
Thursday, 17 September 2020

Te Hui o Te Kaunihera ā-Rohe o Heretaunga

Hastings District Council: Operations and Monitoring Committee Meeting

Ngā Minitī

Open Minutes

Te Rā Hui:
Meeting date: **Thursday, 17 September 2020**

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

Time start – end: **1.00pm – 4.28pm**

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Te Rārangi Upoko

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Open Minutes

Chair: Councillor Geraldine Travers
Mayor Sandra Hazlehurst

Kua Tae ā-tinana:
Present: **Councillors:** Councillors Bayden Barber, Alwyn Corban, Malcolm Dixon, Damon Harvey, Eileen Lawson (*present for part of meeting*), Simon Nixon, Peleti Oli, Wendy Schollum, Sophie Siers and Kevin Watkins
Mike Paku - Heretaunga Takoto Noa Māori Standing Committee appointee

Kua Tatū:
In attendance: Chief Executive - Nigel Bickle
Group Manager: Corporate – Bruce Allan (Lead)
Group Manager: Asset Management - Craig Thew
Group Manager: Strategy & Development – Craig Cameron
Group Manager: Planning & Regulatory Services - John O’Shaughnessy
Financial Controller – Aaron Wilson
Chief Information Officer – Andrew Smith
Acting Group Manager: Community Wellbeing & Services – Dennise Elers
Manager, Libraries & Art Gallery – Paula Murdoch
Director: Major Capital Projects Delivery - Graeme Hansen
Public Spaces and Building Assets Manager - Colin Hosford
Parks Landscape and Projects Officer – Bart Leslie
Strategy Manager - Lex Verhoeven
Regulatory Solutions Manager - John Payne
Health & Safety Manager - Jennie Kuzman
Community Grants & Partnerships Advisor - Kev Carter
Team Leader Environmental Health/Liquor - Tony Stothart
Legal Counsel - Scott Smith
Manager: Democracy & Governance Services - Jackie Evans
Democracy & Governance Advisor - Christine Hilton

Kei Konei:
Also present: Anita Alder, General Manager, Hastings City Business Association (Item 4)
Craig Riddiford, Chair, Hastings City Business Association (Item 4)
Sophie Blake, Horse of the Year, Show Manager (Item 5)

1. APOLOGIES

Councillor Siers/Councillor Watkins

That an apology for absence from Councillor Ann Redstone and an apology for lateness from Councillor Bayden Barber be accepted.

CARRIED

Leave of Absence had previously been granted to Councillor O'Keefe and Councillor Kerr (Deputy Chair).

2. CONFLICTS OF INTEREST

No conflicts of interest were declared.

3. CONFIRMATION OF MINUTES

Councillor Schollum/Councillor Siers

That the minutes of the Operations & Monitoring Committee Meeting held Tuesday, 21 July 2020 be confirmed as an accurate record.

CARRIED

4. HASTINGS CITY BUSINESS ASSOCIATION 2020 PRESENTATION AND UPDATE

(Document 20/631) (Three attachments to this report were in a separate document – Document 2)

Anita Alder, General Manager, and Craig Riddiford, Chair, of the Hastings City Business Association spoke to two power point presentations and responded to questions from the meeting.

Councillor Bayden Barber joined the meeting at 1.10pm.

The two presentations were the Hastings City Business Association's End of Year (CG-16-4-00055) and Annual Plan (CG-16-4-00056).

Ms Alder and Mr Riddiford outlined how the Business Association had adapted to the Covid-19 situation; addressed the matter of the disconnection of professional services; and confirmed that their focus was to ensure all their members get some benefit from the Association's work.

Councillor Schollum/Mayor Hazlehurst

- A) That the Operations and Monitoring Committee receives the report titled Hastings City Business Association 2020 presentation and update.
- B) That the Committee receive the Hastings City Business Association Annual Report 2019/20.
- C) That the Committee endorses the Hastings City Business Association Annual Plan 2020/21.

CARRIED

5. HORSE OF THE YEAR DRAFT STATEMENT OF INTENT AND ANNUAL REPORT

(Document 20/684) (Two attachments to this report were in a separate document – Document 2)

Sophie Blake, Horse of the Year, Show Manager addressed the meeting and responded to questions. An apology was noted from Tim Aitken, Horse of the Year Board Chairman.

Ms Blake spoke to the two attachments to the agenda report and explained how the Horse of the Year Board planned to use the domestic event fund of \$187,000. The meeting emphasised to the Board that Hastings should be showcased and promoted.

Councillor Watkins/Councillor Dixon

- A) That the Operations and Monitoring Committee receives the report titled Horse of the Year Draft Statement of Intent and Annual Report.
- B) That the Committee receives the Horse of the Year (Hawke's Bay) Limited Financial Statements for the year ended 31 May 2020.
- C) That the Committee receives the Horse of the Year (Hawke's Bay) Limited draft 2021 Statement of Intent with any feedback or requested changes delivered back to the Horse of the Year (Hawke's Bay) Limited Board.

CARRIED

6. DRAFT FINANCIAL YEAR END RESULTS - 30 JUNE 2020

(Document 20/726)

The Financial Controller, Aaron Wilson, spoke to the agenda report; gave a power point presentation (CG-16-4-00053) and responded to questions from the meeting, including in regard to the financial impacts of the Covid-19 pandemic.

Councillor Schollum/Councillor Barber

- A) That the Operations and Monitoring Committee receives the report titled Draft Financial Year End Results - 30 June 2020.
- B) That the funds arising from the Rating Area 2 surplus for the 2019/20 financial year, as recommended by the Hastings Rural Community Board, be allocated as follows:

| Rating Area 2 Surplus Allocations | |
|-------------------------------------------|----------------------|
| | Rating Area 2 |
| Surplus/Deficit on General Rate | 68,934 |
| Landfill Surplus | 206,593 |
| | 275,527 |
| Recommended Allocation | |
| Allocation on General Rate | |
| RA2 Flood Reserve | 60,559 |
| Allocation to Rural Security Camera Trial | 8,375 |
| | 68,934 |
| Landfill Surplus | |
| Capital Reserve | 125,259 |
| Omarunui Landfill gas plant Debt | 81,334 |
| | |
| Total Allocation | 275,527 |

C) That the rating allocation be allocated as per the following table:

| Rating Result | Total | Rating Area 1 | Rating Area 2 |
|---------------------------------------------|------------------|----------------------|----------------------|
| Surplus/Deficit on General Rate | (269,656) | (338,590) | 68,934 |
| Landfill Surplus | 1,640,932 | 1,434,339 | 206,593 |
| | 1,371,276 | 1,095,749 | 275,527 |
| Recommended Allocation | | | |
| Allocation on General Rate | | | |
| RA1 General Purpose Reserve (transfer from) | (338,590) | (338,590) | |
| RA2 Flood Reserve | 60,559 | | 60,559 |
| Allocation to Rural Security Camera Trial | 8,375 | | 8,375 |
| | - 269,656 | - 338,590 | 68,934 |
| Landfill Surplus | | | |
| Omarunui Landfill gas plant Debt | 646,021 | 564,687 | 81,334 |
| Contingency Reserve | 869,652 | 869,652 | |
| Capital Reserve | 125,259 | | 125,259 |
| | | | |
| Total Allocation | 1,371,276 | 1,095,749 | 275,527 |

D) That the budgets as per the schedule of Carry Forwards funded by rates and loans be approved to be carried forward to the 2020/21 financial year.

CARRIED

7. NON-FINANCIAL PERFORMANCE REPORT FOR THE YEAR ENDED 30 JUNE 2020

(Document 20/755) (The attachment to this report was in a separate document – Document 2)

The Strategy Manager, Lex Verhoeven, spoke to the agenda report and responded to questions from the meeting, including explaining how Covid-19 had impacted on some of the performance targets.

Councillor Schollum/Councillor Siers

That the Operations and Monitoring Committee receives the report titled Non-Financial Performance Report for the Year Ended 30 June 2020.

CARRIED

8. PERFORMANCE AND MONITORING REPORT

(Document 20/742) (The attachment to this report was in a separate document – Document 3)

The Group Manager: Corporate, Bruce Allan, and a number of other officers spoke to the agenda report and the associated power point presentation (CG-16-4-00054) and responded to questions from the meeting.

Councillor Eileen Lawson withdrew from the meeting at 2.22pm and rejoined the meeting at 2.32pm.

Councillor Schollum/Councillor Lawson

That the Operations and Monitoring Committee receives the report titled Performance and Monitoring Report.

CARRIED

The meeting adjourned for afternoon tea at 3.00pm and reconvened at 3.15pm.
Councillor Eileen Lawson did not rejoin the meeting.

9. HASTINGS COVID-19 RECOVERY PLAN UPDATE

(Document 20/709)

The Group Manager: Corporate, Bruce Allan, spoke to the agenda report. He explained that the figure of \$90,000 in Recommendation “B” should read \$70,000 (\$70,000 would be out of the Contingency Fund and \$20,000 would be out of the Economic Development budget).

Councillor Wendy Schollum proposed an amendment to the recommendations which was Seconded by Councillor Simon Nixon.

Councillor Schollum/Councillor Nixon

- A) That the Operations and Monitoring Committee receives the report titled Hastings Covid-19 Recovery Plan Update.
- B) That officers report back to Council with detail on barriers and challenges that prevent Hastings based businesses from utilising the business support services currently located in the Hawke's Bay Business Hub, and propose plans to mitigate these barriers.
- C) That a plan for the utilisation of the balance of the Covid-19 Recovery Contingency Fund is developed and reported back to Council for approval with a focus to be on supporting the business community of the Hastings District.

