



# *Hastings District Council*

*Civic Administration Building  
Lyndon Road East, Hastings 4156*

*Phone: (06) 871 5000*

*Fax: (06) 871 5100*

*[www.hastingsdc.govt.nz](http://www.hastingsdc.govt.nz)*

---

## **OPEN MINUTES**

---

### **CIVIC AND ADMINISTRATION SUBCOMMITTEE**

Meeting Date: **Thursday, 13 February 2020**

**Minutes of a Meeting of the Civic and Administration Subcommittee held on  
Thursday, 13 February 2020 at 1.10pm**

**Table of Contents**

<b><u>Item</u></b>	<b><u>Page No.</u></b>
<b>1. Apologies</b>	<b>1</b>
<b>2. Conflicts of Interest</b>	<b>1</b>
<b>3. Confirmation of Minutes</b>	<b>1</b>
<b>4. Temporary Road Closures - Lyndhurst Road and Percival Road - 18 February, Hastings Street South - 28 February - 1 March, Te Mata Peak Road - 7 March, Pohokura Road - 8 March, Elwood Road and Kenilworth Road 9 - 16 March 2020</b>	<b>2</b>
<b>5. Professional Engineering Services Tender</b>	<b>3</b>
<b>6. Additional Business Items</b>	<b>3</b>
<b>7. Extraordinary Business Items</b>	<b>3</b>

## HASTINGS DISTRICT COUNCIL

### MINUTES OF A MEETING OF THE CIVIC AND ADMINISTRATION SUBCOMMITTEE HELD IN THE COUNCIL CHAMBER, GROUND FLOOR, CIVIC ADMINISTRATION BUILDING, LYNDON ROAD EAST, HASTINGS ON THURSDAY, 13 FEBRUARY 2020 AT 1.10PM

---

**PRESENT:** Councillor Dixon (Chair)  
Mayor Hazlehurst  
Councillors Harvey, Lawson, Nixon (Deputy Chair),  
O'Keefe, Schollum, Travers and Watkins  
Transportation Manager, Mr J Pannu – *(present as a  
Subcommittee member for Item 4)*  
Environmental Consents Manager, Mr M Arnold –  
*(present as a Subcommittee member for Item 4)*  
Group Manager Asset Management: Mr C Thew –  
*(present as a Subcommittee member for Item 5)*

**IN ATTENDANCE:** Group Manager: Asset Management (Mr C Thew) -  
*(present as a Council officer for Item 4)*  
General Counsel: (Mr S Smith)  
Manager: Democracy and Governance Services (Mrs J  
Evans)  
Transportation Officer (Mrs L Burden)  
Project Delivery Manager (Mr F Blay)  
Democracy & Governance Advisor (Mrs C Hilton)

#### 1. APOLOGIES

Councillor Watkins/Mayor Hazlehurst

**That an Apology for Absence from the Chief Executive (Item 5) and an Apology for Lateness from the Environmental Consents Manager, Mr M Arnold (a Subcommittee member for Item 4) be accepted.**

**CARRIED**

#### 2. CONFLICTS OF INTEREST

There were no declarations of conflicts of interest.

#### 3. CONFIRMATION OF MINUTES

Councillor Travers/Councillor Schollum

**That the minutes of the Extraordinary Civic and Administration Subcommittee Meeting held Monday 13 January 2020 be confirmed as a true and correct record and be adopted.**

**CARRIED**

**4. TEMPORARY ROAD CLOSURES - LYNDHURST ROAD AND PERCIVAL ROAD - 18 FEBRUARY, HASTINGS STREET SOUTH - 28 FEBRUARY - 1 MARCH, TE MATA PEAK ROAD - 7 MARCH, POHOKURA ROAD - 8 MARCH, ELWOOD ROAD AND KENILWORTH ROAD 9 - 16 MARCH 2020**

(Document 20/22)

It was noted that the applicant's signage along Lyndhurst Road advertising the Weet-bix Kids Tryathlon had shown the temporary road closure as finishing at 3.00pm (as opposed to the 2.00pm time in the application and agenda report).

