



# *Hastings District Council*

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## **OPEN MINUTES**

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## **FINANCE AND OPERATIONS COMMITTEE**

Meeting Date: **Tuesday, 27 March 2012**

**Minutes of a Meeting of the Finance and Operations Committee held on  
27 March 2012 at 1.05pm**

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## HASTINGS DISTRICT COUNCIL

### MINUTES OF A MEETING OF THE FINANCE AND OPERATIONS COMMITTEE HELD IN COUNCIL CHAMBER, GROUND FLOOR, CIVIC ADMINISTRATION BUILDING, LYNDON ROAD EAST, HASTINGS ON TUESDAY, 27 MARCH 2012 AT 1.05PM

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**PRESENT:** **Chair:** Councillor Kerr  
Mayor Yule  
Councillors Bowers (Deputy Chair), Bradshaw, Collin,  
Hazlehurst, Heaps, Henderson, Lester (Acting Chair for  
part of meeting), Nixon, O’Keefe, Poulain, Roil, Twigg and  
Watkins

**IN ATTENDANCE:** Chief Executive (Mr R McLeod)  
Group Manager: Asset Management (Mr D Fraser)  
Group Manager: Community Facilities & Programmes (Ms  
T Winter)  
Group Manager: Corporate and Customer Services (Mr M  
Maguire)  
Chief Financial Officer (Mr T Gray)  
Strategic Financial Advisor (Mr B Allan)  
Economic and Social Development Manager (Mr S Breen)  
Economic and Social Development Co-ordinator (Ms V  
Berkahn)  
Water Services Manager (Mr B Chapman)  
Community Safety Co-ordinator (Mr P Steffert)  
Street by Street Facilitator (Ms V Lange)  
Economic and Social Development Co-ordinator (Mr C  
Cameron)  
Business Analyst (Ms C Thomson)  
Committee Secretary (Mrs C Hilton)

**AS REQUIRED:** Item 6 – Ms G Beech (General Manager) and Mr M Nel  
(Trustee) Hawke’s Bay Museums Trust  
Item 11 - Mr J Buck (Chair) and Mr R Coleman (General  
Manager) Hawke’s Bay Opera House Limited  
Item 12 – Mr J Palairet (Chair), Mr N Sutton (General  
Manager) and Mr W Wooton (Business Development  
Manager), Hawke’s Bay Airport Limited  
Item 13 - Mr J Mackintosh, Chief Executive, Hawke’s Bay  
Regional Sports Park Trust  
Item 17 – Mr L Walford, Hastings District Youth Council

#### 1. **APOLOGIES AND LEAVE OF ABSENCE**

##### Apologies and Leave of absence

Councillor Kerr/Councillor Lester

**That apologies for lateness from Mayor Yule and Councillor Watkins be accepted.**

Councillor Kerr/Councillor Heaps

**That Leave of Absence be granted as follows:**

**Councillor Kerr – 10 to 14 April 2012**

**Councillor O’Keefe – 28 March and 30 March 2012**

**Councillor Collin – 28 March 2012**

**CARRIED**

It was noted that Councillor Heaps would be leaving the meeting at 4.30pm; Councillors O’Keefe, Poulain and Hazlehurst would be leaving at 5.00pm.

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**2. CONFLICT OF INTEREST**

Councillors Kerr and Bowers each declared a conflict of interest for Items 9, 10, 11, 14 and Public Excluded Item 24.

Councillor Roil declared a conflict of interest for Public Excluded Item 22.

Mayor Yule declared a conflict of interest for Item 13.

Councillors Bowers, Hazlehurst, Poulain, O’Keefe and Bradshaw each declared a conflict of interest for Item 7.

Councillor Bowers/Councillor Kerr

**That Councillor Lester take the Chair when Items 9, 10 11 and 14 are addressed, as both the Chair and Deputy Chair have declared a conflict of interest in respect of those items.**

**CARRIED**

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**3. CONSIDERATION OF:**

**A) ADDITIONAL BUSINESS ITEMS**

**B) EXTRAORDINARY BUSINESS ITEMS**

There were no additional or extraordinary business items.

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**4. MINUTES OF COMMITTEE MEETINGS FOR CONFIRMATION**

MINUTES OF FINANCE AND OPERATIONS COMMITTEE FOR CONFIRMATION

Councillor Kerr/Councillor Lester

**That the minutes of the Finance and Operations Committee meeting held 28 February 2012 be confirmed as a true and correct record and be adopted.**

**CARRIED**

**5. PETITION - SLOWING TRAFFIC SPEED ON WINDSOR AVENUE BETWEEN LOUIE STREET & ADA STREET**

The petition was tabled at the meeting. An apology was noted from the lead petitioner, Mr Morley.

Councillor Lester/Councillor Roil

- A) That the report of the Committee Secretary titled "Petition - Slowing Traffic Speed on Windsor Avenue between Louie Street & Ada Street" dated 27 March 2012 and the tabled letter and petition be received.**
- B) That Traffic Engineers conduct a full investigation of traffic safety issues in the Windsor Avenue area and report back to a future meeting of the Finance and Operations Committee.**

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**CARRIED**

**6. HAWKE'S BAY MUSEUMS TRUST - HALF YEARLY REPORT AND STATEMENT OF INTENT**

Ms G Beech (General Manager) and Mr M Nel (Trustee) Hawke's Bay Museums Trust joined the meeting.

Councillor Heaps/Deputy Mayor Bowers

- A) That the report of the Chief Financial Officer titled Hawke's Bay Museums Trust - Half Yearly Report and Statement of Intent dated 27 March 2012 be received.
- B) That the Hawke's Bay Museums Trust Half Year Report for the period ending 31 December 2011 be received.
- C) That the Hawke's Bay Museums Trust draft 2012/13 Statement of Intent be received with any comments passed onto the Trust.

**AMENDMENT**

Councillor Heaps/Deputy Mayor Bowers

**That the wording of C) be amended to read:**

**That the Hawke's Bay Museums Trust draft 2012/13 Statement of Intent be received and that it be noted that any request for additional funding will be resolved during the Long Term Plan (LTP) process.**

**CARRIED**

## **SUBSTANTIVE MOTION**

Councillor Heaps/Deputy Mayor Bowers

- A) That the report of the Chief Financial Officer titled Hawke's Bay Museums Trust - Half Yearly Report and Statement of Intent dated 27 March 2012 be received.
- B) That the Hawke's Bay Museums Trust Half Year Report for the period ending 31 December 2011 be received.
- C) That the Hawke's Bay Museums Trust draft 2012/13 Statement of Intent be received and that it be noted that any request for additional funding will be resolved during the Long Term Plan (LTP) process.

**CARRIED**

### **7. COMMUNITY CONTRACTS FOR SERVICE - REPORT ON KPI'S FOR 2010/2011**

*Councillors Bowers, Hazlehurst, Poulain, O'Keefe and Bradshaw having previously each declared a conflict of interest sat back from the table and took no part in discussion or voting on this item.*

Councillor Lester/Councillor Kerr

- A) That the report of the Economic & Social Development Coordinator, titled Community Contracts for Service – Report on KPI's for 2010/2011 dated 27 March 2012 be received.
- B) That a 12 month contract variation, at the current grant value, be offered to existing contract for service holders, provided that this variation is subject to the approval of the Community Grants sub-committee, and is subject to organisations having fulfilled their KPI's for the 2010/2011 period.

**With the reasons for this decision being that the objective of the decision will contribute to the Council's Strategic Objectives:**

By ensuring an effective Grants review process is considered in the extension of existing grants.

**CARRIED**

### **8. OPTIMISATION STUDY OF HASTINGS WATER SUPPLY**

A power point presentation was given by the Water Services Manager.

Councillor Kerr/Councillor Heaps

**That the report of the Water Services Manager titled Optimisation Study of Hastings Water Supply dated 27/03/2012 be received.**

**CARRIED**

As resolved earlier in the meeting, Councillor Lester took the Chair for Items 9, 10, 11 and 14. With the agreement of the meeting, Item 14 was taken out of order and addressed while Councillor Lester was Acting Chair for this part of the meeting.

**9. HASTINGS DISTRICT HOLDINGS LIMITED - HALF YEAR REPORT TO 31 DECEMBER 2011**

*Councillors Kerr and Bowers having previously both declared a conflict of interest sat back from the table and took no part in discussion or voting on this item.*

Councillor Twigg/Councillor Poulain

**A) That the report of the Strategic Financial Advisor titled Hastings District Holdings Limited - Half Year Report to 31 December 2011 dated 27 March 2012 be received.**

**B) That the Half Year Report to 31 December 2011 from Hastings District Holdings Limited is received.**

**CARRIED**

**10. HASTINGS DISTRICT HOLDINGS LIMITED - 2012/2013 STATEMENT OF INTENT**

*Councillors Kerr and Bowers having previously both declared a conflict of interest sat back from the table and took no part in discussion or voting on this item.*

Councillor Henderson/Councillor O'Keefe

**A) That the report of the Strategic Financial Advisor titled Hastings District Holdings Limited - 2012/2013 Statement of Intent dated 27 March 2012 be received.**

**B) That the 2012/2013 Draft Statement of Intent of Hastings District Holdings Limited is received with any feedback passed on to the Directors of Hastings District Holdings Limited for consideration.**

**CARRIED**

**11. HAWKE'S BAY OPERA HOUSE HALF YEAR REPORT TO 31 DECEMBER 2011**

*Councillors Kerr and Bowers having previously both declared a conflict of interest sat back from the table and took no part in discussion or voting on this item.*

Mr J Buck (Chair) and Mr R Coleman (General Manager) Hawke's Bay Opera House Limited joined the meeting and responded to questions from the Committee.

*Councillor Watkins joined the meeting at 2.00pm.*

Councillor Hazlehurst/Councillor Collin

- A) That the report of the Strategic Financial Advisor titled Hawke's Bay Opera House Half Year Report to 31 December 2011 dated 27/03/2012 be received.
- B) That the Hawke's Bay Opera House Half Year report for the six months to 31 December 2011 be received.

CARRIED

#### 14. APPOINTMENT OF DIRECTORS TO HASTINGS DISTRICT HOLDINGS LIMITED

*Councillors Kerr and Bowers having previously both declared a conflict of interest sat back from the table and took no part in discussion or voting on this item.*

Councillor Roil/Councillor Hazlehurst

- A) That the report of the Chief Financial Officer titled Appointment of Directors Hastings District Holdings Limited dated 27 March 2012 be received.
- B) That Council approve based on the recommendations of the Appointments Committee, that the two director vacancies caused by the expiry of the terms of appointments for Craig Waterhouse and Ross McLeod not be advertised.

CARRIED

Councillor Kerr resumed as Chair of the meeting.

#### 12. HAWKE'S BAY AIRPORT LIMITED - HALF YEAR REPORT AND STATEMENT OF INTENT

Mr J Palairt (Chair), Mr N Sutton (General Manager) and Mr W Wooton (Business Development Manager), Hawke's Bay Airport Limited joined the meeting and responded to questions from the Committee.

*Mayor Yule joined the meeting at 2.09pm.*

Councillor Nixon/Councillor Lester

- A) That the report of the Strategic Financial Advisor titled Hawke's Bay Airport Limited - Half Year Report and Statement of Intent dated 27 March 2012 be received.
- B) That the Hawke's Bay Airport Limited Half Year Report to 31 December 2011 be received.



- C) That the 2012/2013 Draft Statement of Intent of Hawke's Bay Airport Limited is received with any feedback passed on to the Directors of Hawke's Bay Airport Limited for consideration.

CARRIED

13. **HAWKE'S BAY REGIONAL SPORTS PARK - QUARTERLY UPDATE AND HALF YEAR REPORT TO 31 DECEMBER 2011**

*Mayor Yule declared a conflict of interest sat back from the table and took no part in discussion or voting on this item.*

Mr J Mackintosh, Chief Executive, Hawke's Bay Regional Sports Park Trust joined the meeting and responded to questions from the Committee.

Deputy Mayor Bowers/Councillor Hazlehurst

- A) That the report of the Chief Financial Officer titled Hawke's Bay Regional Sports Park - Quarterly Update and Half Year Report to 31 December 2011 dated 27 March 2012 be received.
- B) That the Hawke's Bay Regional Sports Park Quarterly Project Update and Cashflow be received.
- C) That the Hawke's Bay Regional Sports Park Half Year Accounts to 31 December be received.

CARRIED

15. **HAWKE'S BAY AIRPORT LIMITED - DIRECTOR APPOINTMENT**

Councillor Lester/Deputy Mayor Bowers

- A) That the report of the Chief Financial Officer titled Hawke's Bay Airport Limited - Director Appointment dated 27 March 2012 be received.
- B) That based on the recommendation of the Joint Appointments Committee that the vacancy caused by the expiry of the Joint Council appointee to the Hawke's Bay Airport Limited Board, not be advertised.

CARRIED

Councillor Nixon asked that his vote **Against** the Motion be recorded.

16. **SOCIAL DEVELOPMENT UPDATE REPORT**

A power point presentation was given by the Economic and Social Development Manager.

Councillor Roil/Councillor Lester

- A) **That the report of the Economic and Social Development Manager titled Social Development Update Report dated 27/03/2012 be received.**

**CARRIED**

The meeting adjourned for afternoon tea at 3.17pm  
And resumed at 3.35pm

**17. YOUTH COUNCIL UPDATE**

Mr L Walford, Hastings District Youth Council joined the meeting as an observer.

Councillor Kerr/Councillor Heaps

**That the report of the Community Safety Co-ordinator titled Youth Council Update dated 27 March 2012 be received.**

**CARRIED**

**18. ADDITIONAL BUSINESS ITEMS**

**19. EXTRAORDINARY BUSINESS ITEMS**

**20. RECOMMENDATION TO EXCLUDE THE PUBLIC FROM ITEMS 21, 22, 23, 24 AND 25**

SECTION 48, LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987

Councillor Kerr/Councillor Bradshaw

**THAT the public now be excluded from the following parts of the meeting, namely;**

- 21 Confirmation of the Minutes of Finance and Operations Committee held 28 February 2012 while the Public were Excluded**
- 22 Computer Clubhouse Proposal**
- 23 Hawke's Bay Airport Limited - Director Appointment**
- 24 Appointment of Directors to Hastings District Holdings Limited**
- 25 Summary And Recommendations From Civic Pride Meeting - Civic Honours Awards 2012**

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

<b>GENERAL SUBJECT OF EACH MATTER TO BE CONSIDERED</b>	<b>REASON FOR PASSING THIS RESOLUTION IN RELATION TO EACH MATTER, AND PARTICULAR INTERESTS PROTECTED</b>	<b>GROUND(S) UNDER SECTION 48(1) FOR THE PASSING OF EACH RESOLUTION</b>
21 Confirmation of the Minutes of Finance and Operations Committee held 28 February 2012 while the Public were Excluded	As stated in the minutes	<b>Section 48(1)(a)(i)</b> Where the Local Authority is named or specified in the First Schedule to this Act under Section 6 or 7 (except Section 7(2)(f)(i)) of this Act.
22 Computer Clubhouse Proposal	<b>Section 7 (2) (i)</b> The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).  To protect Council's position during the competitive bidding process.	<b>Section 48(1)(a)(i)</b> Where the Local Authority is named or specified in the First Schedule to this Act under Section 6 or 7 (except Section 7(2)(f)(i)) of this Act.
23 Hawke's Bay Airport Limited - Director Appointment	<b>Section 7 (2) (a)</b> The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.  Appointment of Director.	<b>Section 48(1)(a)(i)</b> Where the Local Authority is named or specified in the First Schedule to this Act under Section 6 or 7 (except Section 7(2)(f)(i)) of this Act.
24 Appointment of Directors to Hastings District Holdings Limited	<b>Section 7 (2) (a)</b> The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.  Appointment of Director.	<b>Section 48(1)(a)(i)</b> Where the Local Authority is named or specified in the First Schedule to this Act under Section 6 or 7 (except Section 7(2)(f)(i)) of this Act.
25 Summary And Recommendations From Civic Pride Meeting - Civic Honours Awards 2012	<b>Section 7 (2) (a)</b> The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.  To protect the privacy of the Civic Honours Award recipients until the results are made public.	<b>Section 48(1)(a)(i)</b> Where the Local Authority is named or specified in the First Schedule to this Act under Section 6 or 7 (except Section 7(2)(f)(i)) of this Act.

**And that pursuant to Section 48 (5 & 6) Mr Des Ratima be permitted to remain in the meeting for Item 22, after the public have been excluded, due to knowledge he had which would assist the Finance and Operations Committee in addressing this item.**

**CARRIED**

The meeting closed at 4.52pm

Confirmed:

Chairman:

Date: