



Hastings District Council

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OPEN MINUTES

CIVIC AND ADMINISTRATION SUBCOMMITTEE

Meeting Date: **Tuesday, 16 June 2020**

**Minutes of a Meeting of the Civic and Administration Subcommittee held on
Tuesday, 16 June 2020 at 1.00pm**

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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 TUESDAY, 16 JUNE 2020 AT 1.00PM

PRESENT: Councillor Dixon (Chair)
Councillors Harvey, Lawson, Nixon (Deputy Chair),
O'Keefe, Schollum, Travers and Watkins
Transportation Manager, Mr J Pannu – present for Item 4
Environmental Consents Manager, Mr M Arnold – present
for Item 4

IN ATTENDANCE: Group Manager: Asset Management (Mr C Thew)
General Counsel (Mr S Smith)
Transportation Officer (Mrs L Burden)
Community Grants Advisor (Mr K Carter)
Manager: Democracy & Governance Services (Mrs J
Evans)
Democracy & Governance Advisor (Mrs C Hilton)

1. APOLOGIES

Councillor Dixon/Councillor Watkins

That apologies for absence from Ms Tania Eden (Heretaunga Takoto Noa Māori Standing Committee appointee) and from the Chief Executive, Mr N Bickle - a member of the Subcommittee for Item 5, be accepted.

CARRIED

2. CONFLICTS OF INTEREST

There were no declarations of conflicts of interest.

3. CONFIRMATION OF MINUTES

Councillor Schollum/Councillor Lawson

That the minutes of the Civic and Administration Subcommittee Meeting held Wednesday 27 May 2020, including the minutes of the meeting held while the public were excluded, be confirmed as a true and correct record and be adopted.

CARRIED

With the agreement of the Subcommittee members, Item 6 was taken out of order and addressed while the Community Grants Advisor, Mr K Carter, was present,

6. RAPID RESPONSE FUND, CHANGE OF SCOPE

(Document 20/439)

The Community Grants Advisor, Mr K Carter, spoke to the agenda report and responded to questions from the Subcommittee.

Councillor Nixon/Councillor Lawson

- A) That the Civic and Administration Subcommittee receives the report titled Rapid Response Fund, Change of Scope.**
- B) That the Subcommittee reviews the four event applications and recommends that Council allocates funds to those applications which it considers will best assist Council to achieve its desired Community Outcomes.**
- C) That the Subcommittee recommends the following allocations to Council;**
 - i. \$10,000 - Hastings Art and Culture Trust, Edible Fashion Awards
 - ii. \$7,000 - Happenings and Activation Society of Hastings Incorporated, Fringe in the Stings
 - iii. \$10,000 - Havelock North Business Association, Annual Village Street Carnival
 - iv. \$7,000 - National Youth Drama School, NYDS Operations 2020
 - v. The remaining funds be allocated to the 'Council Facilities Fee Assistance fund" which lowers the cost/fees for community groups wishing to use Council facilities such as Toitoti.
- D) That the Subcommittee acknowledge and recommend the disbanding of the Rapid Response Grants Subcommittee.**

CARRIED

4. TEMPORARY ROAD CLOSURES - TARGA RALLY ON 3 - 5 JULY 2020

(Document 20/380)

Councillor O'Keefe/Councillor Nixon

- A) That the Civic and Administration Subcommittee receives the report titled Temporary Road Closures - Targa Rally on 3 - 5 July 2020.**
- B) The Ultimate Rally Group – Targa Rally**

Friday, 3 July 12:00noon – Sunday, 5 July 7:00pm
Te Aute Road from Porter Drive to the central roundabout

Saturday, 4 July - 7:00am - 11:30am
Ohiti Road 300m from the intersection with Taihape Road to the intersection with Matapiro Road
Matapiro Road from the intersection with Ohiti Road to the intersection with Crownthorpe Settlement Road
Crownthorpe Settlement Road from the intersection with Matapiro Road to the intersection with Crownthorpe Road

Crownthorpe Road from the intersection with Crownthorpe Settlement Road to the intersection with Matapiro Road

Saturday, 4 July – 7:40am – 12:10pm

Matapiro Road from the intersection with Crownthorpe Road to the intersection with Otamauri Road

Otamauri Road from the intersection with Matapiro Road to 200m from the intersection with Taihape Road

Saturday, 4 July – 9:10am – 1:40pm

Hedgeley Road 200m from the intersection with SH5 to the intersection with Seafield Road

Seafield Road from the intersection with Hedgeley Road to the intersection with Puketitiri Road

Puketitiri Road from the intersection with Seafield Road to the intersection with Glengarry Road

Glengarry Road from the intersection with Puketitiri Road to 300m from the intersection with SH5

Saturday, 4 July – 11:55am – 4:25pm

Whakapirau Road 200m from the intersection with SH50 to the intersection with Raukawa Road

Raukawa Road from the intersection with Whakapirau Road to the intersection with Te Onepu Road

Argyll Road from the intersection with Te Onepu Road to the Central Hawke's Bay District boundary

Sunday, 5 July – 7:30am – 12:05pm

Okaihau Road 3.5km from the intersection with Waimarama Road (at the end of the gravel) to the intersection with Maraetotara Road

Maraetotara Road from the intersection with Okaihau Road to 300m from the intersection with Waimarama Road

Sunday, 5 July – 8:10am – 12:40pm

Kahuranaki Road 4km south of the intersection with Rochfort Road to the Central Hawke's Bay District boundary

Sunday, 5 July – 2:00pm – 6:30pm

Middle Road from Te Aute Trust Road to 300m from the intersection with Endsleigh Road (southern end)

- C) The Civic and Administration Subcommittee 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 Ultimate Rally Group event shall be conducted in accordance with the requirements of the Motorsport New Zealand Motor Sport Manual, National Sporting Code and Appendices.**

CARRIED

5. COVID RESPONSE - CONTRACT EXTENSIONS

(Document 20/359)

Group Manager: Asset Management, Mr C Thew, spoke to the agenda report and responded to questions from the Subcommittee.

Councillor Watkins/Councillor Travers

- A) **That the Civic and Administration Subcommittee receives the report titled Covid Response - Contract extensions.**
- B) **That the Subcommittee approve the extension of CON2011001 3 Waters maintenance contract from 30 September 2020 to 1 March 2021.**
- C) **That the Subcommittee note the deferment of the full tender process as adopted in the procurement approach endorsed on 13 February 2020, and provide delegation to the Chief Executive to negotiate contract arrangements to provide engineering professional services for the period up to 1 July 2021.**

CARRIED

7. ADDITIONAL BUSINESS ITEMS

There were no additional business items.

8. EXTRAORDINARY BUSINESS ITEMS

There were no extraordinary business items.

9. RECOMMENDATION TO EXCLUDE THE PUBLIC FROM ITEM 10

SECTION 48, LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987

Councillor Dixon/Councillor Nixon

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

10 Grant Applications

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:

<i>GENERAL SUBJECT OF EACH MATTER TO BE CONSIDERED</i>	<i>REASON FOR PASSING THIS RESOLUTION IN RELATION TO EACH MATTER, AND PARTICULAR INTERESTS PROTECTED</i>	<i>GROUND(S) UNDER SECTION 48(1) FOR THE PASSING OF EACH RESOLUTION</i>
10 Grant Applications	<p>Section 7 (2) (b) (ii)</p> <p>The withholding of the information is necessary to protect information where the making available of the information would be likely to unreasonably prejudice the commercial position of the person who supplied or who is the subject of the information.</p> <p>To protect the interests of the applicants.</p>	<p>Section 48(1)(a)(i)</p> <p>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.</p>

CARRIED

The meeting closed at 1.30pm

Confirmed:

Chairman:

Date: