



Hastings District Council

*Civic Administration Building
Lyndon Road East, Hastings*

Phone: (06) 871 5000

Fax: (06) 871 5100

WWW.hastingsdc.govt.nz

OPEN A G E N D A

COUNCIL MEETING

Meeting Date: Thursday, 22 February 2018

Time: 1.00pm

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

Council Members	Chair: Mayor Hazlehurst Councillors Barber, Dixon, Harvey, Heaps, Kerr, Lyons, Nixon, O'Keefe, Poulain, Redstone, Schollum, Travers and Watkins
Officer Responsible	Chief Executive – Mr R McLeod
Council Secretary	Mrs C Hunt (Extn 5634)

HASTINGS DISTRICT COUNCIL

COUNCIL MEETING

THURSDAY, 22 FEBRUARY 2018

VENUE: Council Chamber
Ground Floor
Civic Administration Building
Lyndon Road East
Hastings

TIME: 1.00pm (LTP)

A G E N D A

1. Prayer

2. Apologies & Leave of Absence

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.

3. Seal Register

4. 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 Chief Executive or Executive Advisor/Manager: Office of the Chief Executive (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.

5. Confirmation of Minutes

Minutes of the Council Meeting held Thursday 1 February 2018.
(Previously circulated)

6. Presentations: Special Olympics Team and Jack Wilkinson	5
7. Standard and Poors External Credit Rating Report	7
8. 2018-28 Long Term Plan	19
9. Approval to proceed with alleyway closure (Caernarvon Drive / Sunderland Drive)	29
10. Reserve Encroachment - Haumoana Memorial Park, Beach Road, Haumoana.	39
11. Health and Safety Quarterly Report	59
12. Summary of Recommendations of the Tenders Subcommittee meeting held 8 February 2018	77
13. 2018 Local Government New Zealand Conference and Annual General Meeting	81
14. Updated 2018 Meeting Schedule Changes	83
15. Flaxmere West Land Development	85
16. Dis-establishment of Chairmen's Committee	117
17. Additional Business Items	
18. Extraordinary Business Items	
19. Recommendation to Exclude the Public from Items 20 and 21	123
20. Parks and Property Review and Business Case	
21. Flaxmere West Land Development	

REPORT TO: COUNCIL

MEETING DATE: THURSDAY 22 FEBRUARY 2018

**FROM: DEMOCRATIC SUPPORT MANAGER
JACKIE EVANS**

**SUBJECT: PRESENTATIONS: SPECIAL OLYMPICS TEAM AND
JACK WILKINSON**

1.0 INTRODUCTION

- 1.1 The purpose of this report is to inform the Council that there will be two presentations at the meeting.
- 1.2 The **Hawke's Bay Special Olympics Athletics Team** received funding support of \$600.00 from the Mayoral Fund to travel to Wellington for competitions last November.
- 1.3 This was a team of 80 athletes. They will be bringing 10 representatives of the team (including coaches and athletes) to present to Council at the beginning of the meeting.
- 1.4 **Jack Wilkinson** received \$250.00 from the Mayoral Fund to compete with the New Zealand team at the Grand Prix 2 Canoe Racing Championships in Sydney earlier this month.
- 1.5 Jack is 14 years old, the youngest member of the team. He will be accompanied by his mother Bridgit.
- 1.6 As part of receiving the grant, they will update Council on how the Team performed.

2.0 RECOMMENDATION

That the report of the Democratic Support Manager titled "Presentations: Special Olympics Team and Jack Wilkinson" and dated 22 February 2018 be received.

Attachments:

There are no attachments for this report.

REPORT TO: COUNCIL

MEETING DATE: THURSDAY 22 FEBRUARY 2018

**FROM: MANAGER STRATEGIC FINANCE
BRENT CHAMBERLAIN**

**SUBJECT: STANDARD AND POORS EXTERNAL CREDIT RATING
REPORT**

1.0 SUMMARY

- 1.1 The purpose of this report is to inform the Council that Standard and Poors Global Ratings (S&P) has released its assessment on the Council's finances and financial management, and has issued its External Credit Rating Report.
- 1.2 This issue arises from the Council's wish to minimise its financing costs and give its lenders confidence as it works through its capital program being signalled in its Long Term Plan.
- 1.3 The Council is required to give effect to the purpose of local government as prescribed by Section 10 of the Local Government Act 2002. That purpose is to meet the current and future needs of communities for good quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses. Good quality means infrastructure, services and performance that are efficient and effective and appropriate to present and anticipated future circumstances.
- 1.4 The objective of this decision relevant to the purpose of Local Government is to minimise the impact of debt servicing on the rate payer by being able to obtain favourable lending rates due to having a strong external credit rating from an internationally recognised rating agency.
- 1.5 This report concludes by recommending that the External Credit Rating Report from S&P be received.

2.0 BACKGROUND

- 2.1 On 13 July 2017 the "Summary of Recommendations of the Risk and Audit Subcommittee Meeting Held 19 June 2017" was tabled to Council.
- 2.2 Councillor Kerr/Councillor Travers moved that:
 - A) That the report of the Chief Financial Officer titled "Summary of Recommendations of the Risk and Audit Subcommittee meeting held 19 June 2017" be received.
 - B) The following recommendations of the Risk and Audit Subcommittee meeting held 19 June 2017 be ratified:

"6. External Credit Rating

 - A) That the report of the Manager Strategic Finance titled "External Credit Rating" dated 19/06/2017 be received.

- B) That the Risk and Audit Subcommittee recommend to Council that it should acquire an external credit rating from one of the three major internationally recognised credit rating agencies.

With the reasons for this decision being that the objective of the decision will contribute to Hastings District Council being able to debt fund good quality local infrastructure in a manner that is most cost-effective for households and business through reduced borrowing costs.”

- 2.3 Credit ratings are opinions about credit risk. An external credit rating expresses a credit rating agency’s opinion about the ability and willingness of an issue/borrower, such as a council, to meet its financial obligations in full and on time.
- 2.4 Ratings are usually expressed as letter grades that range, for example, from ‘AAA’ to ‘D’ to communicate the agency’s opinion of relative level of credit risk.
- 2.5 The benefits of holding a credit rating are noted as providing:
- interest savings on all new borrowings
 - an independent assessment of the credit worthiness of a Council
 - assurance to the public and rate payers that the Council is fiscally sound and is being independently monitored
- 2.6 There are 24 New Zealand Council’s with credit ratings. Approximately 40% have an “AA” rating (being the best achieved), a further 40% with “AA-“, and the final 20% with an “A+” rating (being the lowest rating achieved).
- 2.7 The average New Zealand Council rating is an “AA-“rating.

3.0 CURRENT SITUATION

- 3.1 S&P were engaged as the external credit rating agency in September 2017 to review the Council’s finances and financial management.
- 3.2 In December 2017 two Officers of S&P met with Council Officers to review the outlook for the Hawkes Bay Economy, the Council’s Annual Plan, Draft Long Term Plan, Asset Management Plans, and Treasury and Cash Management Policies.
- 3.3 In February 2018 S&P ratings team met to discuss the findings of their two Officers, and subsequently has ***assigned the Council an 'AA' long-term foreign-currency and local-currency ratings and 'A-1+' short-term ratings. This is equivalent to best rating of any New Zealand Council, and indicates that the Council's capacity to meet its financial commitments is extremely strong.***
- 3.4 What this means in practical terms is any new borrowings (or refinancing) that the Council undertakes with the Local Government Funding Agency (LGFA) will now enjoy a discount of 20 bases points (or 0.2% per annum) over that offered to a non-rated Council (which the Council was previously). This an annual saving of \$2,000 of every \$1,000,000 of new (or refinanced) borrowings.

- 3.5 Council has \$40m of existing debt to be refinanced by 2021, in addition to the \$100m of new borrowings over a number of years as forecasted in the draft 2018-28 Long Term Plan capital programme.

A 0.2% savings of interest on the \$140m of debt mentioned above is \$280,000 pa, however there is a cost to maintaining an external credit rating of \$55,000 pa, but there is an overall net benefit of \$225,000 pa to the Council for having this rating.

- 3.6 S&P note the following in their report:

“Our ratings on Hastings District Council (Hastings) reflect its robust management and supportive institutional framework, high level of budgetary flexibility, and moderate debt burden relative to peers.”

“We consider Hastings' financial management to be a key strength. Its budgets are credible and processes well established, with the council preparing 10-year long-term plans every three years and annual plans in the intervening years, in line with New Zealand requirements.”

- 3.7 Officers are very pleased with this result as it confirms for Council and the community that Council's finances are well managed and is on a strong financial footing to be able to meet the needs of the community in the future.

4.0 SIGNIFICANCE AND ENGAGEMENT

The matters within this report do not trigger the thresholds within Council's significance and engagement policy.

5.0 RECOMMENDATIONS AND REASONS

- A) That the report of the Manager Strategic Finance titled “Standard and Poors External Credit Rating Report” dated 22/02/2018 be received.

Attachments:

1 External Credit Rating Report Feb 2018

FIN-15-5-18-666



PRIVATE RATING RESEARCH UPDATE

CONFIDENTIAL

Hastings District Council

HASTINGS DISTRICT COUNCIL ASSIGNED 'AA/A-1+' RATINGS; OUTLOOK STABLE

Primary credit analyst: Martin Foo

Secondary contact: Anthony Walker

Date: Feb. 9, 2018

PRIVATE RATING

A private rating is an interactive rating that is not made public and that S&P Global Ratings will not disclose to anyone without the authorization of the entity that requested the rating unless the rating becomes public, in which case S&P Global Ratings reserves the right to publish it. Private ratings and related reports are made available by S&P Global Ratings to recipients by e-mail or on a password-protected Web site or third-party private document exchange. Private ratings and associated reports may not be distributed.

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Item 7

OVERVIEW

- The ratings on Hastings District Council (Hastings) are supported by New Zealand's institutional settings and Hastings' robust management, budgetary flexibility, and moderate level of debt relative to peers.
- We are assigning 'AA' long-term foreign-currency and local-currency ratings and 'A-1+' short-term ratings to Hastings.
- The stable outlook reflects our expectation that Hastings' management and financial position will remain relatively strong even as its budgetary performance weakens during the next few years as the council rolls out a program of capital upgrades.

RATING ACTION

On Feb. 9, 2018, S&P Global Ratings assigned its 'AA' long-term foreign-currency and local-currency issuer credit ratings and 'A-1+' short-term ratings to Hastings District Council, a New Zealand local government. The outlook on the long-term ratings is stable.

OUTLOOK

The stable outlook reflects our base-case expectation that although Hastings' budgetary performance will weaken during the next few years as it continues to roll out a program of capital upgrades, the council's debt burden will remain moderate relative to peers. Meanwhile, we expect the ratings to continue to be supported by New Zealand's institutional framework and Hastings' robust management and high level of budgetary flexibility.

Downside scenario

We could lower our ratings on Hastings if its budgetary performance were to deteriorate more sharply and for a longer period than we currently expect, resulting in larger after-capital-account deficits and higher interest expenses and debt. This could occur, for instance, if rates revenue does not grow as quickly or if capital works are more costly than we currently forecast. We consider this scenario unlikely in the next few years.

Upside scenario

Any upward pressure on the ratings would currently be constrained by New Zealand's 'AA' foreign-currency sovereign rating. If we were to raise our sovereign rating on New Zealand, then upward pressure on the ratings on Hastings could eventuate if the council's liquidity coverage were to improve and budgetary performance turned out better than in our base case. This could occur, for instance, if rates revenue grows faster or if capital works are delivered more efficiently than we currently forecast.

RATIONALE

Our ratings on Hastings District Council (Hastings) reflect its robust management and supportive institutional framework, high level of budgetary flexibility, and

S&P Global Ratings | Feb. 9, 2018

Page 2

Attachment 1

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moderate debt burden relative to peers. We expect Hastings to maintain an elevated level of capital spending during the next few years, resulting in a period of after-capital-account deficits. We also expect rates revenue to continue to grow, which will help the council to maintain its debt burden at a moderate level.

Ratings supported by strong financial management and the country's institutional framework

We consider Hastings' financial management to be a key strength. Its budgets are credible and processes well established, with the council preparing 10-year long-term plans every three years and annual plans in the intervening years, in line with New Zealand requirements. The next long-term plan, covering 2018 to 2028, is due out this year. The council's treasury management policy sets prudent limits on external borrowing, liquidity and interest-rate risk. Hastings borrows only in local currency, in accordance with legislation. Consistent small cash surpluses have allowed Hastings to keep debt at a roughly stable level for the past five years to fiscal 2017 (the year ending June 30, 2017). Like all of its domestic peers, Hastings is governed by an elected group of councilors, led by a mayor. The current mayor was elected at a by-election in November 2017, having previously served as deputy mayor. Day-to-day management is delegated to a full-time chief executive.

The district's economy is somewhat dependent on the agricultural industry, which accounts for 16.7% of local employment (compared with a national average of 6.2%, according to Infometrics) and supports related jobs in manufacturing and other industries. Hastings is New Zealand's largest producer of apples, pears, and peaches, and the second largest producer of grapes and wines. It forms part of New Zealand's Hawke's Bay region, a major agricultural and food-processing hub. We estimate that the region's GDP per capita averaged about US\$30,400 between 2015 and 2017, which is relatively high in an international context, but lower than the national average of US\$41,300. We use the region's GDP in our economic assessment because we believe it is a good proxy for Hastings' economy, given the council's linkages with neighboring councils. The district has a population of about 79,900, while the broader region's population is closer to 164,000.

The institutional framework within which New Zealand local governments operate is a key factor supporting Hastings' credit profile. We believe this framework is one of the strongest and most predictable globally. It promotes a robust management culture, fiscal discipline, and high levels of disclosure.

Deficits forecast but debt should remain moderate relative to peers; finances are weakening from a historically strong position

We expect Hastings' budgetary position to be weaker during the forecast period than in recent years. Hastings increased its capital works program in fiscal 2017 to NZ\$54 million from NZ\$39 million the preceding year, and we expect capital expenditure to remain elevated through fiscal 2020. This is partly attributable to new investment in upgrading the water supply network. In August 2016, there was a widespread outbreak of gastroenteritis in the suburb of Havelock North. A subsequent Crown inquiry traced the outbreak to contamination of an underground aquifer, which was the source of drinking water supplied by the council to the local population. In response, Hastings has allocated NZ\$12 million in fiscal 2018 and a further NZ\$35.7 million during the next three years to install new pipes and treatment systems. The council's infrastructure budget also includes funds to strengthen the Hawke's Bay Opera House and local bridges and to develop the central business district. Similar to many domestic peers, Hastings typically under-delivers on its infrastructure plans each year. As such, our base-case forecasts incorporate a 20% haircut to budgeted capital expenditure.

Operating expenses increased in fiscal 2017 because of the Havelock North inquiry, and are likely to remain higher than the historical trend as the council expands

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its water services team and spends more on ongoing water quality monitoring and treatment. We forecast operating surpluses, as a proportion of adjusted operating revenues, to average a relatively strong 22.2% during fiscal years 2016 to 2020. The after-capital-account balance fell into deficit in fiscal 2017 after a number of years in surplus, and we expect it to remain in deficit through fiscal 2020.

In our view, Hastings has a high level of budgetary flexibility. We estimate that about 94% of the council's operating revenues are modifiable, which means they can be raised or lowered at the council's discretion. The largest single source of revenue is from rates. Although Hastings has limited its rates increases to around 3% per annum or less in the past, we believe it likely that there will be upward pressure on rates increases, including targeted water supply charges, during the forecast period. This should help fund capital spending and slow the growth in debt.

We project that Hastings' tax-supported debt burden will rise to 89% of consolidated operating revenues by fiscal 2020, up from 61% at the end of fiscal 2017. We forecast that interest expenses, as a proportion of adjusted operating revenues, will average about 4% between fiscal 2017 and fiscal 2019. Aside from cash, the council does not hold liquid financial assets but has access to an undrawn NZ\$10 million facility with Westpac. We expect the council's debt servicing needs during the next 12 months to comprise NZ\$5 million in maturing commercial paper and about NZ\$4 million in interest payments. As a result, we estimate that Hastings' free cash and available committed bank lines stand at about 190% of the next 12 months' debt service.

Factored into Hastings' current ratings is its debt maturity profile, which is somewhat lumpy. Hastings has NZ\$20 million in notes due to mature in March 2019, which is relatively large compared with cash and bank facilities. Absent mitigating actions, this could weaken its debt-service coverage ratio in the future. We consider Hastings' access to external liquidity to be satisfactory. While New Zealand's capital markets are comparatively liquid, they lack depth, given their relatively small size. During the severe market dislocation of 2008 and 2009, some New Zealand councils had difficulty issuing unrated commercial paper. Similar to most of its domestic rated peers, Hastings sources its external debt through the New Zealand Local Government Funding Agency (LGFA).

We believe that Hastings has minimal contingent liabilities. There are a small number of unquantifiable claims against the council in relation to past weathertightness issues in some residents' homes. Hastings owns 24% of Hawke's Bay Airport Ltd. (in conjunction with the central government and a neighboring council). We consider its share of the airport's borrowings, which are currently nil, though we expect them to rise in future years, to be a contingent liability. Hastings is one of 31 local authorities that are shareholders and guarantors of the LGFA's borrowings; we consider it unlikely that this guarantee would be activated in the near future.

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Key Statistics

Table 1
(mil. NZ\$)

- Year ended June 30 -

	2015	2016	2017	2018bc	2019bc	2020bc
Selected Indicators						
Operating revenues	90	104	100	101	106	110
Operating expenditures	67	71	82	80	85	87
Operating balance	22	33	18	21	21	23
Operating balance (% of operating revenues)	24.7	31.5	18.2	20.8	19.6	20.6
Capital revenues	12	12	23	20	17	15
Capital expenditures	34	39	54	47	61	46
Balance after capital accounts	1	5	(13)	(6)	(24)	(8)
Balance after capital accounts (% of total revenues)	0.6	4.1	(10.9)	(5.2)	(19.1)	(6.5)
Debt repaid	56	10	5	6	20	(0)
Gross borrowings	61	0	15	12	44	8
Balance after borrowings	6	(5)	(3)	(0)	(0)	(0)
Modifiable revenues (% of operating revenues)	93.6	93.3	93.7	94.1	94.3	94.4
Capital expenditures (% of total expenditures)	33.2	35.8	40.0	37.1	41.9	34.6
Tax-supported debt (outstanding at year-end)	61	51	61	67	91	99
Tax-supported debt (% of consolidated operating revenues)	67.9	49.1	60.9	66.5	85.6	89.5
Interest (% of operating revenues)	3.9	3.4	3.4	3.7	4.8	5.0
Local GDP per capita (single units)	41,550	42,184	43,293	0	0	0

The data and ratios above result in part from S&P Global Ratings' own calculations, drawing on national as well as international sources, reflecting S&P Global Ratings' independent view on the timeliness, coverage, accuracy, credibility, and usability of available information. The main sources are the financial statements and budgets, as provided by the issuer. Base case reflects S&P Global Ratings' expectations of the most likely scenario. Downside case represents some but not all aspects of S&P Global Ratings' scenarios that could be consistent with a downgrade. Upside case represents some but not all aspects of S&P Global Ratings' scenarios that could be consistent with an upgrade.

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Ratings Score Snapshot

Table 2

Ratings Score Snapshot	
Key Rating Factors	
Institutional framework	Extremely predictable and supportive
Economy	Average
Financial management	Strong
Budgetary flexibility	Very strong
Budgetary performance	Average
Liquidity	Adequate
Debt burden	Moderate
Contingent liabilities	Very low

*S&P Global Ratings' ratings on local and regional governments are based on eight main rating factors listed in the table above. Section A of S&P Global Ratings' "Methodology For Rating Non-U.S. Local And Regional Governments," published on June 30, 2014, summarizes how the eight factors are combined to derive the rating.

Key Sovereign Statistics

Sovereign Risk Indicators. Interactive version available at <http://www.spratings.com/sri>.

RELATED CRITERIA AND RESEARCH

Related Criteria

- General Criteria: Methodology For Linking Long-Term And Short-Term Ratings, April 7, 2017
- Criteria - Governments - International Public Finance: Methodology For Rating Non-U.S. Local And Regional Governments, June 30, 2014
- Criteria - Governments - International Public Finance: Methodology And Assumptions For Analyzing The Liquidity Of Non-U.S. Local And Regional Governments And Related Entities And For Rating Their Commercial Paper Programs, Oct. 15, 2009
- General Criteria: Use Of CreditWatch And Outlooks, Sept. 14, 2009

Related Research

- Public Finance System Overview: New Zealand's Institutional Framework For Local And Regional Governments, Dec. 11, 2016.

In accordance with our relevant policies and procedures, the Rating Committee was composed of analysts that are qualified to vote in the committee, with sufficient experience to convey the appropriate level of knowledge and understanding of the methodology applicable (see 'Related Criteria And Research'). At the onset of the committee, the chair confirmed that the information provided to the Rating Committee by the primary analyst had been distributed in a timely manner and was sufficient for Committee members to make an informed decision.

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After the primary analyst gave opening remarks and explained the recommendation, the Committee discussed key rating factors and critical issues in accordance with the relevant criteria. Qualitative and quantitative risk factors were considered and discussed, looking at track-record and forecasts.

The committee's assessment of the key rating factors is reflected in the Ratings Score Snapshot above.

The chair ensured every voting member was given the opportunity to articulate his/her opinion.

The chair or designee reviewed the draft report to ensure consistency with the Committee decision. The views and the decision of the rating committee are summarized in the above rationale and outlook. The weighting of all rating factors is described in the methodology used in this rating action (see 'Related Criteria and Research').

RATINGS LIST

Hastings District Council
Issuer Credit Rating

AA/Stable/A-1+

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REPORT TO: COUNCIL

MEETING DATE: THURSDAY 22 FEBRUARY 2018

**FROM: STRATEGY MANAGER
LEX VERHOEVEN**

SUBJECT: 2018-28 LONG TERM PLAN

1.0 SUMMARY

- 1.1 The purpose of this report is to recap the final budget position for the 2018-28 Long Term Plan and to obtain final decisions to complete the plan for audit review and final adoption on 22 March 2018.
- 1.2 This issue arises from the legislative requirement to adopt a Long Term Plan by 30 June 2018.
- 1.3 The Council is required to give effect to the purpose of local government as prescribed by Section 10 of the Local Government Act 2002. That purpose is to meet the current and future needs of communities for good quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses. Good quality means infrastructure, services and performance that are efficient and effective and appropriate to present and anticipated future circumstances.
- 1.4 This matter relates to the decision making and consultation requirements of the Local Government Act 2002.
- 1.5 This report concludes by recommending that the 2018 Long Term Plan be finalised based on the decisions of the meeting and any matters arising from the external audit process.

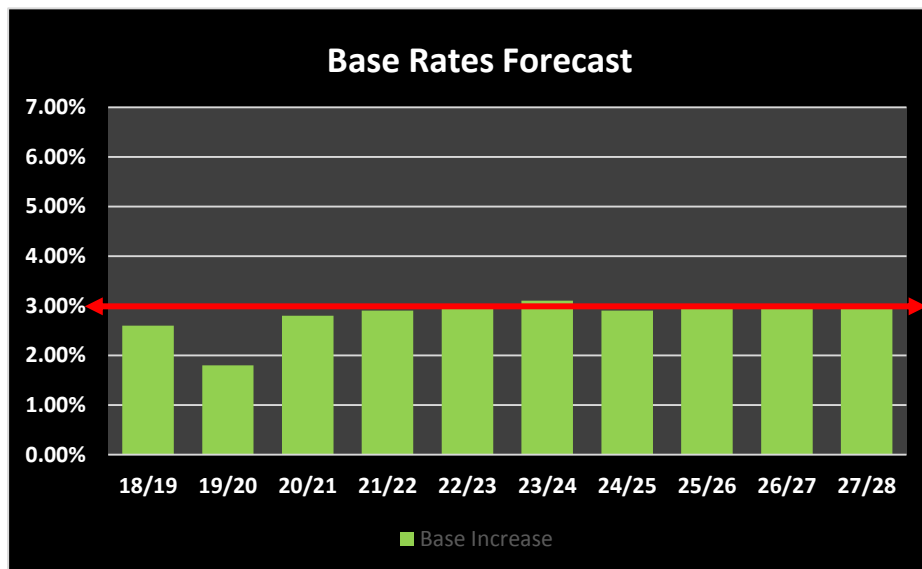
2.0 BACKGROUND

- 2.1 During 2017 the Council considered the key aspects of the 2018 Long Term Plan with a final workshop held on 13 December finalising the key remaining components of the plan.
- 2.2 In summary, the plan builds on the key strategic directions previously set by the Council, with emphasis on:
 - Investment in drinking water infrastructure as our first priority ***to meet community expectation and new standards around safe drinking water;***
 - Ensuring that a range of housing options are available ***to meet the needs of a changing community whilst protecting our valuable soils;***
 - Ensuring industrial development opportunities are easily accessible in Omahu, Irongate, Whakatu and Tomoana ***to meet our target of increased jobs and investment;***

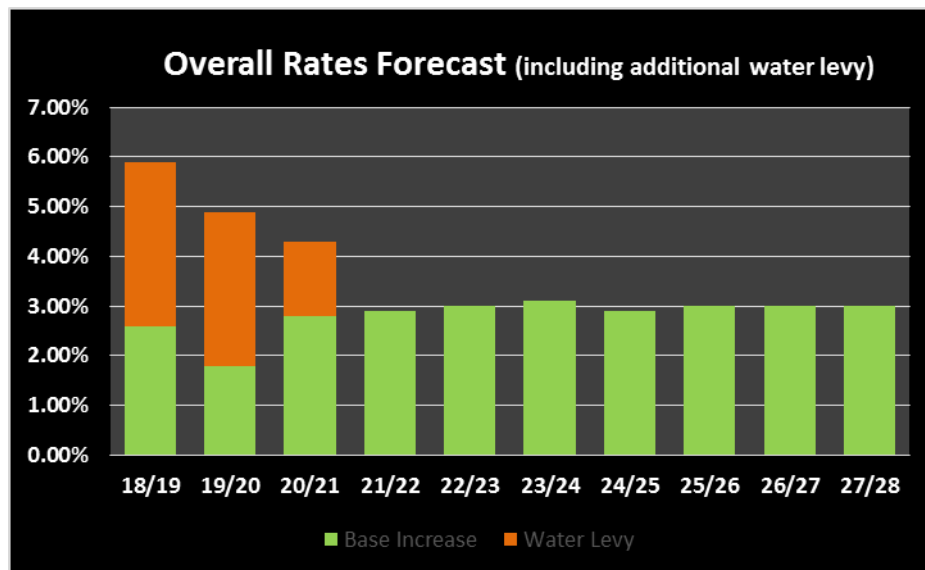
- Investment in the Hastings Central City to increase its vibrancy and ***to meet the challenges of changing retail patterns and the function and form of the central city;***
- Investment in our core infrastructure to look after our assets prudently and ***to meet new challenges in bridge strengthening, changing environmental standards and climate change;***
- Continuing to enhance our parks, recreational and cultural facilities ***to make the Hastings District a place where talent wants to live and people want to work, live and play;***
- Working together with communities and others ***to build civic pride, develop our youth and uplift people and communities.***

3.0 CURRENT SITUATION

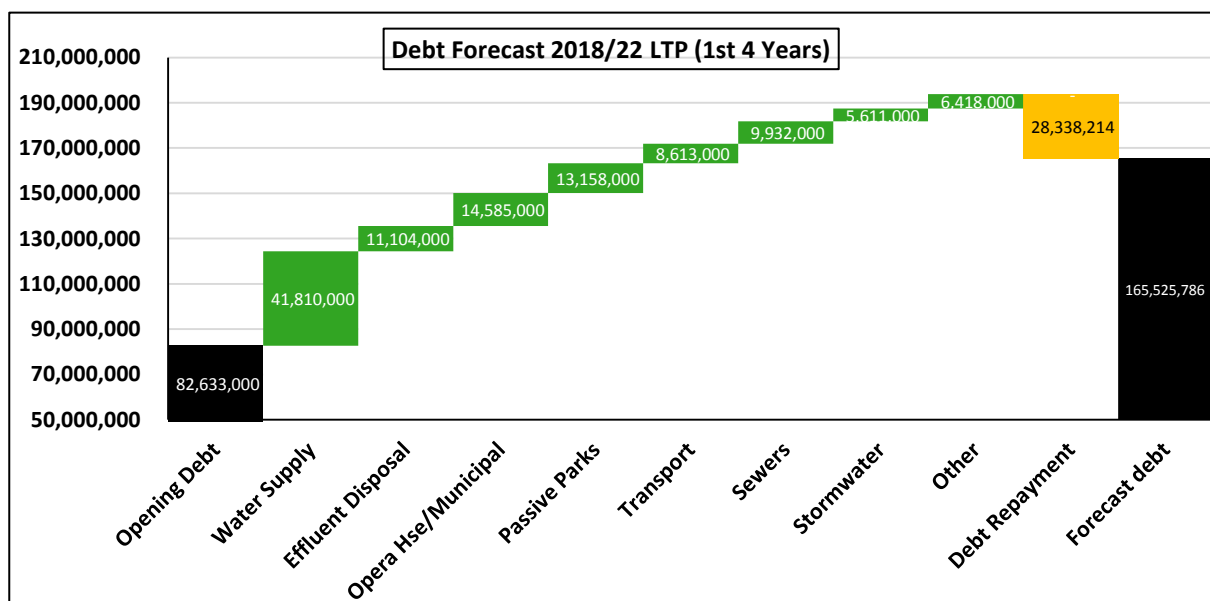
- 3.1 Officers have further refined where possible the work programme since the 13th December workshop to arrive at a final financial position. The forecast rates increases across the 10 years have been set in line with Council direction at 3% or less. Further to that in the first 3 years the Council Strategy to address investment in safe drinking water adds \$250 to the water investment targeted rate to lift it to an ongoing sustainable level. The graph below shows the forecast rates position (excluding water) with baseline expenditure capped at 3% or less.

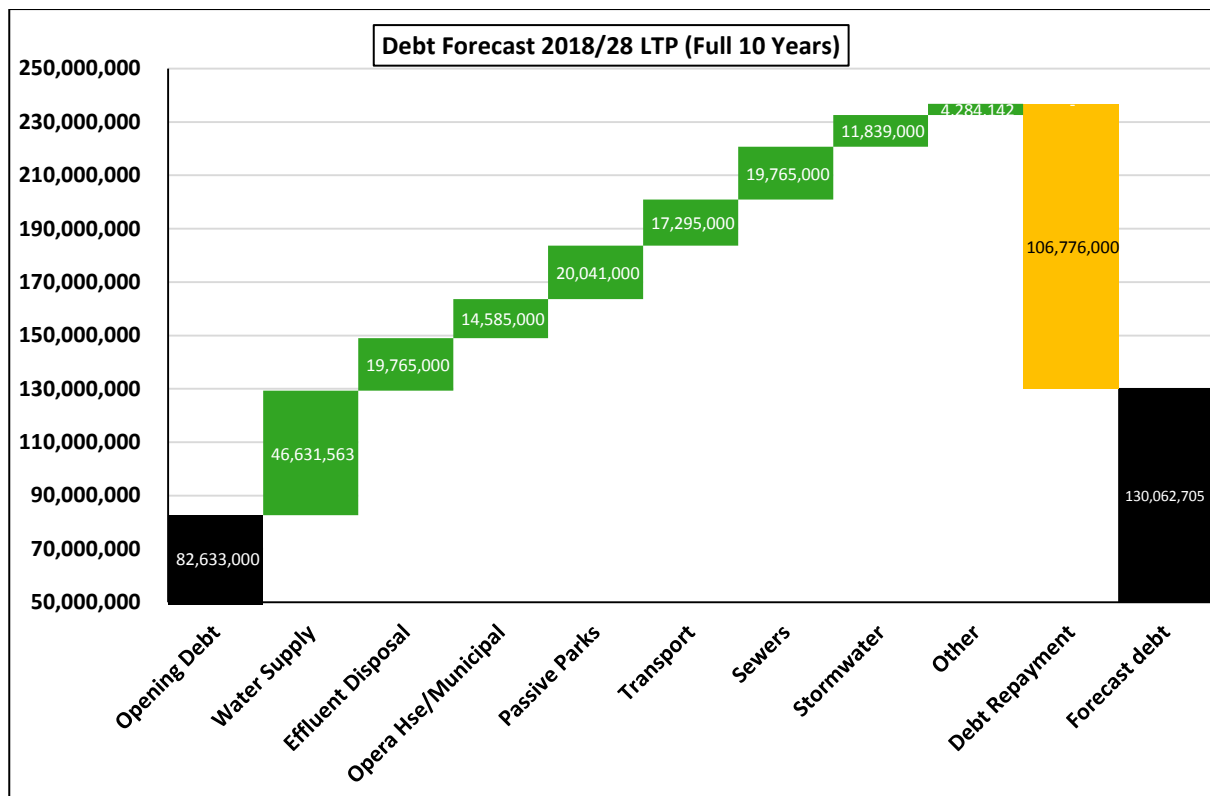


- 3.2 In addition, the Council has had to commit to a significant investment to deliver safe drinking water to parts of the community serviced by a Council water supply. The proposed method to fund this is to lift the targeted rate for water by \$250 over a three period. The average residential forecast rate increase including this necessary investment is depicted below:



- 3.3 The final debt position is outlined in the graphs below. It also includes an escalated debt repayment plan in the latter years to create financial headroom to address future LTP matters and unforeseen events. Therefore while debt peaks at \$165 million by Year 4 of the plan (as depicted below) it reduces to \$130 million by Year 10 (also depicted below). The matter of how quickly the community can pay for the water investment programme (and choices in respect of this) will form part of the Council's Long Term Plan Consultation Document.





Note: The category 'Other' above includes a wide range of activities including various community facilities, swimming pool upgrades, potential cemetery land purchase and LGFA funding obligations.

- 3.4 Councillors will be aware that Hastings District Council has recently received its credit rating from S&P Global Ratings. That long-term rating of "AA" is as good as any Council has received in New Zealand. Therefore while the use of debt funding increases in the early years of the plan (predominantly to fund the water investment programme), independent review and assurance is positive regarding the outlook for Council finances and the fiscal management processes within the Council. The report from S&P Global Ratings comments as follows:

The stable outlook reflects our base-case expectation that although Hastings' budgetary performance will weaken during the next few years as it continues to roll out a program of capital upgrades, the council's debt burden will remain moderate relative to peers. Meanwhile, we expect the ratings to continue to be supported by New Zealand's institutional framework and Hastings' robust management and high level of budgetary flexibility.

- 3.5 The Long Term Plan is currently going through the mandatory external audit process to ensure it is robust and that the underlying information has integrity. No significant issues have been raised through that process. A further audit undertaken by the Office of the Auditor General will follow at the end of the month. That audit of all Council Long Term Plans aims to achieve uniformity in the standard of LTP's produced across the country.
- 3.6 There are a few final matters that officers are now seeking guidance on so that the plan can be formally finalised and the audit process completed prior to Council adoption of the plan for community consultation on 22 March 2018. Those matters are:

- 1) Funding consideration for HB Regional Sports Park
- 2) Development Contributions Policy update
- 3) Infrastructure and Financial Strategies for information
- 4) Fees and Charges
- 5) First Draft – Community Consultation Document

3.7 **HB Regional Sports Park**

- 3.8 The Council have received an earlier update from the Regional Sports Park Trust on potential development proposals. Those proposals are now brought back formally for Council consideration as Attachments 1-4 to the report. Those proposals collectively request \$500,000 of loan funding from Council toward their development. The Chief Executive Hawkes Bay Regional Sports Park, Mr Jock Mackintosh, will be in attendance at the meeting to answer questions.

3.9 **Development Contributions Policy**

- 3.10 Council is required under the Local Government Act 2002 to review its Development Contributions Policy (DCP) at least every three years. A thorough review of the DCP was last undertaken in 2016, so the proposed changes to the Draft 2018/19 DCP are relatively minor in nature.

These changes include:

- Updating growth forecasts for residential and non-residential development
- Updating Capital Expenditure Budgets to reflect actual costs incurred since the last policy revision
- Revision of Interest Rate assumptions to match the LTP
- Changes to the timing of the Capital Expenditure work required to support growth
- Revision of the Irongate Industrial rate to reflect the adoption of the wider catchment area under Variation 2
- Subject to landowner appetite for early payment of development contributions, revision of the Omahu & Irongate Industrial rates to reflect early payments.
- Some minor corrections and cosmetic changes to improve understanding of the policy

- 3.11 The above changes will result in changes to the DCP Schedule of Charges which determine the level of contribution each development pays. Early modelling indicates that the DC rate for an Infill or Medium Density development will remain relatively unchanged. However, the Greenfield rate indicatively increases by approximately 7% to circa \$21,000 excl GST per Household Unit Equivalent, which is largely driven by the addition of Stormwater and Wastewater capital expenditure required to service areas such as Middle / Iona, Howard Street and Brookvale, particularly for Stormwater and Wastewater.

- 3.12 The rural rate also increases by 9% to circa \$3,600 excl GST per household unit equivalent, primarily driven by the increase in the roading contribution (additional capital expenditure) which is applied across the district.
- 3.13 Officers propose to bring the Draft DCP to council on the 22 March to adopt the DCP for consultation with the wider community.
- 3.14 **Infrastructure and Financial Strategies**
- 3.15 The Infrastructure and Financial Strategies are core building blocks of a Long Term Plan. During 2017, via a number of workshops the Council considered the ingredients of these strategies and provided governance direction and oversight. The documentation of those strategies to comply with the Local Government Act 2002 has been completed and minor changes made as a result of the external audit review process. Whilst these strategies will need to be formally adopted on 22 March as part of the Long Term Plan adoption they are submitted here for Council information. Essentially they summarise the outcomes of Council's LTP process in a prescribed manner set out within the Act (Attachments 5-6). Some preliminary feedback from the Risk and Audit Committee for improvement will be taken on board. The main focus of marketing and communications effort will be on the Consultation Document, which is the face of the Long Term Plan for most in the community.
- 3.16 **Fees and Charges** – As part of the Funding Impact Statement the Council sets out those Fees and Charges that need to be amended via the special consultative process – along with a more extensive list of fees and charges set by Council resolution. This schedule been updated predominantly to inflation adjust various charges.
- 3.17 A recent review of fee setting at the Hastings Sports Centre has recommended changes which are set out in Attachment 7 to this report. These changes take account of user charges set at other similar facilities in the region and have been discussed with the key user groups.
- 3.18 A note highlighting these changes will be reflected in the 2018 Long Term Plan Fees and Charges Schedule to be adopted on 22 March 2018, subject to Council approval.
- 3.19 **Future Considerations** - Officers are aware that a request for further funding to maintain the regional collection may come from the Hawkes Bay Museum Trust during the Long Term Plan process. This matter can be addressed through the submission process.
- 3.20 Officers are working on a concept plan and overall proposal at the Blackbridge Transfer Station. This includes both beautification of the site and new Recycling Station and Refuse Transfer Station facilities. This matter will be brought to Council prior to June to enable consideration within the Long Term Plan process.

4.0 OPTIONS

- 4.1 The Development Contributions Policy Update, Fees and Charges Update and Infrastructure/Financial strategies will be formally adopted by Council on 22 March. Any comment from elected members at the meeting will be incorporated into the final versions as appropriate.

- 4.2 In respect of the funding request for the Regional Sports Park, this is a matter for political consideration and judgement. To assist Councillors with those deliberations the table below outlines the fiscal impact of these funding requests on the current draft LTP budget.
- 4.3 The options for Council are to approve these items (in full or part) within the Long Term Plan, or alternatively request the organisation to submit their proposals through the Long Term Plan submission process for consideration in June 2018.

Overall Financial Summary – Funding Requests

Proposal	Funding	2018/19	2019/20
Regional Sports Park (\$250,000) - Canoe Polo	Loan	5,000	20,000
Regional Sports Park (\$250,000) - Parking	Loan	5,000	20,000
Total \$ impact on rates	\$500,000 (Loan)	10,000	40,000
Extra on forecast rates increase		0.01%	0.04%

5.0 SIGNIFICANCE AND ENGAGEMENT

- 5.1 A broad outline of the intended reach and approach to seek community engagement and input into the Long Term Plan is outlined below:

Households

- Rates database mail out of Consultation Document
- Retirement villages & Housing New Zealand tenants

Wider Community

- Newspaper advertising / Radio
- Social media (videos highlighting key focus areas)
- Information sessions at key locations:
 - Hastings Night Market, Havelock North Village Green (pavilion), - *other Councillor suggestions.*
 - Dedicated Water Update Information Sessions
- My Voice My Choice website
- Citizens Panel (as a representative sample of population)

Community Groups

- 'Interested parties' mail-out using networks

Public Information Evenings – Councillor Café *(Councillor comment sought here)*

Considered but not recommended due to cost vs. impact

Billboard and back of bus

- 5.2 A draft of the Consultation Document will be circulated prior to the meeting for Council feedback. The final Consultation Document will be submitted for adoption and community consultation on 22 March 2018, incorporating both Council feedback and any necessary changes coming from the audit review process. Officers will work with Councillor Schollum (Portfolio Leader: Community Engagement) on refining the Consultation Document and engagement process prior to 22 March 2018.
- 5.3 Resolution of the matters considered in this report will enable the Council to complete the development of the 2018-28 Long Term Plan and submit it for formal Council adoption on 22 March 2018 for consultation with the community.

6.0 RECOMMENDATIONS AND REASONS

- A) That the report of the Strategy Manager titled “2018-28 Long Term Plan ” dated 22/02/2018 be received.**
- B) That officers incorporate decisions made and feedback received from the meeting, into the final preparation of the Long Term Plan documentation for formal adoption on 22 March 2018.**

With the reasons for this decision being that the objective of the decision will contribute to meeting the decision making and consultation requirements of the Local Government Act 2002.

Attachments:

1	Canoe Polo Proposal	CP-10-1-18-40	Under Separate Cover
2	Canoe Utilisation	CP-10-1-18-42	Under Separate Cover
3	Carpark Proposal	CP-10-1-18-41	Under Separate Cover
4	Parking Visual Plan	CP-10-1-18-43	Under Separate Cover
5	2018 LTP Infrastructure Strategy	CP-10-1-18-46	Under Separate Cover
6	2018 LTP Financial Strategy	CP-10-1-18-45	Under Separate Cover
7	Hastings Sports Centre Fees and Charges Schedule	CP-10-1-18-39	Under Separate Cover

REPORT TO: COUNCIL

MEETING DATE: THURSDAY 22 FEBRUARY 2018

**FROM: BRIDGE ENGINEER
ANU ILEPERUMA**

**SUBJECT: APPROVAL TO PROCEED WITH ALLEYWAY CLOSURE
(CAERNARVON DRIVE / SUNDERLAND DRIVE)**

1.0 SUMMARY

- 1.1 The purpose of this report is to obtain a decision from the Council whether to proceed with road stopping process stipulated in local government 1974, section 319 schedule 10.
- 1.2 This issue arises from continued complaints of anti-social behaviour received from an adjoining property owner to the access way situated between Caernarvon Drive and Sunderland Drive.
- The Council is required to give effect to the purpose of local government as prescribed by Section 10 of the Local Government Act 2002. That purpose is to meet the current and future needs of communities for good quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses. Good quality means infrastructure, services and performance that are efficient and effective and appropriate to present and anticipated future circumstances.
- 1.3 This report concludes by recommending that Council resolve to stop the access way and amalgamate the land with adjoining owner's land and that the Chief Executive is delegated authority to complete the procedures stipulated in Schedule 10, section 319, Local Government Act 1974 as well as to dissolve and amalgamate the stopped Caernarvon Drive/Sunderland Drive access way to adjoining owners.

2.0 BACKGROUND

- 2.1 A number of concerns have been raised with regard to public security and safety associated with the pedestrian/cycle access way between Sunderland Drive and Caernarvon Drive in Flaxmere, by the residents directly adjoining the access way.
- 2.2 This access way is narrow (2.5m wide), poorly lit and has little natural surveillance due to the adjacent boundaries having high solid fencing with no through visibility. This type of environment encourages anti-social behaviour due to lack of passive surveillance available and entrapment risks.
- 2.3 In a report to the Works and Services Committee on 6 December 2016, the committee resolved to proceed to consult on three development options (community artwork/mural, alleyway upgrade and alleyway closure) with the affected properties, schools and interested parties as identified in the resolution.

- 2.4 The results from the consultation completed was presented at the Works and Services Committee on 20 June 2017 which resolved that the committee agree in principle to stop the access way mentioned and that Chief Executive be delegated the authority to initiate procedures stipulated in the Local Government Act (LGA) 1974.

3.0 CURRENT SITUATION

- 3.1 In order to initiate legal closure of the access way, agreement in principle from adjoining property owners was sought for the acquisition of land following a successful closure process.
- 3.2 Following the consents being signed, as the access way is regarded a legal road, stopping of roads process as detailed in LGA 1974, section 319 Schedule 10 was initiated.
- 3.3 The process required two public notices to be published on a newspaper along with signage to be placed on the alleyway where public had the opportunity to object to the closure within the given 40 day period.
- 3.4 The 40 day notice period was closed on the 19 January 2018 and no submissions (objections or otherwise) for the closure was received.
- 3.5 The next step in the process is for Council to declare and resolve to stopping of the road.
- 3.6 Once the resolution is obtained, as stipulated in LGA 1974, section 319 schedule 10, two copies of the public notice mentioned in 3.3 above and the deposited plan of the access way need to be sent to the office of chief surveyor for record.
- 3.7 Furthermore once 3.6 is complete, Council needs to declare that the road is stopped by public notice.
- 3.8 A call for a new certificate of title under Hastings District Council will be sent to Land Information New Zealand.
- 3.9 An easement over the land will be reserved to maintain/renew the live sewer pipe laid along the access way. Easement conditions will be registered under the new title.
- 3.10 Consequently, Council can subdivide the new title (sell the land) into two parcels, and each parcel can be amalgamated with the adjoining owner's land.
- 3.11 The overall legal fees acquired to dispose the land is in the order of \$6,500.00 and Council have spent approximately \$3,000.00 so far.
- 3.12 Note: once the easement is in place, the value of the land acquired will be minimal. Hence, the only funding contribution Council is seeking from the adjacent land owners, who are willing to amalgamate the disposed land into their property, is a contribution towards legal costs of road stopping and vesting. The amount will be negotiated with the owners once this stage have been reached.

4.0 OPTIONS

- 4.1 Option 1: Council resolve to stop the alleyway, however retain the land.
- 4.2 Option 2: Council resolve to stop the alleyway and amalgamate the land with adjoining owner's land.

5.0 SIGNIFICANCE AND ENGAGEMENT

- 5.1 This matter has been assessed against the Council's Significance and Engagement Policy, and whilst not considered significant in the context of the wider Hastings District, it does have a degree of significance for adjoining land owners and the local community which may use the access way and be impacted by any decision in regard to its future.
- 5.2 The community was consulted through two stage process where affected properties was consulted as mentioned in 2.3. Following this, further consultation commenced as part of a legal requirement, where public large could submit objections to closure within a 40 day period. No objections were received during this process.

6.0 ASSESSMENT OF OPTIONS (INCLUDING FINANCIAL IMPLICATIONS)

- 6.1 Option 1 will have the following advantages and disadvantages.

- 6.1.1 Advantages:

- No further legal fees acquired to amalgamate land or to obtain an easement over the land (cheaper option)

- 6.1.2 Disadvantages:

- The area would need to be fenced off to prevent through access
 - If land is not amalgamated with adjoining properties, this creates a "dead zone" which will aggravate illegal dumping at the alleyway

- 6.2 Option 2 will have the following advantages and disadvantages.

- 6.2.1 Advantages:

- The land will be amalgamated with adjoining properties, preventing any further anti-social behaviour experienced at the alleyway
 - This is a site where ongoing graffiti and illegal rubbish is collected recurrently. Closure of the alleyway, will reduce the demand to remove rubbish and repaint the fences.

- 6.2.2 Disadvantages:

- This is the more expensive option where further legal fees are acquired during land amalgamation
 - An easement will need to be placed over the land in order to maintain/renew the sewer pipe running along the alleyway.

- 6.3 In order to execute option 2 in a timely manner, delegation to complete the road stopping process and authority to dissolve the land and enter into an easement will need to be assigned to the Chief Executive.

7.0 PREFERRED OPTION/S AND REASONS

- 7.1 The preferred option is Option 2, where the Council resolve to stop the alleyway and amalgamate the land with adjoining owner's land.
- 7.2 Adoption of this option ensures that further anti-social behaviour is eliminated at this alleyway, which was the desired social outcome expected from this exercise.

8.0 RECOMMENDATIONS AND REASONS

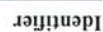
- A) That the report of the Bridge Engineer titled "Approval to proceed with alleyway closure (Caernarvon Drive / Sunderland Drive) " dated 22/02/2018 be received.**
- B) That Council resolve to stop the access way and amalgamate the land with adjoining owner's land.**
- C) That the Chief Executive is delegated authority to complete the procedures stipulated in Schedule 10, section 319, Local Government Act 1974 as well as to dissolve and amalgamate the stopped Caernarvon Drive/Sunderland Drive access way to adjoining owners.**

With the reasons for this decision being that the objective of the decision will contribute to meeting the current and future needs of communities for good quality local infrastructure and local public services by:

- i) Resolving anti-social behavior observed at the access way.**

Attachments:

- | | |
|--|----------------|
| 1 Deposited Plan DP 13585 - highlighted copy | CG-14-5-00017 |
| 2 Public Notices of Accessway Closure Notice in Hawkes Bay Today | PRJ16-128-0013 |
| 3 Physical Notices - Road Closure Process Caernarvon Drive/Sundarland Drive Alleyway | PRJ16-128-0014 |



40 Hawke's Bay Today

Thursday, December 7, 2017

For Sale

ALKA THEKE 40mm approx 75 metres, irrigation sprinklers incl. warratahs for support. Phone 877 3976

DOLLS houses x 2, one 4 rms + atch, \$290, bigger one 5 rms + atch, \$400. Both fully furnished. Phone 841 8521.

FLYING cat electric bike, very large, orange, beautiful. \$1800 ono Napier phone 835 8660 or text 021 301 7922.

FURNITURE, bikes all sizes, garden stuff, baby stuff, office chairs, two drawer cabinet, two phone 0766778 evenings.

KING size bed, Sealy, excellent condition, flawless, 4 mtrs old, 8000 ono. Can be delivered. Phone 878 3248.

LOUNGE Suite, floral, two under couch and two chairs, good condition. \$290. Phone 845 3461.

SINGLE bed, mattress and box, ex cond, very little use \$380 phone 8785723.

STRIKING 1.15m square glass occasional table \$500 ono, four piece cream leather lounge suite \$880 Phone 845 8004

CARS FOR SALE

ALTEZZA G18A, 4 door hatch \$5000 Lexus hatch in U.S.A. A.W.D low kms, very tidy Phone 027 559 1186

HONDA Jazz, auto, 196 kms, rego, WOF, excellent condition. \$2600. Phone 821 2377 325 or 079 7610.

MAZDA Demio, 1998 manual, 212,500 kms, current WOF/BSO, tidy road. \$2,300. Phone 06 844 5885.

MERCEDES Beata \$280 36, MZ, new, 2 owners, 2002, 14,000 kms, leather interior, \$5500. Phone 876 1146.

NISSAN March, 2004, auto, rego and WOF, good working order, tidy inside. 143,237 kms. \$4,000. Phone 823 136 4246.

SUZUKI SX4 2007, 116,000 kms, \$2800 ono. Phone 844 7115

Motorcycles For Sale & Wanted

SUZUKI 2012 630cc dirt bike, \$2000 ono. Phone 063 3734.

Caravans/Motorhomes & Trailers

1994 Mitsubishi 5 speed motorhome 4 berth. Self contained, excellent condition. Full maintenance history. \$18,500.00. Phone (08) 374 0602.

2016 Fiat Ducato Swift Escape 624 2.3 turbo diesel, 6 speed manual, 4 berth, kitchen, 24,422kms. Phone 0274 071 722.

PIONEER Caravan 23ft, good for permanent site with title led, 2 apts. Recently painted, \$15,000 ono. Phone 027 325 0834.

Raffles

CHB SPCA
Raffle Results

1st Food Bank
2nd Rag
3rd Rescue

All winners have been notified.
Drawn under police supervision

Vehicles Wanted

CAMPERVAN accessories wanted. Anything considered, any where!! Phone 021 712 774.

Public Notices

PUBLIC NOTICE

PROPOSAL TO STOP AREAS OF LEGAL ROAD - ACCESS WAY BETWEEN CAERNARVON DRIVE AND SUNDERLAND DRIVE

Hastings District Council gives public notice pursuant to section 342(1) (a) and Schedule 10 of the Local Government Act 1974 ("the Act") that it proposes to stop area of legal road (access way) in between Caernarvon Drive and Sunderland Drive.

The area is shown as access way defined as Lot 54 on DP 13585.

(i) Lot 54 on DP 13585 is currently legal road providing pedestrian and cycling amenities between Caernarvon Drive and Sunderland Drive. Access way is a 2.5 metre wide strip and has an area of 172m². The stopped area would be dissolved between the adjoining four properties.

This is the second publication of this notice.

This notice was first published on 30th November 2017.



A copy of this public notice and copy of plan DP 13585 are available from the undersigned or may be inspected at the Council's Customer Service Centre, 207 Lyndon Road East, Hastings. Enquiries should be addressed to the Council's Bridge Engineer, Anu Ieperuma (06 871 5000).

Any person objecting to the proposal should write, giving details of their objection, including reasons to:

The Legal Officer, Hastings District Council, Private Bag 9002, Hastings 4156 to arrive by 4pm on Friday 19th January 2018.

Anu Ieperuma
Bridge Engineer
6 December 2017

HASTINGS DISTRICT COUNCIL

SALE AND SUPPLY OF ALCOHOL ACT 2012

Section 101
Sale and Supply of Alcohol Act 2012

Marist Holdings (Greenmeadows) Ltd has made application to the District Licensing Committee at Hastings District Council for an off-licence in respect of the premises situated at 305 Ngatarawa Road, Hastings known as Ngatarawa Wines.

The general nature of the business conducted under the licence is Wine Shop.

The days on which, and the hours during which alcohol is sold under the licence are Monday to Sunday 9am to 10pm.

The application may be inspected during ordinary office hours at the office of the Hastings District Licensing Committee at Lyndon Road East, Hastings.

Any person who is entitled to object and who wishes to object to the issue of the licence may, not later than 15 working days after the date of publication of this notice, file a notice in writing of the objection with the Secretary of the District Licensing Committee at Hastings District Council, Private Bag 9002, Hastings 4156.

No objection to the renewal of a licence may be made in relation to a matter other than a matter specified in section 106 of the Sale and Supply of Alcohol Act 2012.

This is the second publication of this notice.

This notice was first published on 30th November 2017.

SALE AND SUPPLY OF ALCOHOL ACT 2012

Section 101
Sale and Supply of Alcohol Act 2012

Under & Gurnoor Limited, c/- 305 Primley Road, Hastings has made application to the District Licensing Committee at Hastings District Council for an off-licence in respect of the premises situated at 500 Primley Road, Hastings known as Primley Four Square.

The general nature of the business conducted under the licence is Grocery Store.

The days on which, and the hours during which alcohol is sold under the licence are Monday to Sunday 7am to 10pm.

The application may be inspected during ordinary office hours at the Hastings District Licensing Committee at Lyndon Road East, Hastings.

Any person who is entitled to object and who wishes to object to the issue of the licence may, not later than 15 working days after the date of publication of this notice, file a notice in writing of the objection with the Secretary of the District Licensing Committee at Hastings District Council, Private Bag 9002, Hastings 4156.

No objection to the renewal of a licence may be made in relation to a matter other than a matter specified in section 106 of the Sale and Supply of Alcohol Act 2012.

This is the only publication of this notice.

SALE AND SUPPLY OF ALCOHOL ACT 2012

Section 101
Sale and Supply of Alcohol Act 2012

Ash Ridge Wines Ltd, 2543 State Highway 50, Hastings has made application to the District Licensing Committee at Hastings District Council for the renewal and variation of an off-licence in respect of the premises situated at 2543 State Highway 50, Hastings known as Ash Ridge Wines.

The general nature of the business conducted under the licence is Winery Cellar Door.

The days on which, and the hours during which alcohol is sold under the licence are Monday to Sunday 10am to 5pm.

The application may be inspected during ordinary office hours at the Hastings District Licensing Committee at Lyndon Road East, Hastings.

Any person who is entitled to object and who wishes to object to the issue of the licence may, not later than 15 working days after the date of publication of this notice, file a notice in writing of the objection with the Secretary of the District Licensing Committee at Hastings District Council, Private Bag 9002, Hastings 4156.

No objection to the renewal of a licence may be made in relation to a matter other than a matter specified in section 106 of the Sale and Supply of Alcohol Act 2012.

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The days on which, and the hours during which alcohol is sold under the licence are Monday to Sunday 10am to 5pm.

The application may be inspected during ordinary office hours at the Hastings District Licensing Committee at Lyndon Road East, Hastings.

Any person who is entitled to object and who wishes to object to the issue of the licence may, not later than 15 working days after the date of publication of this notice, file a notice in writing of the objection with the Secretary of the District Licensing Committee at Hastings District Council, Private Bag 9002, Hastings 4156.

No objection to the renewal of a licence may be made in relation to a matter other than a matter specified in section 106 of the Sale and Supply of Alcohol Act 2012.

This is the only publication of this notice.

ONGA - TIKO RUGBY & SPORTS CLUB AGM

Clubrooms
21st December 2017
7.30pm

Personal

ARE YOU LONELY??

Phone Seniors Connections - For Lonely Men and Women Seeking Love or Longterm Friendship All Ages and Ages Welcome
0800 888 337
www.the dating agency.co.nz

Stock Auctions

FEILDING SALE

FRIDAY 8th DECEMBER 2017

SHEEP 11.00am

100 Ewes with Lbs @ foot
400 Ewes
7500 Male Lbs
300 Ewe Lbs
4500 M/L's

CATTLE 11.30am

5 M/A Cows - MT
220 2yr Strs
50 2yr Bulls
100 2yr Hf's
1050 1yr Strs
350 1yr Bulls
350 1yr Hf's

DOGS 1PM JC LOBB

1 7mth Hardy Dog
Aupouri Blood Line

SPECIALS

PIPIBANK STN

650 Undrafted
Rom C/O Lbs
Weaned 2 weeks
TBD

200 Shorn 5yr Rom
Ewes
Weaned - 144%

MANUREWA FARMS

700 C/O Rom Lbs
70 81 Ang & Char
Stns

OKAPUA

300 C/O Tex/Pers
X Lbs

AN PAUL & CA PARKINSON

150 Ylg Ang/Ang X
Stns
30 Ylg Char X Stns

HEATON PARK HOLDINGS

50 Top Hombred
5th Devon Ylg Strs

R & A SIMPSON FARMING

60 1yr Frin Bulls

MJ PILET

30 1yr Ang Hf's
Hombred Hill
Country Cattle

MAAS FARMING

15 Top 1yr Char
Stns

CONQUEST P/S/SHIP, APTTI

20 1yr Ang Strs
Ex Rorokoko

Who says colour doesn't call attention to your advertisement

TODAY

Ministry for Primary Industries
Manatū Ahu Matua

Seizure of Fishing Gear

One net and five rock lobster pots were seized by MPI from waters around Tangaroa, Waipatiki and Pania Reef on 30 November 2017.

Any persons having a legal interest in these items are invited to contact Ministry for Primary Industries, 21 Donnet Street, Napier, ph 06 835 1005 (option 1).

Unless claimed, this property will be disposed of after 90 days from the date of seizure.

Ministry for Primary Industries
NAPIER

Hawke's Bay Today

We're on the Web
www.hbtoday.co.nz

JJ Richards & Sons
Changes to Collection Day

Christmas/New Year's
Changes to Collection Days
Residential Customers Only

Christmas Day & New Year's Day are on a Monday, on both weeks. These bins will be moved to the Saturday price.

Christmas Day moves to Saturday 23rd

New Year's Day moves to Saturday 30th

Commercial Customers, Please Contact Us to Reschedule. As other days, watch the signs

833 6033 JJ Richards & Sons NZ Pty Ltd





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Your Career, Right Here

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http://www.hawkesbaytoday.co.nz/Jobs



NAPIER GIRLS' HIGH SCHOOL
RECEPTIONIST

8.00am - 4.00pm

Monday to Friday during school term
and some hours at beginning of Term 1
and end of Term 4

Exceptional people and communication
skills required to front our busy office
and sick bay.

Applications close
5pm 12th January 2018

For more information and to apply go to:
www.qjumpers.co.nz/36087

Hastings Christian School
GRAPHICS and HARD
MATERIALS TECHNOLOGY
TEACHER

To Senior Levels 0.5 FTE.

Applications close 12pm,
Friday 19 January.

An application pack is available from the
school's website www.hcs.school.nz



HASTINGS
CHRISTIAN SCHOOL

CONVEYOR BELT
TECHNICIAN

Could suit either a trainee or experienced
machinery / manufacturing worker.

This is a hands-on practical role performing
installation, maintenance and repairs of
conveyor belts for a variety of businesses
from food manufacturing sites, through to
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additional work). Experience is not essential
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Please apply to the Branch Manager with
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Ross Taylor, Branch Manager,
HCD Flow Technology
Ross@hcdnz.co.nz
or 102 McLean Street, Hastings



Contract Canteen Caterer Required

Mr Apple operates a large packing facility in Whakatu and is currently
looking for a caterer to operate the seasonal canteen.

The canteen is currently fully equipped with ovens, hobs, hot plates, fridges,
freezers, cooking and cleaning equipment.

The caterer will need to provide healthy food options for breakfast, lunch
and dinner breaks for two shifts that operate Mid-February to early July,
Monday to Friday and occasionally one shift Saturday one shift Sunday.

You would be catering for packhouse production staff, truck and forklift
drivers and staff functions when requested.

In addition, Mr Apple has a smaller packhouse in Havelock that operates
same times that the caterer will provide healthy food options for pick up.

The caterer will need to:

- Hold valid Food Safety and Food Act certification.
- Have experience catering
- Have ability to fund the business
- Work well under pressure at busy times
- Have the ability to promote and self-manage
- Have other staff on call to assist when required.

If you are interested, please forward applications to angle.white@mrapple.com,
applications for this opportunity close on the 12th January 2017.



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Public Notices

PUBLIC NOTICE

NOTIFICATION OF MASS (AND/OR SPEED) LIMITS ON BRIDGE(S)
REGULATION 11, HEAVY MOTOR VEHICLE REGULATIONS 1974

Notice is hereby given that pursuant to regulation 11(3) of the Heavy Motor Vehicle
Regulations 1974, the Hastings District Council has fixed the following maximum mass
(speed) (mass and speed) limits for heavy motor vehicles and combinations including a
heavy motor vehicle on the bridge(s) described hereunder:

Road Name	Bridge Name	Axle Limit	Gross Limit	Speed Restriction
McIntyres Access Road	McIntyres Low Level	-	31% Class 1	-
Rosser Road	Rosser's	5500	50% Class 1	10km/hr
Crownthorpe Road	Crownthorpe	-	70% Class 1	10km/hr
Tawa Road	Tawa	2500	70% Class 1	10km/hr
Big Hill Road	Ohara (Big Hill No.2)	-	80% Class 1	10km/hr
Maraetotara Road	Riggers	-	80% Class 1	10km/hr
Moka Moka Road	Moka Moka	-	80% Class 1	10km/hr
Farndon Road	Farndon Overhead	-	86% Class 1	10km/hr
Brookfields Road	Brookfield	-	88% Class 1	10km/hr
Ohurakura Road	Averys	4500	90% Class 1	10km/hr
Waimarama Road	Red	-	90% Class 1	10km/hr
Waitata Road	Waitata	-	90% Class 1	10km/hr
Taihape Road	Kawera	-	44000 kgs	-
Taihape Road	Kuripapango	-	44000 kgs	10km/hr
Willowford Road	Willowford	6500	44000 kgs	10km/hr
Waikare Road	Moeangiangi	3800	44000 kgs	-
Te Aipiti North Road	Te Aipiti No.3	-	44000 kgs	10km/hr
Kikowhere Road	Taylor's	4000	44000 kgs	-
Duff Road	Poporangi	-	44000 kgs	10km/hr
Heavys Access Road	Heavys Gorge	5400	44000 kgs	10km/hr
Puketitiri Road	Rissington	-	44000 kgs	-
Okaihau Road	Lamb's Hill No.1	8500	44000 kgs	10km/hr
Arapaoanui Road	Arapaoanui Low Level	-	44000 kgs	10km/hr
Darkeys Spur Road	Darkeys Spur No.1	4500	44000 kgs	10km/hr
Matapiro Road	Matapiro	-	44000 kgs	10km/hr
Waihau Road	Horgans	-	44000 kgs	10km/hr

Attention is drawn to the applicable penalties and infringement fees set out in Schedule
1A or Part 3 of Schedule 1B of the Land Transport (Offences and Penalties) Regulations
1999, which apply to infringements of these limits.

Date issued: 1 December 2017

Signature:
Ross McLeod
Chief Executive Officer



PUBLIC NOTICE

PROPOSAL TO STOP AREAS
OF LEGAL ROAD - ACCESS WAY BETWEEN CAERNARVON
DRIVE AND SUNDERLAND DRIVE

Hastings District Council gives public notice pursuant to section
342(1) (a) and Schedule 10 of the Local Government Act 1974
("the Act") that it proposes to stop area of legal road (access way)
in between Caernarvon Drive and Sunderland Drive.

The area is shown as access way defined as Lot 54 on DP 13585.
(i) Lot 54 on DP 13585 is currently legal road providing
pedestrian and cycling amenities between Caernarvon
Drive and Sunderland Drive. Access way is a 2.5 metre
wide strip and has an area of 172m2. The stopped area
would be dissolved between the adjoining four properties.



A copy of this public notice and copy of plan DP 13585 are available
from the undersigned or may be inspected at the Council's
Customer Service Centre, 207 Lyndon Road East, Hastings.
Enquiries should be addressed to the Council's Bridge Engineer,
Anu Ilerperuma (06 871 5000).

Any person objecting to the proposal should write, giving details of
their objection, including reasons to:

The Legal Officer, Hastings District Council, Private Bag 9002,
Hastings 4156 to arrive by 4pm on Friday 19th January 2018.