The Motion was PUT and LOST

Councillor Watkins/Mayor Hazlehurst

- A) That the Operations and Monitoring Committee receives the report titled Hastings Covid-19 Recovery Plan Update.
- B) That the Committee approves the allocation of \$70,000 from Council's Covid-19 Recovery Contingency Fund towards the activation of a Hawke's Bay Business Hub-Hastings for the period from October 2020 to June 2021 and that any ongoing support will be considered as part of Council's 2021-31 Long Term Plan deliberations.
- C) That Council directs the Chief Executive to, as soon as possible, develop an operational strategy and KPI's for the Hawke's Bay Business Hub-Hastings to be brought back to Council for approval.
- D) That a plan for the utilisation of the balance of the Covid-19 Recovery Contingency Fund is developed and reported back to Council for approval with a focus to be on supporting the business community of the Hastings District.

CARRIED

Councillor Simon Nixon's vote AGAINST the Motion was recorded.

10. TREE MANAGEMENT PROGRAMME 2020-2030

(Document 20/781)

After the agenda had been compiled, an amended report had been circulated to the Chair and members of the Operations and Monitoring Committee prior to the meeting, which had an amended title of "Tree Management Programme 2020-2030".

The Parks Landscape and Projects Officer, Bart Leslie, spoke to his agenda report, gave a power point presentation (*CFM-15-0-3-20-506*) and responded to questions from the meeting.

The meeting was advised that the Landmarks Advisory Group would be kept informed of any proposed tree management work. The importance of trees being replaced or reinstated to maintain the amenity of an area was acknowledged.

The meeting was also advised that a petition had been received for the removal of trees in Lascelles Street, which would be brought to the Council for consideration.

Councillor Dixon/Councillor Nixon

- A) That the Operations and Monitoring Committee receives the report titled Tree Management Programme 2020-2030.
- B) That the Committee approve the recommended tree removals within the next ten years.
- C) That Council amends the Tree Removal Policy, **Note 4**, to include: removal of trees where they cause “**structural damage to private property and community infrastructure**”.

CARRIED

Councillor Harvey left the meeting at 4.10pm.

11. APPLICATION FOR A TEMPORARY ALCOHOL BAN

(Document 20/747)

Mayor Hazlehurst/Councillor Siers

- A) That the Operations and Monitoring Committee receives the report titled Application for a temporary alcohol ban.
- B) In accordance with clause 4.3.2 of the Hastings District Council Consolidated Bylaw, Chapter 4 Alcohol Bans, the Committee declares that alcohol may not be consumed, brought into or possessed in the following areas including streets, roads and footpaths (as shown in the map titled “Spring Carnival Alcohol Ban Area 2020” in Attachment 1 of the report in “A” above – REG-14-2-20-175) on 17 October 2020, between 7.00am and 11.00pm:
 - The entire lengths of Knight Street and Prospect Road.
 - Market Street South from Southampton Street to the Racecourse entrance.
 - King Street South from Southampton Street to Prospect Road.
 - Nelson Street South from Southampton Street to Knight Street.
 - Southland Road between Southampton Street and Gordon Road
 - Henry Street between Charles Street and Southland Road

CARRIED

12. HEALTH & SAFETY QUARTERLY REPORT: 1 APRIL TO 30 JUNE 2020

(Document 20/730) (The attachment to this report was in a separate document – Document 2)

The Health and Safety Manager, Jennie Kuzman, advised the meeting that the report covered the period where the Council’s operations were heavily impacted by Covid-19.

Councillor Barber/Councillor Dixon

- A) That the Operations and Monitoring Committee receives the report titled Health & Safety Quarterly Report: 1 April to 30 June 2020.

CARRIED

13. ANIMAL CONTROL ANNUAL REPORT 2019/2020

(Document 20/567)

The Regulatory Solutions Manager, John Payne, spoke to his report and responded to questions from the meeting.

Officers were advised that there were situations where the signage installed in a particular area did not match the bylaw provisions covering that area.

Councillor Watkins/Mayor Hazlehurst

- A) That the Operations and Monitoring Committee receives the report titled Animal Control Annual Report 2019/2020.
- B) That the Committee adopts the report in "A" above.

CARRIED

14. UPDATE ON LEVELS OF SERVICE: LIBRARIES & ART GALLERY

(Document 20/640)

The Manager, Libraries & Art Gallery, Paula Murdoch, spoke to the agenda report and responded to questions from the meeting.

Councillor Barber/Councillor Siers

- A) That the Operations and Monitoring Committee receives the report titled Update on levels of service: Libraries & Art Gallery.

CARRIED

15. REQUESTS RECEIVED UNDER THE LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT (LGOIMA) UPDATE

(Document 20/734)

Mayor Hazlehurst/Councillor Schollum

- A) That the Operations and Monitoring Committee receives the report titled Requests Received Under the Local Government Official Information and Meetings Act (LGOIMA) Update.
- B) That the LGOIMA requests received in July and August of 2020 as set out in Attachment 1 (IRB-2-01-20-2060) of the report in "A" above be noted.

CARRIED

16. MINOR ITEMS

There were no additional business items.

17. URGENT ITEMS

There were no extraordinary business items.

The meeting closed at 4.28pm

Confirmed:

Chair:

Date: