
Thursday, 18 March 2021

Te Hui o Te Kaunihera ā-Rohe o Heretaunga

Hastings District Council

Council Meeting

Kaupapataka

Agenda

Te Rā Hui:
Meeting date: **Thursday, 18 March 2021**

Te Wā:
Time: **1.00pm**

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

Te Hoapā:
Contact: **Democracy and Governance Services
P: 06 871 5000 | E: democracy@hdc.govt.nz**

Te Āpiha Matua:
Responsible
Officer: **Chief Executive - Nigel Bickle**

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HASTINGS DISTRICT COUNCIL
207 Lyndon Road East, Hastings 4122 | Private Bag 9002, Hastings 4156
Phone **06 871 5000** | www.hastingsdc.govt.nz
TE KAUNIHERA Ā-ROHE O HERETAUNGA

Thursday, 18 March 2021

Te Hui o Te Kaunihera ā-Rohe o Heretaunga

Hastings District Council

Council Meeting

Kaupapataka

Agenda

Tiamana

Chair: Mayor Sandra Hazlehurst

Mematanga:

Membership:

Ngā KaiKaunihera

Councillors: Bayden Barber, Alwyn Corban, Malcolm Dixon, Damon Harvey, Tania Kerr (Deputy Chair), Eileen Lawson, Simon Nixon, Henare O'Keefe, Peleti Oli, Ann Redstone, Wendy Schollum, Sophie Siers, Geraldine Travers and Kevin Watkins

Tokamatua:

Quorum:

8 members

Apiha Matua

Officer Responsible:

Chief Executive – Nigel Bickle

*Te Rōpū Manapori me te
Kāwanatanga*

Democracy and

Governance Services:

Jackie Evans (Extn 5018)

Te Rārangi Take

Order of Business

1.0 Opening Prayer – *Karakia Whakatūwheratanga*

2.0 Apologies & Leave of Absence – *Ngā Whakapāhatanga me te Wehenga ā-Hui*

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.

3.0 Conflict of Interest – *He Ngākau Kōnatunatu*

Members need to be vigilant to stand aside from decision-making when a conflict arises between their role as a Member of the Council and any private or other external interest they might have. This note is provided as a reminder to Members to scan the agenda and assess their own private interests and identify where they may have a pecuniary or other conflict of interest, or where there may be perceptions of conflict of interest.

If a Member feels they do have a conflict of interest, they should publicly declare that at the start of the relevant item of business and withdraw from participating in the meeting. If a Member thinks they may have a conflict of interest, they can seek advice from the General Counsel or the Manager: Democracy and Governance (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.

4.0 Confirmation of Minutes – *Te Whakamana i Ngā Minitī*

Minutes of the Council Meeting held Thursday 11 February 2021.
(Previously circulated)

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19.0 Strategic Land Consideration

20.0 Foodeast Regional Investors Update

21.0 Urban Development Area - Land Acquisition

22.0 Delegation to the Chief Executive to enter into Lease arrangements

23.0 Lease Renewals

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Hastings District Council: Council Meeting

Item 5

Te Rārangi Take

Report to Council

Nā:
From: Annette Hilton, Project Advisor

Te Take:
Subject: Presentation by Mayor's Tuia

1.0 Purpose and summary - *Te Kaupapa Me Te Whakarāpopototanga*

- 1.1 The Tuia Programme is part of LGNZ's Mayor's Taskforce for Jobs - Rangatahi Leadership Programme, which involves local Mayors mentoring on a one-on-one basis a young person to encourage and enhance their leadership skills.
- 1.2 The programme looks to build a network of support for rangatahi to help them serve their communities well. A mayor will select a rangatahi from their district who they will develop a mutually beneficial mentoring relationship with, in order to enhance their ability to contribute well to their community. This will happen on a monthly basis, involving both informal meetings and participation at formal occasions.
- 1.3 The programme also provides an opportunity to gain a deeper insight into inter-generational issues and experiences.
- 1.4 Selected rangatahi will be expected to undertake a 100 hour community contribution project in their communities.
- 1.5 Rangatahi will also attend five wānanga in different parts of the country over the year to build networks, obtain support and receive exposure to a diverse range of people from across the country.
- 1.6 Hastings District Council Mayors have been participating in the Tuia programme for the past eight years.
- 1.7 Grace Ropitini, a local primary school teacher in Hastings, was selected as Mayor Hazlehurst's Tuia for 2020. Her Worship's two previous Tuia were Antoinette Hapuku-Lambert (2018) and Shar Maui (2019).
- 1.8 Ms Ropitini is presenting to Council an update on her work with the Tuia programme from last year.

2.0 Recommendations – *Ngā Tūtohunga*

- A) That Council receive the report titled Presentation by Mayor's Tuia dated 18 March 2021.

Attachments:

There are no attachments for this report.

Thursday, 18 March 2021

Te Hui o Te Kaunihera ā-Rohe o Heretaunga
Hastings District Council: Council Meeting

Item 6

Te Rārangi Take

Report to Council

Nā:
From: Nigel Bickle, Chief Executive

Te Take:
Subject: Chief Executive's Update

1.0 Purpose and summary - *Te Kaupapa Me Te Whakarāpopototanga*

- 1.1 The purpose of this report is to update Council on key matters of interest since the last update and provide executive context for the strategic items on this Council Meeting Agenda. The remaining items are important operational matters and are well traversed within the Officer Reports.

Chief Executive Update

- 1.2 I would like to firstly recognise that these past few months have been incredibly challenging for our staff and community with the recent COVID-19 outbreak in Auckland and the subsequent change of alert levels around the country.
- 1.3 The biggest impact from the alert level changes has been felt by our events industry with the cancellation of some major annual events in our district and wider region, including Hawke's Bay's Art Deco Weekend, our International Cultures Day in Hastings and the Horse of the Year show.
- 1.4 I would also like to acknowledge the impact COVID-19 has also had on the 40th anniversary of the Hastings-Guilin Sister City relationship. Council has developed a plan to spread out this significant celebration over the course of this year. It was fantastic we were still able to see our sister city relationship reaffirmed at a small event on 3 March in the Osmanthus Gardens.
- 1.5 While it is incredibly disappointing for our council to not have some of our iconic events in 2021, it highlights the importance of following the government's COVID-19 guidelines which are keeping our community safe.

Adoption of the Long Term Plan for Community Consultation

- 1.6 Council is being asked to adopt today the Long Term Plan (LTP) 2021/2021 for community consultation.

- 1.7 Staff from across our organisation have worked hard to present a plan that strikes the right balance between keeping rates as affordable as possible while investing in our critical assets so we can continue to deliver core services to meet our community's high expectations.
- 1.8 This plan has two strong themes running through it: maintain and grow. We need to maintain our essential assets, while growing our district in a manageable way.
- 1.9 As more and more people are choosing Hastings to live and work in, managing this growth is challenging, and a key consideration within the LTP. We have a regional growth strategy that outlines how we can overcome certain growth-related issues, such as our housing shortage. Council wants to continue our district's exciting momentum by continuing to invest in new infrastructure and projects to support the local economy and jobs. There are choices around how fast we invest and how we can pay for these investments, particularly for our inner city and public spaces. Council is also being asked to adopt a parking study into the provision of public car parking in Havelock North for inclusion in the LTP's consultation process which is also relevant to the issue of growth within our district.
- 1.10 Council's work programme and investment detailed in this plan is focused on getting the basics right: delivering safe drinking water; clean and efficient wastewater, refuse and stormwater disposal; safe roads, and well-maintained public spaces. Due to age and increasing environmental standards, the cost of maintaining our core assets is rising. We have presented a solid plan that allows us to make necessary investment in these essential services.
- 1.11 This LTP represents a considerable amount of work by staff throughout council and I wish to acknowledge all of their hard work in developing it for our community's feedback.

Flaxmere Land Development Update

- 1.12 Working with our central government and iwi partners to resolve our housing crisis continues to be a major focus for council. This has culminated in a number of significant housing events and critical housing meetings in Hastings over the past month.
- 1.13 From 24th – 27th February, Ngāti Kahungunu hosted the National Maori Housing Conference which allowed 400+ iwi and government delegates from around Aotearoa hear from Mayor Sandra Hazlehurst on our Hastings Place Based Housing Plan and its key achievements and opportunities. The focus was particularly for more papakāinga housing in our community.
- 1.14 This hui resulted in a meeting with Mayor Hazlehurst and Housing Minister Megan Woods and Maori Housing Minister Peeni Henare in Flaxmere to visit future housing developments and discuss our housing plan.
- 1.15 On 1st March the region's leaders also had a meeting with Local Government Minister Nanaia Mahuta which focused on the importance of place-based partnerships within the housing space.
- 1.16 These meetings have provided valuable opportunities for council to reiterate the importance of our partnerships as well as sustainable funding for place-based housing solutions, supporting Maori lead housing solutions, delivering more Kainga Ora housing, partnering with community organisations to establish housing entities to deliver senior and affordable housing.
- 1.17 As discussed in this report, Crown investment of \$11.5 million has been earmarked for three areas of residentially zoned land that Council owns in Flaxmere to enable Council to bring to the market affordable sections for subsequent sale.
- 1.18 Today council is being asked to provide support for important social and affordable housing developments within our community of Flaxmere.
- 1.19 These housing developments are key parts to our Medium Term Housing Strategy and I look forward to discussing these further with council.

Conclusion

- 1.20 Lastly, I would like to acknowledge and thank Her Worship Mayor Sandra Hazlehurst, Councillors, the Rural Community Board, Heretaunga Takoto Noa Māori Standing Committee, Youth Councillors and all of our executive team and staff members for their participation in the recent Heretaunga 2050 Futures Workshop.
- 1.21 Together with our key stakeholders, we explored our heritage, history, strengths, opportunities and constraints of our district and engaged with our community to start thinking about what Heretaunga will look like in the next 30 – 50 years.
- 1.22 The next steps for this project will be to merge this work together with the detailed scoping exercise for our Spatial Plan. We expect to bring this back to you in the next couple of months.
- 1.23 I look forward to continuing to work alongside you all on this project as we explore our ambitions for Heretaunga in 2050 and beyond.

2.0 Recommendations – *Ngā Tūtohunga*

- A) That Council receive the report titled Chief Executive's Update dated 18 March 2021.

Attachments:

There are no attachments for this report.

Thursday, 18 March 2021

Te Hui o Te Kaunihera ā-Rohe o Heretaunga
Hastings District Council: Council Meeting

Item 7

Te Rārangi Take

Report to Council

Nā:
From: John Payne, Regulatory Solutions Manager

Te Take:
Subject: Dog Registration Fees

1.0 Executive Summary – Te Kaupapa Me Te Whakarāpopototanga

- 1.1 The purpose of this report is to obtain a decision from Council on the setting of the Dog Control fees to take effect from 1 July 2021
- 1.2 This issue arises as the fees must be set by Council resolution for the registration and control of dogs under the Dog Control Act 1996.
- 1.3 At the Rural Community Board meeting 1 March 2021 the Board suggested a regular review of CPI increases.

2.0 Recommendations – Ngā Tūtohunga

- A) That Council receive the report titled Dog Registration Fees dated 18 March 2021.
- B) That Council adopt the following fees to take effect from 1 July 2021: Note, all fees are inclusive of GST.

	Current fee	New Fee	Paid on or after 1 August
Urban fee	\$110.00	\$115.00	\$172.00
Rural/Working	\$48.00	\$56.00	\$84.00
Selected Owner	\$73.50	\$78.00	\$117.00
Special purpose	Nil		

Other fees and charges:	Current	New
First Impounding	\$85.00	\$85.00

Second Impounding	\$125.00	\$127.50
Third & Subsequent Impounding	\$175.00	\$180.00
	Current	New
Animal Control Officer hourly rate	\$110.00	\$112.50
Sustenance per day	\$8.00	\$9.00
Microchip Implanting Fee	\$42.00	\$42.00
Adoption Fee	\$250.00	\$260.00
Seizure Fee	\$	\$60.00
Destruction Fee	\$	\$60.00
Relinquishment Fee	\$40.00	\$50.00
Application to keep more than 2 dogs	\$25.00	\$30.00
Application for selected Owner Policy	\$25.00	\$30.00
Replacement Tag	\$5.00	\$6.00
Vehicle rate (per km)	\$0.77	\$0.83
Stock Control (Note: The cost of retrieving stock will be charged actual costs)		
Deer	\$40.00	\$40.00
Horses	\$40.00	\$40.00
Cattle	\$40.00	\$40.00
Pigs	\$20.00	\$20.00
Goats	\$10.00	\$10.00
Sheep	\$10.00	\$10.00
Sustenance	Actual Costs	
c)	That the fees are automatically adjusted by inflation annually and rounded off where appropriate.	

3.0 Background – *Te Horopaki*

- 3.1 Dog Control fees are set under section 37 of the Dog Control Act 1996 by Council resolution, there being no requirement for the proposed fees to pass through a public consultation process.
- 3.2 The fees need to be set in advance of the expiry of the registration year (June 30) to give dog owners sufficient time to apply for registration for the coming year. In practise this means the dog registration fee setting process has to be completed ahead of the Annual Plan process.
- 3.3 Council currently has a fee structure which reflects 73 percent private and 27 percent public benefit.
- 3.4 All dog owners contribute through their fees to a fair proportion of the costs of operating dog control services. Fine recoveries, impound fees and application fees help to offset the remaining costs.

- 3.5 Unclaimed, impounded dogs with a suitable temperament/potential are adopted out. Dogs are registered, neutered, microchipped, dewormed and vet checked prior to placement. The current adoption fee \$250 does not fully meet the costs and the registration income cross subsidises this activity.
- 3.6 Any dog which remains unregistered after 31 July incurs a penalty of an additional 50 percent of the registration fee, (section 37(3) of the Dog Control Act 1996). Any person keeping an unregistered dog after 1 August is liable to an infringement notice in addition to the registration penalty fee.
- 3.7 There remains an increased focus on dangerous, menacing, roaming and unregistered dogs. There is a target to achieve 100 percent registration compliance of known dogs, accordingly Animal Control Officers will be making site visits across the district to determine why known dogs have not been re-registered.

4.0 Discussion – *Te Matapakitanga*

- 4.1 There are about 13,525 dogs on the Council database. There is about a 1.5 percent dog population increase annually.
- 4.2 In 2019/2020 the Animal control activity was increased by one full time equivalent staff member to meet the service levels required, in particular due to an increase in public hostility, requiring staff to work more frequently in pairs.
- 4.3 In 2019/2020 there was a spate of stock worrying incidents resulting in more than 300 sheep killed and several more badly injured. Several of these incidents resulted in summary prosecution involving multiple dogs and multiple offences. Legal costs exceeded \$34,000.
- 4.4 It is proposed that the increase in fees will fund the increase in costs.
- 4.5 The dog registration fees have remained unchanged since the 2015/2016 registration year.
- 4.6 The proposed increase in dog fees have been discussed with the Rural Community Board and they support the recommended increase and that the fees be reviewed annually.
- 4.7 There are five categories of dog registration:
- Urban
 - Urban Selected Owner (These are owners where they have applied for and qualified to be recognised responsible owners with a clean track record)
 - Rural/Working
 - Dangerous Dogs
 - Special, which covers disability assist and special purpose dogs.

Table 1. The proportion in each category

Urban	Urban Selected	Rural/Working	Dangerous	Special	Total
2,687	4,247	6,546	30	15	13,525
19.9%	31.4%	48.4%	0.2%	0.1%	

NB: The 'Dangerous dog' fees are set by legislation, being 150% of the level that would apply if the dog were not classified as a dangerous dog.

Table 2. The current fees

Urban	Urban Selected	Rural/Working	Dangerous	Special
\$110.00	\$73.50	48.00	150%	No fee

Table 3. The proposed fees

Urban	Urban Selected	Rural/Working	Dangerous	Special
\$115.00	\$78.00	56.00	150%	No fee

5.0 Options – Ngā Kōwhiringa

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

5.1 Adopt the fees as set out in the resolution and as shown in Table 3 above:

Advantages

- Helps to meet the increased costs associated with the Animal Control function.

Disadvantages

- Increases the costs for dog owners

Option Two – Status Quo - Te Kōwhiringa Tuarua – Te Āhuetanga o nāiane

5.2 Leave the fees as they currently are, as identified in Table 2 or recommend a different fee structure.

Advantages

- No increase for dog owners

Disadvantages

- No increase would create a budget shortfall resulting in either an adjustment to the level of service or funding will need to be found from another source.

6.0 Next steps – Te Anga Whakamua

6.1 If Council adopts the proposed fees, these will be publically advertised in the month preceding the start of the dog registration year and will apply from the start of the 2021/2022 registration year.

Attachments:

1 [↓](#) How Registration Fees Benefit the Community REG-1-14-21-117

Summary of Considerations - He Whakarāpopoto Whakaarohanga

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

The Council is required to give effect to the purpose of local government as set out in section 10 of the Local Government Act 2002. That purpose is to enable democratic local decision-making and action by

(and on behalf of) communities, and to promote the social, economic, environmental, and cultural wellbeing of communities in the present and for the future.

Link to the Council's Community Outcomes – *Ngā Hononga ki Ngā Putanga ā-Hapori*

This proposal promotes the performance of regulatory functions for the purpose of reducing public nuisance and threats to public health and safety through appropriate animal control activities for the wellbeing of communities in the present and for the future.

Māori Impact Statement - *Te Tauākī Kaupapa Māori*

No known impacts for mana whenua / iwi / tangata whenua above and beyond the general community population:

Sustainability - *Te Toitūtanga*

Fees are charged each year pursuant to section 37 of the Dog Control Act 1996 to reflect the costs associated with the Animal Control activity:

Financial considerations - *Ngā Whakaarohanga Ahumoni*

The fees are reviewed annually:

Significance and Engagement - *Te Hiranga me te Tūhonotanga*

This report has been assessed under the Council's Significance and Engagement Policy and does not trigger the threshold of Council's Significance and Engagement Policy.

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

N/A:

Risks

REWARD – <i>Te Utu</i>	RISK – <i>Te Tūraru</i>
The revenue from registration fees funds the dog control activity.	Insufficient funds would result in a drop in the level of service which would likely have an impact on community safety.

Rural Community Board – *Te Poari Tuawhenua-ā-Hapori*

A report was presented to the Rural Community Board on 1 March 2021. 48 percent of the district's dogs are in the rural communities.

How your fees benefit the community

Councils are required by central government to administer the Dog Control Act. We recover fees to meet the costs with no intention of making a profit.

A register of dogs must be kept by each local authority.

We try to set the fees to reflect where the work is done.

- Dog control is about creating a healthy & safe environment. Dog registration fees fund the main activities of dog control such as:
 -
 - Meeting our statutory obligations under the Dog Control Act 1996
 -
 - The investigation of complaints and non-compliance
 -
 - Legal costs
 -
 - Educating Dog Owners - Providing friendly and professional advice. (Well educated dog owners are more responsible)
 -
 - Managing the Animal Welfare Centre, impounding and caring for stray dogs
 -
 - Dog Bite Safety Programs.
 - As with any business there are also the normal overheads associated with: finance, electronic record keeping, facilities, vehicles, staff costs, administration and management.

If everyone was a responsible dog owner there would be less need for the service. Unfortunately someone has to pay and the clear expectation from the community is that dog owners should pay for the majority of the costs.

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Te Hui o Te Kaunihera ā-Rohe o Heretaunga
Hastings District Council: Council Meeting

Item 8

Te Rārangi Take

Report to Council

Nā:
From: John Payne, Regulatory Solutions Manager

Te Take:
Subject: Havelock North Parking Study 2020

1.0 Executive Summary – *Te Kaupapa Me Te Whakarāpopototanga*

- 1.1 The purpose of this report is for Council to consider and adopt the Havelock North Parking Study 2020 ready for inclusion (supporting documentation), for public consultation purposes as part of the Long Term Plan (LTP)
- 1.2 This issue arises as the parking situation in Havelock North has been assessed to determine existing and future demands.

2.0 Recommendations – *Ngā Tūtohunga*

- A) That Council receive the report titled Havelock North Parking Study 2020 dated 18 March 2021.
- B) That Council adopt the Havelock North Parking Study 2020 for inclusion as supporting documentation in LTP public consultation process.

3.0 Background – *Te Horopaki*

- 3.1 About every 3-4 years Council undertakes a stocktake on the parking resource in Havelock North. To this end Hastings District Council commissioned Stantec to undertake a parking study in 2020.
- 3.2 The study resulted in compiling an inventory of available parking within a defined area (for consistency with comparison to previous studies) which collated both public and private areas, on and off street parking.
- 3.3 A series of parking surveys were undertaken covering weekdays and Saturdays. The surveys were completed:

- 31 July to 1 August
- 16 Oct to 17 Oct
- 4 Dec to 5 Dec

3.4 The survey reviewed:

- Occupancy
- Duration of stay
- Parking trends
- Population growth and
- Forecast demand

4.0 Discussion – *Te Matapakitanga*

- 4.1 Generally drivers perceive parking to be full or inconvenient when occupancy reaches 85 percent. This results in longer search patterns to find a space and more risk-taking by parking illegally.
- 4.2 Supporting the survey data, HDC also undertook CCTV counts of spaces occupied. CCTV is able to capture 279 of 648 on street parking spaces or 43 percent. There was a good correlation between the CCTV data and the survey data.
- 4.3 The most recent December survey shows peak occupancy rates, the main pressure in the central village:
 - 66 percent Saturdays
 - 81 percent Weekdays
- 4.4 Parking duration and compliance rates relating to time restrictions were also observed. There is an increasing trend of overstay.
- 4.5 Forecast parking demand growth ranges from, low 1 percent to, high 2.5 percent per annum.
- 4.6 The conclusion of the parking study:
 - plan for the provision of 80 – 100 additional parking spaces in the village centre
 - increase enforcement to reverse the increasing trend of overstay
 - continue to monitor growth.

5.0 Options – *Ngā Kōwhiringa*

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

- 5.1 Adopt the parking study for inclusion in LTP public consultation process:

Advantages

- Gives the community supporting information for evaluating the LTP proposals

Option Two – Status Quo - Te Kōwhiringa Tuarua – Te Āhuetanga o nāiane

- 5.2 Don't adopt the parking study

6.0 Next steps – *Te Anga Whakamua*

- 6.1 If Council adopts the parking survey it can be attached to the LTP as supporting documentation:

Attachments:

Summary of Considerations - *He Whakarāpopoto Whakaarohanga*

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

The Council is required to give effect to the purpose of local government as set out in section 10 of the Local Government Act 2002. That purpose is to enable democratic local decision-making and action by (and on behalf of) communities, and to promote the social, economic, environmental, and cultural wellbeing of communities in the present and for the future.

Link to the Council's Community Outcomes – *Ngā Hononga ki Ngā Putanga ā-Hapori*

This proposal promotes the performance of regulatory functions for the purpose of reducing public nuisance and threats to public health and safety and moving people and goods around safely and efficiently in the present and for the future.

Māori Impact Statement - *Te Tauākī Kaupapa Māori*

No known impacts for mana whenua/iwi/tangata whenua above and beyond the general community population.

Sustainability - *Te Toitūtanga*

Well-managed public parking can positively contribute to the transformation of urban environments into safer, more vibrant, sustainable, and equitable places with better travel choices allowing higher densities and a more compact urban form.

Going forward council may consider and balance:

- Alternative methods of transport, having less demand for parking spaces
- Incentivised use of the bus services
- Improved laneways and pedestrian links, access and connectivity
- Land purchase which has the potential for multi-level development
- Impacts of on-street parking demand and displacement into surrounding residential areas
- Short term & long term parking
- Street up-grades (widening, safety)
- Safety impacts of increased volumes of vehicles parked on-street
- Increasing parking fees, dis-incentivising car travel when other modes are available
- Providing the right amount of parking, in the right place, at the right time, and at the right price

Financial considerations - *Ngā Whakaarohanga Ahumoni*

N/A:

Significance and Engagement - *Te Hiranga me te Tūhonotanga*

This report has been assessed under the Council's Significance and Engagement Policy and does not trigger the threshold of Council's significance and Engagement Policy.

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

The parking survey will be attached as supporting information for the LTP.

It is proposed to provide the Havelock North Business Association a copy of the study prior to the Council meeting on 18 March.

Risks

REWARD – <i>Te Utu</i>	RISK – <i>Te Tūraru</i>
The information will help to fully inform the community	

Rural Community Board – *Te Poari Tuawhenua-ā-Hapori*

This matter does not impact the Rural Community Board:

HASTINGS DISTRICT COUNCIL
HAVELOCK NORTH PARKING STUDY 2020

7.0 FUTURE PARKING DEMANDS

Predicting what Havelock North might look like in the future is critical in assisting with appropriate planning to manage the changing environment over time, including in respect of car parking. In determining the likely future parking demands that can be expected to arise within the study area over the next 10-years or so, guidance has been taken from a combination of observed parking trends, projected population growth, and expected additional future commercial development within the village.

7.1 HISTORIC PARKING TRENDS

In general, forecast parking demands for urban centres can usefully draw from historic occupancy trends across a comparable area. In this manner, a comparison of the observed occupancy demands within the study area over the period of 2009-2020 indicates an average 'annual' growth in peak parking demand of approximately 2%. With this in mind, a traditional methodology for projecting parking demand out to some point in the future is to establish the ratio of current parking demand vs. population, and then pro rata the parking demands by the forecast population growth figures.

7.2 POPULATION GROWTH

A review of the three most recent census years (2006, 2013, and 2018) shows Havelock North's population has increased at around 1.3% per annum, with an equivalent increase in the number of dwellings of approximately 1.4%.

Looking ahead, the Havelock North catchment population is expected to increase by around 2.5% per annum over the next 10 years through the realisation of several key housing developments (including Brookvale, Iona and Arataki) delivering approximately 1,400 to 1,500 new dwellings. This growth rate is significantly higher than historic forecasts² and as such it is timely that appropriate consideration of such increase be considered as part of the future parking planning strategy.

7.3 VILLAGE CENTRE ACTIVITY GROWTH

Research indicates that parking demand experienced within urban centres is not just influenced by population, but the prevailing economic conditions at the time. In making long term projections it is always difficult to take account of possible future changes to the economic climate, particularly considering the recent Covid-19 global pandemic, which can be expected to have continued impacts on both travel behaviours and economic activity at a local, regional, and national level.

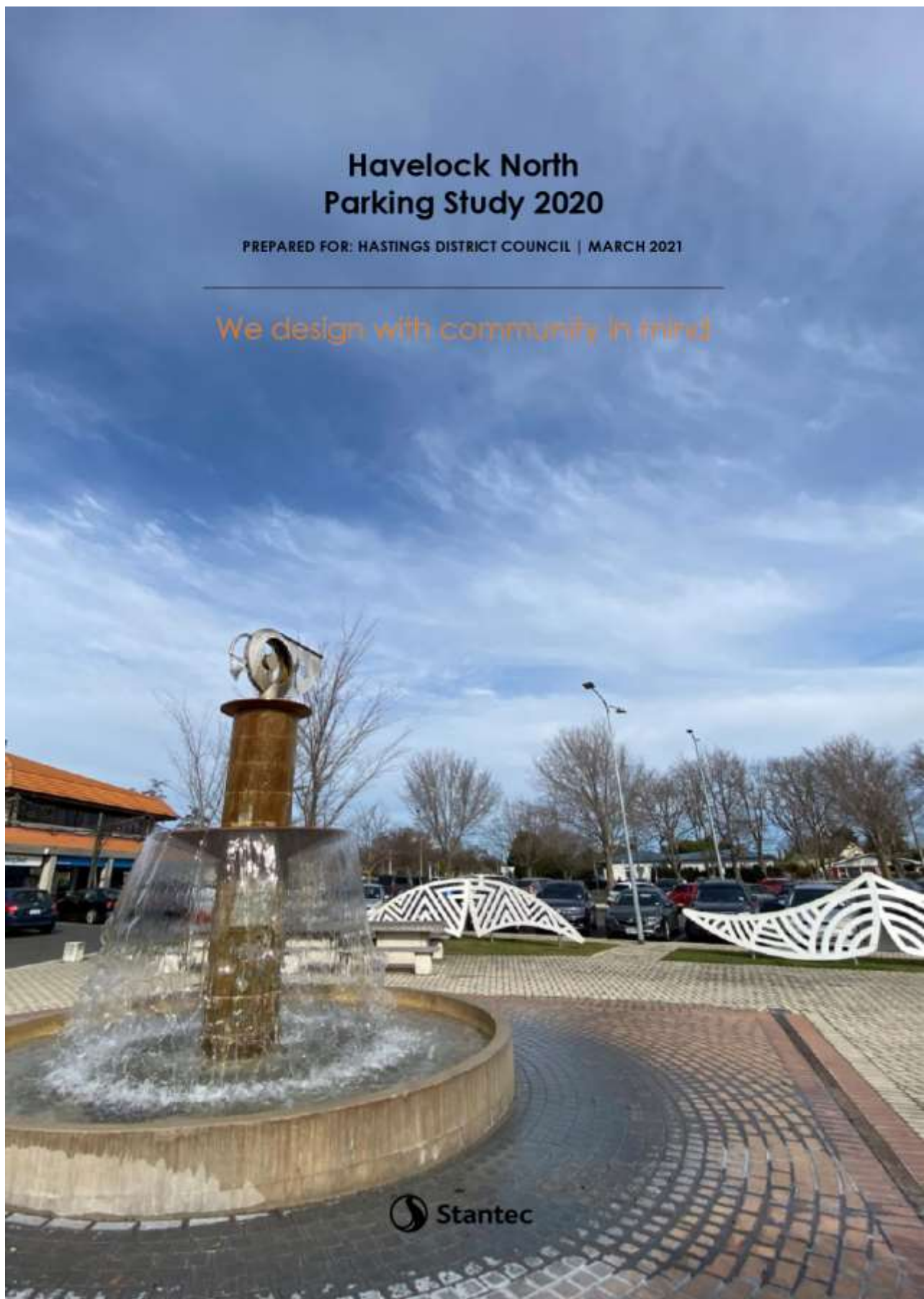
A review of the quantum of commercial and retail activity Gross Floor Area (GFA) within the study area (i.e., that activity which can be attributed to generating the bulk of parking demand) indicates an annual average growth rate of around 2% over the last 10-years. Looking forward, some of the key additional commercial development anticipated within the village centre is expected to include the following:

- continued expansion of the staged commercial development at the southeast end of Joll Road;
- backfilling of the current New World supermarket GFA, following development of a proposed new supermarket to the north of Porter Drive; and
- further redevelopment around Donnelly Street.

This growth will give rise to an increase in parking demands experienced within the study area, in line with servicing the growing population.



² including the HPUDS projection of approximately 1,200 new homes for the period 2015-2045



Quality Statement

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This disclaimer shall apply notwithstanding that the report may be made available to Hastings District Council and other persons for an application for permission or approval to fulfil a legal requirement.

PROJECT MANAGER	PROJECT TECHNICAL LEAD
Mark Georgeson	Jamie Whittaker

PREPARED BY

Elliot Martin



11 / 03 / 2021

CHECKED BY

Jamie Whittaker



11 / 03 / 2021

**REVIEWED AND APPROVED FOR
ISSUE BY**

Mark Georgeson



11 / 03 / 2021

WELLINGTON

Level 15, 10 Brandon Street, Wellington, 6011
PO Box 13-052, Armagh, Christchurch 8141
TEL +64 381 6700

STATUS: Final | **Project No** 310204226

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HAVELOCK NORTH PARKING STUDY 2020

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1.0 INTRODUCTION

To assess whether the current parking provision within Havelock North village is adequate in meeting both existing and future demands, Hastings District Council (**Council**) has commissioned Stantec to undertake a parking study that includes a series of surveys to provide empirical data on parking use and patterns. The study recognises that there is a need for careful planning to ensure the increased pressures on the available car parking in the central area arising from future population growth and retail/commercial activity expansion can be adequately accommodated, to ensure the village remains a successful and vibrant destination.

Accordingly, the agreed project scope as outlined by Council, can be summarised as follows:

- measure car parking occupancy and duration of stay within the Havelock North study area on three separate occasions through 2020;
- provide an up-to-date parking inventory for both public and private parking resources across the study area;
- undertake analysis of the parking patterns and utilisation at a block by block / street by street level;
- forecast demand for parking over the next 10 years;
- identify the quantum of any additional parking provision needed to accommodate anticipated forward growth; and
- provide recommendations around parking management practices and any associated changes to improve parking amenity and efficiency.

This report describes the procedures undertaken for the surveys, summarises the associated data collected, and provides analysis of the results. Where appropriate, comparison with previous survey datasets from 2009 and 2017 is made, to provide context and assist in identifying historic trends.



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2.0 STUDY AREA

Figure 2-1 illustrates the extent of the 2020 study area (along with the prior 2009 and 2017 study areas), which encompasses the shopping core and peripheral commercial areas of the Havelock North village. In this report the core central retail area of Havelock North is referred to as the 'Central Village', and the term 'Wider Village' applies to the 2020 study area inclusive of the Central Village.



Figure 2-1: 2020 Study Area

The 2020 study area extent is equivalent to that adopted for the 2017 study, with the addition of two new carparks, at the corner of Campbell Street and Joll Road and at Aristotle's Corner, as outlined in **Figure 2-1**. To keep analysis consistent between studies, the 2009 study area was used when comparing occupancy rates between years.



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3.0 STUDY METHODOLOGY

The initial stage of the assessment involved compiling a complete inventory of available parking within the study area, including all public and private areas both on and off street. These results were then compared with the parking inventory completed during the last 2017 study with changes noted relating to the number of spaces in each designated sector as well as their time restrictions.

A series of comprehensive parking surveys were then completed. These were aimed at establishing the patterns of parking occupancy throughout the village's central and peripheral areas, in conjunction with duration of stay surveys at key representative locations. The surveys were carried out on representative Saturdays and Weekdays, and were undertaken on the following dates:

- Friday 31 July and Saturday 1 August;
- Friday 16 October and Saturday 17 October; and
- Friday 4 December and Saturday 5 December.

The three periods were purposely chosen to represent changing parking demands over the year, especially after the government-imposed Level 4 lockdown associated with COVID-19. The peak demands were measured across the three periods and compared directly, along with equivalent data from the 2017 and 2009 studies.

Analysis of the survey results will inform the development of appropriate parking strategies and consideration of potential changes to the quantity, distribution and management of parking to meet the needs of visitors, customers and residents to the village for the future.

3.1 PARKING OCCUPANCY SURVEYS

To build an understanding of how all parks were utilised across the full survey days, the study area was broken into 51 individual zones as illustrated in **Figure 3-1**. Using the same field methodology as in previous years' surveys, surveyors recorded the number of cars parked in each zone and what restriction (if any) applied. The restrictions recorded are as listed below:

- Time restricted (P5, P60, P120, P180);
- Unrestricted;
- Mobility;
- Bus Stop;
- Leased;
- Loading Zone; and
- Reserved.

Each surveyor was assigned selected zones and given a specific route or 'survey beat' to walk each hour for the duration of the survey.



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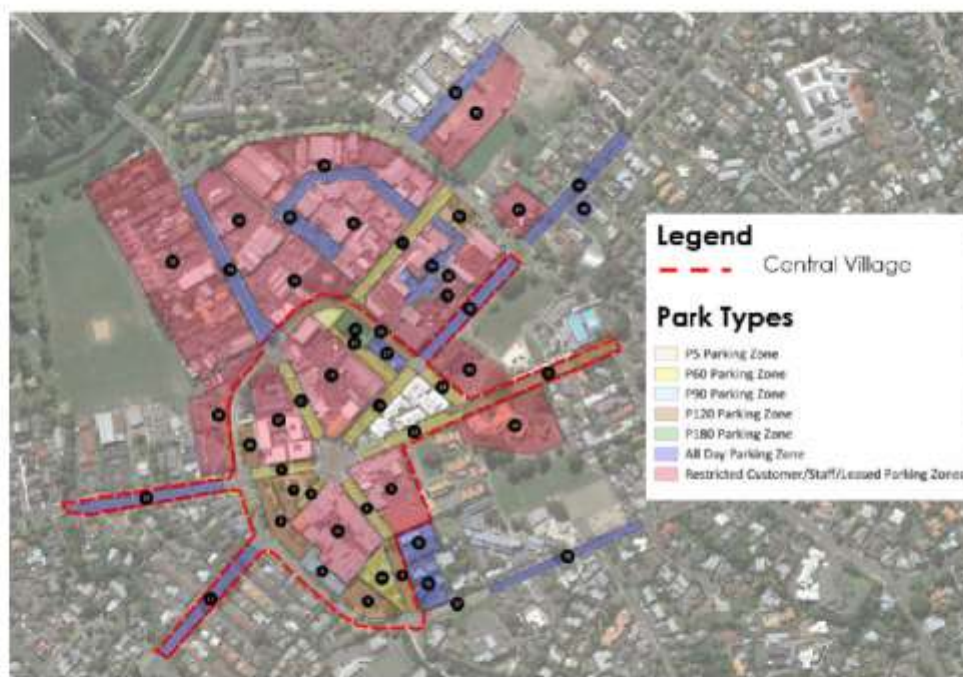


Figure 3-1: 2020 Parking Zones

3.2 DURATION OF STAY SURVEYS

The Duration of Stay survey was used to determine lengths of stay and compliances with parking restrictions. To inform this, four beats, matching those done in 2009 and 2017, were chosen as representative of parking within the Havelock North village.

On the days of the survey, individual parking spaces were monitored in 20-minute intervals and partial number plates of the vehicles were recorded. This partial data was sufficient to allow the tracking of users throughout the day, but in a way that would not breach the privacy of the vehicle owner.



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4.0 PARKING SUPPLY

Table 4-1 summarises the parking inventory for the study area at 2020.

Table 4-1: 2020 Study Area Public and Private Parking Provision

Type of Park	On-Street	Off-Street	2020 Total
Short / medium stay parks (P5, P60, P120, P180)	398	266	664
Long Stay Parks (All Day / Unrestricted)	250	57	307
Total provided by Council	648	323	971
Private	0	1,194	1,194
Total	648	1,517	2,165

This supply of parking was derived from actual spaces where marked. For the case of on-street parallel parking where actual spaces were not visibly defined, a nominal 6m parking space length has been assumed. Similarly, the unmarked areas of off-street parking have been estimated.

The combined number of public and private car parks inventoried during this 2020 study totals some 2,165.

It is noted that there has been no material changes to the number of parks provided in Havelock North in 2020 when compared to 2017, with the exception of the two new additional parking areas that have been added to the study area off Campbell Street / Joll Road and at Aristotle's Corner.



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5.0 PARKING OCCUPANCY

One element of the parking surveys undertaken during the 2020 Study comprised a series of parking occupancy surveys conducted throughout the study area.

Parking 'occupancy' is the proportion of available spaces occupied at any one time. Generally, drivers perceive areas of on-street parking to either be full or inconvenient once the overall on-street occupancy levels reach around 85%. Beyond these levels, drivers must continue longer search patterns to find a vacant parking space. In well laid out off-street carparks, with good circulation, higher occupancy levels of up to 95% are generally considered acceptable by users at peak times. Where a mixture of on-street and off-street parking is provided then an overall occupancy level of 90% would generally reflect an acceptable level of service. Above these thresholds, responses are needed to improve the management and supply of parking.

For this latest review study, surveys were deliberately timed in early December to capture the lead up to Christmas and coincide with a 95th percentile 'design week' demand (or the fifth busiest week of the year), in an equivalent manner to the previous studies undertaken in 2009 and 2017. This 'design week' demand is generally taken to represent the practicable level of car parking provision that a centre should be providing, rather than meeting demand on the absolute busiest day (which would mean much of the parking would stand empty for the balance of the year). In addition, two 'control' surveys were also undertaken (in late July / early August; and October) to provide a broader understanding of the utilization patterns across the village at other times of the year.

In this manner, detailed occupancy surveys were undertaken throughout the study area on a Friday and Saturday, between the hours of 9:00am and 6:00pm, for each survey round. As previously described, by designating the surveyed parking spaces into zones, it is possible to draw direct comparisons with the results measured in 2009 and 2017.

5.1 OCCUPANCY PATTERNS BY ZONE

Figure 5-1 through **Figure 5-3** have been prepared to visually illustrate the occupancy across each of the surveyed zones during the peak hour (which generally occurred around 11am-12 or 12-1pm) for the busier surveyed weekday during each of the July, October and December surveys respectively. These maps have been prepared based on the overall peak hour demand recorded for the study area as a whole, so do not necessarily reflect the peak occupancy rate experienced in each individual zone. Saturday patterns are not presented here since parking counts were much lower overall than the higher weekday counts. Further detail of Saturday patterns is however presented from Section 5.2.

As stated previously, there is a desire to manage on-street carparking to a level of occupancy below 85%. By achieving this outcome, drivers searching for a space will tend not to park in poor and/or illegal locations. This is perhaps even more pertinent in smaller urban areas like Havelock North, where motorists are more inclined to adopt the attitude that an on-street park in very close proximity to their destination is not an unreasonable expectation. In some cases, this can lead to an underutilisation of public off-street parking facilities, which are generally viewed as more inconvenient.



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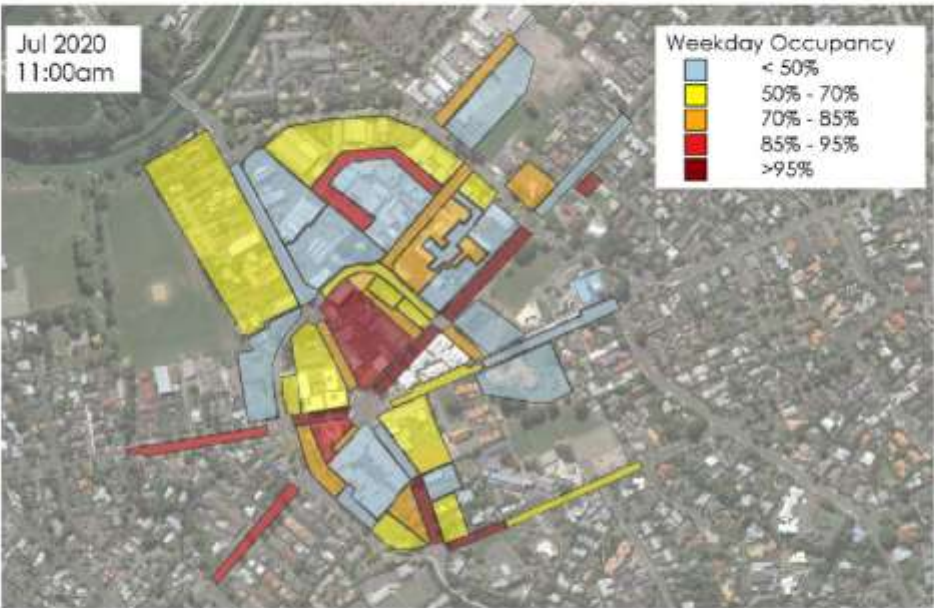


Figure 5-1: July 2020 Peak Hour Occupancy

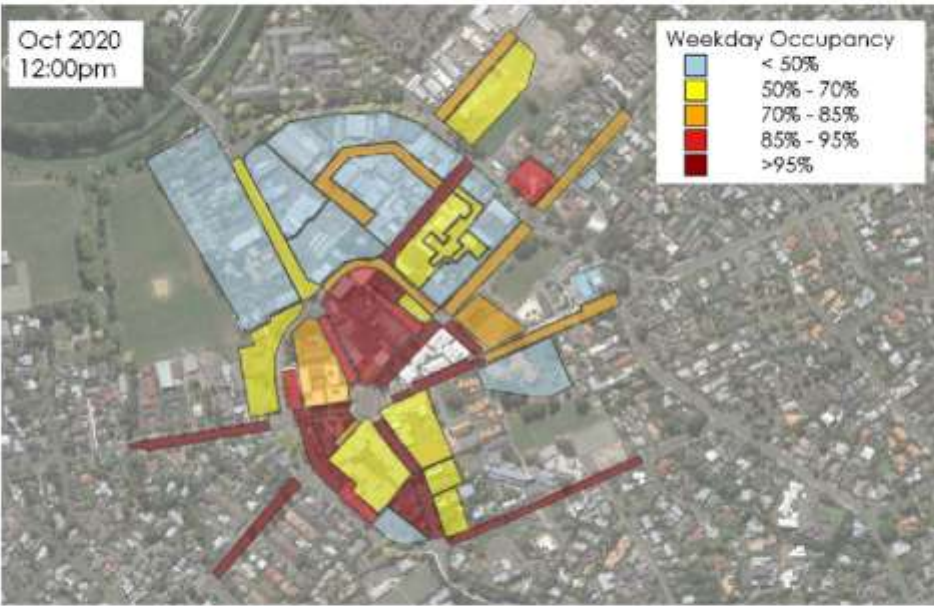


Figure 5-2: October 2020 Peak Hour Occupancy



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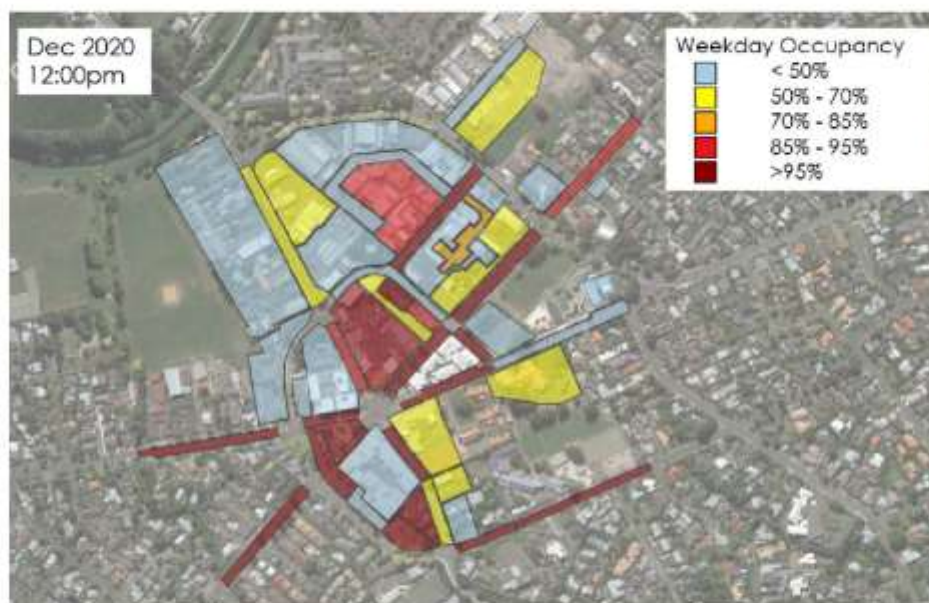


Figure 5-3: December 2020 Peak Hour Occupancy

The above diagrams confirm that parking in several of the on-street zones exceeded the 85% occupancy threshold during the measured peak hour. These include:

- Joll Road;
- Middle Road;
- Te Aute Road;
- Napier Road;
- Te Mata Road;
- Havelock Road (between Porter Drive and the roundabout);
- Campbell Street; and
- Columba Way.

These areas represent the most favoured parking zones closest to the central core for short / medium term visitors, as well as those all day parks which lie in closest proximity to the main village activities.

By comparison, off-street parking areas are generally considered to offer a more convenient level of service for occupancy levels up to 95%. With this in mind, the measured peak hour occupancy during the surveys for New World, Te Aute Triangle, Porter Drive carpark, and Loading Ramp parking areas reached or exceed this 95% demand.

For comparison purposes, the December 2017 occupancy during the peak hour is shown below in **Figure 5-4**.



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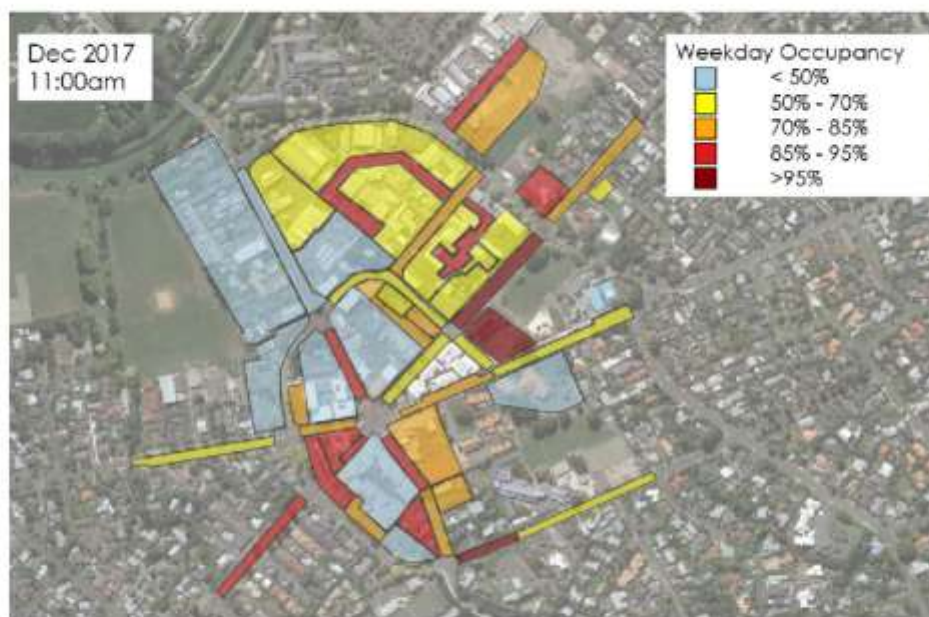


Figure 5-4: December 2017 Peak Hour Occupancy

A comparison of the December measured occupancies indicate that on-street parking within the central retail zones was significantly busier in 2020, as compared to 2017. The recommendations that emerge from this study respond to these growing patterns of parking demand.

5.2 PUBLIC PARKING PATTERNS

5.2.1 On-Street 'All Day' vs 'Time Restricted'

Figure 5-5 shows the hour-by-hour occupancy of the available public on-street parking provision, over the course of the three 2020 survey periods for 'unrestricted' or 'All Day' car parks. The graph also includes the results collected in 2017 and 2009 and adopts the 2009 study area to ensure like-for-like comparison between datasets.



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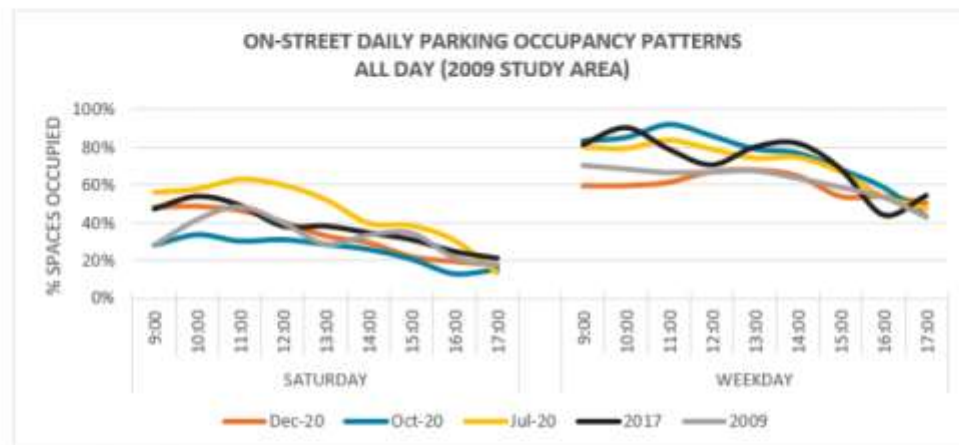


Figure 5-5: On-Street Time Unrestricted Occupancy, Council Provided Carparks

The occupancy recorded across the unrestricted parks on the Saturday in December 2020 was similar to previous years, albeit lower than the recorded occupancy in July 2020. During the weekday, the measured demand in December 2020 is slightly lower than results from earlier years.

Figure 5-6 shows the hourly occupancy of the available public on-street parking provision, over the course of the three 2020 survey periods for time restricted parks. Again, the 2009 study area is reported on for consistency between years.

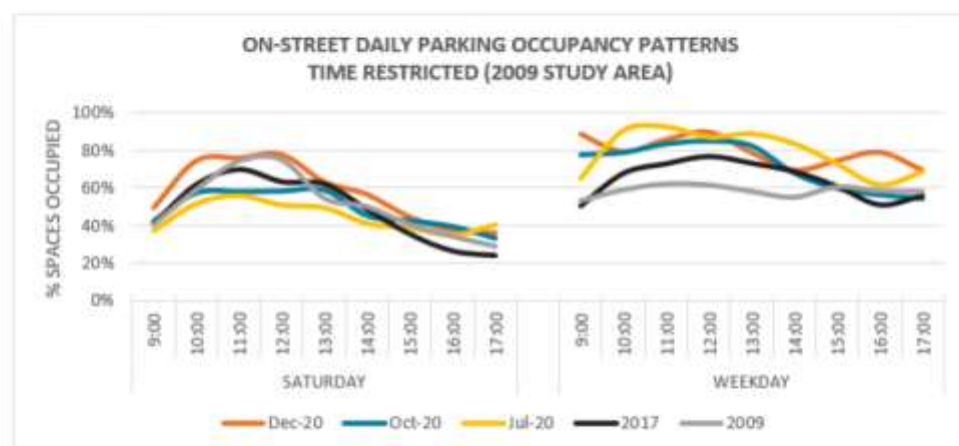


Figure 5-6: On-Street Time Restricted Occupancy, Council Provided Carparks

As shown, the most recent December survey recorded higher occupancy levels during the busiest period of the Saturday when compared with previous years. Data for all three 2020 surveys showed a higher occupancy throughout the surveyed weekday when compared to previous years.



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5.2.2 Off-Street Public Parking

Figure 5-7 shows daily occupancy across the public off-street parking areas for 2009, 2017, and 2020, within the 2009 study area. It is noted that no formal 'all day' off-street 'public' parking currently exists within the Havelock North study area.

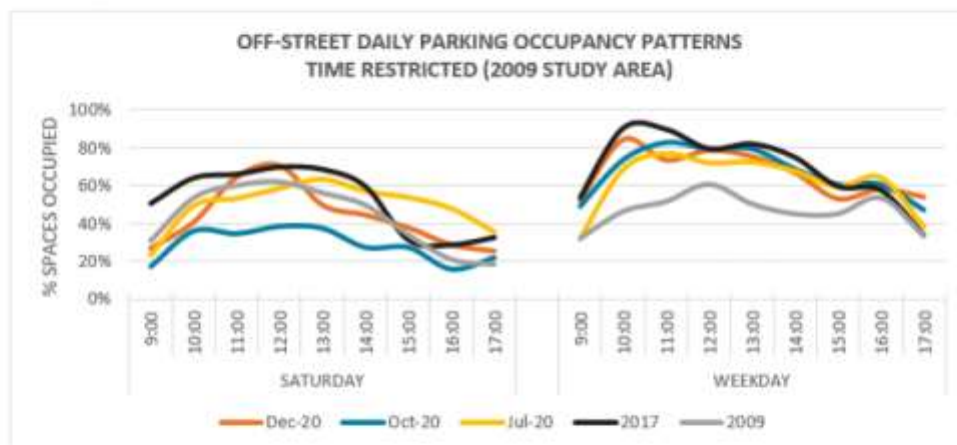


Figure 5-7: Off-Street Time Restricted Occupancy, Council Provided Carparks

In this instance, the weekday results for 2020 were similar over the three surveyed periods, and compare closely with the observed demands recorded in December 2009. The Saturday 2020 results showed a larger spread in data, with the October survey indicating a lower overall demand across the day.

5.3 PRIVATE PARKING PATTERNS

Figure 5-8 shows daily occupancy across the private parking resource across the village for 2009, 2017, and December 2020.



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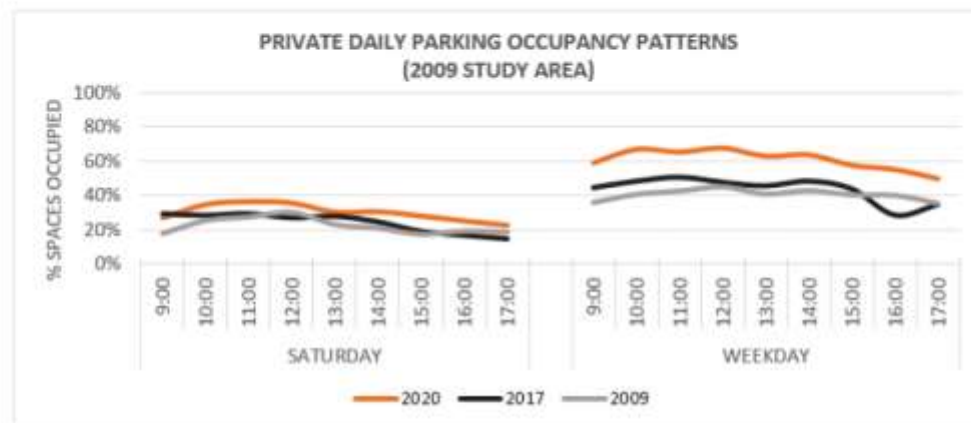


Figure 5-8: Private Parking Occupancy

An increase in private carpark occupancy across both the Saturday and weekday was observed in the December 2020 surveys as compared to the previous year's studies, demonstrating an increasing demand for private parking within the village over the 2009-2020 period.

5.4 CCTV VALIDATION

Closed Circuit Television (CCTV) cameras operate in some areas of the village in which the parking occupancy surveys were carried out. Monitoring of traffic behavior is part of the purpose of the CCTV cameras. CCTV footage data collected by Council during 2020 (between 2 March and 5 December) is illustrated in **Figure 5-9** below, and is shown next to occupancy levels recorded in the same areas from the three detailed surveys undertaken in July/August, October and December.

The data¹ presented for both CCTV and the field surveys is the combined average occupancy from 10:00am, 1:00pm, and 3:00pm, noting the CCTV data represents an average across a full week whereas the field data is averaged from the two weekday and Saturday surveys.

The CCTV footage reviewed for this study relates to vehicle quantities only and no personal information was collected. The footage is stored securely by Council and is erased within 30 days.



¹ It is noted that between 28 October and 5 December the CCTV cameras were not fully functional at the Village Green and Te Mata Road areas

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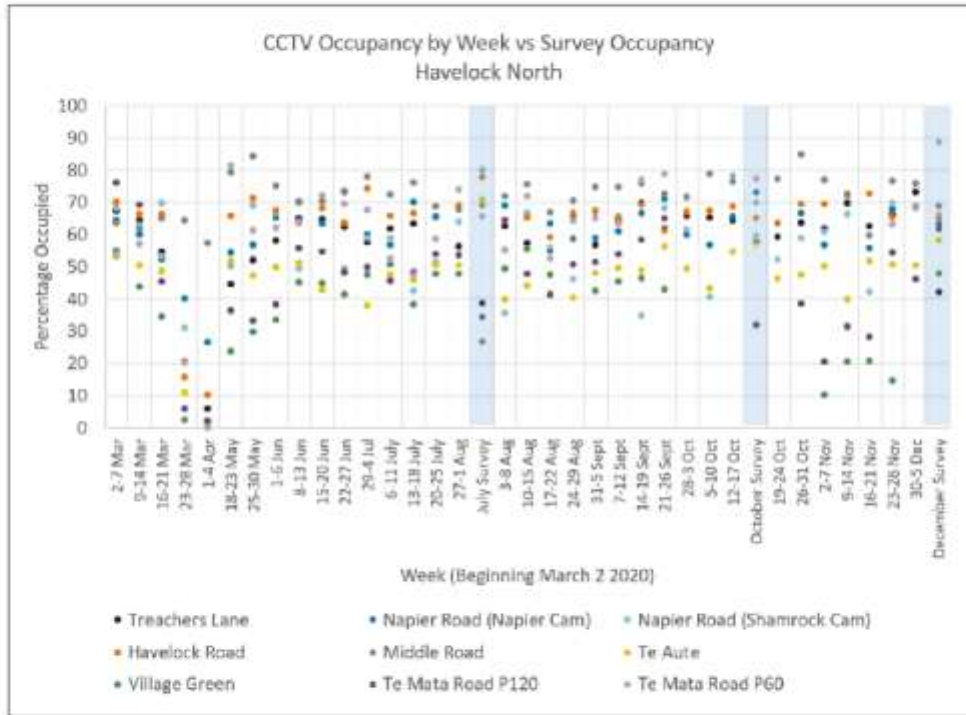


Figure 5-9: CCTV Occupancy Validation

For July 2020, the field data recorded an average occupancy of 60%, compared with the 61% occupancy of the CCTV data for the week of 27 July to 1 August, whilst the detailed surveys carried out in December 2020 recorded an average occupancy of 63% as compared with the 65% occupancy of the CCTV data for the week of 30 November to 5 December.

In general, the graph shows a good correlation between the CCTV data and the more detailed occupancy data collected during the surveys, and provides confidence that these sample areas covered by the CCTV cameras are representative of parking utilisation levels across the wider study area, providing longer term trend data.

5.5 OVERALL OCCUPANCY PATTERNS

By way of providing a historic comparison of occupancy patterns recorded across Havelock North, the measured weekday and Saturday parking demands for the December 2009, 2017 and 2020 surveys have been graphed and are illustrated in **Figure 5-10**. These occupancies represent a percentage of total spaces provided within the 'Central Village' and full 'Wider Village' study area extents, respectively.



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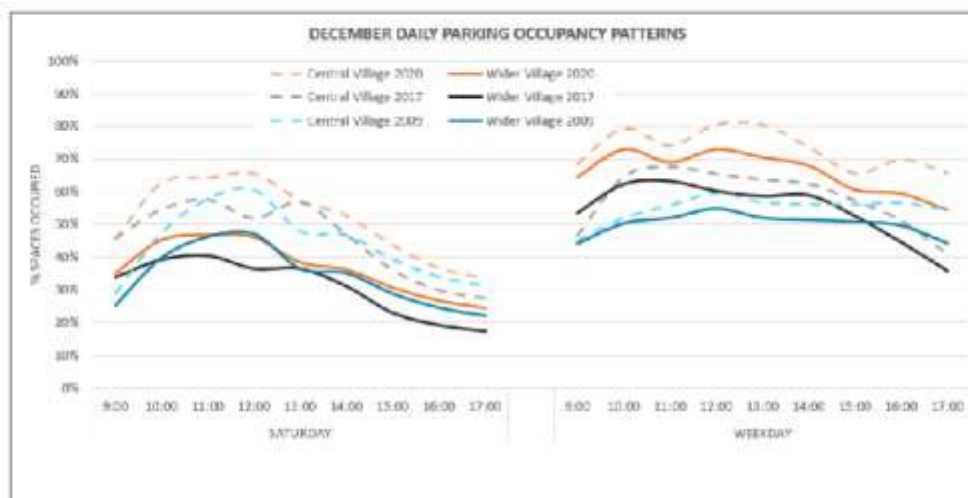


Figure 5-10: Overall Parking Occupancy

As can be seen there is a general increasing trend over time in parking demand observed during the 'design week' December surveys. In this manner, the highest Central Village parking occupancy recorded across the surveys occurred in the most recent December 2020 surveys, with 66% and 81% of all spaces occupied during the Saturday and weekday peak, respectively.

These graphs also demonstrate the higher percentage of parks occupied within the Central Village, compared to the wider village, indicating the tendency for people to park closer to the central / retail area.

5.6 PARKING OCCUPANCY SUMMARY

For the purpose of comparing peak occupancies between previous years' studies, the December 2020 survey indicates 1,579 and 1,014 occupied spaces for the weekday and Saturday peak hours, respectively. This demand includes all of the total public and private on-street and off-street parking provision across the 2020 study area (around 2,165 spaces).

With respect to the Central Village, utilization of the combined resource of public and private parking currently stands at 774 spaces, or 81% of the actual provision, as measured during the December 2020 'design week' peak hour.

at 81% overall, the level of parking demand is approaching the 90th percentile threshold at which responses are needed to improve the management and supply of parking.



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6.0 PARKING DURATION

In parallel with the detailed occupancy surveys conducted at all surveying sessions of 2020, sample vehicle 'duration of stay' surveys were undertaken at key locations throughout the study area, as shown in **Figure 6-1** below. All vehicles parked in each of the sampled locations were recorded at 20-minute intervals through the day, for the same time periods as the occupancy surveys.



Figure 6-1: Duration of Stay Sample Zones

These surveys make it possible to determine the length of time that each car that was surveyed remained within the parking space. This in turn enables analysis of compliance rates relating to the time restriction for the individual spaces.

The average duration of stay measured for each of the four sample areas identified in the figure above, for both the weekday and Saturday surveys, are shown in **Table 6-1** below:



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Table 6-1: Average Duration of Stay (minutes)

Survey Area	Type of Park	Average Duration of Stay									
		2009		2017		Jul 2020		Oct 2020		Dec 2020	
		Sat	Fri	Sat	Fri	Sat	Fri	Sat	Fri	Sat	Fri
Te Aute Triangle	P120	46	40	49	61	68	60	51	66	56	55
	P60	36	31	32	35	29	29	32	33	28	34
New World carpark	P120	37	33	28	32	*	*	36	32	35	32
	P90	26	30	36	36	*	*	42	40	38	38
Joll Road	P120	-	-	61	82	64	36	56	78	28	60
	P60	45	41	45	49	45	34	47	47	50	49
Te Mata Road	P120	-	-	64	52	63	60	38	36	46	68
	P60	44	36	43	40	82	92	42	42	36	42

* Duration of stay surveys were not permitted in the New World carpark in July 2020

The durations of stay patterns observed during the recent 2020 surveys are similar to those recorded in the previous years, albeit the July 2020 surveys show greater parking durations the area of Te Mata Road, particularly the P60 spaces.

Table 6-1 also indicates that of the areas sampled, average duration of stays are typically within the times allowed for by the relevant parking restrictions. This is not to say however that all vehicles are adhering to the time limits, as set out in more detail below.

6.1 PARKING COMPLIANCE

The methodology utilised for collecting the duration of stay data also allows for the determining of the number of parked vehicles exceeding the relevant time restrictions which apply within the surveyed sample areas. **Table 6-2** below sets out the levels of non-compliance across each of the four survey zones, separately for each time restriction within the zone, alongside non-compliance figures measured in 2017 and 2009.

Table 6-2: Percentage of Vehicles Exceeding Time Limit

Survey Area	Type of Park	Percentage of Vehicles Exceeding Restriction									
		2009		2017		Jul 2020		Oct 2020		Dec 2020	
		Sat	Fri	Sat	Fri	Sat	Fri	Sat	Fri	Sat	Fri
Te Aute Triangle	P120	1%	3%	6%	10%	14%	9%	5%	12%	10%	8%
	P60	4%	2%	6%	8%	9%	8%	9%	14%	11%	13%
New World carpark	P120	10%	6%	1%	2%	*	*	3%	3%	1%	2%
	P90	6%	4%	5%	4%	*	*	7%	6%	3%	6%
Joll Road	P120	-	-	13%	15%	12%	3%	11%	13%	11%	9%
	P60	17%	13%	17%	19%	15%	8%	21%	20%	22%	18%
Te Mata Road	P120	-	-	13%	6%	28%	32%	6%	5%	7%	6%
	P60	15%	10%	15%	13%	46%	48%	13%	15%	12%	15%

* Duration of stay surveys were not permitted in the New World carpark in July 2020



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Table 6-2 shows a general decrease in compliance with time-restricted parking across the village, compared with the 2009 and 2017 data. The marked increase in overstaying observed in July 2020 is likely to be related to changing habits that emerged in moving out of the Covid-19 restrictions and adjustments to enforcement at that time, as evidenced by the comparative reduction in overstaying observed during the subsequent October and December surveys.

At the levels of overstaying recorded, turnover of parking is less than it should be, such that fewer spaces are vacant that should be able to be achieved with compliant parking. Improved enforcement is needed to reverse the increasing trend of parking overstay.



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7.4 FORECAST PARKING DEMAND GROWTH SCENARIOS

In view of the Covid-19 pandemic and the associated current economic uncertainty, it is considered that for future planning purposes a total of three growth scenarios for parking demand be identified and assessed, as follows:

- **Low** parking demand growth scenario of 1% per annum for a ten-year period, representing slower growth in the wake of Covid-19;
- **Medium** parking demand growth scenario of 2% per annum for a ten-year period, representing historic parking trends; and
- **High** parking demand growth scenario of 2.5% per annum for a ten-year period, representing future expectations of a 'higher than historic' scenario.

Analysis of these growth rates relative to the current parking demands measured during the December 2020 'design week' demand, is detailed below.

7.5 FORECAST PARKING TRENDS

Figure 7-1 below shows the projected peak parking demands for the Central Village study area (public + private spaces) for each of the low (1%), medium (2%), and high (2.5%) growth scenarios, relative to the current available parking provision.

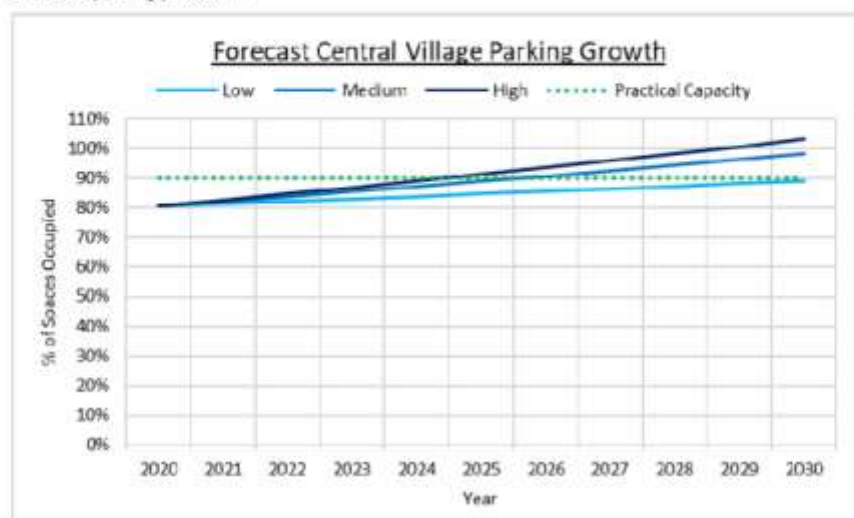


Figure 7-1: Forecast Parking Demands

As shown, under the medium growth scenario the design week parking occupancy can be expected to be approaching 90% of the current provision in the next 6-years, if no further parking is made available. These levels are at the margin of what would be considered acceptable and represent the practical capacity at which search paths for patrons looking for unavailable spaces begin to noticeably increase, impacting on village amenity and vibrancy. The 'high' growth scenario of 2.5% per annum would simply use the current spare capacity quicker, reducing the parking amenity to a level that is less than desirable by 2024/25.

In identifying quantum of additional carparking that would be required to adequately accommodate future demand, then factoring the December weekday design week by the medium growth rate indicates provision for a further 80-100 carparks will be needed by 2030, to ensure practical capacity levels are maintained.



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HASTINGS DISTRICT COUNCIL
HAVELOCK NORTH PARKING STUDY 2020

7.6 NATIONAL POLICY STATEMENT

Under the recent National Policy Statement on Urban Development (NPS), Councils are required to remove all minimum parking standards from the District Plans by 2022, in a move to:

"enable urban space to be used for higher value purposes other than car parking, and remove a significant cost for higher density developments. Developers may still choose to provide car parking in many areas, but the number of car parks will be driven by market demand."

Whilst removing the current minimum parking standards from the Hastings District Plan for new activities will assist in enabling a denser urban form within the Havelock North study area, it will also place a greater level of responsibility on Council to appropriately accommodate associated parking demands. As such, strategies going forward will need to allow for such a shift in policy and recognize that whilst Council will have the ability to enact discretion for new development that does not include on-site parking, this will be restricted to only those applications that are not otherwise considered to be a Permitted Activity.

7.7 FUTURE PARKING OPTIONS

As outlined above, general population and economic growth is expected to require an additional 80-100 new parking spaces in the next ten years if Havelock North is to be able to adequately satisfy design week demands. The future removal of parking minimums under the NPS may have the effect of increasing this requirement if significant new development occurs within the village that does not include on-site parking.

In considering options to provide additional parking spaces it is understood that an opportunity exists for Council to purchase land within the current New World supermarket site, and to secure this for the purposes of providing future public carparking. In the event the current New World activity shifts to a site north of Porter Drive, as currently proposed, adequate on-site carparking to accommodate the associated demand can be expected to be included at this new site. Accordingly, the existing supermarket demand captured within the surveys at the current New World will therefore be transferred to the new site, leading to a reduction in the peak occupancy reported above.

In estimating the scale of this reduced demand, it has been assumed that the current New World building will be backfilled with other retail and commercial activities, noting that such development would most likely have a lesser parking demand generation than a supermarket. Adopting an associated parking demand of around one-third of that generated by a supermarket (which generated demand for around 60 parks during the December weekday peak hour), indicates a net reduction in demand during the weekday peak of approximately 40 spaces in this part of the village.

This residual capacity would off-set some of the expected future parking demand growth, but further additional parking will be needed to satisfy the anticipated parking demand increase over the next 10 years.



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HASTINGS DISTRICT COUNCIL
HAVELOCK NORTH PARKING STUDY 2020

8.0 CONCLUSIONS AND RECOMMENDATIONS

This study finds that the design week demand (as surveyed in December 2020) for the combined resource of public and private parking in the Havelock North Central Village currently stands at around 81% of the total resource.

In planning for the future, and having assessed the likely quantum of increase in parking demand in the village centre generated by the forecast population and development growth, it is concluded that Havelock North will require additional parking resources if it is to continue operating at a desirable and practical level of occupancy.

On the basis of this assessment, the following key recommendations are put forward to Council for consideration:

- investigate options to increase enforcement, particularly in the higher demand areas of Te Aute Triangle and Joll Road, to achieve better compliance with time restrictions and reduce habits of overstaying;
- plan for provision of an additional 80-100 parking spaces in the village centre (noting that the current proposal to shut the existing New World and redevelop a new supermarket at Porter Drive will provide a residual capacity of approximately 40 spaces in the central village); and
- undertake continued regular monitoring of parking demand across the village, with a comprehensive review to be undertaken ideally at least every 3-years to ensure the higher than historic growth rate anticipated within the village can be adequately planned for, particularly in view of the imminent removal of parking minimums from the District Plan (as required under the NPS).

These recommendations have been specifically designed to assist in meeting the design targets for car parking provision, and to ensure Havelock North can successfully and efficiently accommodate parking demands from all users in the future.



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Level 15, 10 Brandon Street, Wellington, 6011 PO Box 13-
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Thursday, 18 March 2021

Te Hui o Te Kaunihera ā-Rohe o Heretaunga
Hastings District Council: Council Meeting

Item 9

Te Rārangi Take

Report to Council

Nā:
From: Lex Verhoeven, Strategy Manager

Te Take: **Adoption of Long Term Plan 2021/2031 for Community**
Subject: **Consultation**

1.0 Purpose and summary - *Te Kaupapa Me Te Whakarāpopototanga*

- 1.1 The purpose of this report is to obtain a decision from the Council to adopt the Draft Long Term Plan 2021/2031 for community consultation. This follows the direction given by Councillors at the Council meeting dated 11 February to finalise the plan based on the decisions and direction given at that meeting and an earlier workshop.
- 1.2 This is an administrative matter and a legal requirement. It follows a substantive process to bring the plan together to this point.
- 1.3 The Long Term Plan and its supporting information has been through the necessary audit processes and at the time of preparing this report the Council is awaiting audit clearance to proceed to community consultation. A copy of the audit opinion will be tabled at the meeting.
- 1.4 The Long Term Plan consists of sets of documents as follows (which will be circulated separately):
 - 1) **Consultation Document** – covers the key matters and is targeted at, and distributed to, as much of the community as practicable. The draft consultation document was circulated to councillors for comment (recognising that much of the content has been audited and is required to fulfil legislative requirements).
 - 2) **Supporting Information** – contains the underlying information upon which the consultation document is based. This information is more technical in nature and the Council has discretion as to how to make this information available. For ease of access the approach taken has been to package all relevant material in one volume which is available in hard copy and via the Council's website. The Development Contributions Policy is also available as part of the supporting information (which contains updates to the fee charging schedule).

- 1.5 The engagement plan consists of a number of rural information sessions at (Te Pohue, Patoka, Crownthorpe, Maraekakaho and Poukawa) along with urban information sessions in Flaxmere, Hastings and Havelock North. There are also direct engagement plans being put in place for separate proposals impacting on particular properties in the Hastings and Havelock North CBD.
- 1.6 The engagement material will have wide reach in both paper and electronic formats and via print, radio and social media platforms.
- 1.7 The formal submission process is scheduled to take place in the period 3 April to 7 May 2021, with hearings set down for 8-10 June 2021.
- 1.8 The Risk and Assurance Committee received a final update on key components of the plan at its meeting dated 1 March 2021 and endorsed the plan and its key building blocks. The resolution passed by the Committee being:

“That the Risk and Assurance Committee recommend to Council that the Financial and Infrastructure Strategies and the Long Term Plan are robust and should be adopted and that the Committee should continue its oversight as appropriate through the audit and associated improvement process. The Committee also recommends that the Long Term Plan include clarification so that the average layperson can understand how the Council knows that it is spending the right amount, at the right time and in the right place”.

2.0 Recommendations – Ngā Tūtohunga

- A) That Council receive the report titled Adoption of Long Term Plan 2021/2031 for Community Consultation dated 18 March 2021.
- B) That the Council receive the resolutions passed by the Risk and Assurance Committee on 1 March 2021 as detailed in paragraph 1.8 of the report.
- C) That the Council resolves to:
 - i. Delegate to the Chief Executive any inconsequential updates and drafting changes recommended from the audit process.
 - ii. Adopt the Supporting Information to the Long Term Plan and Consultation Document in accordance with section 93G of the Local Government Act 2002.
 - iii. Adopt the Draft Development Contributions Policy in accordance with section 102(1) of the Local Government Act 2002.
 - iv. Adopt the Consultation Document in accordance with section 93A of the Local Government Act 2002.

Attachments:

There are no attachments for this report.

Thursday, 18 March 2021

Te Hui o Te Kaunihera ā-Rohe o Heretaunga
Hastings District Council: Council Meeting

Item 10

Te Rārangi Take

Report to Council

Nā:
From: Bruce Allan, Group Manager: Corporate

Te Take:
Subject: Reallocation of budget and reserves for Spatial Plan and Hastings Housing Strategy actions

1.0 Executive Summary – *Te Kaupapa Me Te Whakarāpopototanga*

- 1.1 The purpose of this report is to seek approval for the reallocation of contingency budgets and reserves for the purpose of undertaking the development of the Hastings Spatial Plan, Hastings Housing Strategy initiatives and a further Covid-19 recovery initiative.
- 1.2 The report recommends the following funding reallocations:
 - 1.2.1 Up to \$320,000 from the Flaxmere Land Development Reserve for the purpose of developing Masterplans for Camberley and Flaxmere communities.
 - 1.2.2 \$480,000 from the Covid-19 Recovery Contingency Fund to begin the scoping work for the Hastings Spatial Plan.
- 1.3 The recommended allocations from the Covid-19 Recovery Contingency Fund will fully extinguish this contingency fund.

2.0 Recommendations – *Ngā Tūtohunga*

- A) That Council receive the report titled Reallocation of budget and reserves for Spatial Plan and Hastings Housing Strategy actions dated 18 March 2021.
- B) That the Council allocate the balance of the unallocated Covid-19 Recovery Contingency Fund of \$480,000 as an initial fund to support the implementation of the Hastings Spatial Plan
- C) That the Council allocates up to \$320,000 from the Flaxmere Land Development Reserve towards the implementation of masterplans for Camberley and Flaxmere as actions identified in the Hastings Medium and Long Term Housing Strategy.
- D) Noting that any implementation plans developed through these masterplans will be developed in conjunction with Council's Partner agencies as identified in the Housing Strategy.

3.0 Background – Te Horopaki

3.1 During the development of the 2020/21 Annual Plan it was revised during the first Covid-19 lockdown and due to the uncertainties that were present at the time and a desire to keep rates increases to a minimum, a number of Covid related contingencies were incorporated into the budgets:

- \$150,000 of operating capacity was built into the Toitoe and Splash Planet budgets to cover operating uncertainties. To date those budgets have not been required and any future use will be reassessed closer to year end.
- \$500,000 operating contingency was set aside to cover unknown operating costs associated with Covid related decisions. To date there have been some increased costs due to Covid, however these have been largely absorbed by operating budgets. The only allocations from this operating contingency to date have been to cover the decisions to provide free sportsgrounds and indoor court space for the winter and summer codes. This is estimated to cost \$130,000 in lost revenue.
- \$1,000,000 Covid recovery contingency was set aside for Council to use at its discretion to support the local economy and community recover from the impacts of the Covid-19 lockdown. To date \$520,000 has been allocated from that fund for the following and \$50,000 was set aside for smaller allocations with delegation to the Civic and Administration Subcommittee for its allocation:

Hastings District Arts Culture and Events Recovery Plan	\$300,000
Hastings Urban Centres Recovery Fund	\$150,000
HB Business Hub – Hastings	\$70,000
Total Allocated	\$520,000
Delegation to the Civic and Administration Committee to make small allocations in support of Councils goal of supporting the Covid-19 recovery	\$50,000
Total	\$570,000

- 3.2 To date there has been no allocation from the \$50,000 made by the Civic and Administration Subcommittee. Given this allocation has not been utilised, this \$50,000 allocation has been included in the available funds detailed below.
- 3.3 While we remain in uncertain times and the threat of further disruptions to the economy and the community remain, the impacts of the April 2020 lockdown have largely been mitigated and Council has an opportunity to consider the best use of the remaining funds of \$480,000 in the Covid Recovery Contingency. Any future allocation of the contingency for the purpose of recovery is likely to have limited impact and alternative uses for this fund might be considered more beneficial.
- 3.4 Council also has a number of reserves that have built up over time with their use specified through Council resolutions. One reserve in particular that has built up over time is the Flaxmere Land Development Reserve which has accumulated funds primarily through the sale of surplus Council land in Flaxmere. In June 2007 Council resolved that the reserve should be used as follows:

That the current funds in the Flaxmere Land Subdivision Reserve be used to repay debt or to fund capital projects in Rating Area One.

That the proceeds from future property sales in Flaxmere be used to repay debt or to fund capital projects in Rating Area One.

- 3.5 The Flaxmere Land Development Reserve has accumulated funds in recent years through the sale of land at Kirkwood Road, Waingākau and Tarbet Street and currently has a balance of \$2.96m. This current balance assumes all costs incurred or committed through the Tarbet Street development have and will be met by the Provincial Growth Fund (PGF) funds received and includes settlement on the land for the Soho Group for transitional housing.
- 3.6 This reserve will be utilised in the future as working capital on further housing developments in Flaxmere including 244 Flaxmere Avenue, Flaxmere Town Centre and the Caernarvon Road land adjacent to Flaxmere College.
- 3.7 A more detailed report on the future policy for allocation of funds accumulated in this Flaxmere Land Development Reserve will be brought to the Strategy and Development Committee at a future date.

4.0 Discussion – Te Matapakitanga

- 4.1 Through the 2018-28 Long Term Plan, implementing the Council's Water Supply plan was its number one priority. The implementation of that plan is now well advanced and a programme of work is in train to complete that priority.
- 4.2 Over the last couple of years the housing crisis in Hastings has emerged as the new number one priority for Council and the Hastings Medium and Long Term Housing Strategy was recently adopted by Council that outlined a number of important actions of which Council was a lead agency for their delivery.
- 4.3 Also emerging as a significant priority is the development of a Hastings Spatial Plan. This is a large and strategically important piece of work, estimated to cost up to \$1.3m over the next 2-3 years.
- 4.4 There is currently limited budget to help assist with these projects.
- 4.5 Housing Strategy initiatives and Masterplans
- 4.6 The Hastings Housing Strategy has 26 actions identified with HDC identified as the lead agency for 17 of those actions which will require a number of funding decisions to implement. Amongst those actions where Council is identified as the lead agency are the development of masterplans for Camberley and Flaxmere with our partner agencies from Ministry of Social Development (MSD), Ministry of Housing and Urban Development (MHUD), Iwi, Ministry of Education, Kainga Ora and Police.
- 4.7 The Camberley Masterplan action identifies that Council along with the Camberley community will facilitate the multi-agency regeneration of Camberley through the development of a Camberley Community Masterplan.
- 4.8 The Flaxmere masterplan requirements are centred on the multiple land holdings in Flaxmere for the purpose of accelerating land development for affordable housing in a holistic and integrated way. In addition to the partner agencies identified with the Camberley Masterplan, Community Housing Providers, Heretaunga Tamatea Settlement Trust and private developers are also included.
- 4.9 Work is underway to scope the master planning work and terms of reference are being developed. It is estimated that Council's contribution to these two masterplans would be in the vicinity of \$320,000. It is requested that these two priority actions in the Hastings Medium and Long Term Housing Strategy be funded from the Flaxmere Land Development Reserve.
- 4.10 Provision of \$80,000 has been made within this estimated cost for a Council funded Camberley Whanau Connector role to work alongside similar roles in place with the Camberley School for the next twelve months. The Whanau Connector would provide support and facilitate links to specialist services and will work with the Whanau Connectors based at Camberley School. The role would be

based at the Camberley Community Centre, and supported by community leaders and stakeholder agencies and where possible the role would be filled by a person from Camberley further building local capability and capacity in the community. The role would also add value by supporting the current staff at the Community Centre and will add valuable input into the Camberley Masterplan.

4.11 The Flaxmere Land Development Reserve has sufficient funds to support this request and any other immediate need as identified in 3.5 above.

4.12 Hastings Spatial Plan

4.13 Hastings District Council is committed to the development of a Hastings Spatial Plan (which gives geographical expression to economic, social, cultural and ecological aspirations and strategic outcomes of the District for the long term) and now requires funding to undertake the initial scoping work. It is estimated that the development of a Hastings Spatial Plan will cost up to \$1.3m over the next two years.

4.14 It is recommended that the balance of the Covid-19 Recovery Contingency (\$395,000) be allocated to fund the development of the Hastings Spatial Plan. Noting that there are a number of interconnecting streams of work like the HPUDS review and the TANK process that will inform the Spatial Plan and potentially require funding through this process as well.

5.0 Options – *Ngā Kōwhiringa*

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

5.1 Relocate funding as requested:

5.1.1 Up to \$320,000 from the Flaxmere Land Development Reserve for the purpose of developing Masterplans for Camberley and Flaxmere.

5.1.2 \$430,000 from the Covid-19 Recovery Contingency Fund to begin the scoping work for the Hastings Spatial Plan.

Advantages

- The Flaxmere Land Development Reserve has a wide remit for the use of the funds held in this reserve as resolved by Council in 2007 and the recommended application of funds for the development of Masterplans for Camberley and Flaxmere fits this remit. The development of masterplans for these two communities was acknowledged by Council when it adopted the Hastings Medium and Long Term Housing Strategy in February 2021.
- The Covid-19 Recovery Contingency Fund was established by Council through the 2020/21 Annual Plan due to the uncertainties that prevailed at that time. While times are still uncertain, it is recommended that further investment in Covid-19 recovery initiatives may not necessarily provide satisfactory returns for Council. The recommended approach to reallocate funds from this contingency to support the development of a Hastings Spatial Plan which has been identified to be of a better use and return more benefits to the community in the long run.

Disadvantages

- We are still operating under uncertain times and the Covid-19 pandemic may still have further impacts for our economy and community. Allocating the Recovery Contingency at this time may be seen as a little premature and uses for this fund may be identified in the future.

Option Two – Status Quo - Te Kōwhiringa Tuarua – Te Āhuetanga o nāiane

5.2 Variations of the funding request made could be developed.

- Council may consider variations to the funding requests made in this report. Those variations could include:

- Decline the request to transfer the Covid-19 Recovery Contingency to the Hastings Spatial Plan project, instead hold this contingency in case further recovery initiatives require funding.
- Decline the request to use the Flaxmere Land Development Reserve for the purpose of developing masterplans for Flaxmere and Camberley.

6.0 Next steps – *Te Anga Whakamua*

- 6.1 The next steps for the three issues/opportunities identified in this report are as follows (subject to Council approving funding allocations as requested):
- The Scoping work for the Camberley and Flaxmere masterplans will be completed, community engagement commenced and masterplans developed and the Camberley Whanau Connector for the Camberley Community and operating out of the Camberley Community Centre would be further investigated.
 - The scoping work for the development of a Hastings Spatial Plan will be commenced.

Attachments:

There are no attachments for this report.

Summary of Considerations - *He Whakarāpopoto Whakaarohanga*

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

The Council is required to give effect to the purpose of local government as set out in section 10 of the Local Government Act 2002. That purpose is to enable democratic local decision-making and action by (and on behalf of) communities, and to promote the social, economic, environmental, and cultural wellbeing of communities in the present and for the future.

Link to the Council's Community Outcomes – *Ngā Hononga ki Ngā Putanga ā-Hapori*

This proposal promotes the social, economic, environmental, and cultural wellbeings of communities in the present and for the future.

Māori Impact Statement - *Te Tauākī Kaupapa Māori*

The Flaxmere and Camberley masterplans will be cognitive of those in these communities while the Hastings Spatial Plan will be designed to ensure the input of Maori is appropriate.

Sustainability - *Te Toitūtanga*

The development of the Hastings Spatial Plan will have a raft of sustainability considerations incorporated.

Financial considerations - *Ngā Whakaarohanga Ahumoni*

The financial considerations have been canvassed in the report:

Significance and Engagement - *Te Hiranga me te Tūhonotanga*

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

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

There has been no consultation with regards to the allocation of Council funds for the initiatives outlined in this report.

Risks

Rural Community Board – *Te Poari Tuawhenua-ā-Hapori*

Not applicable.

Thursday, 18 March 2021

Te Hui o Te Kaunihera ā-Rohe o Heretaunga
Hastings District Council: Council Meeting

Item 11

Te Rārangi Take

Report to Council

Nā:
From: David Bishop, Project Manager

Te Take:
Subject: Flaxmere Land Development Update

1.0 Executive Summary – *Te Kaupapa Me Te Whakarāpopototanga*

- 1.1 The purpose of this report is to update Council on progress with the development of Council land in Flaxmere and obtain direction from Council for the next steps for these areas.
- 1.2 The report also summarises the results from the feedback received on the proposed three development options for the vacant Council owned land to the west of the current town centre and requests that funding be provided to relocate court space and a skate facility to Flaxmere Park.
- 1.3 The report recommends that:
 - The urban designed concept layout for 244 Flaxmere Avenue be approved in order to progress civil engineering design.
 - That Council endorse Option 3 for the development of the vacant Council owned land to the west of the current shopping centre.
 - That Council approve up to \$500,000 for the development of court space and a skate facility at Flaxmere Park as unbudgeted capital expenditure, albeit funded from the Flaxmere Land Development Reserve.

2.0 Recommendations – *Ngā Tūtohunga*

- A) That Council receive the report titled Flaxmere Land Development Update dated 18 March 2021.
- B) That Council approves the urban designed concept layout for 244 Flaxmere Avenue in order to progress civil engineering design and authority be delegated to the Chief Executive to complete the subdivision and land development, including any amendments to the layout as a result of detailed civil engineering design.

- C) That Council endorse Option 3 for the development of the Council owned land to the west of the current Flaxmere shopping centre.
- D) That Council approve unbudgeted capital expenditure of up to \$500,000 (excl GST) for the development of court space and a skate facility at Flaxmere Park with this funding to come from the Flaxmere Land Development Reserve.

3.0 Background – Te Horopaki

- 3.1 Following the Covid 19 lockdown in March/April 2020 year officers were asked to prepare infrastructure items for consideration for funding by the Crown through the Crown Infrastructure Partners (CIP) funding scheme.
- 3.2 Officers discussed with the Crown the possibility that the funding be used to advance the outcomes of the Hastings Place Based Housing Plan with a focus on the affordable end of the market on land that Council owns. The Crown funds of \$11.5 million would therefore be used to develop three areas of residentially zoned land that Council owns in Flaxmere to enable Council to bring to the market affordable sections for subsequent sale. The Crown agreed with this approach and was keen to settle an agreement on this basis as soon as possible.
- 3.3 Accordingly the project involves the delivery of the three waters and roading infrastructure (including above ground amenity street lights, trees and reserves) required to enable the following three land packages to be developed and the associated titles issued. Upon completion the infrastructure will be owned by Hastings District Council.

Land packages	Type	Owner	Expected Dwellings/Lots
244 Flaxmere Avenue	Social and affordable	HDC	35
72 Caernarvon Drive (Land adjacent Flaxmere College)	Social and affordable	HDC	60
30 Swansea Road (Town Centre)	Social and affordable	HDC	80

- 3.4 The funding enables Council to bring forward delivery of infrastructure to support housing and enable the Council to meet its objectives under 'The National Policy Statement on Urban Development' namely to enable 'well-functioning urban environments that enable all people and communities to provide for their social, economic and cultural wellbeing, and for their health and safety, now and into the future.
- 3.5 The funding will also be leveraged to support delivery of housing-related infrastructure in Hastings earlier than could otherwise occur, in line with the 'Hastings Place-based Housing Approach: Governance Charter' objectives;
- Everyone has access to a stable, healthy, affordable home, with access to education, employment, amenities and services that meet their needs.
 - Māori, whānau, hapū and iwi are empowered to realise their housing aspirations.
 - The right incentives and settings are in place so that housing/accommodation supply adjusts to

meet changing demand over time. This is important to ensure that solutions are sustainable.

- 3.6 Delivery of the Projects will achieve the mutual objectives of the New Zealand Government and the Council of delivering social and affordable housing alongside greenfield development opportunities, generating new or sustained jobs and construction activity and promoting economic confidence in the Hastings District.
- 3.7 This report provides an update to Council on what activities have been undertaken since signing the agreement.

4.0 Discussion – *Te Matapakitanga*

Flaxmere Town Centre

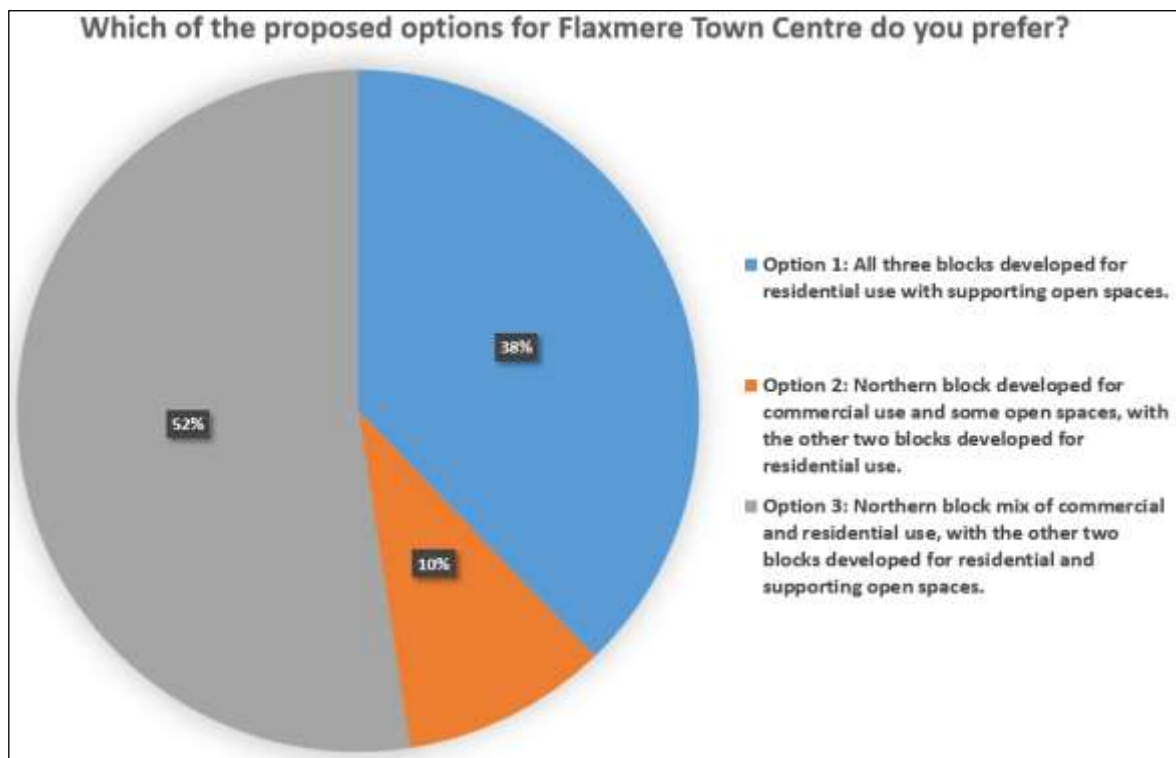
- 4.1 The entire Flaxmere Town Centre bounded by Swansea Road and Caernarvon Drive comprises approximately 10 hectares with 6.6ha (66%) zoned for commercial activities and 3.4ha (34%) zoned for community/residential uses. The Council owns 6.0ha of the 10 hectares of which the zoning is roughly split two thirds community/residential and one third commercial zoning. The current planning zones were developed following extensive consultation 10-12 years ago, which included the provision of a supermarket on the surplus Council land to the west of the current shopping centre. The current planning framework is shown below:



- 4.2 More recently Council engaged with the community in late 2020 following a review of the Planning and Urban Design aspects of the Town Centre, which lead to a refreshed Urban Design layout that would enable development of the vacant Council owned land to the west of the current shopping centre. This plan is shown below:



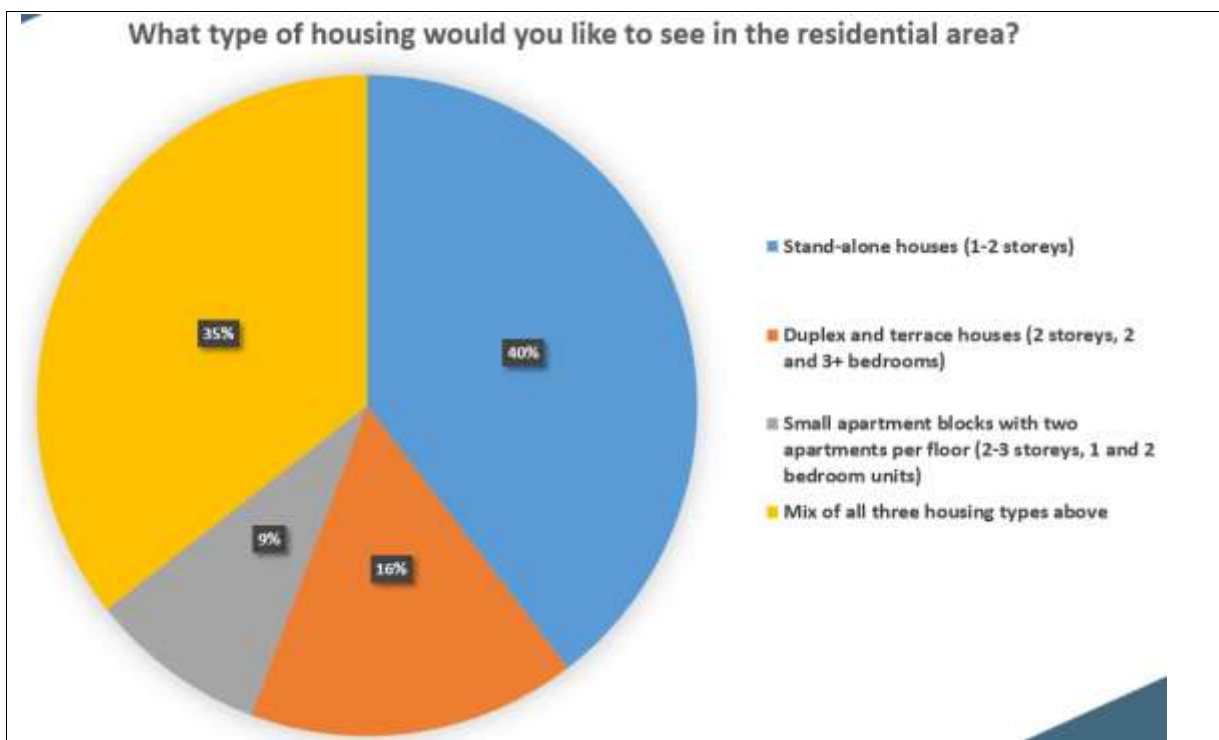
- 4.3 This plan was subsequently refined into three development options for the vacant western Council owned land, which included a mix of residential, commercial and community possibilities. A community open day was held in October 2020 at the community centre. Subsequent consultation has occurred at the Flaxmere night markets with Council having a stall presence and two working group meetings have been held with interested parties who expressed an interest in attending at the first community open day. Community feedback was also received via the my voice, my choice website over a period of 5 weeks.
- 4.4 The community engagement results revealed the preferred option for the vacant Council owned land to the west of the current town centre was Option 3 with 52% of respondents preferring this option. Option 1 which was full residential use for all three blocks was preferred by 38% of respondents, while Option 2 which was full commercial use of the northern block and residential uses for the southern two blocks was only preferred by 10% of respondents.



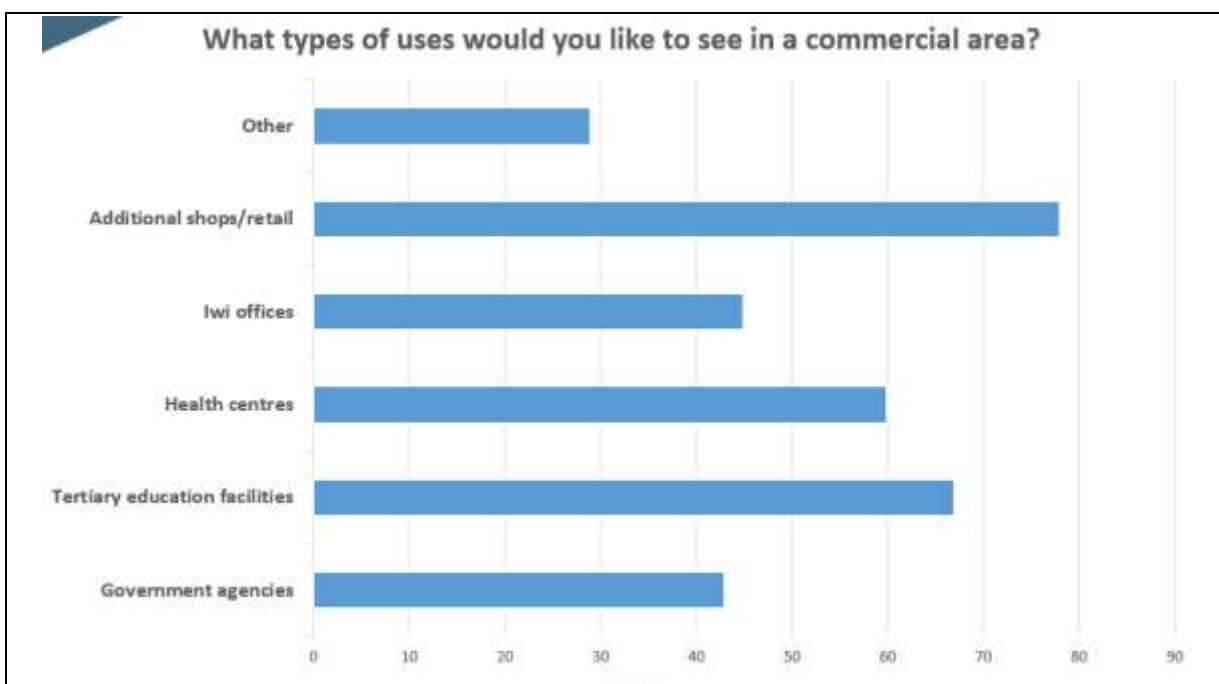
- 4.5 Option 3 allows for commercial expansion with about a third of the northern block area being developed for medium density residential. The remaining two blocks to the south are intended for residential development in line with the current zoning of these sites being Community / Residential. The preferred Option 3 plan is shown below. It should be noted that this option still retains a significant area available (6000-8000 square metres) for commercial development which could include a future supermarket.



- 4.6 The feedback received also identified that the types of housing that the respondents would like to see in the residential area. This was relatively evenly split between stand-alone houses (40%) and a mix of all types, up to 3 storey apartments (35%).



- 4.7 In terms of what residents would like to see in the commercial area over 80% of respondents wanted to see additional shops / retail, closely followed by tertiary education facilities (67%) and then health care centres (60%).



- 4.8 Following the agreement with Crown Infrastructure Partners (CIP), investigation and design work was commenced on the vacant Council owned land to the west of the current town centre, including geotechnical, soil testing, site survey and civil engineering design for roading and three waters. At this stage the programme is largely on track to have detailed civil engineering design ready for tender

by 30 June 2021. This will enable the development of the main spine roading network to get underway in the 4th quarter of 2021.

- 4.9 The Parks and Property Team are also working on a concept design for a new skate park and court space in Flaxmere Park due to the fact that the existing facilities will be removed by the road construction. Council approval is being sought to formally relocate these facilities and authorise funding up to \$500,000 from the Flaxmere Land Development Reserve to initiate their relocation and design and construction.
- 4.10 In terms of the use of funds in the Flaxmere Land Development Reserve, in June 2007 Council resolved that the Reserve should be used as follows:
- a. *That the current funds in the Flaxmere Land Subdivision Reserve be used to repay debt or to fund capital projects in Rating Area One.*
 - b. *That the proceeds from future property sales in Flaxmere be used to repay debt or to fund capital projects in Rating Area One.*
- 4.11 The Flaxmere Land Development Reserve has accumulated funds in recent years through the sale of land at Kirkwood Road, Waingākau and Tarbet Street and currently has a balance of \$2.96m. This current balance assumes all costs incurred or committed through the Tarbet Street development have and will be met by the Provincial Growth Fund (PGF) funds received and includes settlement on the land for the Soho Group for transitional housing.
- 4.12 This reserve will be utilised in the future as working capital on further housing developments in Flaxmere including 244 Flaxmere Avenue, Flaxmere Town Centre and 72 Caernarvon Drive (land adjacent to Flaxmere College).
- 4.13 A more detailed report on the future policy for allocation of funds accumulated in this Flaxmere Land Development Reserve will be brought to the Strategy and Development Committee at a future date.
- 4.14 As the relocation of the courts and skate park are capital projects in rating area one (which incorporates the urban areas of Hastings, Havelock North, Flaxmere and the Plains surrounding Hastings out to Clive, Haumoana and Te Awanga), it is considered that the funding of these projects from the Flaxmere Development Reserve is appropriate in order to provide replacement community facilities in Flaxmere.
- 4.15 Officers also seek approval of Council to proceed with the development of the vacant Council owned land to the west of the current shopping centre on the basis of Option Three as detailed above. Ongoing engagement with the Community and stakeholders will continue throughout this process on a regular basis.

72 Caernarvon Drive (Land adjacent Flaxmere College)

- 4.16 Development of 72 Caernarvon Drive which is the vacant land to the north of the town centre adjacent Flaxmere College is also progressing on a similar path to the Town Centre, albeit a few months behind. Geotechnical Investigations and a site survey are currently being undertaken together with a preferred Urban Design Layout. This site has been subject to some earlier concept designs in the early 2000's, however a comprehensive integrated urban design layout is needed.
- 4.17 An initial concept design is shown below. Depending on typologies and yield, the site can accommodate around 60 stand-alone residential dwellings at an average site size of 500m² (being the current minimum site size in the District Plan). Space has also been identified for a retirement village (shown as Block 8 on the plan below) and a 2000m² neighbourhood reserve. Once the concept has been refined with both internal and external stakeholders, officers will bring back to Council the final layout plan for final approval to enable civil construction works to commence in the 4th Quarter of 2021.



244 Flaxmere Avenue

- 4.18 Development of 244 Flaxmere Avenue is proceeding at pace with soil testing, geotechnical reporting and site survey complete. Concept Urban Designs have been prepared and the preferred layout will be provided at the Council Meeting. Development of the resource consent application is in the preparation phase. Detailed civil engineering design is expected to be completed by 30 June. Officers are in dialogue with CIP regarding this three month timeline change as a result of the longer design phase. A two staged approach to the development is also being advanced so that civil engineering design can get underway without having to have the final built design locked in. This involves identifying two “super lots” for future medium density development, while retaining more traditional stand-alone lots on the boundaries with adjacent properties.
- 4.19 Officers therefore seek Council approval of the concept plan layout which has been designed by Council’s Urban Design Consultant Deyana Popova of Urban Perspectives who is very experienced with creating exemplar urban design layouts and is used by Council’s planning and regulatory division to review private development schemes through the resource consent process.
- 4.20 The design brief was to create a community feel for the development with a mix of typologies including some medium density designs that are in accordance with current urban design thinking

and Crime Prevention Through Environmental Design (CPTED) principles. The proposed Design ensures the majority of all the proposed dwellings overlook the street to provide passive surveillance and the use of rear lots and right of ways will be minimised. These principles are key to avoid the mistakes of past developments in which density was increased with no thought into design or layout.

- 4.21 In terms of the built environment an expression of interest has been received from an organisation that intends to develop between 10-15 sites for them to construct buildings and provide their progressive home ownership products such as Shared Equity, Rent to Buy etc. This would leave approximately 15 sites for Council to sell on the market, but with the requirement to build the type of dwelling on the site in accordance with the comprehensive design criteria, and no more than seven sites to be developed by either a community housing provider (such as the Salvation Army, Presbyterian Church, Te Taiwhenua o Heretaunga, etc.) or Kainga Ora, with seven sites being no more than 20% public housing over the entire development.
- 4.22 The indicative concept plan and urban design layout for 244 Flaxmere Avenue which officers are seeking endorsement of, will be available at the meeting.

5.0 Options – Ngā Kōwhiringa

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

- 5.1 The recommended option is to endorse the above approach so that Council officers can continue the detailed civil design and investigation phase for the three Flaxmere development areas in order for Council to both meet its commitments to the Government and also more importantly developing its unused landholdings in order to better provide for housing at the affordable end of the market for its community in line with the recently adopted Medium and Long Term Housing Strategy and Place Based Approach.

Option Two

- 5.2 Alternatively Council could stop progressing these developments, but this would not lead to the outcomes sought for additional housing options for its community, meet the objectives of the Hastings Place Based Housing Plan and Medium and Long Term Housing Strategy, nor use the available Government funding available to build infrastructure for this very purpose. Accordingly this option is not recommended.

6.0 Next steps – Te Anga Whakamua

The next steps include continuing detailed civil engineering design and investigations for all three development areas ready to tender for construction in the third quarter of 2021 and ongoing community engagement.

Attachments:

There are no attachments for this report.

Summary of Considerations - He Whakarāpopoto Whakaarohanga

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

The Council is required to give effect to the purpose of local government as set out in section 10 of the Local Government Act 2002. That purpose is to enable democratic local decision-making and action by

(and on behalf of) communities, and to promote the social, economic, environmental, and cultural wellbeing of communities in the present and for the future.

This report promotes the social and economic wellbeing of communities in the present and for the future, in particular providing infrastructure for housing developments at the affordable end of the spectrum that would otherwise not be done if left to the traditional market led approach.

Link to the Council's Community Outcomes – *Ngā Hononga ki Ngā Putanga ā-Hapori*

This proposal will contribute to meeting the current and future needs of communities for good quality local infrastructure by addressing affordable housing issues in partnership with the community and key stakeholders.

Māori Impact Statement - *Te Tauākī Kaupapa Māori*

A significant focus of the Hastings Place Based Housing Initiative is to get more people in homes, of which Māori are disproportionately affected, and therefore these initiatives have the potential to lift Māori home ownership.

Sustainability - *Te Toitūtanga*

Council recognises sustainability outcomes in its planning processes.

Financial considerations - *Ngā Whakaarohanga Ahumoni*

These Flaxmere initiatives can be funded from the Crown Infrastructure Partners agreement and the Flaxmere Land Development Reserve.

Significance and Engagement - *Te Hiranga me te Tūhonotanga*

This decision/report has been assessed under the Council's Significance and Engagement Policy as being of moderate significance. None of the landholdings are identified as Strategic Assets in the Significance and Engagement Policy. However given the significance of the larger landholdings around the Flaxmere Town Centre the decision has been made to engage with the community on a regular basis with ongoing community engagement via a community working group which is currently meeting every 2 months.

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

Consultation with stakeholders is ongoing and will be carried out when required and as identified above.

Risks

Opportunity: Significant opportunity to develop affordable housing for the community, at a time when there is significant need.

REWARD – <i>Te Utu</i>	RISK – <i>Te Tūraru</i>
<p>More of our whānau in warm dry and healthy homes at an affordable price.</p> <p>Significant boost to the regional economy and jobs through both infrastructure delivery and house construction and fit out.</p>	<p>Financial – if no sections can be sold.</p> <p>Reputation – if houses aren't built following completion of subdivision.</p> <p>Vertical build and housing market at the time land is ready for sale.</p> <p>Construction on three fronts at the same time may stretch construction and trade resources.</p>

Rural Community Board – *Te Poari Tuawhenua-ā-Hapori*

The Rural Community Board will not be affected by the proposals.

Thursday, 18 March 2021

Te Hui o Te Kaunihera ā-Rohe o Heretaunga
Hastings District Council: Council Meeting

Item 12

Te Rārangi Take

Report to Council

Nā: David Bishop, Project Manager
From: Dr James Graham, Pou Ahurea Matua - Principal Advisor:
Relationships Responsiveness and Heritage

Te Take:
Subject: Waingākau Development Road Renaming

1.0 Executive Summary – Te Kaupapa Me Te Whakarāpopototanga

- 1.1 The purpose of this report is to obtain a decision from the Council on the proposed renaming of four roads in the Waingākau Housing Development Area.
- 1.2 A request has been received from Waingākau Housing Development Limited (Waingākau) a subsidiary of Te Taiwhenua o Heretaunga to change the names of four roads that are part of their development. One road is formed (Mitchell Place) while the other three are not formed, although some services exist under them.
- 1.3 This report recommends that the four existing road names in the Waingākau housing development be renamed.

2.0 Recommendations – Ngā Tūtohunga

- A) That Council receive the report titled Waingākau Development Road Renaming dated 18 March 2021.
- B) That pursuant to Section 319 of the Local Government Act 1974 the following roads be renamed:
 - i. Mitchell Place to Whiri Place
 - ii. Mawson Avenue to Kōrari Avenue
 - iii. Ryde Place to Rito Place
 - iv. Frobisher Street to Whītau Street

3.0 Background – *Te Horopaki*

- 3.1 A request has been received from Waingākau Housing Development Limited a subsidiary of Te Taiwhenua o Heretaunga to change the names of four roads that are part of their development.
- 3.2 Consultation has been undertaken extensively by Te Taiwhenua o Heretaunga in 2020:
- Muri Whaanga in her capacity as a Cultural Expert of weaving and flax (Harakeke) was asked to provide information about the history to enable a better understanding of Harakeke, and to explore and provide names or words associated with harakeke that can be used for the Waingākau roads.
 - Hui ā-lwi were held at Te Aranga Marae and Te Taiwhenua o Heretaunga with mana whenua representatives, where various names were discussed, including names of ancestors (Tīpuna).
 - After extensive kōrero, including with Kāhui Kaumātua, it was agreed to not adopt Tīpuna names for the Waingākau roads.
 - It was suggested to adopt Harakeke names for the roads, as these best represent the aspirations of Waingākau.
- 3.3 The site of which the Waingākau Housing Development resides, is of high significance to mana whenua.
- 3.4 Harakeke is a native plant to Aotearoa New Zealand, which Māori discovered and have valued since their arrival over 1000 years ago. In a spiritual and cultural sense, Harakeke represents a whānau. In the physical sense it was the Harakeke that clothed and sheltered Tīpuna Māori and that was used to produce practical and necessary items for everyday use.
- 3.5 The Waingākau development looks to strip back barriers to homeownership, to bring whānau together, and provide structure to build a strong and resilient community. Therefore, the names/words that resonate with the kaupapa, as identified by hapū are:
- a) Kōrari: - the flax stalk, the centre stalk where the seed pods grow; represents new growth, food for ngā manu (birds), and seeds providing the continuation of life. Kōrari to replace Mawson Avenue.
 - b) Rito: - new centre shoot, young centre leaf of the harakeke; represents the new development, new beginnings, and aspirations for a strong vibrant future. Rito to replace Ryde Place.
 - c) Whītau: - flax fibre, strong yet flexible; represents our whānau journey, the need to stay strong and resilient, but flexible enough to weather the storms for brighter futures. Whītau to replace Frobisher Street.
 - d) Whiri: - to plait; represents the bringing together of whānau and weaving together their home ownership journey and building a vibrant future. Whiri to replace Mitchell Place.
- 3.6 Other options could also include Raranga – to weave, Korowai – cloak, or Whāriki – weaved mat; again representing bringing whānau collaboration to support, nourish the growth of a strong vibrant community. Note however, that Korowai and Whāriki have recently been gifted by Waingākau to Council for use in the Tarbet Street subdivision and these names have already been approved by the Environmental Consents Manager.
- 3.7 Waingākau therefore propose that the following road names be re-named as follows:
- a) Mitchell Place to Whiri Place
 - b) Mawson Avenue to Kōrari Avenue

- c) Ryde Place to Rito Place
- d) Frobisher Street to Whītau Street

3.8 A map of the proposed changes is shown below:



4.0 Discussion – *Te Matapakitanga*

4.1 The Hastings District Council Road Naming Policy lists the following criteria for evaluation of the suitability of proposed road names:

- Cultural Significance
- Existing or common theme

- Significant feature
- Historical event or person, and
- Personal name for special services

- 4.2 In addition, in order to be accepted by Land Information New Zealand the road names will also have to fit with the criteria set out in the Australia/New Zealand Standard for Rural and Urban Addressing.
- 4.3 Council officer evaluation of the suggested names has revealed that all the names suggested, meet the NZS Rural and Urban Addressing Standard stipulation that the name element, regardless of any difference in road type, shall not be the same as an existing road name where the existing road name is in the same locality. There are no other instances of the suggested names in adjoining local authorities that may cause confusion and Fire and Emergency NZ have not raised any concerns with any of the names suggested.
- 4.4 While the United Kingdom port town/city theme of Flaxmere is used throughout the suburb, it is considered that the proposed Māori names based around the whānau theme are more appropriate in this location. There are no other historical names for the site that would be more relevant, with the most prominent one being Lochain, named after Lochain Farm Limited who owned the site in 1954. It is noted that Lochain Park located off Cartier Crescent is already named after this owner.
- 4.5 Given the names proposed by Waingākau have cultural significance, the consultation that has occurred and that the Waingākau Housing Development looks to strip back barriers to homeownership, to bring whānau together, and provide structure to build a strong and resilient community, the proposal to rename the existing roads as requested by Waingākau is considered to have merit and is recommended.

5.0 Options – Ngā Kōwhiringa

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

- 5.1 Option one is to rename the roads as requested by Waingākau Housing Developments Ltd.

Advantages

- Changing the names will better recognise the cultural significance to mana whenua.
- No other landowner is involved and no existing dwellings will need to change their address.
- Other than Mitchell Place, the current road names are not widely known.
- Given the Waingākau development looks to strip back barriers to homeownership, to bring whānau together, and provide structure to build a strong and resilient community the road names proposed are considered to be very appropriate.

Disadvantages

- Would not retain the United Kingdom port town/city theme for Flaxmere road names.

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

- 5.2 This option would retain the current road names.

6.0 Next steps – Te Anga Whakamua

- 6.1 The next steps if, option one is adopted, will involve advising Land Information New Zealand (LINZ) so that the road names can be updated in the national database.

Attachments:

There are no attachments for this report.

Summary of Considerations - *He Whakarāpopoto Whakaarohanga*

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

The Council is required to give effect to the purpose of local government as set out in section 10 of the Local Government Act 2002. That purpose is to enable democratic local decision-making and action by (and on behalf of) communities, and to promote the social, economic, environmental, and cultural wellbeing of communities in the present and for the future.

Link to the Council's Community Outcomes – *Ngā Hononga ki Ngā Putanga ā-Hapori*

This proposal promotes local infrastructure which contributes to public health and safety, supports growth, connects communities, activates communications and helps protect the natural environment.

Māori Impact Statement - *Te Tauākī Kaupapa Māori*

As this request has come from Te Taiwhenua o Heretaunga, on behalf of Waingākau Housing Development Limited, and given the Waingākau development looks to strip back barriers to homeownership, to bring whānau together, and provide structure to build a strong and resilient community, the proposal will have a significant and positive effect on Māori community and housing outcomes.

Sustainability - *Te Toitūtanga*

N/A. This report is procedural in nature.

Financial considerations - *Ngā Whakaarohanga Ahumoni*

None. Street name plates will be erected by the developer (Waingākau) once the subdivision process is complete.

Significance and Engagement - *Te Hiranga me te Tūhonotanga*

This decision/report has been assessed under the Council's Significance and Engagement Policy as being of low significance. Notwithstanding this, considerable consultation has occurred with mana whenua, and the names proposed are a direct result of this.

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

Section 78 of the Local Government Act 2002 sets out what is required of a local authority in considering community views, and is summarised by the following:

“...Must give consideration to the views and preferences of persons likely to be affected by, or to have an interest in, the matter.”

Consultation has been undertaken extensively by Te Taiwhenua o Heretaunga in 2020:

- Muri Whaanga in her capacity as a Cultural Expert of weaving and flax (Harakeke) was asked to provide information about the history to enable a better understanding of Harakeke, and to explore and provide names or words associated with Harakeke that can be used for the Waingākau roads.
-

- Hui ā-lwi were held at Te Aranga Marae and Te Taiwhenua o Heretaunga with mana whenua representatives, where various names were discussed, including names of ancestors (Tīpuna).
- After extensive kōrero, including with Kāhui Kaumātua, it was agreed to not adopt Tīpuna names for the Waingākau roads.
- It was suggested to adopt Harakeke names for the roads, as that best represents the aspirations of Waingākau.

Consultation has also occurred with Fire and Emergency NZ (FENZ) who maintain the Emergency Services address database. Assistant Area Commander Glen Varcoe from FENZ has advised that they have no concerns with any of the suggested names.

There have also been some initial discussions with Flaxmere Ward Councillors and a name suggestion(s) put forward. This advice has been great and given its significance, Council Officers felt that the advice and accompanying recommended name(s) be retained for other Council development(s) in central Flaxmere where there is greater concentration of traffic and people, and therefore greater prominence and opportunity to have the name or suggested names be more widely seen and acknowledged by the whole community.

Risks

Opportunity: To enable the recognition of culturally significant road names in the Waingākau Housing Development.

REWARD – <i>Te Utu</i>	RISK – <i>Te Tūraru</i>
Road names that reflect the cultural history and identity of the local area as well as ensuring ease of identification for the Council, emergency services and others.	There are no real risks to Council as currently not many people are aware of the current names given three of the roads are not formed and no other landowner is involved that would need to change their address.

Rural Community Board – *Te Poari Tuawhenua-ā-Hapori*

The Rural Community Board will not be affected by the proposed road renaming.

Thursday, 18 March 2021

Te Hui o Te Kaunihera ā-Rohe o Heretaunga
Hastings District Council: Council Meeting

Item 13

Te Rārangi Take

Report to Council

Nā:
From: Dennise Elers, Community Development Manager

Te Take:
Subject: 2021 Youth Council Appointments to Council Subcommittees

1.0 Purpose and summary - *Te Kaupapa Me Te Whakarāpopototanga*

- 1.1 The purpose of this report is to advise the Council that members of the 2021 Youth Council have expressed an interest in attending some of the Council's Subcommittee meetings and being able to contribute to the debate. This is a continuation from last year when 2020 Youth Council Members were appointed to the Council's strategic subcommittees.
- 1.2 At the meeting to be held on the 17 March 2021 the Youth Council will confirm the nomination of non-voting Youth Council appointees to the Council's Strategic Subcommittees for the forthcoming year. **The names put forward by the Youth Council will be tabled on the day of the Council meeting.** This will enable the Youth Council appointees to get involved with the work of the Subcommittees immediately following confirmation of their appointments on 18 March 2021.
- 1.3 In line with last year's arrangements for the Youth Council appointees it is recommended that each subcommittee provides a mentor from the elected membership of the Subcommittee to provide advice and guidance on the work of the Subcommittee.
- 1.4 Youth Council appointees also will receive an induction session on Council meeting protocols, Standing Orders and information relevant to participate in Subcommittees. Youth Council appointees should not be present in the meetings for consideration of Public Excluded reports.

2.0 Recommendations – Ngā Tūtohunga

- A) That Council receive the report titled 2021 Youth Council Appointments to Council Subcommittees.
- B) That the Council approve the non-voting appointment of the following Youth Council representatives to the following Subcommittees for the length of their term of office with the Youth Council:
- C) That the 2019-22 Schedule of Appointments to Committees, Subcommittees and other External Organisations and the Hastings District Council Committee and Rural Community Board Register of Delegations 2019 -22 be amended accordingly to reflect the above appointments.

Attachments:

There are no attachments for this report.

Thursday, 18 March 2021

Te Hui o Te Kaunihera ā-Rohe o Heretaunga
Hastings District Council: Council Meeting

Item 14

Te Rārangi Take

Report to Council

Nā:
From: Jackie Evans, Manager: Democracy and Governance

Te Take: **2021 Local Government New Zealand Conference, AGM and Remit**
Subject: **Process**

1.0 Purpose and summary - *Te Kaupapa Me Te Whakarāpopototanga*

- 1.1 The purpose of this report is to: nominate Councillors for attendance at the 2021 Local Government New Zealand (LGNZ) Conference and Annual General Meeting (AGM) to be held in Blenheim from 15 – 17 July 2021, and to advise on the process for submitting proposed remits for consideration at the LGNZ AGM.
- 1.2 This report concludes by recommending that the Council nominate 3 councillors to attend the conference and consider whether it wishes to prepare a remit/s to submit to the AGM.
Conference
- 1.3 The conference will be held in Waiharakeke, Blenheim from Thursday 15 July until Saturday 17 July 2021, and the AGM will be held on 17 July.
- 1.4 The theme for LGNZ Conference 2021 is **Reimaging Aoteroa – from community up**. With the world thrown into disarray by Covid, Aotearoa has a unique opportunity to leverage its natural capital and take us forward to the future world we want across all our well-being – social, economic, environmental and cultural. Pivotal to that will be local government who are at the epicentre of our communities and know best what our communities need. LGNZ is privileged to lead positive change for and with the sector, with a drive for strong leadership, performance, adding value and telling our stories. Councils across the country are actively working to play their part in caring for their communities, working with others to provide resilient infrastructure and services; and to better deliver ongoing and increased value to communities.
- 1.5 The 2021 programme is filled with high quality speakers and thought leaders discussing key topics such as central and local government working together to enable iwi/Māori and communities to drive well-being outcomes; bolstering the resilience of communities to the effects of natural hazards; creativity as a driver of wellbeing; harnessing your natural advantage into decision-making for social, economic, environmental and cultural success; preserving Kiwi tradition while protecting

the environment and our communities; and building towards sustainable supply. They will share best practice, practical experience and inspiring advice that will enable councils to effect positive, tangible change in the wellbeing of their communities around New Zealand.

- 1.6 The interactive “walkshop” sessions have been designed to delve deeper into the four wellbeings and will allow discussion, debate and learning about best practice in an interactive environment and walk through, learn about and experience first-hand some examples of best practice.
- 1.7 Networking opportunities will once again be a key feature of conference. The annual conference dinner will again be home to the LGNZ EXCELLENCE Awards where the success of finalists and winners, who have demonstrated excellent performance by councils in promoting and growing the well-being of their communities will be celebrated.
- 1.8 There will be ample networking opportunities in which the local government sector can come together as one, learn about best practice, and work towards harnessing local democracy to power community and national success.
- 1.9 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 or four councillors to the Conference.
- 1.10 In addition to the Mayor, Council approval for attendance at previous conferences has been as follows:

2017 - Auckland – Councillors Barber, Dixon, Harvey and Heaps

2018 - Christchurch – Councillors Kerr, Schollum and Travers

2019 - Wellington – Councillors Barber, Harvey and Lawson

2020 - Conference cancelled.

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.

- 1.11 The Mayor canvassed all councillors about attendance at the conference this year and the following indicated that they would like to attend:
 - Councillor Alwyn Corban
 - Deputy Mayor Kerr
 - Councillor Simon Nixon
 - Councillor Sophie Siers

Remits

- 1.12 The remit process is set out in the attached memo from LGNZ (**Attachment 1**). Research and preparation of remits takes a significant amount of officer time, as does lobbying other Councils for support. Almost all remits submitted last year were accepted by the conference. Proposed remits, other than those relating to the internal governance and constitution of Local Government New Zealand, should address only major strategic “issues of the moment”. They should have a national focus articulating a major interest or concern at the national political level. The National Council’s Remits Screening Policy is as follows:

Criteria

- Remits must be relevant to local government as a whole rather than exclusively relevant to a single zone or sector group or an individual council;
- Remits should be of a major policy nature (constitutional and substantive policy) rather than matters that can be dealt with by administrative action;



- Remits should not involve matters that can be actioned by equally valid means other than the AGM; and
- Remits should not deal with issues or matters that are “in-hand” and currently being actioned by LGNZ, unless the issue is approached from a different point of view.

1.13 Listed in **Attachment 2** are the remits which were accepted at the 2020 LGNZ AGM.

2.0 Recommendations – Ngā Tūtohunga

- A) That Council receive the report titled 2021 Local Government New Zealand Conference, AGM and Remit Process dated 18 March 2021.
- B) That the following Councillors accompany the Mayor (Presiding Delegate) and attend the LGNZ conference and Annual General Meeting to be held in Blenheim on 15- 17 July 2021:
Deputy Mayor Tania Kerr (Alternate)
Councillor Alwyn Corban
Councillor Simon Nixon
Councillor Sophie Siers
Chief Executive (Second Alternate)
- C) That the following remits be prepared for submission to the LGNZ AGM:

Attachments:

1 	2021 Remit Process Memo from LGNZ	CG-16-2-00520
2 	2020 Remits	CG-16-2-00521

MEMORANDUM



Date: 22 February 2021
To: Mayors, Chairs, Chief Executives, Zone Secretaries and Sector Chairs
From: Susan Freeman-Greene, Chief Executive
Subject: 2021 Annual General Meeting Remit Process

We invite member authorities wishing to submit proposed remits for consideration at the Local Government New Zealand Annual General Meeting (AGM) to be held on **Saturday 17 July 2021** in Blenheim, to do so no later than **5.00pm, Friday 14 May 2021**. Notice is being provided now to allow members of zones and sectors to gain the required support necessary for their remit (see requirement one below). The supporting councils do not have to come from the proposing council's zone or sector.

Proposed remits should be sent with the attached form. The full remit policy can be downloaded from the [LGNZ website](#).

Remit policy

Proposed remits, other than those relating to the internal governance and constitution of Local Government New Zealand, should address only major strategic "issues of the moment". They should have a national focus articulating a major interest or concern at the national political level. The National Council's Remits Screening Policy is as follows:

Criteria

1. Remits must be relevant to local government as a whole rather than exclusively relevant to a single zone or sector group or an individual council;
2. Remits should be of a major policy nature (constitutional and substantive policy) rather than matters that can be dealt with by administrative action;
3. Remits should not involve matters that can be actioned by equally valid means other than the AGM; and
4. Remits should not deal with issues or matters that are "in-hand" and currently being actioned by LGNZ, unless the issue is approached from a different point of view.

Requirements

1. Remits must have formal support from at least one zone or sector group meeting, or five councils, prior to their remit being submitted, in order for the proposer to assess support and achieve clarity about the ambit of the proposal;
2. Remits defeated at the AGM in two successive years will not be permitted to go forward;

3. Remits must be accompanied by background information and research to show that the matter warrants consideration by delegates. Such background should demonstrate the:
- Nature of the issue;
 - Background to it being raised;
 - Issue's relationship, if any, to the current Local Government New Zealand Business Plan, key priorities, and its objectives;
 - Level of work, if any, already undertaken on the issue by the proposer, and outcomes to date;
 - Resolution, outcome and comments of any zone or sector meetings which have discussed the issue; and
 - Suggested actions that could be taken by Local Government New Zealand should the remit be adopted.

Remit process

Local Government New Zealand will take the following steps to finalise remits for the 2021 AGM:

- All proposed remits and accompanying information must be forwarded to Local Government New Zealand no later than **5.00pm, Friday 14 May 2021**, to allow time for the remits committee to properly assess remits;
- A remit screening committee (comprising the President, Vice President and Chief Executive) will review and assess proposed remits against the criteria described in the above policy;
- Prior to their assessment meeting, the remit screening committee will receive analysis from the Local Government New Zealand staff on each remit assessing each remit against the criteria outlined in the above policy;
- Proposed remits that fail to meet specified criteria will be informed as soon as practicable of the committee's decision, alternative actions available, and the reasons behind the decision;
- Proposers whose remits meet the criteria will be contacted as soon as practicable to arrange the logistics of presenting the remit to the AGM; and
- All accepted remits will be posted to the Local Government New Zealand website, and members informed, at least one month prior to the AGM in order to allow members sufficient to discuss the remits prior to the AGM.

To ensure quality preparation for members' consideration at the AGM, the committee will not consider or take forward proposed remits that do not meet this policy, or are received after **5.00pm, Friday 14 May 2021**.

General

Remits for AGM consideration also will be included formally in the AGM Business Papers that will be distributed to delegates not later than two weeks before the AGM, as required by the Rules (although as noted above the proposed remits will be available for member consideration before the AGM papers are issued to the membership).

Should you require further clarification of the requirements regarding the remit process please contact Leanne Brockelbank on 04 924 1212 or leanne.brockelbank@lgnz.co.nz



Annual General Meeting 2021

Remit application

Council Proposing Remit:	
Contact Name:	
Phone:	
Email:	
Fax:	
Remit passed by: (zone/sector meeting and/or list 5 councils as per policy)	
Remit:	

Background information and research:

Please attach separately and include:

- Nature of the issue;
- Background to its being raised;
- New or confirming existing policy;
- How the issue relates to objectives in the current Work Programme;
- What work or action on the issue has been done on it, and the outcome;
- Any existing relevant legislation, policy or practice;
- Outcome of any prior discussion at a Zone or Sector meeting;
- Evidence of support from Zone/Sector meeting or five councils; and
- Suggested course of action envisaged.

Please forward to: Local Government New Zealand
Leanne Brockelbank, Deputy Chief Executive - Operations
P O Box 1214, Wellington 6140
leanne.brockelbank@lgnz.co.nz
No later than 5.00pm, Friday 14 May 2021.

Remits

- 1.1 As part of the conference, all Councils have been invited to submit proposed remits for the LGNZ AGM to be held on Saturday 17 July 2021. The deadline for submission has been announced as 5.00 pm Friday 14 May 2021. Notice has been provided to allow members of zones and sectors to gain the required support necessary for their remit. The LGNZ zone meeting for this Council's region is being held in Hastings on 15 and 16 April 2021. However, the supporting Councils do not have to come from the proposing council's zone or sector.
- 1.2 Proposed remits should only relate to the internal governance and constitution of Local Government New Zealand, and relate to "issues of the moment". Remits must have formal support from at least one sector group meeting, or any 5 councils, prior to being submitted.
- 1.3 In 2020, LGNZ passed 9 remits to direct LGNZ's policy advocacy:-
 - Public transport support

Proposed by Greater Wellington Regional Council, the remit calls for LGNZ to advocate that the Government work with councils to maintain the financial viability of public transport during the recovery phase of Covid-19.

The remit was passed with 99 per cent support of the sector.
 - Housing affordability

Proposed by Hamilton City Council and Christchurch City Council, the remit calls for LGNZ to advocate for the Government to assist councils in delivering affordable housing through introduce legislation that would fully enable councils to address housing affordability in their communities through a range of value uplift and capture tools, establishing a working group on affordable housing, and developing an affordable housing National Policy Statement.

The remit was passed with 85 per cent support of the sector.
 - Returning GST on rates

Proposed by Hamilton City Council and New Plymouth District Council, the remit calls for LGNZ to advocate for the Government to use the appropriate mechanisms to enable the 15 per cent Goods and Services Tax (GST) charged on rates be returned to councils to spend on local or regional infrastructure projects.

The remit was passed with 92 per cent support of the sector.
 - Natural hazards and climate change adaptation

Proposed by Hauraki District Council, the remit calls for LGNZ to advocate for the Government to undertake, in collaboration with all of local government, a comprehensive review of the current law relating to natural hazards and climate change adaptation along New Zealand's coastlines, and coordinates the development of a coastline strategy for the whole of New Zealand.

The remit was passed with 98 per cent support of the sector.
 - Local Government Electoral cycle

Proposed by Northland Regional Council, Rotorua Lakes Council, Whanganui District Council and Hamilton City Council, the remit calls for LGNZ to advocate for central government to extend the local government electoral term from three to four years.

The remit was passed with 87 per cent support of the sector.

- Water bottling

Proposed by Queenstown Lakes-District Council, the remit contains four parts, and calls for LGNZ to work with the Government to:

Place a moratorium on applications to take and/or use water for water bottling or bulk export.

The remit was passed with 76 per cent support of the sector.

Enable regional councils and unitary authorities to review inactive water bottling consents, with a view to withdrawal of the consent and discourage consent 'banking'.

The remit was passed with 86 per cent support of the sector.

Undertake an holistic assessment of the potential effects of the current industry, its future growth and the legislative settings that enable councils to effectively manage those effects.

The remit was passed with 92 per cent support of the sector.

Initiate a comprehensive nationwide discussion on the issue of water bottling (within the wider basis of water use) and implement any changes to the legislation and policy settings as required.

The remit was passed with 89 per cent support of the sector.

- Quorum when attending local authority meetings

Proposed by Waikato District Council, the remit calls for LGNZ to advocate for an amendment of legislation to enable elected or appointed members, connecting remotely to a public council meeting, be included in the quorum. This would provide an option for local authority meetings to be held completely remotely, if required.

The remit was passed with 93 per cent support of the sector.

- Use of macrons by local authorities

Proposed by Waipa District Council, the remit calls for LGNZ to put in place a simplified process for the addition of macrons to council names, if requested by that council or its community.

The remit was passed with 96 per cent support of the sector

- Rates rebates for low income property owners

Proposed by Whanganui District Council, the remit calls for LGNZ to work with Government to lift the level of rates rebates available for low and fixed income property owners – with yearly increases taking into account the cost for inputs into local government services.

The remit was passed with 100 per cent support of the sector.

 Thursday, 18 March 2021

Te Hui o Te Kaunihera ā-Rohe o Heretaunga
Hastings District Council: Council Meeting

Item 15

Te Rārangi Take

Report to Council

Nā:
From: Jackie Evans, Manager: Democracy and Governance

Te Take:
Subject: Schedule of Council Meetings

1.0 PURPOSE AND SUMMARY - TE KAUPAPA ME TE WHAKARĀPOPOTOTANGA

- 1.1 The purpose of this report is to approve changes to the schedule of Council and Committee meetings for 2021 which was adopted on 15 October 2020 as set out in the schedule appended to this report (Attachment 1).
- 1.2 Dates for retreats, conferences and Local Government New Zealand regional and national events have also been updated on the schedule. Please note the following changes to meetings:-

Strategy and Policy Committee	Rescheduled from 2 February 2021	Thursday 1 April 2021 at 1.00 pm
Great Communities Subcommittee	Tuesday 18 May 2021	Tuesday 13 April 2021 at 1.00pm
Civic and Administration Subcommittee	New Meeting	Tuesday 18 May 2021 at 9.00 am
Council	New Meeting	Thursday 3 June 2021 at 1.00pm

- 1.3 Although staff attempt to meet the needs of the Council it is inevitable that the schedule will need to be amended from time to time and these amendments will be notified to elected members via the Councillor diary as they arise.
- 1.4 While the schedule serves to give elected members notice of the upcoming meetings there is still a requirement under the Local Government Official Information and Meetings Act 1987 for the public to be advised on a regular basis of the meetings scheduled for the next month.

- 1.5 The schedule includes the meetings of all committees not only so that members can plan ahead, but also to ensure that meetings days are in fact available and not later taken up by other meetings. Where scheduled meetings are not required cancellations will be advised to members as early as possible.

2.0 RECOMMENDATIONS - NGĀ TŪTOHUNGA

- A) That Council receive the report titled Schedule of Council Meetings dated 18 March 2021.
- B) That the Council adopt schedule of meetings for 2021 as amended above.

Attachments:

There are no attachments for this report.

HASTINGS DISTRICT COUNCIL

COUNCIL MEETING

THURSDAY, 18 MARCH 2021

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:

- 19 Strategic Land Consideration**
- 20 Foodeast Regional Investors Update**
- 21 Urban Development Area - Land Acquisition**
- 22 Delegation to the Chief Executive to enter into Lease arrangements**
- 23 Lease Renewals**

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
19 Strategic Land Consideration	Section 7 (2) (b) (ii) The withholding of the information is necessary to protect information where the making available of the information would be likely to unreasonably prejudice the commercial position of the person who supplied or who is the subject of the information. Early Engagement - Commercially Sensitive.	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.

20 Foodeast Regional Investors Update

Section 7 (2) (b) (ii)

The withholding of the information is necessary to protect information where the making available of the information would be likely to unreasonably prejudice the commercial position of the person who supplied or who is the subject of the information.

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. The potential investors have not made their intention to invest in Foodeast public at this time.

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 Urban Development Area - Land Acquisition

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). Ongoing and future land negotiation and acquisition concerning landowners within Urban Development Areas.

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.

22 Delegation to the Chief Executive to enter into Lease arrangements

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). Provide Council with the opportunity to negotiate lease arrangements on commercial terms.

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.

23 Lease Renewals

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 undertake negotiations.

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.