Anu Ilerperuma
Bridge Engineer
6 December 2017



Public Notices

PUBLIC NOTICE

ASSET MANAGEMENT
ROAD CLOSURE
TEMPORARY CLOSURE OF TE AUTE ROAD AND TE MATA
PEAK ROAD ON SATURDAY, 10 MARCH 2018

Pursuant to the Tenth Schedule of the Local Government Act 1974,
NOTICE IS HEREBY GIVEN that the Hastings District Council will
temporarily close to all traffic:

Te Aute Road, (Havelock North, from Havelock Road to Porter
Drive).

Te Mata Peak Road, (Havelock North, from 900m below the Peak
summit carpark to the Peak summit carpark).

The road closure will be on Saturday, 10 March 2018 between
5am and 7pm.

The purpose of this road closure is to hold a multi-sport race.

Craig Thew
Group Manager: Asset Management



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Public Notices

PUBLIC NOTICE

ASSET MANAGEMENT
ROAD CLOSURE
TEMPORARY CLOSURE OF THE FOLLOWING ROADS
LISTED BELOW

Pursuant to the Tenth Schedule of the Local Government Act 1974,
NOTICE IS HEREBY GIVEN that the Hastings District Council will
temporarily close to all traffic:

Glengarry Road, Rissington: RP 604 to RP 1232.

The road closure will be on Saturday, 17 February 2018 between
9.00am and 6.00pm.

The purpose of this road closure is motorsport event.

Pohokura Road, Te Harato: RP 2046 to end of road at Mohaka
River Bridge.

The road closure will be on Sunday, 18 February 2018 between
10.00am and 6.00pm.

The purpose of this road closure is motorsport event.

Mokamoka Road, Tutira: RP 100 to RP 900.

The road closure will be on Sunday, 11 March 2018 between
9.00am and 5.00pm.

The purpose of this road closure is motorsport event.

Craig Thew
Group Manager: Asset Management



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Item 9

Attachment 3

REPORT TO: COUNCIL

MEETING DATE: THURSDAY 22 FEBRUARY 2018

**FROM: PARKS AND PROPERTY SERVICES MANAGER
COLIN HOSFORD**

**SUBJECT: RESERVE ENCROACHMENT - HAUMOANA MEMORIAL
PARK, BEACH ROAD, HAUMOANA.**

1.0 SUMMARY

- 1.1 The purpose of this report is to obtain a decision from the Council on resolving an existing encroachment on Haumoana Memorial Park, Beach Road.
- 1.2 This issue arises from the need to resolve a submission to the Cape Coast reserve Management Plan requesting that an encroachment be allowed on a portion of the Haumoana Memorial Park and that a drain on the park be piped on reserve land adjoining Adrian and Cheryl Jurys' property at 30 Beach Road, Haumoana.
- 1.3 The Council is required to give effect to the purpose of local government as prescribed by Section 10 of the Local Government Act 2002. That purpose is to meet the current and future needs of communities for good quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses. Good quality means infrastructure, services and performance that are efficient and effective and appropriate to present and anticipated future circumstances.
- 1.4 The objective of this decision relevant to the purpose of Local Government is to deliver local infrastructure that contributes to public health and safety and the delivery of community infrastructure for recreational opportunity.
- 1.5 This report concludes by recommending that Council either agree to the request to pipe a portion of open drain on Haumoana Memorial Park and the Jurys' site, or that Council agree to a Licence to Encroach over a strip of Haumoana Memorial Park, subject to conditions.

2.0 BACKGROUND

- 2.1 During the process of drafting the Cape Coast Reserves Management Plan, officers became aware that a portion of the Haumoana Memorial Domain on its Beach Road access, contained privately owned goods. The goods included a swimming pool, a house bus and a variety of other residential assets.
- 2.2 Investigations revealed the encroaching items were the property of owners of the section immediately to the north of the reserve being A and C Jury of 30 Beach Road.
- 2.3 The Jury's themselves made a submission to the Draft Cape Coast Reserve Management Plan which essentially included two key requests. Firstly they asked that they be permitted to continue their occupation of the reserve land

and secondly that Council pipe the drain that runs across the reserve and their property for community safety reasons.

2.4 Their submission is contained in **Attachment 1**.

2.5 Accordingly, this report brings two separate but related issues to Council for resolution. Firstly, Council needs to decide on the request to pipe a portion of the stormwater drain and secondly to decide on whether to remove or legalise the encroachment.

3.0 CURRENT SITUATION

3.1 The Reserve Management Plan Subcommittee met on August 17th to hear submissions on the Cape Coast Plan. While the Jurys' submission was heard, the encroachment issue was not deliberated on as any decision allowing for the occupation of a public reserve can only be made by Council itself. Hence this report.

3.2 The Jury's submission outlined their use of the reserve and sought to retain "guardianship" of the entire piece of reserve, however in recent times their position has somewhat shifted and they now advise that if the drain was piped they would more than willingly remove their encroaching assets. In doing so, the Jurys' would regain a sizeable piece of current drain/swale which would leave them ample usable space to store their assets on. It should be also noted that many of the encroaching items have removed from the reserve. **Attachment 2** contains photos of the two properties including the drain.

3.3 In the interim, officers have met with Hawkes Bay Regional Council (HBRC) engineers to discuss the feasibility of piping a portion of the drain and the likely cost. While the drain is a HBRC asset, they have no current or future plans to upgrade it. They are however, supportive of the concept of piping this 40 metre length of open drain.

3.4 The Jurys' submission and possible resolutions present a number of options for Council to consider. If Council was to agree to fund the installation of a piped drain over the Jurys' land, the encroachment request would essentially disappear. However, if Council is unwilling to fund the pipe work, it will need to resolve whether or not it wants to allow an encroachment over a reserve and for what period of time.

3.5 This report will discuss Council's options for how it might deal with the encroachment and the funding of piping a private drain.

4.0 OPTIONS

4.1 As there are two separate but linked issues that require resolution. The report will first consider the piping of the drain proposal because if Council agrees to fund/part fund this work, the Jury's will no longer need to encroach onto the reserve and the occupation will cease. Conversely, if Council chooses not to pipe the stream, then the encroachment issue needs to be resolved.

Decision 1 - Piping of the Haumoana Drain

- Option 1 – Status Quo – (leave drain open)
- Option 2 – Council fund piping of park section only
- Option 3 – Council fund piping of park and private drain

Decision 2 - Encroachment Issue

- Option 4 - Status Quo (Do Nothing)
- Option 5 – Remove the encroachment
- Option 6 – Agree to a licence to encroach
- Option 7 – Agree to sell a portion of reserve

5.0 SIGNIFICANCE AND ENGAGEMENT**5.1 Piping of the Drain**

The estimated cost for piping the portion of drain that runs across the affected Beach Road properties is \$60,000. This level of expenditure amount does not breach any of Council's financial thresholds. In addition, if Council was to agree to undertake the work, the task could legitimately be funded via from the Parks new works budget. This budget line allocates \$100,000 pa for Council initiated parks projects. Should a portion of funds be allocated for this particular project, it is noted that the fund, in 2018/19 will be reduced accordingly and therefore reduce Council ability to react to other issues that might arise.

5.2 The Encroachment Issue

The encroachment over public reserve raises additional issues in terms of significance and engagement. The issue has come to Council's attention during the drafting of the Cape Coast Reserves Management Plan (CCRMP). During this process the draft landscape plan showed how the reserve might be developed and this proposal only drew comment from the Jurys. This of course is understandable given their involvement in occupying the reserve and their initial desires to maintain occupation.

Should Council not pipe the stream, then any decision around the divestment of any public asset has the potential to be significant to some sectors of the community. Should Council not pipe the stream, the Jurys' have indicated a desire to occupy a smaller strip of reserve land adjacent to their boundary.

Should Council decide to proceed with the divestment option, as the land is vested as a Recreation Reserve under the Reserves Act 1977, Council will need to follow the requisite procedures for the sale of a part of a reserve. This will require, amongst other actions, public notification and with that the right for public submission or objection. Any objections or submissions will need to be heard by a commissioner. This process will provide the public with the opportunity to consider and comment on the proposal including the amount to be paid by the Jurys' to Council to compensate for the loss of public space.

- 5.3 While there is a rigorous process around the Reserve Act provisions for divestment, officers would also recommend to notify the wider community to ensure the local Haumoana community is made aware of the temporary or permanent divestment of reserve land.

6.0 ASSESSMENT OF OPTIONS (INCLUDING FINANCIAL IMPLICATIONS)

Piping of the Drain Assessment

- 6.1 As with any new works, the piping of the stormwater drain comes with its pros and cons. The Jurys' submission to the CCRMP asserts that the drain is dangerous and they contend that as it is close to the main park and playground serving Haumoana, then children's safety is put at risk.
- 6.2 Officers agree that the presence of an open drain, as with many other open waterways, would not be considered the ideal situation where children are present. While the drain is maintained by the Hawkes Bay Regional Council their maintenance regime typically aims to keep it operational. This has involved intermittent clearing of the channel to maintain stream flows.
- 6.3 Bearing in mind the current width and depth of the channel, officers believe that the piping of the drain across reserve and private land, as proposed by the Jurys, would make the local area safer, with the additional benefit of enhancing the recreation values of the Haumoana Memorial Park.
- 6.4 While piping the entire drain would solve the encroachment issue, it is also the most expensive. The HBRC estimate for the works is \$60,000 (excl gst). In normal circumstances, and on a pro rata basis, this would equate to approximately \$35,000 for the HDC portion of drain and \$25,000 for the Jury's section of drain. The Draft CCRMP suggests a softer option of an ecological response which reshapes and landscapes the existing drain to create a wetland type environment. This is a less expensive option but will still retain an open water-course and with it, the attendant maintenance issues and safety concerns.
- 6.5 Officers have asked the HBRC if they would contribute towards what is essentially the piping of their drain. While HBRC support the proposal they advise that they have no funds for the work and their key aim is to keep the drain operational.
- 6.6 Assuming Council is amenable to funding the piping of this drain over its own land, the next issue therefore is, whether it should also fund or partly fund the piping of the open drain over privately owned land.
- 6.7 While Council does not typically use public money for improvements on private land, it can consider proposals that could be seen to be delivering public good. In this regard, it would be hard to not agree that the piping of this 60 metre length of drain located, alongside a road and footpath, and inside a public park, offers a benefit to the local community. As an example, Council has in the past funded kerb extensions that benefit business owners in our CBD's while adding overall vibrancy that benefits the wider community.
- 6.8 Recent improvement works around play equipment make the park a more attractive place for children, especially those accessing the park from Beach Road. The proposed plans to widen and improve public access to the park off

Beach Road would undoubtedly be enhanced and made safer if the entire section of drain was piped. It would therefore seem fair and reasonable that Council either pay for the entire piping works or at least contribute a sizeable amount towards the piping the Jury's section. Officers have discussed the cost issues with the Jurys who clearly would prefer Council to pay the total costs, but are prepared to contribute up \$10,000 (include gst) towards costs.

- 6.9 **Option 1** - the status quo, is the cheapest option. Council's current level of service on both the reserve land and the drain, is minimal. Officers concede that issues of responsibility for the subject site has been somewhat hazy and the full extent of encroachment was revealed once the planning process was started. In addition, and regardless of decisions around the piping of the drain and dealing with the encroachment, Council will need to improve its maintenance response on this piece of park. Put simply we cannot expect the Jurys to continue looking after the reserve.
- 6.10 While the HBRC has no compelling reasons to depart from the status quo in terms of drain maintenance, concerns over water safety and the desire to improve recreational values suggest that the do nothing option will not deliver improved outcomes for the local Haumoana community. Suggestions of an improved landscaped wetland may well assist but may also eventually fall short of community aspirations of safe and enhanced recreation areas.
- 6.11 **Option 2** – implies that Council would agree to pipe the drain but only pay for its own portion within the reserve land. This is a legitimate position for Council and comes at a cost of approximately \$35,000. No specific funding stream is currently signalled for this work though, as discussed earlier, an appropriate funding line is available in 2018/19.
- 6.12 Officers believe the piping of the reserve land will add substantial benefits to the recreation values of the whole reserve as it will allow for a wider entrance to the park off Beach Road. This would be a safer and enhanced experience for park users. The Draft CCRMP also anticipates landscape improvements on this land as a way of adding value to the underused reserve land, fronting Beach Road, and making it more attractive to the local community.
- 6.13 However, by piping only Council's section of the open drain, issues of safety and poor environmental outcomes will still exist on the adjoining Jury site. From a streetscape perspective it will appear to be a half finished project and likely to draw public criticism until the Jurys' section was also piped.
- 6.14 **Option 3** – would see Council funding the piping of the drain on the park land and paying for all, or a portion of the piping of the drain on the Jury's site.
- 6.15 This is the most expensive option at \$60,000, and it sees Council investing public money on private land. Council needs to take a cautious approach in committing to such expenditure as it could lead to it creating a precedent for future similar works. Essentially Council needs to be sure that by undertaking the works, it is delivering an enhanced community benefit that justifies the expenditure.
- 6.16 In this case, the benefits of piping the Jurys' section alongside the reserve are clear. While the improved access to the park can be achieved, more importantly, a hard to maintain area and a potential public safety risk can be eliminated at a relatively modest cost.

- 6.17 The most difficult issue before Council is weighing up the quantum of funds Council might reasonably contribute towards piping the Jurys' section of drain without compromising Council's position should similar situations occur in the future. Officers have shared these concerns with the Jurys' who have indicated that they are willing to contribute up to \$10,000 (incl gst) towards the piping costs to reflect the benefits they will be receiving by having 200m2 of section of existing open drain made usable.
- 6.18 From a landscape and amenity perspective, a piped drain and re-grassed area will provide an improved frontage and utility for both Council's park and the Jurys' residential section. By piping the drain, the Council section will be able to actively utilise an additional 400m2 of reserve, while the Jury's will be able to access 200m2, that has been effectively separated from their main residential property.
- 6.19 In addition, by piping the whole drain, the Jurys will willingly withdraw their request to occupy a portion of reserve, as they will no longer need it. This would in itself provide a good outcome as it would ensure all park land is available to the public, and Council would be seen as taking a consistent position on dealing with encroachments.
- 6.20 The following table sets out the possible funding options and their cost implications for Council

Element	Cost
Jury's section of pipe	\$25,000
Council only section of pipe	\$35,000
Total Cost	\$60,000
Council cost less Jury's contribution	\$51,300

- 6.21 As discussed earlier, there is an appropriate funding stream available to undertake this work. The key issue is to determine what level of funding Council feels is appropriate. Officers believe there is real merit in having the Jurys' contribute to the works as it is showing they too are willing to contribute in partnering with Council to achieve improved community outcome.
- 6.22 Should Council decide to make funds available, and as the Jurys' will be benefiting from an improved land value, it would seem appropriate that they be bonded for a short term to ensure that they don't sell up and take the improved land value at ratepayers expense. Council has utilised the bond system in the past for similar community investments that have the potential to deliver private benefits. It is suggested that a bond should be registered that reduces annually. Essentially this would mean if the Jurys' sold in the in the first year that the drain was installed, they would repay the Council its full or 100% contribution, with this amount reducing equally over five years. After the completion of five years, the bond would no longer have effect.

Encroachment Assessment

- 6.23 The portion of Haumoana Memorial Park that is subject to the Jurys' encroachment, covers 1214m². The Jurys have variously occupied and maintained the reserve land for some 20 odd years. While the encroachment had included a pool, bus and a variety of items, in recent times most of their belongings have been removed. The main items of occupancy now is their motorhome and caravan. While the Jurys' contend that they were given consent, there are no official records of Council granting consent or a lease to enable occupation.
- 6.24 It would also seem and that the encroachment had over many years, gradually expanded the private use of public land. The level of encroachment has certainly reduced over the last 12 months. It also recognised that the Jurys' have invested a lot of time and effort in looking after this portion of land with no assistance from Council. Officers are not without a degree of sympathy for the Jurys in this matter. Notwithstanding the range of options proffered in this report, the RMP submission process presents a timely opportunity to clear up ownership issues and responsibilities for this subject site.
- 6.25 Despite the history of this occupation, Council's District-wide Reserves Management Plan (DWRMP) has adopted policies on dealing with encroachments, and hence this report.
- 6.26 As reported earlier, if Council resolves to pipe the stream, the encroachment issue will be resolved and the following discussion rendered largely academic. The following discussion assumes that Council has decided not to pipe the drain and the encroachment issue needs separate resolution. Therefore, to resolve the issue of the illegal encroachment, Council needs to decide on which option is most appropriate.
- 6.27 *Option 4 – Status Quo.*
- 6.28 Option 4 is essentially not taking enforcement action to an illegal encroachment on a public reserve. Both the DWMP and the Reserves Act 1977 clearly disapprove of encroachments. The DWRMP prohibits encroachments without Council approval, especially where they impact on a reserve's recreational values.
- 6.29 Officers are also mindful that by ignoring this encroachment, it will potentially create a precedent and encourage other property owners to ignore Council's rules in regard to encroachments and its policies to remove or at least licence encroachments where acceptable.
- 6.30 The encroachment and the dissecting drain both impact on the public's use of the reserve. While it is noted that the lack of knowledge of the reserve's existence has meant the public were largely ignorant of its existence, the draft plan, as consulted on, proposed developing the land to improve accessibility and recreational values to the wider park. With that knowledge, the wider community do have a right to access their public space. It is also noted that no submissions to the CCRMP, other than the Jury's, commented on the current or proposed use of the Beach Road reserve property.

6.31 *Option 5 - Removal of the Encroachment*

As Councillors are well aware, encroachments on reserves can be a troublesome issue. Encroachments are neither supported by the Reserves Act 1977, nor Council's DWRMP. In general, Council seeks to either formalise the encroachment or request its removal.

By adopting Option 5, requiring the removal of the encroachment, Council could swiftly deal with this issue. The removal of the remaining household items would be at the Jurys expense with no cost to Council and the ratepayer.

- 6.32 This option is clearly not favoured by the Jurys who ideally, notwithstanding the piping of the drain, would like to retain use over a portion of the reserve, primarily to park their mobile home.

6.33 *Option 6 - Agree to a Licence to Encroach*

- 6.34 Council could consider allowing the encroachment on its reserve by granting a licence to the Jurys. Bearing in mind the length of occupation without public complaint, and the efforts the Jurys' have made to remove most of the items of encroachment, officers believe there is some merit in allowing for a reduced area of occupation. This could entail a strip of some six metres width and 30 metres long, for the Jury's exclusive use for motorhome storage. **Attachment 3** shows the extent of a strip of park land proposed to be occupied, should the drain remain open.

- 6.35 From a policy perspective, officers are also wary of legitimising illegal encroachments where they don't add value to the reserve. Officers would not be supportive of an extended long term lease as this application should be limited to the Jury's personally due to special circumstances. Council needs to be cautious and should not be sending a message to other landowners that should they too encroach onto public land, they can easily legitimise their actions by just asking Council for a licence.

- 6.36 While officers are aware that there are other encroachments on our reserves, and we seek to remove them as part of the Reserve Management Planning process, there is some sympathy for allowing a small encroachment in this case. By granting a Licence to Encroach, Council will be largely resolving and legitimising an encroachment, while seeing the removal of a larger quantity of household items.

- 6.37 The key issue for Council will be in setting an annual fee for the Licence to Encroach to help compensate for the loss of recreation land values. The proposed Licence to encroach would set aside 170m² of land for the Jurys' exclusive use. It is difficult for Council to assess what sort of charge would be appropriate in these cases as they are quite rare. The lease struck would need to consider the utility gained, effect on reserve values and the history of the site.

- 6.38 Clearly the Jurys' believe they have not done anything wrong in regard to the encroachment given they believe Council was happy with the current situation. Given the land is undeveloped, and Council will be taking back the bulk of the site, and that the occupation is relatively benign, an annual charge of \$1.00 would probably seem appropriate in this particular case.

6.39 *Option 7 - Sell a portion of reserve*

- 6.40 While the Jurys' have not requested to buy a portion of reserve, an assessment of this option is included for completeness. The following assessment is based on the potential sale of 200m² of reserve land.
- 6.41 While the selling of reserve land is not a course often taken, Council does from time to time consider such options where the impacts on the reserve are minimal and a more fair and reasonable outcome might be achieved. As a starting point, officers would only support this position where it was clearly understood that all costs associated with the transaction were carried by the property owner and is at no cost to the ratepayer, and funds received from the sale redirected to park improvements.
- 6.42 The key legislation that controls land dealings with regard to reserves is the Reserves Act 1977. It prescribes a process that Council must follow in order seek the Minister of Conservation's consent to partially revoke the recreation reserve status and therefore allow for a subdivision to divest a portion of the reserve.
- 6.43 Section 24 of the Reserves Act requires Council to first resolve to partially uplift the classification and publicly notify its intention to divest the portion of reserve. Every person claiming to be affected by the proposed change has the right to object to the proposal. The objection period covers one month and any objections must be in writing.
- 6.44 Once the objection period is over, Council details its request for the partial revocation, including any reports and objections, and awaits the Minister's response. Assuming the proposal travels successfully to this point, the subdivision, gazettal and formation of titles will follow. This can be a long and time consuming process, and not without cost. Officers believe that should this option be considered, the cost of this should be borne by the Jury's as the main beneficiary and not the ratepayer. In addition, should the Jury's decide to abandon the process at any stage, they should be required to pay the costs incurred up to that date.
- 6.45 The key issue for the Minister to consider is whether the revocation of a portion of recreation reserve will have a detrimental impact on recreation values. Council's DWRMP too seeks this outcome to ensure recreation values are not diminished by the sale proposal.
- 6.46 Officers believe that if the currently undeveloped area of reserve was to be enhanced it would be of considerable benefit to the local community through improving access and connectivity. Officers also note that any efforts to improve these elements will be somewhat hamstrung until the piping of the drain is resolved.
- 6.47 While a full valuation has not been obtained, the area of land proposed to be divested covers approximately 200m² and at the reserve's current value of \$16.50m², it is nominally worth around \$3000, based on the reserve land value. However if the residential land value was considered, the sale would be in the order of \$30,000. To this amount, the cost of subdivision would probably add another \$10,000 to the cost.

- 6.48 On balance there is no compelling reason for Council to sell off a portion of this reserve and go through a lengthy and uncertain divestment process, other than resolving a contentious encroachment issue. Bearing in mind the lack of interest on the part of the Jurys' in purchasing and the cost implications, it is not considered a viable option.

7.0 PREFERRED OPTION/S AND REASONS

7.1 Decision 1- Piping the Haumoana Drain

- 7.2 Option 3 - is the preferred option.
- 7.3 By adopting Option 3, Council would be committing to funding the piping of the drain across Council and the Jurys' land. While this action is the most expensive, it will result in the most beneficial outcomes. Firstly, and importantly, the piping will remove a safety risk on both properties. The drain is in close proximity to the footpath and main access way to the park and by eliminating this risk, public safety would be promoted.
- 7.4 Secondly, by opening up access to the full width of the park, improved connectivity will be provided between the street and park. This will make park access easier and provide safer clear sightlines. This too is a positive community benefit.
- 7.5 And thirdly, by piping the park the entire encroachment will be willingly removed giving clear ownership delineation for both parties. It also means that Council's policy on the removal of park encroachments will be achieved.
- 7.6 While the status quo option is the cheapest, it does not solve any of the issues in front of Council and leaves the Haumoana community with less than attractive park entrance. This option is not supported by officers.
- 7.7 By adopting option 2 Council would only pipe its portion of drain. While cheaper for Council and offering improved park connectivity, this option does not solve the encroachment issue nor improve safety issues as a substantial length of drain (on Jury land) would remain open and therefore continue to pose a safety risk.
- 7.8 On balance, Option 3 will deliver the most beneficial outcome for Council, community and the Jurys. In addition, and as the Jurys' have agreed to make a contribution of up to \$10,000 towards the piping work, Council can be confident that its funding of work on private land is outweighed by the achieving of a number of improved community goals. In addition, by requiring a bond be registered that gives Council the ability to recover funds from the Jurys should they sell their property within the first five years, Council can be assured that the Jurys won't be able to realise an increased property value, at the expense of the ratepayer.
- ### **7.9 Decision 2 – The encroachment**
- 7.10 Option 6 is the preferred option.
- 7.11 As reported earlier, if Council resolves to pipe the drain as recommended by officers, the consideration of Options 4 - 7 is no longer required.
- 7.12 By adopting option 6, Council will make a reduced area of land available to the Jurys' at a minimal cost. It will also see the bulk of the affected land, clear

of encroaching materials, returned to Council to develop and open up wider access to the main reserve. It is a solution that the Jurys are happy to accept as it assists them with some of the difficulties posed by their own site, due to the location of the drain.

- 7.13 Officers believe that it would be unwise to accept the status quo as this would be essentially turning a blind eye to its own policies of not allowing private use of public land. For this reason, Option 4 is not supported.
- 7.14 While officers agree that the encroachment should be removed, they are also mindful of the circumstances and background surrounding this situation. The Jurys' believe that they have not wilfully encroached so to demand the full removal of their belongings would seem a somewhat draconian action. For these reasons Option 5 is not supported by officers.
- 7.15 Option 7 suggests the divestment of a portion of reserve. This option is not requested by the Jurys. It is also generally contrary to Council's policies on selling reserves. The process is also time consuming and likely to be very costly. For these reasons it is not supported by officers.
- 7.16 *Reserve Management Plan Submissions*
- 7.17 The final decisions on the issues before Council in this report will likely have consequential impacts on the Council's decisions on submissions to the CCRMP. These will essentially revolve around the Jurys' submission and the draft funding streams required to be included in the 2018/28 LTP, to deliver on Council's to be adopted action plan. These consequential changes will be reported back to the next Economic Development and Urban Affairs Committee meeting on 15th May 2018.

8.0 RECOMMENDATIONS AND REASONS

- A) That the report of the Parks and Property Services Manager titled "Reserve Encroachment - Haumoana Memorial Park, Beach Road, Haumoana." dated 22/02/2018 be received.
- B) That Council adopt Option 3 and agree to fund the piping of 45 metres of the open Haumoana Drain adjacent to Beach Road Haumoana, with a contribution of \$10,000, detailed in a suitable contractual agreement from A and C Jury.
- C) That A and C Jury take out a bank bond for a period of five years, and that the bond shall be for \$15,000 in the first year reducing by \$3,000 annually.

Or

- D) That Council adopt Option 6 and agree to grant A and C Jury a Licence to Encroach to allow them to occupy some 200m² of reserve adjacent to their property at 30 Beach Road Haumoana, as shown on

Attachment 3.

- E) That the Licence to Encroach shall be for a period of 20 years and A and C Jury shall pay Council the sum of \$1.00 per annum, on demand.**
- F) That the Chief Executive be delegated authority to enter into negotiations and to issue A and C Jury with the Licence to Encroach.**
- G) That subject to Council's decisions above, officers report to the Economic Development and Urban Affairs meeting 15 May 2018 on consequential amendments to decisions on Cape Coast Reserve Management Plan submissions.**

With the reasons for this decision being that the objective of the decision will contribute to meeting the current and future needs of communities for good quality local infrastructure in a way that is most cost-effective for households and business by:

- Providing local infrastructure that contributes to public health and safety and the delivery of community infrastructure for recreational opportunity.**

Attachments:

1	Jury Submission	AST-5-17-1458
2	Photos of the two properties	CG-14-1-00610
3	Haumoana Memorial Park Site Plan	CG-14-1-00606

Adrian and Cheryl Jury
30 Beach Road, Haumoana
06-8750107 or 027 318 3081 (Cheryl)
adrianjury@windowslive.com



14 June 2017

His Worship the Mayor and Councillors
Hastings District Council
Hastings

Dear Mayor and Councillors,

Submission for land adjoining 30 Beach Road, Haumoana (Memorial Park Development Plan)

A brief history:

- 1998 – we as a family moved to 30 Beach Road.
- We title-searched the strip of land adjoining our property, which at the time was overgrown and full of blackberry.
- Hastings District Council were surprised to find they owned the strip.
- We spoke to the Parks Manager at the time who then visited and agreed that we could have use of said once it was cleared. I (Adrian) was also asked at the time where I wanted the fence built.
- We conferred and decided the best place was around the drain.
- This was acceptable to us all, as it gave a clear access-way to the Park.
- The understanding was that the upkeep of the strip of land mentioned would thereafter be looked after by us.

Kaitiaki:

- We now consider ourselves to be the informal kaitiaki for this land and have planted a dozen trees which have been blessed as memorials to whanau and friends who have passed away.
- These were then blessed by Darkie Unahi each time we organised a ceremony.

Neighbours:

- Our property boundaries are to the left of Haumoana Fire Station, complete with siren.
- The Park behind is complete with tables, huge green space and upgraded play area which is well received and utilised.
- Presently we enjoy the peace to the right.
- If proposed use is accepted, then barbecue tables will be right against our house boundary.
- We often already send drunk teenagers out of the Park in the early hours of the morning. You as good neighbours would not encourage them to move closer to our home.

Concern for you as Councillors:

- The land discussed floods on average three times a year. With open drains, they are unclean and not always moving. During flooding the water would be approximately three metres deep.
- This we believe would be of considerable danger to local children who are not always supervised in the Park, which is of course the attraction to the area.

A handwritten signature in blue ink, appearing to read "Adrian Jury".

A handwritten signature in blue ink, appearing to read "Cheryl Jury".

- *In conclusion we are unable to use the front of our property because of the poor drainage system, which is we believe the responsibility of the Hastings District Council.*
- *The water quality is of concern and would need to be regularly tested and the community informed when it is unfit for children to play around, which we respectfully believe would be always.*
- *The local school bus stop is also right in front of this area that the proposal intends to open up and plant.*

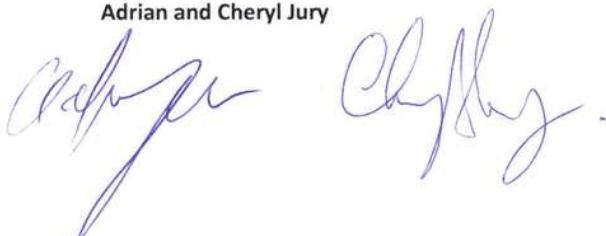
As good neighbours, we are asking that you consider:-

1. The status quo remaining, or
2. Consider moving the fence to allow us to have an unbroken fence a reasonable distance from our home if the proposal is accepted, which may include us purchasing land to make this possible.
3. That Hastings District Council take the following action:-
 - a. cover in and deal with the drains, ensuring they can no longer pose a risk to children and general health. This would also solve the flooding issue, allowing us to use the front of our property, and
 - b. fence the area to ensure our separation from the Park.

We oppose the Council's proposition and consider it a waste of our rates. As it stands, our children are safe, the land is well maintained at no cost to the Council and at no time have we disputed the ownership of this strip of land.

Yours faithfully

Adrian and Cheryl Jury



FLOODING PROBLEM 30 Beach RD
Haumoana



Item 10

Attachment 1



Open Drain running through park and Jury property



Close up view of the open drain



Undeveloped Park – view from Memorial Park



Undeveloped Park – View from Beach Road



Beach Road – park frontage



Beach Road walking Access to park



Beach Road Park Frontage



REPORT TO: COUNCIL

MEETING DATE: THURSDAY 22 FEBRUARY 2018

**FROM: HEALTH AND SAFETY ADVISOR
JENNIE KUZMAN**

SUBJECT: HEALTH AND SAFETY QUARTERLY REPORT

1.0 SUMMARY

- 1.1 The purpose of this report is to inform and update Council about Health and Safety at Hastings District Council.
- 1.2 The report provides information to enable Elected Members to undertake due diligence, by providing leading and lagging statistical information in relation to Health and Safety for the second quarter of the 2017/2018 financial year (covering the period 1 October to 31 December 2017).

2.0 BACKGROUND

- 2.1 The Health and Safety at Work Act 2015 (HSWA) requires HSWA Officers (Elected members and the Chief Executive) to exercise due diligence by taking reasonable steps to understand the organisation's operations and Health and Safety risks, and to ensure that they are managed so that Council meets its legal obligations.

3.0 CURRENT SITUATION

- 3.1 The attached report for the second quarter of the 2017/2018 financial year (**Attachment one**) provides information on leading and lagging statistical information in relation to health and safety reporting for the period of 1 October to 31 December 2017.
- 3.2 This quarterly report also incorporates the monthly report information for the period 1-31 December 2017.
- 3.3 This is the second quarterly report for the 2017/2018 financial year and as such commentary has been provided within the attached report in relation to comparisons with the second quarter of the previous financial year.

4.0 SIGNIFICANCE AND ENGAGEMENT

- 4.1 This Report does not trigger Council's Significance and Engagement Policy and no consultation is required.

5.0 RECOMMENDATIONS AND REASONS

- A) That the report of the Health and Safety Advisor titled “Health and Safety Quarterly Report” dated 22/02/2018 be received.**

Attachments:

- | | | |
|---|--|-----------------|
| 1 | Human Resources (NO PERSONAL INFORMATION) - Health and Safety - General - Health and Safety Advisor's Quarterly Report to Council - 1 October - 31 December 2017 | HR-03-01-18-265 |
|---|--|-----------------|



Health & Safety Quarterly Report

For the period 1 October – 31 December 2017

*This report contains information that was reported during the period 1 October -31 December 2017
and is current as at Wednesday 31 January 2018*

HPRM - HR-03-01-18-265

Glossary of Terms

Leading Indicators (Proactive Measures)

- **Hazards Reported** – reports of newly identified hazards (in HDC facilities/worksites).
- **Health and Safety Risk Assessments** – documented risk assessments for HDC tasks/projects.
- **Health and Safety Observations** - documented conversations/ or task observations undertaken by Managers/Supervisors with HDC employees or Contractors.
- **Health and Safety Inspections** - documented inspections (usually a check of a site or facility using set criteria) undertaken by Managers/Supervisors with HDC employees or Contractors.
- **Health and Safety Audits** - documented health and safety system or contract audits undertaken by Managers/Supervisors with HDC employees or Contractors.
- **Health and Safety Meetings**
Documented meetings which HDC employees attend (excluding meetings with contractors).
Including:
 - **Toolbox briefings** – 5-10 minute planning meetings for operational staff
 - **Health and Safety Discussions** – discussions as part of regular business meetings (often an agenda item in monthly team or project meetings)
 - **Health and Safety Committee / subcommittee meetings** – regular meetings of HDC's Health and Safety representatives.
- **Health and Safety Training** - documented records of employees who have undertaken safety training for the month (both internal and external training).
- **Health and Safety Recognition** - documented recognition of excellence by HDC employees in regards to Health and Safety.

Lagging Indicators (Reactive Measures)

- **Near Misses** - Close call events - i.e. no injury or property damage sustained.
- **Other Incidents** – Non injury events which can't be classified as injury or property damage e.g. Chemical spill, Fire, or conflict situation with member of the public.
- **Property Damages** – reported damage to HDC property/plant/equipment.
- **First Aid Injuries** - Injuries treated onsite by HDC Employees and no further treatment required.
- **Medical Treatment Injuries (MTI)** - Injuries treated by Registered Medical Professionals e.g. nurse, doctor, physiotherapist, dentist.
- **Lost Time Injuries (LTI)** - Injuries resulting in time off work.
- **WorkSafe Notifiable Events** - Any incidents which were legally required to be reported to WorkSafe NZ.

Executive Summary

Organisational Health & Safety Objectives

The objectives were approved in September 2017, progress towards these objectives will be monitored and progress reported at the third and final quarterly reports.

Progress Tracking on Objectives:



Leading Indicators (Proactive Measures)

Comparing the results of the second quarter of the current year to the second quarter of the previous year there have been positives and negatives. There has been an increase in risk assessments undertaken by employees showing that staff are actively assessing hazards and risks in operational roles. However, there are noticeable decreases in safety observations, inspections and audits undertaken by managers and a decrease in safety discussions and toolbox meetings held within teams.

A targeted campaign began in December to assist managers and supervisors to improve in these areas by providing refresher training in how to undertake observations and raising awareness of the need to regularly engage with staff and contractors.

Lagging Indicators (Reactive Measures)

When comparing the results relating to employee incidents from the second quarter of the current year to the second quarter of the previous year, there has been a decrease in near misses reported and an increase in non-injury incidents (property damages and other incidents).

However, most other employee incident reporting remains relatively stable and there has been a pleasing result of an overall decrease in injuries reported.

Employee injury frequency rates also remain relatively stable.

Contractor incident reporting remains minimal and a targeted campaign has begun to increase safety engagement with contractors and provide more accurate reporting of incidents.

Public incident reporting remains relatively stable with a pleasing result of an overall decrease in injuries reported.

In relation to incidents reported by staff, it is clear that interactions with the public remain the most prolific hazard type reported. Whilst these incidents generally result in 'no consequence' (i.e. no physical harm), staff are often exposed to verbal abuse and threats which have the potential to cause conflict and violence and can have an impact on a person's mental wellbeing. This risk is currently managed by a variety of controls including: site security measures, (including a permanent guardian presence at the Hastings Library), conflict resolution training for staff, use of trespass notices as a deterrent to those people who repeatedly cause concern and management of internet usage (i.e. filtering out undesirable websites). These controls are actively monitored for effectiveness.

Organisational Health and Safety Objectives

Health and Safety Objectives for Hastings District Council have been developed by the Health and Safety Committee and approved by the Leadership Management Team for the 2017/2018 year. These objectives are:

1. Continue to promote and imbed the importance of 'Near Miss' and 'Hazard Identification' reporting throughout the organisation.
 - Target a 20% increase in hazard reporting and a 20% increase in near miss reporting from the 2016/2017 year.
2. Continue to promote the injury prevention initiatives throughout the organisation in order to minimise the risk of significant incidents relating to manual handling from occurring.
 - Target a 10% reduction in injuries resulting from manual handling from the 2016/2017 year.
3. Increase safety engagement with contractors to minimise the risk of significant incidents from occurring.
 - Target a 20% increase in safety observations / audits of contractors from the 2016/2017 year.
 - Introduce a 6 monthly health and safety update newsletter to contractors.
4. Establish a driver training programme to minimise the risk of significant incidents from occurring and monitor uptake/effectiveness.
 - Target achievement of 50% at risk roles completed training by December 2018.
5. Establish a programme to educate staff in relation to occupational health and wellbeing risks.
 - Measure staff understanding through a staff engagement survey by 30 May 2018

In addition to these objectives, further objectives have been set for Council's four Health and Safety subcommittees and Group Managers have also set specific objectives for their groups.

The objectives were approved in September 2017, progress towards these objectives will be monitored and progress reported at the third and final quarterly reports.

Leading Indicators

Quarter 2 – Summary (1 October – 31 December 2017)

Lead Indicator	October 2017	November 2017	December 2017	2017-18 Quarter 2 TOTAL	2016-17 Quarter 2 TOTAL	Trend
Hazards Reported	8	22	13	43	69	↓
Health & Safety Risk Assessments Undertaken	2741	2940	2227	7908	5760	↑
Health & Safety Observations Completed	51	99	79	229	286	↓
Health & Safety Inspections Completed	21	4	14	39	441	↓
Health & Safety Audits Completed	4	0	0	4	23	↓
Health & Safety Toolbox Briefings Held	597	702	519	1818	2341	↓
Health & Safety Discussions Held	18	25	24	67	232	↓
Health & Safety committee / subcommittee meetings held	2	2	3	7	9	→
Health and Safety Training Completed	38	66	32	136	259	↓
Health & Safety Recognition	0	0	1	1	3	→

KEY: ↓ Decrease ↑ Increase → Steady

Note: Figures may differ slightly from those previously reported in monthly reports – they have been updated to reflect current data.

Lagging Indicators

Quarter 2 Summary – Employee Incidents (1 October – 31 December 2017)

Lagging Indicator	October 2017	November 2017	December 2017	2017-18 Quarter 2 TOTAL	2016-17 Quarter 2 TOTAL	Trend
Near Miss Reports	8	6	3	17	30	↓
Other Incidents	7	5	9	21	7	↑
Property Damages Reported	3	6	6	15	10	↑
All Injuries Reported	6	7	6	19	25	↓
First Aid Injuries	5	3	4	12	18	↓
Medical Treatment Injuries (MTI)	0	3	1	4	2	→
Lost Time Injuries (LTI)	1	1	1	3	5	→
Occupational Illnesses	0	0	0	0	0	→
WorkSafe Notifiable Events	0	0	1	1	1	→

KEY: ↓ Decrease ↑ Increase → Steady

Note: Figures may differ slightly from those previously reported in monthly reports – they have been updated to reflect current data.

Quarter 2 Summary – Contractor Incidents (1 October – 31 December 2017)

Lagging Indicator	October 2017	November 2017	December 2017	2017-18 Quarter 2 TOTAL	2016-17 Quarter 2 TOTAL	Trend
Near Miss Reports	3	1	0	4	6	→
Other Incidents	1	1	0	2	3	→
Property Damages Reported	2	3	1	6	1	↑
All Injuries Reported	0	1	0	1	7	↓
First Aid Injuries	0	0	0	0	4	↓
Medical Treatment Injuries (MTI)	0	1	0	1	4	↓
Lost Time Injuries (LTI)	0	0	0	0	1	→
Occupational Illnesses	0	0	0	0	0	→
WorkSafe Notifiable Events	0	0	0	0	0	→

KEY: ↓ Decrease ↑ Increase → Steady

Note: Figures may differ slightly from those previously reported in monthly reports – they have been updated to reflect current data.

Quarter 2 Summary – Public Incidents (1 October – 31 December 2017)

Lagging Indicator	October 2017	November 2017	December 2017	2017-18 Quarter 2 TOTAL	2016-17 Quarter 2 TOTAL	Trend
Near Miss Reports	1	7	3	11	14	→
Other Incidents	1	2	2	5	16	↓
Property Damages Reported	2	2	1	5	6	→
All Injuries Reported	3	20	25	48	68	↓
First Aid Injuries	2	17	21	40	63	↓
Medical Treatment Injuries (MTI)	1	3	3	7	5	→
WorkSafe Notifiable Events	0	0	1	1	0	→

KEY: ↓ Decrease ↑ Increase → Steady

Note: Figures may differ slightly from those previously reported in monthly reports – they have been updated to reflect current data.

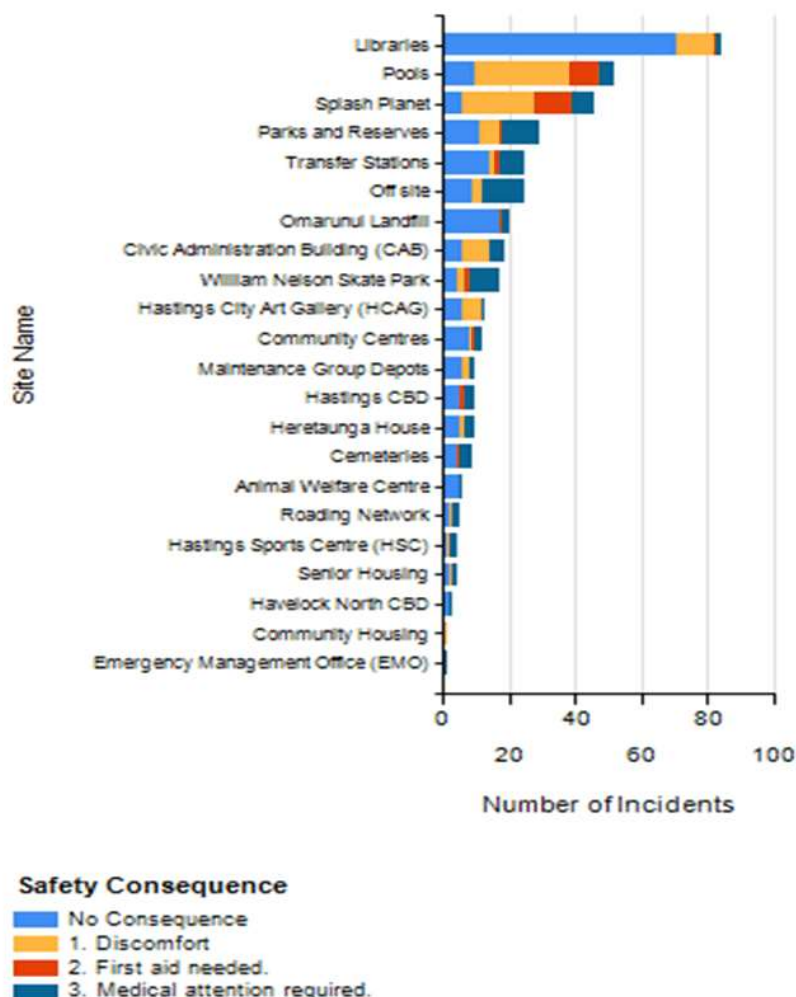
Summary of Significant Incidents – December 2017

- Employee LTI – An employee slipped over on loose metal at a worksite, landing awkwardly on a rock and sustaining a closed fracture to a vertebrae in their back. The employee was treated at Hawkes Bay Hospital and is currently off work for 8 weeks until the fracture has healed. This incident was reported to WorkSafe NZ.
- Employee MTI – An employee injured their foot whilst repairing a broken go-cart, requiring medical attention. The incident was investigated and corrective actions implemented.
- Public MTI – A member of the public was injured at Splash Planet requiring medical attention for a laceration injury. The incident was investigated and corrective actions completed. This incident was also reported to WorkSafe NZ.
- Public MTI – A member of the public cycling through a roadworks site collapsed and suffered a medical event – workers onsite provided first aid and an ambulance was called.

Incident Analysis

This includes year to date data for all Employee, Public and Contractor Incidents

Incident by Site and Safety Consequence



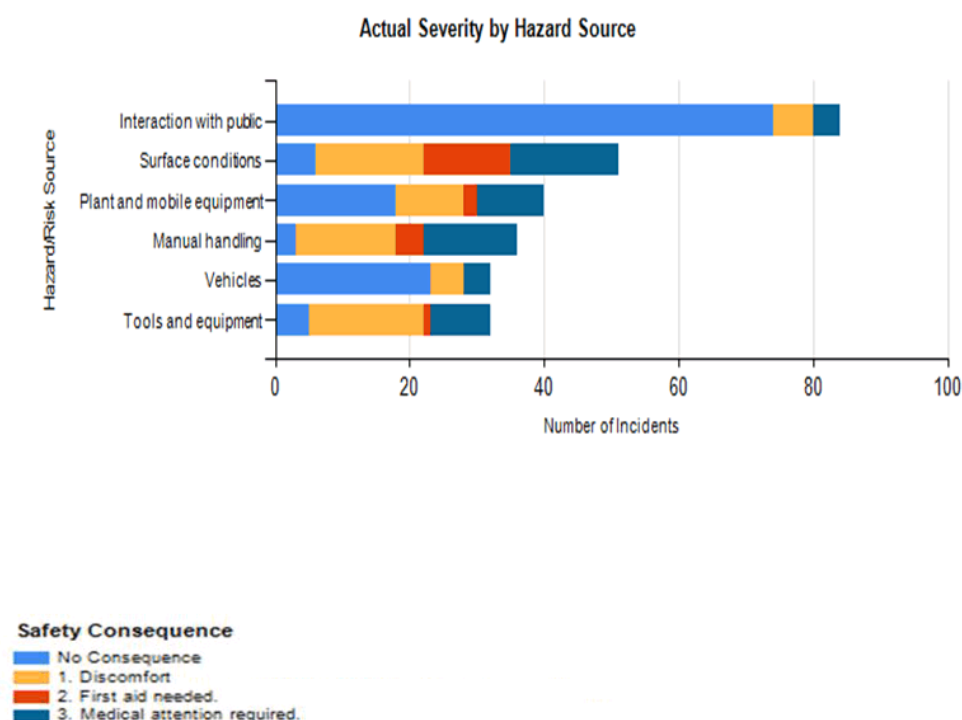
Incidents by Hazard Source

This includes year to date data for all Employee, Public and Contractor Incidents

The five most common hazard sources causing incidents to date, have been identified as:

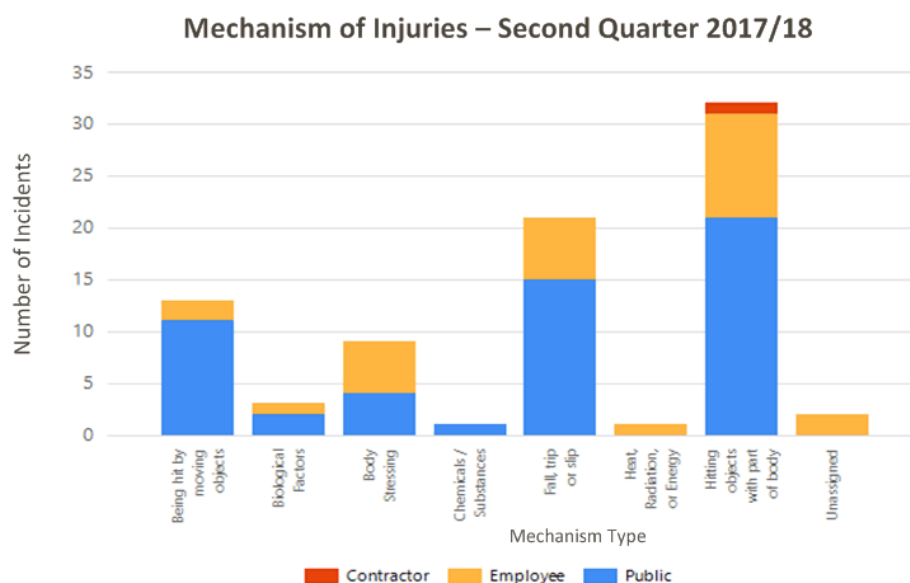
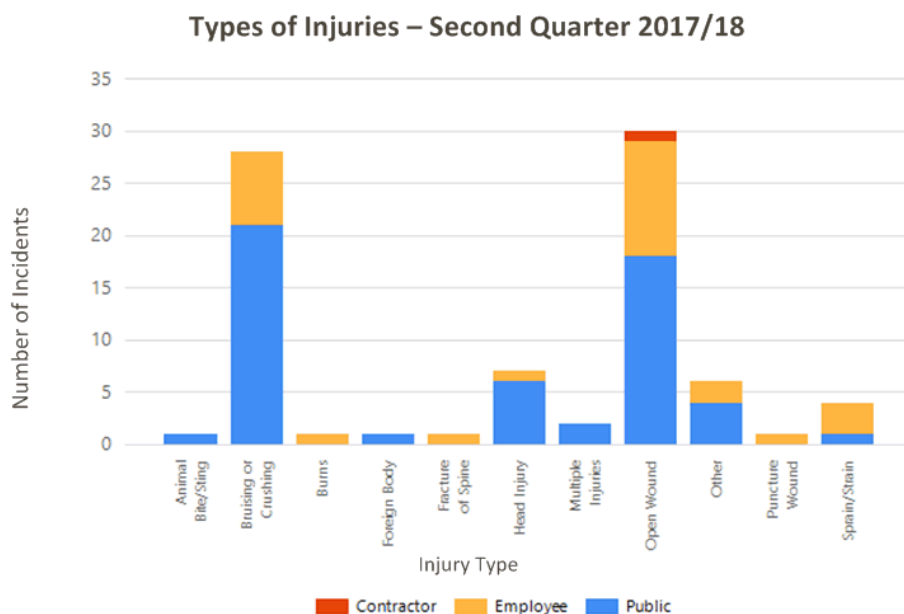
1. Interactions with public - these are interactions between staff and members of the public which have an element of conflict and the potential for violence.
2. Surface Conditions – situations relating to uneven or slippery surfaces causing slips, trips and falls.
3. Plant and Mobile Equipment - these are incidents involving fixed and mobile plant
4. Manual Handling - this is work which has a physical factor involved e.g. lifting items
5. Vehicles – these are incidents involving motor vehicles
6. Tools and Equipment – this refers to both powered and non-powered tools and small equipment

The graph below shows the number of incidents relating to the hazard source and the actual severity of the incidents.

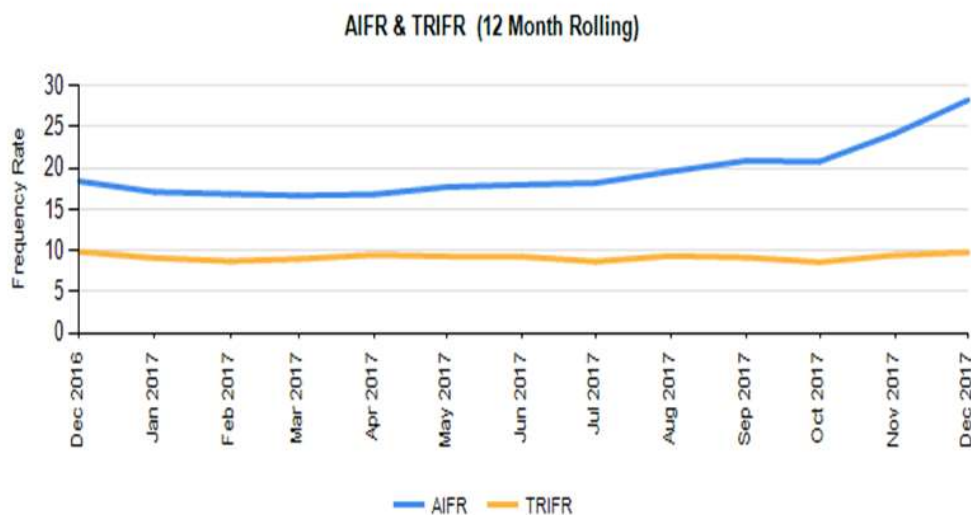


Injury Analysis

This relates to all reported injuries for the period 1 October – 31 December 2017



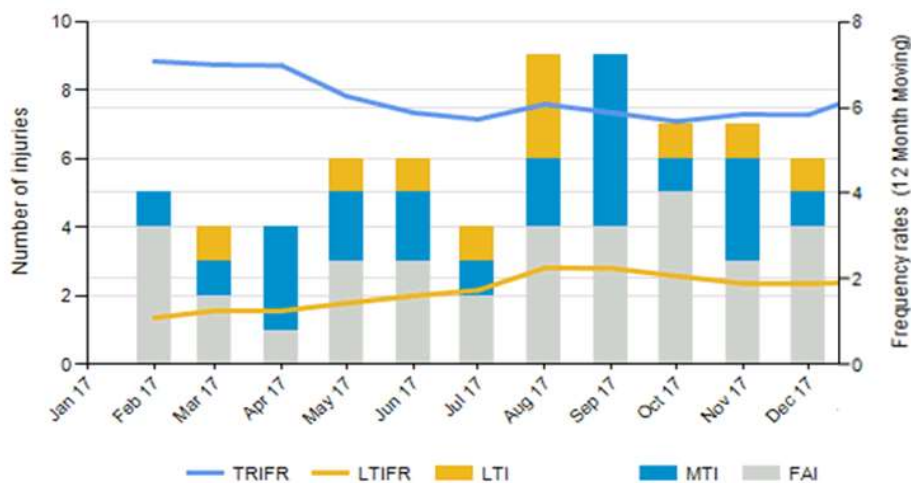
Injury Frequency Rates – All Injuries (Employee and Non-Employee)



AIFR = All Injury Frequency Rate

TRIFR = Total Recordable Injury Frequency Rate
(First Aid, Medical Treatment and Lost Time injuries)

Injury Frequency Rates – Employee Injuries



TRIFR = Total Recordable Injury Frequency Rate

LTIFR = Lost Time Injury Frequency Rate

LTI = Lost Time Injury

MTI = Medical Treatment Injury

FAI = First Aid Injury

REPORT TO: COUNCIL

MEETING DATE: THURSDAY 22 FEBRUARY 2018

**FROM: GROUP MANAGER: ECONOMIC GROWTH AND ORGANISATION IMPROVEMENTS
CRAIG CAMERON**

SUBJECT: SUMMARY OF RECOMMENDATIONS OF THE TENDERS SUBCOMMITTEE MEETING HELD 8 FEBRUARY 2018

1.0 SUMMARY

- 1.1 The purpose of this report is to seek Council endorsement of recommendations from the Tenders Subcommittee meeting held on 8 February 2018.
- 1.2 The tendered contract is for the implementation of Council's major water infrastructure strategy. This is considered important and of interest to the community and the Tenders Subcommittee wish Council to endorse the letting of the three tenders so as not to compromise the tenders.
- 1.3 The Tenders Subcommittee resolved the following:
 - A. *That the report of the Special Projects Engineer titled "CON2017109 - Havelock North Trunk Water Main" dated 8/2/2018 be received.*
 - B. *That contract CON2017109 for Tender 1 for the Water Trunk Main be awarded to the tenderer with the lowest priced conforming tender which was March Construction Ltd in the sum of NZD\$7,915,670.33 exclusive of G.S.T.*
 - C. *That contract CON2017109 for Tender 2 for the Wastewater Upgrade be awarded to the tenderer with the lowest priced conforming tender which was March Construction Ltd in the sum of NZD\$1,545,643.08 exclusive of G.S.T.*
 - D. *That contract CON2017109 for Tender 3 for the Cycleway be awarded to the tenderer with the lowest priced conforming tender which was March Construction Ltd in the sum of NZD\$301,254.53 exclusive of G.S.T.*
 - E. *That delegated authority be granted, on behalf of the Council, to the Group Manager: Asset Management to award cumulative contract variations to Contract No. CON2017109 Havelock North Trunk Water Main up to the value of the contingency sum of \$530,000 plus GST.*
 - F. *That the Tenders Subcommittee recommend to Council:*

That the awarding of the following three tenders:

 - *Tender 1 for the Water Trunk Main*

- *Tender 2 for the Wastewater Upgrade*
- *Tender 3 for the Cycleway*

bundled as Contract CON2017109 be noted and endorsed”.

2.0 RECOMMENDATION

A) That the report of the Group Manager: Economic Growth and Organisation Improvements titled “Summary of Recommendations of the Tenders Subcommittee meeting held 8 February 2018” be received.

B) That Council endorse the awarding of contract CON2017109 Havelock North Trunk Water Main to March Construction Limited for the following three tenders:

- **Tender 1 for the Water Trunk Main**
- **Tender 2 for the Wastewater Upgrade**
- **Tender 3 for the Cycleway**

bundled as Contract CON2017109 be noted and endorsed.

Attachments:

1 Havelock North Trunk Water main

PRJ17-73-0103



REPORT TO: COUNCIL

MEETING DATE: THURSDAY 22 FEBRUARY 2018

**FROM: DEMOCRATIC SUPPORT MANAGER
JACKIE EVANS**

**SUBJECT: 2018 LOCAL GOVERNMENT NEW ZEALAND
CONFERENCE AND ANNUAL GENERAL MEETING**

1.0 SUMMARY

- 1.1 The purpose of this report is to nominate Councillors for attendance at the 2018 Local Government New Zealand Conference and Annual General Meeting (AGM).
- 1.2 The conference and AGM will be held in Christchurch from Sunday 15 July until Tuesday 18 July 2018. Full details on the conference have not yet been received, but the venue will be the auditorium and historic buildings in and around Christ's College.
- 1.3 This report concludes by recommending that the Council authorise her Worship the Mayor, the Chief Executive (or alternate) and named Councillors to attend the Conference and the AGM.

2.0 BACKGROUND

- 2.1 The Council has no hard and fast rule as to how many councillors will accompany the Mayor and Chief Executive to the LGNZ Conference. As will be seen from the list below, over the last few years the Council has generally sent three councillors to the Conference. In 2017 four Councillors attended.
- 2.2 Councillor attendance at previous conferences has been as follows:
 - 2011 - Wellington – Councillors Hazlehurst, Poulain, and Roil
 - 2012 - Queenstown –Councillors Hazlehurst, Kerr, and Nixon
 - 2013 - Hamilton – Councillors Roil, Twigg, and Collin
 - 2014 - Nelson - Councillors Bowers, Lyons, and Pierce
 - 2015 - Rotorua – Councillors Heaps, Pierce and Watkins
 - 2016 - Dunedin- Councillors Hazlehurst, Heaps, Kerr and Nixon
 - 2017 - Queenstown – Deputy Mayor, the Chief Executive (or alternate) and Councillors Barber, Dixon, Harvey and Redstone
- 2.3 Although the Council has been entitled to have up to four delegates attending the AGM it is the presiding delegate, or in their absence an alternate, who is responsible for voting on behalf of the Council.

3.0 ASSESSMENT OF OPTIONS (INCLUDING FINANCIAL IMPLICATIONS)

- 3.1 All expenses associated with attendance at the conference have been budgeted for.

4.0 ASSESSMENT OF OPTIONS (INCLUDING FINANCIAL IMPLICATIONS)

- 4.1 There is budget allocation for attendance at the LGNZ Conference and Annual General Meeting for the Mayor, Chief Executive and two councillors. The previous Mayor attended the conference in his capacity of Chairman of Local Government New Zealand.

5.0 RECOMMENDATION

A) That the report of the Democratic Support Manager titled 2018 Local Government New Zealand Conference and Annual General Meeting dated 22 February 2018 be received.

B) That the Council's delegates to the 2018 Local Government New Zealand to be held in Christchurch be the Mayor, Chief Executive (or his nominee) and the following Councillors:

.....

C) That the Council's delegates to the Local Government New Zealand 2018 Annual General Meeting be:

..... **Presiding Delegate**

..... **Alternate Delegate**

The Chief Executive (or his nominee) Subsequent Alternate Delegate.

Attachments:

There are no attachments for this report.

REPORT TO: COUNCIL

MEETING DATE: THURSDAY 22 FEBRUARY 2018

**FROM: DEMOCRATIC SUPPORT MANAGER
JACKIE EVANS**

SUBJECT: UPDATED 2018 MEETING SCHEDULE CHANGES

1.0 SUMMARY

- 1.1 The purpose of this report is to consider amendments to the schedule of Council and Committee Meetings for the 2018 Meeting Calendar which was adopted by Council 30 November 2017.
- 1.2 This report recommends that the 2018 Meeting Schedule as amended below be adopted.

2.0 BACKGROUND

- 2.1 The Local Government Act 2002, Schedule 7, Clause 19 states:
- (4) *A local authority must hold meetings at the times and places that it appoints”.*
- (5) *If a local authority adopts a schedule of meetings-*
- a) *The schedule-*
- i) *may cover any future period that the local authority considers appropriate, and*
- ii) *may be amended*
- 2.2 Although a local authority must hold the ordinary meetings appointed, it is competent for the authority at a meeting to amend the schedule of dates, times and number of meetings to enable the business of the Council to be managed in an effective way.
- 2.3 The following additional meeting is proposed to be included in the 2018 meeting schedule:

Committee	Date	Time	Venue
Civic Honours Awards Subcommittee	16 April 2018	9.00am	Landmarks Room
Council (Speed Limit Submissions)	4 May 2018	9.00am	Council Chamber
Community Grants Subcommittee	17 May 2018	10.00am	Council Chamber
HDC : Maori Joint	23 May 2018 (previously	1.00pm	Council Chamber

Committee	28 May 2018)		
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- 2.4 Councillors will be kept informed of specific changes on a day to day basis through the centralised calendar system.

3.0 RECOMMENDATIONS AND REASONS

A) That the report of the Democratic Support Manager titled “Updated 2018 Meeting Schedule Changes” dated 22/02/2018 be received.

B) That the 2018 Meeting Schedule be amended as follows:-

Committee	Date	Time	Venue
Civic Honours Awards Subcommittee	16 April 2018	9.00am	Landmarks Room
Council (Speed Limit Submissions)	4 May 2018	9.00am	Council Chamber
Community Grants Subcommittee	17 May 2018	10.00am	Council Chamber
HDC : Maori Joint Committee	23 May 2018 (previously 28 May 2018)	1.00pm	Council Chamber

Attachments:

There are no attachments for this report.

REPORT TO: COUNCIL

MEETING DATE: THURSDAY 22 FEBRUARY 2018

**FROM: GROUP MANAGER: COMMUNITY FACILITIES & PROGRAMMES
ALISON BANKS
CHIEF FINANCIAL OFFICER
BRUCE ALLAN**

SUBJECT: FLAXMERE WEST LAND DEVELOPMENT

1.0 SUMMARY

- 1.1 The purpose of this report is to inform the Council about options available to develop Council owned land adjacent to Kirkwood Road in West Flaxmere.
- 1.2 This issue arises from proposals received from Te Taiwhenua o Heretaunga and Bruce Greaves along with a petition organised by Barry and Wendy Cooze and presented to Council on February 1st 2018.
- 1.3 Council has also received enquiries from Housing New Zealand and Ministry of Social Development around vacant land in this area.
- 1.4 The Council is required to give effect to the purpose of local government as prescribed by Section 10 of the Local Government Act 2002. That purpose is to meet the current and future needs of communities for good quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses. Good quality means infrastructure, services and performance that are efficient and effective and appropriate to present and anticipated future circumstances.
- 1.5 The objective of this decision relevant to the purpose of Local Government is to enable Council to realise value from land held for resale in a way that meets the current and future needs of the Flaxmere community by encouraging the development of good quality and affordable homes.
- 1.6 This report concludes by recommending that the report be received.

2.0 BACKGROUND

- 2.1 As part of the development of Flaxmere in the 1980s a subdivision was created for an area of land located between Boston Crescent, Mitchell Place, Tarbet Street and Kirkwood Road. The subdivided land owned by Council comprises 73 sections. Roading and services are fully complete to 31 sections; 23 sections have services but no road access and 19 sections have no roading or full services. Subdivision details are provided in the map below.



- 2.2 The Hastings City Council was the purchaser of the blocks of land for all of Flaxmere for subdivision and was the subdivider. All of the separate residential titles were issued by 1990. Development of some of the roads and services was stopped due to the slowdown in sales from the late 1980s.
- 2.3 Records show that the development has been accounted for through the Flaxmere Land Development Reserve at that time and as part of the subdivision consent and development contributions were accounted for at that time.
- 2.4 From 2007 to 2009 Council and Te Taiwhenua O Heretaunga (TTOH) considered a joint project (Matariki) for quality affordable housing on the subdivision and the adjacent land owned by TTOH but this proposal did not eventuate.
- 2.5 In 2013 the Council and Te Taiwhenua O Heretaunga also had discussions on the possibility of a land swap involving some of the subdivision sections but this also did not eventuate.
- 2.6 In 2014 Council had discussions with Horvath Construction Ltd who were interested in developing a proposal to purchase all of the 73 sections owned by Council in this area. A formal proposal was however never received.
- 2.7 Following the discussions with Horvath Construction, officers undertook a stocktake and strategic review of Council's surplus land holdings in Flaxmere. The investigations identified that the land held within close proximity to the Flaxmere Town Centre potentially had more strategic value for the purpose of developing housing for the older members of the community should that opportunity arise. Although the findings of these investigations were never formalised with Council.

- 2.8 The review also identified that there was a potentially greater opportunity to develop good quality family homes on this Kirkwood Road land with the ultimate aim of improving the overall housing stock in this part of Flaxmere.
- 2.9 In April 2016 Council received a proposal from Bruce Greaves to develop good quality affordable housing on the sections owned by Council that fronted Kirkwood Road. Council agreed to sell six sections to Mr Greaves at that time. Houses have been built or are currently under construction on 5 of those sections. Later in 2016 Council placed the balance of sections along Kirkwood Road on the open market with a further eight sections being sold.
- 2.10 The sections sold at this time were sold with the following covenants:

Covenants

The Grantee and its successors in title shall in respect of each lot of the servient tenement:

1. in a good and tradesman like manner and subject to all relevant regulations, bylaws and requirements of any competent authority, on each lot erect only one residential dwelling, of a minimum size of 130 m² and a minimum of 3 bedrooms, incorporating at least a single integrated garage (which must be built at the same time as the residential dwelling), and all buildings are to have colour steel roofing and aluminium joinery.
2. obtain, prior to the commencement of any building works on each lot, the approval of Hastings District Council in its capacity as vendor to the final form of plans and specifications of the dwelling to be built on the lot (such approval not be unreasonably withheld), and not depart from such approved plans when building on any lot
3. fence each lot prior to offering it for sale or occupation, using colour steel panels or timber paling and capping. Any fences on the road front shall be of an open style.
4. construct a driveway in permanent materials from the road boundary of each lot to the integrated garage at the same time the garage is built, and lay paths in permanent materials on the lot prior to offering the lot for sale or occupation.
5. lay or sow lawn and landscape each lot prior to offering it for sale or occupation and

and shall not in respect of each lot of the servient tenement:

6. subdivide any lot, without the prior written consent of the Grantor nor
7. permit to be erected upon any part of the servient tenement any secondhand or used dwelling or outbuilding, nor use any secondhand or used materials in construction of the dwelling, outbuildings or fences on any lot.

- 2.11 Council has in the Kirkwood Road / Te Aranga Marae area 59 sections still available for sale and development under the current subdivision layout.
- 2.12 In early 2017 Councillors voiced their concerns around homelessness and social and affordable housing in the Hawkes Bay. Officers were instructed to revisit the Matariki Housing Development Project and reengage with other key stakeholders. Council officers first met with TToH in May 2017 at the request of the TToH CEO to discuss opportunities of developing the land owned by Council and TToH surrounding the Marae and adjacent to Kirkwood Road in Flaxmere.
- 2.13 A working group was formed with representatives from Council, TToH, U-Turn Trust and Te Aranga Marae to evaluate the best options for further development of the land owned by Council and TToH between Kirkwood Road and Mitchell Place / Boston Crescent in Flaxmere.

- 2.14 A workshop was held on 7 July 2017 where George Reedy (TToH CEO) and Emma Horgan (TToH Project Manager) introduced Council to the Waingākau Village project outlining the ownership of the land at Flaxmere West, introducing Cohousing concepts and examples, highlighted key stakeholders and further work required before coming back to Council in September 2017.
- 2.15 George Reedy and Emma Horgan again presented to Council on September 26th which included an overview of the detailed business case that has been developed to-date. The Waingākau Village Business Case highlighted three options from traditional housing, cohousing and a mix of both traditional and cohousing.
- 2.16 The project teams preferred option was the combination of Community Housing (Cohousing) and conventional housing as detailed below.



- 2.17 Council was identified as an important enabler of development in this area and still owns 59 sections as shown in the map below. Council owned land is highlighted in light blue on the map below and effectively encompasses the area where option 3 above has been identified for traditional type housing with some of the Council land required for the cohousing development.



- 2.18 Key elements of the proposal include the development of 76 Cohousing houses with a mixture of one, two and three bedroom homes and 44 houses in the conventional development style using the existing subdivision layout. The cohousing approach is an intentional community of clustered housing with common shared neighbourhood facilities. The attached document provides more detail on the principles of cohousing.
- 2.19 Council was informed at the October 26th 2017 meeting that by December 2017 both TToH and Council Officers will be in a better place to update Council and put a well-informed proposal on the table for consideration. This has taken a little longer and is being presented to Council now. At that meeting Council was informed that there was no requirement of Council at that stage to confirm what involvement Council may have with this project, including how and when Council will sell the 59 sections still in Council ownership.
- 2.20 Council was asked to support this project in principle with the information gathered from TToH's consultation to be used to inform Council further as to the role that it would take and how and when it will sell down the sections that are currently owned by Council. Council was told at that time that it would have the opportunity to satisfy itself as to the most suitable financial arrangement for this project at a future time. There was no financial impact on Council at that stage by supporting the TToH.
- 2.21 Council resolved at the October 26th meeting:

That Council accept in principle Te Taiwhenua o Heretaunga proposal which will allow them to further investigate and consult wider.

That the Council's in principle decision is not to be considered or taken as any form of consent or approval in terms of the

Council's regulatory role under the Resource Management Act 1991, Building Act 2004 or any other statute.

That Council officers will further explore what involvement it will have with the delivery of the Waingākau Village project and present this back to Council.

That Council Officers develop Social and Affordable Housing Strategies and present to Council for consideration in November 2017.

3.0 CURRENT SITUATION

- 3.1 Following Council's endorsement in principle of the TToH proposal in October, TToH have engaged with the community and stakeholders to get a better understanding of the overall acceptance of this project. TToH has undertaken to develop a Detailed Business Case using Treasury's Better Business Case methodology. A paper supporting the TToH proposal is attached as **Attachment 1**. The TToH proposal focuses on the development of the land currently owned by Council, Te Aranga Marae and TToH.
- 3.2 Council has also received a proposal from Mr Bruce Greaves to develop the same land but is restricted to the Council owned land. A copy of Mr Greaves proposal is attached as **Attachment 2**.
- 3.3 Council received on 9 January 2018 a letter and petition from lead petitioners Barry and Wendy Cooze regarding the potential development on Kirkwood Road which was presented to Council on February 1st 2018.
- 3.4 The petitioner's prayer reads as follows:

"We petition that the parcel of land adjoining Kirkwood Road, be made available to the general public for purchase and development, pursuant to the covenants attached to Kirkwood Road, Lots 9-13 and 25-27.

We the undersigned, seek the prompt release for the sale of the aforementioned sections, to the wider community, thereby allowing a continuation of the current standard of development as seen in Kirkwood Road."

Te Taiwhenua o Heretaunga

- 3.5 Following consultation with the community TToH have revised their proposed development plan which is detailed below.



- 3.6 The TToH proposal included maintaining the current subdivision layout for 44 of the Council owned sections with a further 15 Council owned sections to be incorporated into the Cohousing development. The TToH proposal does suggest a minor change to the existing road layout, replacing the unformed cul-de-sac (Ryde Place) off the currently unformed Mawson Avenue with a small loop road for safety reasons.
- 3.7 The map below is the current ownership of this land overlaid over the TToH proposal. This map highlights that a large proportion of the currently Council owned land is proposed to be used for traditional type housing, consistent with what has been built along Kirkwood Road with just 25% of what Council owns proposed to be used for Cohousing. It is expected that if Council was to sell its land to the TToH for this proposal, that the covenants created previously for the Kirkwood Road sections would principally be put in place for development also.



- 3.8 The proposal from TToH puts a large emphasis on creating a community and the wrap around services that it provides to support the development of that community.
- 3.9 The TToH proposal also has an emphasis on building good quality homes that are safe and healthy which is aligned with the other services that TToH provides to the community.

Bruce Greaves (Aranga Construction Limited)

- 3.10 Mr Greaves has a long history of developing good quality family homes in Flaxmere with 35 homes completed since 2006. Mr Greaves would like to purchase from Council the 16 sections on Boston and Tarbet Streets that are fully serviced and can be built on immediately. Mr Greaves would also like to purchase the remaining sections from Council and would undertake responsibility for constructing all remaining infrastructure to the currently unserviced sections.
- 3.11 Current covenants applied to the sections sold to-date along Kirkwood Road would apply to any additional sections sold to Mr Greaves.

Petition

- 3.12 The petition received and presented to Council raised a number of concerns including:
- That they were under the impression that the remaining sections in this area would be developed and sold with covenants applied in the same manner as was applied to their property
 - That they were misled or should have been forewarned of the proposed cohousing development being planned by Council and TToH.

- 3.13 The petitioners have been invited to attend this Council meeting and have been given the opportunity to speak to their petition and this report.
- 3.14 The petitioner's main concern is with the co-housing part of this development proposal from TToH where a higher density of houses is proposed than what the current subdivision layout would have allowed. When they purchased their section and built their house there was an expectation that the balance of the sections would be developed in the same way with the same or similar covenants.
- 3.15 Council has not misled those that have purchased sections along Kirkwood Road. Following the sale of sections in late 2016, Council instructed officers in early 2017 to revisit the Matariki Housing Development Project and reengage with other key stakeholders.
- 3.16 Council officers first met with TToH in May 2017 at the request of the TToH CEO to discuss opportunities of developing the land owned by Council and land owned by TToH surrounding the Marae and adjacent to Kirkwood Road in Flaxmere. At the time these sections were sold to the Cooze's, Council was not aware of any potential development proposal that was different to the current subdivision layout.
- 3.17 It should also be noted that Council does not own all the land involved in the TToH proposal and only 25% of the Council owned land has been incorporated into the cohousing development which is at the centre of the petitioners concerns.
- 3.18 It is expected that if Council was to engage with the TToH, or any other developer, that the covenants put in place for the Kirkwood Road properties would be applied to the balance of Council's land in this area that was to be developed.

4.0 OPTIONS

- 4.1 The purpose of this report is to provide Council with an update on the options currently available to Council. Any future decision to be made by Council will be made in Public Excluded as it will require Council to fully understand the financial consequences of their decisions and to settle on terms that will require negotiation with one or more parties.

5.0 SIGNIFICANCE AND ENGAGEMENT

- 5.1 This matter has been assessed against the Council's Significance and Engagement Policy, and whilst not considered significant in the context of the wider Hastings District, it does have a degree of significance for the local community.

6.0 ASSESSMENT OF OPTIONS (INCLUDING FINANCIAL IMPLICATIONS)

- 6.1 This report is for the purpose of providing an update to Council on the current options available for development in the Flaxmere West area, and to provide the petitioners on this topic with the opportunity to present their petition after having had the opportunity to hear Council's response in this report. A decision on the preferred pathway is not sought from this agenda item.

7.0 RECOMMENDATIONS AND REASONS

- A) That the report of the Group Manager: Community Facilities & Programmes titled “Flaxmere West Land Development” dated 22/02/2018 be received.

With the reasons that this development will contribute to meeting the current and future needs of communities for good quality local infrastructure by addressing Social and Affordable Housing issues in partnership with community and key stakeholders.

Attachments:

- | | | |
|---|--------------------------------------|---------------|
| 1 | Waingakau Village TToH Business Case | CG-14-1-00612 |
| 2 | Proposal from Aranga Construction | CG-14-1-00613 |

AFFORDABLE HOUSING FLAXMERE



Emma Horgan & George Reedy

AFFORDABLE HOUSING FLAXMERE

Table of Contents

ABOUT TE TAIWHENUA O HERETAUNGA	3
INVESTMENT OBJECTIVES	6
CASE STUDY.....	7
UNDER TTOH PROPOSAL.....	7
CURRENT KIRKWOOD ROAD HOUSE PRICES 2018.....	8
WHY AFFORDABLE HOUSING IS IMPORTANT	8
COHOUSING COMMON FEATURES.....	9
CRIME REDUCTION THROUGH DESIGN.....	10
QUALITY HOUSING – CONVENTIONAL.....	11
SIZE OF STAND ALONE HOUSES	13
COHOUSING 3D EXAMPLES : HOME INTERIORS	14
SUSTAINABILITY: ENERGY FROM MICROGRID	15
SUSTAINABILITY: WATER CONSERVATION.....	15
CONSULTATION.....	16
FEEDBACK.....	16
WHAT TTOH CAN OFFER THAT A TRADITIONAL DEVELOPER CAN'T	20
PROGRESS WITH FUNDING	20

AFFORDABLE HOUSING FLAXMERE

ABOUT TE TAIWHENUA O HERETAUNGA



The moemoea or vision of Te Taiwhenua o Heretaunga is Healthy and vibrant whānau who:

- Have access to choice and opportunity
- Are living throughout our rohe in healthy and safe environments
- Feel a strong sense of identity, connection and community
- Are equipped to lead prosperous and productive lives
- Are proud of and enriched by their culture
- Are in control of their lives

AFFORDABLE HOUSING FLAXMERE



As a registered non-profit organisation Te Taiwhenua o Heretaunga (TTOH) focuses on delivering health, social, education and housing solutions to Heretaunga whanau.

- Annual revenue reached \$20 million in 2017
- Employer of approximately 300 staff
- More than 30 years of experience in service delivery of commercial contracts to Government agencies
- Currently have almost 100 contracts with a combined value approaching \$50 million across multiple agencies
- Helped tens of thousands in the community since 1987

AFFORDABLE HOUSING FLAXMERE

WRAP AROUND SERVICES PROVIDED BY TE TAIWHENUA O HERETAUNGA

- **Medical Centre and community outreach** (Hauora Heretaunga). The medical and dental centre is staffed by integrated teams of GPs, practice nurses, dentists, dental therapists and health educators. FREE GP consultations for all registered clients up to age 25.
- **Mental health and addiction services-** A comprehensive package of clinical and community-based care, prison based and four residential home options. Working alongside whanau who experience mental illness or drug and alcohol addictions.
- **Social Services-** Provision of a range of services to support families including Te Whare Karamu – a “supportive house” that provides short-term (three to six months) furnished accommodation with 24-hour live-in supervision for teen parents and their children, Youth Services – designed to work with rangatahi aged between 8-18 offering support and advice, **Family Start** – a service provided in the home, Teen parent – for young parents under 20, Heretaunga Tiaki Tamariki – a kaupapa Māori intervention programme aimed at rangatahi to reduce re-offending.
- **Education** -budgeting courses, parenting courses, fitness and nutrition education, Te Taiwhenua o Heretaunga Scholarships. 60 space Early Childhood Education Centre
- **Housing-** Te Whare Ahurutanga: A purpose-built home for up to 11 kaumātua who are still capable of independent living but would benefit from the supports of shared living. Te Whare Karamu: a residential experience for young parents facing extreme hardship and requiring a stable whānau environment in which to learn to be a confident, capable and independent parent. Recently moved into providing emergency home service to Whānau. TTOH currently manage 19 emergency homes, this will grow to 31 by mid-2018. In addition to 53 motel units.



AFFORDABLE HOUSING FLAXMERE

Vision: Thriving happy healthy Whanau living in a vibrant quality affordable housing village in Flaxmere, New Zealand. The village is a model of sustainable living, social diversity, and economic empowerment

We do not want to develop a social housing village. We want a solution that moves people through the housing continuum to full ownership.

INVESTMENT OBJECTIVES

1. To provide affordable housing for low income community. Offering multiple supported pathways to ownership tailored to the social and economic needs of the home buyers. Offering wrap around services throughout.
2. To provide high quality, well designed, healthy and affordable environmentally sustainable housing and infrastructure
3. To build a safe, secure, healthy and socially cohesive community supported and sustained by structures and support systems
4. To contribute to changing the socio- economic profile of Flaxmere West for the better
5. To develop facilities in the community that encourage the establishment of local small businesses, social enterprises and local economy

This is not a social housing development, the aim is to:

- To build affordable quality healthy homes in Flaxmere for mixed demographics.
- To build in a way that creates community and natural support systems.
- To develop and foster a living environment which promotes safety, security
- To maximise greenspace and minimise urban sprawl in line with HPUD strategy
- To encourage and grow economic activity in the community

AFFORDABLE HOUSING FLAXMERE

CASE STUDY: MUM, DAD AND TWO CHILDREN

Dad Earns a Policeman Salary	\$65,000
Mum Earns a part time salary in Hospitality	\$23,000
Household Total Earnings	\$88,000

- With a \$20,000 deposit this family can borrow \$80,000
- There are no houses for \$100,000 on the market
- With current market rentals it would take them another 12 years to save an additional \$35,000 towards a deposit allowing them to borrow \$220,000. By which time the market will have moved

74.9 % of households in Flaxmere West earn \$70,000 or less

UNDER TTOH PROPOSAL

- With a \$20,000 deposit plus \$55,000 shared equity investment by TTOH this family can borrow \$300,000
- This allows the family up to \$375,000 to spend on a house
- Weekly repayments of a maximum \$357 per week (the same as the weekly rental prices for Hastings)
- This allows the family the option of buying either a 2 bedroom in the cohousing village for \$205,000 a 3 bedroom in the cohousing village for \$260,000 or a 3 bedroom standalone house for \$375,000
- The family will have wrap around budgeting / financial education and advice, social, health and wellbeing services provided by TTOH
- They will be part of an intentional community that meets weekly for meals, has elderly grandparents, other young families, mothers to share advice, fathers to kick the ball around



AFFORDABLE HOUSING FLAXMERE

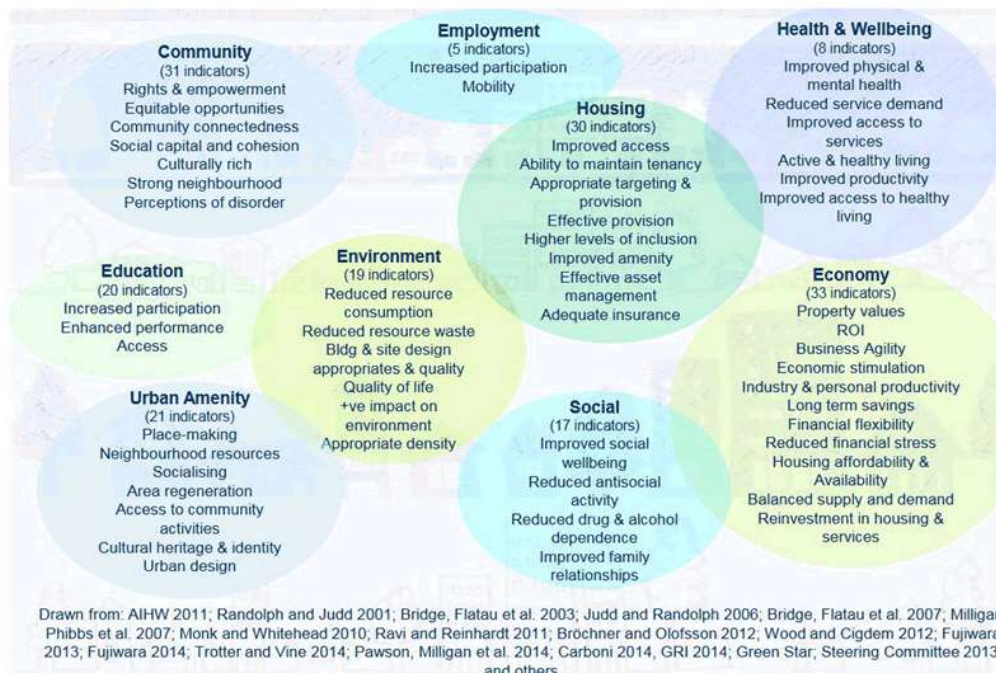
Item 15

CURRENT KIRKWOOD ROAD HOUSE PRICES 2018



Less than 8% of Flaxmere population could potentially afford to service a loan for \$460,000 if they have a \$90,000 deposit in a traditional development model

WHY AFFORDABLE HOUSING IS IMPORTANT



Attachment 1

AFFORDABLE HOUSING FLAXMERE

Item 15

COHOUSING COMMON FEATURES

- pathways throughout the community rather than roads, increasing the opportunities for social interaction.
- 40 to 50 % of space is green or shared
- A balance of space for both homeowner privacy and community engagement
- Medium density but beautiful, planned to weather time
- Varying size of houses for mixed demographics
- Strategic positioning of homes for elderly and single parents so they are integrated into and supported by community



Attachment 1

AFFORDABLE HOUSING FLAXMERE



CRIME REDUCTION THROUGH DESIGN

- One of the project goals is crime reduction through community cohesiveness and good design
- Urban Planner Deyana Popova was contracted in conjunction with a cohousing expert to design the urban layout
- Deyana created the New Zealand National guidelines for crime prevention through environmental design for the Ministry of Justice. She is one of New Zealand's leading experts on CPTED
- Deyana factored these principles into the Waingākau village design.

AFFORDABLE HOUSING FLAXMERE

TTOH WILL BUILD QUALITY HOUSING – CONVENTIONAL



It is recommended that these homes are surrounded by permeable fences as designed by the Crime Prevention through Environmental Design (CPTED) framework.



AFFORDABLE HOUSING FLAXMERE



Passive surveillance and privacy

Crime Prevention Through Environmental Design (CPTED) supports the use of permeable fencing so that unlawful house entry does not occur out of sight behind solid fences. Visual filtering, combining a permeable fence of moderate height with vegetation behind or in front of the fence balances the need for privacy without total visual blocking.

PERMEABLE FENCING AS RECOMMENDED BY NATIONAL GUIDELINES FOR CRIME PREVENTION THROUGH DESIGN FRAMEWORK

AFFORDABLE HOUSING FLAXMERE

SIZE OF STAND ALONE HOUSES



All 44 standalone houses backing onto Kirkwood road will have:

- Minimum 130 Sqm
- Minimum 3 bedrooms
- Permeable fencing to meet CPTED standards
- In keeping with high quality housing standards

The cohousing development will be built to the same high quality standards.

AFFORDABLE HOUSING FLAXMERE

COHOUSING 3D EXAMPLES: HOME INTERIORS

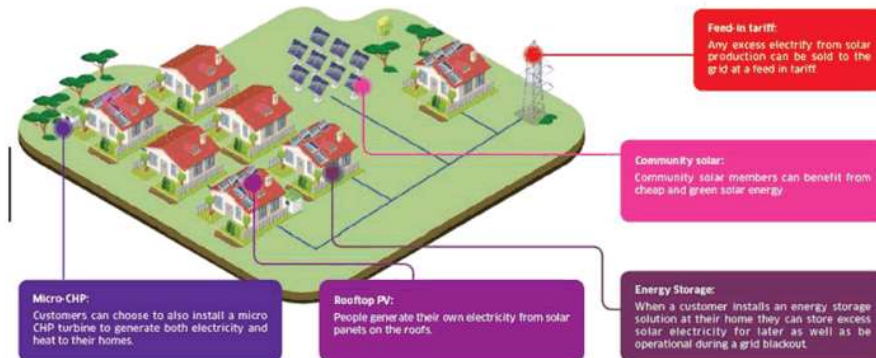


Item 15

Attachment 1

AFFORDABLE HOUSING FLAXMERE

SUSTAINABILITY WILL BE FACTORED INTO THE VILLAGE: ENERGY FROM SOLAR MICROGRID



SUSTAINABILITY: WATER CONSERVATION WILL BE FACTORED INTO THE DEVELOPMENT



AFFORDABLE HOUSING FLAXMERE

CONSULTATION

- Independent market research was undertaken to gauge market demand for cohousing. 85.7% of the target market in Flaxmere said they would either be interested in buying or renting in a cohousing development.
- During the consultation process 101 families pre-registered their interest in buying a property within this village. There are another 29 pre-registration manual forms that have been request and response is pending.

FEEDBACK

"This is an awesome development for our community we have a large family and pay \$310. rent weekly. We would love our own home and have about 50k. in kiwisaver but unable to access the rest of what it cost to buy a house."

- J Teleso

I love the whole concept, great idea and vision to raise children, family, healthy, happy communities all about heart of the community and whanau unity. I would be interested in buying in this community'

- R Brown

'Te Whare Tapa Wha concept. Safer community, healthier lifestyle, this is the start of better functioning families. Affordable for future generations of our mokopuna. I would like to buy'.

- T Whitianga

It encourages a strong sense of community and social interaction which discourages loneliness. It also offers a better standard of living for first home buyers by sharing services and encouraging ownership of the community. It instils a sense of pride in our community.

- A Tolua

This has come at the perfect time 4 me as I am now financially secure to be able to start looking at being a first time homeowner. I fully support this initiative as I have been a resident of flaxmere for over 30 years and I am flaxmere tuturu. All the best for this exciting adventure and I hope I am one of the lucky ones chosen to live in Waingākau.

- J Kireka

From someone who spent most of my life growing up on the West Side of Flaxmere, I am in love with this Waingākau Village concept. It will be great to finally see the reserved areas been put to good use for our Flaxmere community. This will bring hope and restore the mana back to the people. I would love to be apart of this movement

- Awhina Broughton

AFFORDABLE HOUSING FLAXMERE

Option Assessment. Option one: conventional development, Option two: Full cohousing village, Option three: mixture of conventional development and smaller cohousing village

OPTION ASSESSMENT AGAINST STRATEGY		Principle	Description	points available	Option 1	Option 2	Option 3
HDC district strategy	Fits with The Heretaunga Plains urban Development Strategy (HPUDS)	Create and maintain a safe environment					
		Design Focuses on streets - buildings front and overlook the streets to create activity. Uses the movement network to provide passive security – “eyes on the street” create sense of ownership and safety for users;	3	1	3	3	
		Increases levels of internal movement in Flaxmere – create multiple routes in and around the town centre, spread traffic, create choices of routes for people on foot. Increases regional movement through Flaxmere – add to the "movement economy;	3	1	3	3	
		To improve economic opportunity and raise the domestic income in Flaxmere					
		Reduces the need to travel for basic needs – reduce the cost (time and money) for Flaxmere residents.	3	1	3	3	
		Contains a greater % of expenditure in the community – capture the local dollar locally	3	2	3	3	
		Provides housing options for a wider cross-section of residents - expands the market base, add wider socio-economic diversity .Provides for all ages and household types - widens the mix of housing types, for new households and empty nesters	3	1	3	3	
		Adds different types of live/work opportunities - provides a diverse range of settings for business	3	1	2	3	
		To promote and enhance community identity, pride and sense of belonging					
		Environmental – reducing the impact on the planet, making it easier to walk and save energy	3	0	2	2	
		Uses streets + public spaces as the focus of community life	3	1	3	3	
		Improves the vitality of existing community facilities + offer potential for expansion.	3	0	2	2	
		Brings the centre to the centre (Greater buzz & activity)	3	0	2	2	
		Increases the value & quality of public space	3	1	2	2	
HDC district strategy	Fits with The Heretaunga Plains urban Development Strategy (HPUDS)	There is a growing and resilient economy which promotes opportunities to live, work, play and invest.	3	1	3	3	
		The productive value of its soil and water resources are recognised and provided for, and sustainable use is promoted.	3	0	2	2	
		Community and physical infrastructure is integrated, sustainable and affordable	3	1	3	3	
		In order to achieve the 'compact design' settlement pattern, and still accommodate projected growth, it is essential to increase the density of dwellings in existing settlements and greenfield growth areas within the Heretaunga Plains sub-region. HPUDS aspires to achieve higher minimum net densities, An average yield of 20 lots or dwellings per hectare within each intensification development area.	3	0	3	2	
		Total for HDC strategy	45	11	39	39	
Supporting Recommendation	Uses District Health Board recommendations	"DHB Health Assessment of the Flaxmere Urban Design Framework identified that good design can optimise health, social and wellbeing of tenants and owners .The report identified that Quality urban design should sets out to achieve the following: creates safe, attractive and secure pathways and links between centers, landmarks and neighborhoods	3	2	3	3	

AFFORDABLE HOUSING FLAXMERE

Project Vision			facilitates green networks that link public and private open space	3	1	3	3
			places a high priority on walking, cycling and public transport	3	1	3	3
			anticipates travel demands and provides a sustainable choice of integrated transport modes	3	2	2	2
			improves accessibility to public services and facilities	3	2	3	3
			treats streets and other thoroughfares as positive spaces with multiple functions	3	2	3	3
			"provides formal and informal opportunities for social and cultural interaction				
			provides environments that encourage people to become more physically active. (New Zealand Urban Design Protocol)"	3	1	3	3
			facilitates access to services and efficient movement of goods and people	3	2	2	2
			Total for DHB strategy	24	13	22	22
		Encourages Community	physical design of the neighbourhood to regenerate social interaction and encourage an ongoing strong sense of community. Natural community cohesion increases encouraging positive social interaction.	3	1	3	3
			To offer housing options for mixed demographics from cradle to elderly in varying housing arrangements from 1 bedroom through to 4 bedroom houses.	3	0	3	3
		Mixed demographics and economic situations	Mixture of economic situations from subsidized rent homes (previously known as social), rental properties and owned properties. Ensuring an intergenerational community offering active involvement in daily life and mutually supportive environment.	3	0	3	3
			Inclusion of dwellings, landscape designs, community buildings for aged and dependent person living, ensuring accessibility and inclusivity for all residents and visitors;	3	0	3	3
			To be an attractive, vibrant place, housing residents of mixed tenure and income, with embedded sustainability principles	3	0	3	3
			Affordable house builds making accessible to many. 90% of housing is allocated to affordable housing, 10% to social housing.	3	0	3	3
		infra-structure	Where possible use existing infrastructure and boundaries that are already in place	3	3	1	2
		Demand	Demand from local residents i.e. are houses affordable enough for local residents to buy and would they choose to live in this type of development	10	5	8	8
		Risk	planning risk i.e. new ways of doing things	5	5	1	3
			reputation risk	3	3	1	2
			Socio economic risk	5	2	3	5
			Risk to implement	5	5	1	3
		Total for Project		49	24	33	41
		GRAND TOTAL FOR HDC, DHB AND PROJECT		187	72	155	163

AFFORDABLE HOUSING FLAXMERE

Number of homes available and possible mixture of tenure:

Type	Total	house size	Type of Tenure			
			Assisted rent	Assisted ownership	Private rent	Private Ownership
1 bedroom (co-housing)	12	50 sqm	2	1	3	6
2 bedroom (co-housing)	14	80 sqm	2	2	3	7
3 bedroom (co-housing)	35	100 sqm	5	3	11	16
4 bedroom (co-housing)	15	125 sqm	5	1	2	7
3+ bedroom (conventional)	44	165 sqm		4	10	30
			14	11	29	66
			20%	15%	15%	50%

To keep the social balance and offer a housing pathway that uplifts the community it is important to have the full continuum of options.

AFFORDABLE HOUSING FLAXMERE

Item 15

WHAT TTOH CAN OFFER THAT A TRADITIONAL DEVELOPER CAN'T

- Wrap around support services in budgeting, finance education, social workers, health and wellbeing services
- A dedicated team to support the needs of our Flaxmere residents
- Access to shared equity through partnerships
- Potential partnerships with Government funding to lower costs of development. For example Te Puni Kokiri, Kiwibuild, MSD, Housing etc
- The ability to leverage economies of scale across whole development
- A desire to change social outcomes for the residents of Flaxmere through building

PROGRESS WITH FUNDING

- TTOH is currently in the process of working through first funding opportunities with Government
- Have several shared equity funders who are willing to partner and can leverage their national and international networks for funding
- Have four government departments that have expressed interest in potentially providing funding

Smart investment in affordable housing can deliver sustainable benefits to health, employment and social inclusion for the whole community.



Attachment 1

Aranga Construction Limited

Item 15

Attachment 2

Kirkwood Road Area Proposal 2018

My proposal is to continue to transform the community, primarily - of western Flaxmere. My belief is that this area is attracting strong families that bring a positive impact upon the wider community.

We are about to build on the last of six sections that we purchased in 2016. Buyers have included new home owners and families relocating from other regions.

The areas of Prestige Place, Margate Avenue, Tarbet Street and the last block of homes on Kirkwood Road are also a testament of my ability to bring this plan to fruition. Beginning in 2006, we began working with the Council and we completed 35 homes in these respective areas. We have seen this transformation take place. Families who take pride in the area they live in.

In February of 2016, I again approached the HDC. My concept was the same: *To further develop Kirkwood Road and fill the remaining sections with affordable and attractive homes.* It is with a sense of satisfaction that I drive into Kirkwood Road and see not only what we have begun but also what other people have 'caught' a hold of and are endeavouring to see come to pass. I believe establishing the building covenants that were agreed to and put in place with the Council will maintain the standard of development that we are all seeking.

My proposal therefore is to continue the development of the Kirkwood Road Area in the following stages:

1. I would like the opportunity to purchase the available 16 sections on Boston Street and Tarbet Street that can immediately be built on.
2. I would also like to purchase the remaining 42 sections behind Kirkwood Road.
3. To undertake the responsibility of placing the roading and utility services for Mawson Avenue and Ryde Place.

Aranga Construction Limited

What qualifies me for this undertaking?

1. I have a heart for Flaxmere. I have been involved in and around this community for 36 years. My children attended school in this community and not only did we purchase our first home in this community, when we were able, we built our first home in this community.
2. I have a proven track record: 40 completed homes.
3. I have the confidence and expertise to see that this can be achieved.
4. I have sold the current homes to the families on Kirkwood Road in good faith that the Council will maintain a progressive outlook and determine the quality of standard of housing will remain by the adherence to the agreed covenants for the area.
5. I believe that this development can be achieved by decisive and continual commitment by the Council to release the sections that are currently available.
6. I believe that now is the time to step up and make this a reality. This land has sat untouched for the last 25 years and I believe the community demands a response. Affordable homes for first home buyers are in great demand and I believe we can work together to make this happen.

The momentum already created has potential to flow on to bring about a positive impact.

We can turn Flaxmere's often unwarranted, derogatory reputation and restore it to the satellite hope it deserves.

Regards,
Bruce Greaves
Aranga Construction Limited
021-500-928

REPORT TO: COUNCIL

MEETING DATE: THURSDAY 22 FEBRUARY 2018

**FROM: MAYOR
SANDRA HAZLEHURST**

SUBJECT: DIS-ESTABLISHMENT OF CHAIRMEN'S COMMITTEE

1.0 SUMMARY

- 1.1 The purpose of this report is to obtain a decision from the Council to
- dis-establish the Chairman's Committee, and
 - the formal processes of regular performance planning, performance review and remuneration review for the Chief Executive to be the responsibility of Council.
- 1.2 This proposal arises from a request from the Mayor.
- 1.3 The Council is required to give effect to the purpose of local government as prescribed by Section 10 of the Local Government Act 2002. That purpose is to meet the current and future needs of communities for good quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses. Good quality means infrastructure, services and performance that are efficient and effective and appropriate to present and anticipated future circumstances.
- 1.4 The objective of this decision relevant to the purpose of Local Government is to ensure that the process for setting of performance indicators and conducting performance reviews is in line with legislative requirements as set out in the Local Government Act 2002.
- 1.5 This report concludes by recommending that the Chairmen's Committee be formally disestablished and replaced with the process set out in **Attachment 1** of this report.

2.0 BACKGROUND

- 2.1 The Mayor has requested that consideration be given to alternative arrangements for the performance planning and performance review process and remuneration for the Chief Executive.
- 2.2 In setting performance indicators and conducting performance reviews for the Chief Executive, the requirements of the Local Government Act 2002 must be taken into account. These requirements are set out in full in the procedure at **Attachment 1**. As long as these requirements are met, consideration and determination of these matters may be considered by Council or delegated to a Committee of the Council.
- 2.3 Following the triennial election in October 2016, the Council approved the Hastings District Council Committees and Rural Community Board Delegations Register which included the Chairmen's Committee with

responsibility for “dealing with all matters relating to the employment relationship between the Council and the Chief Executive and monitoring the performance of the Chief Executive in relation to agreed key result areas”.

2.4 The membership for the Chairmen’s Committee is as follows:-

Chairman - The Mayor

Deputy Mayor

Chairman of Economic Development & Urban Affairs Committee

Chairman of Finance and Monitoring Committee

Chairman of Planning and Regulatory Committee

Chairman of Social & Cultural Development

Chairman of Works and Services Committee

Quorum – 4 members

2.5 The powers delegated to the Chairmen’s Committee are to provide on behalf of Council a formal process:-

- of regular review and planning with the Chief Executive and Council in respect of the Council’s performance expectations of the Chief Executive, and the Chief Executive’s performance
- to prepare and adopt the Performance Agreement between Council and the Chief Executive
- to assist the Chief Executive to identify areas and priorities for efficiency and baseline reviews
- to receive briefings and act as a governance sounding board for organisational change and improvement processes
- to review and set remuneration and other conditions of employment on behalf of Council.
- to develop, with the Chief Executive, and approve professional development programmes and initiatives to further develop the Chief Executive.

The Chief Executive’s performance review, planning and related processes are to be conducted in line with the process set out in appendix 1 of the Committees and Community Board Delegations Register 2016.

The Chairmen’s Committee reports to the Council.

3.0 CURRENT SITUATION

3.1 In order to introduce a new procedure for considering the Chief Executive’s performance review and performance planning and remuneration review, it is first necessary to discharge the current Chairmen’s Committee arrangements. Under Schedule 7 of the Local Government Act 2002, a Council may

- appoint committees, subcommittees, and other subordinate decision making bodies that it considers appropriate, and unless expressly provided in legislation or regulation
- may discharge or reconstitute a committee or subordinate decision making body.

- 3.2 In the absence of delegations to a Committee, Council is the responsible decision making body.

4.0 OPTIONS

- 4.1 **Option 1** To retain status quo.
- 4.2 **Option 2** To dis-establish the Chairmen's Committee and adopt the procedure for the Chief Executive's performance planning, performance review and remuneration review as set out in **Attachment 1** of this report.

5.0 SIGNIFICANCE AND ENGAGEMENT

The issues canvassed in this report do not trigger any thresholds with the Council's Significance Policy. The nature of the Council's committee structure is a matter entirely at the discretion of the Council. No consultation is required.

6.0 PREFERRED OPTION/S AND REASONS

- 6.1 This is a political decision. It is for the Council to decide whether it wishes the issue of the Chief Executive's performance planning, performance review and remuneration review to be delegated to a Committee or determined by full Council.

7.0 RECOMMENDATIONS AND REASONS

- A) That the report of the Mayor titled "Dis-establishment of Chairmen's Committee" dated 22/02/2018 be received.
- B) That the Chairmen's Committee be formally discharged, and its terms of reference, delegations and procedures be removed from the Committees and Community Board Delegations Register 2016 with immediate effect.
- C) That the process provided in Attachment 1 of the report as set out in A) above, be adopted and included in the Committees and Community Board Delegations Register 2016 with immediate effect.

Attachments:

- 1 Review and Performance Plan of Chief Executive CG-14-1-00609

CG-14-1-00609

Item 16

1.0 Performance Planning & Performance Review - Chief Executive of Hastings District Council

- 1.1 The Chief Executive (CE) Performance Planning & Performance Review process provides a formal process of regular performance planning and performance review with the Chief Executive (CE) and Council, to ensure that there is common understanding of desired outcomes, to foster the relationship and communication between the CE and Council and to provide feedback on performance to the CE.
- 1.2 In setting performance indicators and conducting performance reviews, the parties must take into account the requirements of the Local Government Act 2002, as follows:

Part 4 Section 42 Chief Executive

- (2) *A chief executive appointed under subsection (1) is responsible to his or her local authority for—*
 - (a) *implementing the decisions of the local authority; and*
 - (b) *providing advice to members of the local authority and to its community boards, if any; and*
 - (c) *ensuring that all responsibilities, duties, and powers delegated to him or her or to any person employed by the local authority, or imposed or conferred by an Act, regulation, or bylaw, are properly performed or exercised; and*
 - (d) *ensuring the effective and efficient management of the activities of the local authority; and*
 - (e) *maintaining systems to enable effective planning and accurate reporting of the financial and service performance of the local authority; and*
 - (f) *providing leadership for the staff of the local authority; and*
 - (g) *employing, on behalf of the local authority, the staff of the local authority; and*
 - (h) *negotiating the terms of employment of the staff of the local authority.*
- (3) *A chief executive appointed under subsection (1) is responsible to his or her local authority for ensuring, so far as is practicable, that the management structure of the local authority—*
 - (a) *reflects and reinforces the separation of regulatory responsibilities and decision-making processes from other responsibilities and decision-making processes; and*
 - (b) *is capable of delivering adequate advice to the local authority to facilitate the explicit resolution of conflicting objectives.*
- (4) *For the purposes of any other Act, a chief executive appointed under this section is the principal administrative officer of the local authority.*

Attachment 1

CG-14-1-00609

and

Schedule 7, Part 1, 34 (2)**34 Terms of employment of chief executive**

(2) *The local authority and the chief executive must enter into a performance agreement.*

- 1.3 The process commences with an agreement between the CE and Council on the Performance Plan for the coming financial year. This Performance Plan includes overarching performance expectation information as well as specific Key Performance Indicators. The Key Performance Indicators detail the performance area, the specific goals and objectives, and the targets or measures.
- 1.4 An experienced consultant will be retained to facilitate the process for the annual review and planning process and, if desired, also for the midyear review. The role of the consultant is not one of decision maker, appraiser or evaluator, but is to guide the Mayor and Councillors through the performance planning and performance review process. It is not to determine on their behalf whether or not the Chief Executive is performing or to provide judgement, but to assist the Mayor and Councillors to understand the process and to work through it, ensuring a robust decision making process and outcome.
- 1.5 Reviews will occur at least twice each year. The Chief Executive will meet with the Mayor and Deputy Mayor, with the assistance of the external consultant, to review the documents prepared by the Chief Executive (which will be provided in advance of the meeting). These documents will comprise a Self Assessment Report and the previously agreed Performance Plan with commentary as to achievement of objectives, along with (in the case of the Annual Review) a proposed draft Performance Plan for the coming year.
- 1.6 Following that session, a workshop with the Chief Executive and Council as well as the Chair of the HDC: Maori Joint Committee and the Chair of the Rural Community Board, with the assistance of the external consultant, will be held to provide the opportunity to comment on the performance of the CE for the period under review, and (in the case of the annual review), to express desired areas of focus for the CE for the forthcoming year and related Key Performance Indicators.
- 1.7 For the annual review, the draft Performance Plan for the coming year will be updated as agreed based on the information gathered through the initial meeting and the workshop, and a final version then will be agreed by the Council and the CE.
- 1.8 The finalised Performance Plan will be adopted by resolution of Council.
- 1.9 Performance Reviews will be recorded by resolution of Council.
- 1.10 As part of the annual review, a 360 degree feedback survey may be undertaken. This may involve seeking feedback from:
 - Mayor and Councillors (as the Employer)

CG-14-1-00609

- Chairs of the HDC : Maori Joint Committee and the Rural Community Board along with appropriate external stakeholders
- Staff who report to the Chief Executive
- The Chief Executive

1.11 On an annual basis, the CE's remuneration package will be reviewed. Any increase will take into account such things as external remuneration advice, market remuneration information, along with other relevant information (e.g. cost of living data). The Chief Executive will be given the opportunity to provide their view on the appropriate remuneration level. Following consultation with the Chief Executive, the Council will determine the appropriate remuneration level.

HASTINGS DISTRICT COUNCIL

COUNCIL MEETING

THURSDAY, 22 FEBRUARY 2018

RECOMMENDATION TO EXCLUDE THE PUBLIC

SECTION 48, LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987

THAT the public now be excluded from the following part of the meeting, namely:

20 Parks and Property Review and Business Case

21 Flaxmere West Land Development

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:

**GENERAL SUBJECT OF EACH
MATTER TO BE CONSIDERED**

**REASON FOR PASSING THIS
RESOLUTION IN RELATION TO
EACH MATTER, AND
PARTICULAR INTERESTS
PROTECTED**

**GROUND(S) UNDER
SECTION 48(1) FOR THE
PASSING OF EACH
RESOLUTION**

**20 Parks and Property
Review and Business Case**

Section 7 (2) (h)

The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities.

Section 7 (2) (i)

The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).

To protect the ability of Council to enter into commercial negotiations and consultation with affected staff should that be the decision of Council.

Section 48(1)(a)(i)

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.

**21 Flaxmere West Land
Development**

Section 7 (2) (h)

The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities.

Section 7 (2) (i)

The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).
to protect Council's position to commercially negotiate potential sale prices.

Section 48(1)(a)(i)

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.