

---

Thursday, 3 December 2020

---

*Te Hui o Te Kaunihera ā-Rohe o Heretaunga*

**Hastings District Council: Civic and Administration Subcommittee Meeting**

*Ngā Minitī*

# Open Minutes

---

*Te Rā Hui:*  
Meeting date: **Thursday, 3 December 2020**

---

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

---

Time start - end **1.00pm – 1.17pm**

---

Go to  
[www.hastingsdc.govt.nz](http://www.hastingsdc.govt.nz)  
to see all documents

---

Thursday, 3 December 2020

---

*Te Hui o Te Kaunihera ā-Rohe o Heretaunga*

**Hastings District Council: Civic and Administration Subcommittee Meeting**

*Ngā Minitī*

# Open Minutes

*Te Rārangi Upoko*

## Table of Contents

---

<b>Item</b>		<b>Page No.</b>
1.	Apologies & Leave of Absence – <i>Ngā Whakapāhatanga me te Wehenga ā-Hui</i>	1
2.	Conflicts of Interest - <i>He Ngākau Kōnatunatu</i>	1
3.	Confirmation of Minutes - <i>Te Whakamana i Ngā Minitī</i>	2
4.	Temporary Road Closures - Six60 Concert - 23 - 24 January 2021	2
5.	Municipal Building Stage 2 Contract Approval	3
6.	Minor Items - <i>Ngā Take Iti</i>	3
7.	Urgent Items - <i>Ngā Take Whakahihiri</i>	3

---

---

Thursday, 3 December 2020

---

*Te Hui o Te Kaunihera ā-Rohe o Heretaunga*

**Hastings District Council: Civic and Administration Subcommittee Meeting**

*Ngā Minitī*

# Open Minutes

---

*Kua Tae ā-tinana:* **Chair:** Councillor Malcolm Dixon  
**Present:** **Councillors:** Damon Harvey, Eileen Lawson, Simon Nixon (Deputy Chair), Wendy Schollum, Geraldine Travers and Kevin Watkins  
Transportation Manager, Jag Pannu AND  
Environmental Consents Manager, Caleb Sutton – for Item 4

---

*Kei Konei:* Group Manager: Corporate - Bruce Allan  
**Also present:** Transportation Officer – Lynn Burden  
Environmental Planner, Consents - Tom Hosford  
Manager: Democracy & Governance Services - Jackie Evans  
Democracy & Governance Advisor - Christine Hilton

---

## 1. **APOLOGIES & LEAVE OF ABSENCE – NGĀ WHAKAPĀHATANGA ME TE WEHENGĀ Ā-HUI**

Councillor Schollum/Councillor Travers

That apologies for absence from Councillor Henare O’Keefe, and Tania Eden, Heretaunga Takoto Noa Māori Standing Committee appointee and from Chief Executive, Nigel Bickle (*who was a Subcommittee member for Item 5*) and an apology for lateness from Councillor Simon Nixon be accepted.

CARRIED

## 2. **CONFLICTS OF INTEREST - HE NGĀKAU KŌNATUNATU**

Agenda Item 5 – Municipal Building Stage 2 Contract Approval.

- Councillor Harvey declared a conflict of interest in regard to the above Item 5.

### 3. CONFIRMATION OF MINUTES - *TE WHAKAMANA I NGĀ MINITI*

Councillor Watkins/Councillor Schollum

That the minutes of the Civic and Administration Subcommittee Meeting held Thursday 26 November 2020 be confirmed as an accurate record.

CARRIED

### 4. TEMPORARY ROAD CLOSURES - SIX60 CONCERT - 23 - 24 JANUARY 2021

(Document 20/1008)

The Transportation Officer, Lynn Burden, spoke to her agenda report and responded to a number of questions from the Subcommittee members. The Subcommittee agreed that the wording of Part C) of the resolution should include reference to the timely receipt of the completed resident visiting forms; Traffic Management Plan and Event Safety Plan.

*Councillor Simon Nixon joined the meeting at 1.05pm.*

Councillor Travers/Councillor Lawson

- A) That the Civic and Administration Subcommittee receive the report of the Transportation Officer titled Temporary Road Closures - Six60 Concert - 23 - 24 January 2021 dated 3 December 2020.
- B) That the Civic and Administration Subcommittee approve the following temporary road closures as no submissions have been received in respect of this application:
1. Caroline Road from Warwick Rd to Kenilworth Road (resident access only)
  2. Conway Street - the entire length (resident access only)
  3. Harlech Street - the entire length (resident access only)
  4. Woodstock Avenue – the entire length (resident access only)
  5. Kenilworth Road - the entire length (resident access only)
  6. Elwood Road - the entire length from SH51 to Pakowhai Road (resident access only)
  7. Otene Road – the entire length (resident access only)
  8. Bennett Road - the entire length (resident access only)
  9. Panapa Road – the entire length (resident access only)
  10. Apatu Road - the entire length (resident access only)
- C) That 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 and subject to the timely receipt of the completed resident visiting forms; Traffic Management Plan and Event Safety Plan:
- i. This event is conducted in accordance with the New Zealand Transport Agency Code of Practice Temporary Traffic Management (CoPTM).
  - ii. The Traffic Management Plan including provision for appropriate signage is approved by the Traffic Management Coordinator acting under delegated authority.

- iii. The Traffic Management Plan must be complied with including any specific conditions.
- iv. A copy of the relevant liability insurance policy is received.
- v. That the cost of all advertising is met by the event organisers.
- vi. Emergency Services are contacted regarding the holding of this event with details of the date, location 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 this temporary road closure.
- 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.

CARRIED

## 5. MUNICIPAL BUILDING STAGE 2 CONTRACT APPROVAL

(Document 20/1030)

Councillor Harvey had previously declared a conflict of interest in regard to this item and took no part in discussion or voting.

Councillor Dixon/Councillor Travers

- A) That the Civic and Administration Subcommittee receive the report of the Group Manager: Corporate titled Municipal Building Stage 2 Contract Approval dated 3 December 2020.
- B) That the Civic and Administration Subcommittee approves that Gemco Construction Ltd under the Early Contractor Involvement contract be awarded the Stage 2 Redevelopment works on the Municipal Building at a value of \$8,690,189 excluding GST.

CARRIED

## 6. MINOR ITEMS - *NGĀ TAKE ITI*

There were no additional business items.

## 7. URGENT ITEMS - *NGĀ TAKE WHAKAHIHIRI*

There were no extraordinary business items.

The meeting closed at 1.17pm

Confirmed:

Chairman:

Date: