



# *Hastings District Council*

*Civic Administration Building  
Lyndon Road East, Hastings*

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## **OPEN A G E N D A**

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### **COUNCIL MEETING**

**Meeting Date: Thursday, 27 June 2019**

**Time: 10.30am**

**Venue: Council Chamber  
Ground Floor  
Civic Administration Building  
Lyndon Road East  
Hastings**

|                            |  |
|----------------------------|--|
| <b>Council Members</b>     | Chair: Mayor Hazlehurst<br>Councillors Barber, Dixon, Harvey, Heaps, Kerr, Lawson, Lyons, Nixon, O'Keefe, Poulain, Redstone, Schollum, Travers and Watkins |
| <b>Officer Responsible</b> | Chief Executive – Mr N Bickle  |
| <b>Council Secretary</b>   | Mrs C Hunt (Extn 5634)   |



# **HASTINGS DISTRICT COUNCIL**

## **COUNCIL MEETING**

**THURSDAY, 27 JUNE 2019**

**VENUE:** Council Chamber  
Ground Floor  
Civic Administration Building  
Lyndon Road East  
Hastings

**TIME:** 10.30am

## **A G E N D A**

**1. Prayer**

**2. Apologies & Leave of Absence**

At the close of the agenda no apologies had been received.

Leave of Absence had previously been granted to Councillor Lyons

**3. Seal Register**

**4. Conflict of Interest**

Members need to be vigilant to stand aside from decision-making when a conflict arises between their role as a Member of the Council and any private or other external interest they might have. This note is provided as a reminder to Members to scan the agenda and assess their own private interests and identify where they may have a pecuniary or other conflict of interest, or where there may be perceptions of conflict of interest.

If a Member feels they do have a conflict of interest, they should publicly declare that at the start of the relevant item of business and withdraw from participating in the meeting. If a Member thinks they may have a conflict of interest, they can seek advice from the General Counsel or the Democratic Support Manager (preferably before the meeting).

It is noted that while Members can seek advice and discuss these matters, the final decision as to whether a conflict exists rests with the member.

**5. Confirmation of Minutes**

Minutes of the Council Meeting held Thursday, 30 May 2019  
(*Keirunga Garden Tree Management Plan*).

*(Previously circulated)*

Minutes of the Council Meeting held Tuesday 4 June 2019, including minutes while the public were excluded and reconvened on 5 June 2019. *(Annual Plan Submissions)*.

*(Previously circulated)*

|            |   |            |
|------------|---|------------|
| <b>6.</b>  | <b>Presentation - Antoinette Hapuka-Lambert and Sharlena Maui</b>   | <b>5</b>   |
| <b>7.</b>  | <b>Deputation - Daniel Haddock and Ria Oosterkamp</b>   | <b>7</b>   |
| <b>8.</b>  | <b>Deputation - Bettina Driscoll</b>  | <b>9</b>   |
| <b>9.</b>  | <b>Adoption of 2019/20 Annual Plan and 2019/20 Development Contributions Policy</b>                               | <b>11</b>  |
| <b>10.</b> | <b>On-Street Parking Meters</b>   | <b>41</b>  |
| <b>11.</b> | <b>Parking Controls</b>   | <b>69</b>  |
| <b>12.</b> | <b>Simla Avenue and Te Mata Peak Road Corridor Management Plan</b>  | <b>75</b>  |
| <b>13.</b> | <b>Local Government New Zealand 2019 Annual General Meeting - Remits</b>  | <b>81</b>  |
| <b>14.</b> | <b>Councillor Appointment to the Hearings Committee</b>   | <b>85</b>  |
| <b>15.</b> | <b>Summary of recommendations of the Community Grants Subcommittee meeting held 20 May 2019</b>                   | <b>87</b>  |
| <b>16.</b> | <b>Summary of Recommendations from the Te Mata Park Trust Appointments Committee</b>                              | <b>123</b> |
| <b>17.</b> | <b>General Update Report and Status of Actions</b>  | <b>125</b> |
| <b>18.</b> | <b>Requests Received under the Local Government Official Information and Meetings Act (LGOIMA) Monthly Update</b> | <b>129</b> |
| <b>19.</b> | <b>Updated 2019 Meeting Schedule Changes</b>  | <b>135</b> |
| <b>20.</b> | <b>Additional Business Items</b>  |            |
| <b>21.</b> | <b>Extraordinary Business Items</b>   |            |
| <b>22.</b> | <b>Recommendation to Exclude the Public from Items 23, 24, 25, 26 and 27</b>                                      | <b>137</b> |
| <b>23.</b> | <b>Summary of Recommendations of the Appointments Committee meeting held 18 June 2019</b>                         |            |
| <b>24.</b> | <b>Howard Street Urban Residential Zone</b>   |            |
| <b>25.</b> | <b>Land Acquisitions for Irongate Road Roundabout</b>   |            |
| <b>26.</b> | <b>Land Acquisitions for Omahu/Henderson Roundabout</b>   |            |
| <b>27.</b> | <b>Hawkes Bay Opera House Arts and Events Precinct Update</b>   |            |

**REPORT TO: COUNCIL**

**MEETING DATE: THURSDAY 27 JUNE 2019**

**FROM: PROJECT ADVISOR  
ANNETTE HILTON**

**SUBJECT: PRESENTATION - ANTOINETTE HAPUKA-LAMBERT AND  
SHARLENA MAUI**

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## **1.0 SUMMARY**

- 1.1 Leadership development programme is an intentional, long term, intergenerational approach to develop the leadership capacity of young Māori in communities throughout New Zealand. This programme involves local Mayors selecting a young Māori from the district to mentor on a one-to-one basis to encourage and enhance leadership skills.
- 1.2 It is envisaged the young person will be mentored on a monthly basis, involving both informal meetings and formal occasions that will assist their development as a local leader.
- 1.3 The relationship also provides both partners with the opportunity to gain a deeper insight into inter-generational issues, cultural values and experiences.
- 1.4 They are expected to undertake and record a 100 hour community service project in their community which will provide them with an opportunity to share their experiences, practice new strategies and demonstrate leadership.

## **2.0 BACKGROUND**

- 2.1 Antoinette has attend five wānanga throughout the year which encompassed five different concepts of learning within Māoritanga. Each wānanga were strategically located and share messages that everyone reflected differently.
- 2.2 Each and every wānanga provided Antoinette with new learnings to incorporate within either her community, whanau, herself or even in her classroom, as a primary school teacher.
- 2.3 Antoinette's first year with TUIA was enlightening and now she strives to live life to the fullest, continue to absorb matauranga Māori and empower the rangatahi who are our future.

## **3.0 RECOMMENDATIONS AND REASONS**

- A) That the report of the Project Advisor titled "Antoinette Hapuka-Lambert" dated 27/06/2019 be received.**



**REPORT TO: COUNCIL**

**MEETING DATE: THURSDAY 27 JUNE 2019**

**FROM: MANAGER: DEMOCRACY AND GOVERNANCE SERVICES  
JACKIE EVANS**

**SUBJECT: DEPUTATION - DANIEL HADDOCK AND RIA  
OOSTERKAMP**

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## **1.0 INTRODUCTION**

- 1.1 The purpose of this report is to inform Council that a Deputation will be made by Daniel Haddock and Ria Oosterkamp, as provided for below in Standing Order No. 15:

### **“15 Deputations**

*The purpose of a deputation is to enable a person, group or organisation to make a presentation to a meeting on a matter or matters covered by that meeting's terms of reference. Deputations are approved by the Chairperson or an official with delegated authority.*

#### **15.1 Time limits**

*Speakers can speak for up to 5 minutes. No more than two speakers can speak on behalf of an organisation's deputation.*

#### **15.2 Restrictions**

*The Chairperson has the discretion to decline to hear or terminate a deputation at any time where:*

- *a speaker is repeating views presented by an earlier speaker at the meeting;*
- *the speaker is criticising elected members and/or staff;*
- *the speaker is being repetitious, disrespectful or offensive;*
- *the speaker has previously spoken on the same issue;*
- *the matter is subject to legal proceedings;*
- *the matter is subject to a hearing, including the hearing of submissions where the local authority or committee sits in a quasi-judicial capacity.*

#### **15.3 Questions of a deputation**

*At the conclusion of the deputation members may, with the permission of the Chairperson, ask questions of speakers. Questions are to be confined to obtaining information or clarification on matters raised by the deputation.*

#### **15.4 Resolutions**

*Any debate on a matter raised in a deputation must occur at the time at which the matter is scheduled to be discussed on the meeting agenda, and once a motion has been moved and seconded”.*

- 1.2 The purpose of the Deputation is made on behalf of Tauroa Road Residents and Walkers campaign “We Need a Safer Tauroa Road”.

#### **2.0 RECOMMENDATION**

**That the report of the Project Advisor titled “Deputation – Daniel Haddock and Ria Oosterkamp” dated 27 June 2019 be received.**

#### **Attachments:**

There are no attachments for this report.



**REPORT TO: COUNCIL**

**MEETING DATE: THURSDAY 27 JUNE 2019**

**FROM: MANAGER: DEMOCRACY AND GOVERNANCE SERVICES  
JACKIE EVANS**

**SUBJECT: DEPUTATION - BETTINA DRISCOLL**

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## **1.0 INTRODUCTION**

- 1.1 The purpose of this report is to inform Council that a Deputation will be made by Bettina Driscoll, as provided for below in Standing Order No. 15:

### **“15 Deputations**

*The purpose of a deputation is to enable a person, group or organisation to make a presentation to a meeting on a matter or matters covered by that meeting's terms of reference. Deputations are approved by the Chairperson or an official with delegated authority.*

#### **15.1 Time limits**

*Speakers can speak for up to 5 minutes. No more than two speakers can speak on behalf of an organisation's deputation.*

#### **15.2 Restrictions**

*The Chairperson has the discretion to decline to hear or terminate a deputation at any time where:*

- *a speaker is repeating views presented by an earlier speaker at the meeting;*
- *the speaker is criticising elected members and/or staff;*
- *the speaker is being repetitious, disrespectful or offensive;*
- *the speaker has previously spoken on the same issue;*
- *the matter is subject to legal proceedings;*
- *the matter is subject to a hearing, including the hearing of submissions where the local authority or committee sits in a quasi-judicial capacity.*

#### **15.3 Questions of a deputation**

*At the conclusion of the deputation members may, with the permission of the Chairperson, ask questions of speakers. Questions are to be confined to obtaining information or clarification on matters raised by the deputation.*

#### **15.4 Resolutions**

*Any debate on a matter raised in a deputation must occur at the time at which the matter is scheduled to be discussed on the meeting agenda, and once a motion has been moved and seconded”.*

- 1.2 The purpose of the Deputation is to advise Council of rapidly growing concerns about safety on Middle Road and to request urgent consideration of safety measures including a dual footpath/cycleway.

## **2.0 RECOMMENDATION**

**That the report of the Project Advisor titled “Deputation – Bettina Driscoll” dated 27 June 2019 be received.**

### **Attachments:**

There are no attachments for this report.

**REPORT TO: COUNCIL**

**MEETING DATE: THURSDAY 27 JUNE 2019**

**FROM: STRATEGY MANAGER  
LEX VERHOEVEN**

**SUBJECT: ADOPTION OF 2019/20 ANNUAL PLAN AND 2019/20  
DEVELOPMENT CONTRIBUTIONS POLICY**

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## **1.0 SUMMARY**

- 1.1 The purpose of this report is to obtain a decision from the Council on adoption of both the 2019/20 Annual Plan and 2019/20 Development Contributions Policy.
- 1.2 This issue arises from the various requirements within the Local Government Act 2002 in respect to Annual Plans and amendments to the Development Contributions Policy.
- 1.3 The Council is required to give effect to the purpose of local government as set out in section 10 of the Local Government Act 2002. That purpose is to enable democratic local decision-making and action by (and on behalf of) communities, and to promote the social, economic, environmental, and cultural well-being of communities in the present and for the future.
- 1.4 The objective of this decision relevant to the purpose of Local Government is to meet the planning, consultation and decision making provisions of the Local Government Act 2002.
- 1.5 This report is an administrative matter and concludes by recommending that the 2019/20 Annual Plan and Development Contributions Policy be adopted.

## **2.0 BACKGROUND**

- 2.1 The Council completed all the relevant provisions contained within the Local Government Act regarding the preparation of an Annual Plan and amendment to a Development Contributions Policy at its meeting held on 4<sup>th</sup> June 2019.
- 2.2 A copy of the minutes (CG-14-1-01320) of the meeting is attached to this report (**Attachment 1**).
- 2.3 The final step in the process is one of technical compliance with the provisions of the Local Government Act 2002. No audit approval is required.

## **3.0 CURRENT SITUATION**

- 3.1 The Annual Plan and Development Contributions Policy have been completed in accordance with the decisions made by Council at its 4<sup>th</sup> June meeting.
- 3.2 The overall increase in rate requirement being 5.6% for the district, which is made up of a 2.8% increase in base costs and a further 2.8% representing the second stage of the incremental increase in the water targeted rate.

- 3.3 The split of rating costs across the Council's two rating groups is 6.2% (Rating Area One), 2.5% (Rating Area Two). *Note: Properties in Rating Area Two that are connected to the Council water supply will also incur the \$95 increase in the water targeted rate.*
- 3.4 Before Council can resolve to set the rates for the 2019/20 financial year, Council must first adopt the Annual Plan which confirms the budget for the year. The resolution setting the rates for the 2019/20 year will be made at the July Council meeting.
- 3.5 The final Annual Plan (giving effect to the earlier decisions of Council) will be circulated separately prior to the meeting.
- 3.6 As per the resolution from the 4<sup>th</sup> June Council meeting officers were instructed to revise the underlying Development Contributions Policy assumptions for the Irongate Industrial Zone to reflect current market intelligence and adjusted interest rates to 30 June 2019.
- 3.7 Officers have made the necessary adjustments, with the final Development Contribution for 2019/20 set at \$9.54m2 (excl GST), compared with the rate of \$9.88m2 (excl GST) as set out in the earlier draft policy.
- 3.8 The final Annual Plan and Development Contributions Policy documents will be circulated separately.

#### 4.0 RECOMMENDATIONS AND REASONS

- A) That the report of the Strategy Manager titled "Adoption of 2019/20 Annual Plan and 2019/20 Development Contributions Policy" dated 27/06/2019 be received.
- B) That the minutes of the Council meeting held on Tuesday 4 June and reconvened on Wednesday 5 June 2019, be confirmed as a true and substantive record of the decisions made in respect of submissions to the 2019/20 Annual Plan and 2019/20 Development Contributions Policy.
- C) That the Council adopts the 2019/20 Annual Plan in accordance with section 95 of the Local Government Act 2002.
- D) That the Council adopts the 2019/20 Development Contributions Policy in accordance with section 102 (1) of the Local Government Act 2002.

#### Attachments:

- |   |   |               |
|---|---|---------------|
| 1 | Minutes of the Council meeting held 4 and 5 June 2019 (Annual Plan 2019/20) | CG-14-1-01320 |
|---|---|---------------|



## *Hastings District Council*

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# OPEN MINUTES

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## COUNCIL

Meeting Date: **Tuesday, 4 June 2019 and  
reconvened on Wednesday, 5  
June 2019**

Item 9

Attachment 1

CG-14-1-01320

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**Minutes of a Meeting of the Council held on  
4 June 2019 at 9.00am**

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Item 9

Attachment 1

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Item 9

**HASTINGS DISTRICT COUNCIL**

**MINUTES OF A MEETING OF THE COUNCIL HELD IN THE COUNCIL  
CHAMBER, GROUND FLOOR, CIVIC ADMINISTRATION BUILDING, LYNDON  
ROAD EAST, HASTINGS ON TUESDAY, 4 JUNE 2019 AT 9.00AM  
(PARTLY IN PUBLIC EXCLUDED) AND RECONVENED IN OPEN SESSION ON  
WEDNESDAY, 5 JUNE 2019**

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**PRESENT:** Mayor Hazlehurst (Chair)  
Councillors Barber, Dixon, Harvey, Heaps, Kerr, Lawson,  
Lyons, Nixon, O'Keefe, Poulain, Redstone, Schollum,  
Travers and Watkins.

**IN ATTENDANCE:** Chief Executive (Mr N Bickle)  
Group Manager: Asset Management (Mr C Thew)  
Group Manager: Planning and Regulatory Services (Mr J  
O'Shaughnessy)  
Group Manager: Economic Growth and Organisation  
Improvement (Mr C Cameron)  
Group Manager: Human Resources (Mrs B Bayliss)  
Chief Financial Officer (Mr B Allan)  
Group Manager: Community Facilities & Programmes  
(Mrs A Banks)  
Strategy Manager (Mr L Verhoeven)  
Project Manager (Mr D Bishop)  
Community Safety Manager (Mr J Payne)  
Waste and Data Services Manager (Mr M Jarvis)  
Waste Minimisation Officer (Mrs A Atkins)  
Marketing & Communications Manager (Mrs J Mackay)  
General Counsel (Mr S Smith)  
Parks and Property Services Manager (Mr C Hosford)  
Manager: Democracy and Governance Services (Mrs J  
Evans)  
Committee Secretary (Mrs C Hunt)

**AS REQUIRED:** **Submitters:** John Buck (26); Tony Lane (16); Vicki  
Butterworth (22); Jane Mackersey (21); Keith Newman  
(37); Stephen Daysh (29); Nick Richards and Mayfair  
School Principal (Ricardo Fox) and pupils (17); Colin  
Hurst (14); Lou Klinkhamer (1); Charles Daugherty (19);  
Ron Wilkins (9); Wi Huata (31/32); Sharnita Raheke (35);  
Tim Wilkins/Russell Nettingham (15); Mark Aspden (12);  
David Mee (4); Teri Te Whaiti (23); John Roil (10/11/30);  
Jock Mackintosh (8); and Rhea Dasent (27)

**1. PRAYER**

The opening prayer was given by Councillor O'Keefe.

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**2. APOLOGIES**

Mayor Hazlehurst/Councillor Nixon

**That apologies for lateness from Councillors Kerr, Barber and Poulain be accepted.**

**CARRIED****LEAVE OF ABSENCE**

Councillor Lawson/Councillor Dixon

**That leave of absence be granted as follows to:**

**Councillor O'Keefe      28 June; 1 July; 8-9 July 2019**

**CARRIED****3. SEAL REGISTER**

Mayor Hazlehurst/Councillor Watkins

**That the Seal Register lie on the table for the duration of the meeting.**

**CARRIED****4. CONFLICTS OF INTEREST**

The following conflicts of interest were declared:

|                   |   |
|-------------------|---|
| Councillor Dixon  | Submission No. 14 – Heretaunga Croquet Club   |
| Councillor Harvey | Submission No. 12 – Sport Hawke's Bay; and<br>Submission No. 15 – HB Mountain Bike Club |
| Councillor Kerr   | Submission No. 8 – HB Regional Sports Park  |

**5. CONFIRMATION OF MINUTES – There were no minutes to confirm.****SUSPENSION OF STANDING ORDERS**

Mayor Hazlehurst/Councillor Dixon

**That in accordance with paragraph 13.3 of Standing Orders Her Worship the Mayor exercised her discretion to waive the need for Councillors to stand to speak during a Council meeting.**

**CARRIED****6. ANNUAL PLAN SUBMISSIONS 2019/20**

(Document 19/552)

*Copies of the Officer Comments (CP-01-02-19-122) had been previously circulated to submitters speaking.*

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Attachment 1



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Item 9

**PRESENTATION OF VERBAL SUBMISSIONS**

The following submitters spoke to their submissions.

**Submission No. 26 - John Buck** spoke to the submission requesting capital funding support (cash or in kind) of \$2,000,000 for the Cranford Hospice building project.

*Councillor Poulain joined the meeting at 9.10am*

Mr Bishop advised that due to a technicality the resource consent had not yet been issued, however a revised plan was to be submitted in the near future.

Mr Buck advised that the Hawke's Bay District Health Board had not indicated that they would financially support the project.

**Submission No. 16 - Tony Lane** spoke to the submission requesting funding to carry out essential maintenance work on the Waimarama Hall including electrical work, hot water supply, chairs, kitchen floor, ovens, fridge, dishwasher and kitchen benches.

Mr Lane also displayed photos (CP-01-23-1-19-48) of the Waimarama/Maraetotara Memorial Hall maintenance items that required attention.

Mr Hosford advised that the Hall was a community building on Council land and therefore was not recorded on the Council Asset Register, or part of Council's building maintenance and renewal programme.

**Submission No. 22 - Vicki Butterworth** displayed a powerpoint presentation (CG-14-26-00110) outlining a proposal and funding request for \$100,000 toward the Bay View to Whirinaki Cycleway extension of Hawke's Bay Trails, as approved by New Zealand Cycle Trail. This was for a 7.5km shared coastal trail, including a dedicated swing bridge for cycling and walking.

Ms Butterworth advised that if the New Zealand Transport Agency (NZTA) became involved financially this may reduce the amount of \$100,000. However, the expectation was that the project be co-shared and local co-funding be sought. The NZTA was not considered part of co-share funding as it was a Government Department however, if the trail sat within a State Highway it could be funded through the Agency.

**Submission No. 21 - Jane Mackersey, Havelock North Business Association** displayed powerpoint presentation (CP-01-23-2-19-14) outlining a range of concerns and suggestions regarding waste, recycling and smoke free initiatives within the village. The following points were highlighted:

- Proposed 60 leased carparks.
- Parking wardens to monitor Monday–Saturday on both mornings and afternoons to deter long stayers.
- Council undertake a week long Parking Survey in the Village as previous survey in December 2017 was not an accurate overview.
- Current recycling station – Council already own land and could relocate to Romanes Drive.

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- The Village and all Council carparks, reserves and buildings become smokefree in 2020.
- Reconfigure kerbs in The Village for safe wheelchair access to footpath in consultation with mobility transport operators.
- Relocate Council's Parks depot from Anderson Park and Recycling Station to Romanes Drive to create more leased carparking at Anderson Park.

Officers made the following comments in response to the submission:

- A report on the relocation of the recycling station at Martin Place would be presented to Council in regard to future locations and whether it would be manned or unmanned.
- Additional electric car chargers were being researched.
- The request for more bike stands around the village and sites was being investigated.
- Whilst some of the carpark suggestions submitted had merit, they would require considerably more investigation and planning.
- Retailers desire to have carparks that are free rather than leased.
- A parking study of Havelock North was scheduled to be undertaken in 2020.
- Council's Smokefree Policy was also due for review.

**Submission No. 37 - Keith Newman** displayed powerpoint presentation (CP-01-23-2-19-4) providing an overview to his submission for the establishment of a rock revetment structure at Cape View Corner to protect the vulnerable piece of coast line. The vision for a significant entry statement to the coast was also overviewed.

Mr Newman circulated information at the meeting (CP-02-23-2-19-5).

**Submission No. 29 - Stephen Daysh** (on behalf of Lowe family interests) displayed powerpoint presentation (CP-01-23-1-19-45) in regard to the proposed amendments to the Development Contributions Policy and sought the formulation of a Development Agreement with Council for the Iona development. Circulated at the meeting was an Iona Structure Plan of the area (CP-01-23-2-19-12).

*Councillor Barber joined the meeting at 10.30am*

Mr Daysh requested that Council agree in principle and ask Council staff to prioritise:

- Signing the Memorandum of Understanding;
- Negotiating a comprehensive development agreement; and
- Investigate how Council could use powers under the Local Government Act so development could be built and be fairly and equitably paid for.

Mr Daysh advised that he had worked with the Queenstown Lakes District Council on a similar development and suggested officers may like to look at their Development Contributions Policy as a reference.

*The meeting adjourned for morning tea at 10.45am  
and reconvened at 10.55am*

*Councillor Kerr joined the meeting at 10.55am.*

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Item 9

**Submission No. 17 - Nick Richards** spoke on behalf of the Mayfair Community in regard to safety improvements to Bill Mathewson Park and speed calming measures for Willowpark Road and Cunningham Crescent adjacent to the park. Mr Richards advised that the community were happy to defer the footpath and bund work to enable work on the two carparks to commence. The option of angle parking had been discussed with the Council's Roading Team.

The two speed humps have proved not to be a deterrent to encourage safer driving and he did not agree that narrow roads reduced speed.

**Ricardo Fox – Principal, Mayfair School** also spoke in support of the submission with five near misses on Willowpark Road. Mr Fox advised that the school were happy to give up some land for angle parking.

It was noted that there was no Traffic Management Plan for Mayfair School and this could be included with other school traffic management plans. Officers would undertake an updated traffic count for the area.

*Councillor Dixon having previously declared a conflict of interest withdrew from the meeting table at 11.10am for Submission No. 14*

**Submission No. 14 - Colin Hurst (Heretaunga Croquet Club)** spoke to his submission requesting a contribution of \$50,000 toward clubroom refurbishment (12.5% of total refurbishment). The Clubroom, formerly a packing shed does not meet the requirements of a modern sports facility. National and International tournaments were held at the Club. The Clubroom is on Council owned land.

*Councillor Dixon rejoined the meeting 11.20am*

**Submission No. 1 - Lou Klinkhamer** spoke to his submission requesting funding support for the use of the Keirunga Homestead and Quilters Cottage.

It was noted that all lessees of buildings were responsible for internal costs while Council looked after the building exterior. It was outlined that this request could create a precedent and would have a potential impact on ratepayers.

**Submission No. 19 - Charles Daugherty** displayed a powerpoint presentation (CP-01-23-1-19-46) providing an overview on how the Council could support and give effect to the work of the foundation and the Hawke's Bay Biodiversity Strategy via the endowment fund, operational support and specific project support.

The idea behind the partnerships is for funding to be applied for specific projects, which Biodiversity Hawke's Bay would administer. They provide a level of security and governance for funding bodies and also meant that community biodiversity projects did not have to become legal entities themselves to apply for funds but could do so through Biodiversity Hawke's Bay.

**Submission No. 9 - Ron Wilkins** on behalf of Hastings and Districts Greypower Association requested that the bus shelter on Russell Street be enclosed to protect the public from the elements of the weather.

Mr Wilkins also requested that free parking in the central shopping area of Hastings from 9.00am to 12noon be provided to Gold Club holders displaying

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their cards on the car dashboard. Palmerston North and New Plymouth have approved this system which encourages Gold Card Holders to leave home.

Mr Wilkins advised that the traffic jam that was created at the Havelock North roundabout could be alleviated with a marked crossing away from the actual entry into the street. If a crossing was possible he suggested that the speed limit be reduced to 30km.

**Submission No. 31 - Wi Huata (Nga Marae o Heretaunga)** circulated information (CP-01-23-1-19-51) on a Global Haka Event. Mr Huata spoke to the submission requesting funding support of \$112,000 toward a proposal to develop a Marae Blueprint Plan seeking to unlock business opportunities along with educational and training opportunities.

Following the success of the Civic Centre Pou project and Marae Fit projects Mr Huata asked that Council join in facilitating a Marae Blue Print Plan.

*Councillor Kerr withdrew from the meeting at 12.05pm.*

**Submission No. 35 - Sharnita Raheke** spoke on behalf of the Raureka Community Trust submission requesting the development of a community plan for Raureka. Ms Raheke believed that having a Community Plan would enable:

- Investigation of options for a Community Hub;
- Provide a focal point and facility for local community activity;
- Bring residents, business community and smaller organisations together; and
- Improve the quality of life in their community.

Officers confirmed that \$120,000 funding had been approved last year in the Long Term Plan and supported the development of a community plan which could be accommodated within the budget and work programme for 2019/20.

*Councillor Harvey having previously declared a conflict of interest in Submission Nos. 15 and 12 withdrew from the meeting table at 12.10pm.*

**Submission No. 15 – Councillor Harvey together with Tim Wilkins and Russell Nettlingham** spoke on behalf of the Hawke's Bay Mountain Bike Club submission in regard to the growth and popularity of mountain biking and future development needs.

A powerpoint presentation was displayed (CP-01-23-1-19-53) in support of the submission requesting support to ensure the Te Mata Park Trust completes the approved Masterplan for the bike network within Te Mata Park and the various linked projects.

*Councillor Lyons withdrew from the meeting at 12.30pm.*

**Submission No. 12 – Mark Aspden, Sports Hawke's Bay** displayed a powerpoint presentation (CP-01-23-1-19-42) providing an overview of the value of the working relationship with Council.

Council Officers supported the continued funding to Sport Hawke's Bay to deliver programmes in Raureka, Camberley, Flaxmere and Mayfair which had been budgeted, and to explore further opportunities to work together with Sport



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Hawke's Bay.

*The meeting adjourned for lunch at 12.40pm  
and reconvened at 1.15pm*

*Councillor Harvey and Lyons rejoined the meeting at 1.15pm.*

**Submission No. 4 - David Mee** displayed a powerpoint presentation (CP-01-23-1-19-54) in support of their submission for ongoing funding to deliver the Land Rover Horse of the Year Show and an increase for three year host city funding contribution of;

- Year 1 \$175,000
- Year 2 \$180,000
- Year 3 \$185,000

The current level of sponsorship had been budgeted at \$150,000.

The Marketing and Communications Manager, Mrs Mackay advised that for the Horse of the Year (HOY) Event, Council provided approximately 80 hours of officer time and invested approximately \$20,000 in fence wrap, which was not exclusively for HOY use along with a further \$10,000 in marketing collateral.

**Submission No. 23 - Teri Te Whaiti** spoke to her submission requesting funding for the following:

- Funding for the development of a Camberley Community Plan focussing on the social and health wellbeing for the community.
- Development of a Reserves Management Plan for Kirkpatrick Park; and
- Development of a school travel plan for all education centres in Camberley.

*Councillor Kerr rejoined the meeting at 2.00pm.*

**Submission No. 32 - Wi Huata** spoke to his submission requesting funding support of \$71,000 to complete the Bridge Pa Community Plan and to submit an application for funding for priority projects from the Provincial Growth Fund.

#### **Submission Nos. 10 and 11 - John Roil**

##### Development Contributions

Mr Roil displayed a powerpoint presentation (CP-01-23-1-19-43) in support of his submission covering various points in respect of how Development Contributions are calculated and charged.

##### Irongate Infrastructure Requirements

Mr Roil displayed a powerpoint presentation (CP-01-23-1-19-44) in support of his submission for the potential upgrade to the recently constructed wastewater system at Irongate.

Mr Roil offered solutions and requested that the Hastings District Council strategic team work alongside stakeholders to consider a working plan going forward.

**Submission No. 30 - John Roil** spoke to his submission and questioned the use of consultants and the lack of post evaluation of work.

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*Councillor Kerr having previously declared a conflict of interest in Submission No. 8 withdrew from the meeting table at 2.45pm.*

**Submission No. 8 - Jock Mackintosh, Hawke's Bay Regional Sports Park** displayed a powerpoint presentation (CP-01-23-1-19-50) in support of their submission for a funding request of \$250,000 toward lighting for sportsfields, netball courts and outdoor aquatic facility along with a multi-use administration building.

At the conclusion of his submission Mr Mackintosh acknowledged the passing of the Sports Park caretaker Milton Paku, who was an integral part of what made the facility so special for the region.

*Councillor Kerr rejoined the meeting at 3.05pm*

**Submission No. 27 - Rhea Dasent, Federated Farmers** circulated information (CP-01-23-1-19-52) and spoke to the submission on a number of matters in respect of the rating system, with particular regard to the use of uniform charges.

**Submission No. 7 – Softball Hawke's Bay** requested Council support of \$40,000 toward a project manager to manage the upgrade to the softball clubrooms at Akina Park.

Due to time constraints the submitter had left the meeting however, agreed with the Officer comments that the parks project officers would assist in project management of the Softball's new build. Officers advised that to do this some other non-urgent projects may need to be deferred to make space.

This concluded the hearing of submissions where submitters had chosen to speak to Council.

*Councillor Watkins left the meeting at 3.30pm.*

*The meeting adjourned for afternoon tea at 3.30pm  
and reconvened at 3.45pm*

The meeting addressed the remainder of Agenda Items and the recommendation for Item 6 would be considered at the conclusion of the meeting.

## 7. **SUMMARY OF RECOMMENDATIONS OF THE HASTINGS DISTRICT RURAL COMMUNITY BOARD HELD ON 27 MAY 2019**

(Document 19/549)

Councillor Lyons/Councillor Kerr

- A) That the report of the Group Manager: Asset Management titled "Summary of Recommendations of the Hastings District Rural Community Board held on 27 May 2019" be received.
- B) The following recommendations of the Hastings District Rural Community Board meeting held 28 May 2018 be ratified:

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**"4. ANNUAL PLAN SUBMISSIONS 2019/2020**

**A) That the report of the Strategy Manager titled "Annual Plan Submissions 2019/2020" dated 27 May 2019 be received.**

**B) That the officer comments included in Agenda Report of (A) above on the submissions be received and endorsed.**

**C) That the following recommendations be forwarded to Council:**

- **Submission 16 - Tony Lane Waimarama Hall Maintenance That the Hastings District Rural Community Board supports the funding strategy outlined by officers for the Waimarama Hall.**
- **Submission 18 – Kiri Goodspeed Waipuka 2E That the Hastings District Rural Community Board supports the installation of a double litter bin in Waimarama as outlined by officers.**
- **Submission 20 – Kiri Goodspeed - Te Pohue and surrounds Community Plan That the Hastings District Rural Community Board support the development of a Te Pohue (wider corridor) Community Plan.**
- **Submission 22 – Vicki Butterworth, Bayview/Whirinaki cycleway That the Hastings District Rural Community Board support the proposed Bay View to Whirinaki Cycleway Extension.**
- **Submission 25 – Dan Bergoff-Howes - Esk River Care Group That the Hastings District Rural Community Board supports the allocation of seed funding to the Esk River Care Group.**
- **That the Hastings District Rural Community Board recommend to Council that following the 2019 triennium elections a subcommittee of Councillors be created to bring together Council effort in the biodiversity area.**
- **Submission 27 – Jim Galloway - Rating System That the Hastings District Rural Community Board support ongoing review of the rating system by the Rating Review Working Party.**
- **Submission 30 – John Roil) Consultants/Post RMA Work Evaluation That Hastings District Rural Community Board endorses continuous improvement.**



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**C) That the following submissions on rural matters be received:**

|                                   |                               |
|-----------------------------------|-------------------------------|
| <b>Tony Lane (16)</b>             | <b>Dan Bergoff-Howes (25)</b> |
| <b>Keri Goodspeed (18 and 20)</b> | <b>Jim Galloway (27)</b>      |
| <b>Vicki Butterworth (22)</b>     | <b>John Roil (30)</b>         |

**D) That the Hastings District Rural Community Board recommend to Council a rate increase of no more than 3% for District Rating Area 2 for the 2019/20 financial year.****5. TE POHUE COMMUNITY WATER SUPPLY REQUEST****A) That the report of the Group Manager: Asset Management titled "Te Pohue Community Water Supply Request" dated 27/05/2019 be received.****B) That the Hastings District Rural Community Board endorse the request from the Te Pohue Water Committee for Council to take back the maintenance and management of the supply.****C) That the Hastings District Rural Community Board recommend to Council to include additional funding into the 2019/20 Annual plan to enable improvements to the supply.**

*With the reasons for this decision being that the objective of the decision will contribute to meeting the current and future needs of communities for good quality local infrastructure to provide safe drinking water in a way that is most cost-effective for households and business by:*

- *Providing appropriate investment and management oversight to meet current and future requirements of a safe drinking water supply.*

**CARRIED****8. TE POHUE COMMUNITY WATER SUPPLY**  
(Document 19/405)

Councillor Kerr/Councillor Dixon

**A) That the report of the Group Manager: Asset Management titled "Te Pohue Community Water Supply" dated 4/06/2019 be received.****B) That the Council support the request from the Te Pohue Water Committee for Council to take back the maintenance and management of the supply.****C) The Council includes additional capital funding of up to \$1m and \$50,000 of operational funding into the 2019/20 Annual plan drinking**



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water budgets to enable improvements to the supply.

With the reasons for this decision being that the objective of the decision will contribute to meeting the current and future needs of communities for good quality local infrastructure to provide safe drinking water in a way that is most cost-effective for households and business by:

- i) Providing appropriate investment and management oversight to meet current and future requirements of a safe drinking water supply.

**CARRIED**

## 9. COUNCIL APPROVAL TO PURCHASE THREE NEW RESERVES

(Document 19/524)

Councillor Travers/Councillor Redstone

- A) That the report of the Parks and Property Services Manager titled "Council Approval to Purchase Three New Reserves." dated 4/06/2019 be received.
- B) That Council adopt Option 1 and delegate authority to the Chief Executive to enter into a sale and purchase agreements for reserves at Lockhead Street (Northwood) at a purchase price of \$385,000 (excl GST), and Matariki Avenue (Lyndhurst) at a purchase price of \$580,000 (excl GST)
- C) That Council adopt Option 2 and delegate authority to the Chief Executive to enter into a sale and purchase agreement for the purchase of a rural reserve at SH 5 Eskdale, at purchase price of \$28,000 (excl GST)

**CARRIED**

## 10. REQUEST TO FUND MINOR UPGRADE OF JOLL ROAD

(Document 19/525)

Councillor Dixon/Councillor Schollum

- A) That the report of the Parks and Property Services Manager titled "Request to Fund Minor Upgrade of Joll Road " dated 4/06/2019 be received.
- B) That Council adopt Option 1 in the report of (A) above and approve the planned street upgrade of a section of footpath outside 15 Joll Road.
- C) That Council approve the borrowing of up to \$30,000 to carry out the work and the annual cost of \$2,400 in interest and debt servicing.

With the reasons for this decision being that the objective of the decision will contribute to meeting the current and future needs of communities for good quality local infrastructure in a way that is most cost-effective for

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households and business by:

- i) Upgrading a portion of Joll Road footpath in the approved urban design palette to provide a multifunctional urban centre in Havelock North.

**CARRIED**

**11. FINANCIAL QUARTERLY REPORT FOR THE NINE MONTHS ENDED 31 MARCH 2019**

(Document 19/471)

The Chief Financial Officer, Mr Allan displayed a powerpoint presentation (CP-01-23-2-19-6) providing an overview of capital spend.

Councillor Travers/Councillor Barber

**That the report of the Financial Controller titled "Financial Quarterly Report for the nine months ended 31 March 2019" dated 4/06/2019 be received.**

**CARRIED**

**12. RECOMMENDATIONS FROM INNER CITY LIVING VARIATION 5 HEARING ON 25 MARCH 2019 FOR ENDORSEMENT BY COUNCIL**

(Document 19/518)

Councillor Redstone/Councillor Schollum

- A) That the report of the Team Leader Environmental Policy titled "Recommendations from Inner City Living Variation 5 hearing on 25 March 2019 for endorsement by Council" dated 4/06/2019 be received.**
- B) That pursuant to Clause 10, Schedule 1 of the Resource Management Act 1991.**
  - i) For the reasons stated in the Hearings Committee's recommendation report, that the Committee's recommendations on submissions to Variation 5 (Inner City Living) to the Proposed Hastings District Plan, as set out in Attachment 1 (CG-14-12-00144) to the report in (A) above) are adopted and publicly notified.

With the reasons for this decision being that the objective of the decision will contribute to meeting the current and future needs of communities for the performance of regulatory functions in a way that is most cost-effective for households and business by:

- i) Providing certainty to submitters and further submitters to Variation 5 as to the outcome of their submissions on Variation 5 and by allowing Variation 5, which has been subject to community engagement and consultation, to have legal effect.

**CARRIED**

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**13. UPDATED 2019 MEETING SCHEDULE CHANGES**

(Document 19/522)

Councillor Nixon/Councillor Lawson

**A) That the report of the Manager: Democracy and Governance Services titled "Updated 2019 Meeting Schedule Changes" dated 4/06/2019 be received.**

**B) That the 2019 Meeting Schedule be amended as follows:-**

| Committee                               | Date                                | Time                              | Venue           |
|---|-------------------------------------|-----------------------------------|-----------------|
| Appointments                            | 18 June 2019                        | 12.30pm                           | Guilin Room     |
| Council                                 | 27 June 2019                        | 10.30am<br>(previously<br>1.00pm) | Council Chamber |
| HDC –Tangata Whenua<br>Joint Wastewater | 28 June 2019                        | 9.00am                            | Council Chamber |
| Risk and Audit                          | 2 July 2019<br>(previously 17 June) | 1.00pm                            | Council Chamber |

**CARRIED****14. ADDITIONAL BUSINESS ITEMS**

There were no additional business items.

**15. EXTRAORDINARY BUSINESS ITEMS**

There were no extraordinary business items.

**16. RECOMMENDATION TO EXCLUDE THE PUBLIC FROM ITEMS 17 AND 18**

SECTION 48, LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987

Mayor Hazlehurst/Councillor Kerr

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

**17. Summary of Recommendations of the Strategic Planning and Partnerships Committee meeting held 16 May 2019 while the Public were Excluded**

**18. Waste Services Procurement Strategy**

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:

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| <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>   |
|---|--|---|
| 17. Summary of Recommendations of the Strategic Planning and Partnerships Committee meeting held 16 May 2019 while the Public were Excluded | As stated in the minutes   | <b>Section 48(1)(a)(i)</b><br>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. |
| 18. Waste Services Procurement Strategy   | <b>Section 7 (2) (i)</b><br>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).<br><br>To enable Council to undertake negotiations. | <b>Section 48(1)(a)(i)</b><br>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. |
| <b><u>CARRIED</u></b>   |  |   |

Meeting adjourned at 4.30pm and would reconvene in Open Session on Wednesday, 5 June 2019 at 9.00am

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**HASTINGS DISTRICT COUNCIL**

**MINUTES OF A MEETING OF THE COUNCIL HELD IN THE COUNCIL  
CHAMBER, GROUND FLOOR, CIVIC ADMINISTRATION BUILDING, LYNDON  
ROAD EAST, HASTINGS ON TUESDAY, 4 JUNE 2019  
(PARTLY IN PUBLIC EXCLUDED) AND RECONVENED IN OPEN SESSION ON  
WEDNESDAY, 5 JUNE 2019 AT 9.00AM**

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|                       |   |
|-----------------------|---|
| <b>PRESENT:</b>       | Mayor Hazlehurst (Chair)<br>Councillors Barber, Dixon, Harvey, Heaps, Kerr, Lawson,<br>Lyons, Nixon, O'Keefe, Poulain, Redstone, Schollum,<br>Travers and Watkins.  |
| <b>IN ATTENDANCE:</b> | Chief Executive (Mr N Bickle)<br>Group Manager: Asset Management (Mr C Thew)<br>Group Manager: Planning and Regulatory Services (Mr J<br>O'Shaughnessy)<br>Group Manager: Economic Growth and Organisation<br>Improvement (Mr C Cameron)<br>Group Manager: Human Resources (Mrs B Bayliss)<br>Chief Financial Officer (Mr B Allan)<br>Group Manager: Community Facilities & Programmes<br>(Mrs A Banks)<br>Strategy Manager (Mr L Verhoeven)<br>General Counsel (Mr S Smith)<br>Parks and Services Manager (Mr C Hosford)<br>Financial Policy Advisor (Mr A Humphrey)<br>Environmental Consents Manager (Mr M Arnold)<br>Community Safety Manager (Mr J Payne)<br>Manager: Democracy and Governance Services (Mrs J<br>Evans)<br>Committee Secretary (Mrs C Hunt) |

Following a resolution in Public Excluded the meeting reconvened in Open Session to conclude addressing the remaining submissions and financial implications for the 2019/2020 Annual Plan.

**6. ANNUAL PLAN SUBMISSIONS 2019/20 (cont'd)**  
(Document 19/552)

**NON FUNDING SUBMISSIONS ADDRESSED**

The Strategy Manager, Mr Verhoeven advised that the following non funding submissions (2, 5, 6, 12, 27) would be addressed.

**Submission No. 2 – Don Ryder** questioned recent decisions in regard to appointments to Council committees, and referred to the recent appointments made at the 28 March Council meeting.

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*The meeting agreed with the Officer's comments.*

**Submission No. 5 - Rachel French** submitted on Council investing and making changes in the Hastings central mall area to create vibrancy.

*The meeting agreed with the Officer's comments and instructed officers to acknowledge the feedback which had been received.*

**Submission No. 6 – Ryan Fraser** submitted that further investigation into the effects of road noise from the expressway on residents in Kotuku Street be undertaken.

*The meeting agreed with the officer's comments however, as the last noise test had been undertaken in 2010, and a lot of change had occurred a letter be sent to New Zealand Transport Agency (NZTA) to undertake updated noise testing and relook at the priority of resealing the expressway.*

*Councillor Harvey having previously declared a conflict in Submission No. 12 withdrew from the meeting table at 9.15am.*

**Submission No. 12 – Mark Aspden, Sport Hawke's Bay** appreciation of Council support.

*The meeting agreed with the officer's comments and that officers continue to look at opportunities to work with Sport Hawke's Bay. It was noted that if Council wanted more events it needed to be conscious of resourcing from Council that complemented what Sport Hawke's Bay was doing.*

*Councillor Harvey rejoined the meeting table at 9.25am.*

**Submission No. 27 – Rhea Dasent, Federated Farmers** submitted on the rating system particularly in regard to uniform charges.

*The meeting agreed to refer this issue to the Rating Review Working Party.*

**OFFICERS PROVIDED BRIEF PRESENTATIONS FOR SUBMISSION NOS. 21, 29, 10, 11 AND 30 WHICH REQUIRED DECISIONS.**

**Submission No. 21 – Havelock North Business Association** - The Group Manager: Planning and Regulatory, Mr O'Shaughnessy displayed a powerpoint presentation (CP-01-23-2-19-9) in response to parking issues raised by the Association.

In 2017 a parking study had been undertaken, however, with the increase in volume in Havelock North a new study would be completed this year and would provide data with the use of cameras and the data source would be more accurate.

The meeting was generally supportive of some of the ideas raised by the Havelock North Business Association and officers would work with them on these, noting that they required considerably more investigation and planning.

It was intended that in regard to relocation of the recycling station in Martin

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Place an initial business case on service and site choices would be undertaken and a report presented to Council at the end of the year.

In regard to the Village becoming smokefree in 2020, the Joint Smokefree Policy was due for review in 2019 and the matters raised would be considered through the review process.

**Submission No. 29 – Iona Subdivision** The Chief Financial Officer, Mr Allan displayed a powerpoint presentation (CP-01-23-2-19-16) in response to the submission of Mr Daysh on behalf of the Lowe Family submission and advised that there was a common understanding of the issues that needed to be worked through with the submitter.

*The meeting requested that officers communicate with the Queenstown Lakes District Council regarding their development contributions policy.*

*Councillor O'Keefe left the meeting at 10.10am*

*The meeting agreed with the following recommendation:*

- A) *That Council instruct officers to work with the Lowe Family to enter into a Development Agreement in accordance with Section 207 of the LGA ensuring always that the principals of equity and fairness are upheld for all parties including the wider development community.*
- B) *That Council investigate opportunities provided for in the Local Government Act to ensure all land owners in the developable Iona Road area pay a fair share of development costs incurred by the Lowe Family.*

**Submission No. 10 – Irongate Development Contributions** – The Group Manager: Planning and Regulatory, Mr O'Shaughnessy presented a powerpoint slide (CP-01-23-2-19-16) in respect to Council's approach to Recognised Seasonal Employers (RSE) worker accommodation in industrial zones and the potential to seek funding assistance via the Provincial Growth Fund for sewer upgrades.

The Chief Financial Officer, Mr Allan overviewed the reasons and assumptions underpinning the proposed increase in the Irongate catchment Development Contribution. He further outlined that developers could continue to pay at the existing rates until 30 June 2019. Mr Allan then tabled (CP-01-23-2-19-16) the following resolution which was agreed by Council:

*That Council instruct officers to revise the underlying Development Contribution Policy assumptions for the Irongate industrial Zone Development Contributions to reflect current market intelligence and adjust actual interests rates to 30 June 2019.*

*The meeting adjourned for morning tea at 10.35am  
and reconvened at 10.55am*

#### **Submission No. 30 - John Roil - Post Evaluation Work**

*The meeting endorsed the Officer's comments and Council's ongoing*

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*commitment to continuous improvement.*

## **SUPPLEMENTARY INFORMATION FOR FUNDING DECISIONS**

**Submission No. 17 - Bill Mathewson Park** – The Parks and Services Manager, Mr Hosford advised that if all carparking, pathway and bund were undertaken an additional \$55,000 would be required. The community have said the priority is the carparks and if the pathway and bund were deferred only an additional \$15,000 would be required.

In respect of the road safety matters raised by the submitter it was agreed that the Council's Transportation Team needed to meet with the submitter to work through issues and options, including an opportunity to relinquish some school land for carparking which the Ministry of Education would need to be a party to discussions.

*The meeting agreed to funding an additional \$15,000 for the reprioritisation of the two carparks at Bill Mathewson Park and that footpaths and bund work be deferred.*

## **SUBMISSIONS WITH FUNDING IMPLICATIONS ADDRESSED**

The Council now turned attention to the remaining decisions that needed to be made in respect of submissions with funding implications and worked through a detailed spreadsheet that incorporated these (CP-01-23-2-19-13 ).

The meeting agreed with funding from existing budgets for the following (subject to the comments below):

- Haumoana Memorial Park artificial cricket wicket (3)
- Akina Park softball upgrade – project manager (7)
- Clive Pool defibrillator installation (13)
- Mountain bike tracks (15)
- Te Pohue Community Plan (20)
- Camberley Community Plan/Kirkpatrick RMP/Travel Plan (23)
- Nga Marae Heretaunga (up to \$25,000) (31)
- Bridge Pa Community Plan (up to \$25,000) (32)
- Raureka Community Plan (35)
- Cape view corner protection (37)
- Hastings Landmarks Trust (38)

## **THE FOLLOWING POINTS WERE RAISED IN RESPECT OF THE LIST OF ITEMS ABOVE:**

### **Submission No. 37 – Cape View Corner Protection**

*The meeting agreed to fund approximately \$15,000 to \$20,000 for replenishment work from existing budgets and that the various stakeholders should be brought together as to future aspirations for the area, as a first step to a way forward for Cape View Corner (recognising there were multiple considerations).*

**Submission No. 15 – Hawke's Bay Mountain Bike Club** - The Parks and Services Manager, Mr Hosford advised that the work on Te Mata tracks had been put on hold as the Te Mata Park Trust had some logging work to do and



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also the outcome of the Craggy Range Track Hearing.

*The meeting agreed that the various parties (Mountain Bike Club, Te Mata Park Trust Board and Council) should be brought together to plan a way forward for future mountain bike track development and the associated funding considerations.*

**Submission No. 31 - Nga Marae o Heretaunga** – The Council's Pou Ahurea Matua: Principal Advisor: Relationships, Responsiveness & Heritage, Dr Graham overviewed the submission and the relationship between the Marae Blue Print Plan and the Global Haka concept.

*The meeting agreed that having looked at the Global Haka presentation officers be instructed to advise the submitter that he present to the HDC : Maori Joint Committee who could help inform the scope and what was being proposed and make a recommendation to Council. If the HDC : Maori Joint Committee gave direction for the project, and Council agreed to the proposal, some funding was available from existing budgets.*

*It was also recommended that Nga Marae o Heretaunga lobby New Zealand Maori Tourism for support to develop a marketable product for the district.*

**Submission No. 32 - Bridge Pa Community Plan** - The Council's Pou Ahurea Matua Principal Advisor: Relationships, Responsiveness & Heritage, Dr Graham outlined that the approach has been to capture the history of Maori/Pakeha at Bridge Pa and this is a different process to that normally undertaken for Community Plans. Funding had already been committed for the Stage 1 milestone of the project.

Discussion also took place at how the community views could be captured more efficiently to bring together a completed community plan within budgetary allowances.

*The meeting agreed to partially support the submission up to \$25,000 funded from existing budgets, subject to officers working with the submitter on completing the remaining elements and deliverables of the project.*

#### ITEMS NOT RECOMMENDED BY OFFICERS

**Submission No. 1 – Lou Klinkhamer** – Request for targeted rate for Keirunga Homestead. It was noted that the Keirunga Society sets the fees for the Clubrooms and Council had already invested \$35,000 in the performing arts to the Society for rebuild.

*The meeting agreed not to allocate any funding for the Keirunga Homestead and Quilter Cottage as it would create a precedent and that had the potential to impact heavily on the rate payer. The Society had the ability and opportunity to fundraise.*

**Submission No. 34 - Akina Park** – The Parks and Services Manager, Mr Hosford advised that Akina Park was scheduled for upgrade and renewal in 2022/23. To bring the renewal forward would result in the deferment of another playground that has a higher priority.

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*The meeting agreed not to bring the Akina Park upgrade and renewal forward and no additional funds allocated.*

#### **ITEMS REFERRED FROM COUNCIL COMMITTEES**

The Council were referred to Agenda Report (19/439) Attachments 2 and 3 (CP-01-23-1-19-39 and CP-01-23-1-19-41).

**Raureka Reserve Management Plan** - As a result of submissions to the Plan and unprogrammed capital expenditure there was a shortfall of funding.

*The meeting agreed to borrow an additional \$190,000 for Ebbett Park for renewal of the playground, internal carpark and a toilet and drinking fountain.*

**Cornwall Park Reserve Management Plan** – Three items referred from the Cornwall Park Reserve Management Plan deliberations were the employment of a custodian, maintenance issues and further playground furniture.

*The meeting agreed that given Recreational Services were currently only four months into their contract, that Council reassess the matter of a Custodian at the end of the first year of the contract, and reconsider this during the 2020/21 Annual Plan.*

*The meeting agreed to allocate \$20,000 per annum for maintenance items in the Cornwall Park Reserve Management Plan.*

**Forestry Slash** – Recommendations from the Strategy, Planning and Partnership Committee meeting held 16 May 2019 were addressed in Public Excluded earlier in the meeting.

*The meeting agreed to funding of up to \$60,000 for forestry compliance.*

*Councillors Nixon and O'Keefe requested their opposition to this Decision (taken in Public Excluded) be noted.*

#### **REMAINDER OF FUNDING SUBMISSIONS**

**Submission No. 4 - Horse of the Year** – Discussion was held about the various ways Council currently assists the Event and how in the future more brand leverage for Hastings Heart of Hawke's Bay can be achieved.

*Councillor Watkins left the meeting at 11.55am*

The Chief Financial Officer, Mr Allan advised that he would be attending a Visionary Day on Monday, 10 June 2019 and would report back.

*The meeting agreed not to increase the level of funding for the Horse of the Year and to retain the funding at \$150,000 for next year, subject to financial reports being received.*

*The Chief Executive was instructed to report back in regard to the Horse of the Year investment of \$150,000 and what Council specifically receives for this investment.*

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*Councillor Kerr having previously declared a conflict of interest in Submission No. 27 withdrew from the meeting table at 12.05pm.*

**Submission No. 8 - Regional Sports Park** – The Council were advised that lighting on Council parks was generally left with the sporting codes to fund. Council indicated that it would like to see a 10 year visionary plan and investment programme for the park to assist with Council aligning with its budget setting processes.

*The meeting agreed to allocate funding of \$250,000 as per the Hawke's Bay Regional Sports Park submission and requested that a longer term Masterplan be brought back for future proposed development along with the funding plan for that development.*

*Councillor Kerr rejoined the meeting at 12.25pm*

**Submission No. 9 - Bus Shelter**

*The meeting agreed to allocate \$20,000 for the enclosure of the Russell Street bus shelter.*

*For the remaining matters within the submission the Council agreed with the officer's comments.*

*Councillor Dixon having previously declared a conflict of interest in Submission No. 14 withdrew from meeting at 12.25pm.*

**Submission No. 14 - Heretaunga Croquet Club**

*The meeting agreed to funding of \$30,000 towards the Clubroom refurbishment, subject to the Heretaunga Croquet Club meeting its fundraising target.*

*The meeting adjourned for lunch at 12.30pm  
and reconvened at 12.50pm*

*Councillor Dixon rejoined the meeting table at 12.50pm*

**Submission No. 16 – Waimarama/Maraetotara Memorial Hall**

*The meeting agreed to funding \$15,000 from existing budgets towards maintenance of the hall.*

Officers to advise the Rural Halls Committee of this decision and to note this should not be considered local share funding under the criteria of the Rural Halls Fund Policy.

**Submission No. 17 - Bill Mathewson Park**

*The meeting agreed to allocate funding of additional \$15,000 to Bill Mathewson Park to enable both carparks to be advanced.*

*Councillor Lawson joined the meeting at 1.00pm.*

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**Submission No. 18 – Littering Waipuka 2E, Waimarama**

*The meeting agreed to fund \$1,000.00 for operational costs for refuse bin collection at Waipuka 2E, Waimarama.*

*Councillor Poulain rejoined the meeting 1.05pm.*

**Submission No. 19 – Hawke's Bay Biodiversity** – It was noted that Napier City Council funded \$50,000 last year and a request lodged for \$50,000 this year. The request was for the endowment fund and projects.

*Councillor O'Keefe rejoined the meeting at 1.10pm*

*The meeting agreed to fund Hawke's Bay Biodiversity \$35,000 unconditionally for three years.*

**Submission No. 22 - Bayview to Whirinaki Cycleway**

*The meeting agreed to loan fund \$100,000 for the Bay View to Whirinaki Cycleway.*

**Submission No. 25 - Esk Care River Group**

*The meeting agreed to allocate \$10,000 to the Esk Care River Group as seed funding.*

*Councillor Kerr having previously declared a possible conflict of interest in Submission No. 26 withdrew from the meeting table 1.15pm.*

**Submission No. 26 – Cranford Hospice** It was noted that there was no commitment for funding this project from the Napier City Council or Hawke's Bay Regional Council and that the Hospice did not meet the criteria for funding through the Hawke's Bay District Health Board.

The Chief Financial Officer, Mr Allan displayed a powerpoint slide recommendation for Cranford Hospice (CP-01-23-2-19-10).

- 1) *That the Council provide the Cranford Hospice Trust with a letter of support.*
- 2) *That the Council include \$500,000 as a financial contribution to the Cranford Hospice rebuild in the 2019/20 Annual Plan to be loan funded with a funding agreement to be negotiated and approved by the Chief Executive subject to understanding HBDHB commitments to Cranford Hospice and fundraising targets being met.*
- 3) *That Council commit officers to placing the matter of future financial commitment (\$1.5m over 3 years) and community consultation before the incoming Council for consideration.*

*Councillor Kerr rejoined the meeting table at 1.20pm.*

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**FINANCIAL SUMMARY**

*The Council captured a record of the Decisions above in the following schedule of adjustments as attached (CP-01-23-2-19-17) and instructed Officers to complete the final Annual Plan 2019/2020 on this basis.*

**OTHER MATTERS**

**Proposal for CBD Activator** The Strategy Manager, Mr Verhoeven circulated (CP-01-23-2-19-15) information on a proposal for a CBD Activator.

There was discussion about a potential role in other CBD areas, however it was noted that the scale of investments within the Long Term Plan for the Hastings CBD warranted this proposed position at this time. Once a programme of works had been formalised for Flaxmere along with a funding plan, which was being advanced from existing budgets, this matter could be revisited.

*The meeting agreed to fund \$80,000 for a CBD Activator role, with the final Position Description to be developed further by officers.*

*Councillor Kerr left the meeting at 1.40pm*

**Formation of Council Controlled Organisation to establish the Hawke's Bay Disaster Relief Trust**

The Strategy Manager, Mr Verhoeven advised the Council that no submissions had been received in regard to the formation of a Council Controlled Organisation to establish the Hawke's Bay Disaster Relief Trust.

*The meeting agreed to proceed with the formation of a Council Controlled Organisation for the formation of a Hawke's Bay Disaster Relief Trust, subject to the agreement of the other Hawke's Bay local authorities.*

Councillor Lyons/Councillor Travers

- A) That the report of the Strategy Manager titled "Annual Plan Submissions 2019/20" dated 4/06/2019 be received.
- B) That the Annual Plan 2019/2020 submissions of Lou Klinkhamer (1); Don Ryder (2); Nicola Heads (3); David Mee (4) Rachel French (5); Ryan Fraser (6); Cat Hancock (7); Jock Mackintosh (8); Ron Wilkins (9); John Roil (10/11/30); Mark Aspden (12); Andrew Norris (13); Colin Hurst (14); HB Mountain Bike Club (15); Tony Lane (16); Nick Richards (17); Kiri Goodspeed (18/20); Charles Daugherty (19); Jane Mackersey (21); Vicki Butterworth (22); Teri Te Whaiti (23); Lizzie Langley (24); Dan Bergoff-Howes (25); John Buck (26); Jim Galloway (27); Stephen Daysh (29); Wi Huata (31/32); Sharnita Raheke (35); Keith Newman (37) and Landmarks Trust (38) be received.
- C) That the Annual Plan 2019/20 Officer Comments (CP-01-02-19-122) be received.
- D) That the Council resolved to proceed with the formation of a Council Controlled Organisation for the formation of a Hawke's Bay Disaster

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Relief Trust, subject to the agreement of the other Hawke's Bay local authorities.

- E) That the decisions and amendments made at the Council meeting held 4 June 2019 be incorporated into the 2019/20 Annual Plan and 2019/20 Development Contributions Policy.
- F) That officers forward replies to all submitters and thank them for their submissions, advise of any Council decisions in response to the submissions and offers explanation based on the officer comments as amended by the Council on 4 June 2019 meeting.
- G) That the issues raised in submissions that require further action by Council through the Committee structure be noted and brought forward by officers as appropriate.
- H) That the Council resolved, in terms of Section 82 (3) of the Local Government Act 2002, that the principles set out in that section have been observed in such a manner that the Hastings District Council considers, in its discretion, is appropriate for the decisions made during the course of this meeting.

**CARRIED**

The meeting closed at 1.50pm

Confirmed:

Chairman:

Date:

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| FUNDING SUMMARY 2019/20 ANNUAL PLAN  |          |               |               |
|--|----------|---------------|---------------|
| DRAFT ANNUAL PLAN  | 2019/20  |               |               |
|  | Total    | Rating Area 1 | Rating Area 2 |
| DRAFT Annual Plan - Increase in rate requirement                             | 5.6%     | 6.1%          | 2.8%          |
| <b>AFTER BUDGET SAVINGS</b>  |          |               |               |
| Budget Savings   | -300,000 | -240,000      | -60,000       |
| FINAL Annual Plan - Increase in rate requirement                             | 5.6%     | 6.2%          | 2.6%          |
| <b>Funded from existing budgets</b>  |          |               |               |
| 3 Haumoana Memorial Park artificial cricket wicket                           |          | -             | -             |
| 7 Akina Park softball upgrade - project manager                              |          | -             | -             |
| 13 Clive Pool defibrillator installation                                     |          | -             | -             |
| 15 Mountain bike tracks  |          | -             | -             |
| 20 Te Pohue Community Plan   |          | -             | -             |
| 23 Camberley Community Plan/ Kirkpatrick RMP / Travel Plan                   |          | -             | -             |
| 31 Nga Marae Heretaunga (up to \$25,000)                                     |          | -             | -             |
| 32 Bridge Pa Community Plan (up to \$25,000)                                 |          | -             | -             |
| 35 Raureka Community Plan  |          | -             | -             |
| 37 Cape view corner protection   |          | -             | -             |
| 38 Hastings Landmarks Trust  |          | -             | -             |
| <b>Not recommended by officers</b>   |          |               |               |
| 1 Keirunga Homestead & Quilters Cottage (\$90k - \$250k)                     |          | 0             | 0             |
| 24 Akina Park upgrade (reprogramming or additional funds)                    |          | 0             | 0             |
| <b>Items from Council Committees</b>   |          |               |               |
| Raureka RMP - alternative option (\$15,000) Cornwall Park                    | 15,000   | 13,992        | 1,008         |
| RMP - option 2 (\$20,000)  | 20,000   | 18,656        | 1,344         |
| Forestry Slash (\$60,000)  | 60,000   | 48,000        | 12,000        |
| <b>Balance of submissions</b>  |          |               |               |
| 4 Horse of the Year (additional to current contract \$25k)                   |          | 0             | 0             |
| 8 Regional Sports Park - lighting & admin building (\$250k loan funded)      | 17,000   | 15,858        | 1,142         |
| 9 Bus Shelter (\$20k), free parking (gold card holders) other matters        | 20,000   | 18,656        | 1,344         |
| 14 Heretaunga Croquet Club - clubroom refurbishment (\$50k)                  | 30,000   | 27,984        | 2,016         |
| 16 Waimarama Hall maintenance (\$15,000 from existing budgets)               |          | 0             | 0             |
| 17 Bill Mathewson Park (\$150,000 currently allocated) \$15,000 agreed       | 15,000   | 13,992        | 1,008         |
| 18 Littering Waipuka 2E (annual operational costs only) \$1,000              | 1,000    |               | 933           |
| 19 HB Biodiversity Foundation (\$100k requested)                             | 35,000   | 32,648        | 2,352         |
| 22 Bayview to Whirinaki cycleway (\$100,000 loan funded) \$8,000 rating cost | 8,000    | 7,462         |               |
| 25 Esk care river group \$10,000   | 10,000   | 9,328         |               |
| 26 Cranford Hospice - ( \$500k loan funded) \$40,000 rate impact             | 40,000   | 37,312        | 2,688         |
| <b>Other Matters</b>   |          |               |               |
| CBD Activator \$80,000   | 80,000   | 74,624        | 5,376         |
| <b>Sub Total Balance of Submissions</b>                                      | 351,000  | 319,445       | 31,555        |
| <b>TOTAL SUBMISSIONS</b>   | 351,000  | 319,445       | 31,555        |

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**List of Submitters to Hastings District Council  
Draft Annual Plan 2019/2020**

|   |                  |
|---|------------------|
| Submission No. 1 - Lou Klinkhamer   | CP-01-23-1-19-1  |
| Submission No. 2 - Don Ryder  | CP-01-23-1-19-2  |
| Submission No. 3 - Nicola Heads   | CP-01-23-1-19-3  |
| Submission No. 4 - David Mee (SMC Events) Horse of the Year Show                    | CP-01-23-1-19-4  |
| Submission No. 5 - Rachel French Central City Upgrade                               | CP-01-23-1-19-5  |
| Submission No. 6 - Ryan Fraser Road Noise Camberley                                 | CP-01-23-1-19-6  |
| Submission No. 7 - Cat Hancock Softball Hawke's Bay                                 | CP-01-23-1-19-7  |
| Submission No. 8 - Jock Mackintosh - Regional Sports Park Trust                     | CP-01-23-1-19-8  |
| Submission No. 9 - Ron Wilkins (Grey Power) Bush Shelter & Public Toilet Russell St | CP-01-23-1-19-9  |
| Submission No. 10 - John Roil (Development Contributions Policy)                    | CP-01-23-1-19-10 |
| Submission No. 11 - John Roil (Wastewater) Infrastructure                           | CP-01-23-1-19-11 |
| Submission No. 12 - Mark Aspden (Sport Hawke's Bay)                                 | CP-01-23-1-19-12 |
| Submission No. 13 - Andrew Norris   | CP-01-23-1-19-13 |
| Submission No. 14 - Colin Hurst, Heretaunga Croquet Club                            | CP-01-23-1-19-14 |
| Submission No. 15 - HB Mountain Bike Club   | CP-01-23-1-19-15 |
| Submission No. 16 - Tony Lane (Waimarama Hall Committee)                            | CP-01-23-1-19-16 |
| Submission No. 17 - Nick Richards   | CP-01-23-1-19-17 |
| Submission No. 18 - Kiri Goodspeed (Littering at Waimarama)                         | CP-01-23-1-19-18 |
| Submission No. 19 - Charles Daugherty (HB Biodiversity Foundation)                  | CP-01-23-1-19-19 |
| Submission No. 20 - Kiri Goodspeed (Community Plans)                                | CP-01-23-1-19-20 |
| Submission No. 21 - Jane Mackersey (Havelock North Business Association)            | CP-01-23-1-19-21 |
| Submission No. 22 - Vicki Butterworth (Hawke's Bay Regional Council)                | CP-01-23-1-19-22 |
| Submission No. 23 - Teri Te Whaiti  | CP-01-23-1-19-23 |
| Submission No. 24 - Lizzie Langley  | CP-01-23-1-19-24 |
| Submission No. 25 - Dan Bergoff-Howes   | CP-01-23-1-19-25 |
| Submission No. 26 - John Buck (Cranford Hospice)                                    | CP-01-23-1-19-26 |
| Submission No. 27 - Jim Galloway (Federated Farmers)                                | CP-01-23-1-19-27 |
| Submission No. 28 - No submission   |                  |
| Submission No. 29 - Stephen Daysh   | CP-01-23-1-19-29 |
| Submission No. 30 - John Roil (Consultants, Evaluation)                             | CP-01-23-1-19-30 |
| Submission No. 31 - Wi Huata (Nga Marae o Heretaunga)                               | CP-01-23-1-19-31 |
| Submission No. 32 - Wi Huata (Bridge Pa Community Plan)                             | CP-01-23-1-19-32 |
| Submission No. 33 - No submission   |                  |
| Submission No. 34 - No submission   |                  |
| Submission No. 35 - Sharnita Raheke (Community Plan)                                | CP-01-23-1-19-35 |
| Submission No. 36 - No submission   |                  |
| Submission No. 37 - Keith Newman (WOW)  | CP-01-23-1-19-37 |
| Submission No. 38 - Landmarks Trust   | CP-01-23-1-19-38 |

Item 9

Attachment 1



**REPORT TO: COUNCIL**

**MEETING DATE: THURSDAY 27 JUNE 2019**

**FROM: REGULATORY SOLUTIONS MANAGER  
JOHN PAYNE  
BUSINESS ANALYST  
CAMBELL THORSEN**

**SUBJECT: ON-STREET PARKING METERS**

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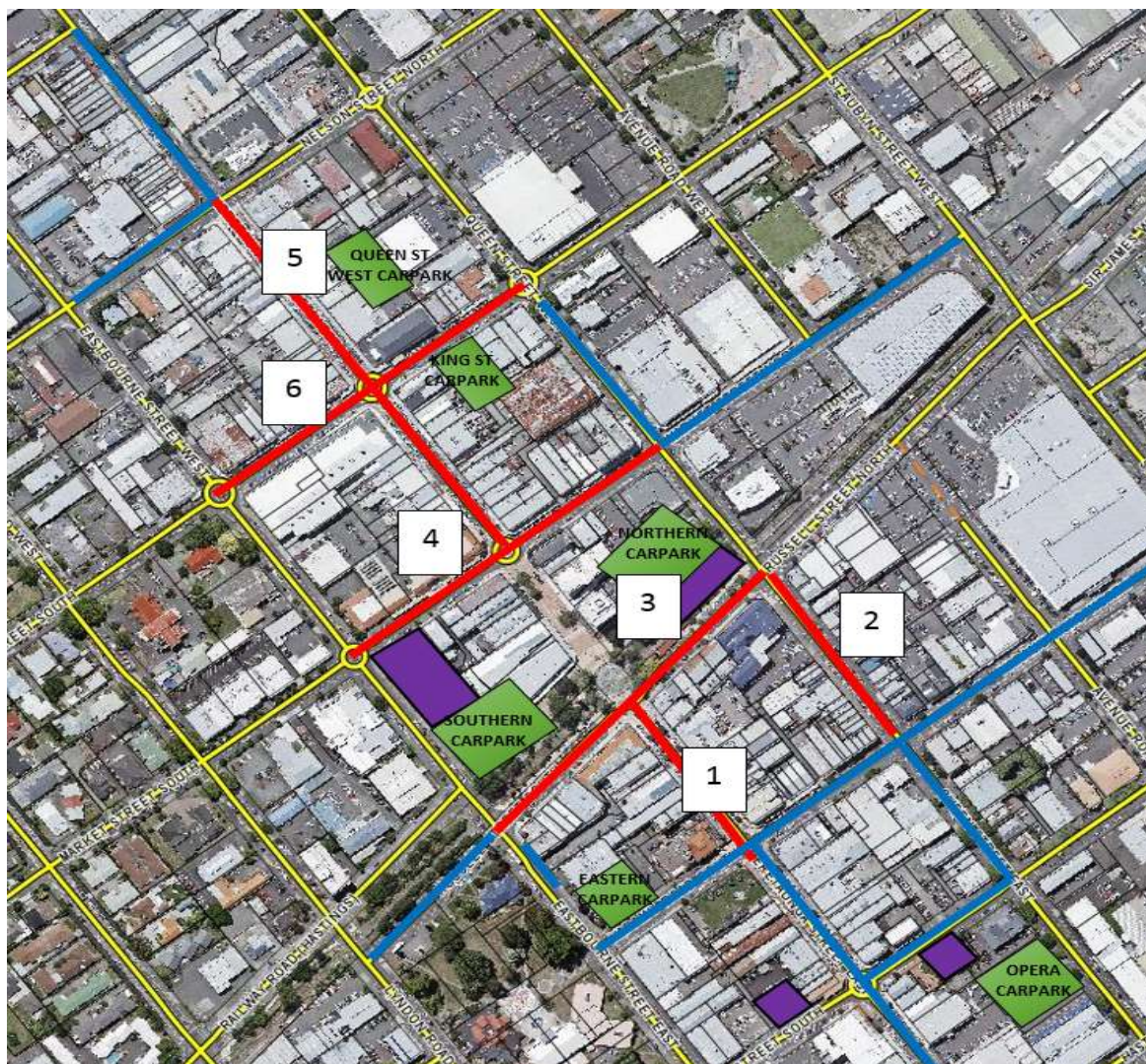
## **1.0 SUMMARY**

- 1.1 The following resolution was made at the Strategy, Planning and Partnership Committee meeting held on 16 May 2019:
- “That the report of the Regulatory Solutions Manager titled “On-Street Parking Meters” dated 16/05/2019 be left to lie on the table to allow Council officers time to inform the Hastings City Business Association of the parking technologies that are proposed to upgrade the existing parking meters in the Hastings CBD”.*
- 1.2 On 5 June 2019 a meeting of the Hastings City Business Association was attended and a presentation on the parking machine replacement proposal was delivered. The Hastings City Business Association support the upgrade to new technology and welcome the added payment options. They also supported the fact that the removal of the current 508 single head meters replaced with about 70 machines would significantly reduce the street clutter.
- 1.3 A key concern of the Association was that the system has the flexibility to set periods where there could be free parking, if this was decided e.g. over the Christmas period and that reduced parking charges could be set e.g. for Gold Card holders or Community Card holders. Preliminary enquiries are that free parking periods can be set, however reduced parking charges for Gold or Community Cards would be a function controlled by the banks rather than the parking machine. Staff are investigating and hope to have more information at the meeting.
- 1.4 The purpose of this report is uplift the item and obtain a decision from Council on the replacement of the Hastings CBD single bay lollipop parking meters.
- 1.5 This proposal arises from the existing parking meters being well past their life expectancy and the mechanical inserts no longer being produced.
- 1.6 The Council is required to give effect to the purpose of local government as set out in section 10 of the Local Government Act 2002. That purpose is to enable democratic local decision-making and action by (and on behalf of) communities, and to promote the social, economic, environmental, and cultural well-being of communities in the present and for the future.
- 1.7 The objective of this decision relevant to the purpose of Local Government is the provision of quality infrastructure and local public service.
- 1.8 This report concludes by recommending that either the single bay lollipop

meters in the following locations (East to West) be replaced by Pay by Plate parking meters and the existing time restrictions remain or that all Council operated parking meters be replaced:

|   | STREET                 | LOCATION   | Lollipops Removed | Machines Installed |
|---|------------------------|--|-------------------|--------------------|
| 1 | Heretaunga Street East | From Karamu Road South to Russell Street South   | 17                | 4                  |
| 2 | Queen Street East      | From Karamu Road South to Russell Street South   | 19                | 3                  |
| 3 | Russell Street         | From Eastbourne Street East to Queen Street East | 26                | 6                  |
| 4 | Market Street          | From Eastbourne Street West to Queen Street West | 29                | 7                  |
| 5 | Heretaunga Street West | From Market Street South to Nelson Street South  | 49                | 8                  |
| 6 | King Street            | From Eastbourne Street West to Queen Street West | 39                | 8                  |
|   | <b>TOTAL</b>           |  | <b>179</b>        | <b>36</b>          |

Map 1



**Red** = existing lollipop meters - Proposed machine sites.

**Dark Blue** = existing lollipop meters – Proposed to remain

## 2.0 BACKGROUND

- 2.1 1 November 2015, Hastings District Council implemented a free parking trial across the CBD public parking resource. In order to understand the effects this trial was having on parking occupancy and duration of stay trends, Traffic Design Group (TDG) was commissioned by Hastings District Council to conduct a series of parking monitoring surveys.
- 2.2 Surveys were undertaken both prior to, and during the free parking trial, so as to allow a comparison of data sets. Key conclusions were:
  - Parking occupancy rates over the whole survey area increased by about 7%.
  - The free parking trial resulted in the displacement of some parked vehicles from the fringe parking areas into the main shopping parking areas.
  - The average duration of stay increased.
  - Retail spend was up 7.6%, however the retail spend was also up in other areas where there was no free parking. The positive indicators from increased retail spend cannot be directly linked to the free parking trial.
- 2.3 The review of the free parking trial points to achieving mixed results. On the basis of data analytics there is no evidence to support the conclusion that the trial produced significant greater retail activity or vibrancy in the City Centre.

### Parking Revenue

- 2.4 The free parking trial resulted in a loss of \$942,000 revenue. Parking revenue is used to cover costs of operation, maintaining existing assets and any surplus assists in strategic property purchases for future parking needs, funding various laneways and up-dating parking technology solutions.
- 2.5 Following the free parking trial Council resolved to go back to paid parking. Staff were instructed to investigate cost effectiveness of installing both on and off street electronic payment parking technology solutions.
- 2.6 Attached are two business cases (**Attachments 1 and 2**): One investigates in-ground parking sensor technology and the other Parking Machine technologies.
- 2.7 Global Integrated Technology Solutions New Zealand Limited undertook a survey of Hastings CBD February 2018 to evaluate the removal of the current parking devices (Eagle CK Single Bay Meters) and installing replacement parking technology (Pay by Plate Machines) and give Council an estimate for comparison purposes for the business case.
- 2.8 The existing single bay meters were installed in about 1995/1996. They were upgraded when the New Zealand coinage changed in 2006. They have a life expectancy of about 20 years. Many of the meters have been repaired/replaced and with the harsh Hawke's Bay climate the LCD screens are faded.



- 2.9 There are currently 508 single bay meters in the Hastings CBD. One of the options is to leave 329 operational in the **dark blue** area identified in Map 1. However, given the costs of maintaining these 329 meters, consideration should be given to replacing them all.

### **3.0 CURRENT SITUATION**

- 3.1 Given the meters are failing at a greater rate than earlier (due to age), Council no longer has spare stock.
- 3.2 Council currently runs Eagle CK Digital Single Bay Parking Meters. Internal mechanisms are no longer in production. Officers have been unable to source alternative replacement mechanism (new meters). There is a US meter known as 'Liberty' meters. This mechanism would fit inside existing lollipop meters however, the agent who has provided New Zealand with meters for the past 35 years is unaware of these meters being sold outside the US and would be reluctant to import these for the following reasons:
- They are not designed to take NZ coins
  - There are no specialist/support in New Zealand to service the meters
  - Single Bay meter technology has been superseded and is now non-existent in Australasia.
- 3.3 Any mechanisms would require a completely new programme, back office software and auditing system, which means Council would either have to run two systems, or replace all 508 units.
- 3.4 The supplier no longer has Eagle CK Digital Single Head Meters and has not sold any for the past three to four years.
- 3.5 The current meters are run by battery. These need to be replaced annually and often more frequently as the meters age and deteriorate. The screens are faded and difficult to see through and the housing leaks which causes the batteries to deteriorate more quickly.
- 3.6 Council also has 9 off-street Pay & Display machines. These are also starting to reach their life's end. The main boards that Council has used are no longer in production for the MPC104 model, the type Council has.
- 3.7 Parking machines can function in several different ways. If a decision is made to install parking machines, a further decision will need to be made on the most appropriate parking and payment methods.

### **4.0 PARKING TECHNOLOGY WORKSHOP 14 MARCH 2019**

Council held a workshop on 14 March 2019. The following concepts were discussed:

#### **4.1 Staying with the current system (single bay lollipop meters)**

- 4.1.1 The internal working mechanisms are passed their life's end as is the external housing (about 23 years old) and are no longer in production. Officers have been unable to source new mechanisms but even if this were possible all 508 would need to be replaced. It is unknown how new ones (if we can find any) would work with regard to reporting, auditing, servicing etc. This type of

parking enforcement is rapidly disappearing from around the country and most of the old meters have been scrapped.

- 4.1.2 There are now no spare parts and dead and dying machines have to be decommissioned. The average income from a single bay meter is about \$700 per annum.
- 4.1.3 Replacing all the single bay meters and 9 pay and display parking machines (in off-street car parks) would ensure Council was clear of old technology and associated maintenance costs. It would also help to reduce street clutter.
- 4.1.4 Council's current service Contractor is retiring March 2020. Council will need to engage another party to undertake repairs, maintenance and coin management and reporting. Napier use the same contractor and a joint service contract may be beneficial to both Councils. This could be explored in the tender.
- 4.1.5 Councillors requested staff bring this report to Council with a summary of the options. There appeared to be support for the Pay by Plate machine option. Councillors also wished to see options before them for parking machines which included the four main payment methods – Coins, ParkMate, Paywave and Credit Card.

#### **4.2 Replacing 179 single bay meters and 9 off-street pay & display machines with 45 Pay by Plate meters**

- 4.2.1 A Pay by Plate meter is one where the user inputs their registration plate number into the machine.
- 4.2.2 Council would need to complement this with a 'Maintenance and Service Contract' for two systems (on and off street machines and the remaining single bay meters). A dual-maintenance system is likely to be more expensive.
- 4.2.3 Council could use the spare parts from the 179 lollipops to service the remaining 329 lollipops, however these are deteriorating now at a greater rate due to being past their use by date. Council may be lucky to get 3-4 more years out of them.
- 4.2.4 Pay by Plate Meters will bring a lot of value for on street parking and will also de clutter the pathways of all of the current lollipop meters.
- 4.2.5 Pay by Plate meters have direct integration with AD-Riley (the ticketing system HDC currently uses). This would give Council a complete set up, ready to go.
- 4.2.6 The Pay by Plate machines have a life expectancy of about 12 – 15 years and can have updated technology installed.

(Summary sourced from Business Case)

#### **4.3 Install in-ground sensors**

- 4.3.1 The costs (capex and opex) outweigh the benefits because.....
- 4.3.2 There is some uncertainty in the credibility of the data, which may not withstand legal challenge. New technology is aimed at resolving this with triple detection so the user can rely on the integrity of the data (ultrasound, infrared, magnetic).

- 4.3.3 Some Councils are looking at removing their sensors as it is already old technology and only provides a part solution to their parking needs.

(Summary sourced from Business Case)

#### 4.4 ADVANTAGES AND DISADVANTAGES OF THE VARIOUS SYSTEMS:

##### 4.4.1 New Digital Column Parking Meters

Outlined below are the different methods of machine operations:

| <b>Single Bay Lollipop Meters</b>  |  |
|--|--|
| <u>Disadvantages</u> <ul style="list-style-type: none"> <li>• No longer supported</li> <li>• No spare parts</li> <li>• Only one payment option</li> <li>• Unit required for each parking space (street clutter)</li> <li>• Antiquated technology (limited data sets)</li> <li>• No receipt options</li> <li>• Operator often has no coins</li> <li>• Can't operate licence plate recognition (LPR) technology</li> </ul> | <u>Advantages</u> <ul style="list-style-type: none"> <li>• Simple to use</li> <li>• Easy to check compliance (visible)</li> <li>• If one meter fails it only effects one parking space</li> </ul>  |
| <b>Pay by Plate (Car number plate inputted into parking machine)</b>   |  |
| <u>Disadvantages</u> <ul style="list-style-type: none"> <li>• Drivers need to know their registration number</li> <li>• E-costs (\$0.10c cost to Council on credit card transactions)</li> <li>• 3% bank cost to user</li> <li>• If a meter fails it can affect several spaces (can pay at any machine)</li> </ul>   | <u>Advantages</u> <ul style="list-style-type: none"> <li>• Easy to use LCD steps</li> <li>• Multiple payment options (coin, paywave, credit card)</li> <li>• Receipt by e-mail (optional, one time set up)</li> <li>• E-reminder parking about to expire</li> <li>• You don't have to return to your vehicle</li> <li>• Spaces don't need to be marked</li> <li>• Paperless</li> <li>• You can pay/top up at any machine</li> <li>• Drivers generally know their plate number</li> <li>• Can operate LPR technology</li> <li>• The system is integrated with the ADR ticketing system (currently used by HDC)</li> <li>• Data sets available to analyse parking data</li> <li>• Can monitor machines from the office in live time</li> </ul> |



| <b>Pay &amp; Display</b>   |  |
|--|--|
| <u>Disadvantages</u> <ul style="list-style-type: none"> <li>You have to return to your vehicle to display the ticket</li> <li>Paper (costs, use, maintenance, weather)</li> <li>Additional element of 'display'</li> <li>If a meter fails it can affect several spaces (can pay at any machine)</li> <li>Can't operate LPR technology</li> <li>No receipt options (Can keep your dash board ticket)</li> </ul> | <u>Advantages</u> <ul style="list-style-type: none"> <li>Easy to use LCD steps</li> <li>Spaces don't have to be marked</li> <li>Napier City currently use (but reviewing)</li> <li>We currently use Pay &amp; Display in our Off-Street (consistency)</li> <li>No need for bay numbers</li> <li>Can monitor machines from the office in live time</li> </ul>                         |
| <b>Pay by Bay (Parking bay number inputted into parking machine)</b>   |  |
| <u>Disadvantages</u> <ul style="list-style-type: none"> <li>Some people find it complicated (especially visitors)</li> <li>Each space has to be marked (plates come off, marks fade)</li> <li>E-costs (system/time to check)</li> <li>Bay tags can become souvenirs</li> <li>If a meter fails it can affect several spaces (can pay at any machine)</li> </ul>   | <u>Advantages</u> <ul style="list-style-type: none"> <li>Easy to use LCD steps</li> <li>Don't have to return to your vehicle</li> <li>Paperless</li> <li>Pay at <u>any</u> machine provided you know the bay number</li> <li>Can monitor machines from the office in live time</li> <li>Receipt by e-mail (optional, one time set up)</li> <li>Can operate LPR technology</li> </ul> |

## 5.0 OPTIONS

- 5.1 Option 1 – Replace all 508 single bay meters and 9 off-street pay & display machines with about 74 Pay by Plate Parking Machines. Payment options Coin, Paywave, Credit Card and ParkMate. Explore a joint service contract with Napier City Council.
- 5.2 Option 2 – Replace the central CBD single bay meters (179) and 9 off-street pay & display machines with 45 Pay by Plate parking machines (**Red** area Map 1). Payment options Coin, Paywave, Credit Card and ParkMate. Explore a joint service contract with Napier City Council.
- 5.3 Option 3 – Status Quo – continue to use the existing single bay lollipop meters. Explore a joint service contract with Napier City Council.

## 6.0 SIGNIFICANCE AND ENGAGEMENT

- 6.1 The matters in this report are not significant in terms of Council's Significance and Engagement Policy.
- 6.2 Although this is an operational matter staff will undertake an educational approach by:
- Delivering flyers

- Setting up a display unit in the empty Envy Shoes Shop for the public
- Inviting CBD Business Association, Grey Power etc. for personal presentations
- Radio and newspaper publicity
- Ensure Enforcement staff and City Assist can help the public to operate the machines

## 7.0 ASSESSMENT OF OPTIONS

- 7.1 **Option 1** would see a complete renewal of the technology with a full maintenance service contract for one system. Remove all 508 single head meters and 9 off-street pay & display machines, replaced with about 74 parking machines.
- 7.2 **Option 2** the proposal to install parking machines would see 179 meters removed from the central CBD and 9 off-street pay & display machines, replaced with about 45 parking machines. The 179 meters could be cannibalised for spare parts to service the remaining 329 meters. The community may find it frustrating there being two different parking systems (some pay by plate machines, some single bay lollipop meters).
- 7.3 **Option 3** would see a decrease in parking revenue as the single bay meters fail. This will progressively become more frequent.
- 7.4 Parking machines are now the main parking meter method used throughout New Zealand and Australasia. Initially this started as Pay & Display, however the most popular method is now 'Pay by Plate' and is used extensively throughout Auckland, Tauranga, Christchurch, Nelson to name a few.
- 7.5 The machines are powered by a 10 Watt Sola panel which charges two twelve volt batteries. Given that the pre-work has already been done (sites selected) it would take about six weeks to become operational after determining a supplier.



- 7.6 The particular model of off-street parking machine, MPC 104 is also coming to end of life. Although still able to be repaired main boards are no longer available and repairs have to be sent to Switzerland. The current machines only allow for coin operation.
- 7.7 The current contractor wishes to retire March 2020. Council will need to be operational in all aspects of the service before this date; maintenance of lollipop meters and parking machines, coin management (collection, sorting, counting and banking and reporting).
- 7.8 Proposed time schedule of implementation:

|                                 |                |
|---------------------------------|----------------|
| • Approval by Council           | 27 June 2019   |
| • Issue tender notification     | August 2019    |
| • Finalise tender               | September 2019 |
| • Instalment and implementation | November 2019  |

## 8.0 FINANCIAL

| Option 1 | Year 1    | Year 2    | Year 3    | Year 4    |
|----------|-----------|-----------|-----------|-----------|
| Capex    | \$455,100 |           |           |           |
| Opex     | \$62,790  | \$62,790  | \$66,944  | \$66,944  |
| Option 2 | Year 1    | Year 2    | Year 3    | Year 4    |
| Capex    | \$276,750 |           |           |           |
| Opex     | \$102,433 | \$102,433 | \$106,944 | \$106,944 |

**Table 1**

- 8.1 The current maintenance and service contract costs Council \$43,056 per annum.
- 8.2 There is currently \$540,000 in the Parking Machine Reserve account to fund upgrading parking technology.
- 8.3 Funding from the replacement needs to be provided for in the 2019/20 Annual Plan.

## 9.0 PREFERRED OPTION/S AND REASONS

- 9.1 **Option 1** – Replace 508 single head meters and 9 pay and display machines with about 74 machines and use the Pay by Plate option with coin, paywave and credit card payment facilities. Explore a joint service contract with Napier City Council.
- 9.2 Single head meters are obsolete.
- 9.3 Pay by Plate multiple space terminals are efficient and less expensive to operate than single head lollipop meters.

**10.0 RECOMMENDATIONS AND REASONS**

- A) That the report of the Regulatory Solutions Manager titled “On-Street Parking Meters” dated 27/06/2019 be received.**
- B) That Council approves the expenditure for the replacement of parking meters be provided for in the 2019/20 Annual Plan using funds from the Parking Machine Account.**
- C) That Council resolves to adopt Option 1 in the Agenda Report of (A) above) – Replace all 508 single head meters and 9 pay & display machines with about 74 machines and use the Pay by Plate option with coin, paywave and credit card payment facilities.**
- D) That the Chief Executive Officer be delegated to prepare a tender to replace the 508 single bay meters and 9 pay and display machines with about 74 machines and operate:**
  - a) Pay by Plate**
  - b) Digital column parking machines to have coin, paywave, credit card and Parkmate payment facilities.**
- E) That the Council endorse the proposed time schedule of implementation as outlined in the table below (as per Paragraph 7.8 of the report in A) above:**

|                                      |                       |
|--------------------------------------|-----------------------|
| <b>Approval by Council</b>           | <b>27 June 2019</b>   |
| <b>Issue tender notification</b>     | <b>August 2019</b>    |
| <b>Finalise tender</b>               | <b>September 2019</b> |
| <b>Instalment and implementation</b> | <b>November 2019</b>  |

**With the reasons for this decision being that the objective of the decision will contribute to the performance of regulatory functions in a way that is most cost-effective and appropriate to present and future circumstances by:**

- i) Providing parking technology within the district that is safe and readily available to motorists.**

**Attachments:**

- 1 Business Case Pay by Plate Parking Machines - April 2019 REG-22-10-19-3109**
- 2 Business Case In-ground Sensors - July 2017 REG-22-10-17-2405**





## Business Case for Pay by Plate Parking Machines 2019

REG-22-10-19-3109

|               |                              |
|---------------|------------------------------|
| Prepared by:  | John Payne & Cambell Thorsen |
| Prepared for: | John O'Shaughnessy           |
| Date:         | April 2019                   |
| Version:      | 1.0                          |
| Status:       | Pending                      |

**DOCUMENT CONTROL****Document Information****Document History**

| Version | Issue Date | Changes           |
|---------|------------|-------------------|
| One     | April 2019 | New Business case |
|         |            |                   |
|         |            |                   |
|         |            |                   |

**Document Review****Document Sign-off**

| Role   | Name               | Sign-off Date |
|--|--------------------|---------------|
| Project Manager                                    | John Payne         |               |
| Senior Responsible Owner/<br>Project Group Manager | John O'Shaughnessy |               |



Business Case For Parking Machines (Pay by Plate) 1

## Purpose

This business case analyses the feasibility of investing in new parking technology in the Hastings CBD. The options include removing some or all 508 single head lollipop meters and 9 off-street pay and display machines and installing Pay by Plate Parking Machines. There is \$540,000 in the Parking Meter Replacement Reserve. This business case establishes if there is sufficient financial or effectiveness reasons to proceed.

Parking machines service about 8 – 10 car parking spaces as opposed to the single bay lollipop meters. This removes much of the street clutter. Parking machines can function in several ways (pay and display, pay by bay, pay by plate) which are interchangeable. This means Council is able to keep up with changing technology.

The machines function using an SD chip which transmits data via the G4 network. They are powered by a 10 watt sola panel which charges two twelve volt batteries. The machines are integrated with AD-Riley, the ticketing system HDC currently uses. In addition to the capital cost to replace all single head meters and install machines, there is also required annually a contract for maintenance, credit card connection/transaction, coin collection, sorting, banking, reconciliation, auditing and data storage costs.

## Strategic Context

Council is required to give effect to the purpose of local government as prescribed by Section 10 of the Local Government Act 2002 (LGA). That purpose 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. Good quality means infrastructure, services and performance that are efficient and effective and appropriate to present and anticipated future circumstances.

This project is relevant to the purpose of Local Government by performing good quality regulatory functions in a cost effective manner.

The Hastings Central City Strategy was adopted by Council on 19 September 2013. The Strategy provides a holistic and coordinated view of the central city to guide its long-term development. The Strategy provides a visionary and pragmatic direction, allowing scope for creativity and innovation, while remaining flexible to ensure it is grounded and achievable. The Strategy builds on many of Council's existing strategies, plans and frameworks, specifically focused upon the city centre. The Strategy will contribute toward creating a growing, vibrant and fun City Centre that recognises and embraces its wider landscape, productive hinterland, creativity and cultural diversity.

The Strategy is founded on five interrelated goal areas, each goal area delivering multiple outcomes. The goal areas are to:

- a. Strengthen our city centre identity,
- b. Creating quality open spaces and connections,
- c. Integrating and concentrating activity in the city centre,
- d. Using precincts to provide opportunities, and
- e. Reinforcing and containing our city centre urban form.

### 2 | Business Case For Parking Machines (Pay by Plate)

While there are five broad goal areas proposed in the Strategy, specific focus upon the city car parking provisions are identified. A great City Centre has the right combination of on-street and off-street car parking, appropriate parking policies and fit-for-purpose transport options. While public parking facilities bring many benefits to our City Centre and are important for retailers, businesses, shoppers, visitors, mother with child, the elderly and mobility impaired, this needs to be considered in the context of the transition of fossil-fuelled vehicles to hybrid and electric options, as well as the anticipated growth in public and active forms of transport such as cycling and walking.

The Strategy recommends that in light of the 2013 Parking Strategy Review, that Council complete an assessment of public parking facilities to ensure areas of current need, high turnover, and emerging growth are adequately serviced, readily accessible, utilised, well connected and have high amenity.

Council wishes to continue to support the development and intensification of the Hastings CBD, whilst maintaining an efficient and sustainable parking resource. Businesses within the CBD core are exempt under the District Plan from the need to provide on-site car parks, with a 50% exemption extending out half a block beyond the traditional 'core'. Council via its District Plan recognises its role in providing on and off street car parking in this area in order to provide a continuous retail frontage and help achieve a compact shopping area, and adding amenity and vibrancy.

The management of the parking resource is therefore critical in ensuring that the resource is effective in meeting the objective of the District Plan and the expectations of the business community.

To be able to manage the car parking resource, accurate data quantifying occupancy levels and peak demand times becomes a critical tool.

Firstly, on a day to day basis, it provides improved capability to ensure regular turnover of the existing car park spaces through more focused enforcement, identifying peak load times and improving access for retail customers and visitors to the area.

Secondly, on a strategic level, the collection of accurate and long term data will allow Council to identify the areas of greatest need in order to make changes to the existing resource and to identify areas for future expansion of the resource.

## The Case for Change

The single bay meters were installed about 1995/1996. They have reached the end of their life expectancy and are no longer in production. Dead or dying meters can no longer be replaced. The NZ supplier states that single bay meter technology has been superseded and is non-existent in Australasia. As the product hasn't been sold for a few years there are no spare parts available. Council is now in a position where it must upgrade its' parking technology.

### Existing arrangements

The car parking resource in Hastings is controlled by single bay lollipop parking meters, pay-and-display parking areas and time limits. This requires sufficient staffing levels to visit the parking areas to check meters or pay-and display-tickets, capture information on handhelds, mark vehicle tyres and then return after the expiry of the time limit to issue an infringement notice, if the offending vehicle is still present.

Business Case For Parking Machines (Pay by Plate) 3



There are now 508 on-street parking meters and 266 off-street pay-and-display parking spaces; a total of 774 paid parking spaces. The paid parking relies on single bay parking meters to control on-street parking and pay-and-display ticket machines for the off-street parking areas.

Enforcement is carried out by Parking Enforcement Officers working over 5.5 days a week. Revenue from the parking and infringement fees is used to offset the operational costs of the parking regime, maintain existing assets with any surplus funds, assisting in strategic property purchases or laneway developments and/or being held in a reserve for future car parking developments and updating parking technology solutions.

Occupancy studies are carried out periodically and are an entirely manual process, giving a 'snap shot' for a short period of time at a given point in time during a year. The occupancy data is then updated periodically as the need arises. Collection of this data is time consuming and "patchy". Improved parking technology, pay by plate machines will provide supporting data sets for occupancy analysis.

### **Business needs**

There needs to be a system to manage the parking resource and the current system is failing.

Either Council charges for parking to make immediate revenue to cover costs and invest in the future or Council does not charge for parking and makes some revenue through fine recoveries for breach of time restriction compliance. The later entirely depends on compliance. If there is good compliance this would result in very little revenue.

A system that integrates with existing AD-Riley (the ticketing system currently used by HDC) is essential otherwise enforcement can become problematic and the community frustrated at the integrity of the data.

### **Potential scope**

Should there be a change in the cost of parking, it would be simplistic to make machine adjustments rather than 508 single bay meter adjustments.

Over the last few years parking technologies have changed. Hastings Council has been in a good position to manage the existing parking resource while watching the different technologies and monitoring the success or otherwise without having to make an investment. The pay by plate process seems to be the most effective and stable process so far.

No cabling is required on the street and the disruption is minimal.

### **Potential benefits**

The machines will provide live occupancy data on a daily basis as well as retaining historic data, which is being captured via gps location, and which can be monitored via the internet from any location to an approved administrator.

The capture of data over long periods of time will build confidence and reliability in the information being provided for future planning purposes.

The information gathered can be used in many ways, including identifying peak demand times. This new information will provide parking trend data to assist with future strategic planning for

4 | Business Case For Parking Machines (Pay by Plate)

the surrounding CBD, the possible impact of any new proposed development and the flow on effects for traffic management.

The system is maintained by a private contractor which means that there is no additional work generated for Council's IT staff.

### **Potential risks**

The current system is old and likely to fail at a greater rate as time moves on. The main risk is that dead and dying single bay meters have to be decommissioned, resulting in immediate revenue loss at about an average of \$700 per meter. The screens are faded and difficult to see through and the housing leaks which causes the batteries to deteriorate more quickly.

Fortunately Council has had the benefit of an experienced and loyal maintenance and service contractor for many years. Unfortunately it is time for retirement and Council must now source a new contractor. The competitive rate once offered is no longer available and more market/commercial aligned prices will apply.

Although at this point nothing changes with respect to the costs of parking, but rather the method used, communication about the project and educating the public on the use of the machines will be essential.

An outage to the G4 network would result in the system going down however, these networks are very robust and widespread failure of the system would affect a variety of users.

There is potential for vandalism of the meters, however, the indication from other users is that this is a very rare occurrence and that the machines are robust. Council also has a fairly wide coverage of CCTV in the CBD area.

### **Constraints**

The most significant constraint is cost to remove the existing assets, purchase and install replacement assets with a full maintenance and service contract.

### **Dependencies**

Council will be reliant on a contractor to maintain the equipment while also ensuring the payment system is fully operational. The contractor would also be responsible for coin collection, reconciliation, counting, banking and auditing.

Wireless connections will rely on telecommunication providers maintaining and ensuring that their networks are operational, as will power providers (in the case where machines are hard wired).

While it is anticipated that the frequency of these services being disrupted will be extremely low, Council will need to ensure that alternative means of carrying out enforcement work can be maintained, by reverting to existing practices that are currently being used or some other 'low tech' alternative.

## Option Analysis

The following options have been identified and assessed.

**Option 1:** Status quo or do nothing. Parking revenue will decrease as the single bay machines fail.

**Option 2:** Replace 179 single bay meters and 9 off street pay and display machines with 45 machines. Engage a contractor for full maintenance and coin management of both systems (Pay by Plate and the remaining 329 single bay meters)

**Option 3:** Replace all 508 single bay meters and 9 off street pay and display machines with about 74 Parking Machines. Engage a contractor for full maintenance and coin management for one system.

### Financial analysis

The financial analysis contained in this proposal includes the following assumptions:

- The cost to remove the existing Single bay meters may be more competitively sourced.
- Additional operating costs relating to maintenance, service and coin management is a result of retirement of the current contractor who has served Hastings and Napier very well. These effects will be felt by both Councils'.
- It is assumed that the depreciation on the equipment would be funded (as per the current situation with parking meters) and replacement of new equipment would be via the plant replacement reserve.

Table one

| Option 1 | Year 1    | Year 2    | Year 3    | Year 4    |
|----------|-----------|-----------|-----------|-----------|
| Capex    | \$455,100 |           |           |           |
| Opex     | \$62,790  | \$62,790  | \$66,944  | \$66,944  |
| Option 2 | Year 1    | Year 2    | Year 3    | Year 4    |
| Capex    | \$276,750 |           |           |           |
| Opex     | \$102,433 | \$102,433 | \$106,944 | \$106,944 |

\$540,000 of the capital cost could be funded from the parking meter replacement reserve. As at 9 April 2019 the balance of the Hastings parking meter replacement reserve was \$540,000.

To gain maximum benefit from installing the system it will be vital for Parking Officers to be present in and around the surrounding CBD.



## Preferred Option

### Funding and Affordability

For the 2015/16 financial year the parking account generated \$817,052 in revenue, while the total expenditure was \$1,324,132, leaving a deficit of \$507,080.

For 2016/17 there was a deficit of \$361,000.

Budget for 2017/18 – Revenue \$1,165,490, expenditure \$1,203,644, deficit \$38,154

This trend toward a deficit is only a recent one due to a number of factors such as:

- The reluctance to increase parking charges over the last 15 years
- The free parking trial over 19 months (\$942k loss)
- Reduced property rental

Given the above points, it is not clear that the Parking operations will continue to produce a positive cash flow and potentially the reserve may not be replenished.

## Procurement Approach

Should the preferred option be to purchase a new meter system, officers would use a contestable process to engage a qualified supplier to supply, provide, install and service and maintain the equipment. The contract would reflect each of these elements and include payment terms.

Napier City Council is in a similar position however, they purchased 76 MPC104 Kale Pay and Display machines (The main boards are no longer available for these). Napier & Hastings Councils will look to source a joint maintenance and service contractor.

## Next Steps

This proposal has established that Council is in a position where new technology is needed as the old single bay meters are at their life end.

Doing this in affordable stages may pose some problems and confusion for the public having to operate under different systems.

The maintenance and service contract is more cost effective if Council was to fully commit to one product and there may be efficiencies in a joint maintenance and service contract with Napier City Council.

John Payne  
Community Safety Manager





## Business Case for In-Ground Parking Sensors 2017

|               |                              |
|---------------|------------------------------|
| Prepared by:  | John Payne & Cambell Thorsen |
| Prepared for: | John O'Shaughnessy           |
| Date:         | July 2017                    |
| Version:      | 1.0                          |
| Status:       | DRAFT                        |

**DOCUMENT CONTROL****Document Information****Document History**

| Version | Issue Date | Changes  |
|---------|------------|--|
| One     | July 2017  | Business case updated from original document prepared by Caroline Thompson |
|         |            |  |
|         |            |  |
|         |            |  |

**Document Review****Document Sign-off**

| Role   | Name               | Sign-off Date |
|--|--------------------|---------------|
| Project Manager                                    | John Payne         |               |
| Senior Responsible Owner/<br>Project Group Manager | John O'Shaughnessy |               |

## Purpose

This business case analyses the feasibility of investing up to \$440,000 to install in-ground sensors in time limit parking spaces in Hastings surround the CBD and in all parking spaces in Havelock North to establish if there is sufficient financial or effectiveness reasons to proceed.

A sensor technology system captures live data 24/7. The data is captured from in-ground sensors imbedded in car parking spaces. These sensors record the length of stay as vehicles park over them and then move out. This information is stored in a cloud base system. Parking Officers are able to determine immediately which vehicles have overstayed and for how long. This makes enforcement of time zones very efficient.

In addition to the capital cost of \$440,000, \$70,000 is also required annually for maintenance and data storage costs.

## Strategic Context

Council is required to give effect to the purpose of local government as prescribed by Section 10 of the Local Government Act 2002 (LGA). That purpose 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. Good quality means infrastructure, services and performance that are efficient and effective and appropriate to present and anticipated future circumstances.

This project is relevant to the purpose of Local Government by performing good quality regulatory functions in a cost effective manner.

The Hastings Central City Strategy was adopted by Council on 19 September 2013. The Strategy provides a holistic and coordinated view of the central city to guide its long-term development. The Strategy provides a visionary and pragmatic direction, allowing scope for creativity and innovation, while remaining flexible to ensure it is grounded and achievable. The Strategy builds on many of Council's existing strategies, plans and frameworks, specifically focused upon the city centre. The Strategy will contribute toward creating a growing, vibrant and fun City Centre that recognises and embraces its wider landscape, productive hinterland, creativity and cultural diversity.

The Strategy is founded on five interrelated goal areas, each goal area delivering multiple outcomes. The goal areas are to:

- a. Strengthen our city centre identity,
- b. Creating quality open spaces and connections,
- c. Integrating and concentrating activity in the city centre,
- d. Using precincts to provide opportunities, and
- e. Reinforcing and containing our city centre urban form.

While there are five broad goal areas proposed in the Strategy, specific focus upon the city car parking provisions are identified. A great City Centre has the right combination of on-street and off-street car parking, appropriate parking policies and fit-for-purpose transport options. While public parking facilities bring many benefits to our City Centre and are important for

2 | Business Case For In-ground Parking Sensors

retailers, businesses, shoppers, visitors, mother with child, the elderly and mobility impaired, this needs to be considered in the context of the transition of fossil-fuelled vehicles to hybrid and electric options, as well as the anticipated growth in public and active forms of transport such as cycling and walking.

The Strategy recommends that in light of the 2013 Parking Strategy Review, that Council complete an assessment of public parking facilities to ensure areas of current need, high turnover, and emerging growth are adequately serviced, readily accessible, utilised, well connected and have high amenity.

Council wishes to continue to support the development and intensification of the Hastings CBD, whilst maintaining an efficient and sustainable parking resource. Businesses within the CBD core are exempt under the District Plan from the need to provide on-site car parks, with a 50% exemption extending out half a block beyond the traditional 'core'. Council via its District Plan recognises its role in providing on and off street car parking in this area in order to provide a continuous retail frontage and help achieve a compact shopping area, and adding amenity and vibrancy.

The management of the parking resource is therefore critical in ensuring that the resource is effective in meeting the objective of the District Plan and the expectations of the business community.

To be able to manage the car parking resource, accurate data quantifying occupancy levels and peak demand times becomes a critical tool.

Firstly, on a day to day basis, it provides improved capability to ensure regular turnover of the existing car park spaces through more focused enforcement, identifying peak load times and improving access for retail customers and visitors to the area.

Secondly, on a strategic level, the collection of accurate and long term data will allow Council to identify the areas of greatest need in order to make changes to the existing resource and to identify areas for future expansion of the resource.

## The Case for Change

This proposal identifies two key objectives to be achieved with the case for change summarised below for each investment objective.

1. Accurate data capture 24/7
2. Operational efficiencies

### Existing arrangements

The car parking resource in Hastings is controlled by parking meters, pay-and-display parking areas and time limits. This requires sufficient staffing levels to visit the parking areas to check meters or pay-and display-tickets, capture information on handhelds, mark vehicle tyres and then return after the expiry of the time limit to issue an infringement notice, if the offending vehicle is still present.

There are 513 on-street parking meters and 266 off-street pay-and-display parking spaces; a total of 779 paid parking spaces. The paid parking relies on parking meters to control on-street parking and pay-and-display ticket machines for the off-street parking areas.

Business Case For In-Ground Parking Sensors | 3



Enforcement is carried out by Parking Enforcement Officers working over 6 days a week. Revenue from the parking fees and infringement fines is used to offset the operational costs of the parking regime, with any excess funds being held in a reserve for future car parking developments.

Occupancy studies are carried out periodically and are an entirely manual process, giving a 'snap shot' for a short period of time at a given point in time during a year. The occupancy data is then updated periodically as the need arises. Collection of this data is time consuming and "patchy".

### **Business needs**

Installation of some type of meter sensor technology would allow officers to focus on offending vehicles immediately upon arrival in the surrounding CBD and freeing up their time to look at other parking issues such as safety related matters (e.g. parking on yellow lines, footpath parking) and vehicles with expired registration and/or warrant of fitness.

Reliable and accurate data capture would enable officers to more clearly define where the parking demand is which in turn would provide Council with the ability to improve the management of the parking resource.

Changes in technology have provided for an alternative mechanism to both monitor car parks for over-stayers, and to collect real-time data for developing future traffic and parking studies. A number of companies now offer some form of in-ground sensor to monitor vehicles arriving in and departing from car parking spaces, with the data being transmitted back to an operator via the Internet. The data can then be used to alert an enforcement officer of an over-stayer, as well as being available for statistical analysis.

### **Potential scope**

It is anticipated that the sensor technology would be effectively used in the surrounding Hastings CBD and Havelock North, given the extent of the area to be managed. This would involve installing meter sensors in 1178 car parks in the Hastings CBD and Havelock North.

Sensors would be embedded in the existing road surface and are either battery or solar powered, depending on the type of technology selected.

No cabling is required on the street and the disruption is minimal. Data can potentially also be accessed by members of the public via an App downloaded to a smartphone. This is limited to allowing people to find available car parking spaces within the catchment area. Councils Parking Enforcement Officers will need to install an App on their existing mobile phones.

### **Potential benefits**

The sensors will provide live occupancy data on a daily basis as well as retaining historic data, which is being captured 24 hours a day, 7 days a week, and which can be monitored via the internet from any location to an approved administrator.

The capture of data over long periods of time will build confidence and reliability in the information being provided for future planning purposes.

The information gathered can be used in many ways, including identifying peak demand times. This new information will provide parking trend data to assist with future strategic planning for the surrounding CBD, the possible impact of any new proposed development and the flow on effects for traffic management.

Access to data will also lead to more efficient use of Parking Officers time, allowing them to carry out more focused enforcement and providing them with the ability to make a conscious decision as to where to enforce or whether enforcement can be focused on other safety related issues.

There is potential to increase infringement revenue through a more focussed approach to enforcement. In Taupo, following the installation of the sensors, there was an average 28% increase in revenue in their first year of operation. This has since tailed off with infringement revenue increasing on average 17% over the following 3 years. For the purpose of this proposal we have conservatively estimated an increase in infringement revenue of 5% or \$25,000 per annum.

The focused enforcement should ensure that the limited car parking resource is regularly turning over, ensuring ready access for those visitors to the CBD.

The system is managed and maintained by a private company which means that there is no additional work generated for Council's IT staff, apart from ensuring the integration of the handheld data with Councils systems. There are also no structural facilities required for the installation of the sensors other than their being 'implanted' into the tarseal in each of the parking spaces.

The systems that have been looked at to date all provide for the use of a publicly available smartphone App, which informs users of the location of available car parks. While it is not clear what the up-take of this would be, the option would help the public make better use of the parking resource.

A provision of \$20,000 per annum has been included in the budget for consultants to carry out parking studies. This would be reduced by being able to access occupancy data from the sensor technology.

### **Potential risks**

Communication about the project, emphasising the turn-over of the parking resource and data collection for long term planning, will need to be carefully managed to avoid a perception that Council is taking a 'heavy handed' approach to enforcement.

An outage to the Internet and cell phone connections would cause the system to temporarily fail. These networks are however very robust and widespread failure of the system would affect a variety of users.

There is potential for vandalism of the sensors. However, the indication from a current user is that this is a very rare occurrence and that the sensors are robust.

This proposal assumes that the rate of infringements issued will increase following installation of the system. It is possible that a decrease in parking demand, or an increase in compliance with the time limits, may result in a reduction of income in the longer term.



**Constraints**

The most significant constraint is cost. Public acceptance around the new sensors will need to clearly emphasise the positive aspects of the system. The installation of sensors therefore should include clear communication around the reasons for the technology.

To fully utilise the system and make good use of the data capture there needs to be resource available to perform in depth data analysis.

A sensor technology systems does not need to link or be integrated with software linking the monitoring system with a payment system as it is proposed to only use the technology for time limit parking controls.

**Dependencies**

The operating system is owned and operated by a private company. Council will therefore be reliant on the company selected for the provision of the system, to maintain the on street equipment while also ensuring the computer equipment is fully operational.

While the operating system is privately owned there is a requirement for an interface with Council computer systems to manage the handling of infringement notices and their enforcement with the Court. It therefore requires that there is compatibility between the two systems including the handheld devices that are used to generate the infringement notices on the street. Approval will need to be sought from the IT Governance Board of IT's commitment to supporting the interface with Council's system.

Wireless connections will rely on telecommunication providers maintaining and ensuring that their networks are operational, as will power providers.

While it is anticipated that the frequency of these services being disrupted will be extremely low, Council will need to ensure that alternative means of carrying out enforcement work can be maintained, by reverting to existing practices that are currently being used or some other 'low tech' alternative.

## Option Analysis

The following options have been identified and assessed.

**Option 1:** Status quo or do nothing.

**Option 2:** Install sensor technology in 1178 'on-street' and 'off-street' car parks. Retain parking meters and pay and display units in the Hastings CBD. This option would achieve accurate data collection and will lead to on-going operational efficiencies. Retaining the meters would give Council the ability to continue to collect parking meter revenue, however the meters should eventually be replaced by on-street pay and display machines.

**Financial analysis**

The financial analysis contained in this proposal includes the following assumptions:

Impact of sensor technology:

- It is anticipated that the installation of sensor technology would lead to a more focussed approach to enforcement which in turn would result in an increase in infringement revenue

- of approximately \$25,000 per annum for the first 3 years, then tailing off to \$15,000 per annum
- Additional operating costs relating to maintenance, data and licencing fees for meter sensors is estimated at \$70k per annum
  - The option to lease the equipment has been ruled out due to the financing costs.
  - It is assumed that the depreciation on the equipment would be funded (as per the current situation with parking meters) and replacement of new equipment would be via the plant replacement reserve.

The initial indications are that the cost to purchase a sensor technology system outright would be approximately \$440,000

| Meter sensor technology                       | Year 0  | Year 1 | Year 2 | Year 3 | Year 4 | Year 5 | Year 6 | Year 7 | Whole of life cost |
|---|---------|--------|--------|--------|--------|--------|--------|--------|--------------------|
| In ground sensors (1178)                      | 440,000 |        |        |        |        |        |        |        | 440,000            |
| Hand held devices                             |         |        |        |        |        |        |        |        | -                  |
| Annual data charge (\$1 per sensor per month) | -       | 14,136 | 14,136 | 14,136 | 14,136 | 14,136 | 14,136 | 14,136 | 98,952             |
| Licensing fee                                 |         |        |        |        |        |        |        |        | -                  |
| Annual maintenance fee                        | -       | 56,544 | 56,544 | 56,544 | 56,544 | 56,544 | 56,544 | 56,544 | 395,808            |
| Batteries & sensor maintenance                |         | 3,000  | 3,000  | 3,000  | 3,000  | 3,000  | 3,000  | 3,000  | 21,000             |
| Total cost                                    | 440,000 | 73,680 | 73,680 | 73,680 | 73,680 | 73,680 | 73,680 | 73,680 | 955,760            |
| Estimated savings:                            |         |        |        |        |        |        |        |        | -                  |
| Increased infringement revenue                |         | 25,000 | 25,000 | 25,000 | 15,000 | 15,000 | 15,000 | 15,000 | 135,000            |
| Financial benefits:                           | -       | 25,000 | 25,000 | 25,000 | 15,000 | 15,000 | 15,000 | 15,000 | 135,000            |
| Net costs                                     | 440,000 | 48,680 | 48,680 | 48,680 | 58,680 | 58,680 | 58,680 | 58,680 | 820,760            |

The capital cost could be funded from the parking meter replacement reserve. As at 30 June 2017 the balance of the Hastings parking meter replacement reserve was \$871,597.

While the system will capture and store data relating to the levels of occupancy, lengths of stay etc, it will only be of value if used – either for future planning purposes or for the day to day operation of the parking enforcement regime.

To gain maximum benefit from installing the system it will be vital for Parking Officers to be present in and around the surrounding CBD and Havelock North.



## Preferred Option

### Funding and Affordability

For the 2015/16 financial year the parking account generated \$817,052 in revenue, while the total expenditure was \$1,324,132, leaving a deficit of \$507,080.

For 2016/17 there was a deficit of \$361,000.

Budget for 2017/18 – Revenue \$1,165,490, expenditure \$1,203,644, deficit \$38,154

This trend toward a deficit is only a recent one due to a number of factors such as:

- The reluctance to increase parking charges over the last 13 years
- The free parking trial over 19 months
- Reduced property rental

Given the above points, it is not clear that the Parking operations will continue to produce a positive cash flow and potentially the reserve may not be replenished.

## Procurement Approach

Should the preferred option be to purchase a meter sensor technology system, officers would use a contestable process to engage a qualified supplier to supply, provide, install and service the equipment. The contract would reflect each of these elements and include payment terms.

Napier City Council does not appear to have any plans to install meter sensor technology in the near future but officers would investigate this further in case there is an opportunity to jointly tender for the service.

The system chosen for this project would need to be compatible with and be linked to Council's own systems. This would be clearly defined in the tender documents and will be given a high priority during the analysis phase of this process. This would also require approval from the IT Governance Board.

## Next Steps

This proposal has established that sensor technology is of value to Council. However, the costs clearly outweigh the benefits.



**REPORT TO: COUNCIL**

**MEETING DATE: THURSDAY 27 JUNE 2019**

**FROM: PARKING TRANSPORTATION OFFICER  
MEL ENGLAND**

**SUBJECT: PARKING CONTROLS**

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## **1.0 SUMMARY**

- 1.1 The purpose of this report is to obtain a decision from Council on a change to parking controls on Nelson Street North and Caroline Road.
- 1.2 This report aligns with Council Objectives and Regulatory functions by:
- A. Reducing public nuisance and threats to public health and safety.
  - B. Moving people and goods around safely and efficiently.
- 1.3 This proposal arises from requests for new parking controls.
- 1.4 The Council is required to give effect to the purpose of local government as set out in section 10 of the Local Government Act 2002. That purpose is to enable democratic local decision-making and action by (and on behalf of) communities, and to promote the social, economic, environmental, and cultural well-being of communities in the present and for the future.
- 1.5 The objective of this decision is relevant to the purpose of Local Government in the provision of quality infrastructure and public service.
- 1.6 This report concludes by recommending:
- P5 time limit between the hours of 8:30am to 9:15am and 2:30pm to 3:30pm on school days be established outside of Taikura Rudolph Steiner School and Kindergarten on Nelson Street North.
  - P60 time limit be established along Caroline Road outside of Shadez Barber shop and Wet and Forget (Hastings) businesses.

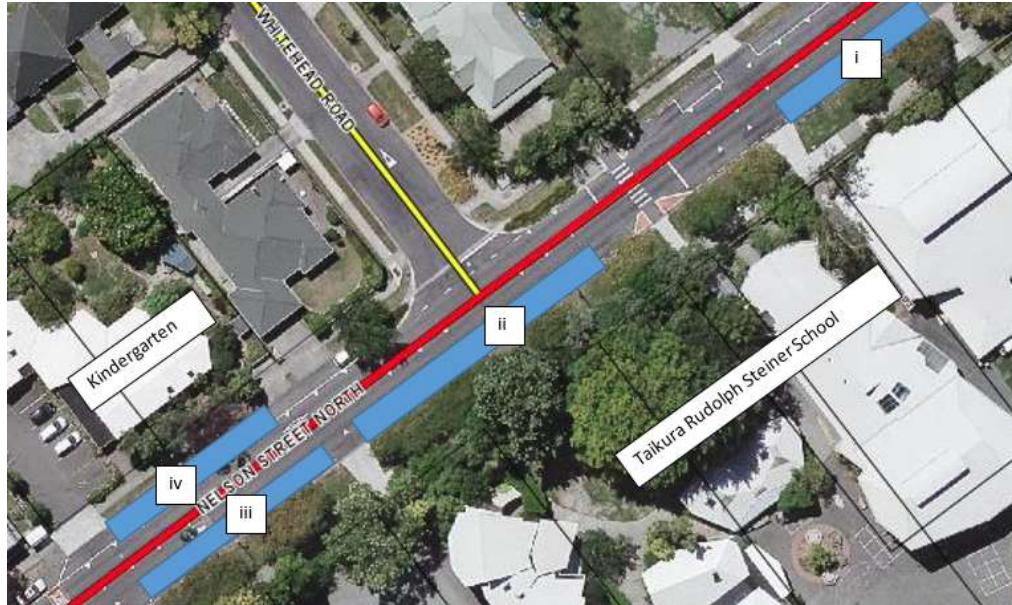
## **2.0 BACKGROUND**

- 2.1 From time to time it is necessary to introduce parking controls and or amend those that are already in place.
- 2.2 In order that the changes are legally established these need to be formally resolved by Council.
- 2.3 The following information provides the background and current situation relevant to the change being proposed.

### **Nelson Street North – Taikura Rudolph Steiner School**

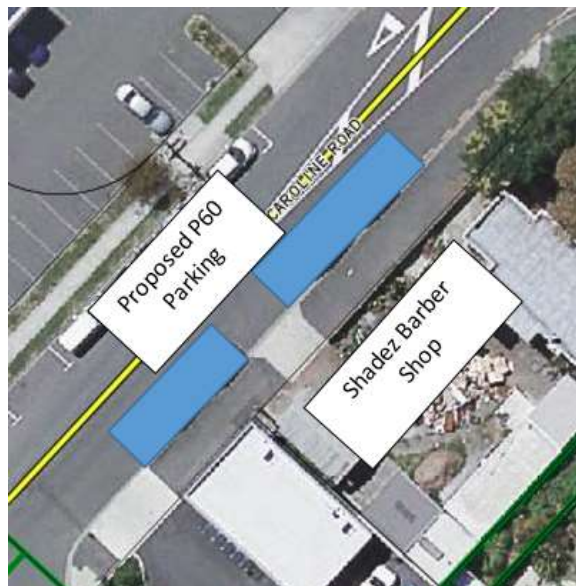
- 2.4 Hastings District Council have been approached by Taikura Rudolph Steiner School, staff and parents to establish P5 time limit parking controls outside the school and kindergarten, in particular around drop off and pick up times.

- 2.5 Hastings Health Centre opened on Nelson Street North and parking is now in higher demand creating problems for parents dropping off and picking up children in the mornings and afternoons causing unsafe parking issues.
- 2.6 Due to congestion happening during the drop off and pick up times more complaints have been received about illegal parking.



### Caroline Road – Shadez Barber Shop

- 2.7 Shadez Barber Shop approached Hastings District Council to establish a P60 time limit outside of their business due to lack of available parking.
- 2.8 Vehicles are parking all day outside of Shadez Barber and Wet and Forget (Hastings) preventing clients from parking near or outside the business.



## 3.0 OPTIONS

- 3.1 The options available to Council are to:



**Option 1** - Approve the changes being proposed

OR

**Option 2** - Not approve all or some of the changes being proposed

#### **4.0 SIGNIFICANCE AND ENGAGEMENT**

##### **Nelson Street North – Taikura Rudolph Steiner School**

- 4.1 Meetings have been held with the school after several complaints were received in regards to the high demand parking.
- 4.2 Agreement was reached on the introduction of P5 time limited parking during student drop off and pick up times.
- 4.3 Residents in the area have approached council staff about the parking issues and said there was high demand before the Health Centre opened.

##### **Caroline Road – Shadez Barber Shop**

- 4.4 An occupancy study was carried out over 2 weeks. The results found that traffic was static with an occupancy rate over the national standard of 85%, which is a good indication that time limits need to be introduced.
- 4.5 Consultation was carried out with the other 2 businesses in the area and there were no objections to the proposal.

#### **5.0 PREFERRED OPTION/S AND REASONS**

##### **Nelson Street North – Taikura Rudolph Steiner School**

- 5.1 The P5 will only be in effect from 8-30am to 9-15am and 2-30pm to 3-30pm during school days.
- 5.2 Provide a safe area for parents/caregivers to drop off and pick up children.

##### **Caroline Road – Shadez Barber Shop**

- 5.3 The P60 time limit be introduced to support the business by providing parking for their clients visiting the premises.

#### **6.0 RECOMMENDATIONS AND REASONS**

- A) That the report of the Parking Transportation Officer titled “Parking Controls” dated 27/06/2019 be received.
- B) That Council resolve pursuant to Clause 5.3.1(a)(i) of Chapter 5 (Parking and Traffic) of the Hastings District Council Consolidated Bylaw 2016 as set out in Attachment 1 (REG-22-03-12-19-456):
  - i. That the parking space on the eastern side of Nelson Street North, commencing approximately 66 metres south from the intersecting kerbline of Fitzroy Avenue and extending 22 metres south be resolved to have P5 time limit from 8-30am to 9-15am and 2-30pm to 3-30pm during school days
  - ii. That the parking space on the eastern side of Nelson Street

North, commencing approximately 124 metres south from the intersecting kerbline of Fitzroy Avenue and extending 40 metres in a southerly direction be resolved to have P5 time limit from 8-30am to 9-15am and 2-30pm to 3-30pm during school days

iii. That the parking space on the eastern side of Nelson Street North, commencing approximately 123 metres north from the intersecting kerbline of Saint Aubyn Street West and extending 32 metres in a northerly direction be resolved to have P5 time limit from 8-30am to 9-15am and 2-30pm to 3-30pm during school days

iv. That the parking space on the western side of Nelson Street North, commencing approximately 115 metres north from the intersecting kerbline of Saint Aubyn Street West and extending 27 metres in a northerly direction be resolved to have P5 time limit from 8-30am to 9-15am and 2-30pm to 3-30pm during school days.

C) That Council resolve pursuant to Clause 5.3.1(a)(i) of Chapter 5 (Parking and Traffic) of the Hastings District Council Consolidated Bylaw 2016, that the existing parking spaces on the eastern side of Caroline Road commencing approximately 26 metres south from the intersecting kerbline of Alexandra Crescent and extending 33 metres in a southerly direction be resolved to have P60 time limit as set out in Attachment 2 (REG-22-10-19-3166).

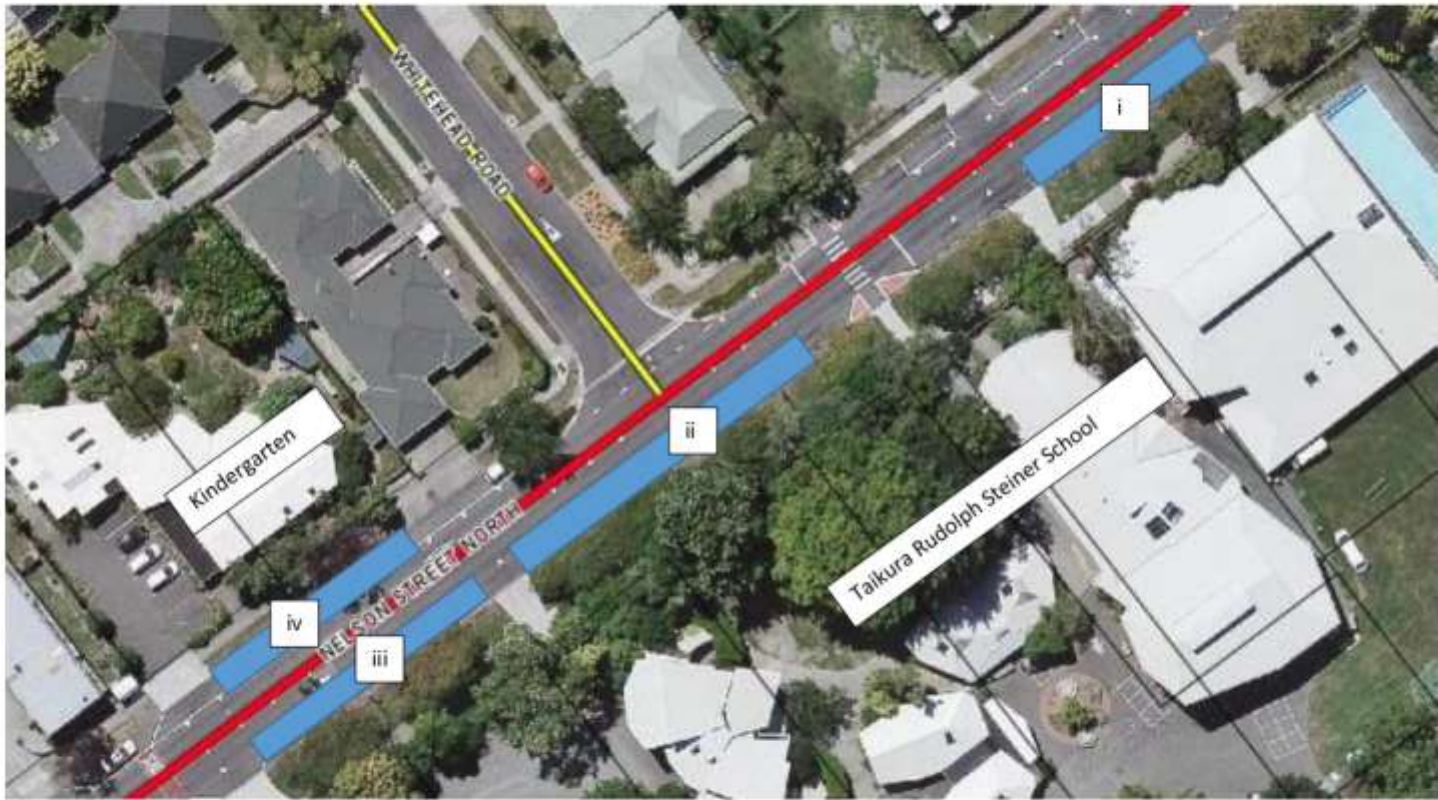
With the reasons for these decisions being that the objective of the decisions will contribute to performance of regulatory functions in a way that is efficient, effective and appropriate to present and future circumstances by:

- Providing parking spaces in relevant places within the district that are safe and readily available to motorists.

#### Attachments:

- |   |   |                     |
|---|---|---------------------|
| 1 | Taikura Rudolph Steiner School Time Limited Parking | REG-22-03-12-19-456 |
| 2 | Shadez Barber - P60                                 | REG-22-10-19-3166   |

Taikura Rudolph Steiner School Time Limited Parking



Shadez Barber Shop – P60 Request





**REPORT TO: COUNCIL**

**MEETING DATE: THURSDAY 27 JUNE 2019**

**FROM: TRANSPORTATION ASSET MANAGER  
MARIUS VAN NIEKERK**

**SUBJECT: SIMLA AVENUE AND TE MATA PEAK ROAD CORRIDOR  
MANAGEMENT PLAN**

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## **1.0 SUMMARY**

- 1.1 The purpose of this report is to obtain a decision from the Council on the recommendations contained in the Simla Avenue – Te Mata Peak Corridor Management plan (CMP).
- 1.2 This report contributes to the achievements of the Council's Community Outcomes and specific Council Objectives as set out in the Long Term Plan 2018/2028:
  - Accessible range of safe transport options
- 1.3 This request arises from the need to set the long term strategic vision for this section of the Transport network, considering both land use and transport demands. The key outputs of the Corridor management plan process are to create an integrated transport and land use strategy and an associated phased implementation plan that will outline how the corridor will respond to changes in the wider transport and land use demands over the next 30+ years.
- 1.4 The Council is required to give effect to the purpose of local government as set out in section 10 of the Local Government Act 2002. That purpose is to enable democratic local decision-making and action by (and on behalf of) communities, and to promote the social, economic, environmental, and cultural well-being of communities in the present and for the future.
- 1.5 This report concludes by recommending the adoption of the Corridor management plan for Simla Avenue and Te Mata Peak road which includes :
- 1.6 **Section A** – Simla Ave between Te Mata road and Greenwood/Te Mata Peak Road intersection
- 1.7 **Section B** – Te Mata Peak Road between Greenwood/Te Mata Peak road intersection and the Gates of Te Mata Park

## 2.0 BACKGROUND

- 2.1 Simla Avenue is a residential road in the suburb of Havelock North
- 2.2 Te Mata Peak road is a mixed use road having both residential and rural land use along its length and provides access to Te Mata Park and the summit of Te Mata Peak.



### Simla Avenue/Te Mata Peak Road Corridor Management Plan Study Area

- 2.3 Tauroa road is a mixed use road having both residential and rural land use along its length and provides access to the lower areas of Te Mata Park. It is a popular entrance point into Te Mata Park through Chambers Walk. The road is narrow and winding in areas with a steep drop off into a gully on one side (near Tokomaru drive). There is a toilet and bike wash facilities provided at the Chambers Walk Car Park.
- 2.4 Both Simla Avenue and Te Mata Peak road is classified under the One network road classification system as secondary collector because of the access it provides to the Te Mata Peak Park. Te Mata Peak is a popular tourist destination in the Hawkes Bay.
- 2.5 Tauroa road is classified as an access road under the One network road classification.
- 2.6 The mix of traffic along the corridors consists of residential commuter traffic, tourist traffic visiting Te Mata Park, and a mix of recreation/active use traffic consisting of walking, cycling and motor vehicle traffic.
- 2.7 There is currently provision for tourist busses to access Te Mata Peak Park summit under a Traffic Management Plan through Te Mata Peak road.
- 2.8 Sections of both Simla Avenue and Te Mata Peak road are currently in poor condition and requires reconstruction work in the near future.
- 2.9 For reference the Corridor Management Plan has segmented the road into three sections:
- 2.10 **Section A** – Simla Avenue between Te Mata Road and Greenwood/Te Mata Peak Road intersection
- 2.11 **Section B** – Te Mata Peak Road between Greenwood/Te Mata Peak Road intersection and the Gates of Te Mata Park(Entrance to the park)
- 2.12 **Section C** – Entrance to Te Mata Park to the summit of Te Mata Peak.

- 2.13 The scope of the Corridor Management Plan is to evaluate the performance of the existing road in terms of access, parking, people and freight movement and safety.
- 2.14 The process adopted to thoroughly study the corridor can be summarised as follows:
- Data collection through stakeholders and public engagement
  - Identification of problems and issues
  - Provide an outline for the recommended solutions and proposed phased implementation plan
- 2.15 For further details regarding the road environment along the route please refer to the attached Corridor Management Plan report.

### **3.0 CURRENT SITUATION**

- 3.1 The draft Corridor Management Plan findings were discussed with Council at a workshop on the 20th November 2018. During the workshop it became clear that there are issues relating to Section C that would require inclusion of a wider stakeholder group.
- 3.2 The Corridor Management Plan recommendations for sections A and B are routine in nature and identifies minor improvements to the corridor layout, footpath connectivity improvements and quick wins that can be implemented right away. (Such as vegetation trimming).
- 3.3 The Corridor Management Plan recommendations for Section C, also include quick wins but there are limited opportunities for large scale physical improvements along this section. It is recommended to develop a specific business case with an increased scope to include all access routes to Te Mata Peak (including Te Mata Peak Road within Te Mata Park and Tauroa road). This approach will include comprehensive consultation with all stakeholders.
- 4.0 The Corridor Management Plan will be used as a point of entry into the Section C business case and will commence once adopted by Council. It is anticipated that the Section C business case will consist of the following phases:
- Scoping
  - Consultation with stakeholders
  - Strategic Context
  - Strategy development and option identification
  - Reporting/Feedback to stakeholders and Council
  - Duration +/- 20 weeks non consecutive

### **5.0 OPTIONS**

- 5.1 **Option 1** – Adopt the Corridor Management Plan for Sections A and B and that community engagement for the Corridor Management Plan be concluded with a presentation highlighting the findings of the Corridor Management Plan.

- Detach Section C from Sections A and B and proceed with a separate CMP for Section C as a separate business case.
- Increase the scope for Section C to include all access routes to Te Mata Park.

5.2 **Option 2** – do not adopt the Simla Avenue and Te Mata Peak Road Corridor Management Plan.

## 6.0 SIGNIFICANCE AND ENGAGEMENT

6.1 Engagement through a public open day were held on 8 August 2018 with 95 registered attendees participating. 80% of the attendees are residents on Simla Avenue or Te Mata Peak road.

6.2 Attendees were asked to provide feedback on existing corridor issues or problems, opportunities and ideas that could be considered within the development of the study. Paper feedback forms, along with verbal feedback taken on the day, were combined with an online survey to provide comprehensive feedback on the key issues and potential considerations for inclusion within the study. A total of 69 responses were received and used as a basis for the assessment.

## 7.0 ASSESSMENT OF OPTIONS (INCLUDING FINANCIAL IMPLICATIONS)

7.1 **Option 1 (Adopting the Corridor Management Plan)** will realise the following:

7.2 The Corridor Management Plan have been developed following extensive public and stakeholder consultation and is supported by detailed engineering assessment.

7.3 Implementation of the Corridor Management Plan will deliver on the strategic objectives of Council and the transportation network by providing:

- Accessible range of safe transport options;
- Safe walking and cycling facilities;
- Efficient movement of goods;
- Infrastructure supporting economic growth; and
- Resilience to hazards and shocks.

7.4 Furthermore it will deliver the three vision statements identified by the stakeholders:

- Improved level of service for all transportation modes
- Improved customer experience
- Improved safety for all users.

7.5 The phased implementation plan will result in the renewal of existing assets and the construction of new assets.

7.6 Any significant improvements not currently included in the ten year LTP will require funding to be considered through the LTP process.

7.7 **Option 2 (Do not adopt the Corridor Management Plan):**



- 7.8 Not adopting the Corridor Management Plan will result in a sub-optimal delivery of Council and the Transportation network objectives with an inconsistent approach to long term strategic planning.
- 7.9 By not adopting the Corridor Management Plan, the vision statements that resulted from stakeholder consultation may not be implemented and this may result in lost opportunities for enhancing the corridor.
- 7.10 Not adopting the Corridor Management Plan will present a risk to the future function and performance of the corridor with its varied user groups and will impact on customer experience and safety.

## 8.0 PREFERRED OPTION/S AND REASONS

- 8.1 **Option 1** – Adopt the Corridor Management Plan for Sections A and B and that community engagement for the Corridor Management Plan be concluded with a presentation highlighting the findings of the Corridor Management Plan.
- 8.2 Approve Sections A and B of the Simla Avenue – Te Mata Peak and officers proceed with a separate Corridor Management Plan for Section C as a separate Business Case with an increased scope to include all access routes to Te Mata Park.
- 8.3 The reasons for recommending Option 1 is as follows:
- Deliver on the strategic objectives of Council and the Transportation network.
  - Achieves the vision of the stakeholders identified during consultation.

## 9.0 RECOMMENDATIONS AND REASONS

- A) That the report of the Transportation Asset Manager titled “Simla Avenue and Te Mata Peak Road Corridor Management Plan” dated 27/06/2019 be received.
- B) That the Council adopt the Simla Avenue – Te Mata Peak Corridor Management Plan for Sections A and B and that community engagement for the Simla Avenue – Te Mata Peak Corridor Management Plan be concluded with a presentation highlighting the findings of the Corridor Management Plan for sections A and B.
- C) That the Council approve Sections A and B of the Simla Avenue – Te Mata Peak Corridor Management Plan and that officers proceed with a separate Corridor Management Plan for Section C as a separate Business Case with an increased scope to include all access routes to Te Mata Park.

With the reasons for this decision being that the objective of the decision will contribute Councils strategic objectives:

- I. Local infrastructure which contributes to public health and safety, supports growth, connects communities, activates communities and helps to protect the natural environment.
- II. Local public services which help meet the needs of young and old, people in need, visitors and locals, businesses and households.
- III. Regulatory functions which help to prevent harm and help create a safe and healthy environment for people, which promote the best use of natural resources and which are responsive to community needs by focusing on transport improvements that support:
  - Accessible range of safe transport options;
  - Safe walking and cycling facilities;
  - Efficient movement of goods;
  - Infrastructure supporting economic growth; and
  - Resilience to hazards and shocks.

### Attachments:

|   |   |               |                |
|---|---|---------------|----------------|
| 1 | Simla Avenue/Te Mata Peak Road Corridor Management Plan | CG-14-1-01351 | Separate Cover |
|---|---|---------------|----------------|

**REPORT TO: COUNCIL**

**MEETING DATE: THURSDAY 27 JUNE 2019**

**FROM: MANAGER: DEMOCRACY AND GOVERNANCE SERVICES  
JACKIE EVANS**

**SUBJECT: LOCAL GOVERNMENT NEW ZEALAND 2019 ANNUAL  
GENERAL MEETING - REMITS**

## 1.0 SUMMARY

- 1.1 The purpose of this report is to update the Council on the remits which have been accepted for submission to Local Government New Zealand (LGNZ) Annual General Meeting (AGM) to be held on 9 July 2019 and to obtain a direction from the Council on which remits to support.
- 1.2 This report concludes by asking Council to consider which remits they would wish to support.

## 2.0 BACKGROUND

- 2.1 As part of the conference, all Councils were invited to submit proposed remits for the LGNZ AGM to be held on Sunday 7 July 2019. The screening committee has now assessed the remits which had been submitted and received support from at least one zone or sector group meeting, or 5 councils. The successful remits are appended to this report (**Attachment 1**).
- 2.2 In line with new practice adopted last year, the remits have been circulated early in order to provide members sufficient time to review and discuss these remits within their councils before the AGM.
- 2.3 At a workshop session held on 18 June 2019, Councillors went through the remits in detail and gave an indication of the remits they wished to support. A council decision is required to ratify the recommendations agreed at the workshop and authorise the delegates to support the remits indicated at the LGNZ AGM on 7 July 2019.
- 2.4 The remits are listed below:-

|   | Remit  | Proposed By       | Support<br>Yes/No |
|---|--|-------------------|-------------------|
| 1 | Climate Change – Local Government Representation | Auckland City     | Yes               |
| 2 | Ban on the Sale of Fireworks                     | Auckland City     | Yes               |
| 3 | Traffic Offences – Red Light Running             | Auckland City     | No                |
| 4 | Prohibit Parking on Grass Berms                  | Auckland City     | No                |
| 5 | Short Term Guest                                 | Christchurch City | No                |

|    | Remit   | Proposed By                                    | Support Yes/No       |
|----|---|--|----------------------|
|    | Accommodation   |  |                      |
| 6  | Nitrate in Drinking Water                                   | Christchurch City                              | No                   |
| 7  | Local Government Official Information and Meetings Act 1987 | Hamilton City                                  | No                   |
| 8  | Weed Control  | Hamilton City                                  | No                   |
| 9  | Building Defect Claims                                      | Napier City                                    | Yes                  |
| 10 | Social Housing  | Napier City, Tauranga City and Wellington City | Yes                  |
| 11 | Procurement   | New Plymouth District                          | Yes                  |
| 12 | Single Use Polystyrene                                      | Palmerston North City                          | Yes                  |
| 13 | Local Government Act 2002                                   | Rangitikei District                            | More information req |
| 14 | Campground Regulations                                      | Thames Coromandel District                     | More information req |
| 15 | Living Wage   | Wellington City                                | Yes                  |
| 16 | Sale and Supply of Alcohol Act                              | Hastings District                              | Yes                  |
| 17 | Greenhouse Gases  | Wellington City                                | Yes                  |
| 18 | Climate Change – Funding Policy Framework                   | Greater Wellington Regional                    | Yes                  |
| 19 | Road Safety   | Whakatane District                             | Yes                  |
| 20 | Mobility Scooter Safety                                     | Whanganui District                             | No                   |
| 21 | Museums and Galleries                                       | Whanganui District                             | Yes                  |
| 22 | Resource Management Act                                     | Whanganui District                             | No                   |
| 23 | Mayor Decision to Appoint Deputy Mayor                      | Horowhenua District                            | No                   |
| 24 | Beauty Industry   | Whangarei District                             | Yes                  |

- 2.5 In addition, at the workshop a request was made to prepare, gather support and ask the Chair of LGNZ to consider accepting a late remit on the treatment of elected members as contract workers with no sickness benefit or employment rights. If a remit can be written and support secured from five other Councils within the late timeframe it will tabled for consideration at the meeting.



### **3.0 OPTIONS**

- 3.1 To decide which (if any) remits to support

### **4.0 SIGNIFICANCE AND ENGAGEMENT**

- 4.1 This matter does not trigger the Council's significance and engagement policy.

### **5.0 RECOMMENDATIONS AND REASONS**

- A) That the report of the Manager: Democracy and Governance Services titled "Local Government New Zealand 2019 Annual General Meeting - Remits" dated 27/06/2019 be received.
- B) That the Council indicate which remits to support as set out in the Attachment 1 (EXT-6-02-19-348 to this report

#### **Attachments:**

- |   |             |                 |                |
|---|-------------|-----------------|----------------|
| 1 | 2019 Remits | EXT-6-02-19-348 | Separate Cover |
|---|-------------|-----------------|----------------|



**REPORT TO: COUNCIL**

**MEETING DATE: THURSDAY 27 JUNE 2019**

**FROM: MANAGER: DEMOCRACY AND GOVERNANCE SERVICES  
JACKIE EVANS**

**SUBJECT: COUNCILLOR APPOINTMENT TO THE HEARINGS  
COMMITTEE**

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## **1.0 SUMMARY**

- 1.1 The purpose of this report is to obtain a decision from the Council on appointing Councillor Lawson to the Hearings Committee.
- 1.2 Councillor Lawson has completed the Resource Management Training and is qualified as a Hearings Commissioner.
- 1.3 With the exception of Council initiated hearings (which all members may attend) up to 3 councillors are rostered on from the membership 7 members which comprise the Hearings Committee, Council approval is therefore sought to appoint Councillor Lawson.
- 1.4 The appointment of Councillor Lawson to the Hearings Committee will require an amendment to the Hearings Committee's Terms of Reference to increase the membership to 7 councillors plus an existing externally appointed member.

## **2.0 RECOMMENDATIONS AND REASONS**

- A) That the report of the Democratic Support Manager titled "Councillor Appointment to the Hearings Committee" dated 27/06/2019 be received.
- B) That Councillor Lawson be appointed to the Hearings Committee and the terms of reference of the Hearings Committee as set out in the Committee and Rural Community Board Delegations Register (CG-08-9-18-291) be amended to increase the Councillor representation to seven members, plus an existing externally appointed member.

### **Attachments:**

There are no attachments for this report.





**REPORT TO: COUNCIL**

**MEETING DATE: THURSDAY 27 JUNE 2019**

**FROM: COMMUNITY GRANTS ADVISOR  
KEVIN CARTER**

**SUBJECT: SUMMARY OF RECOMMENDATIONS OF THE  
COMMUNITY GRANTS SUBCOMMITTEE MEETING HELD  
20 MAY 2019**

## **1.0 SUMMARY**

- 1.1 The purpose of this report is to advise that the recommendations from the Community Grants Subcommittee meeting on held on 20 May 2019 and reconvened on 23 May 2019 require ratification by Council.
- 1.2 The relevant Community Grants Subcommittee recommendations to be ratified are set out below.
- 1.3 A copy of the minutes are attached for information (**Attachment 1**).

## **2.0 BACKGROUND**

- 2.1 The annual contestable funding round invites local community groups and organisations to apply to Council for an opportunity to work together to meet the current and future needs of our community.
- 2.2 There were 68 applications to this year's annual contestable funding round. This is a substantial increase from 2018 where there were 46 applications received. This may be due to the increased promotion throughout the 2019 funding round.
- 2.3 The value of requests was \$1,153,067.34 (\$529,633 in 2018), and the contestable grants budget for 2019/2020 was \$245,500.00 meaning the budget allocation was oversubscribed by \$907,567.34.

## **3.0 RECOMMENDATIONS AND REASONS**

- A) That the report of the Community Grants Advisor titled "Summary of recommendations of the Community Grants Subcommittee meeting held 20 May 2019" dated 27/06/2019 be received.
- B) The following recommendations of the meeting held 20 May 2019 be ratified:
  - A) That the report of the Community Grants Advisor titled "2019 Annual Contestable Funding Round" dated 20/05/2019 be received.
  - B) That the Community Grants Subcommittee reviews the applications to the 2019 contestable funding round; and

- C) That the Committee allocates the 2019 budget allocation of \$245,500.00 to those applications whom it considers will best assist Council to achieve its desired Community Outcomes.**
- D) That the following grants from the Contestable Grants budget 2019/2020 be allocated:**

**1.0 APPROVED**

- 1.1 That Radio Kidnappers (Application No. 1) be approved funding of \$3,500.00 for the delivery of the Intermediate School Debate challenge and six radio programmes.**
- 1.2 That Robotics and Computer Science in Schools Educational Trust (CS4S Trust) (Application No. 3) be approved funding of \$5,165.23 to purchase equipment to form a new club focused on Science, Technology, Engineering and Mathematics (STEM).**
- 1.3 That Age Concern Havelock North (Expo) (Application No. 4) be approved funding of \$5,000.00 to cover the costs of a Seniors Expo to be held in the Havelock North Community Centre.**
- 1.4 That Age Concern Havelock North (Christmas) (Application No. 5) be approved funding of \$9,500.00 for the Community Christmas Day lunch in Havelock North.**
- 1.5 That Muscular Dystrophy Association (Tuaatara/Central Region) Incorporated (Application No. 6) be approved funding of \$1,500.00 to continue community based field work.**
- 1.6 That CCS Disability Action Tairawhiti Hawkes Bay Incorporated (Application No. 7) be approved funding of \$1,500.00 to support young people with disabilities in the district.**
- 1.7 That Hawke's Bay Rescue Helicopter Trust (Application No. 8) be approved funding of \$3,000.00 for the creation and distribution of a bi-annual newsletter for donors and supporters of the trust, as part of the communication strategy.**
- 1.8 That Pursuit Limited (Application No. 9) be approved for funding of \$5,000.00 to increase the quality of life through employment for youth employment and the establishment of a mobile service.**

- 1.9 That English Language Partners - Hawke's Bay (Application No. 10) be approved funding of \$500.00 for English classes at the Hastings Library.**
- 1.10 That Hawke's Bay Youth Trust (Application No. 13) be approved funding of \$6,000.00 to provide part time employment for a young person at the Giants Boxing Academy.**
- 1.11 That Flaxmere Baptist Church Community Trust (Application No. 14) be approved funding of \$8,000.00 for the co-ordination of the annual Christmas Cheer Food Parcel assembly and distribution to families in need in the community.**
- 1.12 That Hastings Menzshed Trust (Application No.15) be approved funding of \$7,500.00 to assist with providing electricity to develop their new larger shed.**
- 1.13 That Sustaining Hawke's Bay Trust (Application No. 18) be approved Contestable Grant funding of \$4,000.00 and \$3,500.00 funded from the Waste Disposal Levy Fund for a month long event and workshop programme on Sustainable Backyards.**
- 1.14 That Hastings Hearing (Application No. 23) be approved funding of \$5,000.00 for the continuation of funding education programmes.**
- 1.15 That Hastings City Business Association (Application No. 25) be approved funding of \$25,000.00 towards community events including night markets, pocket park entertainment, coffee with a cop, Fringe in the Stings and Santa's Grotto to bring the community into the CBD.**
- 1.16 That Citizens Advice Bureau, Hastings (Application No. 26) be approved funding of \$2,806.00 for the purchase of new chairs for the Citizens Advice Bureau office.**
- 1.17 That the Birchleigh Polo School (Application No. 27) be approved funding of \$5,000.00 to assist in running a Polo School programme for Flaxmere College students, to learn the challenges of working with horses and playing polo, in order to improve attitude and behaviour changes.**

- 1.18 That the Waimarama Surf Life Saving Club (Application No. 28) be approved funding of \$7,000.00 to provide lifeguard programmes and training including first aid.**
- 1.19 That the Heretaunga Womens Centre (Application No. 31) be approved funding of \$18,000.00 towards the operating costs of the Centre.**
- 1.20 That Red Cross (Application No. 32) be approved funding of \$3,000.00 for equipment and consumables for the curtain bank.**
- 1.21 That Nourished for Nil (Application No. 33) be approved funding of \$7,500.00 toward general operation costs of the programme.**
- 1.22 That Dementia Hawkes Bay (Application No. 35) be approved funding of \$1,500.00 to assist in the continuation of Active Brain Programme and Stimulation Workshops.**
- 1.23 That the Hawke's Bay Digital Archives Trust (Application No. 36) be approved funding of \$4,000 to digitise and upload the records and papers from the Hawkes Bay A & P Society.**
- 1.24 That Budget First Incorporated (Application No. 42) be approved funding of \$5,000.00 for financial literacy workshops for those in financial hardship.**
- 1.25 That the Leg-Up Trust (Application No. 43) be approved funding of \$5,000.00 for the continuation of the Leg Up programme for disadvantaged youth who suffer from social, behavioural and emotional problems, by teaching them how to work and communicate with horses.**
- 1.26 That Havelock North Business Association (Application No. 46) be approved funding of \$10,000.00 towards an events programme in Havelock North that promoted community involvement primarily the Village Street Carnival.**
- 1.27 That No 11 Squadron District of Hastings Air Training Corps (Application No. 48) be approved funding of \$3,000.00 for ongoing expenses including camps.**

- 1.28 That Growing Through Grief Hawke's Bay (Application No. 49) be approved funding of \$2,500.00 to fund grief services.**
- 1.29 That the Hastings Art & Culture Trust (Application No. 51) be approved funding of \$10,000.00 for the 2019 Edible Fashion Awards.**
- 1.30 That Tango me Whero (Application No. 52) be approved funding of \$1,000.00 to be paid direct to Hawke's Bay Netball for the hire of netball courts for a family friendly netball tournament at the Hawke's Bay Regional Sports Park.**
- 1.31 The Te Aranga Marae Trust (Application No. 53) be approved funding of \$10,000.00 for the Flaxmere Boxing Academy.**
- 1.32 That the Interchurch Council for Hospital Chaplaincy (Application No. 55) be approved funding of \$10,000.00 for the provision of Chaplains at the Hawke's Bay District Health Board and that a letter be sent to the Napier City Council and Hawke's Bay District Health Board advising that Hastings could not continue future funding of the Chaplaincy without their contribution.**
- 1.33 That the Hastings Women's Refuge (Application No. 57) be approved funding of \$30,000.00 to support access to a local Safe House by women and children affected by domestic violence into a supportive environment to enable them to begin to build new lives.**
- 1.34 That Prima Volta Charitable Trust (Application No. 58) be approved funding of \$10,000.00 for the continuation and further development of Prima Volta programmes.**
- 1.35 That the Royal NZ Foundation of the Blind (Application No. 66) be approved funding of \$1,500.00 for the delivery of services to people who are blind or with low vision.**
- 1.36 That the Disability Resource Centre (HB) Trust (Application No. 67) be approved funding of \$5,529.00 delivery of their "catwalk" project/event.**
- 1.37 That Centenary Legacy Trust (Application No. 68) be approved funding of \$3,000.00 to raise funds for internships for students**



**2.0 REFERRED TO ANNUAL PLAN**

- 2.1 That Landmarks Trust (Application No. 56) request for funding of 10,000.00 for the design and construction of a sculpture for a laneway off King Street in the Central Business District be referred to the Annual Plan 2019/28 for funding consideration.**

**3.0 REFERRED TO THE SOCIAL AND YOUTH DEVELOPMENT TEAM**

- 3.1 That the Flaxmere Planning Committee (Application Nos. 59, 60 and 61) request for funding for:**
- \$11,845.00 to fund a driving simulator for the Flaxmere Community.**
  - \$5,805.00 for the 2019 Junior Polyfest.**
  - \$8,630.00 for a Community Newsletter and communications.**

**be referred to the Social and Youth Development team for consideration.**

**3.0 DECLINED APPLICATIONS**

- 3.1 That the Brain Injury Association (Hawke's Bay) (Application 12) be declined funding of \$20,000.00 for ongoing costs for local service, with the reason being that the contestable grants fund was oversubscribed and in a competitive funding environment other applications better addressed the current funding priorities.**
- 3.2 That Epilepsy Association of New Zealand Incorporated (Application No. 11) funding request of \$4,000.00 for ongoing costs for the local service be declined with the reason being that the contestable grants fund was oversubscribed and in a competitive funding environment other applications better addressed the current funding priorities.**
- 3.3 That Youth Development Trust (Graeme Dingle Foundation) (Application No. 16) funding request of \$10,000 for the "Career Navigator Programme" to strengthen Flaxmere College pupils be declined with the reason being that the contestable grants fund was oversubscribed and in a competitive funding environment other applications better addressed the current funding priorities.**
- 3.4 That Lifelink Samaritans (Application No. 17) funding request of \$5,000.00 towards a local 24/7 helpline be declined with the reason being that the contestable grants fund was oversubscribed and in a competitive funding environment other applications better addressed the current funding priorities.**

- 3.5 That Hawkes Bay A & P Society (Application No.19) funding request for \$30,000.00 towards the A&P show and Education Programmes be declined with the reason being that the contestable grants fund was oversubscribed and in a competitive funding environment other applications better addressed the current funding priorities.**
- 3.6 That Big Brothers Big Sisters of Hawkes Bay (Application No. 20) be declined funding of \$15,000.00 for support towards a local mentoring programme for young people who faced adverse circumstances, with the reason being that the contestable grants fund was oversubscribed and in a competitive funding environment other applications better addressed the current funding priorities.**
- 3.7 That Outward Bound (Application No. 21) funding request of \$17,140.00 to fund four local young people to go on an Outward Bound Programme be declined with the reason being that the contestable grants fund was oversubscribed and in a competitive funding environment other applications better addressed the current funding priorities.**
- 3.8 That Parkinson's New Zealand (Application No. 22) funding request of \$10,000.00 towards the employment of a Community Educator & Support Groups be declined with the reason being that the contestable grants fund was oversubscribed and in a competitive funding environment other applications better addressed the current funding priorities.**
- 3.9 That Learning Hawke's Bay (Application No. 24) funding request of \$10,000.00 for cultural Events for international students and regional orientation day for international students be declined with the reason being that the contestable grants fund was oversubscribed and in a competitive funding environment other applications better addressed the current funding priorities.**
- 3.10 That Te Taitimu Trust (Application No. 27) requested funding of \$12,000.00 towards a twelve month youth mental health programme be declined with the reason being that the contestable grants fund was oversubscribed and in a competitive funding environment other applications better addressed the current funding priorities.**
- 3.11 That Peoples Advocacy Society Incorporated (Application No. 32) funding request of \$8,768.00 for costs to run the service to assist people in Hastings who are experiencing problems with Work and Income, Inland Revenue be declined with the reason being that the**

contestable grants fund was oversubscribed and in a competitive funding environment other applications better addressed the current funding priorities.

- 3.12 That Volunteering Hawkes Bay (Application No. 34) funding request of \$13,060.00 toward general operation costs to assist in promoting, recruiting and support volunteering to all sections in the Hastings community programme be declined with the reason being that the contestable grants fund was oversubscribed and in a competitive funding environment other applications better addressed the current funding priorities.
- 3.13 That Ngā Toi Hawke's Bay (Application No. 37) funding request of \$23,510.00 for the 2019/20 work programme be declined with the reason being that the contestable grants fund was oversubscribed and in a competitive funding environment other applications better addressed the current funding priorities.
- 3.14 That Kidz Need Dadz Charitable Trust Hawkes Bay (Application No. 38) funding request of \$7,105.00 towards the printing costs and distribution of a "Blokes Book" be declined with the reason being that the contestable grants fund was oversubscribed and in a competitive funding environment other applications better addressed the current funding priorities.
- 3.15 That Enliven - Presbyterian Support Programmes (Application No. 39) requested funding of \$10,000.00 for services to support older people in the community to work towards specific goals to gain quality of life – Senior Chef Programme to motivate older people to prepare and share food be declined with the reason being that the contestable grants fund was oversubscribed and in a competitive funding environment other applications better addressed the current funding priorities.
- 3.16 That the Raukatauri Music Therapy Trust (Application No. 40) funding request of \$5,635.61 for music therapy for those in need - wages for staff be declined with the reason being that the contestable grants fund was oversubscribed and in a competitive funding environment other applications better addressed the current funding priorities.
- 3.17 That Arthritis New Zealand (Application No. 41) requested funding of \$5,000.00 for the continuation of the National Help Programme be declined with the reason being that the contestable grants fund was oversubscribed and in a competitive funding environment other applications better addressed the current funding priorities.

- 3.18 That Roberts Education And Training Limited (Application No. 44) requested funding of \$370,000.00 towards funding for the Ka Hikitia Female Youth Programme (young offenders programme) be declined with the reason being that the contestable grants fund was oversubscribed and in a competitive funding environment other applications better addressed the current funding priorities.**
- 3.19 That St Andrews Presbyterian Church Hastings (Application No. 45) requested funding of \$10,000.00 to undertake some market research to develop a project in delivering low cost electricity be declined with the reason being that the contestable grants fund was oversubscribed and in a competitive funding environment other applications better addressed the current funding priorities.**
- 3.20 That Hikoi Koutou Charitable Trust (Application No. 47) requested funding of \$5,850.00 for whanau hauora plans developed for over 60 year olds in conjunction with Taiwhenua and Choices for a Well Being Programme be declined with the reason being that the contestable grants fund was oversubscribed and in a competitive funding environment other applications better addressed the current funding priorities.**
- 3.21 That Age Concern Hawke's Bay Incorporated (Application No. 50) requested funding of \$10,000.00 for a new office administrator be declined with the reason being that the contestable grants fund was oversubscribed and in a competitive funding environment other applications better addressed the current funding priorities.**
- 3.22 That Kidnappers Country Music Group (Application No. 54) requested funding of \$10,000.00 to support the Kidnappers Country Music Group be declined with the reason being that the contestable grants fund was oversubscribed and in a competitive funding environment other applications better addressed the current funding priorities.**
- 3.23 That the Wharariki (Flax) Trust (Application No. 62) requested funding of \$30,000 for the continuation of the Whanau First Whanau Hard Collective project be declined with the reason being that the contestable grants fund was oversubscribed and in a competitive funding environment other applications better addressed the current funding priorities.**

- 3.24 That New Zealand Council of Victim Support Groups Incorporated (Application No. 64) requested funding of \$4,000.00 to strengthen the local Support Worker Programme be declined with the reason being that the contestable grants fund was oversubscribed and in a competitive funding environment other applications better addressed the current funding priorities.**
- 3.25 That 4YOUTHNZ (Application No. 65) request funding of \$10,000.00 to provide weekly activities for young people be declined with the reason being that the contestable grants fund was oversubscribed and in a competitive funding environment other applications better addressed the current funding priorities.**
- 3.26 That Insolidarity Chartiable Trust Tu Mai Awa (Application No. 63) requested funding of \$20,000.00 for whanau/family focused violence programme be declined with the reason being that the contestable grants fund was oversubscribed and in a competitive funding environment other applications better addressed the current funding priorities.**



**SUMMARY OF APPROVED APPLICATIONS**

| No. | Applicant   | Requested           | Allocated           |
|-----|---|---------------------|---------------------|
| 1   | Radio Kidnappers Charitable Trust                           | \$9,260.00          | \$3,500.00          |
| 3   | Robotics and Computer Science in Schools Trust (CS4S Trust) | \$5,165.23          | \$5,165.00          |
| 4   | Age Concern Havelock North (EXPO)                           | \$9,725.00          | \$5,000.00          |
| 5   | Age Concern Havelock North (Christmas)                      | \$9,630.00          | \$9,500.00          |
| 6   | Muscular Dystrophy Association Incorporated                 | \$10,000.00         | \$1,500.00          |
| 7   | CCS Disability Action Tairāwhiti Hawkes Bay Incorporated    | \$3,000.00          | \$1,500.00          |
| 8   | Hawke's Bay Rescue Helicopter Trust                         | \$6,000.00          | \$3,000.00          |
| 9   | Pursuit Limited   | \$5,000.00          | \$5,000.00          |
| 10  | English Language Partners - Hawke's Bay                     | \$1,596.00          | \$500.00            |
| 13  | Hawkes Bay Youth Trust                                      | \$10,000.00         | \$6,000.00          |
| 14  | Flaxmere Baptist Church Community Trust                     | \$8,000.00          | \$8,000.00          |
| 15  | Hastings Menzshed Trust                                     | \$10,000.00         | \$7,500.00          |
| 18  | Sustaining Hawke's Bay Trust                                | \$7,500.00          | \$4,000.00          |
| 23  | Hastings Hearing  | \$15,000.00         | \$5,000.00          |
| 25  | Hastings City Business Association                          | \$60,000.00         | \$25,000.00         |
| 26  | CAB Hastings  | \$2,806.00          | \$2,806.00          |
| 27  | Birchleigh Polo School                                      | \$5,000.00          | \$5,000.00          |
| 28  | Waimarama Surf Life saving Club                             | \$14,000.00         | \$7,000.00          |
| 31  | Heretaunga Womens Centre                                    | \$18,000.00         | \$18,000.00         |
| 32  | Red Cross   | \$6,197.00          | \$3,000.00          |
| 33  | Nourished for Nil   | \$11,500.00         | \$7,500.00          |
| 35  | Dementia Hawkes Bay   | \$10,000.00         | \$1,500.00          |
| 36  | Hawke's Bay Digital Archives Trust                          | \$10,546.95         | \$4,000.00          |
| 42  | Budget First Incorporated                                   | \$10,000.00         | \$5,000.00          |
| 43  | Leg-Up Trust  | \$10,000.00         | \$5,000.00          |
| 46  | Havelock North Business Association                         | \$25,069.00         | \$10,000.00         |
| 48  | No 11 Squadron District of Hastings Air Training Corps      | \$9,486.00          | \$3,000.00          |
| 49  | Growing Through Grief Hawke's Bay                           | \$5,000.00          | \$2,500.00          |
| 51  | Hastings Art & Culture Trust                                | \$14,000.00         | \$10,000.00         |
| 52  | Tango me Whero  | \$2,100.00          | \$1,000.00          |
| 53  | Te Aranga Marae Trust                                       | \$10,043.55         | \$10,000.00         |
| 55  | Interchurch Council for Hospital Chaplaincy                 | \$18,000.00         | \$10,000.00         |
| 57  | Hastings Women's Refuge                                     | \$30,000.00         | \$30,000.00         |
| 58  | Prima Volta Charitable Trust                                | \$30,100.00         | \$10,000.00         |
| 66  | Blind Foundation  | \$5,000.00          | \$1,500.00          |
| 67  | Disability Resource Centre (HB) trust                       | \$5,748.00          | \$5,529.00          |
| 68  | Centenary Legacy Trust                                      | \$5,000.00          | \$3,000.00          |
|     |   | <b>\$427,472.73</b> | <b>\$245,500.00</b> |

**SUMMARY OF DECLINED APPLICATIONS**

| No. | Applicant   | Requested           | Allocated     |
|-----|---|---------------------|---------------|
| 2   | Manawatu PARS   | \$5,246.00          | \$0.00        |
| 11  | Epilepsy Association of New Zealand Incorporated              | \$4,000.00          | \$0.00        |
| 12  | Brain Injury Association (Hawke's Bay) Incorporated           | \$20,000.00         | \$0.00        |
| 16  | Youth Development Trust Hawkes Bay (Graham Dingle Foundation) | \$10,000.00         | \$0.00        |
| 17  | Lifelink Samaritans   | \$5,000.00          | \$0.00        |
| 19  | Hawkes Bay A&P  | \$30,000.00         | \$0.00        |
| 20  | Big Brothers Big Sisters of Hawkes Bay                        | \$15,000.00         | \$0.00        |
| 21  | Outward Bound   | \$17,140.00         | \$0.00        |
| 22  | Parkinson's New Zealand                                       | \$10,000.00         | \$0.00        |
| 24  | Learning Hawke's Bay  | \$10,000.00         | \$0.00        |
| 29  | Te Taitimu Trust  | \$20,000.00         | \$0.00        |
| 30  | Peoples Advocacy Society                                      | \$8,768.00          | \$0.00        |
| 34  | Volunteering Hawkes Bay                                       | \$13,060.00         | \$0.00        |
| 37  | Ngā Toi Hawke's Bay   | \$23,510.00         | \$0.00        |
| 38  | Kidz Need Dadz Charitable Trust Hawkes Bay                    | \$7,105.00          | \$0.00        |
| 39  | Enliven - Presbyterian Support                                | \$10,000.00         | \$0.00        |
| 40  | The Raukatauri Music Therapy Trust                            | \$5,635.61          | \$0.00        |
| 41  | Arthritis New Zealand kaiponapona Aotearoa                    | \$5,000.00          | \$0.00        |
| 44  | Roberts Education And Training Limited                        | \$370,000.00        | \$0.00        |
| 45  | St Andrews Presbyterian Church Hastings                       | \$10,000.00         | \$0.00        |
| 47  | Hikoi Koutou Charitable Trust                                 | \$5,850.00          | \$0.00        |
| 50  | Age Concern Hawke's Bay Incorporated                          | \$10,000.00         | \$0.00        |
| 54  | Kidnappers Country Music Group                                | \$10,000.00         | \$0.00        |
| 56  | Landmarks Trust   | \$10,000.00         | \$0.00        |
| 59  | Flaxmere Planning Committee (driving Simulator)               | \$11,845.00         | \$0.00        |
| 60  | Flaxmere Planning Committee (Polyfest)                        | \$5,805.00          | \$0.00        |
| 61  | Flaxmere Planning Committee (Communications)                  | \$8,630.00          | \$0.00        |
| 62  | Wharariki (Flax) Trust  | \$30,000.00         | \$0.00        |
| 63  | Insolidartiy Chartiabale Trust Tu Mai Awa                     | \$20,000.00         | \$0.00        |
| 64  | New Zealand Council of Victim Support Groups Incorporated     | \$4,000.00          | \$0.00        |
| 65  | 4YOUTHNZ  | 10,000.00           | \$0.00        |
|     |   | <b>\$725,594.61</b> | <b>\$0.00</b> |

**F) That the Chair of the Community Grants Subcommittee write a letter to the Chair of the Hawke's Bay District Health Board advising of the large number of health and disability related funding requests the Subcommittee had received for consideration in the 2019 Contestable Grants funding round.**

**G) That the Community Grants Committee attend a workshop on 2 July 2019 to review the Grants process.**

**Attachments:**

- |   |  |               |
|---|--|---------------|
| 1 | Minutes of the Community Grants Subcommittee meeting held 20 May and reconvened on 23 May 2019 | CG-14-8-00060 |
| 2 | Community Grants Priorities for funding and Eligibility Criteria                               | CG-14-1-01356 |



## *Hastings District Council*

Civic Administration Building  
Lyndon Road East, Hastings 4156  
Phone: (06) 871 5000  
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# OPEN MINUTES

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## COMMUNITY GRANTS SUBCOMMITTEE

Meeting Date: **Monday, 20 May 2019 and  
reconvened on Thursday, 23  
May 2019**

Item 15

Attachment 1

CG-14-8-00060

1

## HASTINGS DISTRICT COUNCIL

### MINUTES OF A MEETING OF THE COMMUNITY GRANTS SUBCOMMITTEE HELD IN THE COUNCIL CHAMBER, GROUND FLOOR, CIVIC ADMINISTRATION BUILDING, LYNDON ROAD EAST, HASTINGS ON MONDAY, 20 MAY 2019 AT 9.00AM AND RECONVENED ON THURSDAY, 23 MAY 2019 AT 9.00AM

|                      |  |
|----------------------|--|
| <b>PRESENT:</b>      | Councillor Dixon (Chair)<br>Councillors Barber, Harvey, Lawson, Schollum and Watkins.  |
| <b>ALSO PRESENT:</b> | Social and Youth Development Manager (Ms D Elers)<br>Community Grants Advisor (Mr K Carter)<br>Committee Secretary (Mrs C Hunt)  |
| <b>AS REQUIRED:</b>  | <b>Megan Williams and Lara Shar</b> (Radio Kidnappers);<br><b>Nicola Kenny</b> (Robotics and Computer Science in<br>Schools Educational Trust); <b>Les McIver</b> (Age Concern,<br>Havelock North); <b>Tristram and Bernadette Ingram</b><br>(Muscular Dystrophy Association); <b>Beth Riley</b> (HB Rescue<br>Helicopter Trust); <b>Moira McGarva-Ratapu</b> (Pursuit<br>Limited); <b>Dairne Withers</b> (Brain Injury Association (HB)<br>Inc; <b>Andrew Reyngoud</b> , (Flaxmere Baptist Church<br>Community Trust; <b>Chris Gray</b> (Hastings Menzshed Trust);<br><b>Gwynn John</b> (Youth Development Trust Hawkes Bay);<br><b>Marielle Haringa and Jay</b> (Environment Centre Hawke's<br>Bay); <b>Sally Jackson</b> (HB A&P Society); <b>Patricia Small</b><br>(Big Brothers, Big Sisters of Hawke's Bay); <b>Carolynne<br/>Riley</b> (Hastings Hearing); <b>Craig Riddiford</b> (Hastings<br>Business Association); <b>Deborah Grace</b> (Citizens Advice<br>Bureau); <b>Richard Kettle</b> (Birchleigh Polo School); <b>Ken<br/>Laurie</b> , (Waimarama Surf Club); <b>Zack Makaore</b> (Te<br>Taitimu Trust); <b>Lisa Bentley and Margot Wilson</b><br>(Heretaunga Womens Centre); <b>Janice Zachan</b> (Red<br>Cross); <b>Judith Goldsack/Peter Snelling</b> , (Nourished for<br>Nil); <b>Leanne Collins</b> (Volunteering Hawke's Bay); <b>Peter<br/>Dunkerley</b> (HB Digital Archives Trust); <b>Shayne Jeffares</b><br>(Kidz need Dadz Charitable Trust); <b>Julie Campbell and<br/>Linda Kaye</b> (Presbyterian Support – Enliven); <b>Yvonne<br/>Dicky and Teresa Crilley</b> (Budget First Incorporated);<br><b>Ros Rowe, Sandy Doony and Holly-Leigh Horsfall</b> (Leg<br>Up Trust); <b>Michelle Roberts</b> (Roberts Education &<br>Training); <b>Julie and Chris Lambourn</b> (St Andrews<br>Presbyterian Church); <b>Jane Mackersey</b> (Havelock North<br>Business Assn); <b>John McNeil</b> (No. 11 Squadron District of<br>Hastings Air Training Corps); <b>Sandy Speeden</b> (Growing<br>Through Grief HB); <b>Deborah Biggs</b> (Age Concern<br>Hastings); <b>Kellie Jensen</b> (Hastings Art & Culture Trust);<br><b>Ruth Simon</b> (Tango Me Whereo); <b>Susan Kitson and<br/>Craig McDougall</b> (HB Youth Trust); <b>Te Aranga Marae;<br/>Barbara Walker</b> , (Interchurch Council for Hospital |

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Chaplaincy); **Margot Wilson and Barbara Brookfield** (Landmarks Trust); **Bronwyn Harman** (Hastings Women's Refuge); **Anna Pierard (Prima Volta)**; **Traci Tuimaseve** (Flaxmere Planning Committee); **Ana Apatu**, (Wharariki (Flax) Trust); **Desiree Cornelissen** (4YouthNz); and **Sue Robson**, (Disability Resource Centre (HB) Trust) and **Te Ohomauri Barlow and Tash Haronga** (Insolidarity Charitable Trust Tu Mai Awa)

**1. APOLOGIES**

There were no apologies.

**2. CONFLICTS OF INTEREST**

Councillor Schollum – Application No. 56 Landmarks Trust

**3. CONFIRMATION OF MINUTES**

Councillor Watkins/Councillor Dixon

**That the minutes of the Community Grants Subcommittee Meeting held Thursday 16 May 2018 and reconvened on 17 May 2018 be confirmed as a true and correct record and be adopted.**

**CARRIED**

**4. 2019 ANNUAL CONTESTABLE FUNDING ROUND**

(Document 19/356)

The Chair advised that the annual budget for contestable grants was \$245,500 and that 68 grant applications had been received requesting a funding total of 1,153,067.34. The application requests totalled \$907,567.34 over the budget allocation.

It was noted that one applicant (Application No. 44, Roberts Education and Training Limited) had applied for \$370,000.00. There was currently no cap to the amount an applicant could apply for.

The Subcommittee then heard presentations from the following applicants in support of their applications.

**Application No. 1 – Megan Williams and Lara Shar, Radio Kidnappers Charitable Trust** spoke to their application requesting funding of \$9,260.00 for six Community radio shows:

- Intermediate School Debate challenge - upskill students on air
- Womens Refuge Show – Julie Hart
- On the Beat – Constable Deb Potter – what public can do to help crime
- Planet Woman – Jackie Hart-Smith – creation arts and culture activities
- Hindi Music Show hosted by Dhrur Dhot
- Chinese Times hosted by Ming Chang

Surveys were conducted on who listened to the shows on the street, by phone and also measured through downloads online.

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**Application No. 3 - Nicola Kenny, Robotics and Computer Science in Schools Educational Trust (CS4S Trust)** spoke to their application requesting funding of \$5,165.23 to purchase equipment to form a new club focused on Science, Technology, Engineering and Mathematics (STEM). Weekly robotic build sessions would be hosted at the Hastings Library. EIT would host any competition that was run.

**Application No. 4 – Les McIver, Age Concern Havelock North (EXPO)** spoke to the application requesting funding of \$9,725.00 to cover the costs of a Seniors Expo. Designed to bring products and services in one location being the Havelock North Community Centre. Forty exhibitors would present products and services aimed at families and older persons. It was anticipated that approximately 300-400 would attend the Expo.

**Application No. 5 – Les McIver, Age Concern Havelock North (Christmas)** spoke to the application requesting funding of \$9,630.00 for Community Christmas Day Lunches from Flaxmere through to Havelock North with free transport provided.

**Application No. 6 - Tristram Ingham, Muscular Dystrophy Association (Tuaatara/Central Region) Incorporated** spoke to the application requesting funding of \$10,000.00 to continue community based field work. The Association supported 46 member families enabling them to participate actively. All services to members were free.

**Application No. 8 - Beth O'Reilly, Hawke's Bay Rescue Helicopter Trust** spoke to the application requesting funding of \$6,000.00 for the creation and distribution of a bi-annual newsletter for donors and supporters of the trust, as part of the communication strategy.

**Application No. 9 - Moira McGarva-Ratapu, Pursuit Limited** displayed a powerpoint presentation (CG-14-8-00064) in support of their request for funding of \$5,000.00 to increase the quality of life through employment for youth employment and the establishment of a mobile service.

**Application No. 12 - Dairne Brain Injury Association (Hawke's Bay) Incorporated** spoke to the application requesting funding of \$20,000.00 for ongoing costs for the local service. Applied to Napier City Council and had received funding of \$400.00, the application to the Central Hawke's Bay District Council was unsuccessful.

**Application No. 14 – Pastor Andrew Reyngoud, Flaxmere Baptist Church Community Trust** spoke to the application requesting funding of \$8,000.00 for for the co-ordination of the annual Christmas Cheer Food Parcel assembly and distribution to families in need in the community.

**Application No. 11 – Jenny Herbison, Epilepsy Association of New Zealand Incorporated** spoke to the application requesting funding of \$4,000.00 for ongoing costs for the local service.

**Application No.15 - Chris Gray, Hastings Menzshed Trust** spoke to the application requesting funding of \$10,000.00 to assist with providing electricity to develop their new bigger shed.

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**Application No. 16 – Gwynn John, Youth Development Trust Hawkes Bay (Graham Dingle Foundation)** displayed a powerpoint presentation of photos of activities (CG-14-8-00071) in support of their request for funding of \$10,000 to bring the "Career Navigator Programme" to the Flaxmere College. The programme provided young people an opportunity with skills from workshops and mentoring to assist them into training, skill development and employment.

**Application No. 18 - Marielle Haringa, Sustaining Hawke's Bay Trust** displayed a powerpoint presentation (CG-14-8-00068) in support of their request for funding of \$7,500.00 for a month long event and workshop programme on Sustainable Backyards.

**Application No.19 - Sally Jackson, Hawkes Bay A&P** displayed a powerpoint presentation (CG-14-8-00066) in support of their request for funding of \$30,000.00 towards the A&P show and Education Programmes.

The Committee noted:

- already funded through Hastings District Council funding programme.
- Run commercial events
- Accumulated funds of \$5m and surplus of \$233,000
- Consider them to be a commercial activity.
- Events team had referred them to contestable grants

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*The meeting adjourned for morning tea at 10.50am  
and reconvened at 11.00am*

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**Application No. 20 - Patricia Small, Big Brothers Big Sisters of Hawkes Bay** spoke to the application requesting funding of \$15,000.00 for support towards a local mentoring programme for young people who faced adverse circumstances.

**Application No. 23 – Carolynne Riley, Hastings Hearing** spoke to the application requesting funding of \$15,000.00 for the continuation of funding education programmes. Ms Riley was accompanied by pre-school children from the Waiapu Kids Group who she delivers the programme to. Hastings Hearing received funding from the Government.

**Application No. 25 - Craig Riddiford, Hastings City Business Association** spoke to the application requesting funding of \$60,000.00 for funding towards night markets, pocket park entertainment, coffee with a cop, Fringe in the Stings and Santa's Grotto to bring the community into the CBD. The night markets were held approximately 6-8 nights per year as it was 6-8 night markets per year. Unsustainable having them weekly.

**Application No. 26 - Deborah Grace, Citizens Advice Bureau, Hastings** spoke to the application requesting funding of \$2,806.00 for the purchase of new chairs for the Citizens Advice Bureau office.

**Application No. 27 - Richard Kettle, Birchleigh Polo School** displayed a powerpoint presentation (CG-14-8-00063) in support of their application requesting funding of \$5,000.00 towards a polo programme to run a Polo School programme for problem youths within the Flaxmere College community, who learn the



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challenges of working with horses and playing polo, in order to improve attitude and behaviour changes.

Circulated at the meeting were supporting letters (COP-01-3-7-19-100) outlining the benefits of what the programme provided from participants and benefits of the polo programme.

**Application No. 28 - Ken Laurie, Waimarama Surf Life Saving Club** spoke to the application requesting funding of \$14,000.00 to provide lifeguard programmes and training including first aid. Jessie Broome (Educator) and Alice Sims (Rookie Lifeguard) also spoke to the Committee of their roles.

**Application No. 29 - Zack Makoare, Te Taitimu Trust** displayed a powerpoint presentation (CG-14-8-00074) in support of their application requesting funding of \$20,000.00 towards a twelve month youth mental health programme and wellbeing. The Trust had 80 volunteers. Mr Makoare advised that he has requested support from Ngati Kahungunu, who contributed \$2,500 last year.

**Application No. 31 - Margot Wilson and Lisa Bentley, Heretaunga Womens Centre** displayed a powerpoint presentation (CG-14-8-00069) in support of their application requesting funding of \$18,000.00 towards the operating costs of the Centre.

**Application No. 32 – Janice Zachan, Red Cross** displayed a powerpoint presentation (CG-14-8-00062) in support of their application requesting funding of \$6,197.00 for equipment and consumables for the curtain bank. An application had been made to the Napier City Council for electricity charges. The District Health Board were approached but had advised they do not have funding for their activity.

**Application No. 33 - Judith Goldsack and Peter Snelling, Nourished for Nil** displayed a powerpoint presentation (CG-14-8-00072) in support of their application requesting funding of \$11,500.00 toward general operation costs of the programme. Council currently pays one third of the rent with other two parties. Westpac sponsorship was on the basis of three years and subject to annual review. Westpac staff came in weekly to assist.

**Application No. 34 - Leanne Collins, Volunteering Hawkes Bay** spoke to the application requesting funding of \$13,060.00 toward general operation costs to assist in promoting, recruiting and support volunteering to all sections in the Hastings community programme.

**Application No. 36 - Peter Dunkerley, Hawke's Bay Digital Archives Trust** spoke to the application requesting funding of \$6,500 to digitise and upload the records and papers from the Hawkes Bay A&P Society.

**Application No. 38 - Shayne Jeffares, Kidz Need Dadz Charitable Trust Hawkes Bay** spoke to the application requesting funding of \$7,105.00 towards the printing costs and distribution of a "Blokes Book".

**Application No. 39 - Linda Kaye and Julie Campbell, Enliven - Presbyterian Support Programmes** spoke to the application requesting funding of \$10,000.00 for services to support older people in the community to work towards specific goals to gain quality of life – Senior Chef Programme to motivate older people to prepare and share food.

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**Application No. 42 – Yvonne Dicky and Teresa Crilley, Budget First Incorporated** spoke to the application requesting funding of \$10,000.00 for financial literacy workshops for those in financial hardship.

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*The meeting adjourned for lunch at 12.40pm  
and reconvened at 1.05pm*

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**Application No. 43 – Ros Rowe, Sandy Dooney and Holly-Leigh Horsfall, Leg-Up Trust** displayed a powerpoint presentation (CG-14-8-00061) in support of their application requesting funding of \$7,000 for the continuation of the Leg Up programme for disadvantaged youth who suffer from social, behavioural and emotional problems, by teaching them how to work and communicate with horses.

**Application No. 44 - Michelle Roberts, Roberts Education And Training Limited** spoke to the application requesting funding of \$370,000.00 towards funding for the Ka Hikitia Female Youth Programme (young offenders programme).

**Application No. 45 - Julie and Chris Lambourn, St Andrews Presbyterian Church Hastings** spoke to the application requesting funding of \$10,000.00 to undertake some market research to develop a project in delivering low cost electricity.

**Application No. 46 - Jane Mackersey, Havelock North Business Association Events** spoke to the application requesting funding of \$25,069.00 for an events programme in Havelock North that promoted community involvement primarily the Village Street Carnival

**Application No. 48 - John McNeil, No 11 Squadron District of Hastings Air Training Corps** displayed a powerpoint presentation (CG-14-8-00089) in support of their application requesting funding of \$9,486.00 for ongoing expenses including camps.

**Application No. 49 - Sandy Speeden, Growing Through Grief Hawke's Bay** spoke to the application requesting funding of \$5,000.00 to fund grief services.

**Application No. 50 - Deborah Biggs, Age Concern Hawke's Bay Incorporated** spoke to the application requesting funding of \$10,000.00 for a new office administrator.

**Application No. 51 - Kellie Jensen, Hastings Art & Culture Trust** displayed a powerpoint presentation (CG-14-8-00075) in support of their application requesting funding of \$14,000.00 for the 2019 Edible Fashion Awards. Circulated at the meeting were testimonials from participants (CG-14-8-00079).

**Application No. 52 - Ruth Simon, Tango me Whero** spoke to the application requesting funding of \$2,100.00 towards funding a family friendly netball tournament.

**Application No. 13 – Susan Kitson and Craig McDougall, Hawke's Bay Youth Trust** spoke to the application requesting funding of \$10,000.00 to provide part time employment for a young person at the Giants Boxing Academy.

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**Application No. 55 - Barbara Walker, Interchurch Council for Hospital Chaplaincy** spoke to the application requesting funding of \$18,000.00 for the provision of Chaplains at the Hawke's Bay District Health Board.

*Councillor Schollom having previously declared a conflict of interest withdrew from the meeting table at 2.30pm*

**Application No. 56 - Barbara Brookfield and Margot Wilson, Landmarks Trust** spoke to the application requesting funding of \$10,000.00 for the design and construction of a sculpture for a laneway off King Street in the Central Business District.

*Councillor Schollom rejoined the meeting at 2.40pm*

**Application No. 57 - Bronwyn Harman, Marie and Tui Hastings Women's Refuge** spoke to the application requesting funding of \$30,000.00 to support access to a local Safe House by women and children affected by domestic violence into a supportive environment to enable them to begin to build new lives. Funding is falling, but the need is growing.

**Application No. 58 - Anna Pierard, Prima Volta Charitable Trust** played a Utube link <https://www.youtube.com/watch?v=zniglc1DNIM> (CG-14-8-00073) in support of their application requesting funding of \$30,100.00 for the continuation and further development of Pierard Prima Volta programmes.

**Application Nos. 59, 60 and 61 - Traci Tuimaseve, Flaxmere Planning Committee (driving Simulator)** displayed three powerpoint presentations (CG-14-8-00077, CG-14-8-00078 and CG-14-8-00076) spoke to the three applications requesting funding of:

- \$11,845.00 to fund a driving simulator for the Flaxmere Community.
- \$5,805.00 for the 2019 Junior Polyfest.
- \$8,630.00 for a Community Newsletter and communications.

**Application No. 53 - Shelly Ann Pritchard, Te Aranga Marae Trust,** spoke to the application requesting funding of \$10,043.55 for the Flaxmere Boxing Academy.

**Application No. 62 - Ana Apatu, Wharariki (Flax) Trust** displayed a powerpoint presentation (CG-14-8-00070) in support of the application requesting funding of \$30,000.00 for the continuation of the Whanau First Whanau Hard Collective project. This is a pilot project in Flaxmere and Hastings to help reduce the negative impact and prevalence of gang activity.

**Application No. 65 - Desiree Cornelissen, 4YOUTHNZ** displayed a powerpoint presentation (CG-14-8-00065) in support of the application requesting spoke to the application requesting funding of \$10,000.00 to provide weekly activities for young people.

**Application No. 67 - Sue Robson, Disability Resource Centre (HB) Trust** spoke to the application requesting funding of \$5,748.00 delivery of their "catwalk" project/event.



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**Application No. 63 – Te Ohomauri Barlow and Tash Haronga, Insolidarity Chartiable Trust Tu Mai Awa** spoke to the application requesting funding of \$20,000.00 for whanau/family focused violence programme.

This concluded the verbal presentations on applications. The Committee addressed the written applications.

**Written Application No. 68 - Selwyn Hawthorne, Centenary Legacy Trust** spoke to the application requesting funding of \$5,000.00 to raise funds for internships for students

**Written Application No. 54 - Wayne Tapson, Kidnappers Country Music Group** had submitted a Utube link (<https://youtu.be/uGj5YNhC-1g>) which the Committee to viewed. Circulated at the meeting was additional supporting information (COP-01-3-7-19-101) in support of the application request for funding of \$10,000.00 to support the Kidnappers country music festival and group.

**Written Application No. 2 – Adie Transon, Manawatu Prisoners Aid (PARS)** had submitted an apology and was unable to speak to the application requesting funding of \$5,246.00 for outreach services. PARS worked to reduce criminal activity by supporting offenders to establish lives free of crime.

**Written Application No. 37 - Emma Ward, Ngā Toi Hawke's Bay** requested funding of \$23,510.00 for the 2019/20 work programme comprising operational costs toward Executive Officer employment (\$4680.00), Art Reach workshops (\$5830.00), public arts and culture sector huis (\$500.00) and a regional Marae documentation programme (\$12,500.00) .

**Written Application No. 7 - Katie Mackey, CCS Disability Action Tairawhiti Hawkes Bay Incorporated** requested funding of \$3,000.00 to support ten young people with disabilities.

**Written Application No. 10 - Angela Botha, English Language Partners - Hawke's Bay** requested funding of \$1,596.00 for English classes at the Hastings Library.

**Written Application No. 17 - Alison Bathgate, Lifelink Samaritans** requested Funding of \$5,000.00 towards a local 24/7 helpline.

**Written Application No. 21- Pam Francombe, Outward Bound** requested funding of \$17,140.00 to fund four local young people to go on an Outward Bound Programme.

**Written Application No. 22 - Nikki Draper, Parkinson's New Zealand** requested funding of \$10,000.00 towards the employment of a Community Educator & Support Groups.

**Written Application No. 24 - Wenhua Yang, Learning Hawke's Bay** requested Funding of \$10,000.00 for cultural Events for international students and regional orientation day for international students.

**Written Application No. 30 - Renata Lehmann, Peoples Advocacy Society** requested funding of \$8,768.00 towards delivery of the Peoples Advocacy Service to

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assist people in Hastings to access their benefit entitlements, child support and housing.

**Written Application No. 35 - Sarah Reddish, Dementia Hawkes Bay** requested funding of \$10,000.00 for the continuation of Active Brain Programme and Stimulation Workshops.

**Written Application No. 40 - Rachel Farrell, The Raukauri Music Therapy Trust** requested funding of \$5,635.61 for music therapy for those in need - wages for staff.

**Written Application No. 41 - Philip Kearney, Arthritis New Zealand** kaiponapona Aotearoa requested funding of \$5,000.00 for the continuation of the National Help Programme.

**Written Application No. 47 - Les Hokianga, Hikoi Koutou Charitable Trust** requested funding of \$5,850.00 for wellness programmes for people over 60 years of age.

**Written Application No. 64 - Grant Clure, New Zealand Council of Victim Support Groups Incorporated** requested funding of \$4,000.00 to strengthen the local Support Worker Programme.

**Written Application No. 66 - Royal NZ Foundation of the Blind** requested funding of \$5,000.00 for the delivery of services to people who are blind or with low vision.

The Chair asked members of the Subcommittee that prior to reconvening on Thursday that they prioritise and allocate funding to the applications.

*The meeting adjourned at 4.00pm and would reconvene on Thursday, 23 May 2019 at 9.00am*

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## HASTINGS DISTRICT COUNCIL

### MINUTES OF A MEETING OF THE COMMUNITY GRANTS SUBCOMMITTEE HELD IN THE COUNCIL CHAMBER, GROUND FLOOR, CIVIC ADMINISTRATION BUILDING, LYNDON ROAD EAST, HASTINGS ON MONDAY, 20 MAY 2019 AT 9.00AM AND RECONVENED ON THURSDAY, 23 MAY 2019 AT 9.00AM

**PRESENT:**

Councillor Dixon (Chair)  
Councillors Barber, Harvey, Lawson, Schollum and  
Watkins.

**ALSO PRESENT:**

Group Manager: Community Facilities & Programmes (Mrs  
A Banks)  
Social and Youth Development Manager (Ms D Elers)  
Community Grants Advisor (Mr K Carter)  
Committee Secretary (Mrs C Hunt)

**4. 2019 ANNUAL CONTESTABLE FUNDING ROUND (contd.)**  
(Document 19/356)

The Subcommittee debated and considered each application on its merits and made the following recommendations based on the outcome of these discussions.

*The meeting adjourned at 10.40am  
and reconvened at 11.00am*

**Councillor Dixon/Councillor Watkins**

- A) That the report of the Community Grants Advisor titled "2019 Annual Contestable Funding Round" dated 20/05/2019 be received.
- B) That the Community Grants Subcommittee reviews the applications to the 2019 contestable funding round; and
- C) That the Committee allocates the 2019 budget allocation of \$245,500.00 to those applications whom it considers will best assist Council to achieve its desired Community Outcomes.
- D) That the following grants from the Contestable Grants budget 2019/2020 be allocated:

**1.0 APPROVED**

- 1.1 That Radio Kidnappers (Application No. 1) be approved funding of \$3,500.00 for the delivery of the Intermediate School Debate challenge and six radio programmes.

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- 1.2 That Robotics and Computer Science in Schools Educational Trust (CS4S Trust) (Application No. 3) be approved funding of \$5,165.23 to purchase equipment to form a new club focused on Science, Technology, Engineering and Mathematics (STEM).
- 1.3 That Age Concern Havelock North (Expo) (Application No. 4) be approved funding of \$5,000.00 to cover the costs of a Seniors Expo to be held in the Havelock North Community Centre.
- 1.4 That Age Concern Havelock North (Christmas) (Application No. 5) be approved funding of \$9,500.00 for the Community Christmas Day lunch in Havelock North.
- 1.5 That Muscular Dystrophy Association (Tuaatara/Central Region) Incorporated (Application No. 6) be approved funding of \$1,500.00 to continue community based field work.
- 1.6 That CCS Disability Action Tairawhiti Hawkes Bay Incorporated (Application No. 7) be approved funding of \$1,500.00 to support young people with disabilities in the district.
- 1.7 That Hawke's Bay Rescue Helicopter Trust (Application No. 8) be approved funding of \$3,000.00 for the creation and distribution of a bi-annual newsletter for donors and supporters of the trust, as part of the communication strategy.
- 1.8 That Pursuit Limited (Application No. 9) be approved for funding of \$5,000.00 to increase the quality of life through employment for youth employment and the establishment of a mobile service.
- 1.9 That English Language Partners - Hawke's Bay (Application No. 10) be approved funding of \$500.00 for English classes at the Hastings Library.
- 1.10 That Hawke's Bay Youth Trust (Application No. 13) be approved funding of \$6,000.00 to provide part time employment for a young person at the Giants Boxing Academy.
- 1.11 That Flaxmere Baptist Church Community Trust (Application No. 14) be approved funding of \$8,000.00 for the co-ordination of the annual Christmas Cheer Food Parcel assembly and distribution to families in need in the community.
- 1.12 That Hastings Menzshed Trust (Application No.15) be approved funding of \$7,500.00 to assist with providing electricity to develop their new larger shed.

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- 1.13 That Sustaining Hawke's Bay Trust (Application No. 18) be approved Contestable Grant funding of \$4,000.00 and \$3,500.00 funded from the Waste Disposal Levy Fund for a month long event and workshop programme on Sustainable Backyards.
- 1.14 That Hastings Hearing (Application No. 23) be approved funding of \$5,000.00 for the continuation of funding education programmes.
- 1.15 That Hastings City Business Association (Application No. 25) be approved funding of \$25,000.00 towards community events including night markets, pocket park entertainment, coffee with a cop, Fringe in the Stings and Santa's Grotto to bring the community into the CBD.
- 1.16 That Citizens Advice Bureau, Hastings (Application No. 26) be approved funding of \$2,806.00 for the purchase of new chairs for the Citizens Advice Bureau office.
- 1.17 That the Birchleigh Polo School (Application No. 27) be approved funding of \$5,000.00 to assist in running a Polo School programme for Flaxmere College students, to learn the challenges of working with horses and playing polo, in order to improve attitude and behaviour changes.
- 1.18 That the Waimarama Surf Life Saving Club (Application No. 28) be approved funding of \$7,000.00 to provide lifeguard programmes and training including first aid.
- 1.19 That the Heretaunga Womens Centre (Application No. 31) be approved funding of \$18,000.00 towards the operating costs of the Centre.
- 1.20 That Red Cross (Application No. 32) be approved funding of \$3,000.00 for equipment and consumables for the curtain bank.
- 1.21 That Nourished for Nil (Application No. 33) be approved funding of \$7,500.00 toward general operation costs of the programme.
- 1.22 That Dementia Hawkes Bay (Application No. 35) be approved funding of \$1,500.00 to assist in the continuation of Active Brain Programme and Stimulation Workshops.
- 1.23 That the Hawke's Bay Digital Archives Trust (Application No. 36) be approved funding of \$4,000 to digitise and upload the records and papers from the Hawkes Bay A & P Society.

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- 1.24 That Budget First Incorporated (Application No. 42) be approved funding of \$5,000.00 for financial literacy workshops for those in financial hardship.
- 1.25 That the Leg-Up Trust (Application No. 43) be approved funding of \$5,000.00 for the continuation of the Leg Up programme for disadvantaged youth who suffer from social, behavioural and emotional problems, by teaching them how to work and communicate with horses.
- 1.26 That Havelock North Business Association (Application No. 46) be approved funding of \$10,000.00 towards an events programme in Havelock North that promoted community involvement primarily the Village Street Carnival.
- 1.27 That No 11 Squadron District of Hastings Air Training Corps (Application No. 48) be approved funding of \$3,000.00 for ongoing expenses including camps.
- 1.28 That Growing Through Grief Hawke's Bay (Application No. 49) be approved funding of \$2,500.00 to fund grief services.
- 1.29 That the Hastings Art & Culture Trust (Application No. 51) be approved funding of \$10,000.00 for the 2019 Edible Fashion Awards.
- 1.30 That Tango me Whero (Application No. 52) be approved funding of \$1,000.00 to be paid direct to Hawke's Bay Netball for the hire of netball courts for a family friendly netball tournament at the Hawke's Bay Regional Sports Park.
- 1.31 The Te Aranga Marae Trust (Application No. 53) be approved funding of \$10,000.00 for the Flaxmere Boxing Academy.
- 1.32 That the Interchurch Council for Hospital Chaplaincy (Application No. 55) be approved funding of \$10,000.00 for the provision of Chaplains at the Hawke's Bay District Health Board and that a letter be sent to the Napier City Council and Hawke's Bay District Health Board advising that Hastings could not continue future funding of the Chaplaincy without their contribution.
- 1.33 That the Hastings Women's Refuge (Application No. 57) be approved funding of \$30,000.00 to support access to a local Safe House by women and children affected by domestic violence into a supportive environment to enable them to begin to build new lives.

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1.34 That Prima Volta Charitable Trust (Application No. 58) be approved funding of \$10,000.00 for the continuation and further development of Prima Volta programmes.

1.35 That the Royal NZ Foundation of the Blind (Application No. 66) be approved funding of \$1,500.00 for the delivery of services to people who are blind or with low vision.

1.36 That the Disability Resource Centre (HB) Trust (Application No. 67) be approved funding of \$5,529.00 delivery of their "catwalk" project/event.

1.37 That Centenary Legacy Trust (Application No. 68) be approved funding of \$3,000.00 to raise funds for internships for students

## 2.0 REFERRED TO ANNUAL PLAN

2.1 That Landmarks Trust (Application No. 56) request for funding of 10,000.00 for the design and construction of a sculpture for a laneway off King Street in the Central Business District be referred to the Annual Plan 2019/28 for funding consideration.

## 3.0 REFERRED TO THE SOCIAL AND YOUTH DEVELOPMENT TEAM

3.1 That the Flaxmere Planning Committee (Application Nos. 59, 60 and 61) request for funding for:

- \$11,845.00 to fund a driving simulator for the Flaxmere Community.
- \$5,805.00 for the 2019 Junior Polyfest.
- \$8,630.00 for a Community Newsletter and communications.

be referred to the Social and Youth Development team for consideration.

## 3.0 DECLINED APPLICATIONS

3.1 That the Brain Injury Association (Hawke's Bay) (Application 12) be declined funding of \$20,000.00 for ongoing costs for local service, with the reason being that the contestable grants fund was oversubscribed and in a competitive funding environment other applications better addressed the current funding priorities.

3.2 That Epilepsy Association of New Zealand Incorporated (Application No. 11) funding request of \$4,000.00 for ongoing costs for the local service be declined with the reason being that the contestable grants fund was oversubscribed and in a competitive funding environment other applications better addressed the current funding priorities.

3.3 That Youth Development Trust (Graeme Dingle Foundation) (Application No. 16) funding request of \$10,000 for the "Career Navigator Programme" to strengthen Flaxmere College pupils be declined with the reason being that the contestable grants fund was

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oversubscribed and in a competitive funding environment other applications better addressed the current funding priorities.

- 3.4 That Lifelink Samaritans (Application No. 17) funding request of \$5,000.00 towards a local 24/7 helpline be declined with the reason being that the contestable grants fund was oversubscribed and in a competitive funding environment other applications better addressed the current funding priorities.
- 3.5 That Hawkes Bay A & P Society (Application No.19) funding request for \$30,000.00 towards the A&P show and Education Programmes be declined with the reason being that the contestable grants fund was oversubscribed and in a competitive funding environment other applications better addressed the current funding priorities.
- 3.6 That Big Brothers Big Sisters of Hawkes Bay (Application No. 20) be declined funding of \$15,000.00 for support towards a local mentoring programme for young people who faced adverse circumstances, with the reason being that the contestable grants fund was oversubscribed and in a competitive funding environment other applications better addressed the current funding priorities.
- 3.7 That Outward Bound (Application No. 21) funding request of \$17,140.00 to fund four local young people to go on an Outward Bound Programme be declined with the reason being that the contestable grants fund was oversubscribed and in a competitive funding environment other applications better addressed the current funding priorities.
- 3.8 That Parkinson's New Zealand (Application No. 22) funding request of \$10,000.00 towards the employment of a Community Educator & Support Groups be declined with the reason being that the contestable grants fund was oversubscribed and in a competitive funding environment other applications better addressed the current funding priorities.
- 3.9 That Learning Hawke's Bay (Application No. 24) funding request of \$10,000.00 for cultural Events for international students and regional orientation day for international students be declined with the reason being that the contestable grants fund was oversubscribed and in a competitive funding environment other applications better addressed the current funding priorities.
- 3.10 That Te Taitimu Trust (Application No. 27) requested funding of \$12,000.00 towards a twelve month youth mental health programme be declined with the reason being that the contestable grants fund was oversubscribed and in a competitive funding environment other applications better addressed the current funding priorities.

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- 3.11 That Peoples Advocacy Society Incorporated (Application No. 32) funding request of \$8,768.00 for costs to run the service to assist people in Hastings who are experiencing problems with Work and Income, Inland Revenue be declined with the reason being that the contestable grants fund was oversubscribed and in a competitive funding environment other applications better addressed the current funding priorities.
- 3.12 That Volunteering Hawkes Bay (Application No. 34) funding request of \$13,060.00 toward general operation costs to assist in promoting, recruiting and support volunteering to all sections in the Hastings community programme be declined with the reason being that the contestable grants fund was oversubscribed and in a competitive funding environment other applications better addressed the current funding priorities.
- 3.13 That Ngā Toi Hawke's Bay (Application No. 37) funding request of \$23,510.00 for the 2019/20 work programme be declined with the reason being that the contestable grants fund was oversubscribed and in a competitive funding environment other applications better addressed the current funding priorities.
- 3.14 That Kidz Need Dadz Charitable Trust Hawkes Bay (Application No. 38) funding request of \$7,105.00 towards the printing costs and distribution of a "Blokes Book" be declined with the reason being that the contestable grants fund was oversubscribed and in a competitive funding environment other applications better addressed the current funding priorities.
- 3.15 That Enliven - Presbyterian Support Programmes (Application No. 39) requested funding of \$10,000.00 for services to support older people in the community to work towards specific goals to gain quality of life – Senior Chef Programme to motivate older people to prepare and share food be declined with the reason being that the contestable grants fund was oversubscribed and in a competitive funding environment other applications better addressed the current funding priorities.
- 3.16 That the Raukauri Music Therapy Trust (Application No. 40) funding request of \$5,635.61 for music therapy for those in need - wages for staff be declined with the reason being that the contestable grants fund was oversubscribed and in a competitive funding environment other applications better addressed the current funding priorities.
- 3.17 That Arthritis New Zealand (Application No. 41) requested funding of \$5,000.00 for the continuation of the National Help Programme be declined with the reason being that the contestable grants fund was oversubscribed and in a competitive funding environment other applications better addressed the current funding priorities.

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- 3.18 That Roberts Education And Training Limited (Application No. 44) requested funding of \$370,000.00 towards funding for the Ka Hikitia Female Youth Programme (young offenders programme) be declined with the reason being that the contestable grants fund was oversubscribed and in a competitive funding environment other applications better addressed the current funding priorities.
- 3.19 That St Andrews Presbyterian Church Hastings (Application No. 45) requested funding of \$10,000.00 to undertake some market research to develop a project in delivering low cost electricity be declined with the reason being that the contestable grants fund was oversubscribed and in a competitive funding environment other applications better addressed the current funding priorities.
- 3.20 That Hikoi Koutou Charitable Trust (Application No. 47) requested funding of \$5,850.00 for whanau hauora plans developed for over 60 year olds in conjunction with Taiwhenua and Choices for a Well Being Programme be declined with the reason being that the contestable grants fund was oversubscribed and in a competitive funding environment other applications better addressed the current funding priorities.
- 3.21 That Age Concern Hawke's Bay Incorporated (Application No. 50) requested funding of \$10,000.00 for a new office administrator be declined with the reason being that the contestable grants fund was oversubscribed and in a competitive funding environment other applications better addressed the current funding priorities.
- 3.22 That Kidnappers Country Music Group (Application No. 54) requested funding of \$10,000.00 to support the Kidnappers Country Music Group be declined with the reason being that the contestable grants fund was oversubscribed and in a competitive funding environment other applications better addressed the current funding priorities.
- 3.23 That the Wharariki (Flax) Trust (Application No. 62) requested funding of \$30,000 for the continuation of the Whanau First Whanau Hard Collective project be declined with the reason being that the contestable grants fund was oversubscribed and in a competitive funding environment other applications better addressed the current funding priorities.
- 3.24 That New Zealand Council of Victim Support Groups Incorporated (Application No. 64) requested funding of \$4,000.00 to strengthen the local Support Worker Programme be declined with the reason being that the contestable grants fund was oversubscribed and in a competitive funding environment other applications better addressed the current funding priorities.

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3.25 That 4YOUTHNZ (Application No. 65) request funding of \$10,000.00 to provide weekly activities for young people be declined with the reason being that the contestable grants fund was oversubscribed and in a competitive funding environment other applications better addressed the current funding priorities.

3.26 That Insolidarity Chartiabale Trust Tu Mai Awa (Application No. 63) requested funding of \$20,000.00 for whanau/family focused violence programme be declined with the reason being that the contestable grants fund was oversubscribed and in a competitive funding environment other applications better addressed the current funding priorities.

#### SUMMARY OF APPROVED APPLICATIONS

| No. | Applicant   | Requested    | Allocated    |
|-----|---|--------------|--------------|
| 1   | Radio Kidnappers Charitable Trust                           | \$9,260.00   | \$3,500.00   |
| 3   | Robotics and Computer Science in Schools Trust (CS4S Trust) | \$5,165.23   | \$5,165.00   |
| 4   | Age Concern Havelock North (EXPO)                           | \$9,725.00   | \$5,000.00   |
| 5   | Age Concern Havelock North (Christmas)                      | \$9,630.00   | \$9,500.00   |
| 6   | Muscular Dystrophy Association Incorporated                 | \$10,000.00  | \$1,500.00   |
| 7   | CCS Disability Action Tairāwhiti Hawkes Bay Incorporated    | \$3,000.00   | \$1,500.00   |
| 8   | Hawke's Bay Rescue Helicopter Trust                         | \$6,000.00   | \$3,000.00   |
| 9   | Pursuit Limited   | \$5,000.00   | \$5,000.00   |
| 10  | English Language Partners - Hawke's Bay                     | \$1,596.00   | \$500.00     |
| 13  | Hawkes Bay Youth Trust                                      | \$10,000.00  | \$6,000.00   |
| 14  | Flaxmere Baptist Church Community Trust                     | \$8,000.00   | \$8,000.00   |
| 15  | Hastings Menzshed Trust                                     | \$10,000.00  | \$7,500.00   |
| 18  | Sustaining Hawke's Bay Trust                                | \$7,500.00   | \$4,000.00   |
| 23  | Hastings Hearing  | \$15,000.00  | \$5,000.00   |
| 25  | Hastings City Business Association                          | \$60,000.00  | \$25,000.00  |
| 26  | CAB Hastings  | \$2,806.00   | \$2,806.00   |
| 27  | Birchleigh Polo School                                      | \$5,000.00   | \$5,000.00   |
| 28  | Waimarama Surf Life saving Club                             | \$14,000.00  | \$7,000.00   |
| 31  | Heretaunga Womens Centre                                    | \$18,000.00  | \$18,000.00  |
| 32  | Red Cross   | \$6,197.00   | \$3,000.00   |
| 33  | Nourished for Nil   | \$11,500.00  | \$7,500.00   |
| 35  | Dementia Hawkes Bay   | \$10,000.00  | \$1,500.00   |
| 36  | Hawke's Bay Digital Archives Trust                          | \$10,546.95  | \$4,000.00   |
| 42  | Budget First Incorporated                                   | \$10,000.00  | \$5,000.00   |
| 43  | Leg-Up Trust  | \$10,000.00  | \$5,000.00   |
| 46  | Havelock North Business Association                         | \$25,069.00  | \$10,000.00  |
| 48  | No 11 Squadron District of Hastings Air Training Corps      | \$9,486.00   | \$3,000.00   |
| 49  | Growing Through Grief Hawke's Bay                           | \$5,000.00   | \$2,500.00   |
| 51  | Hastings Art & Culture Trust                                | \$14,000.00  | \$10,000.00  |
| 52  | Tango me Whero  | \$2,100.00   | \$1,000.00   |
| 53  | Te Aranga Marae Trust                                       | \$10,043.55  | \$10,000.00  |
| 55  | Interchurch Council for Hospital Chaplaincy                 | \$18,000.00  | \$10,000.00  |
| 57  | Hastings Women's Refuge                                     | \$30,000.00  | \$30,000.00  |
| 58  | Prima Volta Charitable Trust                                | \$30,100.00  | \$10,000.00  |
| 66  | Blind Foundation  | \$5,000.00   | \$1,500.00   |
| 67  | Disability Resource Centre (HB) trust                       | \$5,748.00   | \$5,529.00   |
| 68  | Centenary Legacy Trust                                      | \$5,000.00   | \$3,000.00   |
|     |   | \$427,472.73 | \$245,500.00 |

### **SUMMARY OF DECLINED APPLICATIONS**

| No. | Applicant   | Requested    | Allocated |
|-----|---|--------------|-----------|
| 2   | Manawatu PARS   | \$5,246.00   | \$0.00    |
| 11  | Epilepsy Association of New Zealand Incorporated              | \$4,000.00   | \$0.00    |
| 12  | Brain Injury Association (Hawke's Bay) Incorporated           | \$20,000.00  | \$0.00    |
| 16  | Youth Development Trust Hawkes Bay (Graham Dingle Foundation) | \$10,000.00  | \$0.00    |
| 17  | Lifelink Samaritans   | \$5,000.00   | \$0.00    |
| 19  | Hawkes Bay A&P  | \$30,000.00  | \$0.00    |
| 20  | Big Brothers Big Sisters of Hawkes Bay                        | \$15,000.00  | \$0.00    |
| 21  | Outward Bound   | \$17,140.00  | \$0.00    |
| 22  | Parkinson's New Zealand                                       | \$10,000.00  | \$0.00    |
| 24  | Learning Hawke's Bay  | \$10,000.00  | \$0.00    |
| 29  | Te Taitimu Trust  | \$20,000.00  | \$0.00    |
| 30  | Peoples Advocacy Society                                      | \$8,768.00   | \$0.00    |
| 34  | Volunteering Hawkes Bay                                       | \$13,060.00  | \$0.00    |
| 37  | Ngā Toi Hawke's Bay   | \$23,510.00  | \$0.00    |
| 38  | Kidz Need Dadz Charitable Trust Hawkes Bay                    | \$7,105.00   | \$0.00    |
| 39  | Enliven - Presbyterian Support                                | \$10,000.00  | \$0.00    |
| 40  | The Raukauri Music Therapy Trust                              | \$5,635.61   | \$0.00    |
| 41  | Arthritis New Zealand kaiponapona Aotearoa                    | \$5,000.00   | \$0.00    |
| 44  | Roberts Education And Training Limited                        | \$370,000.00 | \$0.00    |
| 45  | St Andrews Presbyterian Church Hastings                       | \$10,000.00  | \$0.00    |
| 47  | Hikoi Koutou Charitable Trust                                 | \$5,850.00   | \$0.00    |
| 50  | Age Concern Hawke's Bay Incorporated                          | \$10,000.00  | \$0.00    |
| 54  | Kidnappers Country Music Group                                | \$10,000.00  | \$0.00    |
| 56  | Landmarks Trust   | \$10,000.00  | \$0.00    |
| 59  | Flaxmere Planning Committee (driving Simulator)               | \$11,845.00  | \$0.00    |
| 60  | Flaxmere Planning Committee (Polyfest)                        | \$5,805.00   | \$0.00    |
| 61  | Flaxmere Planning Committee (Communications)                  | \$8,630.00   | \$0.00    |
| 62  | Wharariki (Flax) Trust  | \$30,000.00  | \$0.00    |
| 63  | Insolidartiy Chartiabie Trust Tu Mai Awa                      | \$20,000.00  | \$0.00    |
| 64  | New Zealand Council of Victim Support Groups Incorporated     | \$4,000.00   | \$0.00    |
| 65  | 4YOUthNZ  | 10,000.00    | \$0.00    |
|     |   | \$725,594.61 | \$0.00    |

F) That the Chair of the Community Grants Subcommittee write a letter to the Chair of the Hawke's Bay District Health Board advising of the large number of health and disability related funding requests the Subcommittee had received for consideration in the 2019 Contestable Grants funding round.

G) That the Community Grants Committee attend a workshop on 2 July 2019 to review the Grants process.

**CARRIED**

### **5. ADDITIONAL BUSINESS ITEMS**

There were no Additional Business Items.

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**6. EXTRAORDINARY BUSINESS ITEMS**

There were no extraordinary business items.

The meeting closed at 12.00pm

Confirmed:

Chairman:

Date:

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Attachment 1

CG-14-1-01356

From [www.hastingsdc.govt.nz/hastings/grants](http://www.hastingsdc.govt.nz/hastings/grants)

#### Introduction to Community Grants

Contestable Grants funds are for the establishment or development of community services or projects.

Hastings District Council encourages local community groups and organisations to work with Council towards meeting the current and future needs of our community. If your organisation is delivering projects or services that fit with one or more the priorities set out below, we invite you to apply to our annual Contestable Grants Fund for financial assistance.

#### Priorities for funding

Each year Council contributes funds to groups delivering community services or projects. To be granted money from this pool, the group applying has to be able to put significant money into the project itself, or be able to attract funding from agencies and charities outside of Council. It also needs to show how the project fits with one or more of Council's priorities for building a safe, liveable, sustainable community, specifically:

- Helping youth into training and jobs
- Helping new and/or existing businesses to provide local jobs
- Providing help and advice for people in need due to ageing and/or adverse circumstances
- Making improvements to the district which will attract visitors, students and businesses
- Providing programmes that reduce littering, wasting resources, and crime
- Promoting participation in recreation, arts, and cultural activities

Those who have been granted Council funds will need to supply financial accounts showing how the money was spent and provide a report on the project and its success.

*Adapted from the 2015-2025 Long Term Plan (p.7)*

#### Eligibility Criteria

Your organisation must be one of the following legal entities:

- An incorporated society
- Registered charitable trust
- Formal not-for-profit organisation

Your organisation:

- Must be able to demonstrate it has applied to funding organisations outside of Council to support this project/activity or service.

Your project must met one or more of the following criteria:

- Helping youth into training and jobs
- Helping new and/or existing businesses to provide local jobs
- Providing help and advice for people in need due to ageing and/or adverse circumstances
- Making improvements to the district which will attract visitors, students and businesses
- Providing programmes that reduce littering, wasting resources, and crime
- Promoting participation in recreation, arts, and cultural activities

Exclusions for funding include:

- Building or renovation costs
- Purchase of a motor vehicle or other capital items

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- Activities that promote religious or political goals
- Sponsorship of individuals
- Limited liability companies
- Activities which are outside the scope of Council's current and future needs
- Activities where there is no demonstrated need due to existing similar services

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Attachment 2





**REPORT TO: COUNCIL**

**MEETING DATE: THURSDAY 27 JUNE 2019**

**FROM: PARKS AND PROPERTY SERVICES MANAGER  
COLIN HOSFORD**

**SUBJECT: SUMMARY OF RECOMMENDATIONS FROM THE TE  
MATA PARK TRUST APPOINTMENTS COMMITTEE**

---

## **1.0 SUMMARY**

- 1.1 The purpose of this report is to advise that recommendations from the Te Mata Park Appointments Committee meeting held on 29 May 2019 require ratification by Council.

## **2.0 BACKGROUND**

- 2.1 The Te Mata Park Trust Board, at its meeting of 29 April 2019 discussed the issue of appointing three trustees as the term of the three sitting trustees was to shortly to expire.
- 2.2 The Te Mata Park Trust Board recommended that Michael Bate, Ian Gold and Mike Devonshire be reappointed as Trustees to the Te Mata Park Trust Board.
- 2.3 The Board's recommendation recognised their good service to the park and is consistent with the both the Trust Deed rules, and Council's Policy of Appointments to the Te Mata Park Trust Board, that governs the selection and appointment. This policy importantly, allows for trustees to serve for up to nine years.
- 2.4 Accordingly the Appointments Committee considered the request from the Te Mata Park Trust Board and endorsed the reappointment of the three trustees.

## **3.0 RECOMMENDATIONS**

- 3.1 The recommendations of the Te Mata Park Appointments Committee to be ratified are set out below.

#### **4.0 RECOMMENDATIONS AND REASONS**

- A. That the report of the Parks and Property Services Manager titled “Summary of Recommendations from the Te Mata Park Trust Appointments Committee ” dated 27/06/2019 be received.**
- B. The following recommendations of the meeting held 29 May 2019 be ratified:**

##### ***“4. TERM OF APPOINTMENT FOR TRUSTEES***

- A) That the report of the Parks and Property Services Manager titled “Trustee Appointment Advertisement” dated 29 May 2019 be received.***
- B) That the Te Mata Park Trust Appointments Committee recommend to Council that the three vacancies not be advertised.***
- C) That the Te Mata Park Trust Appointments Committee recommend to Council that the current trustee appointments of Mike Devonshire, Michael Bate and Ian Gold be rolled over for a further three years effective from 30 June 2019”.***

##### **Attachments:**

There are no attachments for this report.

**REPORT TO:** COUNCIL

**MEETING DATE:** THURSDAY 27 JUNE 2019

**FROM:** MANAGER: DEMOCRACY AND GOVERNANCE SERVICES  
JACKIE EVANS

**SUBJECT:** GENERAL UPDATE REPORT AND STATUS OF ACTIONS

---

## **1.0 SUMMARY**

- 1.1 The purpose of this report is to update the Committee on various matters including actions raised at previous meetings.
- 1.2 The Council is required to give effect to the purpose of local government as set out in section 10 of the Local Government Act 2002. That purpose is to enable democratic local decision-making and action by (and on behalf of) communities, and to promote the social, economic, environmental, and cultural well-being of communities in the present and for the future.
- 1.3 This report concludes by recommending that the report titled “General Update Report and Status of Actions” from the Manager Strategic Projects & Partnerships be received.

## **2.0 BACKGROUND**

- 2.1 Elected members requested that officer’s report back at Council meetings with progress that has been made on actions that may have arisen.
- 2.2 Attached is a copy of Status Actions **Attachment 1** including a copy of Crash Data (**Attachment 2**).

## **3.0 SIGNIFICANCE AND ENGAGEMENT**

- 3.1 This report does not trigger Council’s Significance and Engagement Policy and no consultation is required.

## **4.0 RECOMMENDATIONS AND REASONS**

**That the report of the Manager: Democracy and Governance Services titled “General Update Report and Status of Actions” dated 27/06/2019 be received.**

### **Attachments:**

- |   |                                |               |
|---|--------------------------------|---------------|
| 1 | Status of Actions 27 June 2019 | CG-14-1-01047 |
| 2 | Crash Data                     | CG-14-1-01350 |

CG-14-1-01047



**Hastings District Council  
Council Meeting - 2 May 2019  
Status of Actions Sheet**

| Item No. | Meeting Date | Action   | Reporting Officer            | Progress as at   |
|----------|--------------|--|------------------------------|--|
| 6        | 2/5/19       | <b>Presentation by St John's College, Hastings</b> <ul style="list-style-type: none"> <li>Suggestion that students from St John's College present to a Rural Community Board meeting.</li> <li>Discuss with Chair, Sue Maxwell</li> </ul>  | Craig Thew                   | Discussed with Chair of RCB and decided not presentation required. |
| 15       | 2/5/19       | <b>Napier Road Cycleway</b> <ul style="list-style-type: none"> <li>That the iWays Strategy, its principles, the outcomes sought, and the subsequent priorities be reviewed in early 2020.</li> <li>That the Napier Road crash statistics be reviewed and brought back to council (with appropriate safety enhancements - as relevant)</li> </ul>   | Eynon Phillips               | Please see crash data statistics attachment (CG-14-1-01350)        |
| 17       | 2/5/19       | <b>Protocols for Live Streaming</b> <ul style="list-style-type: none"> <li>Develop a process when appropriate verbal notice is provided by the Chair before live streaming begins.</li> <li>Investigate and report back on appropriate procedures for moving presenters who are concerned about safety into Public Excluded.</li> <li>Investigate and report back on appropriate copyright notices to be included with live streamed content.</li> </ul> | Jackie Evans/<br>Scott Smith | To report back once testing has been carried out.                  |





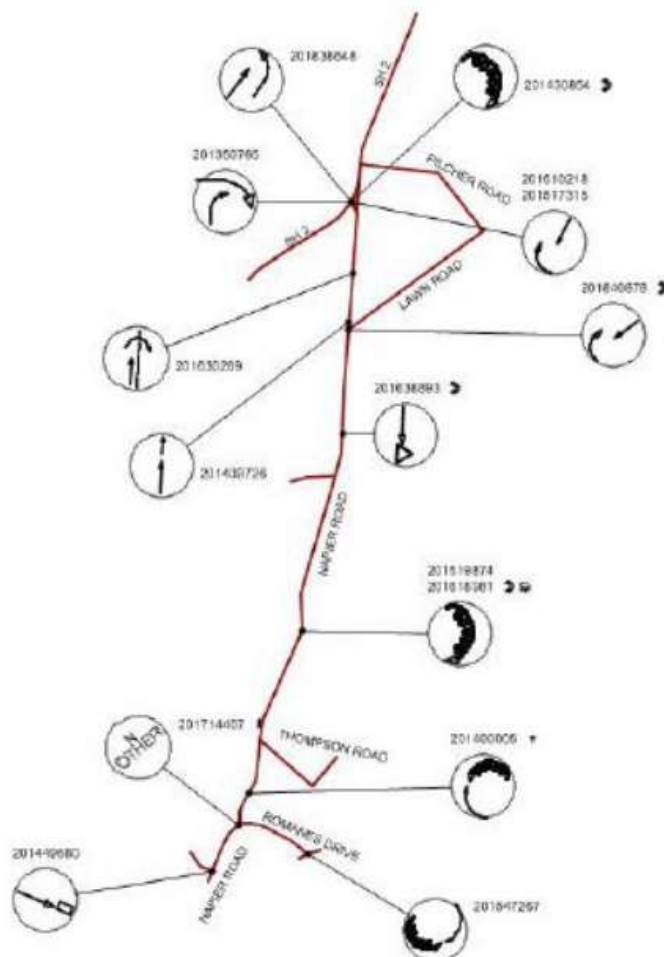
CG-14-1-01047

|    |        |  |               |   |
|----|--------|--|---------------|---|
|    |        | <ul style="list-style-type: none"> <li>Consideration as to whether Council can control the use permission around this content.</li> </ul>  |               |   |
| 18 | 4/6/19 | <b>Waste Services Procurement Strategy</b> <ul style="list-style-type: none"> <li>Councillor Poulain be part of the Waste Minimisation discussions.</li> <li>Report back to Council on equity issue on kerbside collections</li> </ul> | Angela Atkins | <p>Councillor Poulain to be invited to Waste Futures workshop on 21 June.</p> <p>Report will be presented to Council later this year after the tender process has been completed finalising the kerbside collection method and the contract has been awarded.</p> |



#### 1.4. Reported crash data

The NZ Transport Agency's Crash Analysis System (CAS) contains 16 crashes (all road users) in the past five years<sup>2</sup> in the vicinity of the project area; the locations and types are shown in Figure 1-8.



**Figure 1-8: Crashes in vicinity of Napier Road, Jan 2013 - Aug 2018**

Of the 16 crashes, four resulted in minor injury, one resulted in serious injury, and one resulted in fatality (ID 201400005, a loss-of-control crash on a curve, due to driver fatigue). None of the recorded crashes involved cyclists.

There is no predominant crash pattern. The intersection at SH2 has the highest concentration of crashes, however this intersection has recently been converted to a roundabout, so the crash pattern is expected to change.

<sup>2</sup> The oldest crash on the record is from 19/03/2018 and the most recent is 01/06/2018; the query was undertaken 28/08/2018.

**REPORT TO: COUNCIL**

**MEETING DATE: THURSDAY 27 JUNE 2019**

**FROM: MANAGER: DEMOCRACY AND GOVERNANCE SERVICES  
JACKIE EVANS**

**SUBJECT: REQUESTS RECEIVED UNDER THE LOCAL  
GOVERNMENT OFFICIAL INFORMATION AND MEETINGS  
ACT (LGOIMA) MONTHLY UPDATE**

## **1.0 SUMMARY**

- 1.1 The purpose of this report is to inform the Council of the number of requests under the local Government official Information Act (LGOIMA) 1987 received in April and May 2019.
- 1.2 This issue arises from the provision of accurate reporting information to enable effective governance
- 1.3 The Council is required to give effect to the purpose of local government as prescribed by Section 10 of the Local Government Act 2002. That purpose 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. Good quality means infrastructure, services and performance that are efficient and effective and appropriate to present and anticipated future circumstances.
- 1.4 The objective of this decision relevant to the purpose of Local Government is to ensure that the Council is meeting its legislative obligations.
- 1.5 This report concludes by recommending that the report be noted.

## **2.0 BACKGROUND**

- 2.1 The LGOIMA allows people to request official information held by local government agencies. It contains rules for how such requests should be handled, and provides a right to complain to the Ombudsman in certain situations. The LGOIMA also has provisions governing the conduct of meetings.

### **Principle of Availability**

- 2.2 The principle of availability underpins the whole of the LGOIMA. The Act explicitly states that:

*The question whether any official information is to be made available ... shall be determined, except where this Act otherwise expressly requires, in accordance with the purposes of this Act and **the principle that the information shall be made available unless there is good reason for withholding it.***

### **Purpose of the Act**

2.3 The key purposes of the LGOIMA are to:

- progressively increase the availability of official information held by agencies, and promote the open and public transaction of business at meetings, in order to:
  - enable more effective public participation in decision making; and
  - promote the accountability of members and officials; and
  - so enhance respect for the law and promote good local government; and
  - protect official information and the deliberations of local authorities to the extent consistent with the public interest and the preservation of personal privacy.

2.4 City, district and regional councils, council controlled organisations and community boards are subject to LGOIMA and official information means any information held by an agency subject to the LGOIMA.

2.5 It is not limited to documentary material, and includes material held in any format such as:

- written documents, reports, memoranda, letters, notes, emails and draft documents;
- non-written documentary information, such as material stored on or generated by computers, including databases, video or tape recordings;
- information which is known to an agency, but which has not yet been recorded in writing or otherwise (including knowledge of a particular matter held by an officer, employee or member of an agency in their official capacity);
- documents and manuals which set out the policies, principles, rules or guidelines for decision making by an agency;
- the reasons for any decisions that have been made about a person.

2.6 It does not matter where the information originated, or where it is currently located, as long as it is held by the agency. For example, the information could have been created by a third party and sent to the agency. The information could be held in the memory of an employee of the agency.

### **What does a LGOIMA request look like?**

2.7 There is no set way in which a request must be made. A LGOIMA request is made in any case when a person asks an agency for access to specified official information. In particular:

- a request can be made in any form and communicated by any means, including orally;
- the requester does not need to refer to the LGOIMA; and

- the request can be made to any person in the agency.

2.8 The Council deals with in excess of 14,000 service requests on average each month from written requests, telephone calls and face to face contact. The LGOIMA requests dealt with in this report are specific requests for information logged under formal LGOIMA procedure, which sometimes require collation of information from different sources and/or an assessment about the release of the information requested.

### **Key Timeframes**

- 2.9 An agency must make a decision and communicate it to the requester 'as soon as reasonably practicable' and **no later than** 20 working days after the day on which the request was received.
- 2.10 The agency's primary legal obligation is to notify the requester of the decision on the request 'as soon as reasonably practicable' and without undue delay. The reference to 20 working days is not the de facto goal but the maximum unless it is extended appropriately in accordance with the Act. Failure to comply with time limit may be the subject of a complaint to the ombudsman.
- 2.11 The Act provides for timeframes and extensions as there is a recognition that organisations have their own work programmes and that official information requests should not unduly interfere with that programme.

## **3.0 CURRENT SITUATION**

- 3.1 Council has requested that official information requests be notified via a monthly report.

## **4.0 RECOMMENDATIONS AND REASONS**

- A) That the report of the Democratic Support Manager titled "Requests Received under the Local Government Official Information and Meetings Act (LGOIMA) Monthly Update" dated 27/06/2019 be received.**
- B) That the LGOIMA requests received in April and May 2019 as set out in Attachment 1 (IRB-2-01-19-1591) of the report in (A) above be noted.**

### **Attachments:**

- |   |   |                  |
|---|---|------------------|
| 1 | Information Mgmt & Reporting - Information Requests - LGOIMA - Monthly Report to Council - April and May 2019 - Council 27/6/19 | IRB-2-01-19-1591 |
|---|---|------------------|



IRB-2-01-19-1591

**LGOIMA – Monthly Report to Council – April & May 2019**

|            | Requests Received | Responses to requests | Responses with information fully released | Responses with information partially withheld | Responses with information fully withheld | Average number of working days to respond | Requests resulting in a complaint to Ombudsman |
|------------|-------------------|-----------------------|---|---|---|---|--|
| April 2019 | 8                 | 8                     | 7   | 1   | 0   | 7   | 0  |
| May 2019   | 8                 | 8                     | 7   | 1   | 0   | 8   | 0  |

**Requests - received since those last reported to Council**

| Completed   |                      |  |       |
|-------------|----------------------|--|-------|
| Outstanding |                      |  |       |
| Month       | From                 | Subject  | Total |
| April       | Individual           | Information regarding Turamoe Road Paki Paki           | 8     |
|             | Individual           | Resource Consents conditions relating to domestic cats |       |
|             | Individual           | Housing Development Paki Paki                          |       |
|             | Archives New Zealand | Permission to release information from a survey        |       |
|             | Individual           | Waste Management information                           |       |
|             | Individual           | Irongate Tender  |       |
|             | Individual           | Eastbourne Street Building                             |       |
|             | GDC Consultants Ltd  | Council's Policy Earthquake Prone Buildings            |       |

|     |                              |   |   |
|-----|------------------------------|---|---|
| May | University of Otago          | Firing or Shooting Ranges in Hastings District                | 8 |
|     | Individual                   | Fluoridated and unfluoridated areas of the District           |   |
|     | Radio NZ                     | Transfer Station Recycling Tonnage for Past 5 Financial Years |   |
|     | Individual                   | Subdivision Consent Whirinaki Road                            |   |
|     | Individual                   | Policy, Local Law, Protected Apartments for people over 65    |   |
|     | Paw Justice Charitable Trust | Dog Management  |   |
|     | NZ Taxpayers Union           | Chief Executive Remuneration                                  |   |
|     | Insurance Company            | Parked Vehicle Incident                                       |   |



**REPORT TO: COUNCIL**

**MEETING DATE: THURSDAY 27 JUNE 2019**

**FROM: MANAGER: DEMOCRACY AND GOVERNANCE SERVICES  
JACKIE EVANS**

**SUBJECT: UPDATED 2019 MEETING SCHEDULE CHANGES**

## 1.0 SUMMARY

- 1.1 The purpose of this report is to consider amendments to the schedule of Council and Committee Meetings for the 2019 Meeting Calendar which was adopted by Council on 6 December 2018.
- 1.2 This report recommends that the 2019 Meeting Schedule as amended below be adopted.

## 2.0 BACKGROUND

- 2.1 The Local Government Act 2002, Schedule 7, Clause 19 states:
- (4) *A local authority must hold meetings at the times and places that it appoints”.*
- (5) *If a local authority adopts a schedule of meetings-*
- a) *The schedule-*
- i) *may cover any future period that the local authority considers appropriate, and*
- ii) *may be amended*
- 2.2 Although a local authority must hold the ordinary meetings appointed, it is competent for the authority at a meeting to amend the schedule of dates, times and number of meetings to enable the business of the Council to be managed in an effective way.
- 2.3 The following meetings are proposed to be included or amended in the 2019 meeting schedule:
- | Committee | Date              | Time<br><i>Prev 1pm</i> | Venue                         |
|-----------|-------------------|-------------------------|-------------------------------|
| Council   | 11 July 2019      | 10.30am                 | Waipatu Marae/Council Chamber |
| Council   | 22 August 2019    | 10.30am                 | Council Chamber               |
| Council   | 26 September 2019 | 10.30am                 | Council Chamber               |
| Council   | 10 October 2019   | 10.30am                 | Council Chamber               |
- 2.4 Councillors will be kept informed of specific changes on a day to day basis through the centralised calendar system.

### 3.0 RECOMMENDATIONS AND REASONS

A) That the report of the Manager: Democracy and Governance Services titled "Updated 2019 Meeting Schedule Changes" dated 27/06/2019 be received.

B) That the 2019 Meeting Schedule be amended as follows:-

| Committee | Date              | Time<br>(Prev 1pm) | Venue                         |
|-----------|-------------------|--------------------|-------------------------------|
| Council   | 11 July 2019      | 10.30am            | Waipatu Marae/Council Chamber |
| Council   | 22 August 2019    | 10.30am            | Council Chamber               |
| Council   | 26 September 2019 | 10.30am            | Council Chamber               |
| Council   | 10 October 2019   | 10.30am            | Council Chamber               |

**Attachments:**

There are no attachments for this report.



# HASTINGS DISTRICT COUNCIL

## COUNCIL MEETING

THURSDAY, 27 JUNE 2019

### RECOMMENDATION TO EXCLUDE THE PUBLIC

#### SECTION 48, LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987

THAT the public now be excluded from the following part of the meeting, namely:

- 23. **Summary of Recommendations of the Appointments Committee meeting held 18 June 2019**
- 24. **Howard Street Urban Residential Zone**
- 25. **Land Acquisitions for Irongate Road Roundabout**
- 26. **Land Acquisitions for Omahu/Henderson Roundabout**
- 27. **Hawkes Bay Opera House Arts and Events Precinct Update**

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>   |
|---|--|---|
| 23. <b>Summary of Recommendations of the Appointments Committee meeting held 18 June 2019</b> | As stated in the minutes   | <b>Section 48(1)(a)(i)</b><br>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. <b>Howard Street Urban Residential Zone</b>   | <b>Section 7 (2) (i)</b><br>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).<br>Protect potential land acquisition negotiations. | <b>Section 48(1)(a)(i)</b><br>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. Land Acquisitions for Irongate Road Roundabout         | <b>Section 7 (2) (i)</b><br>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).<br>To enable Council to undertake negotiations. | <b>Section 48(1)(a)(i)</b><br>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. |
| 26. Land Acquisitions for Omahu/Henderson Roundabout       | <b>Section 7 (2) (i)</b><br>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).<br>To enable Council to undertake negotiations. | <b>Section 48(1)(a)(i)</b><br>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. |
| 27. Hawkes Bay Opera House Arts and Events Precinct Update | <b>Section 7 (2) (h)</b><br>The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities.<br>To protect the commercial sensitivities until a new name is secured.                  | <b>Section 48(1)(a)(i)</b><br>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. |