



Hastings District Council

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OPEN A G E N D A

HASTINGS DISTRICT RURAL COMMUNITY BOARD MEETING

Meeting Date: **Monday, 15 June 2020**

Time: **2.00pm**

Venue: **Landmarks Room
Ground Floor
Civic Administration Building
Lyndon Road East
Hastings**

Members	Mr N Dawson (Chair) Mr M Buddo, Mrs S Maxwell and Mr J Stockley Councillors Kerr (Deputy Chair) and Siers <i>Quorum=4</i>
Officer Responsible	Transportation Manager: Mr J Pannu
Manager: Democracy & Governance	Mrs J Evans (Ext 5018)

Hastings District Rural Community Board – Terms of Reference

The Community Board is a separate entity to Council. The role of the Community Board is set out in Section 52 of the Local Government Act 2002. The Council is authorised to delegate powers to the Community Board.

Membership (6 members)

- Chair (elected by the Board).
- Deputy Chair (elected by the Board).
- 4 Elected Community Board Members.
- 1 Mohaka Ward Councillor.
- 1 Kahuranaki Ward Councillor.

Quorum – 4 members

DELEGATED POWERS

General

- 1) To maintain an overview of services provided by Council within the Community Board's area.
- 2) To represent, and act as an advocate for, the interests of the community represented.
- 3) To consider and report on all matters referred to the Board by Council, or any matter of interest or concern to the Community Board.
- 4) To communicate with community organisations and special interest groups within the community.
- 5) To undertake any other responsibilities that are delegated to it by Council.
- 6) To appoint a member of the Community Board to organisations approved by the Council from time to time.

LONG TERM PLAN/ANNUAL PLAN/POLICY ISSUES

Authority to make a submission to the Long Term Plan/Annual Plan process on activities, service levels and expenditure (including capital works priorities) within the Board's area or to make a submission in relation to any policy matter which may have an effect within the Board's area.

ROADING AND TRAFFIC

Authority to exercise the Council's powers and functions in relation to roads within the Board's area under the following sections of the Local Government Act 1974:

- Section 335 (vehicle crossings);
- Section 344 (gates and cattle stops);
- Section 355 (overhanging trees).

Authority to exercise the Council's statutory powers (including any relevant powers conferred by bylaw) over roads within the Board's area in respect of;

- Road user behaviour at intersections.
- Controls on stopping or overtaking.
- Controls on turning.
- Pedestrian safety.
- Footpath maintenance and improvements.
- Accident investigation studies, lighting and other safety works.

For the avoidance of doubt, nothing in this delegation authorises a Community Board to deal with a matter, in the exercise of delegated authority, in a manner which is in conflict with any policy or decision of Council or any standing committee of Council in relation to the same matter.

HASTINGS DISTRICT COUNCIL
HASTINGS DISTRICT RURAL COMMUNITY BOARD
MEETING

MONDAY, 15 JUNE 2020

VENUE: Landmarks Room
Ground Floor
Civic Administration Building
Lyndon Road East
Hastings

TIME: 2.00pm

A G E N D A

1. Apologies

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

At the close of the agenda no requests for leave of absence had been received.

2. 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.

3. Confirmation of Minutes

Minutes of the Hastings District Rural Community Board held Thursday 21 May 2020.
(Previously circulated)

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REPORT TO: HASTINGS DISTRICT RURAL COMMUNITY BOARD

MEETING DATE: MONDAY 15 JUNE 2020

FROM: STRATEGY MANAGER
LEX VERHOEVEN

SUBJECT: DRAFT ANNUAL PLAN 2020/21 SUBMISSIONS

1.0 EXECUTIVE SUMMARY - TE KAUPAPA ME TE WHAKARĀPOPOTOTANGA

- 1.1 The purpose of this report is to update the Board on submissions of relevance from the 2020/21 Annual Plan process.
- 1.2 There are no consequential matters that need to be placed before the Board other than a request for a footpath extension on Moteo Pa Road along with other lighting and safety measures. The submission is attached to this report.
- 1.3 An officer response in respect of the submission to assist the Board is not available at the time of writing this report due to the condensed timeframes brought about by the COVID-19 pandemic. Officers will however be available at the meeting to discuss this matter.
- 1.4 In respect of the budget the current increase in rating requirement for Rating Area Two is 1.7%. Whilst this is subject to change at the Council meeting on 25 June to consider submissions, there are no consequential requests for new funding.
- 1.5 The Board have requested an update on the status of the Rural Flood and Emergency Reserve which currently has a forecast balance of \$1.2m as at 30 June 2020 (after accounting for the \$200k contribution to the Drought Relief Fund) previously resolved by the Board.

2.0 RECOMMENDATIONS - NGĀ TŪTOHUNGA

- A) That the Hastings District Rural Community Board receives the report titled Draft Annual Plan 2020/21 Submissions.
- B) That the Board offers any additional guidance to Council on the submission attached and/or the proposed budget for 2020/21 as it determines appropriate at its meeting on 15 June 2020.

3.0 BACKGROUND – TE HOROPAKI

3.1 Not Applicable

4.0 DISCUSSION - TE MATAPAKITANGA


4.1 Not Applicable

5.0 OPTIONS - NGĀ KŌWHIRINGA

5.1 The options in respect of the submission will be covered by officers at the meeting.

6.0 NEXT STEPS - TE ANGA WHAKAMUA

6.1 Covered in the report summary.

Attachments:1  Submission No 27 - Memory KauKau

CP-01-24-1-20-27

SUMMARY OF CONSIDERATIONS - HE WHAKARĀPOPOTO WHAIWHAKAARO**Fit with purpose of Local Government - E noho hāngai pū ai ki te Rangatōpū-ā-rohe**

The Annual Plan process contributes to all the wellbeings in the Local Government Act and in particular the planning, decision making and consultation provisions within the Act.

Link to the Council's Community Outcomes - E noho hāngai pū ai ki te rautaki matua**Māori Impact Statement - Te Tauākī Kaupapa Māori****Sustainability - Te Toitūtanga****Financial considerations - Ngā Whaiwhakaaro Ahumoni****Significance and Engagement - Te Hiranga me te Tūhonotanga**

Consultation – internal and/or external - Whakawhiti Whakaaro-ā-roto, ā-waho

Risks: Legal/ Health and Safety - *Ngā Tūraru: Ngā Ture / Hauora me te Haumarū*

Rural Community Board - *Ngā Poari-ā-hapori*

5/27/2020

Wufoo - Entry Detail

HDC- Draft Annual Plan 2020/21

COMPLETE

#19

CREATED



PUBLIC

May 26th 2020, 4:31:05 pm

IP ADDRESS



121.75.169.164

* Name:

Memory Kaukau

* Address:

183 Shakespeare Road

Bluff Hill

Napier

4110

New Zealand

* Daytime contact phone:

211621533

Evening contact phone:

211621533

* Email address:

memory.kaukau@gmail.com

Please indicate whether or not you wish to speak to Council in regards to your feedback in June. Note: This option is dependent on government advice on COVID-19 alert levels and practical considerations in regard to social distancing protocols.

Yes

If your feedback relates to a rural matter, it will also be discussed at the Rural Community Board Meeting in June. Please indicate if you also want to speak to the Rural Community Board. The same restrictions as outlined above also apply here.

Yes

<https://app.wufoo.com/#/entry-manager/1210/entries/19>

1/2

Item 4

Attachment 1

5/27/2020

Wufoo - Entry Detail

Item 4

Attachment 1

What are the main topics you wish to feedback on?

if possible I will be happy to speak to both Council and the Rural Community Board dependent on the Covid restrictions.

Related area: Moteo Pa Road

Topic - extension of the footpath - three street lights - 'slow down' sign.

Footpath:

The current footpath begins at the junction of Moteo Pa Road as you enter the Pah (village) and stops just before Residential No. 205. I am requesting for the footpath to continue from 205 to Moteo Station. My family and I will be building 7 homes along Moteo Pa Road, between No. 205 (1 house next to 205 on Property No. 94175) and 6houses on Properties 94177 and 94178, before house number 229. I am requesting the footpath continues to Moteo Station approximately 25 meters from house number 229. There are 2 families who live within Moteo Station whose children attends Puketapu Primary School. The children walk along the road to get to their school pick up point at the junction of Moteo Pa Road. Once the house is built on Property 941775, 3 children will use the footpath to get to the junction to board their school bus. At properties 94177 and 941778, 1 child will use the footpath. Other uses of the footpath will be the residence for walks, walking to the urupa and Marae, which are located on the private road from the junction. Moteo Pa Road is used by Rockit Apples, vineyards, orchard owners and farmers. This road is busy and there is no speed limit sign only a 'children crossing' which is not effective.

Street Lights - Three street lights along Moteo Pa Road would be helpful especially at night and when my families housing project is complete. Street lights at entrances to properties 94175, and 94177 and at the entrance of Moteo Station, I think house number 254 is just inside Moteo Station. Council probably has a distance between street lights, so what suits Council's criteria.

Slow Down sign - once my families housing project is complete, the traffic will increase by 7 cars probably twice a day, traveling along Moteo Pa Road, to slow down to enter into the properties. There will be no entrance to Property 94178 only 94175 and 94177. Some how,... there needs to be a slow down sign or jutter bars when approaching these properties as we need to drive into our properties safely and traffic behind us will need to slow right down until we merge left into these properties. The families at Moteo Station also have concerns about the traffic and the speed that cars travel. Their main concern is when their children walk along Moteo Pa Road to their school pick up point, located at the junction.

Please tell us your views here: (Alternatively you can attach a document below)

My view is that Moteo village/pah has only 1 street light which actually lights up our urupa, and a half finished footpath, surely we deserve more.

I made a submission to Council, not sure of the year, about 18 19 years ago for a footpath, this is how Moteo go its footpath and the street light.

With the rates that have come from Moteo over that time, perhaps it is deserving that Moteo receives the request for an extension to the footpath, street lights and a slowdown, or some other means to slow the traffic down along our one and only public road. Once our housing project is complete rates to the Council will increase as each household will need to pay rates.

If this request or submission is approved, Council will be helping 5 families and their children. Thank you for this opportunity to submit my request on behalf of Moteo residence current and future.

REPORT TO: HASTINGS DISTRICT RURAL COMMUNITY BOARD

MEETING DATE: MONDAY 15 JUNE 2020

FROM: GROUP MANAGER CORPORATE
BRUCE ALLAN

SUBJECT: HASTINGS DISTRICT COUNCIL COVID-19 RECOVERY PLAN

1.0 EXECUTIVE SUMMARY - TE KAUPAPA ME TE WHAKARĀPOPOTOTANGA

- 1.1 The purpose of this report is to provide the Rural Community Board an update on the Council's Covid-19 Recovery Plan.
- 1.2 This report contributes to the purpose of local government by primarily promoting the Economic and Social well-beings and more specifically through the Council's strategic objective of building a job rich local economy and providing assistance for people in need.
- 1.3 This report is for information purposes and to understand how the Council's Recovery Plan can better support the rural communities.

2.0 RECOMMENDATIONS - NGĀ TŪTOHUNGA

- A) That the Hastings District Rural Community Board receives the report titled Hastings District Council Covid-19 Recovery Plan.

3.0 BACKGROUND – *TE HOROPAKI*

- 3.1 On May 7th Council adopted a Covid-19 Recovery Plan which is attached as **Attachment 1**. While the attached Recovery Plan is focussed on helping the Hastings District recover from the effects of the Covid-19 pandemic, it is acknowledged that the impacts of the current drought are also of significance for our rural communities.
- 3.2 The Recovery Plan identifies two areas for action and outlines issues and opportunities and actions under the Economic Recovery Plan and the Community Recovery Plan.
- 3.3 In terms of actions of a rural focus, actions include:
- 3.4 Economic Recovery Programme – Regenerate and Revive
- Regional Economic Recovery – HDC's role with this is to work in partnership with the Regional economic recovery being lead from the HB CEDM and Matariki. This will include monitoring and liaising with the specific primary sector interest groups to ensure recovery programmes are appropriately supported.
 - HB Food Innovation Hub.
 - External Funding for Council Capital Investment – specific note is made around strengthening our roading/logistics network to support our reliance on the primary industry.
 - Primary Sector Support (Covid-19 and Drought) – seen more as a supporting and advocacy role.
- 3.5 Community Recovery Programme – Reconnect and Restore
- Rural Support Networks – raising the profile of the RCB as a platform for engagement with the rural sector. Working in partnership with rural partners.

4.0 DISCUSSION - *TE MATAPAKITANGA*

- 4.1 Drought Recovery Fund
- 4.2 On May 21st, with recommendations from the Hastings Rural Community Board, Council resolved to contribute \$200,000 to the Drought Relief fund through the recently established HB Disaster Relief Trust.
- 4.3 At the time of writing the Rural Advisory Group had established the criteria for the funds to be used and distributed which has been approved by Mayor Hazlehurst, Chief Executive Nigel Bickle and RCB Chair Nick Dawson, as required by the Council resolution. A copy of the criteria is attached as **Attachment 2**.
- 4.4 The Trust has invoiced Council for the funds and it is expected that the funds have been paid across to the Trust.

4.5 External Funding

- 4.6 Applications have been made to the Provincial Growth Fund for minor safety and walking and cycling initiatives. Council has so far been successful in receiving \$9.4m of funding through this process with \$1.5m approved for minor safety works and AWPT on the Taihape Road and Kahuranaki Road. The biggest project funded in this announcement was SH51 by Waipatu and the Tomoana Showgrounds.

4.7 Council Recovery Programme

- 4.8 The issues and opportunities identified in the Council Recovery Plan are now being developed into detailed action plans and reporting frameworks back to Council.
- 4.9 The Recovery Plan acknowledges that Council is not the main delivery agency for all of the issues and opportunities identified and that Council will in many cases be a supporting agency to our partners who are leading the response in their specific fields. The reduced 2020/21 budget will be putting additional pressures on the organisation to deliver these recovery plans and Council will need to ensure it stays within its fields of activities to ensure that it delivers on its priorities.
- 4.10 It would be beneficial for the Recovery Planning teams to have any feedback from the RCB on what can be done by Council to better support the rural community.

5.0 **OPTIONS - NGĀ KŌWHIRINGA**

Option One - Recommended Option - *Te Kōwhiringa Tuatahi – Te Kōwhiringa Tūtohunga*

- 5.1 Receive the Hastings District Council Covid-19 Recovery Plan and provide advice on what can be done by Council to better support the rural community.

6.0 **NEXT STEPS - *TE ANGA WHAKAMUA***

- 6.1 Officers will continue to update the RCB on progress made against the recovery Plan.

Attachments:

1⇒	COVID-19 Recovery Plan	CG-16-2-00181	Under Separate Cover
2⇒	Rural Advisory Board Drought Relief Fund Criteria	EMG-01-5-20-30	Under Separate Cover

SUMMARY OF CONSIDERATIONS - HE WHAKARĀPOPOTO WHAIWHAKAARO

Fit with purpose of Local Government - *E noho hāngai pū ai ki te Rangatōpū-ā-rohe*

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.

Link to the Council's Community Outcomes - *E noho hāngai pū ai ki te rautaki matua*

This proposal promotes the economic and social well-beings of communities in the present and for the future and more specifically through Council's strategic objectives of building a job rich local economy and providing assistance for people in need.

Māori Impact Statement - *Te Tauākī Kaupapa Māori*

There are no known impacts for Tangata Whenua.

Sustainability - *Te Toitūtanga*

There are no implications for sustainability.

Financial considerations - *Ngā Whaiwhakaaro Ahumoni*

The delivery of the Hastings District Council Covid-19 Recovery Plan will have financial implications as it is being developed, however at the time of writing it is not possible to accurately determine the quantum of those financial implications.

Significance and Engagement - *Te Hiranga me te Tūhonotanga*

This report has been assessed under the Council's Significance and Engagement Policy as being of low significance.

Consultation – internal and/or external - *Whakawhiti Whakaaro-ā-roto, ā-waho*

A number of agencies have been engaged in the development of the recovery plan, particularly where they have been identified as key partners in delivering the actions identified.

Risks: Legal/ Health and Safety - *Ngā Tūraru: Ngā Ture / Hauora me te Haumarū*

There are no risks identified in this report.

Rural Community Board - *Ngā Poari-ā-hapori*

This report is for the Rural Community Board.

REPORT TO: HASTINGS DISTRICT RURAL COMMUNITY BOARD

MEETING DATE: MONDAY 15 JUNE 2020

FROM: COMMUNITY GRANTS ADVISOR
KEVIN CARTER

SUBJECT: RURAL HALLS MAINTENANCE FUND 2020

1.0 EXECUTIVE SUMMARY - TE KAUPAPA ME TE WHAKARĀPOPOTOTANGA

- 1.1 The purpose of this report is to inform the Rural Community Board that there were no formal applications to 2020 Rural Halls Maintenance Fund.
- 1.2 This report contributes to the purpose of local government by primarily promoting Social Wellbeing and more specifically through the Council's strategic objective of providing *places and spaces for recreation* and *Places and spaces for arts, culture, learning*.
- 1.3 The original 2020 Rural Halls Maintenance Fund opened on the 6th April and closed on the 30th April. No applications were received during this time.
- 1.4 During the time the fund was open the country was at level 4 lockdown responding to the Covid-19 pandemic.

2.0 RECOMMENDATIONS - NGĀ TŪTOHUNGA

- A) That the Hastings District Rural Community Board receives the report titled Rural Halls Maintenance Fund 2020.

3.0 BACKGROUND – TE HOROPAKI

3.1 Hastings District Council's Rural Halls Maintenance Fund is designed to assist with the building maintenance of halls in the rural and plains areas of Hastings. It does not cover ongoing operational costs or large new capital development.

3.2 The Rural Halls Maintenance Fund is guided by the Hastings District Council's *Contestable Grants and Funding Framework 2020-2023* (**Attachment 1**).

3.3 The Rural Community Board has adopted the following priorities as a guideline when assessing applications to the rural halls maintenance fund, further information can be found in the *Rural Halls Maintenance Fund Policy 2017* (**Attachment 2**).

3.3.1 Priority 1:

Work required to address identified Health and Safety issues. This includes work on the structure which will maintain or improve strength to meet required standards, and improvements to soil drainage and effluent disposal systems. Other examples include:

- Improvement or treatment of contaminated water supply
- Replacement of dangerous wiring
- Work on unsanitary plumbing
- Work to provide compliance with safety from falling
- Maintenance of food preparation surfaces in kitchens

3.3.2 Priority 2:

Completion of detailed earthquake assessments and subsequent strengthening work

- Replacement of roof or other work to render the building weatherproof
- Exterior repainting or repairs to exterior cladding, especially timber cladding and joinery
- Re-piling

3.3.3 Priority 3:

Work required to maintain weather tightness and protect external fabric from deterioration, for example:

- Replacement of roofing and external cladding or other work to render the building weatherproof
- Exterior repainting or repairs to exterior cladding, especially timber cladding and joinery
- Re-piling
- Replacement of rainwater disposal systems

3.3.4 Priority 4:

Work required to ablution areas and kitchens to maintain imperviousness of floor and walls to service areas.

- Replacement of vinyl flooring in service areas
- Painting of internal walls, ceilings in service areas
- Replacement of fittings and flooring

3.3.5 Priority 5:

Work to maintain appearance in other spaces:

- General flooring replacement
- General repainting and redecoration

3.4 In April 2020 the '*Contestable Grants and Funding Framework*' (**Attachment 1**) was adopted by the Civic and Administration Subcommittee.

3.5 A key piece of feedback that came out of the committee workshops leading up to the adoption of the Contestable Grants and Funding Framework was the needed to improve on our accountability of grants. A greater focus is required to ensure that groups that are provided with funding are using the funds in the most appropriate ways and in line with the outcomes that they have identified in their application.

3.6 To improve accountability process a new fully online grants management system called Smarty Grants has been introduced to ensure all grants are accounted for correctly. This system is widely used across local and central government across both New Zealand and Australia.

3.7 The new Smarty Grants System ensures grants are tracked from advertising and application to accountability and review. This system helps staff review each project's accountability and help measure the success of each project.

3.8 Embedded in the Smarty Grants system is CLASSIE (Classification of Social Sector Initiatives and Entities). CLASSIE questions have been added to the Application, Accountability and Evaluation forms to assist in capturing the outcomes and groups that were the actual beneficiaries of the project. This information can be used to provide a picture of what was planned versus what actually took place as well as assisting us to measure how we are improving the wellbeing of our communities.

3.9 The review also exposed some weakness in previous contracts. New MBIE approved contracts are now being used for all grants (funding agreements) and social service contracts (Contracts for Service).

3.10 Having the new online grants management tool has enabled more council departments to move their grants to a more contestable framework. This now makes these grants more accessible to the wider community, ensuring fairness and equity across these grants schemes.

4.0 DISCUSSION - TE MATAPAKITANGA

- 4.1 There is currently \$84,000 in the Rural Halls Maintenance Fund, made up of \$50,000 from the 20/21 year's budget and \$34,000 of carry over funding from previous years.
- 4.2 At the time of writing this report there has been some indication that central government might provide additional funding to the Rural Halls sector, but no clear information has been provided yet by government.
- 4.3 A workshop is planned with the Rural Halls Subcommittee to review the fund.

5.0 OPTIONS - NGĀ KŌWHIRINGA**Option One - Recommended Option - Te Kōwhiringa Tuatahi – Te Kōwhiringa Tūtohunga**

- 5.1 No options

Option Two – Status Quo - Te Kōwhiringa Tuarua – Te Āhuatanga o nāianeī

- 5.2 No options

6.0 NEXT STEPS - TE ANGA WHAKAMUA

- 6.1 A workshop is planned with the Rural Halls Subcommittee to review the fund.

Attachments:

1 ➡	Contestable Grants & Funding Framework 2020-2023	CG-16-14-00023	Under Separate Cover
2 ↓	Rural Halls Maintenance Fund Policy	COP-01-9-6-19-7	

SUMMARY OF CONSIDERATIONS - HE WHAKARĀPOPOTO WHAIWHAKAARO**Fit with purpose of Local Government - E noho hāngai pū ai ki te Rangatōpū-ā-rohe**

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.

Link to the Council's Community Outcomes - *E noho hāngai pū ai ki te rautaki matua*

This proposal promotes the social well-being of communities in the present and for the future.

Māori Impact Statement - *Te Tauākī Kaupapa Māori*

No known impacts for Tangata Whenua.

Sustainability - *Te Toitūtanga*

No known impacts for sustainability.

Financial considerations - *Ngā Whaiwhakaaro Ahumoni*

There is an annual allocated budget for the Rural Halls Maintenance Fund of \$50,000.

Significance and Engagement - *Te Hiranga me te Tūhonotanga*

This report has been assessed under the Council's Significance and Engagement Policy as being of low significance.

Consultation – internal and/or external - *Whakawhiti Whakaaro-ā-roto, ā-waho*

There has been no external consultation.

The Grant round will be open and transparent inviting all community organisations to apply.

Risks: Legal/ Health and Safety - *Ngā Tūrarū: Ngā Ture / Hauora me te Haumarū*

The recommendation being proposed is the best option to ensure an accountable and transparent governance process. Using the established and approved HDC Community Grants processes and framework ensures security of applicant's data, supports a fair review process and established monitoring and reporting process.

Rural Community Board - *Ngā Poari-ā-hapori*

This report is for the Rural Community Board.

Rural Halls Maintenance Fund Policy 2018

1.0 Introduction

- 1.1 Hastings District Council (Council) endeavors to plan in a mutually appropriate way with the rural community in the District. This includes contributing to good quality infrastructure, i.e. rural community halls, so these facilities can meet the current and future needs of rural communities.
- 1.2 The rural halls in the Hastings District are important to the communities around them in terms of providing a venue for social and cultural events, and a focal point or meeting place for the community.
- 1.3 The Rural Halls Maintenance Fund has an annual allocation of \$20,000 to be distributed as grants to the rural halls of Hastings district for maintenance projects.
- 1.4 Unspent funds accumulate in a separate reserve fund and these funds are used to fund hall inspections, and to top up the annual maintenance allocation in any given year where priority requests exceed annual allocation.
- 1.5 In December 2016, the Hastings District Rural Community Board introduced an increase in funding of an additional \$30,000 per annum to commence in the 2017/2018 budget year, for earthquake assessments and related strengthening work. This funding is to be kept separate from the rural halls maintenance budget and can only be applied to Priority 1 applications to the Rural Halls Maintenance Fund (Earthquake Prone Assessment & Strengthening).
- 1.6 This is an annual round which opens 1 April and closes 31 May, prior to the commencement of the financial year, i.e. 1 July, and in time for the September allocation meeting.
- 1.7 Applicants generally have 12 months to uplift their grants, unless their project *completion* will take longer and they have informed Council of the reasons why.

2.0 Priorities for funding from the Rural Halls Fund

- 2.1 The Rural Community Board has adopted the following priorities of work for building maintenance, to use as a guideline in assessing applications to the Rural Halls Maintenance Fund:

Maintenance Priority 1: Health & Safety

Please note: In 2018/2019 Council will be providing a template for each hall to complete a basic operational Health & Safety Plan covering off responsibilities and simple processes for identifying and resolving health & safety issues.

Work required for the maintenance or restoration of Health and Safety elements of the building. This includes work to the structure to remove hazards, and work to soil drainage and effluent disposal systems. Other examples include:

- Improvement or treatment of contaminated water supply
- Replacement of dangerous wiring
- Work on unsanitary plumbing
- Work to provide compliance with safety from falling
- Installation of fire alarm and monitoring system
- Maintenance of food preparation surfaces in kitchens

Maintenance Priority 2: Weather Tightness

Work required to maintain weather tightness and protect internal and external fabric from deterioration, for example:

- Replacement of roofing and external cladding or other work to render the building weatherproof
- Exterior repainting or repairs to exterior cladding especially timber cladding and joinery
- Repiling
- Replacement of rainwater disposal systems
- Work to provide heating to a space where this is inadequate or absent, e.g. installation of heat pump

Maintenance Priority 3: Ablution areas and Kitchens

Work required to ablution areas and kitchens to maintain imperviousness of floor and walls to service areas including

Please note: Work to food preparation surfaces would be included in Priority1.

- Replacement of vinyl flooring to service areas
- Painting of internal walls, ceilings to service areas
- Replacement of fittings and flooring

Maintenance Priority 4: Other Spaces

Work to maintain appearance in other spaces including:

- General flooring replacement
- General repainting and redecoration

2.2 The Rural Community Board has adopted the following priorities of work for earthquake strengthening, to use as a guideline in assessing applications to the Rural Halls Earthquake Strengthen Fund:

Earthquake Strengthening Priority 1: Assessments

Work required to complete a detailed earthquake assessment.

Earthquake Strengthening Priority 2: Physical Works

Work required that would come from the detailed earthquake assessment required to ensure the building is safe and complies with earthquake regulations and standards

3.0 Fund Administration

3.1 The Fund is administered and reported on by the Community Grants & Projects Advisor, within the Community Facilities & Programmes Group.

3.2 The Property Assets Team have responsibility for:

- i. advising and assisting with technical building and related information for the completion of funding applications, and
- ii. inspecting each applicant hall and providing comments on relevant matters to the Rural Halls Subcommittee for their consideration, and
- iii. inspection of completed projects, and

- iv. where necessary, working with Hall management committees for prioritising the maintenance and upgrade of all rural halls in use by the community.

- 3.3 Any matters regarding the Building Act 2004, Subpart 6A-Special provisions for earthquake prone buildings are the responsibility of officers from Council's Regulatory Services Team.
- 3.4 Maintenance grants are funded from the \$20,000 annual allocation plus the Reserve Fund where priority projects exceed funds available. The reserve fund also provides up to \$500 per hall for the advice and assessment provided by the Property Assets Team.
- 3.5 All earthquake assessment/strengthening requests are funded from the \$30,000 annual allocation, and any carry forward of unused funds from this budget.

4.0 Eligibility for the Fund

- 4.1 The Rural Halls Maintenance Fund is designed to assist with building maintenance of halls in the rural and plains areas of the Hastings District. It does not cover ongoing operational costs or capital development.
- 4.2 To be eligible for the Fund, the applicant hall will be located within the rural and plains area and boundary of Hastings District, be a legal entity, have current insurance cover, and be for the benefit of the rural community and not private owners.

5.0 Requirements

- 5.1 The policy for funding is, as a general rule, that applications for more than \$500.00, a maximum of 50% of the project cost will be funded. It is expected that the applicant will fund the other 50%. This may include voluntary labour and donated materials.
- 5.2 In December 2016, the Hastings District Rural Community Board introduced the ability of the Rural Halls Subcommittee to consider a greater Council contribution than 50%, in particular relating to costs for detailed earthquake assessments and subsequent strengthening work.
- 5.3 For projects requesting less than \$500.00 as a maximum of 50% of the project cost, it is up to the discretion of the rural halls Subcommittee as to what portion of the monies will be granted.
- 5.4 Applications will need to include copies of quotes, and any receipts related to work as supporting documentation.

6.0 General information

- 6.1 Application forms will be posted to the Secretary of each Rural Hall in March each year, and are also available on the HDC website:

<http://www.hastingsdc.govt.nz/rural-halls-maintenance-fund>

- 6.2 Late applications will not be accepted.
- 6.3 It is important that each Hall secretary advises the Community Grants & Projects Advisor via the Hastings District Council Customer Service Team CustomerServiceTeam@hdc.govt.nz or 871 5000, of any change in contact details for the relevant Rural Hall, so that application forms can be sent to the correct contact person each year.
- 6.4 Applications for retrospective funding may be considered if the work carried out needed to be undertaken urgently and if there are funds available.

7.0 Application Process & Timeline

Date	Activity
March	Application forms sent out to Hall secretaries*
1 April	Funding round opens
31 May	Funding round closes
July-August	<ul style="list-style-type: none"> • Applications assessed • Applicant halls inspected by Property Assets team • Budget reconciled • Report prepared for Rural Halls Subcommittee
September	Rural Halls Subcommittee makes recommendations to Council on the allocation of the annual Rural Halls Maintenance funds (maintenance grants and earthquake strengthening/assessment grants)
October	Applicants advised of grant allocation
Within 12 months	Grant to be uplifted via invoice to HDC

*Hall secretaries are to advise HDC CustomerServiceTeam@hdc.govt.nz or 871 5000 of any change in contact details.

REPORT TO: HASTINGS DISTRICT RURAL COMMUNITY BOARD

MEETING DATE: MONDAY 15 JUNE 2020

FROM: TRANSPORTATION OPERATIONS MANAGER
ADAM JACKSON

SUBJECT: RURAL TRANSPORTATION ACTIVITIES REPORT

1.0 PURPOSE AND SUMMARY - TE KAUPAPA ME TE WHAKARĀPOPOTOTANGA

- 1.1 The purpose of this report is to update The Rural Community Board with the Rural Transportation Programmed Project Status and Activities Report.
- 1.2 This report concludes by recommending that the report be received.

2.0 Effect of COVID-19 on Rural Network

- 2.1 COVID-19 has had an impact on the transportation programme and the road network. Major activities planned for March and April were put on hold. These were:

Item	Road	Status
Remainder of reseals	Various	Deferred until 2020/21 sealing season
Middle Road widening	Middle Road	Commenced in May (started in Alert level 3)
Kahuranaki AWPT	Kahuranaki Road	Completion of this project was delayed until Alert level 3.
Kereru Road Widening	Kereru Road	Widening was delayed until Alert level 3. Project now complete

- 2.2 Less traffic on the road network also saw a reduction in need for reactive pavement works during Alert Level 4. This has allowed for our pavement crews to undertake much needed backlog of repairs during Alert Level 3 and 4.
- 2.3 There have been notices of claims, or intentions to claim for variations (increased costs) in relation to COVID-19 and the effects on the Contracts and Contractors. We are working with the Contractors and using Ministry of Business, Innovation and Employment (MBIE) guidelines to work through what costs can and should be paid for by Hastings District Council.

3.0 BRIDGE UPDATE

- 3.1 Ohara (Big Hill Road) strengthening works have finished. Moeangiangi (Waikare Road) Bridge strengthening works is underway with delays due to Covid-19. The work is expected to be finished in August.
- 3.2 Riggirs (Maraetotara Road) bridge works are expected to finish by the end of June.
- 3.3 Mangatahi Low Level (Mangatahi Road), Taylors (Kikowhero Road) and Crystal No.1 & 2 (Crystal Road) are undergoing design, in order to be ready for tendering next financial year.
- 3.4 Turamoe No. 2 Bridge at the end of Turamoe Road tender has closed. The project is awaiting funding to be secured prior to commencement.

4.0 2021/24 LAND TRANSPORT PROGRAMME (LTP)

- 4.1 The 2021/24 LTP is currently being finalised. This programme provides justification to NZTA on what work is required, the options to get the work done, and how to fund the works. The following are examples of areas where significant changes are being proposed over the 2021-24 funding period. This plan starts to implement the step up in investment that's been identified in the Asset Management Plan since 2010 specifically in resealing and pavements and related activities such as drainage renewals and maintenance.
- 4.2 Unsealed road maintenance and upgrading includes a significant increase based on known future demands that will be placed on unsealed roads as wood lots and forests are harvested.
- 4.3 Sealed Road Resealing and Rehabilitation require increased funding due to the backlog of work identified through modelling and inspections.
- 4.4 Drainage maintenance and renewals require increased funding due to the backlog of work identified through detailed inspections and condition assessments.
- 4.5 A summary of the increase in NZTA requested funding is attached (**Attachment 4**). This is a combination of both DRA1 and DRA2.

5.0 TAIHAPE ROAD – CORRIDOR MANAGEMENT PLAN (CMP) UPDATE

- 5.1 Following previous reports, the following is an update on the CMP for Taihape Road.
- 5.2 In October 2019, a facilitated Investment Logic Mapping (ILM) workshop was held with representatives from Manawatu District Council (MDC), Hastings District Council (HDC), New Zealand Transport Agency (NZTA), and other technical stakeholders, to establish an initial assessment for the route. The discussions identified several strategic challenges and opportunities, including, but not limited to:
 - Land-use changes (lifestyle block growth)
 - Economic growth / route productivity (i.e. HPMV access)
 - Resilience
 - Safety
 - Access

- 5.3 Rangitikei District Council (RDC), in partnership with HDC, are undertaking a strategic transport study (Corridor Management Plan) to further assess the scale of these issues and opportunities, with a view to developing a vision and long-term strategy for the corridor. Among other things, it is contemplated this study could recommend the road becoming a State Highway.

The intention is that the strategy will:

- Establish the route's existing and desired future form and function;
- Investigate evidence that confirms and / or quantifies the potential opportunities and challenges identified during the ILM;
- Confirm the desired future function of the corridor (with reference to the ONRC);
- Identify and assess potential options or responses on the road network that would assist in achieving the desired future function of the corridor; and
- Develop a technical report with accompanying implementation plan to establish the recommended improvements/strategic responses on relevant sections of the corridor that Council(s) could deliver to achieve its future desired future form and function.

- 5.4 The Corridor Management Plan will be presented to NZTA and form the basis for further negotiations over whether or not the Taihape Road should remain with RDC, and HDC, or be taken over by NZTA as a State highway.

- 5.5 If the Taihape Road remains with RDC, and HDC, the Corridor Management Plan will provide an evidenced based programme of improvement projects that could be included in HDC, and RDC's respective 2021 – 51 LTP. The Financial Assistance Rate for these projects could then continue to be negotiated with NZTA.

- 5.6 To date (March - May 2020):

- Video footage was undertaken along the full route to assist with later assessment / discussions.
- Developing a background / existing situation review for the route. This will also include a "gaps" analysis to identify where additional information may be requested from RDC/HDC moving forward.
- Currently investigating alternative options for undertaking the initial workshopping exercise.
- A background / existing situation review report has been completed.
- Initial options / strategic themes for responses drafted by WSP project team and included in existing situation review.
- WSP team commenced preparation for workshop session to confirm content of existing situation report and likely strategic response themes.

5.7 Planned for June 2020:

- Hold workshop with representatives from HDC and RDC to discuss existing situation content report and confirm suitability potential strategic responses.
- Based on workshop outcomes, WSP to develop detailed responses (considering short-, medium, and long-term timeframes) and development of draft implementation plan (early July).

6.0 WORKS UPDATE

- 6.1 **Attachment 1** provides an update of Area Wide Pavement Treatment (AWPT) works across DRA2.
- 6.2 **Attachment 2** provides an update of other works across DRA2.
- 6.3 **Attachment 3** provides the Rural Community Board with a photographic snapshot of activities undertaken between March 2020 and June 2020.
- 6.4 **Attachment 4** provides an indication of increase in NZTA funded works as part of the LTP submission.

7.0 RECOMMENDATIONS - *NGĀ TŪTOHUNGA*

- A) **That the Hastings District Rural Community Board receives the report titled Rural Transportation Activities Report.**

Attachments:

1 ↓	AWPT Update June 20 Report App1	TR-8-20-9878
2 ↓	RCB Other Activities Update June 20 - App2	TR-8-20-9879
3 ↓	RCB Photos - March 2020 - May 2020	TR-8-20-9876
4 ↓	RCB Increase Costs NZTA Funded 21-24 LTP	TR-8-20-9880

Area Wide Pavement Treatment (AWPT) Q2 2020

Road Name	Start	End	Length	Treatment Year	Treatment Type	Comments
MCVICAR ROAD	3933	3963	30	2018/19	AWPT	Complete
TAIHAPE ROAD	26900	27400	500	2018/19	AWPT	Complete
KAHURANAKI ROAD	8946	10670	1724	2018/19/20	AWPT	Complete
KERERU ROAD (1)	11057	11856	799	2019/20	AWPT	Complete
KERERU ROAD (2)	12900	13456	556	2019/20	AWPT	On hold due to budget constraints. This project will now be done in 2020/21
MIDDLE ROAD	9162	10431	1269	2019/20	AWPT	Complete.
KAHURANAKI ROAD	11750	12070	320	2021/22	AWPT	Project deferred to 2020/21
KAHURANAKI ROAD	15500	15880	380	2021/22	AWPT	Project deferred to 2020/21
MIDDLE ROAD	4938	5127	189	2020/21	AWPT	Underway - expected to be completed prior to July.
MIDDLE ROAD	7160	8820	1660	2020/21	AWPT	Design complete.
MT ERIN ROAD	200	1800	1600	2020/21	AWPT	Design complete.
KERERU ROAD	18107	18600	493	2021/22	AWPT	
KERERU ROAD	21200	21400	200	2021/22	AWPT	
MIDDLE ROAD	8820	9162	342	2021/22	AWPT	Design underway
MIDDLE ROAD	17310	18300	990	2021/22	AWPT	
MIDDLE ROAD	18300	18943	643	2021/22	AWPT	

Other Activities Q2 2020

ROAD	Activity	What Community will See	Current Status	Period
Various	Resealing	Sealing over existing sealed roads to provide additional waterproofing, and/or texture improvements	80% complete. No further work to be done this financial year due to CO'VID-19. Remaining sites will be done in October 2020.	
Various	Bridge maintenance and inspections	Inspection activities and activity within stream beds during low flow months	Complete	
Various	Flood Damage repairs	Complete flood damage repairs from October 2019 event.	100% of NZTA funded work complete	
Maraetotara Road	Carpark Improvements	Sealing and marking of carpark areas. Increased carparking designed for lower carpark area.	Top carpark and work on the main road is complete. Remaining work on lower carpark to be done in 2 stages as toilet and retaining wall is built.	October 2020 for remaining portion

Apley Road: Culvert maintenance & access		Apley Road: Culvert maintenance & access	
			
Big Hill Road Bridge: Vegetation Clearance		Big Hill Road Bridge: Vegetation Clearance	
			
Crownthorpe Settlement Road: Retaining Wall		Crownthorpe Settlement Road: Retaining Wall	
			

Crownthorpe Settlement Road: Retaining Wall	Crownthorpe Settlement Road: Retaining Wall
	
Crownthorpe Settlement Road: Installing guardrail	Crownthorpe Settlement Road: Installing guardrail
	
Ellis Wallace Road: Culvert Repairs	Ellis Wallace Road: Culvert Repairs
	

Endsleigh Road: Watertabling	Endsleigh Road: Watertabling
	
Endsleigh Road: Watertabling	Endsleigh Road: Watertabling
	
Glenross Road: Sump replacement	Glenross Road: Sump replacement
	

Glenross Road: Water tabling		Glenross Road: Water tabling	
			
Gilpin Road: Culvert Scour Repairs		Gilpin Road: Culvert Scour Repairs	
			
Hedgeley Road: Culvert extension & repairs		Hedgeley Road: Culvert extension & repairs	
			

Item 7

Attachment 3

Item 7

Attachment 3

Hedgeley Road: Watertable Scour repairs		Hedgeley Road: Watertable Scour repairs	
			
Hedgeley Road: Watertable Scour repairs		Hedgeley Road: Watertable Scour repairs	
			
Kahuranaki Road: Culvert extension & repairs		Kahuranaki Road: Culvert extension & repairs	
			

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Attachment 3

Kahuranaki Road: Culvert extension & repairs	Kahuranaki Road: Culvert extension & repairs
	
Kahuranaki Road: Watertable Scour repairs	Kahuranaki Road: Watertable Scour repairs
	
Kawera Road: Watertable maintenance	Kawera Road: Watertable maintenance
	

Little Bush Road, Culvert Repairs		Little Bush Road, Culvert Repairs	
			
Mackenzie Road: Culvert Repairs		Mackenzie Road: Culvert Repairs	
			
Makahu Road: Tree down		Makahu Road: Tree down	
			

Maraekakaho Road: Handrail Repairs		Item 7
		
Matangi Road: Water tabling		Attachment 3
		
Matahorua Road: Watertable maintenance		
		

Matahorua Road: Watertable maintenance	Matahorua Road: Watertable maintenance
	
Matapiro Road: Culvert Cleaning	Matapiro Road: Culvert Cleaning
	
Ocean Beach Road: Retaining Wall Repairs	Ocean Beach Road: Retaining Wall Repairs
	

Ocean Beach Road: Retaining Wall Repairs		Ocean Beach Road: Retaining Wall Repairs	
			
Ocean Beach Road: Culvert maintenance		Ocean Beach Road: Culvert maintenance	
			
Ocean Beach Road: Scour repairs		Ocean Beach Road: Scour repairs	
			

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Attachment 3

Ocean Beach Road: Culvert scour reinstatement



Ocean Beach Road: Culvert scour reinstatement



Okaihau Road: Culvert headwall repairs



Okaihau Road: Culvert headwall repairs



Okaihau Road: Bridge Maintenance



Okaihau Road: Bridge Maintenance



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Attachment 3

Omaranui Road: Watertable Maintenance	Omaranui Road: Watertable Maintenance
	
Pakaututu Road: Annual Bridge Maintenance	Pakaututu Road: Annual Bridge Maintenance
	
Pakaututu Road: Annual Bridge Maintenance	Pakaututu Road: Annual Bridge Maintenance
	







Pakaututu Road: Culvert Repairs		Pakaututu Road: Culvert Repairs	
			
Puketapu Road: Slip Watertable cleaning		Puketapu Road: Slip Watertable cleaning	
			
River Road: Fallen tree removal		River Road: Fallen tree removal	
			

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Attachment 3

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Attachment 3

Seafield Road: Bridge Maintenance	Seafield Road: Bridge Maintenance
	
Seafield Road: Concrete Crack Repairs	Seafield Road: Concrete Crack Repairs
	
Shaw Road: Footpath repairs	Shaw Road: Footpath repairs
	

Shaw Road: Footpath repairs	Shaw Road: Footpath repairs
	
Shaw Road: Footpath repairs	Shaw Road: Footpath repairs
	
Taihape Road: Water tabling	Taihape Road: Water tabling
	

Taihape Road: Water tabling	Taihape Road: Water tabling
	
Taihape Road: Concrete Crack Repairs	Taihape Road: Concrete Crack Repairs
	
Tangoio Settlement Road: Scour repair	Tangoio Settlement Road: Scour repair
	

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Attachment 3

Te Aute Road: Bridge approach asphalt repairs		Te Aute Road: Bridge approach asphalt repairs	
			
Te Mata Road: Footpath repairs		Te Mata Road: Footpath repairs	
			
Vicaridge Road: Bridge Joint Repairs		Vicaridge Road: Bridge Joint Repairs	
			

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Attachment 3

Waikare Road: Watertable Maintenance	Waikare Road: Watertable Maintenance
	
Waikare Road: Watertable Maintenance	Waikare Road: Watertable Maintenance
	
Waimarama Road: Culvert repairs & Sock install	Waimarama Road: Culvert repairs & Sock install
	

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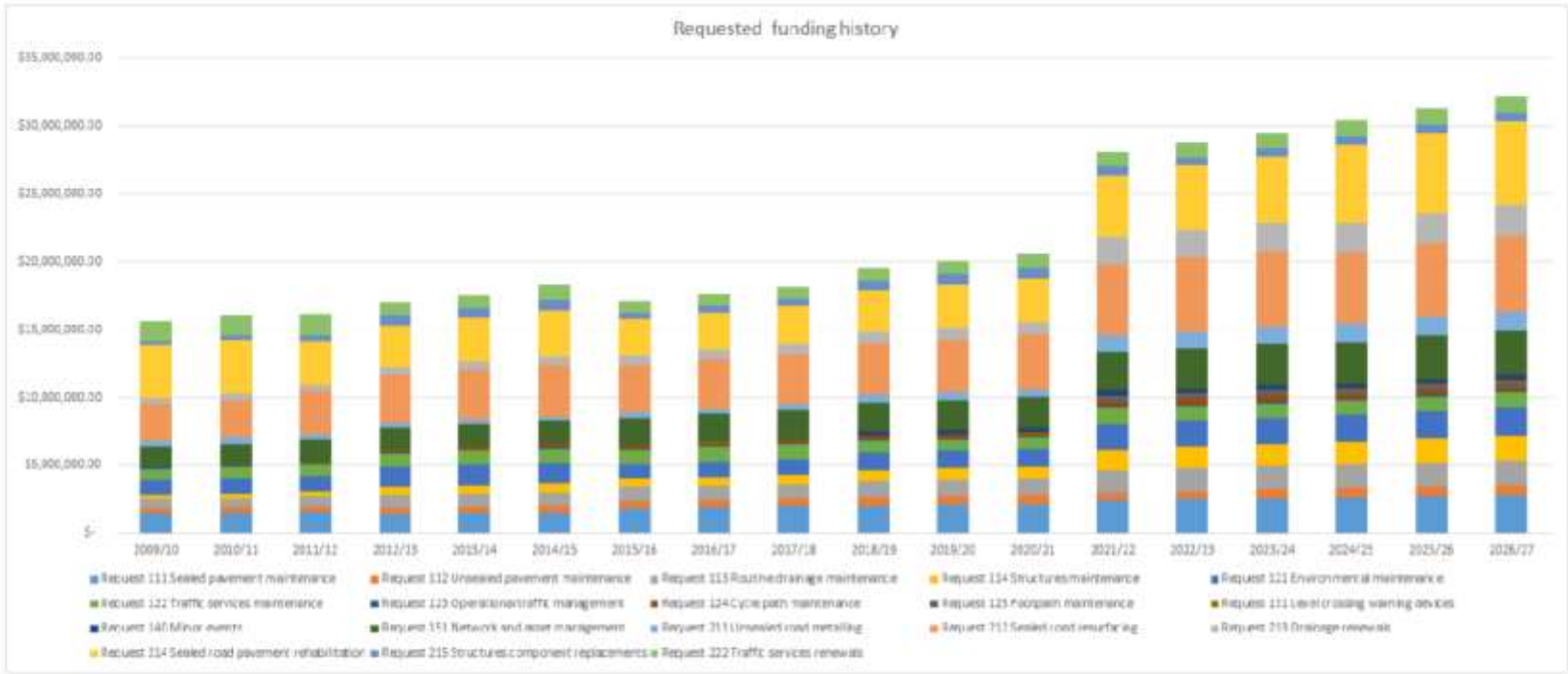
Attachment 3

Waimarama Road: Scour Repairs		Waimarama Road: Scour Repairs	
			
Waitara Road: Bridge Maintenance		Waitara Road: Bridge Maintenance	
			
West Road: Bridge maintenance		West Road: Bridge maintenance	
			

Whanawhana Road: Dropout repairs		Whanawhana Road: Dropout repairs	
			
Whanawhana Road: Watertables		Whanawhana Road: Watertables	
			
Whanawhana Road: Watertables		Whanawhana Road: Watertables	
			

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Attachment 3



REPORT TO: HASTINGS DISTRICT RURAL COMMUNITY BOARD

MEETING DATE: MONDAY 15 JUNE 2020

FROM: MANAGER: DEMOCRACY AND GOVERNANCE
JACKIE EVANS

SUBJECT: ITEMS UNDER ACTION


1.0 PURPOSE AND SUMMARY - TE KAUPAPA ME TE WHAKARĀPOPOTOTANGA

- 1.1 The purpose of this report is to update the Hastings District Rural Community Board on actions raised at previous meetings.
- 1.2 The Board requested that officers report back at each meeting with progress that has been made on actions that have arisen from previous meetings.
- 1.3 Attached as **Attachment 1** is the status of items under action as at 4 June 2020.

2.0 RECOMMENDATIONS - NGĀ TŪTOHUNGA

- A) That the Hastings District Rural Community Board receives the report titled Items Under Action.

Attachments:

1  Items under Action -

CG-14-26-00155

Items Under Action – Rural Community Board						
	Date Raised	Due Date	Description and Action	Lead Officer	Comments	Completed
1	9 December 2019	April	Schedule of meetings with rural community	Jag Pannu		
2	9 December 2019	March	Update on Media Profile for Rural Communication Board in Council Communications, and ensuring that RCB elected members are “kept in the loop’ on issues in their patch	Will Kelsey	Briefing tba	
3	9 December 2019	February	Training for Board on Budget and Rural rates	Bruce Allen	Delayed by COVID 19 lockdown Finance 101 Date tba	