
Tuesday, 6 September 2022

Te Hui o Te Kaunihera ā-Rohe o Heretaunga

Hastings District Council: Civic and Administration Subcommittee Meeting

Ngā Minitī

Minutes

Te Rā Hui:

Meeting date: **Tuesday, 6 September 2022**

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

Time start - end **9.00am – 10.00am**

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TE KAUNIHERA Ā-ROHE O HERETAUNGA

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Ngā Minitī

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Kua Tae ā-tinana: **Chair:** Councillor Malcolm Dixon
Present: **Councillors:** Simon Nixon (Deputy Chair), Wendy Schollum and Kevin Watkins
Environmental Consents Manager, Caleb Sutton – for Items 4 to 6

Kei Konei: Chief Executive - Nigel Bickle
Also present: General Counsel - Scott Smith
Network Controls Manager – Alf Johnson
City Centre Activation Officer – Andrea Taaffe
Senior Democracy & Governance Advisor – Vicki Rusbatch
Democracy & Governance Advisor - Christine Hilton

1. **APOLOGIES – NGĀ WHAKAPĀHATANGA**

Councillor Dixon/Councillor Nixon

That apologies for absence from Councillors Geraldine Travers, Eileen Lawson and Henare O’Keefe; Youth Council appointees: Mackenzie Varcoe and Monte Timu; Transportation Manager, Jag Pannu (member for Items 4 to 6); and Chair of Te Mata Park Trust Board, Mike Devonshire (member for Item 11) be accepted.

CARRIED

Leave of Absence had previously been granted to Councillor Harvey.

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

There were no declarations of conflicts of interest.

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

Councillor Watkins/Mr Sutton

That the minutes of the Civic and Administration Subcommittee Meeting held Tuesday 23 August 2022 be confirmed as an accurate record.

CARRIED

4. TEMPORARY ROAD CLOSURES - BLOSSOM WEEKEND - 25 SEPTEMBER 2022 AND SPRING SHOW - 15 OCTOBER 2022

(Document 22/268)

The Network Controls Manager, Alf Johnson, spoke to the agenda report and responded to questions from the Subcommittee.

Councillor Nixon/Councillor Schollum

- A) That the Civic and Administration Subcommittee receive the report titled Temporary Road Closures - Blossom Weekend - 25 September 2022 and Spring Show - 15 October 2022 dated 6 September 2022.
- B) That the Civic and Administration Subcommittee approve the following temporary road closures subject to no submissions or objections having been received in respect of these applications and on the basis that these events would be subject to any Covid-19 provisions in force as at the following date/s:
 - i. **Blossom Weekend: Karamu Road** from Eastbourne St East to Heretaunga St & **Heretaunga St** from Karamu Rd to Warren St. The road closure will be between 8.00am to 8.00pm, Sunday, 25th September 2022. The purpose of this road closure is to hold the Blossom Weekend Festival.
 - ii. **The Spring Show: Prospect Road** Between Royston and King Street from 6.00am until 7.00pm, Saturday 15th October 2022. The purpose of this road closure is to hold Spring Carnival Race Day.

Subject to the following conditions to be complied with to the satisfaction of the Group Manager: Asset Management:

- i. These events are conducted in accordance with the New Zealand Transport Agency Code of Practice Temporary Traffic Management (CoPTTM).
- ii. The Traffic Management Plans including provision for appropriate signage is approved by the Traffic Management Coordinator acting under delegated authority.
- iii. The Traffic Management Plans must be complied with including any specific conditions.
- iv. Copies of the relevant liability insurance policies are received.
- v. That the cost of all advertising is met by the event organisers.
- vi. Emergency Services are contacted regarding the holding of this event with details of the dates, locations and time frames.

- vii. As per the Traffic Management Plan provisions - all emergency services will be accommodated and access provided through the sites as required.
- viii. The applicant/s are responsible under the Health and Safety at Work Act 2015 for all health and safety risks associated with this activity and must take reasonably practicable steps to ensure the safety of all persons during these temporary road closures.
- ix. The applicant/s have in place at all times, appropriate Health and Safety measures (to prevent harm to any persons), including (but not limited to) any measures provided for in the submitted Health and Safety Plans including any conditions attached.

CARRIED

5. TEMPORARY ROAD CLOSURES - HB CAR CLUB: GIMBLETT - 25 SEPTEMBER 2022, TE ONEPU ROAD - 12 NOVEMBER 2022, OTENE ROAD - 27 NOVEMBER 2022

(Document 22/355)

The Network Controls Manager, Alf Johnson, spoke to the agenda report and responded to questions from the Subcommittee.

Councillor Watkins/Mr Sutton

- A) That the Civic and Administration Subcommittee receive the report titled Temporary Road Closures - HB Car Club: Gimblett - 25 September 2022, Te Onepu Road - 12 November 2022, Otene Road - 27 November 2022 dated 6 September 2022.
- B) That the Civic and Administration Subcommittee approve the following temporary road closures subject to no submissions or objections having been received in respect of these applications and on the basis that these events would be subject to any Covid-19 provisions in force as at the following date/s:
 - i. **Gimblett Road:** Full Length. The road closure will be between 9.00am to 5.00pm, Sunday, 25th September 2022. The purpose of this road closure is to hold a Motor Sport Event.
 - ii. **Te Onepu Road:** From Rapid 135 to Rapid 456. The road closure will be between 9.00am to 5.30pm, Saturday, 12th November 2022. The purpose of this road closure is to hold a Motor Sport Event.
 - iii. **Otene Road:** From House 66 to Ruahapia Road. The road closure will be between 9.00am to 5.00pm, Sunday, 27th November 2022. The purpose of this road closure is to hold a Motor Sport Event.

Subject to the following conditions to be complied with to the satisfaction of the Group Manager: Asset Management:

- i. These events are conducted in accordance with the New Zealand Transport Agency Code of Practice Temporary Traffic Management (CoPTTM).
- ii. The Traffic Management Plans including provision for appropriate signage is approved by the Traffic Management Coordinator acting under delegated authority.
- iii. The Traffic Management Plans must be complied with including any specific conditions.
- iv. Copies of the relevant liability insurance policies are received.

- v. That the cost of all advertising is met by the event organisers.
- vi. Emergency Services are contacted regarding the holding of this event with details of the dates, locations and time frames.
- vii. As per the Traffic Management Plan provisions - all emergency services will be accommodated and access provided through the sites as required.
- viii. The applicant/s are responsible under the Health and Safety at Work Act 2015 for all health and safety risks associated with this activity and must take reasonably practicable steps to ensure the safety of all persons during these temporary road closures.
- ix. The applicant/s have in place at all times, appropriate Health and Safety measures (to prevent harm to any persons), including (but not limited to) any measures provided for in the submitted Health and Safety Plans including any conditions attached.

CARRIED

6. TEMPORARY ROAD CLOSURES - A & P SHOW - 21 OCTOBER 2022 AND HAVELOCK NORTH STREET FESTIVAL - 29 OCTOBER 2022

(Document 22/352)

The Network Controls Manager, Alf Johnson, spoke to the agenda report and responded to questions from the Subcommittee.

Councillor Nixon/Councillor Schollum

- A) That the Civic and Administration Subcommittee Meeting receive the report titled Temporary Road Closures - A & P Show - 21 October 2022 and Havelock North Street Festival - 29 October 2022 dated 6 September 2022.
- B) That the Civic and Administration Subcommittee approve the following temporary road closures subject to no submissions or objections having been received in respect of these applications and on the basis that these events would be subject to any Covid-19 provisions in force as at the following date/s:
 - i. **Elwood Road:** from Karamu Rd to Otene Rd. The road closure will be between 7.00am to 6.00pm, Friday, 21st October 2022. The purpose of this road closure is to hold the HB A & P Show, Peoples' Day.
 - ii. **Te Aute Rd:** #4 to Roundabout, **Havelock Rd** - #8 to Roundabout, **Joll Rd** – 10b to Roundabout, **Napier Rd** – Treachers Ln to roundabout, **Te Mata Rd** – Duart Rd to Roundabout. The road closure will be between 9.00am to 4.30pm, Saturday, 29th October 2022. The purpose of this road closure is to hold a Street Festival.

Subject to the following conditions to be complied with to the satisfaction of the Group Manager: Asset Management:

- i. These events are conducted in accordance with the New Zealand Transport Agency Code of Practice Temporary Traffic Management (CoPTTM).
- ii. The Traffic Management Plans including provision for appropriate signage is approved by the Traffic Management Coordinator acting under delegated authority.

- iii. The Traffic Management Plans must be complied with including any specific conditions.
- iv. Copies of the relevant liability insurance policies are received.
- v. That the cost of all advertising is met by the event organisers.
- vi. Emergency Services are contacted regarding the holding of this event with details of the dates, locations and time frames.
- vii. As per the Traffic Management Plan provisions - all emergency services will be accommodated and access provided through the sites as required.
- viii. The applicant/s are responsible under the Health and Safety at Work Act 2015 for all health and safety risks associated with this activity and must take reasonably practicable steps to ensure the safety of all persons during these temporary road closures.
- ix. The applicant/s have in place at all times, appropriate Health and Safety measures (to prevent harm to any persons), including (but not limited to) any measures provided for in the submitted Health and Safety Plans including any conditions attached.

CARRIED

7. VIBRANCY FUND APPLICATIONS

(Document 22/331) (Copy of Attachment 10 from Lucinda Perry (Hastings City Business Association) was circulated separately prior to meeting)

The City Centre Activation Officer, Andrea Taaffe, spoke to the agenda report and responded to questions from the Subcommittee.

There were no declarations of Conflicts of Interest in regard to any of the applications.

It was noted that Attachment 10 from Lucinda Perry (Hastings City Business Association) had not been able to be viewed via the Smarty Grants system and so a copy had been circulated separately electronically (CG-16-14-00417) to the members prior to the meeting. It was also noted that this application had technically been a late application. Andrea advised that, via the Smarty Grants system, officers could see that the application had been completed within the required timeframe, but had not been actually “submitted” within that timeframe. As soon as the applicant had realised their mistake, on the next working date, council officers had been informed.

The Subcommittee considered whether or not it would accept the application, from the Hastings City Business Association, as a Late Application.

Councillor Schollum/Councillor Dixon

That the Application from Hastings City Business Association (Application 10) to the Vibrancy Fund be accepted as a Late Application and be considered as part of this funding round by the Civic and Administration Subcommittee at its meeting on 6 September 2022.

CARRIED

The City Centre Activation Officer, Andrea Taaffe, spoke to the agenda report and gave a brief background to each of the applications. She advised that, additional to the \$25,000 of available funding set out in the report, there was a \$6,000 carry over from the previous round that could be

used in this current round – a total of \$31,000 of funding available for this current round. She responded to questions from the Subcommittee.

The meeting considered each of the applications in turn, with the City Centre Activation Officer being asked to give feedback to some of the applicants, as directed by the meeting.

The final allocations of the available funds were then confirmed en-masse as part of the overall resolution.

Application 01 – Robin de Goeij – Mobile Mini Golf NZ

Andrea Taaffe advised the Subcommittee that the total originally requested by this applicant had been \$7,446.25. After the agenda report had been written, the applicant had then offered to reduce this figure by 5% (\$250.00) to the revised total of \$7,196.25. The revised total was considered by the meeting.

Councillor Watkins/Councillor Nixon

- A) That the Civic and Administration Subcommittee receive the report titled Vibrancy Fund Applications dated 6 September 2022.
- B) That having considered the applications against the criteria of the Vibrancy Fund, the Subcommittee confirms the following allocations, totalling \$31,000.25, to those applicants whom it considers will best assist Council to achieve its desired community outcomes; as set out below:

App#	Applicant	Project Title	Amount Approved
01	Robin de Goeij	Mobile Mini Golf NZ	\$7,196.25 <i>(applicant had reduced the original amount sought by 5% (being \$250.00) – the revised figure sought is \$7,196.25)</i>
08	Fish Aberadi	Unveiling	\$12,754.00
09	Wyn Drabble	Live Music on Hastings Stage – Music in CBD	\$2,000.00
10	Lucinda Perry (Hastings City Business Assn)	Hastings CBD Carnival	\$5,000.00
11	Timaki Shimaoka	3D Pavement Mural	\$1,050.00
12	Rosheen FitzGerald	Street Poetry	\$3,000.00
			\$31,000.35

Declined Applications			
App#	Applicant	Project Title	Amount Approved
03	V Hoy	Free Art Wall	\$0.00
05	Adrian Thornton	Bird Call of Aotearoa	\$0.00
06	Anthony Van Dorsten	Flow Temple	\$0.00

- C) That the funding of \$12,754.00 allocated to Fish Aberadi (Application 08) be contingent upon both a suitable minimum exhibition duration and a suitable location being able to be determined and agreed on, via discussion between the artist and the City Centre Activation Officer.

CARRIED

8. MINOR ITEMS - NGĀ TAKE ITI

There were no additional business items.

9. URGENT ITEMS - NGĀ TAKE WHAKAHIHIRI

There were no extraordinary business items.

10 RECOMMENDATION TO EXCLUDE THE PUBLIC FROM ITEM 11

SECTION 48, LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987

Councillor Nixon/Councillor Watkins

THAT the public now be excluded from the following parts of the meeting, namely;

11 Te Mata Park Trust Board Appointments

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>
11	Te Mata Park Trust Board Appointments	<p>Section 7 (2) (a)</p> <p>The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.</p> <p>Privacy for the applicants involved as part of the application and interview process..</p>	<p>Section 48(1)(a)(i)</p> <p>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.</p>

CARRIED

The meeting closed at 10.00am

Confirmed:

Chairman:

Date: