
Thursday, 31 March 2022

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

Kaupapataka

Agenda

Te Rā Hui:
Meeting date: **Thursday, 31 March 2022**

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**

**Watch Council meetings
streamed live on our website
www.hastingsdc.govt.nz**

Thursday, 31 March 2022

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:

Louise Stettner (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 24 February 2022.
(Previously circulated)

5.0 Government Consultation - Transforming Recycling 7

6.0 Dog Control Fees From 1 July 2022 11

7.0 Adoption of Draft Annual Plan 2022/23, Draft Development Contributions Policy and Consultation Document 19

8.0	Ordering of Candidates' Names on Voting Documents	23
<hr/>		
9.0	2022 Youth Council Appointments to Council Subcommittees and Appointment of an additional Council Liaison to the Youth Council	27
<hr/>		
10.0	Requests Received under the Local Government Official Information and Meetings Act 1987 (LGOIMA) Update	31
<hr/>		
11.0	2022 Meeting Schedule Changes	35
<hr/>		
12.0	<i>Minor Items – Ngā Take Iti</i>	
<hr/>		
13.0	<i>Urgent Items – Ngā Take Whakahihiri</i>	
<hr/>		
14.0	Recommendation to Exclude the Public from Item 15	37
<hr/>		
15.0	Land Negotiations	

Thursday, 31 March 2022

Item 5

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

Te Rārangi Take

Report to Council

Nā:
From: Angela Atkins, Waste Planning Manager

Te Take:
Subject: Government Consultation - Transforming Recycling

1.0 Executive Summary – Te Kaupapa Me Te Whakarāpopototanga

- 1.1 The purpose of this report is inform Council of the current consultation that the Ministry of the Environment is undertaking – Transforming Recycling and seek delegated authority for the Chief Executive to authorise the Officers’ submission.
- 1.2 This consultation seeks feedback on three proposals related to transforming recycling:
 - Part 1: Container Return Scheme
 - Part 2: Improvements to household kerbside recycling
 - Part 3: Separation of business food waste
- 1.3 These three proposals are part of the Government’s long-term shift toward a circular economy, where packaging is made of materials that maintain their value and are easier to recycle. Greater quantities and cleaner streams of material will be recovered for recycling.
- 1.4 The consultation document was released on 13 March and consultation period closes 8 May 2022.
- 1.5 The full consultation document can be viewed on the Ministry for the Environment website at: <https://environment.govt.nz/assets/publications/Transforming-recycling-consultation-document.pdf>.
- 1.6 It is the intention that Officers will make a submission on behalf of Council and the District.

2.0 Recommendations - Ngā Tūtohunga

- A) That the Council Meeting receive the report titled Government Consultation - Transforming Recycling dated 31 March 2022.
- B) That the Council support the principles presented by Officers for inclusion in Council submissions on the Transforming Recycling consultation documents from Ministry for the Environment.

- C) That the Council delegate authority to the Chief Executive to authorise the submission prior to lodgement.

3.0 Background – *Te Horopaki*

- 3.1 The issue identified by the Government is that Aotearoa New Zealand generates more than 17 million tonnes of waste each year and sends almost 13 million tonnes of that waste to landfill. This means that almost 76% of the material Aotearoa New Zealand use is completely wasted.
- 3.2 The national recycling rate is low. Aotearoa New Zealand only recycles and composts about one-third of the materials we place out on the kerbside and two-thirds is sent to landfills. This percentage is reversed in high-performing countries where they recycle two-thirds and landfill only one-third. Please note that the Hastings District Council (HDC) collected recycling is fully recycled with very little contamination and therefore no need to landfill material.
- 3.3 Rubbish ending up in landfills is also contributing to our carbon emissions. In 2019, the waste sector contributed around 4 per cent of our total greenhouse gas emissions and around 9 per cent of biogenic methane emissions.

4.0 Discussion – *Te Matapakitanga*

- 4.1 The Government has released three proposals to transform recycling.
- 4.2 A **Container Return Scheme** (CRS) is a recycling system that incentivises people to return their empty beverage containers for recycling in exchange for a small refundable deposit (20 cents proposed).
- 4.3 The refundable deposit is a cash incentive for people to return their drink containers.
- 4.4 Beverage containers that would be included:
- All single-use metal beverage containers (eg, aluminium, steel, tinplate and bimetals).
 - All single-use glass beverage containers (all colours of glass).
 - All single-use plastic beverage containers (PET 1, HDPE 2 and PP 5; recyclable bio-based PET 1 and HDPE 2).
 - All single-use liquid paperboard beverage containers (except fresh milk).
- 4.5 Beverage containers that would not be included:
- Any beverage container made from a material other than metal, plastic, glass or liquid paperboard (such as pouches, bladders, and compostable or biodegradable plastics).
 - Fresh milk in all packaging types.
 - Beverage containers that are intended for refilling and have an established return/refillables scheme.
 - All cups (including coffee cups).
- 4.6 Read more in the attached snapshot – Container Return Scheme.
- 4.7 **Improvements to household kerbside recycling**
- 4.8 The Government is going to try to make it simpler and easier for people to recycle correctly.

- 4.9 Under this proposal a standard set of materials will be collected in household kerbside recycling bins around the country. It will help businesses design packaging that is recyclable anywhere in Aotearoa New Zealand.
- 4.10 Requiring a kerbside food scrap collection for all population areas of over 1,000 by 2030. This will help Aotearoa New Zealand reduce our carbon footprint, the amount of waste going to landfill and associated disposal costs.
- 4.11 Proposed materials for kerbside collection:
- Glass bottles and jars.
 - Paper and cardboard.
 - Plastic bottles and containers 1, 2, and 5.
 - Aluminium and steel tins and cans.
- 4.12 Read more in the attached snapshot – Improvements to household kerbside recycling.
- 4.13 **Separation of food scraps from general waste for all businesses**
- 4.14 This proposal is about diverting business food scraps from landfill to reduce greenhouse gas emissions and make better use of organic material. The food scraps can then be used to improve our soil or feed animals.
- 4.15 The Government would be phasing in the implementation of this proposal over time as we progress in our journey from planning to action.
- 4.16 Read more in the attached snapshot – Separation of business food waste.

5.0 Options – Ngā Kōwhiringa

- 5.1 The HDC is well positioned to adapt to any new legislation as a result of the systems we already have in place. Some councils do not recycle at all or as well as HDC.

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

- 5.2 Officers make a submission on behalf of Council and the District, with authority delegated to the Chief Executive to approve:

Key aspects of the proposals that may impact the Hastings District are yet to be worked through by officers. These are most likely to be discussed in the submission and include the following:

- The Container Return Scheme proposal is to exclude fresh milk bottles and this is likely to leave a large volume of bottles to collect via the kerbside service. In an ideal world, the Container Return Scheme would replace the kerbside collection of plastics, cans and glass. Kerbside collections are the ambulance at the bottom of the cliff and there are much better ways to collect these resources at earlier opportunity.
- A mandated kerbside food scrap collection service by 2030. This would be a new service for HDC to provide and is likely to have a similar cost to the kerbside recycling service. This proposal will need to be considered in the next Waste Management and Minimisation Plan and LTP.

Proposals Officers support are:

- Container Return Scheme introduction to reduce litter.
- Standardising Kerbside Recycling Materials – this proposal aligns with the materials currently collected by HDC. No change required unless new materials are introduced.
- National reporting requirements for both councils and private waste operators to build a national picture of what waste looks like in Aotearoa New Zealand.

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

- 5.3 Officers do not make a submission on behalf of Council and the District. This option does not align with Action 6B of the Joint Waste Management and Minimisation Plan **Diversion Initiatives (of residual waste from landfill)** - *Continue to lobby central government for problematic materials.*

6.0 Next steps – Te Anga Whakamua

- 6.1 Officers will seek input from elected members via a workshop on 5 April 2022 with the Eco District Subcommittee.
- 6.2 The Waste Minimisation Team will undertake a community survey to obtain input from residents in early April.
- 6.3 Both of these processes will help officers form the submission.

Attachments:

1⇒	MfE Consultation Document Transforming Recycling - Part 1 Snapshot Container Return Scheme	CG-16-2-01032	Separate Document – Vol 1
2⇒	MfE Consultation Document Transforming Recycling - Part 2 Snapshot Improvements to household kerbside recycling	CG-16-2-01033	Separate Document – Vol 1
3⇒	MfE Consultation Document Transforming Recycling - Part 3 Snapshot Separation of business food waste	CG-16-2-01034	Separate Document – Vol 1

Thursday, 31 March 2022

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

Item 6

Te Rārangi Take

Report to Council

Nā: John Payne, Regulatory Solutions Manager
From: Craig Cameron, Group Manager: Strategy and Development

Te Take: Dog Control Fees From 1 July 2022
Subject: Dog Control Fees From 1 July 2022

1.0 Executive Summary – Te Kaupapa Me Te Whakarāpopototanga

- 1.1 The purpose of this report to Council is to seek a decision on the fee structure for dog control fees. It is proposed that the total collection of dog control fees is increased by 2.3% for the 2022/23 registration year from the previous registration year.
- 1.2 Section 37 of the Dog Control Act 1996 requires – the dog control fees payable to a territorial authority shall be those reasonable fees prescribed by resolution for the registration and control of dogs.
- 1.3 The Rural Community Board and Federated Farmers submitted to the Long Term Plan (LTP) process that existing fee structures should be reviewed. Council subsequently requested officers to review the fee structures for the 2022/2023 registration year.
- 1.4 This report analyses three options for funding dog registration. Each option creates a different distribution, however generates the same income.
- 1.5 The Rural community Board supports recommendation B (i).

2.0 Recommendations - Ngā Tūtohunga

- A) That the Council Meeting receive the report titled Dog Control Fees From 1 July 2022 dated 31 March 2022.
- B) That pursuant to section 37(1) of the Dog Control Act 1996 Council adopts the following dog registration fees (inclusive of GST):

- i. Status quo fees formula with a 2.3% increase

Category	Fee Paid Before 1 Aug 2022 2.3% Increase	Fee Paid After 1 Aug 2022 2.3% Increase
Urban	\$115 to \$118.00	\$172 to \$176.00
Selected Owner	\$78 to \$80.00	\$117 to \$120.00
Rural	\$56 to \$57.00	\$84 to \$85.50

OR

- ii. Both Selected and Rural Owners equally contributing

Category	Fee Paid Before 1 Aug 2022	Fee Paid After 1 Aug 2022
Urban	\$118.00	\$176.00
Selected Owner	\$66.00	\$99.00
Rural	\$66.00	\$99.00

OR

- iii. All dog owners pay equally

Category	Fee Paid Before 1 Aug 2022	Fee Paid After 1 Aug 2022
All Dog Owners	\$76.00	\$114.00

- C) That pursuant to sections 37 and 68 of the Dog Control Act 1996, and section 14 of the Impounding Act 1955, Council adopts the following other Animal Control fees increased by inflation where considered appropriate:

Category	Current Fee	Proposed Fee 2022
Impound charges relating to Stock		
Vehicle Rate	\$0.83	\$0.83
Replacement Tag	\$6.00	\$6.00
Sustenance (daily)	\$9.00	\$9.00
Goats	\$10.00	\$15.00
Sheep	\$10.00	\$15.00
Pigs	\$20.00	\$25.00
Application for Selected Owner Policy	\$30.00	\$30.00
Application to Keep More than Two Dogs	\$30.00	\$30.00
Deer	\$40.00	\$45.00
Horses	\$40.00	\$45.00
Cattle	\$40.00	\$45.00
Micro-chip Fee (including chip)	\$42.00	\$45.00
Relinquishment Fee	\$50.00	\$50.00
Destruction Fee	\$60.00	\$60.00
Seizure Fee	\$60.00	\$60.00
First impound	\$85.00	\$90.00
Animal Control Hourly Rate	\$112.50	\$115.00
Second impound	\$127.50	\$130.00
Third & subsequent impound	\$180.00	\$185.00
Adoption Fee	\$260.00	\$265.00
Daily Sustenance	Actual Costs	Actual Costs

3.0 Background – Te Horopaki

- 3.1 Dog Control is a community safety activity which does not function to make a profit.
- 3.2 The current charging method has been determined based on breaking the costs into two components, **registration** and **enforcement**, then dividing the registration component equally amongst all dogs and dividing the enforcement component based on the level of work allocation.
- 3.3 This method has worked well, however the number of Selected Owner Policy (SOP) dogs has increased over the years and accordingly the urban category has significantly decreased. SOP recognises responsible dog owners by providing a reduced fee. This means the amount calculated for SOP is spread over a much greater number and the amount calculated for urban dogs is spread over a much smaller number. This creates a significant discrepancy and the SOP fees have been increased to cover the discrepancy.
- 3.4 There are other factors that need to be taken into consideration for which the formula does not address and can't be attributed to any particular category i.e.
- The figures are based on everyone paying, but in reality they don't
 - Some people pay at the penalty rate for late payment
 - Some people pay at another Council and later transfer into the district. These owners are not required to pay
 - Some people only pay a pro-rata fee when the dog attains the age of three months during the registration year
 - Some people claim a refund (from the same revenue code) if their dog dies during the registration year
 - Unregistered dogs, the highest category of offenders, don't pay a fee.
- 3.5 A greater Urban fee, due to the small number of Urban dogs is likely to result in higher degrees of non-compliance.

Table 1 - Current Registration Fees 2021/2022

Category	Fee Paid Before 1 Aug 2021	Fee Paid After 1 Aug 2021	Total	Registered
Urban	\$115.00	\$172.00	2,487	2,291
Selected Owner	\$78.00	\$117.00	4,549	4,549
Rural	\$56.00	\$84.00	6,396	6,348
Special	Nil	N/A	15	15

- 3.6 A report was put to the Rural Community Board on 14 February 2022. The Board supported Recommendation B)(i).

4.0 Discussion – Te Matapakitanga

- 4.1 The community determines the cost of dog control by how compliant or non-compliant they are. If staff need to patrol in pairs because there is a risk or threat from the public or gangs, then that impacts on the cost of productivity. Staff need to do the job efficiently and safely.

5.0 Options – Ngā Kōwhiringa

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

The operational budget for 2022/2023 is \$1,635,605. Registration is 46% of expenditure less recoveries, less public benefit, and the balance split equally amongst all dogs.

Registration Expenditure (46%)	\$752,378
Recoveries 80% (infringements)	\$155,859
Public Benefit 10%	\$75,237
Balance (left to fund by all dog owners)	\$521,282

\$521,282 divided by 13,432 (dogs registered 2020/21 year) **\$38.80 per dog**

5.2 Enforcement is 54% of expenditure, less recoveries, less public benefit. The balance being divided according to the percent of work allocation, identified as 55% urban, 15% Selected Owner and 30% Rural.

Enforcement Expenditure (54%)	\$883,227
Recoveries 20% (prosecutions, infringements, impounding)	\$38,965
Public Benefit 40%	\$353,290
Balance (left to fund)	\$490,972

Urban x 55% = \$270,034 divided by 2,487 (Urban dogs)	\$108.57
Selected Owner x 15% = \$73,646 divided by 4,549 (SOP dogs)	\$16.19
Rural x 30% = \$147,291 divided by 6,396 (Rural dogs)	\$23.02

Urban \$38.80 + \$108.57	\$147.37
Selected Owner \$38.80 + \$16.19	\$55.00
Rural \$38.80 + \$23.02	\$61.82

Given the formula anomalies (see clause 3.4) and enforcement issues (see clause 3.5), the Urban fee has been reduced and the SOP fee has been increased.

Table 2 - Proposed fees, current formula (with inflation)

Category	Fee Paid Before 1 Aug 2022	Fee Paid After 1 Aug 2022
Urban	\$118.00	\$176.00
Selected Owner	\$80.00	\$120.00
Rural	\$57.00	\$85.50

Advantages

- The registration fee is a similar fee to the current fee.

Disadvantages

- SOP dog owners help to make up the shortfall.

Option Two – Te Kōwhiringa Tuarua – Te Āhuatanga o nāianeī.

5.4 Both the SOP and Rural dog owners could pay equally.

Table 3 – Proposed fees, SOP & Rural subsidy (with inflation)

Category	Fee Paid Before 1 Aug 2022	Fee Paid After 1 Aug 2022
Urban	\$118.00	\$176.00
Selected Owner	\$66.00	\$99.00
Rural	\$66.00	\$99.00

Advantages

- The registration fee decreases for SOP.

Disadvantages

- Creates about a 15% increase for rural dog owners.

Option Three – Te kowhiringa Tuatoru

5.5 The simplest funding method is to subtract ‘recoveries’ and ‘public benefit’ and split the balance equally amongst all dogs.

Total Expenditure	\$1,635,605
Recoveries (prosecutions, infringements, impounding)	\$194,823
Public Benefit at 27%	\$441,613
Balance to fund	\$999,169
\$999,169 divided by 13,432 (total dogs 2021/22 year)	\$74.39
Plus inflation 2.3%	\$1.70
	Per Dog
	\$76.00

Advantages

- Every dog owner is paying an equal share
- Urban registration decreases by about 35%
- SOP registration decreases by about 5%

Disadvantages

- Rural registration increases by about 31%

5.6 In summary the relative impact of the options presented in this report (both before and after 1 August 2022) are:

If Paid Before 1 Aug 2022	\$	\$	\$
Category	Option 1	Option 2	Option 3
Urban	118.00	118.00	76.00
Selected Owner	80.00	66.00	76.00
Rural	57.00	66.00	76.00

If Paid After 1 Aug 2022	\$	\$	\$
Category	Option 1	Option 2	Option 3
Urban	176.00	176.00	114.00
Selected Owner	120.00	99.00	114.00
Rural	85.50	99.00	114.00

6.0 Next steps – *Te Anga Whakamua*

- 6.1 Once Council has adopted the fees these could be included as information in the annual plan.
- 6.2 The fees have to be publically notified in the month preceding the start of the registration year (June).

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 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*

Fees can be reviewed annually.

Significance and Engagement - *Te Hiranga me te Tūhonotanga*

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

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

Not required.

Risks

Opportunity:<Enter text> :

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

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

This matter was reported to the Rural Community Board on 14 February 2022. The feedback is covered under 3.6 of this report:

Thursday, 31 March 2022

Item 7

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

Te Rārangi Take

Report to Council

Nā:
From: **Lex Verhoeven, Strategy Manager**

Te Take: **Adoption of Draft Annual Plan 2022/23, Draft Development**
Subject: **Contributions Policy and Consultation Document**

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 following in accordance with the relevant provisions of the Local Government Act 2002:
 - Draft Annual Plan supporting material – to be circulated separately
 - Draft Development Contributions Policy - attached
 - Draft Annual Plan Consultation Document – to be circulated separately
- 1.2 This issue arises from the legislative requirement to place the documents above on an agenda of the local authority.
- 1.3 This is an administrative matter. The objective of this decision relevant to the purpose of Local Government is to enable community participation in Council decision making processes as set out in the Local Government Act 2002.
- 1.4 This report concludes by recommending that the relevant documents set out in section 1.1 be adopted for community consultation.

BACKGROUND

- 1.5 The Council considered the Draft Annual Plan and Draft Development Contributions Policy at its workshop and Council meeting dated 24 February 2022. Officers were instructed to complete the material based on the decisions of that meeting and to prepare a base budget with an overall increased rating requirement of 6.4% - in line with that forecast in Year Two of the 2021-31 Long Term Plan. This has been achieved, and incorporates an additional CCTV project as per the direction given by Council.

- 1.6 Two matters remained unresolved from the 24 February meeting, with Council requesting further information before considering whether the proposals would be included in the 2022/23 Annual Plan.
- 1.7 Since the 24 February meeting the proposal to purchase the Tomoana Showgrounds has matured to the point that it is ready for inclusion in the Annual Plan. This proposal is focused on future proofing a growing Hastings for its recreational and wider social wellbeing outcomes. This proposal will lift the forecast increase in rating requirement to 6.6% for the 2022/23 financial year.
- 1.8 The Council also requested further details as to a proposal to construct a seawall at Haumoana in front of the properties commonly referred to as the H18. That proposal would be undertaken in 2 stages. Stage 1 would consist of investigation and consenting and a targeted rate levied on those affected properties for this purpose. A future stage 2 would consist of the construction of the seawall and would be subject to the outcome of stage 1 and future Council decision making. The Annual Plan process seeks to formalise commitment to the targeted rate from affected properties, at which time Council will be in a position to make final decisions in respect of the composition of the funding arrangements in June 2022.
- 1.9 A draft of the Consultation document has previously been circulated to Councillors for feedback.

CURRENT SITUATION

- 1.10 The documentation has been completed in accordance with the decisions made by Council to date, and the Consultation Document amended in line with Council feedback received. This documentation is now submitted for Council adoption. This is a formal requirement of the Act.
- The resolutions below allow for any subsequent decisions made at the 31 March Council meeting. The documentation will be amended as appropriate to reflect and give effect to those decisions.

2.0 Recommendations - Ngā Tūtohunga

- A) That the Council Meeting receive the report titled Adoption of Draft Annual Plan 2022/23, Draft Development Contributions Policy and Consultation Document dated 31 March 2022.
- B) That the Council resolves to include the proposed purchase of the Tomoana Showgrounds within the 2022/23 Annual Plan for public consultation.
- C) That the Council resolves to include Stage 1 (investigation and consent) of the H18 Haumoana Seawall in the 2022/23 Annual Plan and to set a targeted rate on those properties for this purpose, subject to consultation and final Council decisions in June 2022.
- D) That the Council adopt the supporting information required by section 95A (4) of the Local Government Act 2002 (The Draft Annual Plan 2022/23), the statement of matters attached (CG-16-2-01029), incorporating any amendments made at its meeting of 31 March 2022.
- E) That the Council adopt the Draft Development Contributions Policy in accordance with section 102 (4B) of the Local Government Act 2002.
- F) That the Council adopt the Annual Plan 2022/23 Consultation Document (incorporating Draft Development Contributions Policy) pursuant to Section 95 (2) of the Local Government Act 2002, incorporating any amendments made at its meeting of 31 March 2022.

Attachments:

1	Corporate Planning - LTCCP - Development Contributions Policy - Policy Documents - DRAFT 2022-2023 Development Contributions Policy	CP-03-10-10-22-39	Separate Document – Vol 2
2	Annual Plan Consultation - Statement of Matters Annual Plan 2022-23 Council Meeting 31 March 2022	CG-16-2-01029	Separate Document – Vol 2

Thursday, 31 March 2022

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

Item 8

Te Rārangi Take

Report to Council

Nā:
From: Louise Stettner, Manager, Democracy & Governance Services

Te Take:
Subject: Ordering of Candidates' Names on Voting Documents

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 ordering of candidates' names on voting documents.
- 1.2 This arises from the Local Electoral Act 2001.
- 1.3 There are 3 options with respect to the ordering of candidates' names on voting papers: alphabetical order of surname; pseudo-random order or random order.
- 1.4 This report concludes by recommending that the names of candidates in the 2022 Hastings District elections be arranged in random order which is what the Council resolved to do for the last election in 2019.

2.0 Recommendations - Ngā Tūtohunga

- A) That the Council receive the report titled Ordering of Candidates' Names on Voting Documents dated 31 March 2022
- B) That the names of candidates at the 2022 Hastings District elections and any subsequent by-elections be arranged in random order. Under this arrangement, the names of the candidates for each issue are shown in a different order on each and every voting document, utilising software which enables the names of candidates to be printed in a different order on each paper.

3.0 Background – *Te Horopaki*

3.1 Order of Candidates' names on Voting Documents

3.2 Prior to the Local Electoral Act 2001, candidates' names were required to be listed on the voting documents in alphabetical order of surname.

3.3 Regulation 31(1) of the Local Electoral Regulations 2001 allows the Council to decide on whether the names are to be arranged on the voting documents in alphabetical order of surname, pseudo-random order, or random order.

3.4 Alphabetical Order of Surname

3.5 Apart from the 2019 election, this has been the order used at previous elections and is self-explanatory.

3.6 Pseudo-Random Order

3.7 Under this arrangement, the candidates' names for each issue are placed in a hat (or similar receptacle), mixed together, and then drawn out of the receptacle, with candidates' names being placed for all voting documents for that issue in the order they are drawn.

3.8 The regulations provide that if a Council has determined that pseudo random order is to be used, the Electoral Officer must state, in the public notice required to be given, the date, time and place in which the order of the candidates' names will be arranged. Any person is then entitled to attend while the draw is in progress.

3.9 Random Order

3.10 Under this arrangement, the names of the candidates for each issue are shown in a different order on each and every voting document, utilising software which enables the names of candidates to be printed in a different order on each paper.

4.0 Discussion – *Te Matapakitanga*

4.1 The Council used random order at the last triennial election (2019) and prior to this time the Council used alphabetical order.

4.2 If a resolution is not made, the candidate order has to be alphabetical.

4.3 Depending on the result of the representation review, the voting papers for the 2022 election will contain candidates for the following:

- a) mayoral election
- b) election of general ward councillors
- c) election of Māori ward councillors
- d) rural community board election
- e) election of constituency councillors for the Hawke's Bay Regional Council
- f) election of trustees of Flaxmere Licensing Trust

4.4 The elections for (a) – (d) in 4.3 above are all subject to decisions on candidate order by Hastings District Council. The two authorities in (e) and (f) will make their own decisions.

4.5 Technological developments for the printing of ballot papers has greatly improved for the production of random order voting papers, so that there is no difference in either cost or quality for the printing of alphabetical or randomised voting papers.

4.6 Recent research on voting patterns has also indicated that candidates with a surname starting at the top end of the alphabet may have slight advantage over others with a lower alphabetical ranking.

- 4.7 A Government response to the Report of the Justice and Electoral Committee on its Inquiry into the 2013 local authority elections did not agree to a recommendation that the order on all ballot papers in local authority elections be completely randomised, but did encourage councils to consider adopting the randomisation of names on ballot papers under the existing provision.
- 4.8 Random order for voting papers has been increasingly adopted by local councils. In the 2019 election 57% of Territorial Authorities selected random order; 33% alphabetical and 10% pseudo-random. The Hastings District Council chose random order for the last election.
- 4.9 In the Hawke's Bay region in 2019, Napier City, Central Hawke's Bay and Hastings District Councils chose random order and Wairoa District and Hawke's Bay Regional Council chose alphabetical.

5.0 Options – Ngā Kōwhiringa

- 5.1 The Council is asked to choose whether the candidates' names on voting papers be listed: -
 Option 1 – alphabetically
 Option 2 – in pseudo-random order, or
 Option 3 – in random order.
- 5.2 For the reasons outlined in paragraphs 4.5 – 4.9; option 3 - random order is the preferred option.

6.0 Next steps – Te Anga Whakamua

- 6.1 The Electoral Officer will be advised of the Council's resolution with respect to the ordering of candidates' names on voting documents for the 2022 election so that this can be implemented.

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 wellbeing of communities.

Māori Impact Statement - Te Tauākī Kaupapa Māori

N/A

Sustainability - Te Toitūtanga

N/A

Financial considerations - Ngā Whakaarohanga Ahumoni

N/A

Significance and Engagement - *Te Hiranga me te Tūhonotanga*

The measure is primarily administrative rather than a policy issue and does not trigger the Council's significance and engagement policy.

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

N/A

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

The decision of the Council should be communicated to the Rural Community Board for their information.

Thursday, 31 March 2022

Item 9

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

Te Rārangi Take

Report to Council

Nā:
From: Dennise Elers, Community Development Manager

Te Take:
Subject: 2022 Youth Council Appointments to Council Subcommittees and Appointment of an additional Council Liaison to the Youth Council

1.0 Purpose and summary - Te Kaupapa Me Te Whakarāpopototanga

- 1.1 The purpose of this report is to obtain Council's agreement to:
 - the non-voting appointment of Youth Council representation to Council subcommittees other bodies, and
 - the appointment of Councillor xxxx as a Council Liaison to the Youth Council.
- 1.2 Members of the 2022 Youth Council have expressed an interest in attending some of Council's strategic subcommittee meetings and being able to contribute to the debate. This is a continuation of the previous two years, when in 2020 and 2021 Youth Council members were appointed to the Council's strategic subcommittees.
- 1.3 At its first meeting of the year, which was held on Wednesday, 30 March 2022, the Youth Council will confirm the nomination of non-voting Youth Council appointees to the Council's strategic subcommittees and other bodies for the forthcoming year, until the local authority elections. The names will be sent prior to the Council meeting. This will enable the Youth Council appointees to participate in the work of the subcommittees, immediately following confirmation of their appointments by Council on 31 March 2022.
- 1.4 There is currently one Council Liaison to the Youth Council. To further support the work of the Youth Council; agreement to the appointment of an additional Council Liaison is sought. The 'Fields of Interest' of the Youth Council contained in Council's Committee and Rural Community Board Register of Delegations 2019-2022 is in **attachment 1**.
- 1.5 In line with the arrangements made in 2020 and 2021 for the Youth Council appointees, it is recommended that each subcommittee provides a mentor (on an informal basis) from the elected membership to give advice and guidance on the work of that subcommittee to the appointed Youth Council member. Council Subcommittee chairs will support the Youth Council through regular

attendance at Youth Council meetings which will provide an opportunity for the Youth Council to hear about the work taking place across the breadth of Council business.

- 1.6 Youth Council appointees will also be given an induction session on Council meeting protocols, Standing Orders and information relevant to their participation on the respective subcommittees and other bodies and will also agree to the Youth Council Code of Conduct. Youth Council appointees will not be present in the meetings during consideration of Public Excluded reports and will not be provided with copies of those reports.

2.0 Recommendations - Ngā Tūhunga

- A) That the Council receive the report titled 2022 Youth Council Appointments to Council Subcommittees and Appointment of an additional Council Liaison to the Youth Council dated 31 March 2022.
- B) That the Council approve the non-voting appointment of the following Youth Council representatives to the following Council Subcommittees and other bodies during their term of office with the Youth Council in 2022, until the local authority elections:

COUNCIL SUBCOMMITTEE/ BOARD /GROUP	APPOINTEE/S	NUMBER OF APPOINTEE/S
District Development Subcommittee		Two Youth Council representatives and one alternate member
Eco District Subcommittee		Two Youth Council representatives and one alternate member
Great Communities Subcommittee		Two Youth Council representatives and one alternate member
Civic and Administration Subcommittee		Two Youth Council representatives
Hastings District Rural Community Board		One Youth Council representative
Rural Halls Subcommittee		One Youth Council representative
International Advisory Group		One Youth Council representative
OTHER ORGANISATIONS (To which Hastings District Council makes appointments)		
Active Transport Group		One Youth Council representative
Joint Smokefree Working Group		One Youth Council representative

- C) That the Council appoint Councillor xxxx as a Council Liaison to the Youth Council.
- D) 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:

1  Youth Council - Fields of Interest - 2019-22 CG-16-67

1. Youth Council

Fields of Activity

The Youth Council's role is to:

- Provide a youth perspective on issues.
- Make sure the views of young people are canvassed and passed on to Council.
- Give advice on planning and infrastructure, particularly relating to any direct impact on young people.
- Promote and encourage youth involvement in planning and developing Council services.
- Provide input on policy and strategic development.

Membership (numbers decided by the Group Manager Communities and Facilities)

This membership should be representative of:

- Gender.
- Mixed abilities.
- Geographical location.
- Educational level.
- Employment/unemployment.
- Diverse Cultural Backgrounds.

Quorum – 50% of the current members

DELEGATED POWERS

- 1) To promote and oversee the matters within the Fields of Activity.
- 2) To report its work and progress to the Great Communities Subcommittee.

Meetings

Youth Councillors are expected to attend fortnightly or monthly or meetings, help organise the Youth Potential awards, take part and attend events that have been confirmed by the Youth Council, and attend an overnight retreat.

The Youth Council reports to the Great Communities Subcommittee.

Thursday, 31 March 2022

Item 10

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

Te Rārangi Take

Report to Council

Nā:
From: Louise Stettner, Manager, Democracy & Governance Services

Te Take: Requests Received under the Local Government Official
Subject: Information and Meetings Act 1987 (LGOIMA) Update

\\hdcfp1\data\Infocounciltest\Templates\report_guidance.pdf

1.0 Purpose and summary - Te Kaupapa Me Te Whakarāpopototanga

- 1.1 The purpose of this report is to inform the Council of the number of requests under the Local Government Official Information Act (LGOIMA) 1987 received in January and February 2022 and the status of those requests as at the end of February 2022.
- 1.2 This issue arises from the provision of accurate reporting information to enable effective governance.
- 1.3 This is an administrative report to ensure that Council is aware of the number and types of information requests received and to provide assurance the Council is meeting its legislative obligations in relation to the LGOIMA.
- 1.4 While there were 2 outstanding LGOIMA responses as at the end of February 2022, they were responded to within the required legislative timeframe.
- 1.5 This report concludes by recommending that the LGOIMA requests (as in **Attachment 1**) be noted.

2.0 Recommendations - Ngā Tūhunga

- A) That the Council Meeting receive the report titled Requests Received under the Local Government Official Information and Meetings Act 1987 (LGOIMA) Update dated 31 March 2022.
- B) That the LGOIMA requests received in January and February 2022, as set out in Attachment 1, CG-16-2-01024 of the report be noted.

Attachments:

1  LGOIMA Reporting January - February 2022

CG-16-2-01024

IRB-2-01-22-2751

Local Government Official Information and Meetings Act 1987

LGOIMA – Report to Council – January – February 2022

	Requests Received	Responses to requests	Responses with information fully released	Responses with information partially withheld	Responses with information fully withheld	Average number of working days to respond	Requests resulting in a complaint to Ombudsman
January - February	15	13	12	1	0	8.5	0

Requests received since last reported to Council

Completed		
Outstanding		
Month	From	Subject
January	W Bradshaw	Correspondence between Council and Bell Gully in regards to Blackburn resource consents
	D Renouf	State of road repairs – complying with the National Code of Practice for Utility Operators access to Transport Corridors (2019) and NZTA B/2 specification for construction of unbound granular pavements
	MBIE	Public information on building work to a property in Hastings
	W Daly	Communications regarding pausing, delaying or terminating work on the new or existing water infrastructure projects due to the Three Waters Reform Programme since January 2021
	R Cornes	Information leading to the decision to not require Vaccine Certificates for people to access Council sports facilities (including swimming pools)
	C Giles	CCTV footage for Nottingly and Omahu Road
	Friends of Eskdale Park	Attendees and notes on the Council Workshop with HB Mountain Bike Club – proposed mountain bike track at Eskdale Park
	Friends of Eskdale Park	Information from the Council’s Economic Development Team relating to grant applications for proposed mountain bike track at Eskdale Park
	G Haden	Terms and conditions and schedule of charges for use of Farndon Park
	Friends of Eskdale Park	List of parties and stakeholders that were consulted as part of the Eskdale Park Reserve Management Plan
	J Maxwell	Copy of Legal opinion report in regards of Health and Safety in Tainui Reserve and other Havelock North Reserves
February	Willis Legal	Number of retrospective resource consents granted by Council since 2017
	J Haines	Information on subdivision in Thompson Road

IRB-2-01-22-2751

Month	From	Subject
	Cost Optimisation	Council's major outsourced maintenance contracts
	Shakespeare Chambers	Information on Whakatū Stormwater Scheme

Thursday, 31 March 2022

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

Item 11

Te Rārangi Take

Report to Council

Nā:
From: Louise Stettner, Manager, Democracy & Governance Services

Te Take:
Subject: 2022 Meeting Schedule Changes

1.0 Executive Summary – Te Kaupapa Me Te Whakarāpopototanga

- 1.1 The purpose of this report is to consider amendments to the schedule of Council and Committee Meetings for the 2022 Meetings Calendar which was originally adopted by Council on 28 October 2021.

This report recommends that the 2022 Meeting Schedule as amended below be adopted.

The Local Government Act 2002, Schedule 7, Clause 19 states:

“A local authority must hold meetings at the times and places that it appoints”.

If a local authority adopts a schedule of meetings-

- a) The schedule-*
 - i) may cover any future period that the local authority considers appropriate, and*
 - ii) may be amended.*

Although a local authority must hold the ordinary meetings appointed, it is competent for the authority at a meeting to amend the schedule of dates, times and number of meetings to enable the business of the Council to be managed in an effective way.

- 1.2 It is proposed that the meeting schedule be amended as outlined in the recommendations of this report.

2.0 Recommendations - Ngā Tūtohunga

- A) That the Council Meeting receive the report titled 2022 Meeting Schedule Changes dated 31 March 2022.
- B) That the Council adopt changes to the schedule of meetings for 2022 as follows:

Strategy and Policy Committee	Rescheduled meeting	From Tuesday, 17 May 2022 to Thursday, 2 June 2022 at 1.00pm
Council	New Meeting	Thursday, 23 June at 1pm
Risk and Assurance Committee	Cancelled meeting	Monday, 27 June 2022
Risk and Assurance Committee	Rescheduled meeting	Monday, 18 July at 1.00pm (to replace the 29 August 2022 meeting)

Attachments:

There are no attachments for this report.

HASTINGS DISTRICT COUNCIL

COUNCIL MEETING

THURSDAY, 31 MARCH 2022

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:

15 Land Negotiations

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:

<i>GENERAL SUBJECT OF EACH MATTER TO BE CONSIDERED</i>	<i>REASON FOR PASSING THIS RESOLUTION IN RELATION TO EACH MATTER, AND PARTICULAR INTERESTS PROTECTED</i>	<i>GROUND(S) UNDER SECTION 48(1) FOR THE PASSING OF EACH RESOLUTION</i>
15 Land Negotiations	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 enable Council to acquire land from affected landowner.	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.

Item ERROR! REFERENCE SOURCE NOT FOUND.