As a result, the Subcommittee felt the later 3.00pm closing time should be reflected in the resolution if consent was granted to this application.

*Environmental Consents Manager, Mr M Arnold, a Subcommittee member for Item 4, joined the meeting at 1.12pm.*

Councillor O'Keefe/Councillor Harvey

- A) That the Council/Committee receives the report titled Temporary Road Closures - Lyndhurst Road and Percival Road - 18 February, Hastings Street South - 28 February - 1 March, Te Mata Peak Road - 7 March, Pohokura Road - 8 March, Elwood Road and Kenilworth Road 9 - 16 March 2020.**
- B) SMC Events Lyndhurst Road between Pakowhai Road and the end of the road. Percival Road between Lyndhurst Road and first entrance in to the Sports Park. These road closures will be between 6:00am and 3:00pm, Tuesday, 18 February 2020.**
- C) Toitoi – Hawke's Bay Arts and Events Centre Toitoi – Hawke's Bay Arts and Events Centre – Hastings Street South between Eastbourne Street East and Heretaunga Street East. The road closure will be between 8:00pm, Friday, 28 February and 5:00pm, Sunday, 1 March 2020.**
- D) Bennelong Mountain Bike Club – Bennelong Mountain Bike Club – Te Mata Peak Road 900m down from the summit. The road closure will be between 6.00am and 4.30pm on Saturday, 7 March 2020.**
- E) Hawke's Bay Car Club – Pohokura Road from rapid number 2046 to the Mohaka River Bridge. The road closure will be between 10:00am and 6:00pm, Sunday, 8 March 2020.**
- F) SMC Events – Elwood Road between Otene Road and the State Highway from 5:00am, Monday, 9 March to 5:00am, Monday, 16 March 2020. Kenilworth Road between Caroline Road and the dead end of Kenilworth Road from 5:00am, Monday, 9 March to 5:00am, Monday, 16 March 2020.**
- G) The Committee approve the above temporary road closures subject to the following conditions to be complied with to the satisfaction of the Group Manager: Asset Management:**
- i. These events are conducted in accordance with the New Zealand Transport Agency Code of Practice Temporary Traffic Management (CoPTTM).**
  - ii. The Traffic Management Plans including provision for appropriate**

signage are approved by the Traffic Management Coordinator acting under delegated authority.

- iii. The Traffic Management Plans must be complied with including any specific conditions.
- iv. Copies of the relevant liability insurance policies are received.
- v. That the cost of all advertising is met by the event organisers.
- vi. Emergency Services are contacted regarding the holding of these events with details of the dates, locations and time frames.
- vii. As per the Traffic Management Plan provisions - all emergency services will be accommodated and access provided through the sites as required.
- viii. The applicant is responsible under the Health and Safety at Work Act 2015 for all health and safety risks associated with this activity and must take reasonably practicable steps to ensure the safety of all persons during these temporary road closures.
- ix. The applicant has in place at all times, appropriate Health and Safety measures (to prevent harm to any persons), including (but not limited to) any measures provided for in the submitted Health and Safety Plans including any conditions attached.
- x. The Hawke's Bay Car Club events shall be conducted in accordance with the requirements of the Motorsport New Zealand Motor Sport Manual, National Sporting Code and Appendices.

**CARRIED**

## **5. PROFESSIONAL ENGINEERING SERVICES TENDER**

(Document 20/5)

Councillor Dixon/Councillor Schollum

- A) That the Committee receives the report titled Professional Engineering Services Tender.
- B) That the Committee approve the procurement approach for the Professional Engineering Services Panel Tender.

**CARRIED**

## **6. ADDITIONAL BUSINESS ITEMS**

There were no additional business items.

## **7. EXTRAORDINARY BUSINESS ITEMS**

There were no extraordinary business items.

---

The meeting closed at 1.25pm

Confirmed:

Chairman:

Date: