 players.
- 4.3 Since 2019 the Stratford Croquet Club have requested on numerous occasions that they be allocated a larger green space centrally located within Stratford, as their club numbers are growing, and the current two courts are no longer meeting their needs (**Appendix 3**).
- 4.4 Elected Members have in the past encouraged the Stratford Croquet Club to investigate options for shared use with other sporting codes, for example the Stratford Bowls Club or the Stratford Golf Club, which they have done, but have determined that sharing of a facility is not a viable option.
- 4.5 Currently Stratford Croquet Club pay council \$500 per annum for the use of the croquet courts located in Victoria Park. This fee is in accordance with the fees and charges for 2024/2025.
- 4.6 Should the Stratford Croquet Club be successful in developing more courts, either within Victoria Park or on the green space next to Wai o Rua, there will be an additional maintenance cost for council. It is estimated that this increase will be in the order of \$15,000 per court.
- 4.7 It is noted that relocating the Stratford Croquet Club from its current location in the Victoria Park reserve will free up space to allow further development of the Bike Park and Playground.
- 4.8 An alternative option would be for Stratford District Council to set-aside an area within Victoria Park where three croquet courts can be constructed as shown in **Appendix 4**.

5. Consultative Process

5.1 **Public Consultation - Section 82**

Between January – February 2024 council consulted with the community on the King Edward Park Reserve Management Plan. This provided the opportunity for the public and key stakeholders to put forward suggestions for the use of this green space. Eleven suggestions were received, comprising of:

- consideration of how the new 2023 Collaborating for Active Spaces and Places Taranaki strategy can align to the Plan
- a need for more challenging trails for mountain bikers - make existing wide tracks for dual usage
- keep some of the park dog friendly; Refillable water bowl for dogs; dog playground in a fenced off area
- more concerts in the park
- provide more seating in park
- provide areas for recreation, sporting activities, physical welfare, and enjoyment of the public (exercise stations)
- more lighting in the reserve
- planting of new native plants; remain as natural as possible, that is the beauty, attraction, enjoyment, and peacefulness of it
- make more pathways non-slip; maintaining walkways and structures
- bridge connection at the top of the track to access the other side of the river
- remove / reduce the use of Glyphosate, serious weed management

As can be seen from the list above, not one of the suggestions received related to further or future development of the green space next to Wai o Rua, excluding the croquet and rugby clubs' submissions who separately put forward submissions on the use of this space. Both clubs presented their submissions to the Hearing on 26 March 2024.

5.2 **Māori Consultation - Section 81**

The relocation of the croquet club to either the green space next to Wai o Rua, or within Victoria Park, does not require specific consultation with Iwi.

6. Risk Analysis

This decision could relate to Risk 72.

Reputational and Conduct

IF elected members make significant decisions based on inaccurate/insufficient information, "biased" influences, conflicts of interest not disclosed, or lack of understanding of the financial or legislative impacts, THEN there could be funding access difficulties, audit scrutiny, financial penalties, and/or community distrust in elected members. Potential breach of Local Authorities (Member's Interests) Act 1968, and Councillors may be personally financially liable under S.47 of LGA 2002.

This report provides the information necessary for the Elected Members to make an informed decision in relation to this matter.

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?	The application is consistent with the Long-Term Plan 2024-2034 and the King Edward Park Reserve Management Plan 2024.
What relationship does it have to the communities current and future needs for infrastructure, regulatory functions, or local public services?	The application is consistent with the Long-Term Plan 2024-2034 and benefits the community by future proofing infrastructure and providing good local public services.

7.2 Data

It should be noted that this request is not a council officer initiative, it is entirely the Stratford Croquet Club's desire to relocate and expand the number of croquet courts on the green space next to Wai o Rua.

The Stratford Croquet Club have explained on numerous occasions since 2019, the current courts are not sufficient enough to meet the needs of a growing membership. The clubrooms are not large enough to allow for future growth or to cater for regional, or national tournaments. As a result of the limited clubrooms and the number of courts available, the Stratford Croquet Club have been overlooked for hosting of these regional and national tournaments. A larger facility will provide the club the opportunity to grow the sport locally and host bigger events or tournaments.

7.3 Significance

	Yes/No	Explain
Is the proposal significant according to the Significance Policy in the Long-Term Plan?	No	
Is it: <ul style="list-style-type: none"> considered a strategic asset; or 	No	The relocation of Stratford Croquet Club will however have an impact on future recreational development opportunities for the green space (next to Wai o Rua).
<ul style="list-style-type: none"> above the financial thresholds in the Significance Policy; or 	No	
<ul style="list-style-type: none"> impacting on a CCO stakeholding; or 	No	
<ul style="list-style-type: none"> a change in level of service; or 	No	Irrespective of the Stratford Croquet Club's location, any additional courts has the potential to increase the cost of maintenance as part of the Open Spaces Maintenance Contract.
<ul style="list-style-type: none"> creating a high level of controversy; or 	No	The relocation of Stratford Croquet Club to the green space next to Wai o Rua will however have an impact on future recreational opportunities for this green space.
<ul style="list-style-type: none"> possible that it could have a high impact on the community? 	No	While relocating Stratford Croquet Club from its current location in Victoria Park reserve would free up space to allow further development of the Bike Park and Playground, moving it to this particular location would restrict any future expansion of Wai o Rua.

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

7.4 Options

In considering this matter Council has the following options for consideration:

Option 1: Approve Stratford Croquet Club's request to relocate to the green space next to Wai o Rua (corner of Portia and Regan Streets).

Option 2: Decline Stratford Croquet Club's request to relocate to the green space next to Wai o Rua (corner of Portia and Regan Streets).

7.5 Financial

The relocation of Stratford Croquet Club is subject to the club securing the required funding to develop the courts and new clubrooms. The Stratford Croquet Club have estimated that this cost is in the order of \$450,000. The Stratford Croquet Club would be solely responsible for raising this fund through grants, loans, sports associations and any other philanthropic entities necessary.

Currently council does not have the budget to carry out the additional maintenance required should Stratford Croquet Club build more courts. As and when the Stratford Croquet Club expands, council could consider increasing our maintenance budget to service the club or require the club to increase its contribution – or undertake its own maintenance. This would be a future LTP decisions.

7.6 Prioritisation & Trade-off

As the project relies on the Stratford Croquet Club raising approximately \$450,000 to relocate from their current location, council officers cannot prioritise this project against other projects contained in the King Edward Park Reserve Management Plan or those suggestions listed above.

At this time council officers are seeking a decision from the Elected Members whether the Stratford Croquet Club are granted permission to relocate to the green space next to Wai o Rua.

7.7 Legal Issues

There are no legal issues.

7.8 Policy Issues - Section 80

There are no policy issues.

Attachments:

Appendix 1	Existing location of the Croquet courts in the Victoria Park reserve
Appendix 2	Requested re-location from SCC to move to the green space next to Wai o Rua (corner of Portia and Regan Streets)
Appendix 3	Letters from SCC requesting more green space since 2019
Appendix 4	Potential site for SCC to consider, if Option 2 is not accepted



Prepared by
Melanie McBain
Parks and Reserves Officer



Steve Bowden (endorsed)
Acting Director – Assets

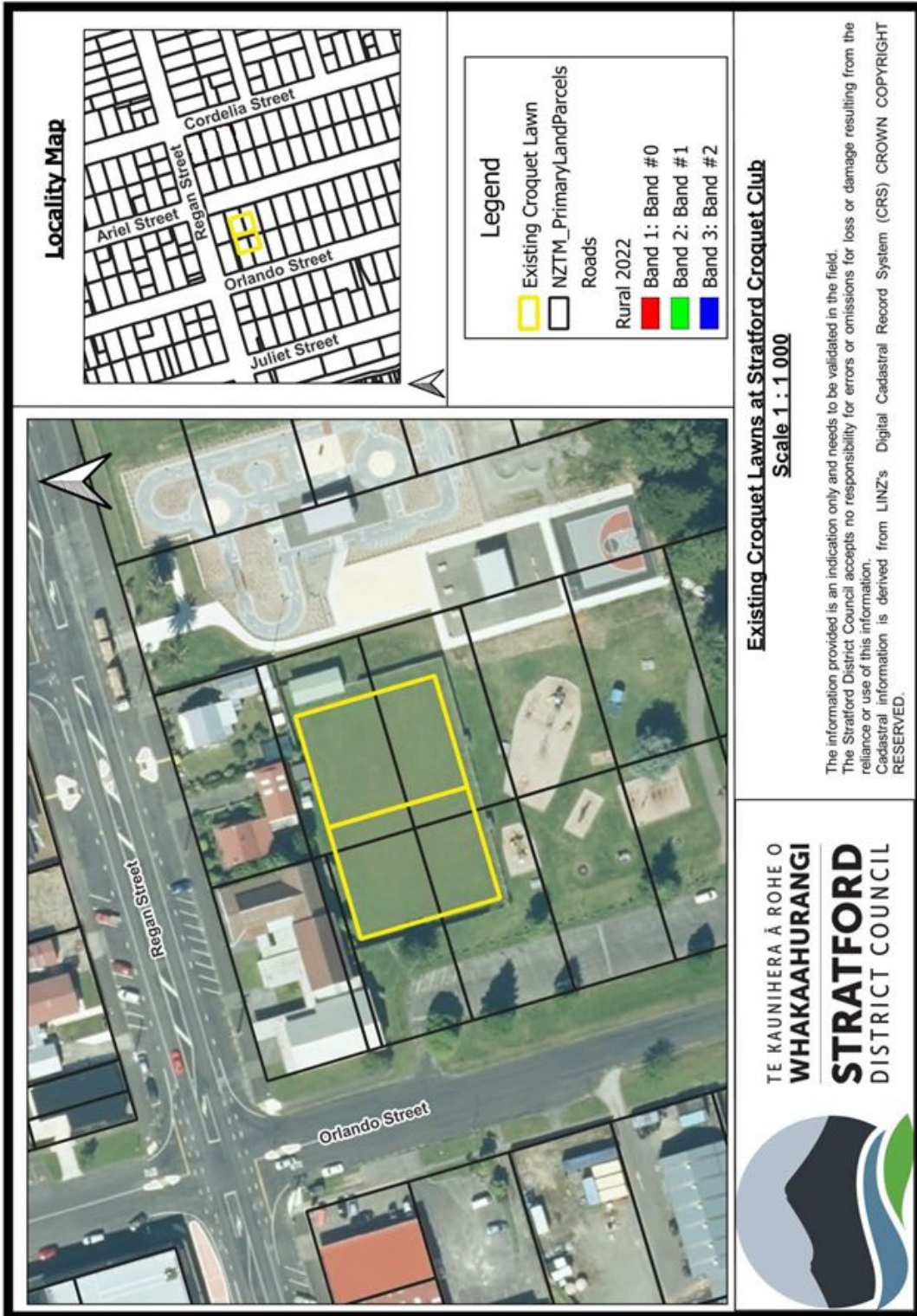


[Approved by]
Sven Hanne
Chief Executive

Date 20 August 2024

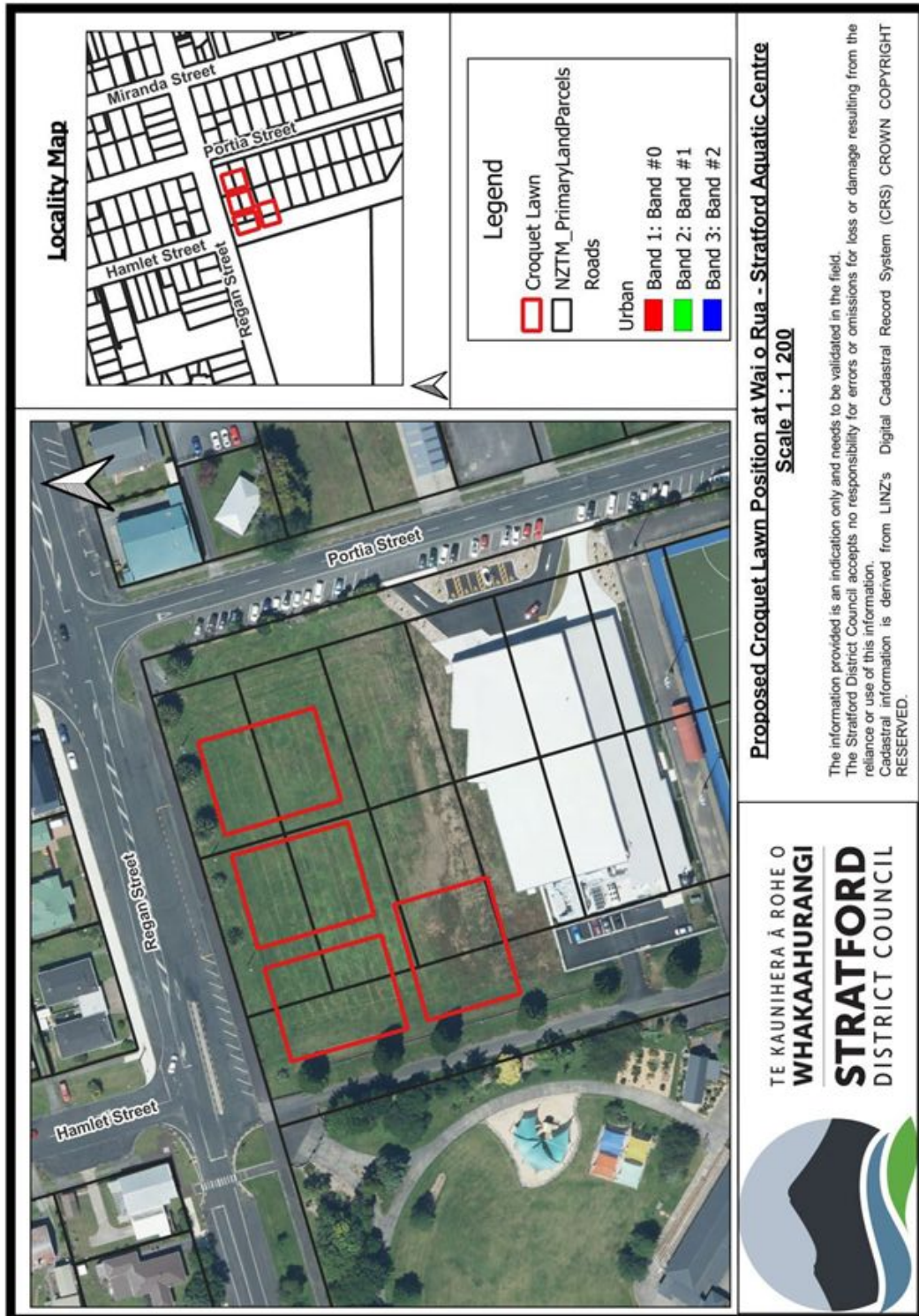
APPENDIX 1

Option 2 – Existing location of Croquet Courts



APPENDIX 2

Option 3 - Requested location at the green space next to Wai-O-Rua (corner of Portia and Regan Streets)



APPENDIX 3 Letters from SCC since 2019

2019

For those of you who don't know me my name is Eileen Judd and I'm the President of the Stratford Croquet Club. With me is Len Hotter and Trish Ropata who are Members of our Club.

We are here today to ask the Council if they would consider allowing the Croquet Club to extend their facility from 2 to 3 lawns.

Throughout New Zealand Golf Croquet has now taken a new step forward to enable more people to take part in a very enjoyable sport which is easy to learn and helps people meet others and is very good for your health. It can be played Competitively or Socially. It is a sport where a whole family can participate in.

This year alone our membership has increased by 12 new players. Which I think is partly due to the Cyclone we had a couple of years ago which blew part of our tin fence down and with the help of Council we replaced the tin with wire mesh fencing and Paul Burton made and painted animals which are fixed to the fence. People now know there is a Croquet Club in Stratford and watch the games.

The two lawns we have are now playing pretty true as there has been a lot of work spent on them over the last two years. Those from other clubs that were dubious to play on our lawns before this are now commenting on them.

We now have 2 Club days being Tuesday and Saturday with Twilight days Monday & Thursday evenings. At the beginning of next season we will be commencing Business House which will add more entertainment for those who participate.

When we have a tournament we can only accommodate either 8 players if it is singles or 16 players if it is doubles. One of our main sponsored tournaments we invite 4 players from Inglewood, 4 from Hawera, 4 from Park and 4 from our own Club as this fills all the lawns.

Stratford belongs to the South Taranaki Croquet Association where there are 3 Clubs. Those are Hawera with 3 lawns, Hawera Park with 4 lawns and Stratford with 2 lawns. If we had 3 lawns we could host Tournaments where we compete against Wairarapa, Wanganui/Manawatu and New Plymouth. At the moment all these events are being played at either Hawera or Hawera Park because of the amount of lawns they have.

We are now working in conjunction with the TSSSA for the Secondary Schools which is very successful. We work with the Hawera and Stratford Schools where there are two teams who end up representing South Taranaki in the National Finals.

As I am an International Referee, Coach, Tournament Manager for South Taranaki and Examining Referee for both Association and Golf Croquet we are asked to host New Zealand Events where we can have a allotted amount of players.

At the moment we can only hold certain fixtures as there are not enough lawns for the amount of people wanting to participate. If we had another lawn it would help considerably as we could then have our lawns available.

Each Club within our Association is now starting to have to put a limit on those entering particular competitions as their membership also is increasing.

I will now hand you over to Len and he can explain where we propose to extend our Facility.

President
Eileen Judd
107 Warwick Road
Rd 21
STRATFORD 4391

Secretary
Judy Drummond
25 Ariel Street
STRATFORD 4332

Stratford Croquet Club Inc



Stratford District Council
61-63 Miranda Street
STRATFORD 4332

09th April 2022

Dear Mayor Volzke and Counsellors

We acknowledge that our topic is not for consultation; however we wish to take this opportunity to raise it, as the croquet club is an integral part of Stratford's newest attraction, the children's park.

By moving the croquet courts to an area which would allow us to grow it would free up the existing club area to be incorporated into the children's park.

A win, win situation.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Judy Drummond', is written over a light blue horizontal line.

Judy Drummond

President
Eileen Judd
107 Warwick Road
Rd 21
STRATFORD 4391

Secretary
Judy Drummond
25 Ariel Street
STRATFORD 4332



Steve Taylor
Projects Engineer/Manager
Stratford District Council

12th May 2023

Afternoon Steve

Just an update from our AGM on Tuesday.

Our members are excited at the prospect that we may be able to move to beside the swimming pool and are willing to help in any way we can to bring this about.

Thus, after some discussion our club has decided that if it would help the Council financially we would look into purchasing our own mower and mowing the courts ourselves but not the other maintenance.

Incidentally, we had a couple of croquet players holidaying in Taranaki from Akaroa stop off and play.

They happened to drive past the club whilst we were playing and stopped off and spent the morning playing with us.

This we believe reiterates the need to be where we are in view of the public.

Regards

Judy Drummond

**STRATFORD CROQUET CLUB
SUBMISSION ON THE
DRAFT KING EDWARD RESERVE MANAGEMENT PLAN 2024**

- 1.1 This submission is made by the Stratford Croquet Club ("SCC").
- 1.2 The SCC was established in 1906, currently has 30 members and 2 courts. SCC plays on Tuesdays, Thursdays, and Saturday mornings. The season starts in September and runs through to May. **We have outgrown our current facilities.**
- 1.3 Membership of the club has grown substantially over the last 14 years, and we expect this growth to continue. We need to provide for future growth of the club and would **like to move to the empty green space next to Wai-O-Rua , where there is sufficient space to build 4 courts and a new clubhouse/pavilion.** This upgraded facility will then be able to hold regional and nationwide tournaments which will bring economic benefits to Stratford.
- 1.4 We support the objective on page 28 of the Draft King Edward Reserve Management Plan 2024 ("DKERMP"), which relates to the empty green space next to Wai O Rua and states that additional recreational facilities be provided where Council is satisfied there is sufficient demand, and a benefit to the community.
- 1.5 We also support the proposed Level of Service on page 28 of the DKERMP, which states that the open space adjacent to the Wai O Rua will be maintained to a standard that meets the recreational needs and aspirations of the community, in accordance with an appropriate master plan. We support master planning to determine the optimum design and layout of the space.
- 1.6 We submit that the section relating to Future Projects on page 28 of the DKERMP be amended as follows (deletion in ~~strike through~~, and addition underlined):

"No projects planned Stratford Croquet Club to relocate to the empty green space next to Wai O Rua"

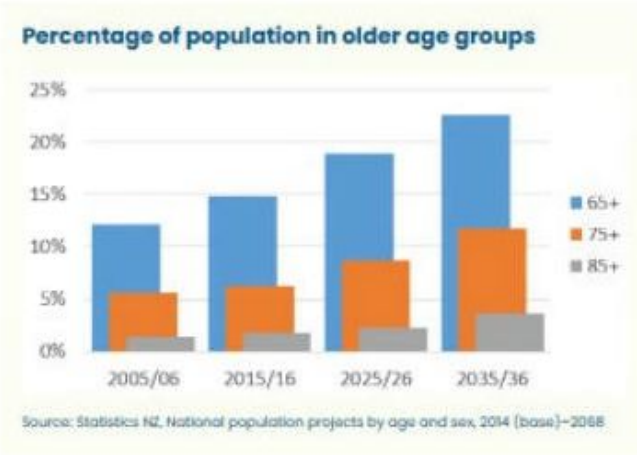
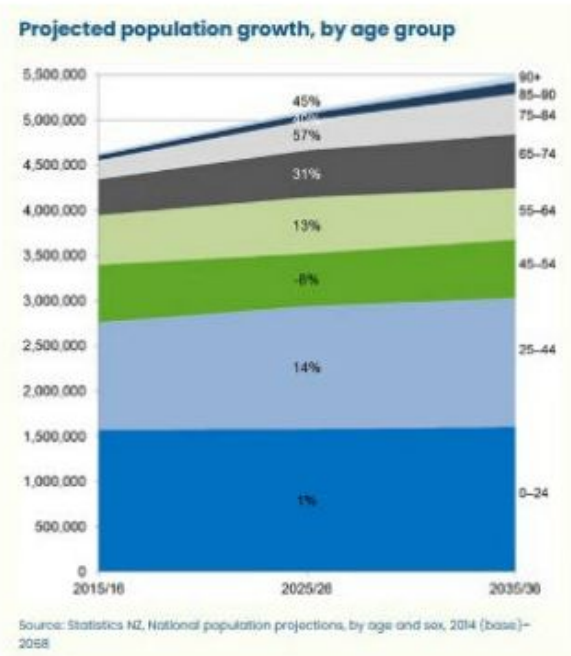
1.7 The reasons for our submission are as follows:

- **Association Croquet** has been played in Stratford since 1906. It is played by young and old throughout the world. Around 2002, **Golf Croquet** was introduced to respond to modern day, time short lifestyles. This is a shorter version of the game which takes about 1 hour to finish, versus up to 3 hours for Association games.
- **Since 2010 membership of SCC has grown by 425% from 8 to 34**, as the graph below demonstrates. (Source: NZ Croquet Yearbook No's 89 to 101).



- **We expect this growth to continue** as croquet (and particularly golf croquet) is growing in popularity, and the aging population is growing faster than any other cohort. People are also living longer, and therefore able to play croquet longer. Further, Stratford has a slightly higher than average percentage of people over 65 according to Statistics NZ (Source: 2018 Census). We do not expect the membership to stagnate.

- The graphs below from Statistics NZ demonstrate the growth in the older population.



- If SCC were to move to adjacent Wai O Rua, it would not only be the popularity of the sport and aging population that grow our club. This new site is highly visible and will raise general awareness of the club. We are currently tucked out of site behind a tin fence.
- The current SCC clubhouse started its life as the Stratford Taxi HQ on Miranda St. **It is 38m² in area and although it has been adequate as SCC clubrooms, this is no longer the case.** There is no room for

expansion on the current site, and we have investigated joining in with other sports clubs to share facilities, but as submitted to SDC in 2022 this is not a viable option (we are happy to comment on this further at the DKERMP hearing).



- We often have in excess of 25 club members turn up on club days and we can only accommodate 16. We have to limit regional competitions to 16 entries. We are unable to hold national competitions for this reason. **We are in need of 4 courts and a larger clubhouse.** An enlarged SCC complex would enable more national and regional tournaments to be held which brings economic benefits to Stratford and the wider area.



- The vacant land area adjacent to the Wai O Rua swimming complex has space for 4 courts, a new pavilion and ancillary buildings to store equipment. **It is the perfect location for expanded new SCC pavilion and courts and will further enhance the sports precinct along Portia St.**
- There is adequate parking nearby.
- Depending on the exact design and layout of courts, the SCC requirements for 4 croquet courts, a new clubhouse and ancillary buildings will be between 3,800m² and 4,000m². The GIS image below indicates that there is enough space for SCC and other uses such as pétanque courts and an outdoor BBQ area.



- **An added bonus is that if SCC relocate to this vacant area , the existing SCC court area can be utilised to enhance the adjacent children's play precinct which is very popular with the younger age groups.**
- SCC is in no doubt that this a huge undertaking for the club. Its financial resources are not large (**Currently \$7000 +/- in the bank account**), and a project of this magnitude is beyond our financial resources. We would therefore be relying on the benevolence and support of the likes of TOI Foundation, TET Trust, Lotteries Grant Board, and NZCT. We will also engage with the Taranaki Facilities Consortium to look for the

most sustainable solution for this new facility. We also understand that mana whenua engagement is required and would action this at an early stage.

- We have done some preliminary investigations on costs (GST Inc)
 - 4 new courts estimated at **\$53,745.**
 - A new clubhouse/pavilion of **80m²** would be approx. **\$280,000** at current build costs of \$3,500m².
 - Ancillary buildings for equipment storage , and courtside shelters (8) for players will be needed. Say 50m² @\$2000sqm=**\$100,000.**
 - Working drawings, building permits etc will also be required.
Estimate \$15,000.
- SCC would be willing to share the facilities with other community groups where suitable for example, the pavilion could be used for meeting rooms.
- If Council did agree that the SCC relocate to the empty green space next to Wai O Rua, but SCC was unable to secure the funding for the greens and clubrooms within the life of the Reserve Management Plan, SCC would accept that the space should be made available for alternate uses.

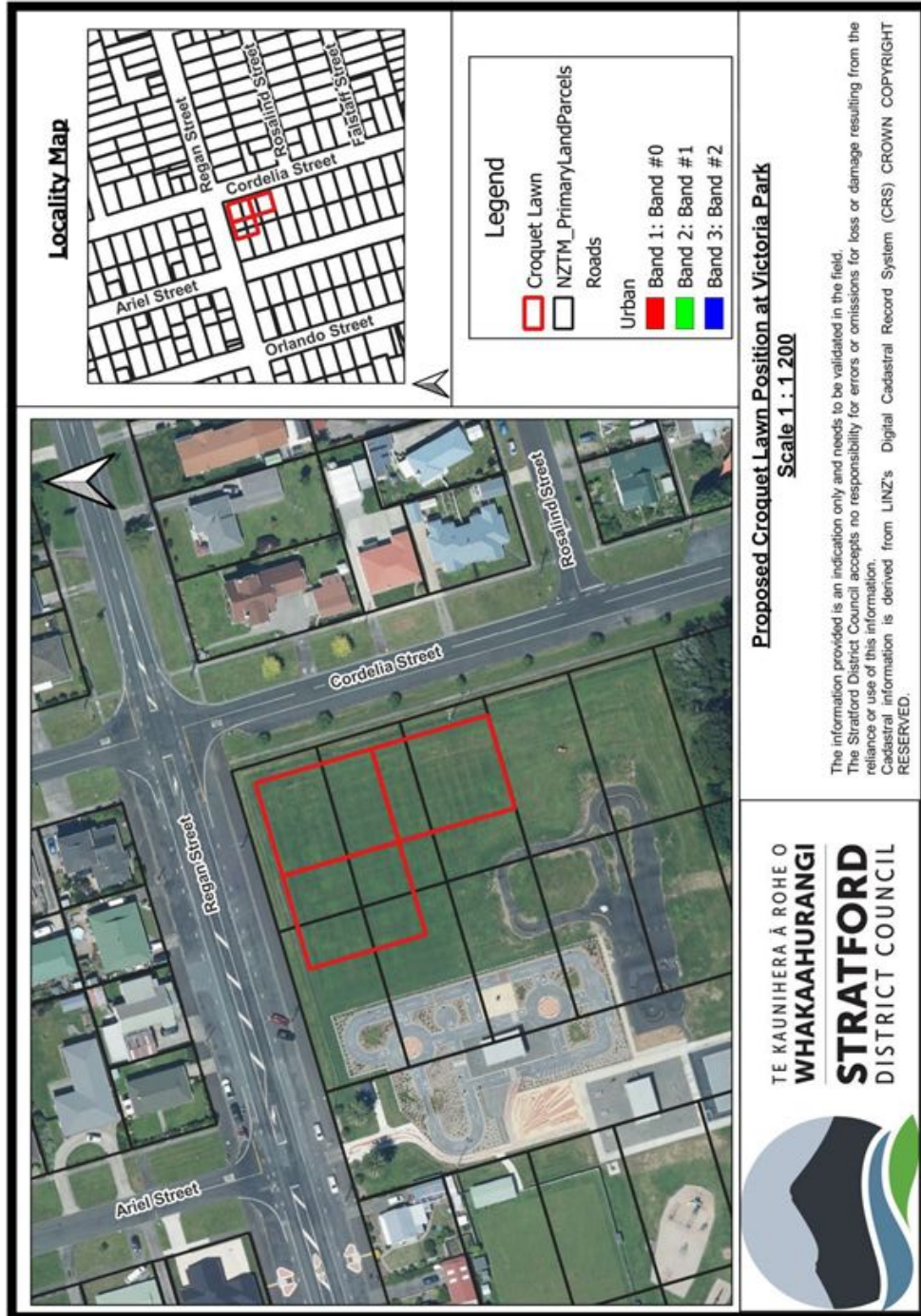
1.8 We wish to speak to our submission.

Eileen Judd (President)
Judy Drummond (Secretary)

Stratford Croquet Club
15 February 2024

APPENDIX 4

Potential site (if Option 2 is not accepted)



DECISION REPORT



F22/55/04 – D24/35125

To: Policy and Services Committee
From: Parks and Reserves Officer
Date: 27 August 2024
Subject: Review of Victoria Park Reserve Management Plan

Recommendations

1. THAT the report be received
2. THAT in accordance with Section 41(4) of the Reserves Act 1977, as administering body of the reserve, Council carries out a comprehensive review of the Victoria Park Reserve Management Plan.
3. THAT council approves council officers to seek submissions and feedback from key stakeholders in accordance with the Reserves Act 1977.

Recommended Reasons

The Reserves Act 1977 requires Council to “keep its management plan under continuous review”. Victoria Park is one of Stratford’s premier reserves both in terms of passive and active recreation and warrants their own management plan to better guide their present and future use, maintenance, and development. This plan is due for review, given the changes to parts of the reserve within the last few years.

Moved/Seconded

1. Purpose of Report

The purpose of this report is to seek Council’s approval to carry out a comprehensive review of the Victoria Park Reserve Management Plan.

2. Executive Summary

- 2.1 The Reserves Act 1977 requires administering bodies to keep their Reserve Management Plans under continuous review and this proposal is a part of meeting that requirement.
- 2.2 It is considered appropriate that Victoria Park, as one of Stratford’s premier reserves is deserving of its own management plan, rather than being incorporated in an overarching reserves plan. This will help to focus on the particular issues, guide current and future use, consider maintenance strategies and the long term development of the park.
- 2.3 Before the Victoria Park Reserve Management Plan can be adopted, it is required under Section 41(5) of the Reserves Act 1977 to be submitted for further public comment and submissions.

3. Local government Act 2002 - Section 10

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

The proposal herein relates to the provision of good quality local infrastructure giving the local community an opportunity for input into the reserve's management and development.

4. Background

- 4.1 Victoria Park is a recreation reserve, the control and management of which is vested in Council pursuant to the Reserves Act 1977.

VICTORIA PARK



- 4.2 Section 41 of the Act requires a reserve administering body to prepare, adopt and continuously review a management plan for all reserves under its control. In accordance with Section 41(3) of the Reserves Act 1977, the management plan must “provide for and ensure the use, enjoyment, maintenance, protection and preservation...and the development, as appropriate, of the reserve for the purpose for which it is classified”.
- 4.3 To comply with the legislative requirement and to keep the plan under continuous review, it is proposed to carry out a comprehensive review of the *Victoria Park Reserve Management Plan 2017*. This will enable detailed public scrutiny of the current plan relating to this reserve, as well as providing the opportunity for the community to put forward suggestions for the use and development of Victoria Park.
- 4.4 The proposal to carry out a comprehensive review of Victoria Park now links in with the connectivity between the sporting facilities within Victoria Park and the “play” areas within the park and how all the spaces are utilised.
- 4.5 If the recommendation is carried, the following actions will follow:

	Action	Indicative Timeframe	Outcome
1	Advertise intention to conduct the review and inviting pre-engagement	27 August 2024	Pre-engagement into the proposed draft <i>Victoria Park Reserve Management Plan (4 weeks)</i> .
	Advertise intention to conduct the review and inviting pre-engagement	28 August 2024	
2	Workshop with Elected Members on the pre-engagement received	8 October 2024	Elected Member input into draft <i>Victoria Park Reserve Management Plan</i> .
3	Prepare a draft <i>Victoria Park Reserve Management Plan</i>	October - November 2024	Draft <i>Victoria Park Reserve Management Plan</i> .
4	Prepare Statement of Proposal and Decision Report to the Policy and Services Committee on the draft <i>Victoria Park Reserve Management Plan</i>	26 November 2024	Approval from P&S Committee to release draft <i>Victoria Park Reserve Management Plan</i> for public consultation.
5	Full Council Meeting	10 December 2024	Approval of minutes of the P&S Committee to release draft <i>Victoria Park Reserve Management Plan</i> for public Consultation.
6	Public Consultation begins	11 December 2024	Public submissions sought in accordance with the Special Consultation Procedure (SCP) of the Local Government Act.
7	Public Consultation ends	31 January 2025	Submissions received and collation starts.
8	Collate public feedback and prepare a spreadsheet of responses and decision report to the Hearing Committee	February – March 2025	Spreadsheet of responses and Hearings Report completed.
9	Hold Hearing and Deliberation meetings	March 2025	Submissions heard and input received for inclusion in the final <i>Victoria Park Reserve</i>

	Action	Indicative Timeframe	Outcome
			<i>Management Plan.</i>
10	Final <i>Victoria Park Reserve Management Plan</i> completed	April 2025	<i>Victoria Park Reserve Management Plan 2025</i> in force.

5. Consultative process

5.1 **Public Consultation - Section 82**

Section 41(5) of the Reserves Act 1977 prescribes the necessary consultation for preparing a management plan. It requires that Council, in carrying out a comprehensive review of the management plan, give public notice of the intention to conduct the review and invite interested parties to make written submissions to the plan.

A Communication Plan will be prepared to guide effective and robust engagement with key Affected and Interested parties.

5.2 **Māori Consultation - Section 81**

Māori consultation in terms of Section 81 of the Local Government Act 2002 is appropriate in this instance. This was recently undertaken with an email sent to Ngāti Ruanui, Ngāruahine and Ngāti Maru on the 1 August 2024, as key stakeholders who also previously indicated their interest in the King Edward Park Reserve Management Plan.

6. Risk analysis

This report relates to the following risks in Council’s public Risk Register:

- **Risk 3** **Statutory Reporting Commitment**
IF Council does not meet statutory commitments (e.g. for reporting to the national monitoring system) THEN it may be acting illegally and receive attention from Ministry which could result in financial penalty and council functions being removed, or elected members being replaced.

- **Risk 4** **Bylaws and Policies**
IF Council fails to keep Bylaws, Strategies, Plans and Policies up to date, THEN the Bylaws, Strategies, Plans or Policies may become unenforceable and irrelevant, and council could be acting illegally, or the policy is not fit for purpose, or the Council may fail to secure available funding.

- **Risk 7** **Property and Parks – Non-Compliance**
IF Council does not comply with its obligations under legislation (e.g. Resource Management Act 1991, Building Act 2004, Health and Safety at Work Act 2015) THEN administrative fines and penalties may result, and reputational damage.

• **Risk 90 Māori Reputational and Conduct – Consultation and Engagement with**

If council does not effectively engage with Māori on matters of interest, THEN Council decisions will lack a Māori perspective which may lead to substandard community outcomes, and decisions that may not be supported by Māori which could harm relationships.

This report provides the necessary information for Elected Members to ensure that statutory reporting, bylaws and policies and legislation obligations are met. This enables council officers to proceed with seeking submissions and feedback for the Victoria Park Reserve Management Plan from key stakeholders, with no legal repercussions.

As mentioned above local Iwi expressed an interest in the King Edward Park Management Plan, therefore we will be contacted Iwi as key stakeholders for the development of the Victoria Park Management Plan 2025.

7.0 Decision making process - Section 79

7.1 **Direction**

Explain	
Is there a strong link to Council's strategic direction, Long Term Plan/District Plan?	The proposals herein link appropriately to Council's activities and community outcomes in relation to parks, reserves and cemeteries as outlined in the Long-Term Plan 2024-34

7.2 **Data**

- Do we have complete data, and relevant statistics, on the proposal(s)?
- Do we have reasonably reliable data on the proposals?
- What assumptions have had to be built in?

The proposal herein is a legal requirement of Section 41(4) and Section 41(5) of the Reserves Act 1977 for the administering body of a reserve to review the management plan for that reserve and seek the views of the public.

7.3 **Significance**

	Yes/No	Explain
Is the proposal significant according to the Significance Policy in the Long Term Plan?	No	
Is it: <ul style="list-style-type: none"> considered a strategic asset; or 	Yes	Due to the following assets: Bike Park Pump Track Skate Park (& skate bowl) Sportsgrounds (Rugby, Cricket and Croquet)
<ul style="list-style-type: none"> above the financial thresholds in the Significance Policy; or 	No	
<ul style="list-style-type: none"> impacting on a CCO stake holding; or 	No	
<ul style="list-style-type: none"> a change in level of service; or 	No	
<ul style="list-style-type: none"> creating a high level of controversy; or 	No	
<ul style="list-style-type: none"> possible that it could have a high impact on the community? 	No	This impact could change as it will be dependent on the responses from the community

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

This issue is of low significance as council officers are seeking approval from Council to review the Victoria Park Management Plan 2017, which will include consultation with key stakeholders and the community.

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"> What options are available? 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? 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.

As mentioned above, the Reserve Act 1977 requires council to continually review reserve management plans. It has been seven years since any review of any merit has been undertaken to tease out any potential projects to improve or develop Victoria Park, for the future enjoyment of the community.

The following options are available to the Council:

Option 1 - Do Nothing:

This is not preferred as the current management plan will not be relevant particularly to the new/changed features of Victoria Park. This is also contrary to the requirements of the Reserves Act 1977.

Option 2 - Review the current Victoria Park Reserve Management Plan:

This option will ensure that the plan is consistent with the requirements of the Reserves Act 1977. **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? e.g. rates, reserves, grants etc.

It is proposed that much of the work on the review will be conducted using "in house" resources although some external graphic design may be required to complement aspects of the plan. However, it is anticipated all production costs will be absorbed within current 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?

There is no issue which will affect our capacity to deliver a review of the Victoria Pak Management Plan. There is no benefit in deferring this review as it has been seven years since the last review was undertaken.

7.7 Legal Issues

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

This is a requirement of Section 41(4) of the Reserves Act 1977.

7.8 Policy Issues - Section 80

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

This is consistent with council policies to review reserve management plans at five yearly intervals.

Attachments:

Appendix 1 Current Victoria Park Reserve Management Plan



M McBain
Parks and Reserves Officer

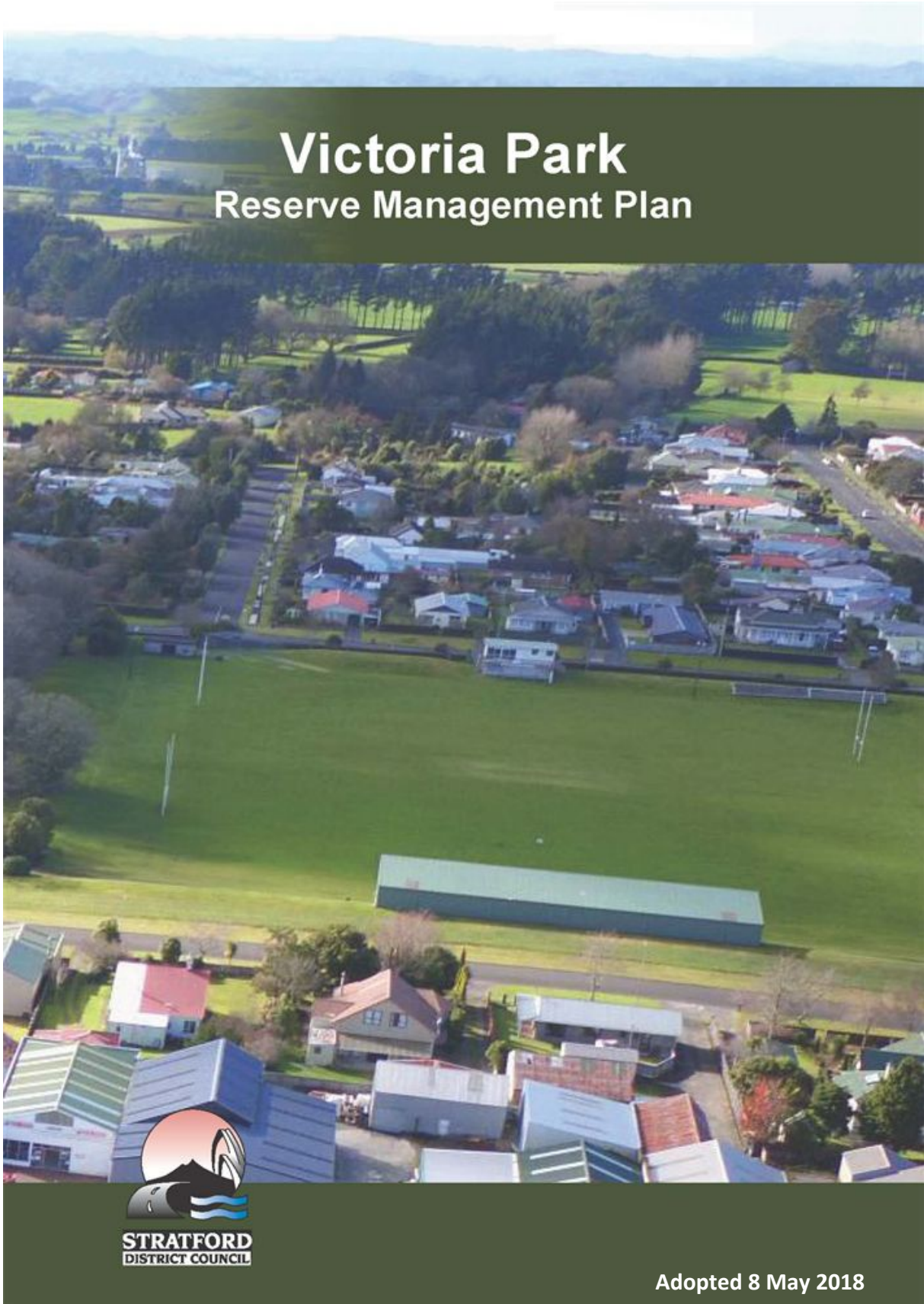


[Endorsed by]
S Bowden
Acting Director – Assets



[Approved by]
S Hanne
Chief Executive

DATE: 20 August 2024



STRATFORD
DISTRICT COUNCIL

Adopted 8 May 2018



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Introduction to The Plan

Part 1. INTRODUCTION TO THE PLAN

1.1. LEGISLATIVE REQUIREMENT

In 2011, in accordance with Section 41 of the Reserves Act 1977 (“the Act”) Stratford District Council prepared and adopted a District-wide Reserve Management Plan for all reserves owned and/or administered by Council. That plan outlined Council’s general intentions in respect of the use, development, maintenance, protection and preservation of reserves. It also established policies in this regard and referred to the Parks Activity Management Plan 2006 for details of planned developments.

Section 41(4) of the Act requires Council to *“keep its management plan under continuous review so thatthe plan is adapted to changing circumstances or in accordance with increased knowledge”*.

Six years on and with Victoria Park one of Stratford’s principal reserves, it is considered appropriate to carry out a review of the District-wide Management Plan as it affects this reserve and adopt an individual Management Plan.

This document is the result of that review and supersedes the District-wide Reserves Management Plan 2011 and the Parks Activity Management Plan 2006 in respect of Victoria Park.

1.2. PURPOSE OF THE PLAN

Reserve Management Plans are not simply created for reserve design purposes. Essentially the function of a reserve management plan is to create a set of objectives and policies through which design proposals can be critically and effectively assessed.

Within regions and communities there exist different needs and social demands in terms of resource availability. One of the primary goals of a reserve management plan is to manage available resources in a way that will meet the District’s current and future needs.

To achieve this, management plans must be objective and critical in their analysis. Opportunities for outdoor recreation experiences must be identified and classified. Present and future uses of reserve land must be critically examined and analysed and the public must be given the opportunity to participate in the planning process through consultation and the public submission process.

Council has prepared this Management Plan to:

- Satisfy the statutory provisions of the Reserves Act 1977;
- Provide a comprehensive planning document with clear policies and objectives to enable it to manage the reserve for the purpose it is set aside for;
- Provide the community with an opportunity to have quality input into the future of the reserve.

1.3. FORMAT OF THE PLAN

Part 1 of the Plan outlines the philosophy and methodology behind the development of the document and its objective.

Part 2 of the Plan provides an introduction to Victoria Park, its history and development through the ages, a physical description, and analysis of current usage.



Introduction to The Plan

Part 3 sets out the objectives and policies under five principle sections:

- Recreation and use
- Natural values
- Social and cultural values
- Furniture and facilities
- Administration and management

Part 4 comprises a schedule of proposed future actions and by whom it is anticipated these will be carried out.

Part 5 contains a concept development plan and perspective drawings relative to a significant proposed future development within the park.

1.4. LEGISLATIVE FRAMEWORK

The development of this Plan is guided by legislation that has relevance to the management and use of reserves and other public open spaces within the District. These include:

- Reserves Act 1977
- Conservation Act 1987
- Resource Management Act 1991
- Heritage New Zealand Pouhere Taonga Act 2014
- Local Government Act 2002

Reserves Act 1977

Victoria Park is classified as a Recreation Reserve under the Reserves Act 1977. The purpose of the Act in regard to such reserves, as set out in Section 17(1) thereof is, *“for providing areas for the recreation and sporting activities and the physical welfare and enjoyment of the public, and for the protection of the natural environment and beauty of the countryside, with the emphasis on retention of open spaces and on outdoor recreational activities, including recreational tracks in the countryside.”*

More specifically Section 17(2) of the Act requires that:

- (a). *The public shall have freedom of entry and access to the reserve, subject to the specific powers conferred on the administering body by sections 53 and 54, to any bylaws under this Act applying to the reserve, and to such conditions and restrictions as the administering body considers to be necessary for the protection and general well-being of the reserve and for the protection and control of the public using it:*
- (b). *Where scenic, historic, archaeological, biological, geological, or other scientific features or indigenous flora or fauna or wildlife are present on the reserve, those features or that flora or fauna or wildlife shall be managed and protected to the extent compatible with the principal or primary purpose of the reserve provided that nothing in this subsection shall authorise the doing of anything with respect to fauna that would contravene any provision of the Wildlife Act 1953 or any regulations or Proclamation or notification under that Act, or the doing of anything with respect to archaeological features in any reserve that would contravene any provision of the Heritage New Zealand Pouhere Taonga Act 2014:*
- (c). *Those qualities of the reserve which contribute to the pleasantness, harmony, and cohesion of the natural environment and to the better use and enjoyment of the reserve shall be conserved:*
- (d). *To the extent compatible with the principal or primary purpose of the reserve, its value as a soil, water, and forest conservation area shall be maintained.*



Introduction to The Plan

Conservation Act 1987

The Act established the Department of Conservation, the role of which as set out in Section 6 is to, inter alia:

"... preserve so far as is practicable all indigenous freshwater fisheries, and protect recreational freshwater fisheries and freshwater fish habitats" and "to advocate the conservation of natural and historic resources generally".

Accordingly, while not having direct involvement in the management of reserves, the control and management of which are vested in local authorities, the department has a generic interest through its advocacy role and more particular interest in the management of the lake within Victoria Park.

Resource Management Act 1991

The Resource Management Act regulates the management and use of land and other natural resources and empowers local authorities to make rules, standards, policy statements and plans in this regard. It therefore has implications for the development of this plan and its implementation. These implications include the need to comply with the provisions of the Stratford District Plan.

Heritage New Zealand Pouhere Taonga Act 2014

The Act provides protection for places of historical and cultural value and, inter alia, prevents without authority any modification or destruction of archaeological sites.

Accordingly, it is appropriate that Heritage New Zealand be consulted in regard to this plan and recognition be given to the Act's provisions in carrying out any physical development of the reserve.

Local Government Act 2002

Under the Act, Council's role as local government is *"to meet the current and future needs of communities for good quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses."* (Section 10) "Good quality" is defined as being efficient, effective and appropriate to present and anticipated future circumstances.



Introduction to The Plan

1.5. PLANNING FRAMEWORK

1.5.1 REGIONAL LEVEL

At a regional level the development of this plan is influenced to a degree by a number of plans and strategies developed by Taranaki Regional Council ("TRC"). These include:

- TRC Regional Fresh Water Plan
- TRC Pest Animal Strategy
- TRC Pest Plant Strategy

TRC Regional Fresh Water Plan

A number of drains flow into a stormwater detention pond ("the lake") in Victoria Park that discharges into an unnamed creek that, in turn, flows into the Patea River some 3.4 kilometres to the east. The Regional Fresh Water Plan (currently under review) prepared by TRC identifies important issues derived from environmental monitoring of Taranaki's fresh water resources and contains regional rules putting activities that impact on these resources into permitted, controlled, discretionary and prohibited categories.

TRC Regional Pest Management Plan

This document sets out management or eradication programs relative to pest animals and plant organisms warranting TRC intervention within the Taranaki region. It contains rules imposing obligations on land owners to control or destroy identified pest animals and plants.

TRC Regional Biosecurity Strategy

This document sets out the TRC's strategic direction relative to its biosecurity responsibilities in the region and how it will deal with the risks to the environment posed by pest animals and plants.

1.5.2 DISTRICT LEVEL

At a district level the development of this plan is guided by a variety of policies, bylaws, and strategies developed by Stratford District Council ("SDC") which are relevant to the development and management of reserves and other public open spaces. These include:

- SDC District Plan
- SDC Long Term Plan 2015-2025
- SDC Sport and Recreation Facilities Strategy (including Council's Response/Action Plan)
- SDC Community Development Strategy
- SDC Parks, Reserves, and Cemeteries Asset Management Plan 2015-2025
- SDC Control of Dogs bylaw and Dog Control policy
- SDC Control of Advertising Signs bylaw
- SDC Parks and Reserves bylaw
- SDC Public Places bylaw

SDC District Plan

The District Plan 2014 prepared under authority of the Resource Management Act 1991 provides objectives, policies and rules that guide land development within the Stratford District. Under the District Plan, Victoria Park is accorded the status of Protected Area Zone and it acknowledges that the Reserves Act 1977 "provides the most appropriate management regime for protected areas or reserves owned by the District Council."

As such, in determining rules for the Protected Area Zone, the District Plan defers to the Act and, perforce, this Management Plan with the exception of some building and land development controls.



Introduction to The Plan

SDC Long Term Plan 2015-2025

The Long Term Plan (“LTP”) is prepared under authority of the Local Government Act 2002.

The purpose of a long-term plan is to:

- (a) describe the activities of the local authority; and*
- (b) describe the community outcomes of the local authority’s district or region; and*
- (c) provide integrated decision-making and co-ordination of the resources of the local authority; and*
- (d) provide a long-term focus for the decisions and activities of the local authority; and*
- (e) provide a basis for accountability of the local authority to the community.*

In terms of Council’s current LTP, determined levels of service relative to parks and reserves require Council to provide parks, sportsfields and other open spaces that meet community demand and playgrounds that meet New Zealand safety standards.

The LTP also identifies any future capital projects and this management plan is an integral part of this identification and budgeting process.

SDC Sport and Recreation Facilities Strategy

In December 2013 Council commissioned the development of this strategy that resulted in a number of recommendations relative to sporting facilities within the District, including those provided within Victoria Park. Those recommendations endorsed by Council in the resulting Response/Action Plan are embodied in the reserve management plan.

SDC Community Development Strategy

Developed in 2013, the Community Development Strategy outlines Council’s role in supporting Stratford’s community organisations and promoting activities that contribute to the “wellbeing” of the community. This includes community events and activities held periodically in Victoria Park.

SDC Parks, Reserves and Cemeteries Asset Management Plan 2015 – 2025

The purpose of this plan is to “*show how Stratford District Council infrastructure assets will meet legislative requirements, achieve organisational objectives and fulfil community expectations efficiently and effectively*” in regard to parks reserves and cemeteries. It is a document constantly under review and in this role sits alongside and must mirror this management plan and the objectives and policies that evolve from it.

SDC Control of Dogs, Control of Advertising Signs and Parks and Reserves Bylaws

Bylaws are rules and regulations developed under authority of the Local Government Act to, inter alia, protect the public from nuisance, promote and maintain public health and safety, minimise negative affects on the environment and protect community assets. These bylaws are acknowledged and guide specific and related objectives and policies within this management plan.



Introduction to The Plan

1.6. PLANNING CONTEXT

The Reserve Management Plan provides a strategic link between the Long Term Plan and The District Plan by feeding into them identified issues and determining what resources are required for proposed solutions into the Parks, Reserves, and Cemeteries Asset Management Plan as illustrated below.

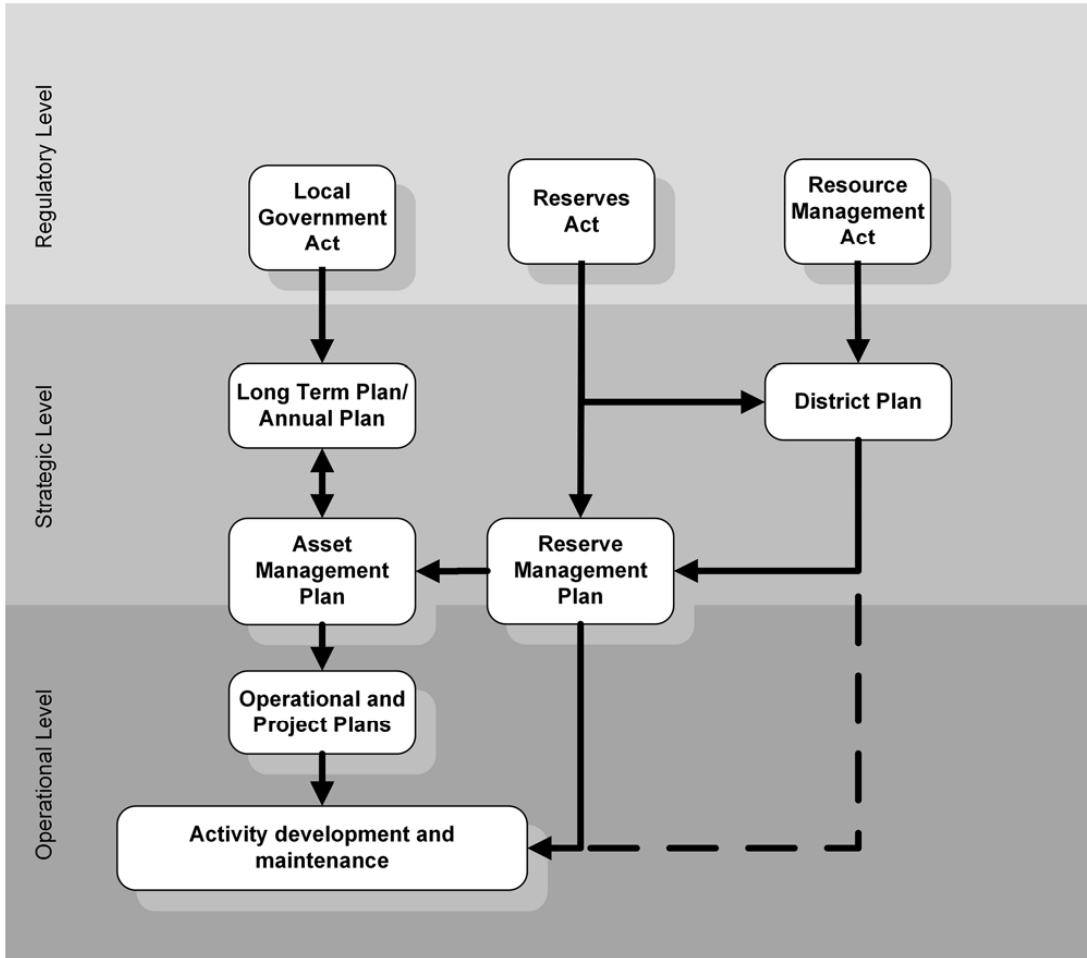


Figure 1 - Reserve Management Plan Document Position



Introduction to Victoria Park

Part 2. INTRODUCTION TO VICTORIA PARK

2.1. LOCATION AND ACCESS



Figure 2 - Victoria Park Location.



Introduction to Victoria Park

Victoria Park is located two blocks east of Broadway. The Park occupies virtually all of the block of land bounded by Regan Street and Fenton Street to the north and south with Orlando Street and Cordelia Street forming the west and east sides. It comprises almost 7 hectares and is the second largest park in the Stratford township after King Edward Park.

There is minimal fencing around the park enabling numerous pedestrian access points with four gates to facilitate vehicle access; one off Regan Street to access the northern sportsfields, one off Cordelia Street to access the southern sportsfields and one each at the corners of Orlando/Fenton Streets and Cordelia/Fenton Streets.

Formal pedestrian access through the park is provided by a walking track around the lake in the centre of the park linking Orlando and Cordelia Streets and a concrete path from the entrance at the corner of Orlando and Fenton Streets leading to the skate park.



Introduction to Victoria Park

2.2. LAND STATUS AND LEGAL DESCRIPTION

Victoria Park occupies land that is contained within one certificate of title as detailed in the table below. All areas are recreation reserve subject to the provisions of the Reserves Act 1977.

Table 1 – Land Status and Legal Description

Legal Description	Sections 24-38, 67-81, 111-124, 151-163 and 1039, and Part Section 150 Town of Stratford
Area	6.9108 hectares
Computer Freehold Register	495616
Status	Recreational Reserve – NZ Gazette 1981 page 3659
Vesting	Stratford District Council – Vesting Order 8292359.1
Zone	Protected Area
Primary Use	Informal recreation and organised sports



Introduction to Victoria Park

2.3. HISTORY

Victoria Park was reserved for recreation purposes in 1891/92 under the provisions of the Land Act 1877, became known originally as the Stratford Domain and the Stratford Town Board appointed by the Crown as the Domain Board. This role later evolved to the Stratford Borough Council and then the Stratford District Council.

In 1897, in commemoration of the 60 years reign of Queen Victoria, trees were planted on the reserve and it was renamed Victoria Park. Contemporaneously, on the initiative of the Stratford Acclimatisation Society, a lake was formed by damming the creek running through the park at the Cordelia Street frontage and stocked with perch. In its early days it became a popular spot for anglers, boaters and swimmers before finally adopting the more passive role it enjoys today as a stormwater detention pond and home of waterfowl.

In 1902 the first sports facilities were established with the development of basic playing fields south of the lake and in 1923 these were further developed with the addition of a grandstand on the lake side and raised terraces around the other three sides. At the same time an athletics track was established along with tennis courts and a children's playground north of the lake. Some of these facilities have since been removed and over the years a variety of other facilities have been developed, but today Victoria Park remains as primarily a sporting and active recreation venue.

Table 2 - Chronological History

Date	Action
1891	Sections 24 – 33, 67 – 76, 111 – 124 and 150 – 163 Town of Stratford reserved for recreation purposes by Gazette 1891 page 3.
1892	Sections 36 – 38 and 79 – 81 Town of Stratford reserved for recreation purposes by Gazette 1892 page 1071
1892	Reserve brought under Public Domains Act 1881 by Gazette 1892 page 1653 and the Stratford Town Board appointed as the Domain Board. Became known as the Stratford Domain.
1897	In commemoration of Queen Victoria's 60 years as reigning monarch, trees were planted and the reserve named Victoria Park. A lake was also developed at this time and stocked with perch by the Stratford Acclimatisation Society.
1902	Basic sports fields were developed on the south side of the lake.
1920	Stratford Borough Council appointed as the Domain Board.
1923	The sportsfields were enhanced with the addition of a grandstand, raised terracing and an athletics track and tennis courts and a children's playground developed north of the lake.
1926	Victoria Park Memorial Gates unveiled by General Sir Andrew Russell, C.M.G., K.C.M.G. ANZAC Day 25 th April 1926.
1954	Stage built over the lake in recognition of Stratford's 75 th Jubilee – used for concerts and band recitals.
1958	135 square metres of reserve revoked and sold to adjoining owner (Gazette 1958 page 1141)



Introduction to Victoria Park

Date	Action
1960	Unformed portion of Ariel Street between Regan and Fenton Street stopped and along with Sections 34, 35, 77 and 78 Town of Stratford formally added to the reserve by Section 10 Reserves and Other Lands Disposal Act 1960.
1968	Stage over lake demolished.
1989	Reserve classified as recreation reserve pursuant to Reserves Act 1977.
1996	Sporting facilities that had been developed over the years came under review leading, in subsequent years, to the relocation of the croquet greens, removal of an old roller skating rink and the development of the northern sportsfield, the skatepark and the children’s playground.
1997	Fenton Street boundary was planted in rhododendrons and flowering cherry trees.
1997	Exelooos installed in Victoria Park.
1999	The old grandstand was demolished and a new Grandstand was built.
2009	Reserve formally vested in Stratford District Council.
2015	The skatepark was extended.



Figure 3 - Victoria Park Lake (1937)



Introduction to Victoria Park

2.4. PHYSICAL DESCRIPTION AND USE

Victoria Park is the second largest park in Stratford, covering an area of almost 7 hectares and providing facilities for primarily active recreation. It is divided into four distinct areas – the northern sportsfields, the “play” area comprising a skatepark and children’s playground, the central lake and the southern sportsfields.

The northern sportsfields comprise fenced-off croquet greens, a rugby ground and a cricket wicket.

Centrally situated, the lake with its surrounding trees provides a natural barrier between the north and south sportsfields. Besides serving as a stormwater detention pond, the lake and surrounding vegetation are important visual assets, providing the only significant contribution to the “natural” landscape.

To the west of the lake is a children’s playground comprising a wide variety of play equipment from standard swings and slides to a recently installed “mouse wheel”. Adjacent the playground is a skatepark comprising a similarly wide variety of equipment including a bowl, half and quarter pipes and a range of ramps, ledges and rails.

To the south of the lake is a large playing field area that provides for two rugby grounds and a cricket wicket located between them.





Objectives and Policies

Part 3. OBJECTIVES AND POLICIES

3.1. RECREATION AND USE

Victoria Park is classified as a recreational reserve under the Reserves Act 1977. This means its purpose is to:

Provide areas for the recreation and sporting activities and the physical welfare and enjoyment of the public, and for the protection of the natural environment and beauty of the countryside, with emphasis on the retention of open spaces and on outdoor recreational activities, including recreational tracks in the countryside.

While its primary use is for active recreation including organized sport (currently the home of the Stratford Eltham Rugby and Sports Club, the Stratford Cricket Club and the Stratford Croquet Club) and casual sport in the form of skateboarding, it also provides for more informal recreational activities that benefit the physical welfare and enjoyment of the community.

3.1.1 ORGANISED SPORT

Currently Victoria Park provides facilities for rugby in the winter and cricket and croquet in the summer.

RUGBY

The Stratford Eltham Rugby and Sports Club are currently catered for with the provision of three fields, one with basic lighting facilities for evening training. With these three fields and two further fields in King Edward Park available to rugby there is considered adequate supply for the number of teams fielded by the club. This management plan anticipates a possible future alternative development of the field on the northern side of the lake which is covered in Section 3.4.1. However, the proposed development will still leave sufficient playing field space for training purposes and junior play.

CRICKET

The Stratford Cricket Club utilises the two southern fields as its principal ground and maintains its premier turf wicket between the two rugby fields. It also enjoys the use of an artificial wicket on the northern field that will be impacted by the proposed redevelopment. However, in recent seasons this wicket has had little use and with the availability of an artificial wicket at King Edward Park both Council and the club consider cricket would be adequately catered for without it.

CROQUET

The croquet greens occupy approximately 2,200 square metres of reserve land dedicated to that sport and not available to any other use. Croquet is very much a minority sport and the Stratford Croquet Club has a very limited membership, currently only around twenty players. It is fair to say that because of this its future will be constantly under review as required by the Reserves Act 1977, particularly as the area of reserve it occupies is not available to any other user.



Objectives and Policies



Figure 5 - Victoria Park South Sportsfields

OBJECTIVES

- To encourage the optimum use of developed sports fields by local clubs, associations and regional and national sporting bodies in a manner that does not negate any informal uses of such facilities.
- To provide quality sports fields for both senior and junior sport.
- To maintain the current provision of croquet greens providing the current demand levels are at least maintained.
- To develop, or allow codes to develop facilities ancillary to the current sports fields such as storage facilities, changing rooms and/or toilets and sports field lighting.

POLICIES

- Liaison will be maintained with sporting organisations at local, regional and national levels to ensure the use of the current sports fields is optimised or to determine whether it is appropriate that an alternative use be made of any particular facility.
- Sports fields will be maintained to ensure the requirements of sporting organisations to, at least, a local level are met.
- Liaison will be maintained with sporting organisations at local, regional and national levels to determine what, if any, ancillary facilities are necessary to optimise the use of the current sports fields and to explore funding opportunities for such developments.



Objectives and Policies

3.1.2 RESTRICTED ACTIVITIES

The Reserves Act 1977 imposes restrictions on various activities within Recreation Reserves without consent of either the Minister of Conservation or the local authority in whom the reserve is vested and empowers local authorities to develop by-laws imposing further restrictions or prohibition on those or any other activities. These include, but are not limited to camping or otherwise staying overnight on a reserve, taking animals of any kind onto a reserve, taking, destroying or injuring any animal, bird or other fauna, planting or removing any trees or plants, carrying out any commercial activity without a permit or licence, lighting any fires other than in an area designated for that purpose.

As listed in Section 1.5.2 above, Stratford District Council has developed three specific bylaws that impose certain further restrictions on activities or authorises certain conditional activities within reserves or other public places, namely the Control of Dogs bylaw, the Parks and Reserves bylaw and the Public Places bylaw.

Control of Dogs bylaw and Dog Control Policy`

The Control of Dogs bylaw prohibits dogs in designated public places and requires dogs to be constrained by leash in a “leash controlled public place”. In accordance with this bylaw, dogs are prohibited within 20 metres of any children’s play equipment.

Under Council’s Dog Control Policy, dogs are permitted to be exercised unleashed but under continuous control in all areas of the District except areas where dogs are prohibited and leash controlled areas, these being any footpath or adjacent berm and any part of a street or public place that has been declared a leash controlled area by resolution of Council.

Accordingly, in the absence of such a resolution dogs are permitted to be exercised off-leash but “under continuous control” within Victoria Park, except within 20 metres of the children’s playground where they are prohibited.

Parks and Reserves bylaw

The Parks and Reserves bylaw prohibits a range of dangerous and/or anti social activities, all of which are endorsed by this management plan. Cycling is a conditional activity and is dealt with in 3.1.3 below.

Similarly, the bylaw prohibits the parking, riding or driving of any motorised vehicle within the park “except where special approval is granted and then on those areas set aside specially for such purpose”. It is considered that motorised vehicles have no place in the park other than:

- Mobility scooters
- Emergency vehicles
- Maintenance and event support vehicles provided specific approval is obtained from an authorised officer of Council
- Cars, motorcycles and light trucks in designated carparks or other designated or authorised access points

Public Places bylaw

Like the Parks and Reserves bylaw, the Public Places bylaw puts restrictions on a number of activities within public places (which include reserves) and helps reinforce the provisions of the Reserves Act 1977. It impacts specifically relative to Victoria Park in that it prohibits the use of skateboards, scooters and similar human-propelled wheeled devices other than in designated areas such as the skate park.



Objectives and Policies

OBJECTIVE

- To prevent activities occurring that have an adverse impact on the natural environment and amenity values of Victoria Park or detract from the enjoyment of other park users

POLICIES

- In addition to those activities that are prohibited or restricted in terms of the Reserves Act 1977 and/or Council bylaws, the following controls shall apply:
 - a) Dogs are permitted within the park, apart from within 20 metres of children’s play equipment, provided they are under the continuous control of a responsible handler.
 - b) Motorised vehicles will not be permitted within the park other than mobility scooters, emergency vehicles, maintenance and event support vehicles (provided prior approval is obtained from an authorised Council officer). Other cars, motorcycles and light trucks are restricted to designated access or parking areas.
 - c) Skateboards and scooters are permitted within the park but their use is restricted to the skate park only.

3.1.3 INFORMAL USE OF THE RESERVE

Although it doesn’t offer the same opportunities as King Edward Park, informal use of Victoria Park could include such activities as family and friends picnicking, enjoying the tranquillity of strolling around the lake while feeding the ducks, any activity that benefits from the large open spaces of the sportsfields while they are not in use for organised sport or children enjoying the playground equipment.



In terms of Council’s Parks and Reserves bylaw, cycling is prohibited within any of Council’s parks and reserves “...except where special approval is granted and then on those areas set aside specially for such purpose.” Currently there is no special approval in place for cycling within Victoria Park nor is there any area specially set aside for such purpose.

The path along the northern side of the lake is not considered suitable for cyclists; however the path along the southern side is suitable and does get such use as a thoroughfare linking Orlando and Cordelia Streets for which it is considered suitable.

There are, however some other activities that are either not permitted in terms of either the Reserves Act 1977 or Council by-laws or should be restricted so as not to impact adversely on the enjoyment of the park by the majority of users. These are covered in more detail in Section 3.1.2.

OBJECTIVES

- To encourage and maximise the public use of Victoria Park in accordance with its reserve classification as Recreation Reserve.



Objectives and Policies

- To maintain the existing network of paths in a safe, clean and readily accessible state.
- To provide further paths or upgrade the existing where Council is satisfied there is a demand for more or better facilities.

POLICIES

- Cycling through the park using the path on the south side of the lake will be permitted and designated as a dual walking/cycling path.
- Facilities such as barbeques, tables and lighting will be provided and maintained in appropriate locations in order to enhance casual public use and enjoyment of the reserve.

3.1.4 MOTORHOMES AND CAMPING

By virtue of the activity prohibitions contained in the Reserves Act 1977, overnight camping within the boundaries of Victoria Park is prohibited. However, while Council at the time of preparing this management plan does not have a freedom camping policy or bylaw, Stratford District Council is “freedom camping friendly” and overnight stays in the Victoria Park car park adjacent the children’s playground by visitors in motorhomes have become relatively common, this site having been noted on at least one web site devoted to promoting freedom camping.

OBJECTIVE

- To prohibit overnight camping within Victoria Park other than within the car park adjacent the children’s play ground due to the lack of suitable facilities and the potential impact of this activity on the reserve and other reserve users.

POLICY

- Overnight parking or camping in a vehicle, tent, caravan, motorhome or similar is prohibited within Victoria Park other than in motorhomes certified by the New Zealand Motor Caravan Association as self-contained and then only within the car park adjacent the children’s play ground.



Objectives and Policies

3.2. NATURAL VALUES

While Victoria Park is primarily a sport and active recreation complex it does contain a lake surrounded by a small area of native and exotic trees that occupy approximately 15% of the park's land area.

Accordingly, while the park is classified as a recreation reserve, its natural and scenic values cannot be ignored and are as equally important as its recreational values. Protection of these values is therefore important.

3.2.1 TREES AND GARDENS

While there are no notable trees within Victoria Park that are afforded protection under Council's District Plan, there are a number of native and exotic trees and shrubs surrounding the central lake. Principal among these are a variety of beech (mainly *Nothofagus menziesii*), Japanese cedar (*Crypto japonica*), sycamore (*Acer pseudoplatanus*), lemonwood (*Pittosporum tenuifolium*) and Himalayan dogwood (*Cornus capitata*). Many of these have historical value in that they were planted in 1897 in commemoration of the record reign of Queen Victoria. They give character to the park and careful management is necessary for the survival of these trees.

Over time however plants and shrubs on the lake's northern edge have grown to the point where they are crowding each other and blocking views of and access to the lake. Some work needs to be done to open up the lake edge through the removal of selected species while not destabilising it, at the same time ensuring the survival of the remaining plants.

Further complementing the planted landscape is a 10 metre wide strip of mainly rhododendrons along the entire Fenton Street frontage, a number of native and exotic trees around the skate park and two phoenix palm trees at the Regan Street gate entrance.

Not only do these trees and gardens provide a bird habitat, they form an important part of the environment and contribute to the amenity value of the reserve and warrant preservation.

The preservation of trees and bush within the park is further aided by the provisions of Section 42 of the Reserves Act 1977 which provides that *"The trees or bush on any recreation reserve shall not be cut or destroyed, except in accordance with a permit granted under Section 48A or unless the administering body of the reserve is satisfied that the cutting or destruction is necessary for the proper management or maintenance of the reserve or for the management or preservation of other trees or bush or in the interests of the safety of persons on or near the reserve...."*. It also provides that *"Where in the case of any recreation reserve the administering body is satisfied that the cutting or destruction of trees is necessary for any of the reasons mentioned in subsection (2) the administering body shall not proceed with the cutting or destruction except in a manner which will have minimal impact on the reserve and until, as circumstances warrant, provision is made for replacement planting or restoration"*. Accordingly, the aim of this legislation is to preserve as much as practicable areas of bush and there has to be good reason to remove same.

OBJECTIVES

- To protect, preserve and enhance, as much as possible, the ecological and amenity values provided by the trees and plants within the reserve.
- To protect and preserve the large, mature trees of historical significance.
- To take all practicable steps to eradicate all pest plants that threaten the ecological values of the reserve.



Objectives and Policies

POLICIES

- Trees and plants will only be removed where it is necessary to improve the amenity value of the reserve, ensure the survival of retained species or for reasons of public safety and security.
- Regular inspections by a qualified arborist will be carried out on the trees and plants within the reserve in order to monitor their health.

3.2.2 WATERWAYS

The once natural waterway (creek) bisecting the park has long been piped and now forms part of a stormwater system that feeds into the central lake at the western end before continuing on its way out at the eastern end from where the stormwater journeys to the Patea River. The lake serves primarily as a stormwater detention pond that needs to be de-silted from time to time (approximately every three to five years) but also provides scenic value and is home to waterfowl (principally ducks) that provide a source of entertainment for young and old alike.

OBJECTIVES

- To preserve the scenic and recreational values of the central lake while recognising its role as a stormwater detention pond.

POLICIES

- No activity on the reserve will be approved if there is any possibility of any measurable adverse affect on water quality or adverse impact on aquatic ecosystems.
- Notwithstanding the above policy, periodic draining and de-silting of the lake to maintain its role as a stormwater detention pond is allowed, subject to any necessary resource consent in terms of the TRC Regional Fresh Water Plan.

3.2.3 LANDSCAPES

Visual landscape qualities are an important aspect of the public's enjoyment of a reserve. The landscape features of Victoria Park consist primarily of large grassed areas of the sports fields surrounding the central lake and trees and the rhododendron plantings along the Fenton Street frontage that provide a pleasant visual aspect from outside the reserve.

As mentioned in Section 3.2.1, views of the lake from the northern side are practically obliterated by dense vegetation. It is proposed to open up view shafts in this area by removing some of this vegetation without risking destabilising the lake edge.

OBJECTIVES

- To enhance the scenic value of the central lake by creating appropriate view shafts through the removal of selected and/or inappropriate plant species.
- To ensure any future building development, earthworks or future plantings do not visually compromise any of the natural landscapes and are appropriate to the setting.
- To maintain and, where practical, further develop formal cultivated areas in keeping with established or carefully considered new landscape themes.



Objectives and Policies

POLICIES

- No further development of the reserve will be approved that impacts negatively on the view of the central lake from within the reserve.
- Landscape plans must accompany any application to further develop the reserve or extend any existing building or facility on the reserve.



Objectives and Policies

3.3. SOCIAL AND CULTURAL VALUES

As the principal sports park for many years within Stratford, Victoria Park holds high social and cultural significance to the community, the park featuring prominently in the sporting history of the town.

With its large grassed areas, the park also provides a facility for summer activities such as the Summer Nights Movies, “Baldrick’s Big Day Out”, the odd travelling circus and other similar community events. Events such as these, whether organised by Council or privately with Council approval, contribute to the diversity and vibrancy of the community.

3.3.1 HISTORIC AND COMMEMORATIVE FEATURES

The only formal historic or commemorative feature in Victoria Park is the entrance arch and gates at the intersection of Orlando and Fenton Streets, built in 1926 as a memorial to soldiers killed in World War One. This structure contributes to Stratford’s heritage in a tangible way and is listed as a Category 2 Historic Place by Heritage New Zealand.



Figure 7 - Victoria Park Memorial Gates

Undoubtedly proposals will be put forward in the future for further commemorative features and, while these can assist in developing community values and mark important historic events, they need to be properly managed. They also add to the ongoing maintenance costs associated with the reserve and Council needs to be in a position to control the nature, number and location of such features.

OBJECTIVES

- To preserve for future generations all known significant cultural, historic, heritage or commemorative features.
- To consider any future request for commemorative features within the park to ensure they are of substantial benefit to the reserve and the community and do not detract in any way from the natural values of the reserve or inhibit any potential future development.



Objectives and Policies

POLICIES

- Every effort will be made to protect, preserve and highlight any known cultural, historical, heritage or commemorative structures or features within the park.
- Any request for future commemorative features will take into consideration the appropriateness of the proposed feature and its compatibility with the character and use of the reserve, whether there is any benefit to the community in the use of the reserve and the ease and cost of ongoing maintenance.

3.3.2 SOCIAL EVENTS

The sportsfield to the north of the lake has over the years been used to stage various public social and cultural events including Baldrick's Big Day Out, "gypsy" fairs and the odd travelling circus. The proposed development of this sportsfield as outlined in 3.4.1 below will impact on the use of this area by reducing the available space substantially. There will still be sufficient area for small events such as fairs or markets but larger events may need to relocate elsewhere. Page Street Sportsground in King Edward Park is not used in the summer and could quite easily accommodate the likes of Baldrick's Big Day Out and a travelling circus and, with the holiday park right next door, could very well prove a more suitable venue in any event.

The sportsfields south of the lake have more recently been used for Summer Nights movies, utilising the grandstand for seating. Use of these sportsfields for such events is limited however as they are used throughout the year for rugby and cricket, which uses take precedence.

Generally speaking, these social and cultural events are considered appropriate activities within the park provided they do not impact adversely on the use of the sportsfields for their designated sports. Accordingly, such events need to be managed so as to not to create any impact and must accord with the Reserves Act 1977 in regard to conditions of use.

OBJECTIVE

- To continue to permit the use of the open space areas within the park for social or cultural events provided there is no adverse affect on the sportsfields and subject to any policy or bylaw relative to the use of public places current at the time and to conditions of use contained in the Reserves Act 1977.

POLICY

- Social or cultural events in the park will be subject to Council's approval at all times and conditions of use will be imposed on private events so as to minimise disruption to the general public's use of the reserve.

3.3.3 TANGATA WHENUA

Sites of significance to Maori, such as waahi tapu and other taonga, are protected under the Stratford District Plan and legislatively through the Heritage New Zealand Pouhere Taonga Act 2014. To date, no sites of cultural, historic or spiritual significance to Maori have been identified within Victoria Park. If any are identified in future the requirements of the above-mentioned Act will prevail and all local iwi (Ngati Ruanui, Ngati Maru and Nga Ruahine) will be consulted and invited to be involved in the preservation and ongoing management of the site as appropriate.



Objectives and Policies

OBJECTIVES

- To consult with Maori in a mutually appropriate way with respect to any future development of Victoria Park not envisaged by this plan.
- To ensure any sites discovered within the park that potentially could be of significance to Maori are fully investigated to determine such significance and afforded appropriate protection as required by the Heritage New Zealand Pouhere Taonga Act 2014.

POLICY

- Maori participation in the preparation and review of this and any future management plan will be sought and advice taken into account in regard to all matters of significance to tangata whenua.



Objectives and Policies

3.4. FURNITURE AND FACILITIES

An integral part of any reserve development is the extent to which Council provides park furniture and other facilities. This is determined both by recreational uses of the reserve that create the need for various items of furniture and facilities and also Council's aspirations in regard to its optimum use.

Currently Victoria Park contains a variety of facilities including simple park furniture such as seating and picnic tables, playground equipment and sporting facilities. However there is scope for further development as outlined below and some of the furniture and playground equipment could be upgraded to meet changing demands in this area

3.4.1 DEVELOPMENT

Any further development within Victoria Park to provide enhanced recreational facilities and increase the enjoyment of reserve users needs to be in keeping with the purpose of the reserve and carried out in a coordinated fashion while ensuring it is safe, sustainable and fit for purpose.

It is also appropriate, in taking any further developments to design stage, to give consideration to CPTED (Crime Prevention Through Environmental Design) principles advocated in the National Guidelines for Crime Prevention through Environmental Design in New Zealand in order to minimise opportunities for crime and the fear of crime potentially experienced by users of the reserve.

As indicated in Section 3.1.1 above, the sportsfield north of the lake is one area within the reserve that is under utilised and warrants some further development in order to make it more attractive, particularly to families, and to encourage more use. Such development incorporating a children's bike park and a barbeque and picnic area is proposed as indicated in the concept development plan included in Part 5. Also under consideration is the establishment of an outdoor fitness trail involving the construction of exercise stations at various points on the track around the central lake. These developments will be carried out over successive years as budgets allow to further enhance the recreational value of the reserve.

OBJECTIVES

- To ensure that any further development of Victoria Park does not impact adversely on any landscape features, natural values or built heritage, meets the needs of reserve users while having no adverse effects on neighbouring properties and is environmentally sustainable in terms of its design, construction, long term maintenance and intended function.
- To provide additional facilities where Council is satisfied there is sufficient demand and it is clear they will be of benefit to the public.

POLICIES

- Any future development of the northern sportsfield will be generally in keeping with the concept development plan included in Part 5.
- Any other future development not covered by this management plan, apart from the installation of minor items of park furniture, track development that does not require any indigenous plant or tree removal or the replacement of existing facilities, will be subject to prior public consultation and Council approval by way of formal resolution.
- In approving any future developments within the reserve, due consideration will be given to the principles outlined in the National Guidelines for Crime Prevention through Environmental Design in New Zealand.



Objectives and Policies

3.4.2 BUILDINGS AND STRUCTURES

Existing buildings on Victoria Park include a cricket pavilion (owned by the Stratford Cricket Club), an adjoining concrete block storage shed (formerly owned by the Stratford Athletic Club but acquired by Council when the club relocated to the Stratford Primary School), a clubhouse and ancillary structures adjacent the croquet greens (all owned by the Stratford Croquet Club), a grandstand adjacent the southern sportsfields and a twin-unit Exeloo public toilet (both Council-owned).



Other, minor structures within the park include the playground equipment (see 3.4.3 below), the skate park facilities, various fences and two practice cricket nets (owned by the Stratford Cricket Club) and an old concrete ticket-box adjacent the memorial gates that will shortly be demolished.



The extremities of the reserve are delineated by a variety of fences and other structures, the majority of which are not actually on the surveyed boundaries, by quite a way in some instances.

For security purposes the Orlando Street frontage from the Exeloo toilets to the intersection of Orlando and Fenton Streets is fenced with a 2.5 metre high wire mesh fence, albeit approximately 3.5 metres into the legal road.

The boundary with the residential properties on Regan Street are fenced with a variety of structures (subject to encroachments either way as outlined in Section 3.5.3 below) while the adjacent croquet greens are surrounded with a 1.8 metre high corrugated iron fence. This fence is old and becoming rather unsightly and needs to be replaced in the short to medium term.

The Regan Street boundary is delineated by a mix of stone wall and low wire mesh clad post and rail fence, the latter being almost 4 metres inside the reserve boundary while the Cordelia Street frontage is lined with either timber bollards or hedges (the former being approximately 3.5 metres inside the reserve boundary) and the Fenton Street boundary is undefined.

For safety reasons, there is also a low wire mesh clad post and rail fence around the western edge of the lake adjacent the skate park.

The Stratford Cricket Club has sought approval from Council to construct a new indoor training facility adjacent its pavilion. It is proposed that this facility will be predominantly for wet weather and pre-season indoor cricket training and conducting coaching clinics, however the club has indicated it would also be available to other codes such as rugby, netball and football for indoor training when not in use by the cricket club.



Objectives and Policies

In relation to the objectives below, this proposal is considered justified in terms of demand as outdoor training, particularly for cricket, is obviously weather dependant and the facility would be of immense benefit to other, winter codes that are similarly constrained during particularly adverse conditions. Its proposed location adjacent the existing pavilion and the eastern boundary of the reserve do not impact adversely on any landscape feature or any natural, social or cultural values.

OBJECTIVES

- To ensure that existing buildings and other structures are maintained on a regular basis to preserve their good condition and aesthetic values.
- To ensure that any new buildings or other structures or additions or alterations to any existing buildings are justified in terms of demand for them, the design and scale is suited to the environment and appropriate to facilitate public recreational use of the reserve and their location and construction is such that they do not impact adversely on any landscape features and natural, social or cultural values.

POLICIES

- The owners of existing and new buildings on the reserve will be required to provide asset management plans that detail medium term maintenance programs.
- The proliferation of buildings on the reserve will be discouraged as a general principle with the sharing of buildings being encouraged where possible.
- New buildings and substantial structures not envisaged by this management plan will be subject to prior public consultation and Council approval by way of formal resolution as to all aspects of location, design and construction.
- The degree of use of existing buildings will be continuously reviewed to ensure such use is justified and no better use of the reserve land is warranted.
- The Stratford Cricket Club's proposal for a new indoor training facility is endorsed subject to Council's consent as to the final design, any building or resource consent requirements and all funding being confirmed before any construction work commences.



Objectives and Policies

3.4.3 PLAYGROUND AND SKATE PARK

Victoria Park provides the largest and most popular formal playground in the District. It is situated adjacent the croquet greens on Orlando Street and contains 14 pieces of play equipment ranging from simple swings and slides to climbing structures, a mouse wheel and a basketball hoop.

It is intended this facility will remain with the play equipment maintained, replaced, upgraded or added to as appropriate and in accordance with use demand.

The skate park comprises a number of concrete structures including a skate bowl; three half pipes; two quarter pipes; seven ramps, rails or ledges; a set of stairs and a wave.

There is insufficient space for additional facilities but, over time some of the existing could be modified or replaced if and when they become unpopular.

OBJECTIVES

- To ensure that the play equipment in Victoria Park meets the needs of reserve users and is maintained in safe working order.
- To provide further diverse play equipment as appropriate to meet the demands of reserve users.

POLICIES

- All play equipment will be maintained so as to meet the requirements of New Zealand Standard 5828 as updated.
- The Victoria Park playground and skate park will be maintained and developed in such a manner so as to provide a challenging and interesting environment for children and to encourage community use.

3.4.4



Objectives and Policies

The floodlighting of the northern sportsfield is barely adequate for rugby training purposes and in all likelihood does not comply with the Australian and New Zealand Standards for sportsfield lighting. While the rugby club has no plans at present to upgrade this lighting, the preference being to upgrade the Page Street Sportsground lighting in King Edward Park where the bulk of training takes place, should the proposed redevelopment of this ground go ahead the lighting will need to be relocated if it is intended to maintain evening training facilities at Victoria Park.

OBJECTIVES

- To provide or approve lighting within King Edward Park only to improve safety and security and/or deter repeated vandalism, to facilitate night time use of the reserve where deemed necessary or to highlight important features.

POLICIES

- Lighting within Victoria Park will only be provided or approved where there is a clear public benefit and no adverse impact on any particular reserve user or neighbouring property.
- The cost of providing and maintaining sports field lighting is the responsibility of the sports club or code so requiring the lighting.
- All lighting designs shall be in accordance with Standards AS/NZS1158, AS/NZS4676, AS2560 or AS4282 as appropriate and approved by Council prior to installation.

3.4.5 SIGNAGE

Section 94(1) of the Reserves Act 1977 constitutes it an offence to erect any sign on a reserve without the consent of the administering body. Similarly, Council's Control of Advertising Signs Bylaw provides that no person may erect any advertising signage within a public place without the prior consent of Council in writing.

While it acknowledged that some signage is required for public information and/or safety purposes and sports clubs rely to a degree on sponsorship funding that, in turn, requires some corporate advertising, controls over signage are important to protect the aesthetic values of Victoria Park and inhibit a general proliferation of signage.

With only two sporting codes domiciled on the reserve (cricket and croquet, rugby having its clubrooms on its own land opposite the reserve), there is currently very little commercial signage within the reserve. This is currently limited to two sponsor signs on the Cricket Club deck railing.

OBJECTIVES

- To limit the proliferation of signs within Victoria Park to protect the amenity values of the reserve.
- To generally allow some permanent signage of a commercial nature associated with sports club sponsorship subject to controls over location and size.
- To develop and implement standardised styles and types for public information signage so as to improve the aesthetic qualities of such features and the information provided.

POLICIES

- Permanent signs depicting purely commercial advertising not associated with sports club sponsorship or advertising events not taking place at the park will not be permitted within Victoria Park.



Objectives and Policies

- Sports clubs or organisations with buildings on the park will be permitted, with Council's prior written approval as to size and content, to erect club or organisation facility signage with a sponsor logo or name, provided that such logo or name does not occupy more than 10% of the sign area.
- Sports clubs required to maintain facilities within the park that receive corporate financial support will be permitted, with Council's prior written approval as to size and content, to erect corporate advertising signage on fences or railings surrounding such facilities but not reserve boundary fences.
- All corporate sponsorship and advertising signage shall be maintained in a safe, clean and presentable condition at all times and shall be removed immediately upon the cessation of any associated sponsorship or other financial agreement.
- All new or replacement public information signage will be in accordance with a sign template approved by Council.

3.4.6 RESERVE FURNITURE

Reserve furniture such as seating, barbeques and barbeque tables, rubbish bins and drinking fountains enhance the experience of reserve users by providing facilities for rest, picnicking and services. As with signage, it is appropriate that such facilities should be consistent in design so as to improve amenity.

Reserve furniture within Victoria Park is currently limited to a number of picnic tables around the playground, bench seats around the lake and strategically placed litter bins. As indicated in Sections 3.1.1 and 3.4.1 above, the sportsfield north of the lake is one area within the reserve that is under utilised and warrants some further development in order to make it more attractive, particularly to families, and to encourage more use. It is intended that such development will include a barbeque and picnic area as indicated in the concept development plan included in Part 5.



Other than that, additional furniture will be considered as demand determines.

OBJECTIVES

- To provide new and replacement reserve furniture when and where a need is identified and to improve public use and enjoyment of the park.
- To ensure all new and replacement furniture is of an approved standard design.

POLICIES

- Reserve furniture to an approved standard design will be provided within Victoria Park when and where a need is identified.

3.4.7 VEHICLE PARKING

Adequate car parking on or in close proximity to a reserve makes it more accessible for those having to travel some distance, however car parks within a reserve can reduce the amenity value.



Objectives and Policies

Victoria Park is surrounded on all sides by public streets that provide a substantial amount of on-street parking. Within the reserve itself there is currently only one formal off-street car park adjacent the playground off Orlando Street, however members of the croquet club are permitted to access the northern sportsfield from Regan Street in order to park their vehicles behind the clubrooms on playing days.

This generally provides adequate parking to cater for the majority of sporting events held at Victoria Park, however, as indicated in the concept development plan included in Part 5, with the proposed development of the northern sportsfield it is considered appropriate to provide further off-street parking within the reserve to avoid users of the barbeque and picnic facilities having to carry equipment and provisions some distance and to provide a safe transition of children and bicycles from vehicles to the children's bike park.

OBJECTIVES

- To minimise onsite vehicle parking so as to not to diminish the amount of reserve land available for recreation purposes.

POLICIES

- The provision of further onsite car parking in conjunction with the proposed redevelopment of the northern sportsfield is approved.



Objectives and Policies

3.5. ADMINISTRATION AND MANAGEMENT

Stratford District Council has been appointed by the Crown to control and administer Victoria Park pursuant to the Reserves Act 1977. The Act empowers Council to carry out certain actions, impose rules relative to the use of the reserve and develop objectives and policies in regard to its future development.

This management plan is the principal document that governs the management of the park while its provisions in regard to maintenance and future developments will be implemented through Council's Parks, Reserves and Cemeteries Asset Management Plan and the Long Term Plan. The Reserves Act also empowers Council to grant leases, licenses and permits to other organisations, subject to certain conditions, in order to complement its management of the reserve.

3.5.1 MAINTENANCE

Council does not currently employ any parks and reserve maintenance staff. Routine maintenance of Victoria Park, be it grass mowing, gardening, path or structure maintenance, is carried out by an external contractor under an Open Space Maintenance contract.

This contract requires the contractor to carry out regular inspections of the reserve to ensure it meets acceptable and defined standards and provides a safe recreational environment. These inspections are carried out daily in respect of the playground, twice weekly in respect of the sports fields and adjacent facilities and weekly in regard to the passive recreation areas. Inspections must also be carried out within 24 hours of any particularly severe weather incident.

OBJECTIVES

- To maintain Victoria Park to a standard that meets the recreational needs and aspirations of the community.
- To implement the policies of this Reserve Management Plan in a structured and integrated manner through the Parks Reserves and Cemeteries Asset Management Plan and the Long Term Plan.

POLICIES

- Victoria Park will be maintained to the levels of service demanded by the community and embodied in the Open Space Maintenance contract.

3.5.2 LEASES, LICENCES, AND PERMITS

Section 54 of the Reserves Act 1977 empowers Council to grant leases or licences for uses of or activities on recreation reserves, provided such uses or activities are associated with recreation, the purpose of the reserve. Permits are granted for specific one-off or seasonal uses of the reserve or sportsfields within the reserve.

LEASES

Leases are generally granted to clubs or organisations requiring exclusive, long-term use of an area of a reserve to erect a building consistent with the reserve's purpose such as a sports clubhouse. Council is empowered to grant such leases for periods of up to 33 years with further renewals under certain circumstances and subject to numerous conditions, including the right of Council to terminate if the land and/or building is not being adequately used or if Council considers the land would be better used by



Objectives and Policies

another organisation or for a better recreational purpose. Appropriate rentals are determined by Council on a case by case basis.

Currently Victoria Park is subject to two leases, these both being to the Stratford Cricket Club, one for the footprint of the cricket clubrooms and the other for the adjoining Council-owned concrete block storage shed. The former is leased for a term of 21 years, expiring on 31 December 2029 while the latter is leased for a term of 16 years and 4 months, expiring contemporaneously with the former.

If and when the cricket club completes the proposed development of its indoor training facility, a lease will also be granted for the footprint of this building, again expiring contemporaneously with the two other leases.

The only other privately owned building on the reserve is the croquet clubroom for which there is currently no formal lease in place. As indicated in Section 3.1.1 above, the Stratford Croquet Club has a very limited membership but enjoys exclusive use of the area of the reserve occupied by its greens and clubrooms. Accordingly, its future will be constantly under review.

Notwithstanding, it is still appropriate that the club be issued a lease for the area it occupies in order to clearly spell out the rights and responsibilities of both parties, lessor and lessee, in order to avoid confusion or debate. As indicated above, the Reserves Act requires as a condition of any reserve lease the right of the administering authority to terminate the agreement if the land and/or building is not being adequately used or if Council considers the land would be better used by another organisation or for a better recreational purpose.

LICENCES

Licences are generally granted for shorter-term or temporary reserve uses such as a commercial operation “.....necessary to enable the public to obtain the benefit and enjoyment of the reserve or for the convenience of people using the reserve.” Licences can also be granted for uses such as grazing as a maintenance tool if it is not required for recreational purposes.

Currently there are no extant licences relative to Victoria Park and there is no intention to employ stock grazing as a maintenance tool.

PERMITS

Permits are granted seasonally to the Stratford Eltham Rugby and Sports Club for the use of the sportsfields (winter), the Stratford Cricket Club for the use of the sportsfields (summer), and the Stratford Croquet Club for the use of the croquet greens (summer).

Season permits may also be issued to any other sport that is considered appropriate. On-off permits may also be issued to organisations or individuals for privately organised activities that are considered appropriate to the primary purpose of the reserve.

Fees and charges for these permits are determined by Council on an annual basis.

Section 53 of the Reserves Act 1977 provides that an administering authority may “*prescribe, as to not more than 40 days in any year as it thinks fit, that the public shall not be entitled to have admission to the reserve or to any part or parts thereof set apart for a particular purpose or purposes unless on payment of a charge or charges as hereinafter mentioned.*” It further goes on to provide that the administering authority may “*grant the exclusive use of the reserve or any part thereof on any 1 or more of the days provided for but*



Objectives and Policies

not for more than 6 days consecutively at any time, to any person, body, voluntary organisation or society for the purpose of particular games, sports or other activities or for public recreation or enjoyment, with authority for that person, body, organisation or society to demand a fee or charge for admission on that day or those days to the reserve or part thereof so granted...". During the rugby season the Stratford Eltham Rugby and Sports Club has for many years charged spectators for attending premier club matches at the ground in accordance with this provision.

OBJECTIVES

- To allow the occupation of areas within Victoria Park for approved uses, buildings and other structures that are compatible with the reserve's primary purpose through the granting of leases, licences or permits as appropriate.
- To control the use through such leases, licences or permits by way of conditions that ensure the most effective use of Victoria Park for the enjoyment of the whole community.

POLICIES

- A lease, licence or permit will only be granted for a use and term that is compatible with the Reserves Act 1977, the District Plan and Council bylaws and policies.
- The grantee of any lease, licence or permit will be required to pay a rental, charge or fee as prescribed in Council's Fees and Charges or as otherwise approved by Council.
- Licences will not be granted for stock grazing purposes.
- A lease may be granted to the Stratford Croquet Club for the area it exclusively occupies for a term of 10 years with a right of renewal for a further 10 years, subject to the conditions outlined in Schedule 1 of the Reserves Act 1977.
- On completion of the proposed indoor training facility by the Stratford Cricket Club, a lease will be granted to the club for the footprint of the building, such lease to expire contemporaneously with the club's other two leases and to be subject to the conditions outlined in Schedule 1 of the Reserves Act 1977.

3.5.3 RESERVE BOUNDARIES, ENCROACHMENTS AND EASEMENTS

On occasions, unauthorised encroachments into reserves by adjoining private owners can occur that, in relation to such things as fencing, gardens and landscaping, retaining walls and other minor structures, and driveways, give the impression of private ownership. If this is not prevented or formalised by way of a licence to occupy it can lead to disputes that can be exacerbated when properties are sold without the purchaser realising part of the land they are buying is public reserve.

The external extremities of Victoria Park are road boundaries apart from the western end of the northern boundary which is shared with a number of private commercial or residential properties. None of the roads or adjacent footpaths encroaches within the reserve however there are some encroachments by the reserve into the legal roads, although these are not considered significant given that both are vested in Council. However there are two encroachments either into or by private properties that are quite significant and warrant rectification or formalising in some manner so as to avoid future disputes.

The residential property at 127 Regan Street encroaches into the reserve by approximately 3.5 metres for the entire length of its rear boundary, encompassing a total of 78 square metres of reserve land. Constructed within this area are a number of garden/implement sheds and it is appropriate this be rectified by either revoking the reserve status and disposing of the land to the adjoining owner or granting the owner



Objectives and Policies

a lease or licence to occupy in terms of Section 73 of the Reserves Act 1977. This will be initiated following adoption of this management plan.

Conversely, the croquet greens encroach by a similar amount into the adjoining property at 123 Regan Street. If it is intended this land remain occupied by the Croquet Club, this also needs to be formalised in some manner and, again, will be initiated following adoption of this management plan.

In regard to easements, the reserve is currently not subject to any and the only public utility service through Victoria Park is a stormwater drain that runs from Orlando Street to Cordelia Street via the lake which is part of this system, being essentially a storm water detention pond.

There is also a water pipe running from Regan Street to a number of connection points behind the playground. Until a few years ago these water connection points were used by the local volunteer fire brigade for the purpose of training volunteers in the use of fire hoses. This has now discontinued.

OBJECTIVES

- To preserve the amenity value of Victoria Park by preventing unnecessary and/or inappropriate encroachments beyond the legal boundaries.

POLICIES

- No future encroachments into Victoria Park beyond the legal title boundaries will be permitted.
- The existing encroachment by the property at 127 Regan Street will be rectified either by way of a revocation of the reserve status and disposal to the encroaching owner or by way of a lease or licence pursuant to Section 73 of the Reserves Act 1977.
- The encroachment by the reserve into the property at 123 Regan Street will either be relinquished or formalised either by way of acquisition of the land for reserve purpose or lease or licence to occupy.

3.5.4 REVIEW AND MONITORING

Section 41 of the Reserves Act 1977 requires all reserve management plans to be kept under continuous review in order to be able to adapt to changing circumstances or in accordance with increased knowledge. While some particular aspects of this plan may be reviewed individually from time to time as the need arises, it is proposed to carry out a further full and definitive review within 10 years of its approval by Council.

OBJECTIVES

- To keep this plan under continuous review in accordance with the Reserves Act 1977 in order to conserve and enhance the recreational values of Victoria Park.

POLICIES

- This plan will be reviewed in its entirety within 10 years of its approval by Council
- Individual parts of the plan may be reviewed in response to the identification of management issues for which there is no current policy herein or elsewhere or as a result of national changes through amended legislation.
- All reviews of this management plan will be publically notified as required by the Reserves Act 1977.



Actions and Responsibilities

Part 4. ACTIONS AND RESPONSIBILITIES

The following table records those actions that have been identified in this Reserve Management Plan relative to the future management and development of Victoria Park. It records the proposed action, the policy it relates to, the organisation responsible for carrying out the action and the priority/anticipated timeframe.

It should be noted that these proposed actions are concepts only at this stage. They do not commit Council or any other organisation in any way but simply “flag” them as developments approved in principle in terms of the Reserves Act 1977, enabling public input and discussion through both this planning process and subsequent Annual and Long Term Plan processes.

No.	Proposed Action	Policy No.	Who	Priority
1	Improve amenity value of central lake through selective removal of vegetation	3.2.1	SDC	1
2	Develop northern sportsfield in accordance with concept development plan	3.4.1	SDC	2
3	Develop fitness trail adjacent path around lake	3.4.1	SDC	3
4	Construct cricket indoor training facility	3.4.2	SCC	2
5	Review of all lighting requirements within the reserve	3.4.4	SDC	1
6	Formalise reserve encroachments relative to croquet greens	3.5.3	SDC	1

Priorities:	1 = 1 – 3 years	Who abbreviations:	SDC = Stratford District Council
	2 = 4 – 6 years		SCC = Stratford Cricket Club
	3 = 7 – 10 years		



Concept Development Plans and Perspective Drawings

Part 5. CONCEPT DEVELOPMENT PLANS AND PERSPECTIVE DRAWINGS



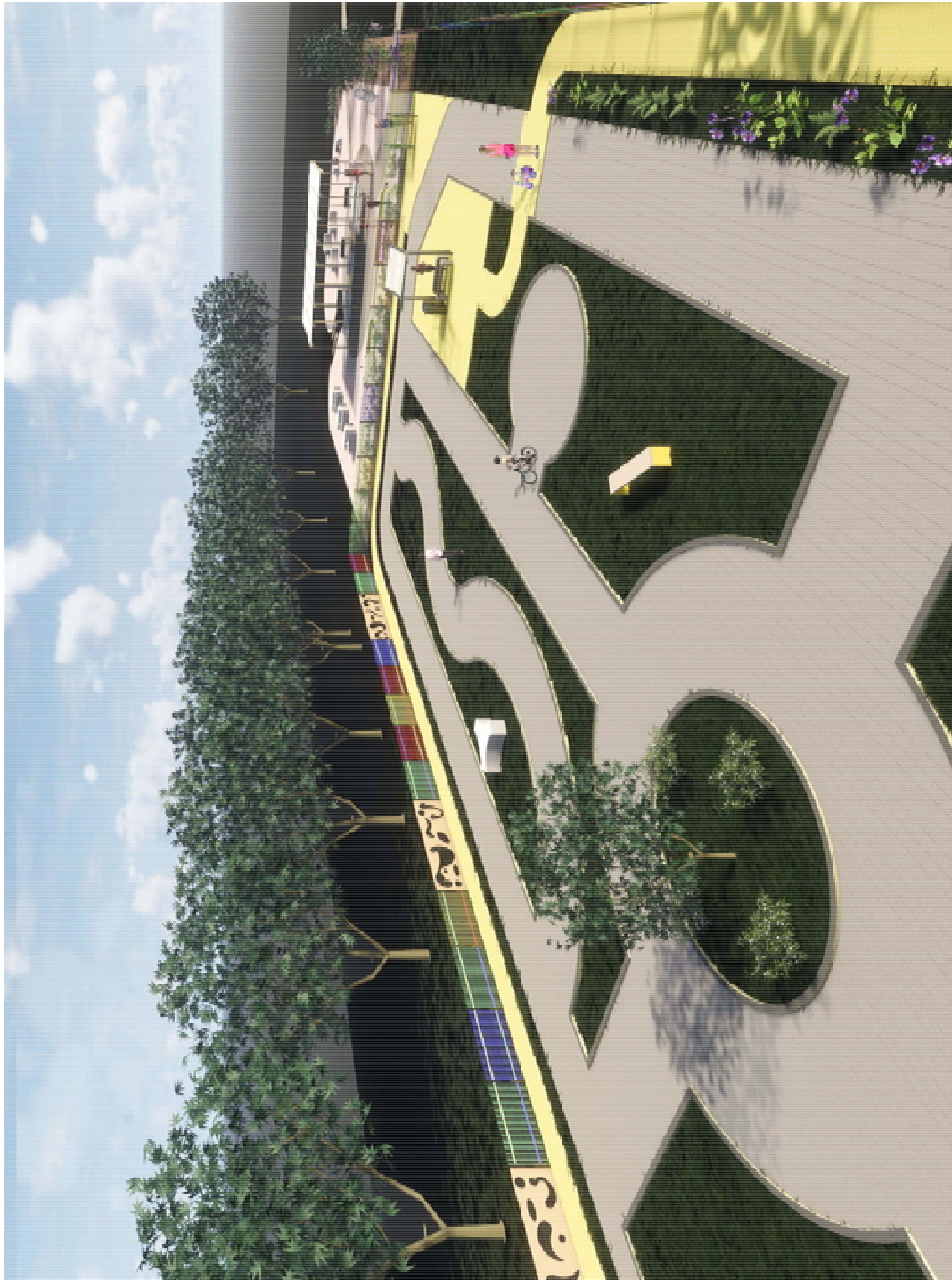


Concept Development Plans and Perspective Drawings





Concept Development Plans and Perspective Drawings





Concept Development Plans and Perspective Drawings





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DECISION REPORT



F22/55/04 – D24/40176

To: Policy and Services Committee
 From: Roothing Asset Manager
 Date: 27 August 2024
 Subject: Stopping and Disposal of Part Walter Road to Regularize Encroachment

Recommendations

1. THAT the report be received.
2. THAT in order to allow a substantial woolshed that has been erected over part of unformed Walter Road to remain, the Council accepts the offer of the adjoining owners, RC & RA McGregor and J Harold to vest as road on the deposit of their proposed plan of subdivision of Part Lot 1 DP 312/B & Lot 1 DP 11027, an area of approximately 822m² adjoining the area of encroachment and shown as Lot 7 on the scheme plan attached to this report.
3. THAT in exchange for the road to vest as outlined in (2) above and following the deposit of the relative plan of subdivision, the Council agrees to stop that part of Walter Road, which is currently occupied by the woolshed, comprising approximately 709m² and to amalgamate the road, when stopped, with the owners adjoining land, being Lot 1 DP 11027.
4. THAT the road stopping referred to in (3) above be undertaken in accordance with the provisions of the Public Works Act 1981 and that all associated costs be met by the owners.

Recommended Reason

While Walter Road has only been formed up to the boundary of the owners' land, the woolshed occupies the unformed continuation of legal road and as such, constitutes an unlawful encroachment. The above recommendations will provide for the substantial woolshed to remain while maintaining the continuity and integrity of Walter Road at no cost or inconvenience to the Council.

/
 Moved/Seconded

1. Purpose of Report

1.1 The purpose of this report is to seek Council's formal approval, as the territorial authority in whom the road is vested, to the stopping of an area of unformed Walter Road, upon which is erected a substantial farm building, in exchange for the owners vesting as road an equivalent area of their land adjoining the road to be stopped, in association with a proposed subdivision of their property.

2. Executive Summary

2.1 RC & RA McGregor and J Harold are the registered proprietors of a farm property at the end of formed Walter Road, Douglas. The owners are in the process of undertaking a subdivision of their land which is complicated by the existence of a substantial farm building located within the unformed legal road extending through their property and beyond.

2.2 The owners are willing to vest as road, at no cost, upon the deposit of their subdivision plan, an area of their land containing approximately 822m² (subject to survey), adjoining the portion of the legal road affected by the encroachment, to allow the building to be by-passed without affecting the width of the legal road. It is proposed that, in exchange, the area of unformed road affected by the building encroachment, containing approximately 709m² (subject to survey), be stopped under the provisions of the Public Works Act 1981 and vested in the owners.

3. Local Government Act 2002 – Section 10

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

The action proposed is relative to the provisions of a good quality regulatory function in carrying out Council’s responsibilities in terms of the Public Works Act 1981 and the Local Government Act 1974 and 2002.

4. Background

4.1 Robert Charles McGregor, Robyn Ann McGregor, and John Harold are the registered proprietors of a rural property at the end of the formed portion of Walter Road, Douglas. The land is comprised firstly in Record of Title TNC4/1133, being Lot 1 DP 11027 containing 11.0147 hectares, and, secondly in Record of Title 1181111 being Lot 3 DP 8871 containing 1.2798 hectares.

4.2 Walter Road is a largely unformed legal road extending from Ohura Road SH 43 in the south to Makuri Road in the north. Only the first 1.5 kms (approx.) from Ohura Road have been formed (metalled), terminating at the southern boundary of the owners’ land. A short distance beyond this boundary, a large farm utility building (woolshed) has been erected within the boundaries of the unformed legal road. This woolshed has been in existence for some time and was present when the current owners acquired the land. It appears very sound and in good condition.

4.3 The owners are proposing to subdivide their property and a copy of an extract from the scheme plan is attached as Appendix 1. This plan clearly shows the woolshed partly located within the unformed legal road, immediately beyond the end of the formed road, with the extent of the road encroachment comprising approx.709m², coloured red.

4.4 The area of the owners’ land proposed to vest as road is shown on the plan as Lot 7 and comprises 822m². This will be sufficient to ensure that the width of the legal road is maintained at 20 metres.

4.5 When approved and following the vesting of the new road upon deposit of the subdivision plan, this will effectively represent a road realignment. As it has no impact on any other property, the road stopping can be undertaken in accordance with the provisions of the Public Works Act 1981 with the road, when stopped, being amalgamated with the adjoining land.

4.6 Agreement has been reached with the owners to proceed with the land exchange as outlined in this report subject to Council approval.

5. Consultative Process

5.1 **Public Consultation - Section 82**

The owners are the only parties affected by the recommendations herein and there are no other interested parties or any public impact. The road stopping when approved by Land Information NZ will be published in the NZ Gazette which will give legal affect to the action.

5.2 **Māori Consultation - Section 81**

As Māori are not directly or separately affected by the recommendations herein, specific consultation is not considered necessary in this instance.

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 There is not considered to be any risk to Council inherent in this proposal and no legal opinion is required.

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?	The recommendations are not inconsistent with the annual plan and the Long Term Plan. This is merely an operational issue.
What relationship does it have to the communities current and future needs for infrastructure, regulatory functions, or local public services?	The recommendations do not impact adversely on current or future infrastructure requirements or Council's regulatory functions.

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?

The recommendations herein are based on all available data and no assumptions have been built in.

7.3 **Significance**

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

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

7.4 **Options**

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

The options available to the Council are:

Option 1

Maintain the status quo and leave it for the owner to provide independent right of way to by-pass the building. This will not remedy the issue of the illegal encroachment of the building into legal road and the future of the woolshed remains in jeopardy.

Option 2

Accept the owners offer to vest an area of their land adjoining the area of encroachment as road in exchange for the area of encroachment. This will allow the substantial farm asset to remain while protecting the continuity of the legal unformed road, at minimal cost to the owner.

7.5 **Financial**

<ul style="list-style-type: none"> • 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 will be no financial impact on the Council as all costs associated with the recommendations will be met by the owner.

7.6 **Prioritisation & Trade-off**

Have you taken into consideration the:

- Council's capacity to deliver;
- contractor's capacity to deliver; and
- consequence of deferral?

There is no issue with Council's capacity as external consultants will be engaged to undertake the work required to give effect to the recommendations.

7.7 **Legal Issues**

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

There are no legal issues inherent herein.

7.8 **Policy Issues - Section 80**

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

There are no policy issues inherent in this proposal.



Neil Cooper
Special Projects Engineer



[Endorsed by]
Stephen Bowden
Acting Director - Assets



[Approved by]
Sven Hanne
Chief Executive

Date 20 August 2024

MONTHLY REPORT

Assets Department



F22/55/04 – D24/37637

To: Policy and Services Committee
From: Director – Assets
Date: 27 August 2024
Subject: Assets Monthly Report for July 2024

Recommendation

THAT the report be received.

/
Moved/Seconded

1. Highlights

Roading

- Council carried out some shoulder widening to Radnor Road. The road was used as a diversion when a motorist took out a powerpole located outside Midhirst Hall.

Water Supply

- No water treatment issues were experienced during this reporting period.
- The manifold upgrade contract has commenced within Stratford. We are currently 10% through the programme.

Wastewater

- Wastewater oxidation pond monitoring and sampling are ongoing. Influent and effluent sampling are ongoing and remains compliant with resource consent conditions.
- 24-hour influent composite sampling is continuing to be undertaken.
- Diatomix dosing is ongoing, until we have used up the remaining stock.

Trade Waste

- Trade Waste Consents – no new consents issued.

Stormwater

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

Solid Waste

- 'Collect the Caps' competition commenced in July to raise awareness and reduce contamination of lids in recycling.

Parks and Reserves

- Replacement Beech Trees (3 x notable trees which have been removed due to infection) have been planted. These are located on Broadway South and two were planted in Hamlet Street (between Page St and Celia Street).

Special Projects

- The Final Completion Certificate for the Wai o Rua Aquatic Centre was issued on 24 July 2024. This completes the construction of the project.
- The wetlands assessment of the Flint Road proposed Subdivision land is complete. Council Officers are working with the Surveyor on the design of the new lots taking into consideration the delineated wetlands.

2. Rooding

2.1 Level of Service and Performance Measures

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

Rooding Level of Service (LoS) and Performance Measures

Level of Service	Performance Measure	Target	2024/2025 YTD
Safe Rooding Network	Road safety - The change from the previous financial year in the number of deaths and serious injury crashes (DSI) on the local road network, expressed as a number. The number of DSI's for 2021/2022 was 6, for 2022/23 was 3 and for 2023/24 was 1. Our target is zero (0) for 2024/25.	-1	Number to date = 1 There was a serious injury crash in July on Portia St, where a vehicle turned right in front of an on-coming vehicle.
Road Condition	Urban Road condition – The average quality of ride on sealed urban road network, measured by smooth travel exposure.	≥ 83%	Not Achieved - 52% (as at 2023/24).
	Rural Road condition- The average quality of ride on sealed rural road network, measured by smooth travel exposure.	≥ 91%	Achieved - 92% (as at 2023/24).
Road Maintenance	Sealed Road maintenance – The percentage of the sealed road network that is resurfaced:	≥5%	Not Achieved ¹ The reseal programme for the year has not commenced.
	Unsealed Road maintenance ² - The percentage of the unsealed road network that has been metal dressed.	≥7%	3.3% undertaken to date. We metalled 6.9km of roads in July.
Footpaths	Footpaths that fall within LoS Standard - The percentage of footpaths within a territorial authority district that fall within the level of service or service standard for the condition of footpaths that is set out in the territorial authority's relevant document.	>72%	Achieved at 89%.
Customer Request Management Response	Response to service requests - The percentage of customer service requests relating to roads and footpaths to which the territorial authority responds within the time frame specified in the long-term plan.	>88%	Achieved
Customer Satisfaction	• Rooding Network	>80%	Not Achieved – The results for the year are 37% satisfied.
	• Footpaths	>80%	Not Achieved - The results of the year are 55% satisfied.

2.2 Customer Requests

There are no outstanding CRMs for the month of July.

2.3 Routine Maintenance

This month's completed works consisted of:

¹Our target length is 20.3km.

²Our target length is 14.50km per annum.

Item	Activity Class	Completed Works
1	Sealed Roads	<ul style="list-style-type: none"> • Potholes Sealed Various sites. • Dig out Beaconsfield Road • Level – Depression on Beaconsfield Road • Level Uneven Surface Mohakau Road & Makuri Road
2	Unsealed Roads	<ul style="list-style-type: none"> • Potholes filled with shell rock/metal – Manganui Road, Junction Road, Whangamomona Road South, Upper Mangaehu Road, Denbigh Road • Dig outs/soft spots Upper Mangaehu Road – completed 2 minor RP 8683-8691 & RP 19646 – 19651 • Aggregate Loss – Douglas North Road - Completed minor dig outs and metal reshaping as well as spot spreading AP65 along road, Mangaehu Road, Favier Road, Mangare Road - Have potholed the start of Mangare Road (where the road seal meets the gravel) • Grading done on Mangaoapa Road RP 4200 – 10310, Upper Mangaehu Road - graded and rolled section from RP 0.064 - RP 7.490. RP 7.710 - RP 7.970. RP 8.040 - RP 8.077 & Mangaehu Road from RP 5.690 - RP 10.266 • Scouring – Whangamomona Road South
3	Drainage Repairs	<ul style="list-style-type: none"> • Blocked outlet cleared on Flint Road West cause of blockage, tree root infiltration about 4 metres from outlet • Cleared Inlet/Outlets on Raupuha Road, Toko Road, Stanley Road, Matau Road, Whangamomona Road South, Whangamomona Road North, Bredow Road, Upper Mangaehu Road, Stanley Road, Salisbury Road, Beaconsfield Road, Huiakama Road, Jury Road, Mangaowata Road, Mohakau Road, Pukengahu Road • Clearing of watertables Manaia Road (SPR) Akama Road, Putikituna Road, Mohakau Road, Whangamomona Road South, Upper Mangaehu Road, Denmark Terrace, • Installed new culvert markers on Toko Road, Stanley Road, Salisbury Road, Walter Road, Beaconsfield Road, Huiakama Road & Mangaowata Road • Sump – Grates cleared on Fenton Street, SH 3 (2Broadway) Romeo Street West & Swansea Road • Cleaned whole sump on Swansea Road
4	Signs/Furniture & Structures	<ul style="list-style-type: none"> • Damaged Posts & Signs repaired Mangaoapa Road, Bird Road • Signs cleaned: Portia Street Central, Mohakau Road, Quarry Road, Wingrove Road, Tahunaroa Road, Whangamomona Road South, Opunake Road, Mangaotuku Road, Murcott Road, Regan Street West, Warwick Road West, Page Street, Celia Street West, Brewer Road, Toko Road, Bayly Road • Missing Sign replaced on Eastern Service Lane South • New sign installations: Manaia Road (SPR) Regan Street West • Posts down/leaning repaired on Miranda Street North, Miranda Street South, Cardiff Road, Opunake Road, Skinner Road, Ronald Road, Salisbury Road, Regan Street, Brecon Road South, • Signs reinstated on Hamlet Street North, Cloten Road • Sign Straightening done on Beaconsfield Road, Nash Road, Opunake Road, Pembroke Road West
5	Environment	<ul style="list-style-type: none"> • Detritus cleared on Cardiff Road – loose chip, SH 3 (2Broadway) - CRM 27283/2024 Leaves • Graffiti SH3 (2 Broadway) • Illegal Dumping – Esk Road, Finnerty Road, Skinner Road • Minor Slips – Junction Road, Tawhiwhi Road • Tree Removal – Junction Road
6	Bridges	<ul style="list-style-type: none"> • Bridges cleared – Opunake Road, Flint Road East, Bird Road
7	Footpaths	<ul style="list-style-type: none"> • Juliet Street - Request Number: 19557/2021 Tactile Pavers replaced • Leaves & Branches cleared on SH3 (2 Broadway)
8	Shoulders	<ul style="list-style-type: none"> • Edge breaks filled Makuri Road, Opunake Road, Oru Road, Skinner Road, Sole Road, Beaconsfield Road, Wingrove Road, Kaiapoi Road, Hastings Road South & Pembroke Road West. • Edge Ruts dealt with on Wingrove Road • Prep and Seal 200 – 400mm on Denmark Terrace & Randor Road
9	Features	<ul style="list-style-type: none"> • Speed bumps Swansea Road at sports ground and Cardiff Road Extension at Pembroke School.

Item	Activity Class	Completed Works
10	Railings	<ul style="list-style-type: none"> Sight Rails repaired & painted on Mohakau Road
11	Emergency Works	<ul style="list-style-type: none"> Fallen Trees Upper Mangaehu Road - 2 - 3 large trees have broken or have broken limbs and fallen across the road at various stages Road Drop Out – Stanley Road Snowfall check on Pembroke Road (SPR)
12	Surface Water Channels	<ul style="list-style-type: none"> Cleared Water Channels on Fenton Street Cleared from Leaves, grass, silt & weeds on Fenton Street, SH3 (2 Broadway) Miranda Street
13	Markings	<ul style="list-style-type: none"> New work – Monmouth Road West, Swansea Road, SH 3 (2 Broadway) Portia Street North & Beaconsfield Road Lines Urban Monmouth Road West – bus stop Lines Rural Pembroke Road East Town Boundary to National Park 33.4 - Edge lines including continuity lines 16002m & Centreline Continuous 4800m
14	Complaints/ Compliment	<ul style="list-style-type: none">



Figure 1: Shoulder widening on Radnor Road.

2.4 Illegal Dumping

During the month, we spent approximately \$1500 on illegal dumping. Figure 2 shows photos of the illegal dumping.



Finnerty Road



Skinner Road



Esk Road



Finnerty Road

Figure 2: Illegal dumping in the District.

2.5 Budgets

The roading budget for the 2024/25 has been indicatively endorsed by NZTA. The amounts allocated to each work category are shown in the table below:

Work Category	Funding Requested	Funding Approved
Unsealed Pavement Maintenance	\$260,000	\$260,000
Sealed Pavement Maintenance	\$680,000	\$680,000
Routine Drainage Maintenance	\$235,000	\$235,000
Structures Maintenance	\$200,000	\$200,000
Environmental Maintenance	\$240,000	\$240,000
Traffic Services	\$320,000	\$320,000
Level Crossing Warning Devices	\$30,000	\$30,000
Footpath Maintenance	\$50,000	\$50,000
Minor Events	\$400,000	\$400,000
Network and Asset Management	\$875,000	\$875,000
Unsealed Road Metalling	\$910,000	\$910,000
Sealed Road Resurfacing	\$1,260,000	\$1,260,000
Drainage Renewals	\$915,000	\$915,000
Sealed Road Pavement Rehabilitation	\$650,000	\$650,000
Structures Components Replacements	\$350,000	\$350,000
Bridge and Structures Renewals	\$600,000	\$600,000
Traffic Services Renewals	\$160,000	\$160,000
Footpath Renewals	\$210,000	\$50,000
TOTAL	\$8,345,000	\$8,185,000

The noticeable difference is the maintenance and renewal of footpaths. We requested a total of \$820,000 over the 2024-27 LTP period, the indicative approval is \$295,000. This equates to a 64% reduction in the funding requested.

In essence, this is a “back to basics” budget in line with the new coalition government’s philosophy. In terms of the volume of work that we can achieve this equates to approximately 670m of footpaths that can be replaced annually, based on a cost of \$100/m2.

2.6 Ready Response Works

There were no call outs during July.

2.7 Building Consents, Resource Consents and LIMS

Roading assessments were made for a total of:

- Nine (9) building consent applications;
- Four (4) resource consent applications; and
- Seven (7) LIM reports.

2.8 Capital Works

We do not know what our Capital Works programme will comprise of until the NZTA Board have finalised the National Land Transport Fund. This is likely to be announced at the end of August or early September. Our funding bid for the 2024/25 financial year is \$3,385,000 which includes \$400,000 for Walking and Cycling. Given the reduction in the footpath maintenance and renewals funding request, I anticipate that the Walking and Cycling funding will be similarly reduced, as this activity is not a strategic priority in the Government Policy Statement for Land Transport.

2.9 NZTA Updates

Land Transport Rule: Setting of Speed Limits 2024.

As mentioned in the July Assets report, there is every likelihood that the permanent school speed limits which council introduced under the Setting of Speed Limits 2022 rule, could be changed to variable speed limits.

Having spoken to colleagues within NZTA, if this is the case, then the inference is that such variable speed limits will require electronic signs.

We will require 27 signs at an estimated cost of \$15,000 - \$20,000 per sign installed. This amounts to \$405,000 to \$540,000 which has not been budgeted for in this LTP. We would request this level of funding is 100% subsidised by the Government as they have moved the goal posts.

2.10 Roothing Activities

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

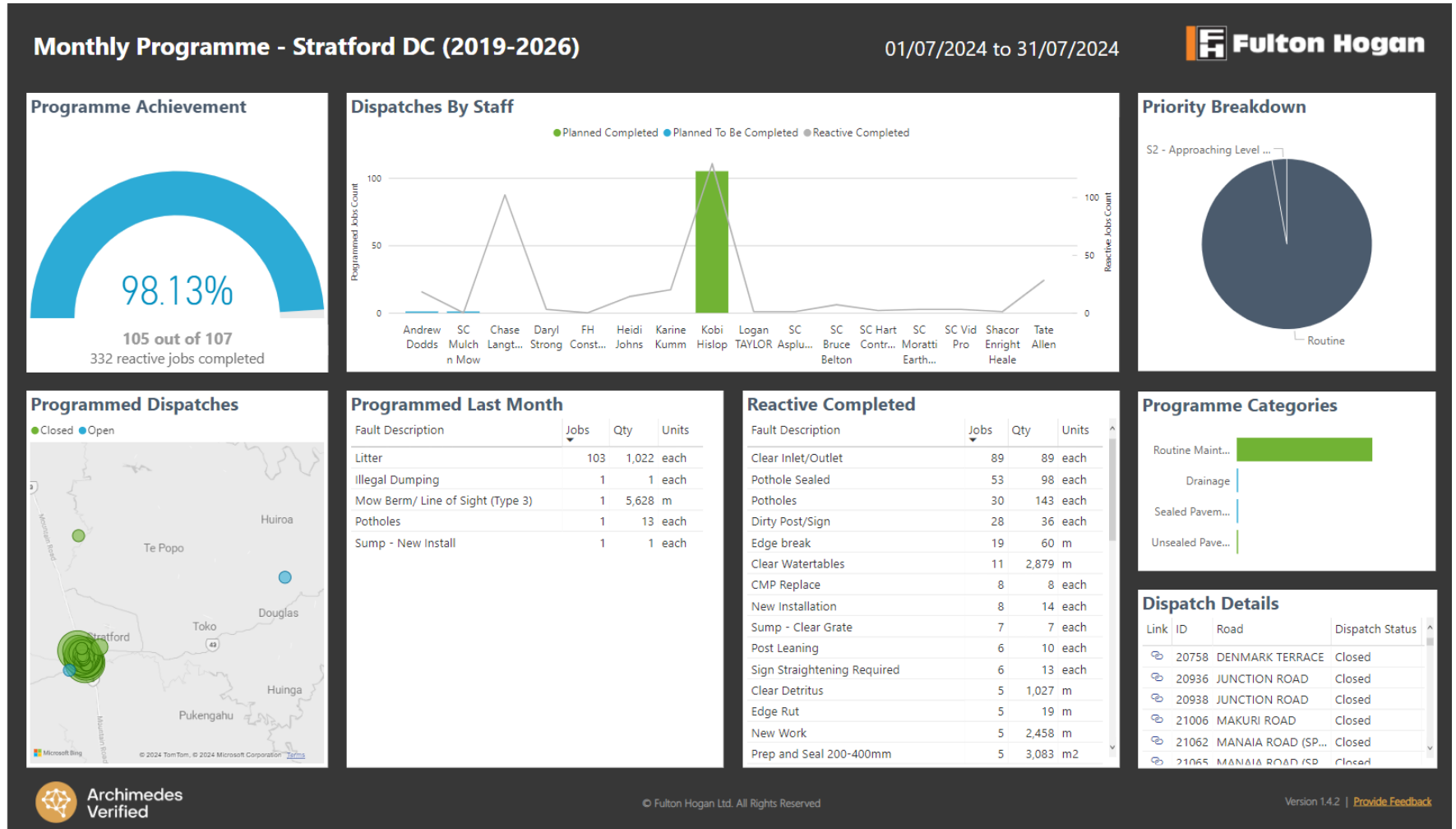


Figure 3: July 2024 Monthly Programme Achievement Chart

3. Services

3.1 Water Supply

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

Water Supply Level of Service (LoS) and Performance Measures

Level of Service	Performance Measure	Target	2024/2025 YTD
Safe Drinking Water:	DWQAR 2022 Bacterial compliance		
	Stratford	100%	Achieved
	Midhirst	100%	Achieved
	Toko	100%	Achieved
<ul style="list-style-type: none"> • Drinking Water Standards • Maintenance of Reticulation 	DWQAR 2022 Protozoal compliance		
	Stratford	100%	Achieved
	Midhirst	100%	Achieved
	Toko	100%	Achieved
	Water Loss – The percentage of real water loss from the local authority’s networked reticulation system (including a description of the methodology used to calculate this)	<25%	NYC 24/25 Achieved – 13.5% Stratford – 15.3 Midhirst – 17 Toko – 8.2
A Reliable Water Supply:	Urgent Response Times – The performance measure targets for the median response time for urgent attendance and resolution		
	• Attendance for urgent call-out	2 hours	Achieved 0 hr 00 mins
	• Resolution for urgent call-out	9 hours	Achieved 0 hr 00 mins
	Non-urgent Response Times – The performance measure targets for the median response time for non-urgent attendance and resolution		
	• Attendance non urgent call-out	2 working days	Achieved 1 day 3 hrs 24 mins
	• Resolution non urgent call-out	5 working days	Achieved 1 day 3 hrs 54 mins
	Unplanned Disruptions - The performance measure target for disruptions.		
	• Minor disruptions (between 5 and 50 connections affected)	< 6	Achieved 0.0
• Major disruptions (more than 50 connections affected)	< 3	Achieved 0.0	
Demand Management	Water Consumption – The average consumption of drinking water per day per resident within the district (in litres)	<275L / resident / day	NYC 24/25 Achieved, 159 average Stratford – 187 Midhirst – 143 Toko - 147
Customer Satisfaction	Number of complaints – The performance measure target for customer satisfaction is <32 complaints per 1,000 connections received for:		Achieved
	• Drinking Water Clarity;		0
	• Drinking Water Taste;		0
	• Drinking Water Odour;		0
	• Drinking Water Pressure or Flow;		0
	• Continuity of Supply		0
	• Councils response to any of these issues	<32	

Level of Service	Performance Measure	Target	2024/2025 YTD
Water Pressure	Water Pressure – The average water pressure at 50 properties within the water supply zone, including any that have complained about pressure and or flow meets Council specifications (flow>10l/min & pressure>350kpa)	100%	Achieved
NZFS Conditions	Fire Hydrants – The performance measure targets the percentage of hydrants meeting the NZFS Code of Practice conditions regarding supply	100%	Achieved

3.1.1 Water Treatment

- No major water treatment issues were experienced during this reporting period.

3.1.2 Water Reticulation

- No major issues were experienced during this reporting period.
- Minor toby leaks were reported across Stratford.
- Manifold upgrades have commenced throughout Stratford, approximately 10% of properties have received manifolds and water meters.

3.1.3 Capital Works

- The raw water delivery line and grit tank design work is progressing.
- Installation of manifolds for universal water metering is progressing.

3.1.4 Building Consents, Resource Consents and LIMs

- Assessments were made for a total of:
 - Twenty one (21) Building Consent applications;
 - Seven (7) Resource Consent applications; and
 - Three (3) LIM reports.

3.2 Wastewater

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

Wastewater Level of Service (LoS) and Performance Measures

Level of Service	Performance Measure	Target	2024/2025 YTD
System Adequacy	Dry weather sewerage overflows - The number of dry weather sewerage overflows from the territorial authority's sewerage system, expressed per 1000 sewerage connections to that sewerage system.	<6 per 1,000	Achieved 0
Discharge Compliance	Resource Consent Compliance – Compliance with the territorial authority's resource consents for discharge from its sewerage system measured by the number, received by the territorial authority in relation to those resource consents, of:	<1	Achieved
	• Abatement notices;		0
	• Infringement notices;		0

Level of Service	Performance Measure	Target	2024/2025 YTD
	<ul style="list-style-type: none"> Enforcement orders; and 		0
	<ul style="list-style-type: none"> Convictions. 		0
Response and Resolution Times	Sewerage overflows - Where the territorial authority attends to sewerage overflows resulting from a blockage or other fault in the territorial authority's sewerage system, the following median response times are measured:		
	<ul style="list-style-type: none"> Attendance time from the time that the territorial authority receives notification to the time that service personnel reach the site. 	2 hours	Achieved 0 hrs 10 mins
	<ul style="list-style-type: none"> Resolution time from the time that the territorial authority receives notification to the time that service personnel confirm resolution of the blockage or other fault. 	9 hours	Achieved 0 hrs 24 mins
Customer satisfaction	Complaints - The total number of complaints, expressed per 1000 connections to the territorial authority's sewerage system, received by the territorial authority about any of the following:	<6	Achieved
	<ul style="list-style-type: none"> Sewage odour 		0
	<ul style="list-style-type: none"> Sewerage system faults 		0.37
	<ul style="list-style-type: none"> Sewerage system blockages 		0.37
	<ul style="list-style-type: none"> The territorial authority's response to issues with its sewerage system. 		0
Trade Waste Complaints Response times	<ul style="list-style-type: none"> Attendance time: from the time the Council receives notification to the time that a Trade Waste Officer arrives on site. 	<2 working days	Achieved 0 YTD (July – 0)
Trade Waste Consent Processing	<ul style="list-style-type: none"> Percentage of trade waste consent applications processed within 15 working days. 	100%	Achieved 0 YTD (July– 0)

3.2.1 Operations

Wastewater Treatment

- No major issues were experienced at the wastewater treatment plant.

Wastewater Reticulation

- There were no major issues relating to wastewater reticulation during this reporting period.
- The Esk Road campervan dump station was blocked due to the materials being discharged into it.
- Council staff are considering increasing the size of the reticulation pipe to prevent future occurrences.

Health and Safety

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

Oxidation Pond Influent and Effluent Sampling

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

3.2.2 Capital Works

- No wastewater capital works have occurred during this reporting period. The Swansea Road sewer pipe renewal across the Patea River has gone out for tender.

3.2.3 Matters Outstanding

- There are no matters outstanding for this reporting period.

3.3 Trade Waste

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

3.3.1 Trade Waste Consent Holders - Programme to inspect and sample operators continues. Since several operators rarely use (or have never used) the Esk Road facility, some sampling has not always been able to be completed within timeframes specified in their consents. Ongoing attempts are being made to sample the remaining operators overdue. One brewery business on a Conditional Consent was inspected and sampled to test for compliance with limits set within the consent conditions. Awaiting results.

3.3.2 Permitted Activities – Ongoing monitoring of businesses which have been assessed as high risk for not complying with the permitted status of their activity. No issues identified during the month of July.

3.4 Stormwater

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

There were no major issues relating to stormwater operations during this reporting period.

Stormwater Level of Service (LoS) and Performance Measures

Level of Service	Performance Measure	Target	2024/2025
Stormwater system protects property from impacts of flooding.	System adequacy		
	<ul style="list-style-type: none"> The number of flooding events that occur in a territorial authority district. "Flooding" in this context means Stormwater entering a habitable floor 	0	0
	<ul style="list-style-type: none"> For each flooding event, the number of habitable floors affected. (Expressed per 1000 properties connected to the territorial authority's Stormwater system.) 	0	0
	<ul style="list-style-type: none"> For each flooding event, the number of buildings in the central business zone affected by flooding. 	0	0
Discharge Compliance	Resource Consent Compliance – Compliance with the territorial authority's resource consents for discharge from its Stormwater system measured by the number of:	N/A	
	<ul style="list-style-type: none"> Abatement notices; 		
	<ul style="list-style-type: none"> Infringement notices; 		
	<ul style="list-style-type: none"> Enforcement orders; and Convictions. 		
Response Times	The median response time to attend a flooding event, measured from the time that the territorial authority receives notification to the time that service personnel reach the site.	2 hours	0hrs
Customer satisfaction	Complaints - The number of complaints received by a territorial authority about the performance of its Stormwater system, expressed per 1000 properties connected to the territorial authority's Stormwater system.	< 9	0

- During an extreme rain event at the start of July a launderette on Broadway South experienced a backflow of sewer network liquid into the building through an internal drain; no damage was caused to any machinery. The floor and lower wall areas were lined with an impervious material so these could be easily cleaned and sterilised.
- Investigations found that the rear carpark area stormwater catchment (605 m²) discharged into a drain which was plumbed to the sewer thus overwhelming the pipe capacity in that area of the reticulation network. Soak holes for the building's roof downpipes were also overwhelmed during the rain event so the roof water was also discharged into the same drain exacerbating the situation causing the stormwater to back-up in the sewer network and emerge within the launderette.
- The building owner was informed of the findings and is undertaking to redirect the stormwater away from the sewer chamber.



Figure 4: Drain connected to sewer overwhelmed during extreme rain event.

3.5 Solid Waste

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

Solid Waste Level of Service (LoS) and Performance Measures

Level of Service	Performance Measure	Target	2024/2025
The levels of waste generated are reducing	Quantity of Waste to landfill per household (kg/hh/annum) (municipal kerbside collection only)	<500kg kg/hh/annum	Achieved to date: July result was 36 kg/hh and 485kg per household for 2023/24 year (average of 40.4kg per month) (Figure 4)
	Percentage (by weight) of Council controlled waste stream that is diverted from council controlled waste streams.	>20%	Achieved total 24% KS=20% T/S=56%
The waste collection service is fit for purpose.	Percentage of customers satisfied with the service provided.	>80%	Achieved to date 82%

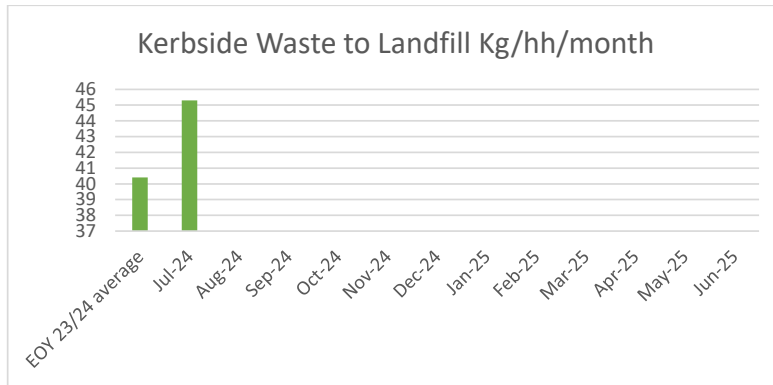


Figure 5: LOS 1 Total Waste to Landfill- Kerbside (Per Kg per household per month)

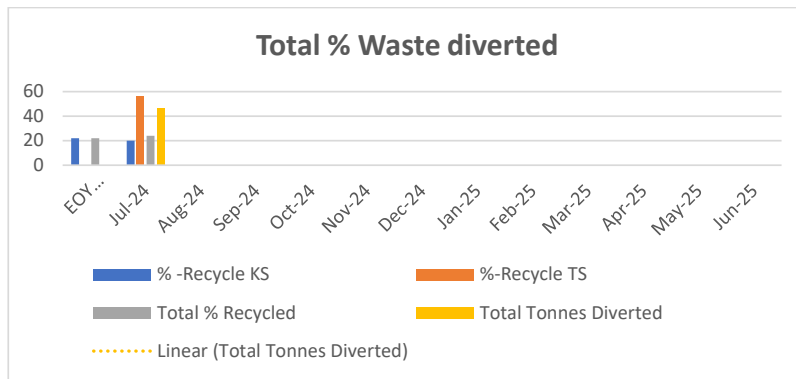


Figure 6: Data now includes new measure that includes diverted transfer station waste. NB: Diversion from T/S includes comingled, glass, steel, cardboard and greenwaste.

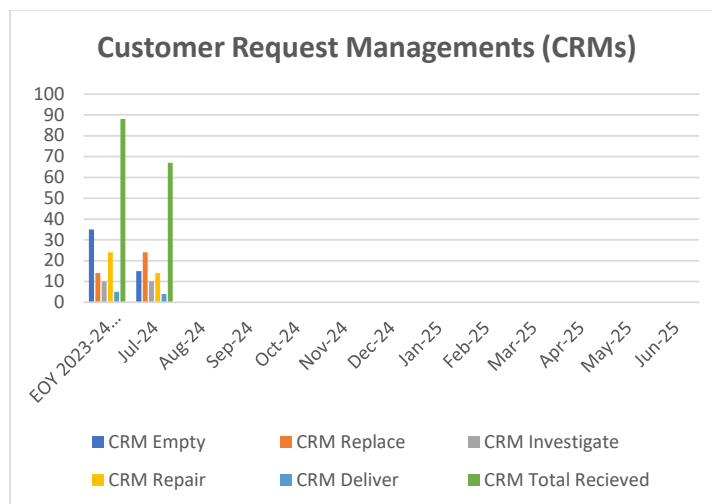


Figure 7: Customer Requests Trends

The customer requests trends chart in **Figure 7 shows** an increase in the number of bins being replaced (vs repaired) by our contractors, which is an indication of our aging bin stock.

3.5.1 Planning – Strategies, Policies, Plans and Bylaws

- The reviewed Kerbside *Collection Policy* will be presented at the next Policy and Services Committee for approval.
- The *Solid Waste Management and Minimisation Bylaw* is being reviewed to align with new legislative requirements. Bylaw training will also be undertaken with Simpson Grierson at STDC by invite.
- The DRAFT Sustainability Policy is expected to be approved at the 13 August Ordinary Committee meeting and will become operative thereafter. Elected members will notice a new section in the information and decision reports where council officers will consider the policy against the report subject.
- The current *Regional Waste Services Contract* ends on 30 September 2024; the new contract, which commences immediately on 1 October 2024. The contract period is for 10 years. Officers are working with the Regional Solid Waste Working Group and on internal SDC operational processes to ensure a smooth transition.

3.5.2 Kerbside Collection Pre-Contract Bin Audit

- A draft report has been completed on the bin audit. Efficiencies have been identified and new processes recommended.
- Contamination Notifications, including education and notification letters, are shown in **Figure 7**.

3.5.3 Waste and Water Minimisation Education

- The Regional Waste Minimisation officer has been seconded to undertake a management role at NPDC until the new manager is appointed. This secondment is expected to last for three to four months.
- July saw the start of the 'Collect the Caps' competition with 9 schools/ECE participating. This may become a regional action plan early 2025 and is estimated to remove over 150kg of plastic waste from landfill every six months. This action was selected to be SDC's first campaign, as lids are the biggest contamination found in our recycling with over 90% of contaminations including lids. The competition will run until December.
- Planning is underway for a youth workshop hosted by Taranaki Regional Council focusing on illegal dumping and littering to be held the first week of September at the Stratford War Memorial Centre.
- Planning is underway for a mini swap (approximately 1% of bins) to determine the composition of general waste bins and to monitor any changes that occur after campaigns (WMMP 2023 action). Currently these are carried out only every 6 years and do not allow for accurate identification of composition.
Completing two mini swaps per year will also allow for identification of seasonal fluctuations.
- Pre planning is underway for August/September events including
 1. Second hand September
 2. Clean up Week
 3. Investigating mobile transfer station options
 4. Greenwashing – How to avoid being taken in
 5. Zero foodwaste - competition/challenge.

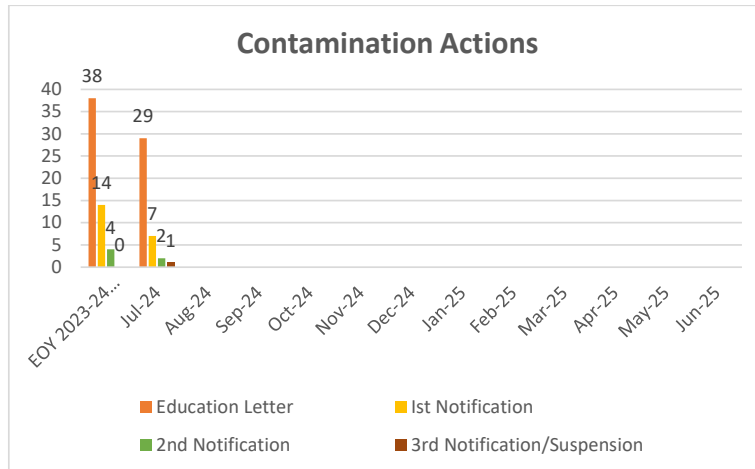


Figure 8: Education and notification letters monthly

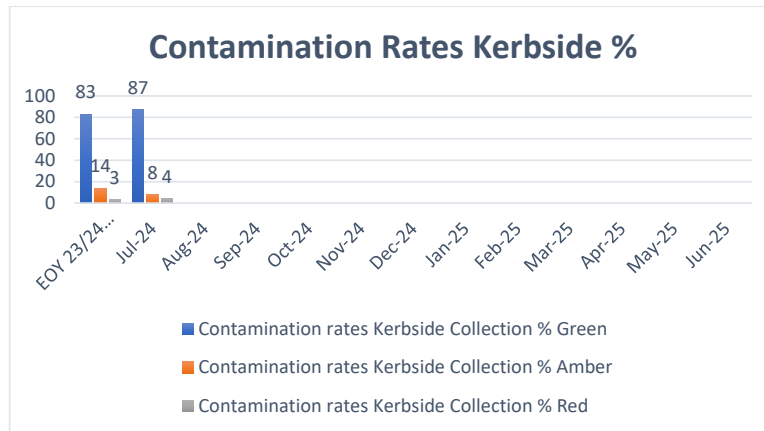


Figure 9: Monthly Waste, Percentage Contamination and Proportion of Recycling Bins

4 Property

- The Property Officer manages several community facilities including the Aerodrome; Civic Amenities; Rental and Investment properties and land.
- Projects include:
 - **The TET Multisport Stadium** - Entrance and Gymnasium Door Upgrade: - The Gymnasium Door is scheduled to be installed in early August. The Entrance Door is programmed in to be installed in October, with completion in the 2024/2025 financial year.
 - **The TSB Pools Complex** – Demolition of the TSB Pool is programmed for this year of the LTP. Officers are currently working on the procurement documents, aiming to have the contract out to the market in September.
 - **The Glockenspiel (Clock Tower)** – Repairing of the Veranda Post & Repainting of the Lower Section. Works were completed in July.

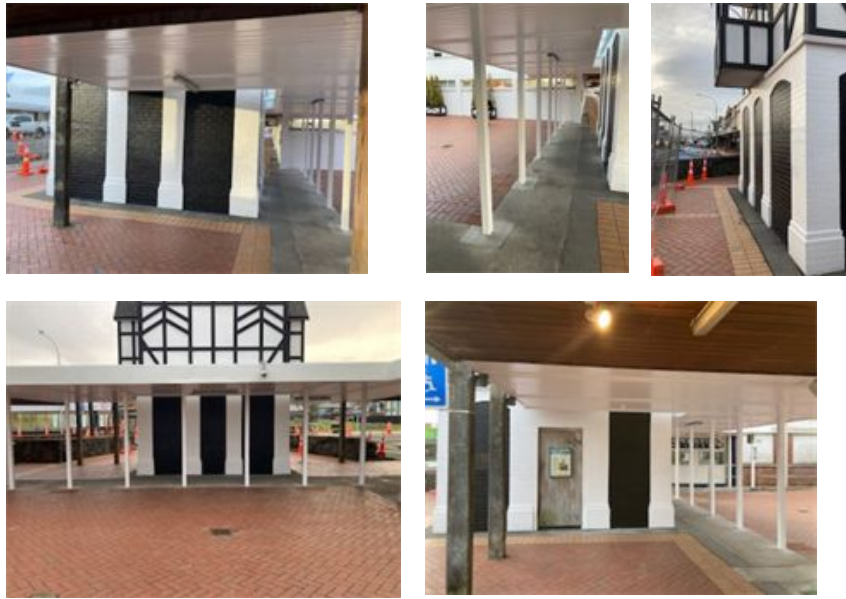


Figure 10: Photos of the completed Glockenspiel (Clock Tower) work

- The Customer service request history for the property activity is shown in **Figure 11**.

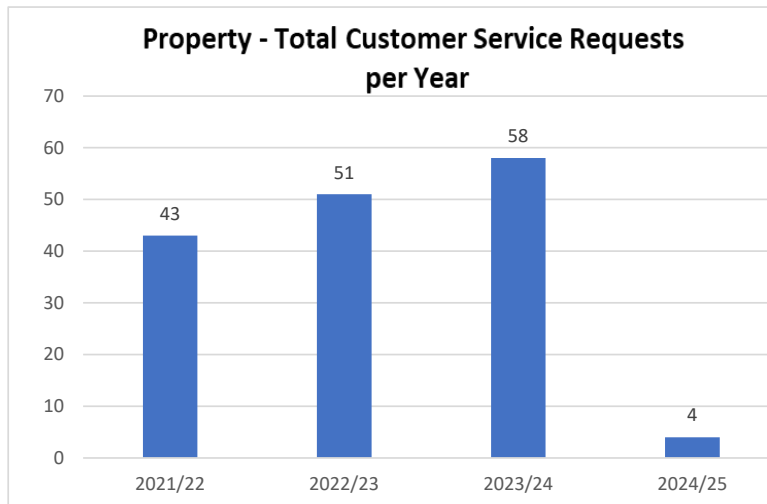


Figure 11: Customer service request history – July 2024

Note: Complaints, concerns, observations and suggestions from the public are categorised as Customer requests. The figures above do not relate only to complaints received.

4.1 Aerodrome

Officers presented the final draft of the Aerodrome Strategic Development Plan 2024 to Elected Members at a workshop in July. Feedback from the workshop will be incorporated in the decision report which will be presented to the Policy and Services Committee in due course.

The next Aerodrome Users Group meeting will be held on the 21 August 2024.

The Levels of Service provision, including the Performance Measures is based on the condition and maintenance and associated customer satisfaction of the Aerodrome. This is measured

annually and reported at the end of each financial year. Below is a summary of July's activities at the Aerodrome.

Level of Service	Performance Measure	Target	2024/2025 YTD
To maintain the Aerodrome for use by the Stratford Community and other users.	Engage and meet regularly with Aerodrome users by attending formal meetings.	>3 meetings attended regularly	Expected to Achieve
The aerodrome is used by the Stratford community and visitors.	Number of aircraft movements for the year.	>3,500	Expected to Achieve

4.2 Civic Amenities

The Council's Amenities portfolio include:

- Housing for Older Person;
- TET Stadium;
- War Memorial Centre;
- Centennial Restrooms;
- Wai o Rua – Stratford Aquatic Centre; and
- Public toilets.

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

Level of Service	Performance Measure	Target	2024/2025 YTD
To provide well maintained and utilised facilities.	Buildings legally requiring a Building Warrant of Fitness (WoF) have a current Building WoF at all times.	100%	100%
	Annual daily usage of War Memorial Centre measured by the percentage of days in a year there is a booking.	>75%	Expected to Achieve
	Annual daily usage of Centennial Restrooms measured by the percentage of days in a year there is a booking.	>70%	Expected to Achieve
	Booking cancellations as a percentage of total annual bookings for the War Memorial Centre and Centennial Restrooms.	<20%	Expected to Achieve
To maintain the housing pool to ensure compliance with the relevant legislation.	All rental units comply with legislative requirements arising from Residential Tenancies Act, Health Homes Standards and any other applicable legislation.	Legislative requirements all met.	Expected to Achieve
Maintain existing toilet facilities and ensure regular scheduled cleaning.	Percentage of Stratford District residents satisfied with overall level of service of toilets.	>80%	Expected to achieve

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

4.2.1 Housing for Older Persons

The annual occupancy for the Housing for Older Persons during the month of July is 90%.
 In 2024 we have experienced a high turnover of the units, due to changes in tenants circumstances.
 With the adoption of the new policy and rental tariffs, the Community are still in favour of the units.

4.2.2 War Memorial Centre

- 50 bookings during the month of July 2024.
- 10 bookings were cancelled during the month of July 2024.

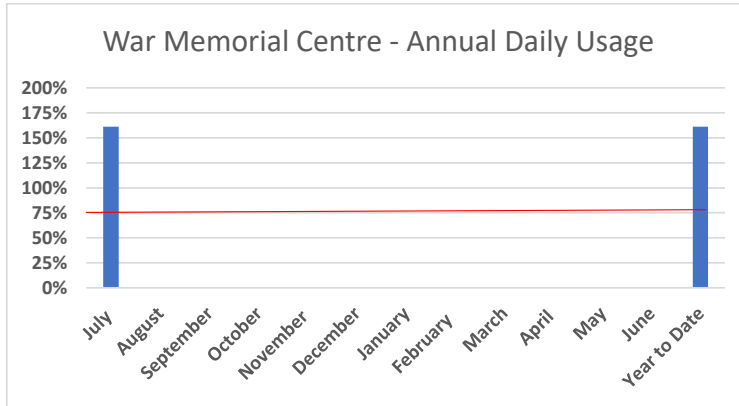


Figure 12: War Memorial Centre Annual Daily Usage

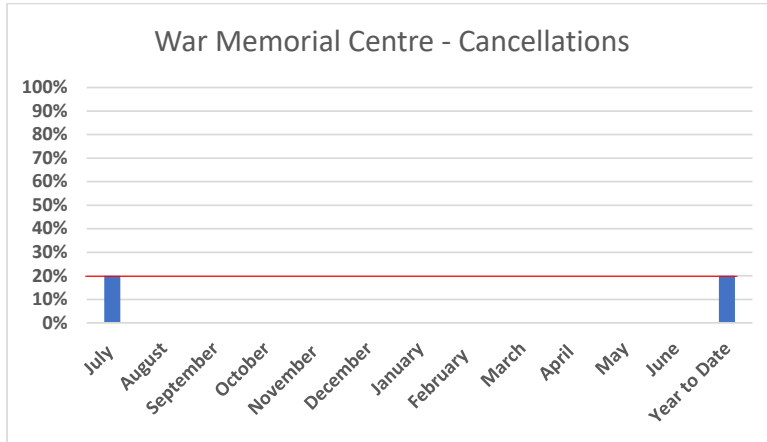


Figure 13: War Memorial Centre Annual Cancellations

4.2.3 Centennial Restrooms

- Due to the increased number of blockages and increased repairs cost at the centennial restrooms public toilet, Council Officers have closed the toilet off from the public until these issues are resolved.
- 19 bookings during the month of July 2024.
- No bookings were cancelled during the month of July 2024.

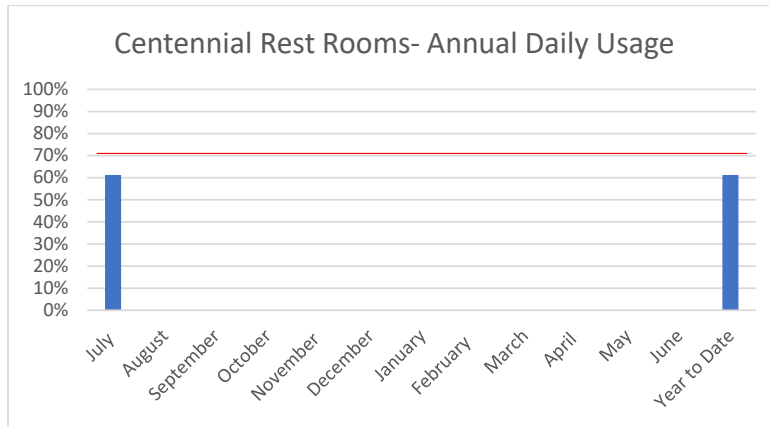


Figure 14: Centennial Rest Rooms Annual Daily Usage

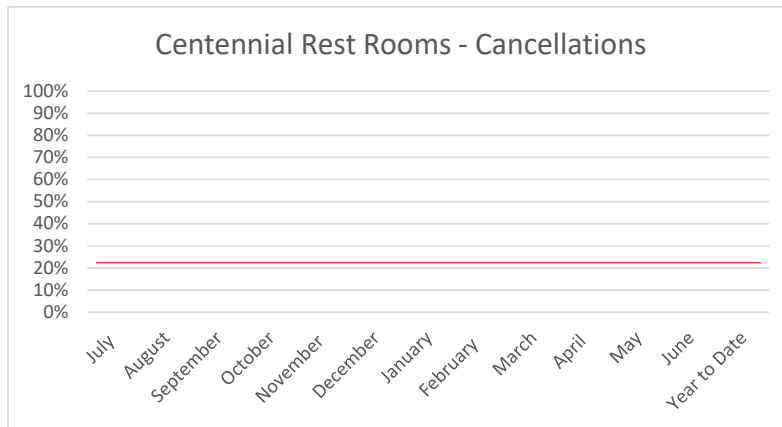


Figure 15: Centennial Rest Rooms Annual Cancellations

4.3 Rental and Investment Properties

The Council's Rental and Investment Properties are:

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

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

Level of Service	Performance Measure	Target	2024/2025 YTD
To run the council farm in a way that maximises profits and meets the National Environmental Standards (NES)	Milk production is maximised.	>150,000 kg/ms	0 KgMS
The Council is meeting national Environmental standards.	The Council farm's Environmental Plan is reviewed annually	Achieved	Expected to Achieve
To ensure commercial properties owned are safe and legally compliant.	Commercial properties are compliant with relevant legislation.	Achieved	Expected to Achieve

4.3.1 The Farm

- Calving has started with no issues being reported. Calving is due to finish in August/September.

5 Parks and Reserves

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

Level of Service	Performance Measure	Target	2024/2025 YTD
To maintain parks, sports fields, cemeteries and reserves.	Number of complaints specifically relating to Council service delivery.	<40	10
	Percentage of Stratford residents satisfied with:		
	Parks;	>85%	Achieved - 90%
	Sports fields;	>80%	Not achieved – 76%
	Cemeteries.	>80%	Not Achieved – 74%
To provide safe playgrounds to the community.	All existing playgrounds meet NZ Safety Standards.	No result (Biennial Review)	Achieved - Full compliance
To maintain safe foot bridges to the community.	All existing foot bridges meet NZ Safety standards.	No result (Biennial Review)	Achieved - Full compliance

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

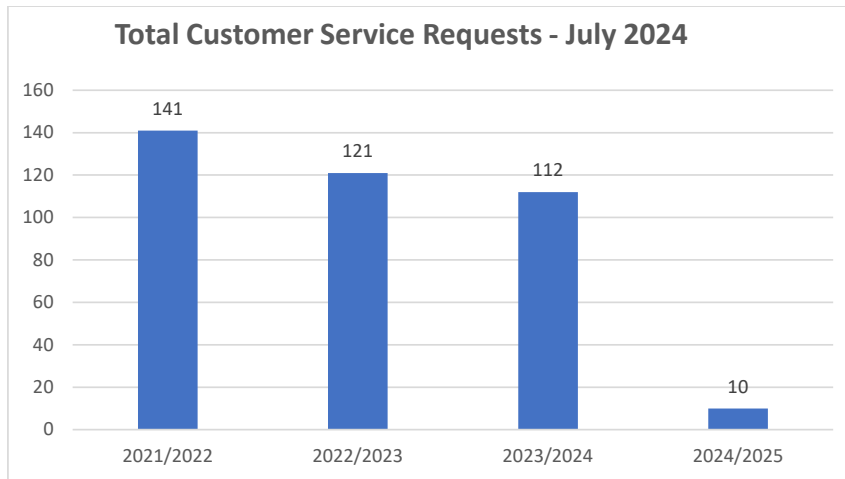


Figure 16: Total Customer Service Requests – July 2024

	2021/2022	2022/2023	2023/2024	2024/2025 YTD
Parks	24	31	23	3
Structures	32	17	17	1
Sports grounds	5	7	12	1
Playgrounds	14	7	8	4

Cemeteries	11	12	4	
Street Trees	24	28	38	
Walkways	31	19	10	1
Total	141	121	112	10

Note The figures above do not relate to complaints received only – all complaints, concerns, observations, and suggestions from the public are categorised as Customer Requests.

5.1 Stolen Plants

At least 20x griselinia plants were stolen from the boundary of Victoria Park (Cordelia Street), which was noticed by contractors on 20 August 2024. These shrubs were only planted last year after the widening of the footpath –please note, 11x plants were also stolen in the first week of initial planting.



5.2 Illegal Dumping

This continues to be an issue within the Stratford District, with most illegal dumping occurring at Page Street sportsground, Victoria Park and Cardiff Walkway. The Communications Team are also adding photos and videos to council’s Facebook page to try to deter this from occurring.



Council Officers are extremely disappointed in the on-going impacts of this type of anti-social behaviour. It not only wastes rate-payers money, but also wastes council officers time in rectifying these unwarranted actions. Council Officers take pride in creating inclusive green spaces for the community and are disheartened when members of the community act in such destructive way.

6 Capital Projects

Progress updates on some of Council's key projects, as of **31 July 2024**.

6.1 Wai O Rua - Stratford Aquatic Centre

The Final Completion Certificate was issued on 24 July 2024. This completes the construction of the project.

6.2 Whangamomona Camping Ground Septic Tank Replacement

Emptying of the existing Septic Tank, in preparation for the installation of the replacement, highlighted that the tank had collapsed and was leaking into the surrounding substrate.

Emergency works was undertaken to install the new tank. As the building consent had not been issued, a Code of Compliance will be applied for.

Testing and commission of the tank will be conducted in August to complete this works.

6.3 Proposed Subdivision

Two areas of the proposed subdivision land have been delineated as 'wetlands'. Officers are working with the Surveyor and Wetland Consultant to progress the subdivision design.

6.4 Prospero Place Development

A Request for Proposal for the design of Prospero Place has been drafted and is currently being reviewed by Council Officers before going to market in August.

6.5 WTP Raw Water Delivery Line and Grit Tank Replacement

Detailed design is underway for the replacement of the aging grit tanks and delivery line from the Patea River. This works is scheduled to be completed in November 2024, with construction to be completed in the 2025 calendar year.

This project is funded from the Better off Funding allocation.

6.6 Capital Projects 2024/25

Council Officers have completed the task of identifying risks around likelihood of not completing projects in the Capital Projects programme for this financial year, and the consequences if they are not undertaken. The risks will be presented at the next Audit and Risk Committee meeting for review.

Projects underway include:

- Universal Metering – manifold installation in the Stratford township is continuing from last financial year.
- TET MultiSports Centre – Doors to replace the existing at the entrance to the building has been ordered. Installation likely to be in September 2024.
- TSB Demolition – Request for Tender is currently in draft form with likely approach to market in September 2024.
- Toko water Storage Tank – Quotes are currently being obtained for the supply and delivery of a 20,000 litre tank to increase water supply for Toko.

7 Resource Consents

A Resource consent application is lodged with the Horizons Regional Council for the installation of the Whangamomona septic tank. A conditional consent was issued subject to Iwi approval - Officers have received a response from Te Kāhui Maru Trust who have confirmed the terms and conditions of the resource consent.

Update on the resource consent applications lodged with the Taranaki Regional Council (TRC) is shown below.

RC Number	Location	Description	Stakeholders	Update
1276-3	Midhirst Te Popo Water Take	To take water from the Te Popo Stream, a tributary of the Manganui River for community public water supply purposes	Fish and Game NZ, Te Atiawa, Ngāti Ruanui, Ngāruahine, Ngāti Maru, Okahu Inuawai Manataiao Hapū, Pukerangioraha Hapū	Iwi have provided a Cultural Impact Assessment. TRC processing to commence shortly.
6468-1	Cordelia Street, Stratford	To erect, place and maintain a culvert in an unnamed tributary of the Kahouri Stream in the Patea catchment for flood control purposes	Ngāti Ruanui, Ngāruahine	Iwi feedback received – no issues. Draft consent conditions provided, awaiting TRC to agree our comments.
11271-1	Wariri Road	Replacement of a steel culvert with a concrete pre-cast box culvert.	Te Runanga o Ngāti Ruanui Trust and Te Runanga o Ngāti Maru	Awaiting response from TRC.



Stephen Bowden
Acting Director – Assets



[Approved by]
 Sven Hanne
Chief Executive

Date 20 August 2024

MONTHLY REPORT

Community Services Department



F22/55/04-D24/37716

To: Policy and Services Committee
 From: Acting Director – Community Services
 Date: 27 August 2024
 Subject: Community Services Monthly Report – July 2024

Recommendation

THAT the report be received.

Moved/Seconded

This report presents a summary of the monthly progress and any highlights for the main areas of activity within Community Services i.e., Community and Economic Development, Communications, Library and Visitor Information Centre, Pool and Service Centre. The Long-Term Plan 2021 - 2031 sets the performance measures for these activities and this report presents, in tabular form, the progress measured to date against the target for each performance measure.

1. Highlights
 - Upcoming community events and programmes
2. Community and Economic Development

Performance Measures (*Performance Measures in bold*)

Level of Service Category	Performance Measure	Target	2024/25 YTD
Community Services			
Enable opportunities for the community to engage, celebrate, connect and sustain local capability.	Number of major community events led by Council	>4	
	Percentage of residents satisfied with the quality of the events and programmes offered by Council.	>80%	
Economic Development			
Develop and facilitate strategic partnerships that enable growth, attract ongoing investment, and increase diversity and capability within the local business sector.	Number of new and existing businesses accessing services and programmes offered.	>4	
	Number of promotional activities delivered or partnered with to encourage visitation to the district.	>1	

- 2.1 **Council Organisations and Council Representatives on Other Organisations**
 Councillors may take the opportunity to report back from Strategic and Community organisations on which they are a representative for Council.

2.2 Youth Council (SDYC)

The three planned events for the July School holidays (the Neon Rave party held in collaboration with ZEAL, a movie at the TET Kings Theatre and an On the Bus to Bowlarama) were completed with great success. Over 150 youth attended the Neon Rave, 28 joined the On the Bus and 160 children of Stratford attend the movie screening at the Kings Theatre.

Youth Councillors and council officers are currently in the process of planning the trip to Wellington in the September/October school holidays. This will be from the 2- 4 October. Youth Councillors will visit parliament for a tour and also attend a session on debating run by the Parliaments Educational Team. There will be a visit to Te Papa for an educational session and of course meetings with Ministry of Youth Development and the Hive. Unfortunately the Minister will be away overseas.

Also, the Youth Council are continuing to work on an update of their Terms of Reference and it is planned that the application process to join the youth council will be brought forward so that it happens during the school year.

Upcoming meetings and events:

- Ordinary meeting – 2 September – MP Carl Bates will be joining the Youth Council for this meeting
- Project Meeting – 17 September
- Trip to Wellington – 2 – 4 October

2.3 Civic and Community Events

Complete:

- Zeal Neon Rave – 19 July
- Prospero Market – 27 July
- School Holiday programme: 6 – 21 July

Coming up:

- Prospero Market – 31 August
- International Day of the Older Person – 1 October
- School Holiday programme: 30th September to 11 October

Community Projects and Activity

2.4.1 Mayors’ Taskforce for Jobs (MTFJ)

Registrations

	July	YTD
Total People Registered	14	32*
NEETs Registered (not in employment, education or training)	21	21

Employment

	July	YTD
People placed into full-time employment (minimum 30-hours per week)	4	4
People placed into part-time or casual employment or work experience.	2	2
People helped with upskilling (e.g. driver training, employability skills, first aid, forklift).	17	17
People helped with pastoral care, mental health support or other emergency support (e.g. counselling, emergency support and housing)	2	2

Target

	YTD	By 30 June 2025
Sustainable Outcomes (A person in who has been in employment for more than 91 days for a minimum of 30 hours per week *)	0	30

- There are changes in the categories named above for this new financial year. These categories above better reflect the work that the MTFJ Community Employment Programme is doing from 1 July 2024 to 30 June 2025.
- The main target for this year is NEETs between the ages of 16 and 25. NEETs stands for not in employment, education or training.
- Officers can also work with people over the age of 25 who are disadvantaged in the labour market. Disadvantaged in the labour market is a person of any age, including those living with a disability, who is disadvantaged in the labour market and not able to readily access MSD products and services. (e.g. someone who can't access transport and lives rurally, someone with a criminal record who is not getting help from another agency).
- * 32 YTD registrations reflect the number of people that registered on the new MTFJ registration form that was introduced 1 July 2024. Some of these registrations were from last year's contract but they had to newly register now that we have a new MSD accessible MTFJ registration form. The MTFJ programme will use this new method of registration going forward.

Highlights July

- 4 full-time employment placements. 2 of which are apprenticeships.
- 2 part-time employment placements.
- This is the start of the second year of a two-year contract. Most of the placements mentioned above were starting to be brokered in last year's contract. This highlights the importance of having a multi-year contract so that we don't have to stop working with jobseekers in May or June because we don't know if the programme will continue forward.

2.5 Funding

2.5.1 Creative Communities Scheme

The next funding round for Creative Communities will open 19 August 2024.

2.5.2 Sport New Zealand Rural Travel Fund

The next Sport New Zealand Rural Travel Fund funding round will open on 30 September 2024.

2.6 Positive Ageing

The Positive Ageing Group was disbanded toward the end of 2023 with the Council agreeing to continue to run forums for the community. The group members have kindly agreed to remain available in an advisory role for the Community Development Lead, assisting to formulate ideas for the forums.

International Day of the Older Person is on Tuesday 1 October 2024. This will be the next Positive Ageing Forum. Planning for this event has just begun. Bingo and live music at this event are currently being investigated.

2.7 **Stratford Business Association**

Memberships	
New	1
Current total	145

Upcoming Activity:

Committee meetings

- Monday 12 August
- Monday 9 September
- Monday 14 October – *Annual General Meeting*

Ba5 events

- Thursday 29 August – 100% Dimocks
- Tuesday 17 September – Stratford Park

Lunch + Learn

- Tuesday 8 October – HR 101 – Trace Consulting

3. Communications

3.1 **External communications**







Five Central Link updates were produced in July. These are printed in the Stratford Press and shared online at stratford.govt.nz and on Council's Facebook page weekly. Much of the content within the weekly Central Link is also shared with local media (print and radio), published as news articles on council's website and social media sites, and sent as an Antenno update.

Focus for July:

- Council fees and charges adopted
- Get the most out of the FREE Antenno App
- Discounted dog registration fees if you pay by 31 July
- It's Plastic Free July. Are you up for the challenge?
- Thanks to everyone who helped us celebrate Puanga!
- Meeting schedule - July 2024
- Free Neon Rave for under 18s
- New pedestrian crossing underway
- Have you signed up for YourSay.Stratford?
- Boredom busters while school's out
- Take the Pesky Plastics Quiz
- Long Term Plan 2024-34 adopted
- Stratford's Got Talent! \$8.9k awarded to diverse arts projects
- Centennial Rest Room toilets closed to public
- Congratulations to our newest citizens!
- Temporary Road Closure - Stratford Street Sprint
- Congrats to 2024 Citizens Awards recipients!
- 7.8k awarded to help youth sports teams
- There's plenty on for kids at 3:30 Club
- King Edward Park is in the 2024 Garden Fest!
- Meeting schedule - August
- Chunuk Bair commemorations and 5/7 RNZIR birthday
- Rates support for low-income homeowners
- Introducing PowerUp Investment Month
- Repair Café needs you
- Transfer Station closed on Sunday 11 August

3.2 Digital channels

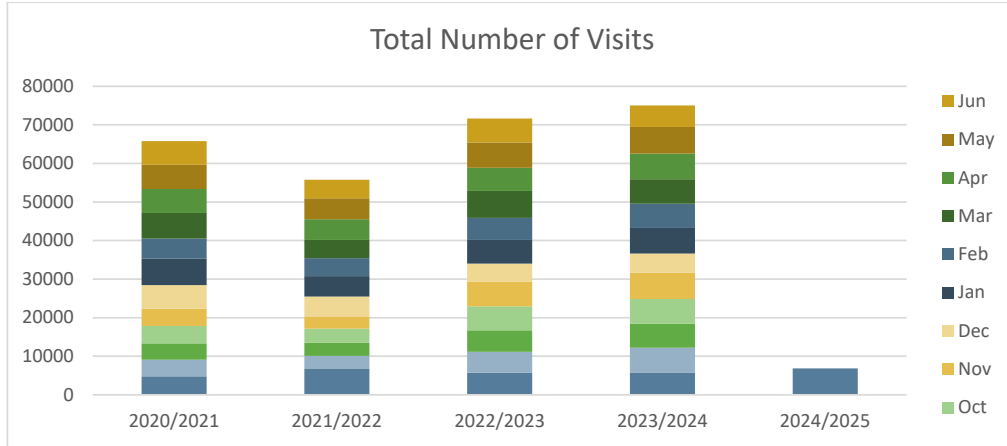
July snapshot:

Website		Social Media	
	5,900 ↓100 Users		40 New Facebook followers /stratforddistrictcouncil 4,505 people follow Council's page.
	20,830 ↑844 Page views		16,700 ↓26% People reached The number of people who saw any of Council's posts at least once this month.
	9,334 ↓329 Total sessions (visits) A session is the period of time a user is actively engaged with Council's website.		6 New Instagram followers /stratford_nz 1,149 people follow Council's account.
Antenno			
	25 installs 11 uninstalls Devices using Antenno. 1,229 devices are currently using Antenno in the Stratford District	19 posts sent out 21 reports received	
Your Say Stratford			
	4 new registrations Totalling 274 participants 221 visits Engagement rate = 12.4% The % of visitors that contributed to projects.	Projects focus for July: - Updating Pedestrian Crossing Project page - Central Link e-newsletter sign ups - Long Term Plan adoption - Staff engagement	




4. Library Hub

Performance Measures (*Performance Measures in bold*)



	Target	2024/25 YTD
Number of items (including digital) issued annually.	>50,000	5,976
Percentage of facility users satisfied with the quality of the services offered.	>80%	
Number of participants in events and programmes at the facility	>2,000	300



Visitors/Users per service

Service	July	Year to date (2024/25)
 Information Services (brochures/maps/ event tickets etc)	214 ↑63	214
 Vehicle/Driver licensing	865 ↑319	865
 Programme and Events	300 ↓189	300

Library services - Items Issued

Service	July	Year to date (2024/25)
 In person	5,296 ↑319	5,296
 Online	680 ↑59	680

Programme/Event Users

Age group		July	Year to date (2024/25)
65+	Seniors	35 ↓1	35
18+	Adults	64 ↓1	64
13-17	Secondary School	0 -	0
5-12	Primary School	155 ↓138	155
<5	Pre-School	27 ↓40	27

4.1 Highlights for July

- The July School Holiday Programme was well attended. Activities included making board games from recycled materials, a teddy bear sleepover, making lanterns from milk bottles, making fridge magnets and cardboard construction. These activities were all based on reducing waste and reusing every day items.
- July was a significantly busier month at the AA Driver and Motor Vehicle Licensing counter with a total of 280 driver licensing transactions, 317 vehicle licensing transactions and 80 other government verification services provided such as verifying documents for the Department of Inland Revenue, processing RealMe applications, taking passport photographs, Kiwi Access cards, and SuperGold photograph upgrades.
- Groups using the library hub space for meeting this month included our regular Justice of the Peace service desk, book groups and craft groups as well as Hāwera Budget Advisory Service, Progress to Health, Northern Health School among others.

5. Aquatic Centre

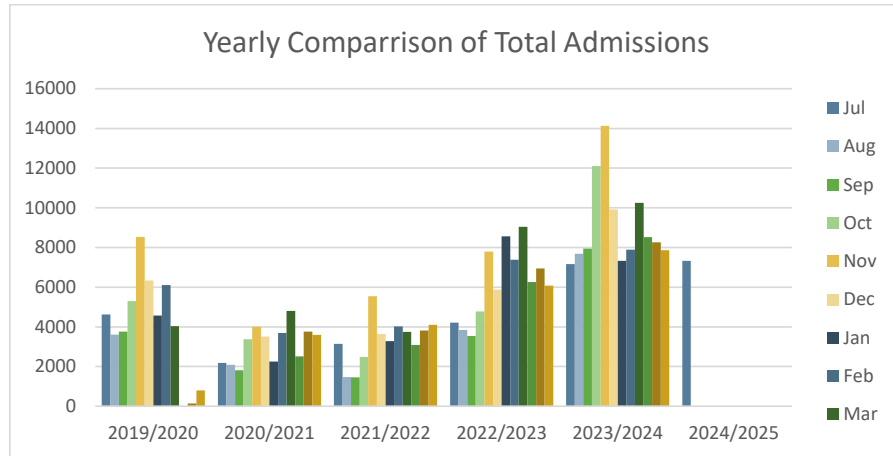
Level of Service Category	Performance Measure	Target	2024/25 YTD
To provide an aquatic facility that is welcoming, attractive and a safe place to swim.	Compliance with NZS5826:2010 NZ Pool Water Quality Standards.	Met	100%
	Poolsafe Accreditation is met.	Met	100%
	Percentage of facility users satisfied with the quality of the services and programmes offered.	>80%	
	Number of facility users per annum.	>75,000	7,322

5.1 Highlights for July

- July 2024 saw 7,322 Customers through the facility.
- The Centre welcomed the following organisations and schools in the month of July: Conductive Education Taranaki, Age Concern group,
- The TOI Foundation funded swimming lessons for local schools began in Term 3 with Makahu and Pembroke Road schools. Planning and allocation of lesson time is now being undertaken for Term 4 with Stratford Primary School and Avon Primary School.
- There are 394 learners enrolled in the Wai o Rua Swim School for Term 3

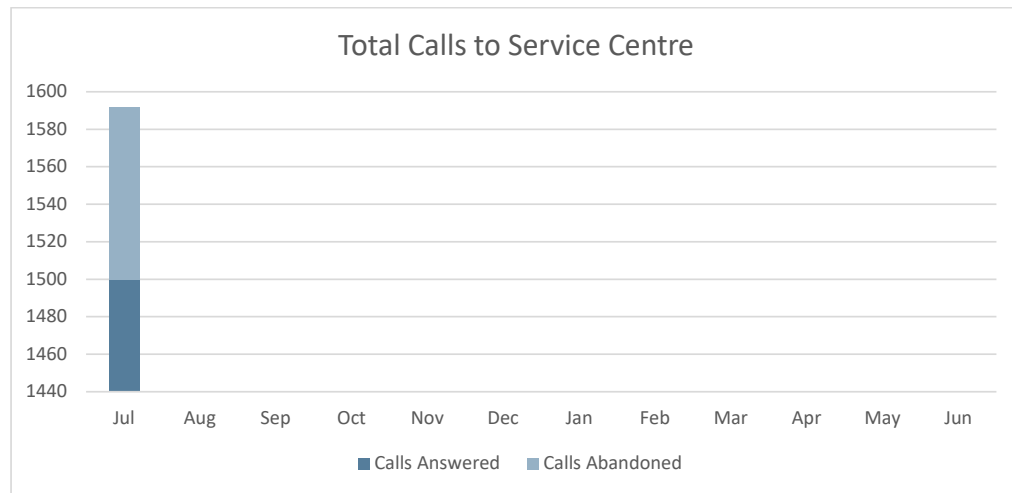
5.2 Matters Outstanding

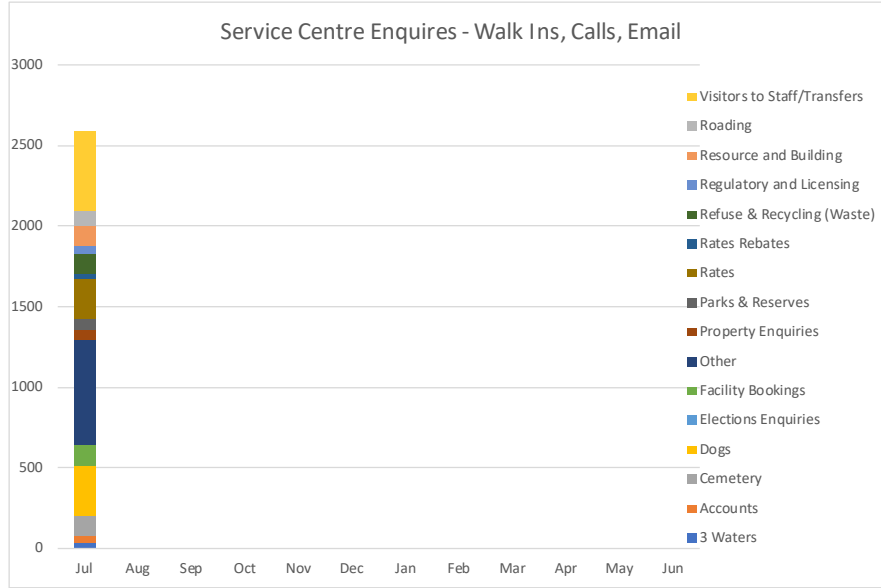
- It is acknowledged that officers have been instructed to complete and present to elected members a business plan on Wai o Rua – Stratford Aquatic Centre. Because of the nature of the activity, as well as the activities within the facility, and the cross section across departments this requires input from several areas, resourcing was prioritised to complete the Long Term Plan process which was completed July.
- Collation of data is now being undertaken.
- This will remain in this report as an outstanding item to assure elected members that it remains a priority.



6. Service Centre

July was an extremely busy month. The flow of customers and enquiries through Service Centre were mainly due to the increased number of enquiries relating to the rates. There was a total of 2591 customer interactions recorded through phone calls, emails and counter enquiries. An increase of 324 on July 2023.





Erin Bishop
Acting Director - Community Services

Sven Hanne
Chief Executive **Date: 20 August 2024**

MONTHLY REPORT

Environmental Services Department



F22/55/04– D24/33490

To: Policy and Services Committee
From: Director – Environmental Services
Date: 27 August 2024
Subject: Environmental Services Monthly Report – July 2024

Recommendation

THAT the report be received.

/
Moved/Seconded

This report presents a summary of the monthly progress and highlights for the main areas of activity within the Environmental Services department. The Long-Term Plan 2021-2031 sets the performance measures, and this report presents progress to date against the target for each performance measure.

1. Overview

Fifteen applications for building consent were received in July 2024. These included three log fires, three pole sheds, three alterations/additions to residential dwellings, four new dwellings, one alteration/addition to a commercial building and one new effluent system. There were also a further five amendments to existing building consents, a Certificate of Acceptance and an Extension of time. We also received 12 applications for resource consent which is a significant increase on recent months. We will need to wait to see whether this is simply an anomaly or if it is the beginning of an increase in the level of activity.

This is the first monthly report for the 2024/2025 financial year. It's too early to see any trends emerging yet, but the number of applications for resource consent received during July was encouraging. Of the 12 applications we received 7 were for subdivisions which are likely to result in future building activity. Last year the total number of applications for building consent was about 10% lower than the previous year but the number of applications for building consent which were to build new dwellings was over 50% lower. A sustained increase in subdivision activity could lead to a future increase in building consents for new dwellings as more sections become available.

Strategic/Long Term Plan Projects

Work on the joint New Plymouth District Council and Stratford District Council Local Alcohol Policy has recommenced. The first step is the preparation of a Social Impact Assessment which is now underway. South Taranaki District Council has also expressed an interest in participating in the process which would make the policy region wide. A report is expected to be presented to South Taranaki Elected Members at the next opportunity to formalise their interest. At this stage we are hoping that the Social Impact Assessment will be completed late in 2024 with work on the policy itself and the public part of the process taking place in 2025.

2. Dashboard – All Business Units

2.1 The following table summarises the main licencing, monitoring, and enforcement activity across the department for the month:

Activity	Result Jul
Building Consent Authority	
Building Consent Applications	15
Building Consent Amendment Applications	5
Building Consents Issued	10
Building Consent Amendments Issued	4
Inspections completed	103
Code Compliance Certificate Applications	13
Code Compliance Certificates Issued	10
Code Compliance Certificates Refused	1
Number of Building Consents Received in Hard Copy	0
Number of Building Consents Received Digitally	15
Building Act Complaints received and responded to	0
Planning	
Land Use Consents Received	5
Land Use Consents Granted	1
Subdivision Consents Received	7
Subdivision Consents Granted	3
223/224 Applications Received	2
223/224 Applications Granted	2
Resource Consent Applications Received in Hard Copy	1
Resource Consent Applications Received in Digital Form	11
Resource Consent Applications Placed on Hold or Returned	3
LIM's Received	3
LIM's Granted	6
Environmental Health	
Registered Premises Inspected for Compliance under the Food or Health Act	2
Health or Food Act Complaints Received and responded to	1
Licensed Premises Inspected for Compliance under the Sale & Supply of Alcohol Act.	0
Certificates and Licence Applications received under the Sale and Supply of Alcohol Act	5
Bylaw Complaints Received and responded to	28
Dog Complaints Received and responded to	26

3. Key Performance Indicators – All Business Units

4.1 Building Services

Level of Service	Performance Measures	Targets	Status
To process applications within statutory timeframes.	Percentage of building consent applications processed within 20 days.	100%	14 of the 15 (93%) applications in July were processed within 20 working days.
	Percentage of inspection requests completed within 24 hours of requested time.	100%	103 of the 103 (100%) inspections in July were completed within 24 hours of the request.
	Percentage of code compliance certificate applications determined within 20 working days.	100%	10 of the 10 (100%) CCCs issued in July were issued within 20 working days.
To process LIMs within statutory timeframes	% of LIMs processed within statutory timeframes.	100%	Six of the six (100%) LIMs were processed within 10 working days.
To retain registration as a Building Consent Authority.	Current registration	Confirmed	Achieved.

4.2 Planning and Bylaws

Level of Service	Performance Measure	Target	Status
To promote the sustainable management and use of land and public spaces.	To undertake a comprehensive review of the district plan, with notification within statutory timeframes.	Notification of a proposed District Plan.	Work on this project was delayed due to new legislation. The legislation has been repealed and we are currently working through options for this project, including the possibility of a multi-council approach.
	To undertake a systematic review of bylaws and related policies as they reach their statutory review dates.	100% review within timeframes	There are no bylaws or policies currently outside their statutory review periods.
To process resource consents within statutory timeframes.	% of non-notified applications processed within 20 working days.	80%	Four of the five (80%) applications in July were processed within 20 working days.
	% of notified applications processed within legislated timeframes for notification, hearings and decisions.	100%	N/A
	% of S223 and S224 applications processed within 10 working days.	0%	Both of the two S223 or S224 applications processed in July were processed within 10 working days.

4.3 **Community Health and Safety**

Level of Service	Performance Measure	Target	Status
To fulfil obligations to improve, promote and protect public health	Percentage of registered premises registered under the Food Act, Health Act, Beauty and Tattoo Bylaw, to be inspected for compliance.	100%	100%
	Health nuisance and premise complaints are responded to within 1 working day.	100%	100%
To fulfil obligations as a District Licensing Committee	Percentage of licensed premises inspected.	100%	100%
	Percentage of applications processed within 25 working days (excluding hearings).	100%	100%
To monitor and enforce bylaws	Percentage of complaints responded to within 2 hours.	100%	100%
To ensure dogs are controlled	Percentage of known dogs registered	98%	84%
	Percentage of dog attack/wandering dog complaints responded to within an hour	100%	100%

4.3.1 The Environmental Health Manager and Information Technology Manager are currently investigating the Council's ability to send dog registration notices to dog owners where they wish to receive their notice via email. This currently involves discussions with external service providers about options for providing this service and the cost of it.

4. Detailed Reporting Building Services

5.1 **Building Consent Authority ("BCA")**

5.1.1 **Compliance/Notices to Fix issued as a BCA.**

No Notices to Fix were issued by the BCA in July 2024.

5.1.2 **Lapsed Consents**

Section BC5 of the Quality Management System requires the BCA to check the files to identify consents issued 11 months previously, against which no inspections have been recorded. The check has been undertaken and no consents were lapsed in July 2024.

5.1.3 Regulation 6A Compliance Dashboard

Clause 6A of the Accreditation Regulation requires BCAs to notify the Ministry of Business Innovation and Enterprise (“MBIE”) if any of the following incidents occur:

Incident	Occurrence this month
A significant change in the legal, commercial, or organisational status of the building consent authority or the wider organisation in which it operates:	Nil
The departure of the building consent authority’s authorised representative or responsible manager:	Nil
In any one quarter of a calendar year, a reduction of 25% or more of employees doing technical jobs who are not replaced with employees who have equivalent qualifications and competence:	Nil
A transfer under section 233 or 244 of the Act of (i) 1 or more functions of the building consent authority to another building consent authority: (ii) 1 or more functions of another building consent authority to the building consent authority:	Nil
An arrangement being made under section 213 of the Act for—(i) another building consent authority to perform a significant amount of the functions of the building consent authority: (ii) the building consent authority to perform a significant amount of the functions of another building consent authority:	Nil
A material amendment to the building consent authority’s policies, procedures, or systems required by these regulations.	Nil

5.1.4 Training needs analysis

Due to time restraints and costs Engineering New Zealand has delayed their training session on Producer Statements and Engineering best practice until February 2025. This will be combined with our two neighbouring councils. It was originally intended to be held during July 2024.

5.1.5 Internal audit/external audit timetable

During July audits were undertaken in relation to regulations:

- Reg 7(2)(f)(i) Code Compliance Certificates.
The audit found procedures have generally been well followed with three minor issues identified. A reminder about the minor issues was provided to staff at a team meeting.

5.2 Territorial Authority

5.2.1 Audits

Officers are working on an action plan for addressing the corrective actions identified in MBIE’s report on Certificates for Public Use and Dangerous, Affected, or Insanitary Buildings. The action plan is due to be provided to MBIE by the end of September.

5.2.2 Compliance Schedules/Building Warrants of Fitness

No onsite BWoF audits was undertaken during July 2024. One existing Compliance Schedule was amended to comply with section 103 of the Building Act.

5.2.3 Swimming Pools

There are 86 swimming pools on the Council’s swimming pool register. All swimming pools are now compliant. The next round of swimming pool inspections is scheduled to commence August 2025.

5.2.4 Earthquake-Prone Buildings

During July there were 3 reports received from the owners of buildings that have been identified as potentially being earthquake prone. To date Twenty two reports have been received which have confirmed Sixteen buildings as earthquake prone and six buildings as not being earthquake prone. Eight building owners received

extensions until 2 August 2025 to provide their reports. A total of 91 privately-owned buildings and three Council-owned buildings were identified as being potentially earthquake prone.

5.2.5 Non-Standard Site Register Maintenance

No new sites were added to the non-standard site register in July 2024.

5.2.6 Notices to Fix/Other Compliance as a Territorial Authority

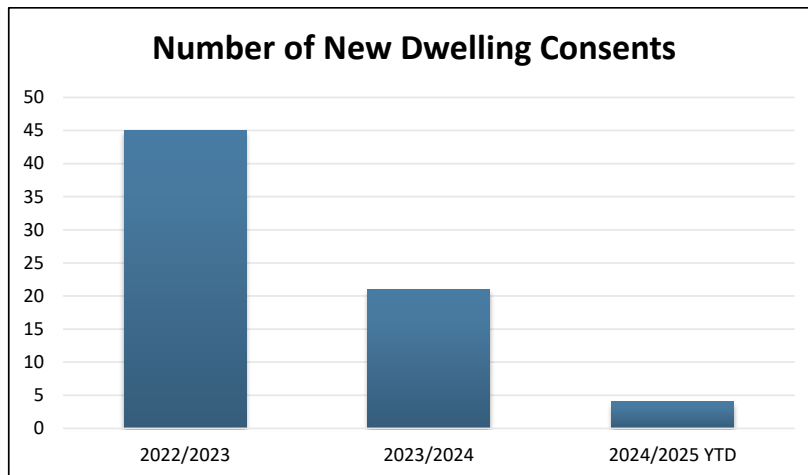
No Notices to Fix for were issued by the Territorial Authority during July 2024.

5.3 Trends Analysis

5.3.1 Consents applied for by type:

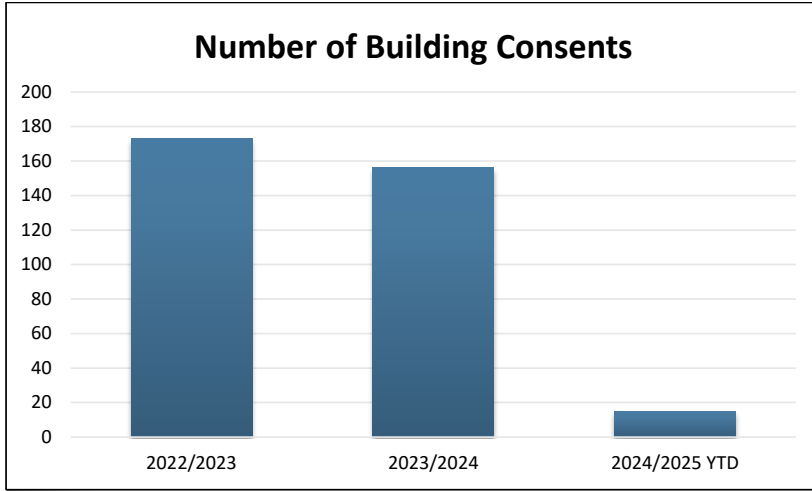
Type	Jul 2024	Jul 2023	2024/2025	2023/2024 Whole Year
New residential dwellings	4	0	4	18
New duplex dwellings	0	0	0	3
Relocated dwellings	0	0	0	10
Relocated buildings other than dwellings	0	0	0	0
Fires	3	3	3	63
Pole sheds/accessory buildings	3	2	3	27
Additions/alterations – residential	3	1	3	14
New Commercial buildings	0	0	0	5
Additions/alterations – commercial	1	0	1	9
Other/miscellaneous	1	0	1	7
Total/s	15	6	15	156

New House indicator by year



Year	New Dwellings
2022/2023	45
2023/2024	21
2024/2025 YTD	4

Consent numbers by year



Year	Building Consents
2022/2023	173
2023/2024	156
2024/2025 YTD	15

Blair Sutherland
Director - Environmental Services

[Approved]
Sven Hanne
Chief Executive

Date: 20 August 2024



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.